




## MEMORANDUM

DATE: October 26, 2012

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: **Supplemental Budget Appropriation and Fund Balance Transfer Resolution and Request for a Blanket Bid Waiver for Storm Related Costs**

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By way of this memo, attached please find a Supplemental Budget Appropriation and Fund Balance Transfer Resolution in the amount of \$250,000 to provide a funding source to handle the costs related to the possible deployment of the Emergency Operations Center, the possible opening of one or more Emergency Shelters, and the possible extended clean-up operation of down trees, limbs and branches and for any other costs that may occur as a direct result of Hurricane Sandy.

Additionally, I would respectfully request the Council carefully consider and approve a blanket bid waiver waiving section 10-7(a) and (b) of the Town's Purchasing Ordinances to allow Administration the ability to timely respond to this possible emergency.

Know that as a control, before we secure any equipment, Purchasing Agent Michelle Enman will verify the prices quoted against DAS contracted prices as appropriate for the type of equipment we need to complete the clean-up operation.

Although we may be unable to secure equipment under the DAS contract due to scarcity of resources, we can none-the-less use the DAS website to insure the prices quoted are reasonable.

We ask for this unprecedented blanket bid waiver in order to more quickly secure the necessary resources for clean-up knowing that other towns will quickly be in competition for the same equipment and resources.

Future purchases under this bid waiver include (but are not limited to) chippers, brush grinders, chain saws, trailers, tub grinders, and tree grinders. A list of likely vendors has been prepared by Public Works Director Tim Bockus and is attached for your review.

I would respectfully request that you forward this resolution and blanket bid waiver request on to the Town Council for action.

Should you have any questions or problems, please feel free to let me know. Thank you.

**RESOLUTION CONCERNING A SUPPLEMENTAL BUDGET APPROPRIATION AND  
FUND BALANCE TRANSFER FOR THE FISCAL YEAR ENDING JUNE 30, 2013 TO FUND  
COSTS ASSOCIATED WITH HURRICANE SANDY**

**WHEREAS**, the community of East Hartford is expected to experience some storm related damage of an unknown magnitude from Hurricane Sandy, and

**WHEREAS**, the Town is in the early stages of emergency preparedness to protect life, limb, and property to the extend possible from the effects of Hurricane Sandy, and

**WHEREAS**, the Town expects to incur costs to open and continuously operate an Emergency Operations Center, and if needed, Emergency Shelters for the duration of the emergency, and

**WHEREAS**, the Town will also incur costs to begin the clean-up process of storm related debris and the possible effects of storm related rain and wind on the community and Town owner properties, and

**WHEREAS**, as necessary, an extended cleanup operation will commence using Town forces, rented equipment, and outside vendors to begin the process of returning the Town back to normal.

**NOW THEREFORE BE IT RESOLVED**, that the East Hartford Town Council does hereby approve this Supplemental Budget Appropriation of funds in the amount of \$250,000 from the Town's Undesignated Fund Balance and to reflect the addition of the attached Supplemental Revenue Appropriation and Expenditure Appropriation.

G0320-55900	Fund Balance Appropriation	\$ 250,000
G3100-63999	Finance Administration - Other	\$ 250,000

I, Angela Attenello, Clerk of the Town Council of the Town of East Hartford, certify that the above resolution was approved at a meeting of the Town Council held on October 27, 2012.

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Angela Attenello, Clerk of the Town Council

Funds certified as unobligated and available.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_  
Marcia A. Leclerc, Mayor

Signed:  \_\_\_\_\_ Dated: 10/26/12  
Michael P. Walsh, Director of Finance

Blanket Bid Waiver: Hurricane Sandy

MOTION

By

seconded by

to **waive** the bidding requirements of Town Ordinance Section 10-7(a) and (b) and **authorize** the Administration to approve a request for a blanket bid waiver to allow the purchase or rental of equipment for the restoration of town roads in the aftermath of Hurricane Sandy, such waiver being in the best interests of the town as it will expedite the town's recovery efforts.