

**TOWN OF EAST WINDSOR
WATER POLLUTION CONTROL AUTHORITY**

Minutes of Special Meeting of March 16, 2011

Members Present: Paul Anderson, Tom Davis, Jim Barton and Peter Pippin

Others Present: WPCA Superintendent E. Arthur Enderle III, Tim Coon of JR Russo, Journal Inquirer Reporter Kory Loucks and Recording Secretary Laura Michael

Time and Place

Paul Anderson, Chairman, called the meeting to order at 2:00 p.m. at the East Windsor Water Pollution Control Authority Administration Building, 192 South Water St., East Windsor, CT

I. Selection of Qualified Low Bidder for the North Road Sanitary Sewer Extension Project

Mr. Enderle reported that nine contractors bid the project. There was an apparent low bidder, Freitas Construction; they sent a letter withdrawing their bid. There was a 24 hour window for bid withdrawal without losing the bid bond written into the bid package. The next low bidder was Spazzarini Construction. Mr. Coon reviewed Spazzarini's bid, bond, insurance and references. He and Mr. Enderle found everything to be in order.

There was a discussion of Item #7 of the bid package; Mr. Coon explained that there was an addendum to exclude this item from the bid. Two contractors had bid item #7 but were given the opportunity to exclude it; it did not affect the bid results.

Mr. Anderson questioned if the clerk of the works would be paid by the contractor. Mr. Coon replied that it would not; it was part of the engineering services. Mr. Coon and Mr. Ussery of JR Russo will be the clerk of the works; one of them will be on the job site at all times.

Mr. Barton asked where they stand with potential extra costs. Mr. Coon is hoping that the cost may actually be lower. There is a potential for an increase or a decrease in costs. Any increases will require a change order.

Mr. Coon paraphrased the letter recommending awarding the project to Spazzarini Construction based upon experience, qualifications and having the low bid which was within the allotted amount. The award will need concurrence from the USDA. The next step in the award process is concurrence with State Engineer for the USDA. The WPCA attorney will have to review the award and provide a letter to submit to the USDA for the final contract. Mr. Pippin asked how long it would take for an answer from the USDA. Mr. Coon thought possibly the end of the week; the engineer works in a very timely manner. Mr. Coon hopes to have all documents to Spazzarini by the beginning of next week.

Mr. Anderson asked if they would receive regular reporting on the project. Mr. Coon explained they would receive a monthly request for payment with schedule values; showing the percent of work completed.

Motion: To award the North Road Sanitary Sewer Extension Project to the qualified low bidder, Spazzarini Construction, with the condition of concurrent approval from the USDA.

Davis/Barton

Passed unanimously

IV. Adjournment

Motion: To adjourn the meeting at 2:36 p.m.

Barton/Davis

Passed unanimously

Respectfully submitted,

Laura Michael
Recording Secretary