

**CITY OF RUTLAND, VERMONT
BOARD OF FINANCE
WEDNESDAY, JUNE 10, 2020**

Present: Mayor Allaire, President Whitcomb, Treasurer Markowski, Purchasing Agent Magro, Commissioner Wennberg, Engineer Rotondo, Manager Sears and Brennan Duffy.

Mayor Allaire called the meeting to order at 3:02PM.

ADDITIONS AND DELETIONS:

The following items were added to the agenda:

Award of Telemetry Equipment

Procurement process for Center St Alley COVID 19 Project

BID OPENINGS:

PD:

Radio Repair – One bid was received and opened.

Police Uniforms – One bid was received and opened.

Vehicle Equipment Repair- One bid was received and opened.

Weekly Service and Maintenance- One bid was received and opened.

Vehicle Service and Maintenance – One bid was received and opened.

Uniform Cleaning and Maintenance – One bid was received ad opened.

Mayor Allaire made a motion to refer all police bids to the Chief of Police.

EMERGENCY REPAIR PARTS:

Project Manager Sears gave an overview of the repairs needed for the sweeper/vacuum. The request is for parts only as DPW will perform the repairs. The request is for an amount not to exceed \$14,000.

Commissioner Wennberg stated the repairs would be charged to street budget. Treasurer Markowski stated the line to be charged should be vehicle maintenance.

Mayor Allaire made a motion to authorize the expenditure up to \$14,000.00 charged to vehicle maintenance line for sweeper/vacuum repairs. Motion passed.

BID AWARD:

Telemetry Equipment

Treasurer Markowski read a memo from Engineer Rotundo recommending that the bid be awarded to Ti-Sales, Inc. in the amount of \$13,040.00. The memo outlined the differences between the two bids, and although Ti-Sales offered the lowest cost to purchase the equipment and maintain it for the first year, the price was higher for the recurring Hosting Costs in subsequent years. The memo outlined that Ti-Sales is still the preferred vendor as the City is currently using the Ayekka equipment including their platform which has worked very well.

Treasurer Markowski stated she wanted the minutes to reflect that when the bids were opened at the Board of Finance meeting on May 27, 2020, she misread a bid amount and it appeared at the time that the bids were very close. As stated in the memo the difference between the bids is \$11,301.00.

The funds to purchase the equipment will come from the 100% loan forgiveness portion of the CSO Long Term Control Plan loan previously applied for.

Mayor Allaire made a motion to accept the recommendation to award the bid to Ti-Sales. Motion passed.

ECEONOMIC & PEDESTRIAN RESPONSE TO COVID-19:

Brennan Duffy gave an overview of the planned project for Center Street. He asked guidance from the Board of Finance regarding procurement of supplies and materials given the \$3,000.00 bid requirement.

Mr. Duffy stated that materials will be purchased under the threshold purchasing from different local vendors. Given the time constraints he believes this is the best way to move forward. Mayor Allaire thanked Mr. Duffy for the information and felt that no other action needed to be taken.

Meeting adjourned at 3:20pm.

Respectively submitted,

Sara P. Magro
Assistant Clerk