

City of Bristol CT
Purchasing Committee for the Board of Finance
Meeting Minutes – October 8, 2020

Present: Ron Burns, Chair; Orlando Calfe
Absent: Nicolas Jones
Also present: Roger Rousseau, Purchasing Agent

Meeting was called to order at 5:37 pm.

To discuss electricity procurement.

There are currently three electricity supply contracts; one each for the City, Board of Education, and Water Department; the three contracts are in the process of being bid as a single combined contract. Roger reported that CCM's energy consultant TitanGen is in the process of soliciting for prices this week to develop a short-list of qualified suppliers. Once qualified suppliers are determined, these suppliers would submit draft contract language, from which the City would establish an acceptable draft contract meeting the City's requirements.

The short-list of qualified suppliers will submit pricing via a reverse auction, with pricing to be submitted on the day of the November City Council meeting. Approval of a contract with the lowest bidder is expected to be made that evening, with the contract finalized the following day.

Current pricing per KWh is 0.0764 for City accounts, 0.0794 for Water accounts, and 0.0814 for BOE accounts. New combined pricing is projected to be in the 0.0750 range.

To discuss fixed assets processing for FY2020.

Carrie Desrochers has entered most of fixed asset updates for the period ended June 30, 2020; the primary remaining work relates to update of paving records. Due to a wide variety of continuing projects (various school projects, Page Pool renovations, Louisiana Avenue bridge, etc), there is approximately \$9.5M in active construction work in process as of June 30th.

The Water Department's assumption of WPC administrative control has included discussion of transfer of all WPC assets to the Water Department's Munis environment. Upon transfer of these records to reporting by Water Department, there will be distinct fixed asset valuation tables within the CAFR; for the City, for the Water Department as an enterprise fund, and for the WPC operations. Timing of such transfer is not known at this time.

Updates on Memorial Boulevard School Renovations construction model.

It is expected that in the coming weeks, a change order to the City's construction contract will be formalized, with the value of the change order estimated to be in the \$45M to \$50M range. In the interest of ensuring that the Board of Finance is familiar with the pending change order, a brief overview of construction delivery methods was provided to the committee, outlining differences between the traditional "design-bid-build" method, construction manager as advisor aka "CMA", and construction manager at risk aka "CMr" (the model under which renovations at Memorial Boulevard School are being performed). The original contract cost components of preconstruction, general conditions, and construction management fee (1.45% of actual construction costs) were outlined.

Change orders 1 and 2 were reviewed, and methodology for how the pending change order 3 (within which all construction trades would be incorporated) will be valued was reviewed.

The committee was advised that trade bids have been received, and it is anticipated that the project will be successfully completed within budget. The construction manager has begun to expedite work by various trades prior to execution of the change order, to ensure completion of construction by 2022.

Motion was made by Orlando Calfe to adjourn, seconded by Ron Burns, passed unanimously. The meeting adjourned at 6:22 pm.

DRAFT