

88 East Albert Street  
Torrington, CT 06790



(860) 482-4151  
fax: (860) 496-5900

Wednesday, October 19, 2022

Carol Anderson, City Clerk  
Heather Abraham, Assistant City Clerk  
RE: City Council Agenda

Dear Carol & Heather:

Pending receipt of quotes

Please include the following request on the Monday, November 7th, 2022 agenda.

1. The original vehicle approved at the October 3<sup>rd</sup>, 2022 Council Meeting is no longer available to purchase.
  2. Recommendation from the Services for the Elderly Commission 10/17/22 to waive the bid process and purchase a Meals on Wheels vehicle from sole vendor, Delivery Concepts East, Inc.
  3. Vehicles individual cost quote attached \$63,833.00 plus between \$500.00 to \$1,000.00 pending receipt of quotes from local vendor (local graphic labeling). Funds have been allocated in advance to fully cover this request.
- Addition funding and grant writing continues as to perpetuate our new vehicle purchase fund.

The Meals on Wheels vehicle ordered will be a 2023 Ford F-150 4x2 equipped with temperature controlled hot and cold boxes for proper food handling. The quote is for the Ford F-150 that is preferable for its size, track record and fuel economy. Delivery Concepts East is a preferred sole vendor with a long-standing partnership with The City of Torrington and is the only producer of this type of vehicle on the East Coast.

Myself or Joel Sekorski, Director of Elderly Services will be at the Council Meeting to answer any questions.

With appreciation,

A handwritten signature in blue ink, appearing to read "Christine Trudeau-Brown".

Christine Trudeau-Brown, Nutrition Supervisor  
88 East Albert Street  
Torrington, CT 06790

**Delivery Concepts Inc**

29385 County Road 20

Elkhart, IN 46517

PH: 910-408-6134

[www.deliveryconcepts.com](http://www.deliveryconcepts.com)**DELIVERY CONCEPTS, INC.****Quote**

DATE: 10/4/2022

SOLD BY: Brandon/Walker

TERMS: COD

VALID THROUGH: 11/3/2022

<b>Name:</b>	Christine Trudeau-Brown		<b>Phone:</b>	860-489-2587	<b>Cell:</b>		<b>Fax:</b>	
<b>Company:</b>	Torrington		<b>Address:</b>	88 East Albert St				
<b>City:</b>	Torrington	<b>State:</b>	CT	<b>Zip:</b>	06790	<b>Email:</b>	<a href="mailto:christine_brown@torringtonct.org">christine_brown@torringtonct.org</a>	
<b>F.O.B. Point:</b>	Same As Above							

Year	Make	Model	Color	Description	Chassis Price
2023	Ford	F150	White	Reg Cab, 3.3L, 4x2, 6.5'	\$ 35,420.00
Year	Conversion Type	Model	Color	Description	Price
2023	6 Series WB	6 Series WB-Oven_Refer_DCI	White	70% Refrigerated, 30% Heated	\$ 21,008.00
<b>VIN #</b>		<b>DCI #</b>		<b>Dealer</b>	<b>Origin</b>
				Randy Marion	Elkhart, IN

Quantity	Product Number	Option	Price
1	RC-1982	Refrigeration Compressor Mount & Drive Assembly	\$ 1,470.00
1	AO-3000	Backup Alarm	\$ 179.00
1	AC-1223	HD Rear Bumper - 8S, 6SWB	\$ 929.00
1	AO-4020	Remove and Reinstall Factory Backup Camera	\$ 300.00
1	AC-1137	Spring Kit Ford F150	\$ 1,066.00
<b>Racking:</b>			
1	F00137	F00137_SRR-38"x75"	\$ 537.00
2	F00156	F00156_CRO-20"x75"	\$ 720.00
<b>Miscellaneous:</b>			
		Mat Rubber 3' x 5' Black	\$ 247.00
4	SP-1340	Stainless Steel Shelf - 37-1/2"x37"	\$ 804.00
		Fire Extinguisher w/Bracket	\$ 73.00
2		Rubber Kazoo Drain	Included
	<b>Option</b>	<b>4x4 + \$5,535.00</b>	
<b>Refrigeration:</b>			
1	D-0057	DCI Dual Fan Evap - Grill Mount Condensor	Included

**Notes:**

DCI Warranty: 2 Years / 24,000 miles 100% Parts &amp; Labor on all DCI Components.

Ford Warranty : 3 Years 36,000 miles

\*\*\* Retail incentives are subject to change.

REMARKS: NOT BINDING UNTIL ACCEPTED BY DELIVERY CONCEPTS, INC OR ITS DESIGNATED REPRESENTATIVE. NO VERBAL AGREEMENTS ACCEPTED. SALE AND DELIVERY SUBJECT TO FINAL FINANCE APPROVAL. NO PUBLIC LIABILITY OR PROPERTY DAMAGE INSURANCE ISSUED WITH THIS TRANSACTION UNLESS HEREIN STATED. REFER TO RETAIL INSTALLMENT CONTRACT FOR CREDIT DETAILS. I AM OF LEGAL AGE AND HEREBY ACKNOWLEDGE RECEIPT OF A COPY OF THIS ORDER

<b>Conversion Total</b>	\$ 27,333.00
<b>Subtotal</b>	\$ 62,753.00
<b>Frieght</b>	\$ 1,580.00
<b>Graphics Allowance</b>	
<b>Temp License</b>	
<b>Total</b>	\$ 64,333.00
<b>Retail Incentive</b>	
<b>Loyalty Discount</b>	\$ (500)
<b>Units</b>	1
<b>Due on Delivery</b>	\$ 63,833.00

Delivery Concepts, Inc

Date

Buyer's Signature

Date

# Services for the Elderly Commission

Minutes – Monday

October 17, 2022

Time at 1:00 PM

Zoom and Phone Meeting



**Meeting called to order by Director Sekorski & Chairman Wilmot 1:01 pm**

**Commissioners (7): Art Mattiello, Dennis Pezze, Jean McGarrity, John Riggs Gloria Novak and Mary Ann Berlinski, Ed Wilmot**

**Alternates (3) Michael Gardinello, Tina Vanini, Janet Recidivi Winsted Rep. Candy Perez.**

**Staff: Director Joel Sekorski & Supervisor Christine Trudeau-Brown-**

**Excused: Commissioner Perez, Riggs, Vannini, Mattiello**

**Absent: None Appointed to Vote: Recidivi, Gardinello**

**Public Input: Driver complaint Colebrooke Discussed**

## **Approval of Minutes:**

**Motion to accept the minutes made by**

**Commissioner Gardinello**

**2<sup>nd</sup> by Commissioner Novak**

**Passed**

## **Announcements & Correspondence: As Presented**

**Reviewed announcements and correspondence.**

## **Sullivan Senior Center Report:**

**Reviewed Sullivan Senior Center Report as reported by Director Joel Sekorski**

**Motion to accept Senior Center Report made by**

**Commissioner Recidivi**

**2<sup>nd</sup> by Commissioner Novak**

**Passed.**

## **Elderly Nutrition Report:**

**Reviewed Elderly Nutrition Report as reported by Supervisor Christine Trudeau-Brown.**

**Motion to accept Elderly Nutrition Report made by**

**Commissioner Recidivi**

**2<sup>nd</sup> by Commissioner Gardinello**

**Passed**



**Discussed Motions: Motions below:**

**Vehicle Purchase Meals on Wheels Change Amount for City Council Recommendation**

- Original Vehicle approved no longer available to purchase, A second option has been approved for purchase by Fleet Manager as a suitable solution.

**Old Business 1: Vehicle Purchase and waive the bid process a Temperature controlled Ford F-150, Meals on Wheels Truck from sole vendor Delivery Concepts East for \$63,883.00 plus Graphics to be quoted local.**

**Motion to accept Commissioner Recidivi  
2<sup>nd</sup> by Commissioner McGarrity  
Passed**

*\$ 63833.00  
To be amended  
at the next  
Commission meeting.  
November 17<sup>th</sup>, 2022.*

**New Business:**

**Motion 1-**

**Motion to accept Commissioner  
2<sup>nd</sup> by Commissioner  
Passed**

**Motion to adjourn the meeting  
Commissioner Gardinello  
2<sup>nd</sup> by Commissioner McGarrity  
Passed.**

**Meeting adjourned at 1:48 pm**

**Next meeting to be held on Monday, November 21, 2022 at the Sullivan Senior Center at 1:00 pm.**

**Respectfully submitted by:**

*Mary Ann Berlinski*

**Recording Secretary, Mary Ann Berlinski  
Notes Taken by Director Sekorski**