



CITY OF TORRINGTON

PURCHASING DEPARTMENT
140 Main Street, Room 206
Torrington, CT 06790

Pennie Zucco, Purchasing Agent
Phone: (860)-489-2225
Fax (860)-489-2547
Email: pennie_zucco@torringtonct.org

September 13, 2022

Mayor Elinor Carbone
Members of the City Council

Bid: PSC-016-082622 PLOWING SENIOR CENTER FACILITY

The City of Torrington received two (2) bid responses for plowing services for the Sullivan Senior Center for FY 22/23 winter months, November through April. The monthly pricing does not include additional plowing services needed due to high snow fall and removal of same.

Diamondback Property Management Winsted, CT	\$2,499.17/mo.
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Roberts Property Management Thomaston, CT	\$1,525.00/mo.
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After references were checked it is the recommendation from both Joel Sekorski, Director of Elderly Services and the Purchasing Agent that City Council authorize the Mayor to award the contract for Snowplowing services to Roberts Property Management, Thomaston, CT in the estimated amount of \$9,150.00 and to have the Mayor act on the behalf of the City regarding the execution of the contract and its administration.

Thank you for your consideration on this matter.


Pennie Zucco
Purchasing Agent

Cc: J. Sekorski

Pennie Zucco

From: Joel Sekorski
Sent: Tuesday, September 6, 2022 3:48 PM
To: Pennie Zucco
Cc: Charlene Doll; CHRISTINE T. BROWN; Kerry Vitali
Subject: Sullivan Senior Center Plowing
Attachments: PSC #016-082622 Tally Sheet Plowing Senior Center Facility.pdf

PSC# 016.082622 Opening Date 8/26/22

Hello Pennie

The Services for the Elderly Commission is aware the City of Torrington went to Bid for plowing services PSC# 016.082622 and has recommended that the Director take the lowest bid with favorable reference checks. After review of the Bid Opening and reference checks provided, the lowest qualifying bid \$9150.00 from Roberts Property Management, 39 Treadwell Ave, Thomaston CT 06787 will be recommended. Along with the tally sheet three reference checks were reviewed and found to meet the requirements.

It is the recommendation of the Service For The Elderly Director, Joel Sekorski with thanks for its assistance to the Purchasing Department that Roberts Property Management be forward to City Council for approval on September 19th City Council Meeting. If approved Director Sekorski will schedule a Property walk thru with the Plowing service prior to the beginning of the contract as required in the Bid package.

Joel & Staff

Joel Sekorski

Director, Services for the Elderly

Sullivan Senior Center

88 East Albert Street
Torrington, CT 06790

860.489.2211 Phone

860.307.0914 Cell

860.489.2529 Fax



City of Torrington

Bid Name Praying Senior Center Facility

Bid Number PSC #016-0821622

Date of Opening 8/21/22

Time of Opening 11am

VENDOR	BID BOND	NON-COLLUSION	BID AMOUNT	ADDENDUM
Diamondback Property Management 107 Indian Meadow Dr. Uxbridge, CT 06098		<input checked="" type="checkbox"/>	14,995.00 total	
Roberts Property Management LLC 39 Treadwell Ave Thermon, CT 06098		<input checked="" type="checkbox"/>	2499.17 cost per month \$1525.00 cost per month \$9150.00 total cost per	



**CITY OF TORRINGTON
INVITATION TO BID**

BID #PSC-016-082622 PLOWING SENIOR CENTER FACILITY

Bid opening: August 26, 2022 Time: 11:00 A.M. Location: City Hall, 140 Main St. Rm 206, Torrington, CT

Bid Bond or Certified Check required with bid: \$250.00

SUBMIT ONE (1) ORIGINAL AND TWO (2) EXACT COPIES.

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Omit State and Federal Taxes.

All prices must be F.O.B.: Destination (Torrington) unless otherwise requested.

Dated in Torrington: August 8, 2022

Purchasing Agent _____
Pennie Zucco

Item	Price
THE CITY OF TORRINGTON IS SEEKING A LICENSED & INSURED CONTRACT FOR SNOWPLOWING, SANDING, SALTING AND SHOVELING AT THE EDWARD E. SULLIVAN SENIOR CENTER FOR THE PERIOD OF NOVEMBER 2022 TO APRIL 2023 PER SPECIFICATIONS	**SEE APPENDIX A ATTACHED**

The Purchasing Agent is authorized to offer City based bidders that exceed the lowest bid by up to 6%, the opportunity to match the lowest bid. A City based bidder within the 6% differential who agrees to accept the amount of the lowest bid will be awarded the bid. When multiple City based bidders agree to accept the amount of the low bid then the City based bidders will be invited to submit a new bid, not to exceed the low bid. The bid will then be awarded to the lowest responsive, responsible bidder.

Bidder: Roberts Property Management LLC
Address: 39 Treadwell Ave. Thomaston CT 06787
(Signed By) [Signature] Title: Member
Name (please print) Andrew Roberts Date: 08/24/22
Phone: 860 866 7225 Fax: N/A
E-Mail: rpm/landscaping@yahoo.com
Federal Tax Identification Number: (FEIN) 813137921

APPENDIX A



CITY OF TORRINGTON PLOWING SENIOR CENTER FACILITY PSC-016-082622

PRICING SHEET

Cost per month \$1525 —
Total cost \$9150 —

In the event of high snow fall, please supply the cost of the following services which would include (how many personnel, how many man hours, how many contractor trucks needed for removal/disposal of snow, etc.) hourly rate

Hourly rate Example:

Small Loader & Operator \$ 115 / per hour
Dump Truck & Operator \$ 90 / per Hour
Large Loader & Operator \$ 175 / per hour
Tri Ax Truck & Operator \$ 135 / per Hour

The City of Torrington reserves the right to award or reject any or all bids, or any portion thereof, to waive technicalities, to award the contract to a bidder other than the lowest bid and to award the bid and/or contracts to one or more bidders submitting essentially identical proposals and that, in the city's judgment, will best serve the public interest.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER MBE'S WBE'S AND SBE'S ARE ENCOURAGED TO APPLY

Contact name Andrew Roberts Phone: 860 866 7225
Authorized Representative Andrew Roberts
Authorized Signature [Signature]
Company name Roberts Property Management LLC
Address 39 Treadwell Ave
City, State, Zip Thomaston CT 06787
Email rpm/landscaping1@yahoo.com
Federal Tax Identification Number: (FEIN) 813137921

CITY OF TORRINGTON
PSC-016-082622, PLOWING SENIOR CENTER FACILITY
STATEMENT OF REFERENCES

These forms shall be completed and returned with the Bid Form. Bidders may submit additional sheets as necessary.

Bidder: Roberts Property Management LLC
Address: 39 Treadwell Ave Thomaston CT 06787

Building/Company serviced: Nutmeg Spice Co.

Address: 7 Bombard Ct. Terryville CT 06786

Name, phone, email address
of Contact Person Greg Miller 860-261-5781
gmiller@snet.net

Building/Company serviced: Evergreen Rosewood Community Association

Address: Pine Hill Blvd Plymouth CT 06782

Name, telephone, email address
of Contact Person Ralph 203-592-0131
evergreenandrosewood@gmail.com

Building/Company serviced: WPCCA

Address: 171 Grandview Ave Waterbury CT 06708

Name, telephone, email address
of Contact Person Bill Abbott 203-232-6401
billabbott52@gmail.com

Building/Company serviced: Hillside Park Estates

Address: 600 Clark Ave Bristol CT 06010

Name, phone, email address
of Contact Person Dora Elliott 860-378-4480
delliott@yahoo.com

CITY OF TORRINGTON
PSC-016-082622
PLOWING SENIOR CENTER FACILITY
Acceptance of Terms of this Agreement

Name of Proposer: Roberts Property Management LLC
Contact Person: Andrew Roberts
Address: 39 Treadwell Ave.
City/State/Zip: Thomaston CT 06787
Telephone: 860 866 7225 Fax: N/A
E-mail: rpm@landscaping1@yahoo.com
Authorized Signature [Signature] Title: Member
Name Printed: Andrew Roberts Date: 08/24/22
Federal Tax ID # 813137921

It is agreed by the above signed proposer that the signature and submission of this proposal. Represents the proposer's acceptance of all terms, conditions, and requirements of the proposal specifications, and, if awarded, the proposal will represent the agreement between the parties.

The proposer agrees that the cost of any work performed, materials furnished, services provided, or expenses incurred, which are not specifically delineated in the proposal documents, but which are incidental to the scope, intent, and completion of this contract, shall be deemed to have been included in the prices for the various items scheduled.



CITY OF TORRINGTON

Addendum # 1

**ADDENDUM #1 HAS BEEN ISSUED PERTAINING TO QUESTIONS/ANSWERS
FOR THIS PROJECT**

BID #PSC-016-082622 PLOWING SENIOR CENTER FACILITY

Bid opening: August 26, 2022 Time: 11:00 A.M. Location: City Hall, 140 Main St., Room 206, Torrington, CT

Submit signed addenda with bid.

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Dated in Torrington: August 17, 2022

Purchasing Agent _____

Pennie Zucco

Contact name Andrew Roberts Phone: 860 866 7225

Authorized Representative Andrew Roberts

Authorized Signature [Signature]

Company name Roberts Property Management LLC

Address 39 Treadwell Ave.

City, State, Zip Thomaston CT 06787

Fax N/A Email rpm/landscaping1@yahoo.com

Federal Tax Identification Number: (FEIN) 813137921

RE: QUESTIONS & ANSWERS - 8/18/2022

1Q) Is the steel building to the south part of the property and entrance need to be maintained?

1A) Yes, the steel building is referred to as the garage, the garage door entrance and the two doors must be cleaned clear and maintained each storm along with the shed behind it.

2Q) How does the city want the prices to be established, is this a per pass pricing style i.e every 4-6" with salt/sand every time. or does the city want a monthly maintenance fee?

2A) The entire season is one price and will be billed monthly for six installments November, December, January, February, March and April as described in the bid. Pretreat and treat plowing every storm. There can be a walk through by appointment with the Senior Center director to address contract details on site prior to bid submission if you feel it is necessary to clarify questions with the property and contract. When and if the contract is awarded there is also a mandatory walk through before November 1 to establish where snow should be plowed and curbing concerns etc. along with entry ways.

3Q) Who is currently providing services for Edward E. Sullivan Senior Center (company name, pricing and rates)

3A) Diamondback Property Management, LLC, \$1,595.00/mo. – 6 months, \$9,570.00

4Q) The bid documents for the past year

- Detailed Bid Tabulation – see attached
- Winning bidder – Diamondback Property Management, LLC
- Winning bidder pricing – \$1,595.00/mo. – 6 months, \$9,570.00

5Q) Total dollar amount spent in year of the last three years on this contract?

5A) \$26,970.00/last three years

6Q) Is the \$250 bid bond required?

6A) the bid bond will be waived and not be required