

**CITY OF BRIDGEPORT  
CONTRACTS COMMITTEE  
RECONVENED  
JANUARY 15, 2013**

**ATTENDANCE:** Susan Brannelly, Co-Chair; Council President Thomas McCarthy; Angel dePara Jr.; AmyMarie Vizzo-Paniccia

**STAFF:** M. Anastasi, City Attorney; Adam Wood, Mayoral Chief of Staff

**OTHERS:** T. Errichetti, Library Board; Scott Hughes, City Librarian; Alexander Lamis, RAMSA; Brenda Sisco, Reynolds Strategy Group; Kevin Reynolds, Reynolds Strategy Group (via phone); B. Lockhart, CT Post

**CALL TO ORDER**

Co-chair Brannelly called the meeting to order at 6:20 PM. There was a quorum present.

**AGENDA ITEMS**

**Item 12-12 Proposed Approval of a Consultant for the Bridgeport Public Library Facilities Master Planning Services**

Scott Hughes and Tom Errichetti appeared to present their proposal. Mr. Errichetti introduced Alexander Lamis, Partner in RAMSA Architectural Firm. Mr. Errichetti then reviewed the reasons they are contracting for Master Planning Services for the Bridgeport City Library facilities.

Mr. Errichetti stated there are surplus funds left over from previous budget years - \$600,000 from 2012 and \$1,200,000 (\$900,000 already spent on a new roof) from 2011.

Co-chair Brannelly asked him to review the scope of the project. Mr. Errichetti gave each committee member a copy of the proposed contract and a fee schedule. He took the committee point by point through Exhibit A – Contract - as furnished by the RAMSA Group.

**\*\*COMMITTEE MEMBER DEPARA MOVED TO ENTER THE PROPOSAL FOR FACILITIES MASTER PLANNING SERVICES FROM RAMSA AS EXHIBIT #1 -12-12 – 1/14/2013**

**\*\*COUNCIL PRESIDENT MCCARTHY SECONDED**

**\*\*THE MOTION PASSED UNANIMOUSLY**

**\*\*COMMITTEE MEMBER DEPARA MOVED TO ENTER THE WORK PRODUCT BY RAMSA DATED JANUARY 14, 2013 AS EXHIBIT #2 -12-12 – 1/15/2013 AND AMEND PREVIOUS ITEM AS EXHIBIT #1 -12-12– 1/15/2013**

**\*\*COMMITTEE MEMBER VIZZO-PANICCIA SECONDED**

**\*\*THE MOTION PASSED UNANIMOUSLY**

Co-chair Brannelly asked for more detail on the payment schedule. Mr. Lamis reviewed the options available to the city, and further explained the lump sum charge, down payment, etc., along with the reimbursable expenses above and beyond the lump sum number. Chair Brannelly asked for clearer language for the fee schedule. Mr. Errichetti said the total for the project is \$300,000 plus reimbursable expenses.

Ms. Vizzo-Paniccia asked RAMSA to remove the penalty for not meeting the 30 day terms. She also asked why they were adding 15% on top of reimbursable expenses. Mr. Lamis said it was for administrative costs.

Mr. McCarthy said he was surprised the total was \$300,000 and recalled the number was around \$100,000 at the last meeting. He also asked about the timeline for the project. Mr. Errichetti said it is about 6 months, and a timeline is in the proposal.

Mr. Lamis said there will be 3-4 people from his firm working on the project, in addition to Mr. Dick Waters, Library Consultant.

Mr. McCarthy asked who was handling this from the City Attorney's office. Atty. Anastasi said Atty. Pacacha will be assigned and will use the negotiated terms and selection process approved by the City Purchasing Board.

Mr. McCarthy asked the Library Board how this proposal compared to pricing on other proposals. Mr. Errichetti indicated they were looking at qualifications – RFQ, and did not necessarily look at price nor did they negotiate.

A discussion followed on the issues of RFQ, RFP and discussion of negotiations. Mr. Errichetti said there were ten proposals, pared down to three and the Board chose this firm.

Mr. McCarthy said he agrees the work has to be done but at what price and should be negotiated.

Co-chair Brannelly asked Atty. Anastasi to explain the role of the Purchasing Board. Atty. Anastasi gave a brief explanation. Co-chair Brannelly asked if there is a line item in the Libraries budget. Mr. Errichetti confirmed there is \$800,000 in the budget for projects such as this.

Co-chair Brannelly said the committee is used to seeing the final draft contract rather than the fee schedule and proposal as presented tonight.

Mr. McCarthy said he is supportive but would like some additional information prior to voting on this at the next Council Meeting – Monday evening. He requested some examples of what other cities, library institutions have spent on similar projects with similar scope of work. He asked data go to Co-chair Brannelly and she will share it with the committee.

Mr. Hughes said the City is a member of the Urban Library Council and he can contact other members for this information.

Co-chair Brannelly questioned the funding piece again. Mr. Errichetti stated the Board is prepared to pay out of the line item on the budget.

Mr. McCarthy stated that if the information is not available by Monday he will vote against it at the Council level.

Ms. Vizzo-Paniccia asked about hazardous materials clause on page 4 of the fee schedule. This study is not covering construction or renovation so this does not apply. She asked who will sign off on the contract. Atty. Anastasi said the Mayor signs off on all contracts.

Co-chair Brannelly said without a contract available for final review this should be continued until next meeting. This gives the library Board time to gather financial information requested, and the City Attorney's office time to prepare a contract. Both can be presented at the next Committee meeting on February 12 and then go to Council on February 19.

Ms. Vizzo-Paniccia asked for all information a 5 days before the next committee meeting allowing for review.

**\*\* COUNCIL PRESIDENT MCCARTHY MOVED TO TABLE THIS ITEM**  
**\*\* COMMITTEE MEMBER DEPARA SECONDED**  
**\*\*THE MOTION PASSED UNANIMOUSLY**

## **Item 20-12 Proposed State Lobbying Service Agreement**

Kevin Reynolds (via phone) and Brenda Sisco from Reynolds Strategy Group appeared.

Co-chair Brannelly passed out copies of the Service Agreement as updated by the City Attorney's Office and a Statement of Qualifications from Reynolds Strategy Group. Tyrone McClain was unable to attend the meeting. Adam Wood appeared on his behalf.

Mr. Wood discussed the process involved with the move to The Reynolds Strategy Group. The selection committee chose the firm who they felt was best qualified to represent the City in Hartford, specifically in the challenging year ahead.

The contract is similar to the past contracts. The fees have not increased from previous years. Mr. Wood mentioned a number of firms they have worked or are working with. He said they have a depth of experience, many connections and know the process well. They are a bi-partisan firm and have a strong relationship with the current administration.

Atty. Anastasi supported Mr. Woods's comments and added they were the unanimous 1<sup>st</sup> choice of the Purchasing Board.

Co-chair Brannelly asked if they have discussed the 2012 and 2013 goals with the Mayor's office. Ms. Sisco said they have had already had a number of conversations with the Mayor on priorities and issues to be worked on.

Mr. Reynolds added that the Mayor's office understands the Budget issues on the State level. They aim to develop practical but ambitious goals.

Mr. McCarthy asked if they represent any other municipalities and Mr. Reynolds said no. Mr. McCarthy recalled previous issues of conflicts with previous firms, and stated Bridgeport interests must be first. Mr. Reynolds said they apply the same conflict laws that apply to law firms to their lobby firm. If one emerges they will disclose immediately to the Mayor and City Council.

Mr. McCarthy said the City must pass their budget before the State passes their budget and this present a lot of concerns and challenges. He added it is very important to keep the Council current on the budget process in Hartford.

Mr. Reynolds said they have discussed the importance of communication with Tyrone and urged Council Members to come to Hartford and meet with the legislators to discuss their priorities.

Ms. Sisco said she realizes how important the communication piece is and making sure people don't get blind sighted.

Mr. dePara asked them what they felt was the biggest challenge facing Bridgeport. Mr. Reynolds said the state of the budget and trying to balance, whether by cutting services or increasing taxes. He feels Bridgeport has a lot of things in place that shows Bridgeport has taken initiative. Ms. Sisco added the need to strategically determine priorities, and talk about the good things happening in Bridgeport, like education.

Ms. Vizzo-Paniccia noted their work with some theater groups and colleges. She asked for any suggestions of help they might offer for the two old theaters in the City and also the two colleges. Mr. Reynolds said they would be happy to share some contacts they have with the City and further, the Governor's office still believes that helping the Arts is still important.

**\*\* COUNCIL PRESIDENT MCCARTHY MOVED TO ENTER STATEMENT OF QUALIFICATIONS AS EXHIBIT #1 20-12 1/15/13.**

**\*\* COMMITTEE MEMBER DEPARA SECONDED**

**\*\*THE MOTION PASSED UNANIMOUSLY**

**\*\* COUNCIL PRESIDENT MCCARTHY MOVED TO ENTER STATE LOBBYING SERVICES AGREEMENT AS EXHIBIT #2 20-12 1/15/13.**

**\*\* COMMITTEE MEMBER VIZZO-PANICCIA SECONDED**

**\*\*THE MOTION PASSED UNANIMOUSLY**

Co-chair Brannelly asked to be informed via e-mail on a regular basis of meetings scheduled in Hartford that might be of interest to the Council Members.

**\*\* COMMITTEE MEMBER VIZZO-PANICCIA MOVED TO AMEND EXHIBIT #2 TO INCLUDE "OF CONNECTICUT" AFTER "STATE" ON ITEM C PAGE 3.**

**\*\* COUNCIL PRESIDENT MCCARTHY SECONDED**

**\*\*THE MOTION PASSED UNANIMOUSLY**

**\*\* COUNCIL PRESIDENT MCCARTHY MOVED TO AMEND BY SUBSTITUTION STATE LOBBYING SERVICES AGREEMENT EXHIBIT #2 20-12 1/15/13.**

**\*\* COMMITTEE MEMBER DEPARA SECONDED**

**\*\*THE MOTION PASSED UNANIMOUSLY**

**\*\* COUNCIL PRESIDENT MCCARTHY MOVED TO APPROVE AS AMENDED STATE LOBBYING SERVICES AGREEMENT EXHIBIT #2 20-12 1/15/13.**

**\*\* COMMITTEE MEMBER VIZZO-PANICCIA SECONDED  
\*\*THE MOTION PASSED UNANIMOUSLY**

**\*\* COUNCIL PRESIDENT MCCARTHY MOVED TO ADJOURN  
\*\* COMMITTEE MEMBER VIZZO-PANICCIA SECONDED  
\*\*THE MOTION PASSED UNANIMOUSLY**

**The meeting adjourned at 7:45 PM**

Respectfully submitted,

Jill Kuzmich  
Telesco Secretarial Services