



STATE OF CONNECTICUT  
OFFICE OF GOVERNMENTAL ACCOUNTABILITY  
STATE CONTRACTING STANDARDS BOARD

Final & Approved Minutes  
Friday, February 5, 2016 Meeting of the State Contracting Standards Board  
999 Asylum Avenue, Hartford, Connecticut  
1<sup>st</sup> Floor Conference Room

Members Present:

Claudia Baio, Chair – (via teleconference)  
Charles W. Casella, Jr. – (via teleconference)  
Salvatore Luciano– (via teleconference)  
Stuart Mahler  
Jean Morningstar– (via teleconference)  
Robert Rinker  
Brenda Sisco – (via teleconference)  
Roy Steiner– (via teleconference)

David L. Guay, Executive Director - ex-officio  
Julia Marquis, Chief Procurement Officer

1. [Call to order](#)

Meeting called to order by Chair Claudia Baio at 10:08 A.M.

2. [Approve the Minutes of the November 13, 2015 Meeting](#)

Chair Baio entertained a motion to approve the draft minutes from the November 13, 2015 Board meeting.

Motion made by Brenda Sisco and seconded by Salvatore Luciano to approve the minutes of the November 13, 2015 Board meeting. All voted in favor, with Jean Morningstar abstaining.

3. [Report from 4e-36 Contested Solicitations and Awards Subcommittee](#)

Subcommittee Chair Rinker reported to the Board that the only outstanding issues for the Subcommittee concern the Schulman & Associates contest of the Department of Correction's (DOC) inmate legal assistance award. He informed the Board that the Subcommittee had dismissed the Schulman contest, without prejudice, and provided Mr. Schulman an opportunity

to file again once he received the information from his Freedom of Information Act request. He received his information in November 2015, and he did not timely contest. More specifically, he was six days late in his filing. The Subcommittee has subsequently dismissed the contest with prejudice.

#### 4. [Privatization Committee Report](#)

Chair Baio reported the Committee met on January 15, 2016. The Committee heard from AAG Mark Kohler on the Rocky Hill nursing home, specifically his analysis of 2011 Legislation containing a notwithstanding provision to permit the contract.

The Committee agenda item on privatization of legal services by the Office of Labor Relations (OLR) was tabled pending further information.

Jean Morningstar asked that the Committee ask for all the contracts for legal services used.

The Committee's review of the Department of Transportation (DOT) privatization of bridge safety inspections was also tabled pending receipt of further information.

The Committee took up the issue of the Department of Motor Vehicles (DMV) software contract and took no action. Salvatore Luciano asked, given the Governor's recent comments about further privatization of DMV functions, that the issue be placed on the Committee's next agenda. Mr. Luciano also asked that the Committee look into the Governor's proposal for a waiver to allow the Department of Social Services (DSS) to privatize eligibility work. Chair Baio agreed to put both items on the Committee's next agenda.

Mr. Rinker asked whether a performance bond was required on the DMV software procurement. Ms. Marquis suggested reviewing the whole contract to see if includes a performance bond clause and that she would report back to the Board.

Mr. Casella added that this issue is not just about the DMV contract but all contracts. Ms. Marquis suggested she confirm with the Attorney General's Office that as a matter of course all agencies should be requiring statutory deposit accounts or performance bonds for contracts over one million dollars, and Chair Baio agreed.

#### 5. Discussion and possible action on procedures for review of cost effectiveness evaluations

Ms. Marquis explained that several Board members had expressed concern over whether cost effectiveness evaluations are being done, and what is being done with the completed evaluations by the Office of Policy and Management (OPM).

Mr. Rinker suggests that under the Board's statutes the Board should conduct a review of the cost effectiveness evaluations to determine whether the work should continue to be contracted out or brought back in-house.

Motion made by Robert Rinker and seconded by Roy Steiner to request cost effectiveness evaluations from State Agencies. Ms. Marquis suggested asking for a list of the cost effectiveness evaluations from each agency and then the Board could choose the ones it wishes to review. Mr. Rinker accepted Ms. Marquis' suggestion to amend his motion.

The amended motion is to direct Ms. Marquis to ask agencies to provide the Board with a list of all cost effectiveness evaluations performed and on what contract they were performed on from the inception of the statute through the date of the request and to provide them before our next Board meeting on March 11, 2016.

All voted in favor, the motion passed.

#### 6. Website Upgrade

Executive Director Guay reminded members to provide a photo and biography for the site.

#### 7. Mission Statement

Continued to be tabled due to communication issues with the teleconference system.

#### 8. Other Business

No other business raised.

9. Executive Session

Item not taken up and no executive session held.

10. Adjournment

Motion made by Salvatore Luciano and seconded by Jean Morningstar to adjourn. All voted in favor, the motion passed and the meeting was adjourned at 10:40 A.M.

Respectfully submitted: David L. Guay