



STATE OF CONNECTICUT  
OFFICE OF GOVERNMENTAL ACCOUNTABILITY  
STATE CONTRACTING STANDARDS BOARD

Draft Minutes

Friday, August 12, 2016 Meeting of the State Contracting Standards Board  
999 Asylum Avenue, Hartford, Connecticut  
5<sup>th</sup> Floor Conference Room

Members Present:

Claudia Baio, Chair  
Alfred W. Bertoline  
Charles W. Casella, Jr.  
Lawrence S. Fox  
Donna Karnes  
Salvatore Luciano  
Stuart Mahler  
Robert Rinker  
Brenda Sisco  
Roy Steiner

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

1. Call to order

Meeting called to order by Chair Claudia Baio at 10:06 A.M.

2. Approve the Minutes of the July 8, 2016 Meeting

Chair Baio entertained a motion to approve the draft minutes from the July 8, 2016 Board meeting.

Motion made by Robert Rinker and seconded by Alfred Bertoline to approve the minutes of the July 8, 2016 Board meeting. All voted in favor.

3. Strategic Planning

Executive Director David Guay introduced the latest FY 17 Strategic Plan update. Salvatore Luciano asked that a bulleted point be added to the Investigations and Audits Work Group,

titled Red Flags. Chair Baio suggested the work group take up the matter to determine whether it is appropriate for the work group to address.

#### 4. [Continued Review of Labor Relations Contracts](#)

Chief Procurement Officer Julia Marquis reported that as requested at the last meeting a letter was drafted and sent to Secretary Barnes of the Office of Policy and Management (OPM) by Chair Baio with regard to the cost effectiveness evaluations (CEE) that should have been performed for labor relations contracts for the Board of Regents (BOR), just as OPM had done for the labor relations contracts held by the Office of Labor Relations. Secretary Barnes wrote the Board back that that completion of CEE's is appropriate and the BOR is now in the process of completing the evaluations.

Charles Casella asked Ms. Marquis what the agency would do if the CEE concluded that it is more expensive than privatization. Robert Rinker noted that the Board had previously urged the Office of the Attorney General to place on the check list used to review and approve contracts completion of a CEE. Further Mr. Rinker is curious whether it was included in the review of these contracts. Mr. Rinker urged a follow-up with the Office of the Attorney General. Ms. Marquis agreed to check with the Office of the Attorney General.

#### 5. [DESPP possible rape kit processing outsourcing](#)

Ms. Marquis reported that as requested at the last meeting she formally inquired of Department of Emergency Services and Public Protection (DESPP) on the status of the privatization of rape kit processing. The Board took notice of this matter based upon an article in the Hartford Courant brought forward by Mr. Guay.

After attempts at an informal inquiry, a formal request for information was sent to Commissioner Schriro of DESPP. We received a response from Dr. Guy M. Vallaro, the Director of the DESPP Division of Scientific Services. Dr. Vallaro wrote that DESPP worked with the Department of Administrative Services and employed the exception found in C.G.S. 4e-16(q) and 4e-17(c) for contracts financed by federal funds. The agency received grant funds from the U.S. Department of Justice (DOJ). Dr. Vallaro further wrote that the agency confirmed that the grant terms did not require preparation of a cost-benefit analysis and business case.

Ms. Marquis along with Mr. Rinker questioned the DESPP interpretation of CGS 4e-16(q). Ms. Marquis offered to review further and report back to the Board.

#### 6. [Report from Privatization Contract Committee](#)

Committee Chair Baio reported that the Committee will be meeting today (August 12, 2016) at noon and continuing to review of the bridge safety inspection contracts.

7. [Report of the Contested Solicitations and Awards Subcommittee](#)

Mr. Rinker, Chair of the Contested Solicitations and Awards Subcommittee reported the Subcommittee currently has one matter before it, concerning a bidder for case management services for the Department of Social Services (DSS). The Subcommittee met and issued a decision to DSS asking the department to re-score the bids. The Subcommittee met earlier today to review a letter from the Commissioner of DSS who indicated that DSS is going to re-score the bids.

8. [Report from Data Analysis Work Group](#)

Work Group Chair Alfred W. Bertoline reported that a request was sent to the Office of Policy and Management for specific data from their contracting data base. The request first asks for a listing for FY16 of all outstanding contracts, appropriated amount and amount spent in descending order by agency. The second request is for a complete listing of all the contracts, appropriated amount and amount spent in descending order by vendor. Once the data is received, it will be circulated to the work group members to assist in setting the first meeting's agenda.

9. [Report from Training and External Communications Work Group](#)

The Training and External Communications Work Group is scheduled to meet August 30, 2016 at 11:00 A.M.

10. [Report from Investigations/Audits Work Group](#)

The Investigations/Audits Work Group is scheduled to meet August 30, 2016 at 10:00 A.M.

11. [Report from Operating Regulations Work Group](#)

Mr. Guay reported that the Operating Regulations Work Group met on Monday, August 8, 2016 at which a methodology and approach was agreed upon. First a review of the Uniform Procedures Act (UAPA), second a review of other similar state agency regulations and an initial rough draft was provided to form the base for construction of the regulation. Next meeting of the work group is scheduled for August 18, 2016.

12. [Other business](#)

No other business.

13. Executive Session per C.G.S. §§ 1-231 and 1-200(6) - Discussion concerning pending litigation – Sydney T. Schulman V. Connecticut State Contracting Standards Board

Motion made Robert Rinker and seconded by Alfred Bertoline to go into executive session along with staff per C.G.S. §§ 1-231 and 1-200(6) - Discussion concerning pending litigation – Sydney T. Schulman V. Connecticut State Contracting Standards Board. All voted in favor. The Board entered into executive session at 10:32 A.M.

Motion made by Stuart Mahler and seconded by Brenda Sisco to come out of executive session and resume the regular session. All voted in favor. The Board exited executive session at 10:35 A.M. and resumed regular session.

Chair Baio reported on Sydney T. Schulman V. Connecticut State Contracting Standards Board. The motion to dismiss filed on behalf of the Board was granted. The matter is now concluded.

14. Adjournment

Motion made by Alfred Bertoline and seconded by Robert Rinker to adjourn. All voted in favor, the motion passed and the meeting was adjourned at 10:36 A.M.

Respectfully submitted: David Guay