



STATE OF CONNECTICUT
OFFICE OF GOVERNMENTAL ACCOUNTABILITY
STATE CONTRACTING STANDARDS BOARD

Final & Approved Minutes
Friday, March 10, 2017 Meeting of the State Contracting Standards Board
5th Floor Conference Room
18-20 Trinity Street, Hartford, Connecticut

Members Present:

Claudia Baio, Chair
Thomas Ahneman
Alfred Bertoline
Bruce Buff
Charles Casella, Jr. – Via Conference Telephone
Lawrence Fox– Via Conference Telephone
Donna Karnes– Via Conference Telephone
Salvatore Luciano– Via Conference Telephone
Stuart Mahler
Jean Morningstar
Robert Rinker
Brenda Sisco

David L. Guay, Executive Director - ex-officio board member

1. [Call to order](#)

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

2. [Approve the Minutes of the December 9, 2016 Meeting](#)

Motion made by Robert Rinker and seconded by Alfred Bertoline to approve the minutes of the December 9, 2016 Board meeting. All voted in favor.

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

Discussion held on the material provided and received from DESPP. Discussion held on concerns of contracting out processing of rape kits. Concern was also raised on whether the issue is now moot and what is the status of the contract. The question was also raised about the definition of core governmental function and whether it applies in this case.

By consensus the Board asked Executive Director Guay to ask a representative of DESSP to attend the next Board meeting to discuss the contract more fully.

4. [DAS BEST Information Technology procurement suggestions](#)

The Board reviewed and discussed the communication from Rachel Whitesell, Attorney for the Department of Administrative Services Procurement Division, who specializes in IT contracting and procurement. The Board conducted a discussion on improvement to IT procurement.

The Board also discussed its role in assisting in the best practices of Information Technology (IT) contracting.

Carol Wilson, Director of Procurement at the Department of Administrative Services walked the Board thru a typical IT procurement process.

No further action taken.

5. [Recess](#)

Motion made by Thomas Ahneman and seconded by Brenda Sisco to recess at 11:02 A.M. All voted in favor.

Motion made by Brenda Sisco and Seconded by Robert Rinker to return from recess at 11:10 A.M. All voted in favor.

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

Committee Chair Baio reported that the Committee met on December 9, 2016, continuing its review of the bridge safety inspection contracts

The next meeting of the Committee is immediately following the Board meeting.

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

Subcommittee Chair Robert Rinker reported the Subcommittee previously met and issued a decision to DSS asking the department to re-score the bids of the SSBG Case Management RFP. The Department of Social Services complied with the decision and rescored concluding the matter. The Subcommittee will be meeting next Friday, March 17, 2017 to take up a contest from Warehouse Store Fixture Co. Chair Rinker noted that with Roy Steiner's resignation from the Board, the Subcommittee is in need of another member to be appointed.

8. Work Group Reports

a. Report from Data Analysis Work Group

Work Group Chair Alfred Bertoline reported that the Work Group has selected the data sample of 50 contracts, developed its surveys to send to the agencies and to the contractors. The Work Group is meeting today after the full Board meeting to reassess its action plan on what to do with its analysis of the data due to the departure of the Chief Procurement Officer.

b. Report from Training and External Communications Work Group

Work Group Chair David Guay reported the Training and External Communications Work Group met on February 17, 2017. Chair Guay provided the Board with the latest draft Board narrative for review. Mr. Rinker suggested adding the Board's mission for a closing of the narrative.

c. Report from Audits Work Group

Thomas Ahneman reported the Audits Work Group met earlier today, March 10, 2017. The Work Group has finalized the audit process, and selected thirteen agencies to be audited.

Dept. of Transportation
 Dept. of Social Services
 Dept. of Developmental Services
 Dept. of Mental Health and Addiction Services
 Dept. of Children and Families
 State Dept. of Education
 Dept. of Correction
 DAS-Division of Construction Services
 Freedom of Information Commission
 Dept. of Economic and Community Development
 Higher Education
 University of Connecticut
 University of Connecticut Health Center
 Board of Regents

d. Report from Operating Regulations Work Group

Mr. Guay reported that the Operating Regulations Work Group met on February 17, 2017 and approved a draft regulation for the full Board to approve which addresses the review and termination of a contract, the disqualification of a contractor, bidder or proposer and the suspension of a contractor, bidder or proposer under the Uniform Administrative Procedures Act (UAPA).

Motion made by Thomas Ahneman and seconded by Brenda Sisco to approve the draft regulation for submittal on the review and termination of a contract, the disqualification of a contractor, bidder or proposer and the suspension of a contractor, bidder or proposer under the Uniform Administrative Procedures Act (UAPA).

Voting yes:

Claudia Baio, Chair
 Thomas Ahneman
 Alfred Bertoline
 Bruce Buff
 Lawrence Fox
 Donna Karnes
 Salvatore Luciano
 Stuart Mahler
 Jean Morningstar
 Robert Rinker
 Brenda Sisco

Voting no:

Charles Casella

Abstentions: No abstentions

Motion passes.

9. [FY 18 & FY 19 Budget](#)

Executive Director Guay provided a brief overview of the Governor's proposed budget and the legislative budget process so far. Mr. Guay thanked Chair Baio, and Chair Baio thanked Thomas Ahneman, Alfred Bertoline, Brenda Sisco and Jean Morningstar for participating in the budget presentations.

10. [Governor's Bill 790](#)

The Board discussed the Governor's Bill, Number 790. No action taken.

11. [Other business](#)

Chair Baio noted that she received the resignation of Board member Roy Steiner.

Discussion was held concerning a member of the Board who has not attended a meeting in a very long time. Executive Director Guay agreed to telephone the member and ascertain the member's status.

Discussion was held on filling the Chief Procurement Officer vacancy due to the resignation of Julia Marquis.

Discussion was held on Bill 7236, An Act Concerning the Expansion of Contract Policies at the University of Connecticut. No action taken.

12. Public Comment

Travis Woodward Ned Statchen addressed the Board concerning the Department of Transportation.

13. 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 11:59 A.M.

Respectfully submitted: David Guay