

MEMORANDUM

To: Select Board

From: Stuart A. Hurd, Town Manager

Re: Exceptions to the Purchasing Policy
Multi Year Agreements

Date: April 15, 2024

The Purchasing Policy requires notification to the Board no later than April 30th of a given year for Professional Services Exceptions. The Policy also requires notification to the Board for Sole Source Purchases within 30 days. I will be including these Sole Source vendors because this is the first year and some of these were in place before the Policy was revised. Multi Year Agreements must also be sent to the Board. I will include the current vendors as well.

Professional Services Exceptions

These exceptions are “characterized by a high degree of professional judgement, discretion and continuity including legal, financial, auditing, engineering, and insurance services”.

MSK Engineering

Provides engineering and surveying services for the municipal water system, for pathway projects, for forestry and land management purposes.

Roy Schiff

River science engineering

Paul Miller

Provides environmental engineering services for pollution/contamination matters.

Woolmington, Campbell, Bent and Stasny PC

Provides legal services for all departments except those covered by our Property and Casualty Insurer, PACIF (VLCT).

RHR Smith and Company

Auditing services

Newport Group

Provides retirement group actuarial services for the audit, a new GASB requirement.

A+E Engineering

Provides engineering and surveying services for the municipal wastewater system and treatment plant

White & Burke

Real estate development assistance

Sole Source Exceptions

These vendors have been selected because they are the only possible source.

A&K Slipforming

Concrete curb installation

Lafaso Electric

Provides traffic control services for signal lights and controllers.

Morse Repair

Provides repair services for all heavy equipment and large trucks not under warranty from dealer. They are the only one local with the capabilities.

Peckham Industries

Provides all concrete for municipal projects; the only one available.

Sherwin Williams Paints

Only provider of traffic paint.

Electrical Installations Ins

Provides WTF SCADA maintenance.

LCS Controls

Provides WWTF SCADA maintenance.

Hach

Provides water instrumentation service and calibration.

Green Mountain Pipeline

Slip lining services-only competitive bidder.

Surpass Chemical

Provides polymer and chlorine to WTF.

Airgas

Bulk carbon dioxide for WTF

Holland Company

Provides sodium bisulfate.

Evoqua

Provides sodium bioxide for odor at West Rd sewer pump station.

Endyne

Does water quality testing for water and wastewater.

EMA

Provide maintenance on variable frequency drives for water and wastewater.

BDP

Provides repair parts and labor for all dewatering and compost equipment.

Multi Year Agreements

These are agreements ranging in length from three years to five years.

Wells Communications

Provides radio maintenance services to all departments.

Repeat Business Solutions

Provides copier lease agreements for most departments ranging in length as noted above.

First Choice Communications

Provides telephone hardware and maintenance services.

Consolidated Communications

Provides telephone, internet, and ELAN Network services for all departments.

Ingram Micro

Provides Cisco/Meraki product and design services.

Streak Wave

Provides WIFI gear and managed products.

Promethean

Provides BPD smartboards.

RCS Consulting

Provides internet and computer software assistance.

R.C. Pembroke and Sons

Provides tree planting and maintenance and island planting and maintenance for multiple locations.

Sweet William Garden Design

Provides downtown planting design and maintenance.

Procom

Provides radio maintenance services to DPW.

Prue Electric/Hathaway Electric/Monument Electric/Bronson Electric

Provide electrical services for water, wastewater, buildings and grounds, and highway.

Brookfield

Provides Generator maintenance for DPW.