



AGENDA
ITEM # Loa

Office of PUBLIC WORKS
PHILIP SISSICK, CLT
psissick@easthamptonct.org

Date: 11/20/14

Subject: Capital Equipment-2.5 cubic yard loader purchase

Department: Public Works

Background

The Public Works Department of the Town of East Hampton, collaboratively reviewed specifications for and operated new 2.5 cubic yard bucket loaders in an effort to discover the best value purchase for the Town of East Hampton. The value decision was based on operability, service ability, price and compatibility with attachments and components that the Town possesses. Based on the evaluation a Volvo Loader Model L60G was selected. In an effort to receive the lowest possible price for the equipment, it was discovered that purchase through the HGACbuy program would allow the Town the lowest price point Volvo could offer nationwide.

Recommended Motion

Resolved that the Town Council authorize the Town Manager to enter into a contract with HGACBuy, a regional purchasing council and authorize the purchase of a new Volvo Wheel Loader Model L60G in the amount of \$145,226.00 as specified in letter dated 11/20/2014 from Tyler Equipment of Berlin Connecticut.

Alternate action

Do not purchase

Fiscal Impact

The Fiscal impact to the Town is \$145,226.00; \$140,000.00 from capital and 5,226.00 from Public Works operating budget. The duration of time between capital request estimates and the time of purchase has resulted in a purchase price difference of approximately + 3.5%.

Drop in Location:
One Public Works Drive
East Hampton, CT 06424



251 SHAKER ROAD – EAST LONGMEADOW, MA 01028 - (413) 525-6351
1980 BERLIN TURNPIKE – BERLIN, CT 06037 – (860) 356-0840

To: Town of East Hampton Public Works
1 Public Works Drive
East Hampton, CT 06424

Page: 1
Date: November 20, 2014
F.O.B.: East Hampton
Approx. Delivery: Stock subject to Prior Sale

Subject to the terms and conditions on the face hereof, we are pleased to submit the following proposal:

ONE NEW VOLVO WHEEL LOADER MODEL L60G, with VOLVO D6E LCE3. Turbocharged Diesel Engine 161 net HP, EPA Tier IVi Certified, and the following:

- 20.5 R25 L3 VJT Bridgestone tires
- Hydraulic attachment bracket
- Air conditioner R134A
- SMV emblem
- ISRI operators seat, heated – air suspension
- H. D. tail light guards
- Left-side armrest
- Radio mounting kit w/radio & CD player
- 2 Whelen amber strobes
- Auto reversing fan
- Head light guards
- Engine block heater, coolant
- Logging counter weight
- Boom Suspension System (ride control)
- Rear view Camera
- Electric mirrors, heated
- Composite manuals
- 3rd function hydraulics
- Oil Sample Ports
- Full Fenders
- Front axle w/100% differential lock
- 98” 2.5 cu.yd. H/O, GP Bucket
- 98” Bolt on cutting edge
- Extra work lights, front & rear
- 2.5 cu yard Top Clamping grapple bucket

CARETRACK – GSM/Satellite and FREE 6 year Subscription

WARRANTY – 5 year or 3,500 hrs

MUNICIPAL SALES PRICE: \$ 145,226.00

This is a firm quotation for a period of ____ days. We reserve the right to withdraw this proposal by written notice. **Selling price does not include sales tax, use, excise or other taxes.** Appropriate taxes will be charged unless the Company has a properly executed exemption certificate.

We thank you for your inquiry and hope to have the pleasure of serving you.

TYLER EQUIPMENT CORPORATION

By _____

GENERAL PURPOSE & EMERGENCY VEHICLES	INFRASTRUCTURE EQUIPMENT & SERVICES	COMMUNICATIONS EQUIPMENT & SERVICES	GROUPS FACILITIES & PARKS EQUIPMENT	PUBLIC WORKS EQUIPMENT	EMERGENCY EQUIPMENT & SUPPLIES	CONSULTING LEASING & STAFFING SERVICES	EMERGENCY PREPAREDNESS & DISASTER RECOVERY	COOPERATIVE ENERGY PURCHASING
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Helping Governments Across the Country Buy
HGACBuy is a nationwide, government procurement service.

HGACBuy Public Safety Project
 Click here to Learn more...



Disaster/Emergency Letter of Intent - DLOI
 Click here to download DLOI form...



Storm Debris Removal & Clearance Contracts...
 Click here to find out more about Storm Debris Removal Contracts...

As a unit of local government, HGACBuy strives to make the governmental procurement process more efficient by establishing competitively priced contracts for goods and services, and providing the customer service necessary to help its members achieve their procurement goals.

For over **35** years All contracts available to participating members of HGACBuy have been awarded by virtue of a public competitive procurement process compliant with state statutes. All units of

Professionalism.
 Innovation.
 Leadership.

Achievement of Excellence in procurement.



local government, including non-profits providing governmental services, are eligible to become participating members of HGACBuy. Click on [About Us](#) to learn more about what HGACBuy can do for your jurisdiction, or click on [Contact Us](#) above or call us at 1-800-926-0234.

Click the link below and scroll to the bottom of the page to download the ILC [Membership] form to become a participating member of HGACBuy:

[Participants ILC Form](#)

****Special Note****

If you are experiencing an area wide disaster, we can accept a **Disaster/ Emergency Letter of Intent(DLOI)** signed by your CEO to cover a 180 day period. Click on the link below for more information.

[Disaster/ Emergency Letter of Intent\(DLOI\)](#)

HGAC Energy

Meeting Your Energy Needs

- Counties
- Municipalities
- School Districts
- Colleges
- Utility Districts
- Water Authorities

Contact Us
1.800.926.0234

TT Technologies

Products: Pipe Ramming, Static Pipe Bursting, Pneumatic Pipe Bursting, Horizontal Boring Tools
 Contractor: TT Technologies

H-GAC Product Code	Base Bid Item Description	List Discount
47A	TT Technologies Pipe Ramming Tool Catalog - 01/2013	20%
47B	TT Technologies Static Pipe Bursting Tool Catalog - 01/2013	20%
47C	TT Technologies Pneumatic Pipe Bursting Tool Catalog - 01/2013	20%
47D	TT Technologies Horizontal Boring Tool Catalog - 01/2013	20%

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Volvo

Products: Excavators, Wheel Loaders, Articulated Trucks, Motor Graders, Skid Steers, Backhoe Loaders
 Contractors: Airing Equipment Company, Alta Construction Equipment Company, Arnold Machinery Company, ASC Construction Equipment, Associated Supply Company, Clyde West, Construction Machinery Industrial, Cowin Equipment Company, Flagler Construction Equipment, Golden Equipment Company, McAllister Equipment, McClung-Logan Equipment, Nuss Truck & Equipment, Penn Jersey Machinery, Power Equipment Company, ROMCO Equipment, Rudd Equipment Company, Scott Equipment Company, Sheehan Mack Sales and Equipment, Sierra Machinery, The G.W. Van Keppel Company, Tri-State Truck & Equipment, Tyler Equipment Corporation, Vantage Equipment, Volvo Construction Equipment North America, Volvo Construction Equipment and Services California, Woodco Machinery Inc., Malvese Equipment Co., Inc., Highway Equipment & Supply Company, Hugg & Hall, Chadwick-BaRoss, Inc.

H-GAC Product Code	Base Bid Item Description	List Discount
49A	Volvo Pricing Catalog: Hydraulic Crawler Excavators Small (Mini) (below 20,000#) - 07/01/2014	33%
49B	Volvo Pricing Catalog: Hydraulic Crawler Excavators Large (above 20,000#) - 07/01/2014	32%-36%
49C	Volvo Pricing Catalog: Wheeled Hydraulic Excavators - 07/01/2014	39%-41%
49D	Volvo Pricing Catalog: Wheel Loaders Large - 07/01/2014	30%-39%
49E	Volvo Pricing Catalog: Wheel Loaders (Compact) - 07/01/2014	33%
49F	Volvo Pricing Catalog: Off The Road Articulated Haul Trucks - 07/01/2014	35%-36%
49G	Volvo Pricing Catalog: Motor Graders - 07/01/2014	32%-42%
49H	Volvo Pricing Catalog: Skid Steer Loaders - 07/01/2014	36%-39%
49I	Volvo Pricing Catalog: Backhoe Loaders - 07/01/2014	36%

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GENERAL PURPOSE & EMERGENCY VEHICLES	INFRASTRUCTURE EQUIPMENT & SERVICES	COMMUNICATIONS EQUIPMENT & SERVICES	GROUPS FACILITIES & PARKS EQUIPMENT	PUBLIC WORKS EQUIPMENT	EMERGENCY EQUIPMENT & SUPPLIES	CONSULTING LEASING & STAFFING SERVICES	EMERGENCY PREPAREDNESS & DISASTER RECOVERY	COOPERATIVE ENERGY PURCHASING
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INFORMATION ABOUT THE PROGRAM

LIST OF END USERS

[Alabama](#) | [Alaska](#) | [Arizona](#) | [Arkansas](#) | [California](#) | [Colorado](#) | [Connecticut](#) | [Delaware](#) | [Florida](#) | [Georgia](#) | [Idaho](#) | [Illinois](#) | [Indiana](#) | [Iowa](#) | [Kansas](#) | [Kentucky](#) | [Louisiana](#) | [Maine](#) | [Maryland](#) | [Massachusetts](#) | [Michigan](#) | [Minnesota](#) | [Mississippi](#) | [Missouri](#) | [Montana](#) | [Nebraska](#) | [Nevada](#) | [New Jersey](#) | [New Mexico](#) | [New Hampshire](#) | [New York](#) | [North Carolina](#) | [North Dakota](#) | [Ohio](#) | [Oklahoma](#) | [Oregon](#) | [Pennsylvania](#) | [Rhode Island](#) | [South Carolina](#) | [South Dakota](#) | [Tennessee](#) | [Texas](#) | [Utah](#) | [Vermont](#) | [Virginia](#) | [Washington](#) | [West Virginia](#) | [Wisconsin](#) | [Wyoming](#) |

End User	City
Connecticut	
Bolton Board of Education	Bolton
City of Danbury (CT)	Danbury
City of Groton (CT)	Groton
State of Connecticut DDS North Region (CT)	East Hartford
TEAM, Inc. (CT)	Derby
The Eighth Utilities District (CT)	Manchester
Town of Barkhamsted (CT)	Barkhamsted
Town of East Hartford (CT)	East Hartford
Town of Enfield (CT)	Enfield
Town of Glastonbury (CT)	Glastonbury
Town of Hamden (CT)	Hamden
Town of Killingly (CT)	Killingly
Town of Manchester (CT)	Manchester
Town of Middlebury (CT)	Middlebury
Town of New Fairfield (CT)	New Fairfield
Town of Plymouth (CT)	Terryville
Town of Simsbury (CT)	Simsbury
Town of Somers (CT)	Somers
Town of Stratford (CT)	Stratford
Town of West Hartford (CT)	West Hartford
Town of Weston (CT)	Weston
Town of Wethersfield	Wethersfield
Town of Woodstock (CT)	Woodstock
University of Connecticut (CT)	Storrs

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GENERAL PURPOSE & EMERGENCY VEHICLES	INFRASTRUCTURE EQUIPMENT & SERVICES	COMMUNICATIONS EQUIPMENT & SERVICES	GROUNDS FACILITIES & PARKS EQUIPMENT	PUBLIC WORKS EQUIPMENT	EMERGENCY EQUIPMENT & SUPPLIES	CONSULTING LEASING & STAFFING SERVICES	EMERGENCY PREPAREDNESS & DISASTER RECOVERY	COOPERATIVE ENERGY PURCHASING
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You are here: [Home](#) > [Information About The Program](#) > [Frequently Asked Questions \(FAQs\)](#)

INFORMATION ABOUT THE PROGRAM

FREQUENTLY ASKED QUESTIONS (FAQS)

Q: What is H-GAC?

A: The Houston-Galveston Area Council (H-GAC) is a regional council of governments operating under the laws of the State of Texas and governed by a board comprised of 35 elected officials from the 13 county region. The H-GAC Board awards all contracts, which can then be made available to local governments nationwide thru HGACBuy.

Q: How does HGACBuy work?

A: Government entities join by executing an Interlocal Contract to participate in HGACBuy. This document sets out the conditions, requirements and processes through which an entity's purchase orders are received, confirmed to contract and processed.

Q: Can my entity purchase through HGACBuy?

A: The Texas Interlocal Cooperation Act permits joint participation by local governments, states, state agencies, and certain non-profit corporations. Most states have interlocal cooperation authority or other joint power provisions that allow participation in cooperative activities.

Q: I have to advertise for bids therefore I can't purchase thru HGACBuy.

A: HGACBuy uses mass circulation, minority emphasis print media, and internet services to post legal notices and bid solicitations. Therefore, posting of public notices to solicit bids and the formal competitive bid process are satisfied thru HGACBuy procedures.

Q: What other services are offered through the HGACBuy program?

A: Researching products, writing specifications, holding pre-bid conferences, assisting with order placement, contacting vendor reps, helping to resolve order issues, and reviewing and certifying purchase orders to confirm compliance with any specific HGACBuy contract.

Q: What is the difference between HGACBuy and some other cooperatives?

A: HGACBuy is a unit of local government and a political subdivision of the State of Texas. The HGACBuy Program is over 30 years old and specializes in high ticket, capital intensive products and services that require technical, detailed specifications and extensive professional skills to evaluate bid responses. All products offered through HGACBuy have been awarded by virtue of a public competitive process. There are no annual membership dues required to purchase thru HGACBuy.

Q: Where do I find information on products offered through HGACBuy?

A: Access HGACBuy's web site at www.hgacbuy.org for a complete listing of products with descriptions, prices, contractors and/or contacts.

Q: What products are available thru HGACBuy?

A: Primarily, products that are utilized in Public Safety, Public Works, and Communications, in addition to professional consulting, personnel and financing services. A wide variety of capital equipment is under contract, and thru a unique feature of HGACBuy it can be customized through the use of published and unpublished options to fit your specifications and requirements.

Q: Can I purchase on-line?

A: Because of the nature of most of the products and services we have under contract, we prefer that you speak with a contractor's representative and get a detailed price quote before placing an order. This is to insure that you get what you want, configured like you want it. Use the HGACBuy website to for basic information and to get the contractor's telephone and email address. After you receive your written quotation and have reviewed it, prepare your purchase order to the Contractor and fax a copy to HGACBuy.

Q: What does it cost to join HGACBuy? How is HGACBuy funded?

A: HGACBuy is a self-funded "Enterprise Fund" government agency, self-supported thru an administrative fee assessed to the contractor. An "Order Processing Charge" (Administrative Fee) will appear on quotation forms for purchases of motor vehicles in the State of Texas in accordance with State of Texas, Department of Transportation, Division of Motor Vehicles requirements.

Q: What are the benefits of HGACBuy? I want to inform my elected officials and staff:

A: We give you access to volume purchasing and discounts. • We put over 200 years of combined purchasing experience to work on your behalf. • We write technical specifications eliminate the need to hire consultants for that purpose. • We absorb the costs associated with publishing legal notices. • We offer you an expedited procurement process so you need not be delayed for months preparing specifications and satisfying all of the other requirements for competitive bids and proposals.

Q: Where to send my payments to H-GAC?

A: Sending Coop Payments to H-GAC:

In order to avoid delays in the receipt and/or application of your remittance we recommend that you forward all **Coop payment** checks made payable to the Houston-Galveston Area Council and sent to our bank lock box **P.O. Box 301427**, Dallas TX 75303-1427. On all remittances please reference the H-GAC invoice number(s) you wish payment to be applied.

Sending Energy Payments to H-GAC:

In order to avoid delays in the receipt and/or application of your remittance we recommend that you forward all **Energy payment** checks made payable to the Houston-Galveston Area Council and sent to our bank lock box **P.O. Box 301497**, Dallas TX 75303-1427. On all remittances please reference the H-GAC invoice number(s) you wish payment to be applied.

Also feel free to contact the H-GAC Finance Department with questions regarding invoices, wiring instructions, or remittance advice.

For more information, contact us:**HGACBuy**

3555 Timmons Lane; Suite 120
Houston, TX 77027

Phone: (800) 926-0234

Fax: (713) 993-4548

Web: www.hgacbuy.org

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**INTERLOCAL CONTRACT
FOR COOPERATIVE PURCHASING**

ILC
No.: _____
Permanent Number assigned by H-GAC

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and * _____, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at * _____

WITNESSETH

WHEREAS, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on * _____ (Date), and that it desires to contract with H-GAC on the terms set forth below;

NOW, THEREFORE, H-GAC and the End User do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

ARTICLE 2: APPLICABLE LAWS

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

ARTICLE 3: WHOLE AGREEMENT

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

The period of this Contract shall be for the balance of the fiscal year of the End User, which began * _____ and ends * _____. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

ARTICLE 5: SCOPE OF SERVICES

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through HGACBuy.com and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

(over)

ARTICLE 6: PAYMENTS

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H-GAC contractor.

ARTICLE 7: CHANGES AND AMENDMENTS

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 11: VENUE

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

THIS INSTRUMENT HAS BEEN EXECUTED IN TWO ORIGINALS BY THE PARTIES HERETO AS FOLLOWS:

*

Name of End User (local government, agency, or non-profit corporation)

*

Mailing Address

*

City State ZIP Code

*By: _____
Signature of chief elected or appointed official

*

Typed Name & Title of Signatory Date

Houston-Galveston Area Council
3555 Timmons Lane, Suite 120, Houston, TX 77027

By: _____
Executive Director

Attest: _____
Manager

Date: _____

**Denotes required fields*

*Request for Information

To expedite service, please complete the following blanks relevant to your agency's administrative/elective personnel and return the completed for to **H-GAC, Cooperative Purchasing Program, P.O. Box 22777, Houston, TX 77227-2777.**

Name of End User Agency: _____ County Name: _____
(Municipality/County/District/etc.)

Mailing Address: _____
(Street Address/P.O. Box) (City) (State) (ZIP Code)

Main Telephone Number: _____ FAX Number: _____

Physical Address: _____
(Street Address, if different from mailing address) (City) (State) (ZIP Code)

Web Site Address: _____

Official Contact: _____ Title: _____
(Point of Contact for HGACBuy Interlocal Contract) Ph No.: _____ - _____
Mailing Address: _____ Fx No. : _____ - _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Authorized Official: _____ Title: _____
(Mayor/City Manager/Executive Director etc.) Ph No.: _____ - _____
Mailing Address: _____ Fx No. : _____ - _____
(Street Address/O.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(Purchasing Agent/Auditor etc.) Ph No.: _____ - _____
Mailing Address: _____ Fx No. : _____ - _____
(Street Address/O.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(Public Works Director/Police Chief etc.) Ph No.: _____ - _____
Mailing Address: _____ Fx No. : _____ - _____
(Street Address/O.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(EMS Director/Fire Chief etc.) Ph No.: _____ - _____
Mailing Address: _____ Fx No. : _____ - _____
(Street Address/O.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

* denotes required fields



**INTERLOCAL CONTRACT
FOR COOPERATIVE PURCHASING**

ILC

No.: _____

Permanent Number assigned by H-GAC

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and *Town of East Hampton Connecticut, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at *20 East High Street, East Hampton, CT 06424

WITNESSETH

WHEREAS, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on *11/25/2014 (Date), and that it desires to contract with H-GAC on the terms set forth below;

NOW, THEREFORE, H-GAC and the End User do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

ARTICLE 2: APPLICABLE LAWS

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

ARTICLE 3: WHOLE AGREEMENT

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

The period of this Contract shall be for the balance of the fiscal year of the End User, which began *07/01/2014 and ends *06/30/2015. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

ARTICLE 5: SCOPE OF SERVICES

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through HGACBuy.com and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

(over)

ARTICLE 6: PAYMENTS

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H-GAC contractor.

ARTICLE 7: CHANGES AND AMENDMENTS

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 11: VENUE

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

THIS INSTRUMENT HAS BEEN EXECUTED IN TWO ORIGINALS BY THE PARTIES HERETO AS FOLLOWS:

***Town of East Hampton, Connecticut**

Name of End User (local government, agency, or non-profit corporation)

***20 East High Street**

Mailing Address

***East Hampton Connecticut 06424**

City State ZIP Code

***By:**

Signature of chief elected or appointed official

***Michael Maniscalco, Town Manager**

Typed Name & Title of Signatory

Date

Houston-Galveston Area Council

3555 Timmons Lane, Suite 120, Houston, TX 77027

By: _____
Executive Director

Attest: _____
Manager

Date: _____

**Denotes required fields*

*Request for Information

To expedite service, please complete the following blanks relevant to your agency's administrative/elective personnel and return the completed for to **H-GAC, Cooperative Purchasing Program,**
P.O. Box 22777, Houston, TX 77227-2777.

Name of End User Agency: Town of East Hampton, Connecticut County Name: Middlesex
(Municipality/County/District/etc.)

Mailing Address: 20 East High Street East Hampton Connecticut 06424
(Street Address/P.O. Box) (City) (State) (ZIP Code)

Main Telephone Number: (860) 267-4468 FAX Number: _____

Physical Address: 20 East High Street East Hampton Connecticut 06424
(Street Address, if different from mailing address) (City) (State) (ZIP Code)

Web Site Address: www.easthamptonct.gov

Official Contact: Philip Sissick Title: _____
(Point of Contact for HGACBuy Interlocal Contract) Ph No.: _____ - _____

Mailing Address: 20 East High Street Fx No. : _____ - _____
(Street Address/P.O. Box) E-Mail Address: _____

East Hampton Connecticut 06424
(City) (State) (ZIP Code)

Authorized Official: Michael Maniscalco Title: Town Manager
(Mayor/City Manager/Executive Director etc.) Ph No.: (860) 867-4468 - _____

Mailing Address: 20 East High Street Fx No. : (860) 267-1027 - _____
(Street Address/O.O. Box) E-Mail Address: mmaniscalco@easthamptonct.gov

East Hampton Connecticut 06424
(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(Purchasing Agent/Auditor etc.) Ph No.: _____ - _____

Mailing Address: _____ Fx No. : _____ - _____
(Street Address/O.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: Philip J. Sissick Title: Director of Public Works
(Public Works Director/Police Chief etc.) Ph No.: (860) 267-4747 - _____

Mailing Address: 20 East High Street Fx No. : (860) 267-4172 - _____
(Street Address/O.O. Box) E-Mail Address: psissick@easthamptonct.gov

East Hampton Connecticut 06424
(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(EMS Director/Fire Chief etc.) Ph No.: _____ - _____

Mailing Address: _____ Fx No. : _____ - _____
(Street Address/O.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

* denotes required fields

GENERAL PURPOSE & EMERGENCY VEHICLES	INFRASTRUCTURE EQUIPMENT & SERVICES	COMMUNICATIONS EQUIPMENT & SERVICES	GROUPS FACILITIES & PARKS EQUIPMENT	PUBLIC WORKS EQUIPMENT	EMERGENCY EQUIPMENT & SUPPLIES	CONSULTING LEASING & STAFFING SERVICES	EMERGENCY PREPAREDNESS & DISASTER RECOVERY	COOPERATIVE ENERGY PURCHASING
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You are here: [Home](#) > [Information About The Program](#) > [Frequently Asked Questions \(FAQs\)](#)

INFORMATION ABOUT THE PROGRAM

FREQUENTLY ASKED QUESTIONS (FAQS)

Q: What is H-GAC?

A: The Houston-Galveston Area Council (H-GAC) is a regional council of governments operating under the laws of the State of Texas and governed by a board comprised of 35 elected officials from the 13 county region. The H-GAC Board awards all contracts, which can then be made available to local governments nationwide thru HGACBuy.

Q: How does HGACBuy work?

A: Government entities join by executing an Interlocal Contract to participate in HGACBuy. This document sets out the conditions, requirements and processes through which an entity's purchase orders are received, confirmed to contract and processed.

Q: Can my entity purchase through HGACBuy?

A: The Texas Interlocal Cooperation Act permits joint participation by local governments, states, state agencies, and certain non-profit corporations. Most states have interlocal cooperation authority or other joint power provisions that allow participation in cooperative activities.

Q: I have to advertise for bids therefore I can't purchase thru HGACBuy.

A: HGACBuy uses mass circulation, minority emphasis print media, and internet services to post legal notices and bid solicitations. Therefore, posting of public notices to solicit bids and the formal competitive bid process are satisfied thru HGACBuy procedures.

Q: What other services are offered through the HGACBuy program?

A: Researching products, writing specifications, holding pre-bid conferences, assisting with order placement, contacting vendor reps, helping to resolve order issues, and reviewing and certifying purchase orders to confirm compliance with any specific HGACBuy contract.

Q: What is the difference between HGACBuy and some other cooperatives?

A: HGACBuy is a unit of local government and a political subdivision of the State of Texas. The HGACBuy Program is over 30 years old and specializes in high ticket, capital intensive products and services that require technical, detailed specifications and extensive professional skills to evaluate bid responses. All products offered through HGACBuy have been awarded by virtue of a public competitive process. There are no annual membership dues required to purchase thru HGACBuy.

Q: Where do I find information on products offered through HGACBuy?

A: Access HGACBuy's web site at www.hgacbuy.org for a complete listing of products with descriptions, prices, contractors and/or contacts.

Q: What products are available thru HGACBuy?

A: Primarily, products that are utilized in Public Safety, Public Works, and Communications, in addition to professional consulting, personnel and financing services. A wide variety of capital equipment is under contract, and thru a unique feature of HGACBuy it can be customized through the use of published and unpublished options to fit your specifications and requirements.

Q: Can I purchase on-line?

A: Because of the nature of most of the products and services we have under contract, we prefer that you speak with a contractor's representative and get a detailed price quote before placing an order. This is to insure that you get what you want, configured like you want it. Use the HGACBuy website to for basic information and to get the contractor's telephone and email address. After you receive your written quotation and have reviewed it, prepare your purchase order to the Contractor and fax a copy to HGACBuy.

Q: What does it cost to join HGACBuy? How is HGACBuy funded?

A: HGACBuy is a self-funded "Enterprise Fund" government agency, self-supported thru an administrative fee assessed to the contractor. An "Order Processing Charge" (Administrative Fee) will appear on quotation forms for purchases of motor vehicles in the State of Texas in accordance with State of Texas, Department of Transportation, Division of Motor Vehicles requirements.

Q: What are the benefits of HGACBuy? I want to inform my elected officials and staff:

A: We give you access to volume purchasing and discounts. • We put over 200 years of combined purchasing experience to work on your behalf. • We write technical specifications eliminate the need to hire consultants for that purpose. • We absorb the costs associated with publishing legal notices. • We offer you an expedited procurement process so you need not be delayed for months preparing specifications and satisfying all of the other requirements for competitive bids and proposals.

Q: Where to send my payments to H-GAC?

A: Sending Coop Payments to H-GAC:

In order to avoid delays in the receipt and/or application of your remittance we recommend that you forward all Coop payment checks made payable to the Houston-Galveston Area Council and sent to our bank lock box P.O. Box 301427, Dallas TX 75303-1427. On all remittances please reference the H-GAC invoice number(s) you wish payment to be applied.

Sending Energy Payments to H-GAC:

In order to avoid delays in the receipt and/or application of your remittance we recommend that you forward all **Energy payment** checks made payable to the Houston-Galveston Area Council and sent to our bank lock box **P.O. Box 301497**, Dallas TX 75303-1427. On all remittances please reference the H-GAC invoice number(s) you wish payment to be applied.

Also feel free to contact the H-GAC Finance Department with questions regarding invoices, wiring instructions, or remittance advice.

For more information, contact us:

HGACBuy

3555 Timmons Lane, Suite 120
Houston, TX 77027

Phone: (800) 926-0234

Fax: (713) 993-4548

Web: www.hgachuy.org

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Bid Approval Request – November 20, 2014

Requestor: Board of Education

Projects:

#1 - Memorial School Air Handler Replacement

#2 - Middle School Air Handler Replacement

Proposal Number:

#2014-1023

Executive Summary:

Memorial School:

Synopsis:

Replacement of a non-functioning, beyond useful life, Carrier 15 ton HVAC split unit with a roof top Carlyle compressor and an air handler located in the interstitial ceiling space in the main lobby. This project was previously submitted to the Town Council during the third quarter 2014. Multiple quotes were submitted, but the Council requested that it be placed out in the competitive bidding process. The Town Council took action and approved \$35,000. Finance subsequently assigned account # 509126105741 and project number 93252 to this project.

Based on the competitive bidding (5 bidders), the lowest priced, qualified bidder, appears to be SK Mechanical LLC located in Manchester Connecticut. Their bid is \$33,900.

Requested Action by Town Council:

Accept the bid from SK Mechanical and approve the BoE to award the project.

Middle School:

Synopsis:

Replacement of a 7-1/2 ton roof top packaged Carrier unit, which is beyond useful life. This unit is further defined as unit #6. This project is a budgeted item in the 2014-2015 capital plan. This project was bundled in the bidding process with the Memorial HVAC replacement, due to the similar nature, scope and type of equipment. In addition, it was bundled to leverage competitive quotes and pricing.

Based on the competitive bidding (5 bidders), the lowest priced, qualified bidder, appears to be SK Mechanical LLC located in Manchester Connecticut. Their bid is \$13,990.

Requested Action by Town Council:

Accept the bid from SK Mechanical and approve the BoE to award the project.

Special Note:

Attached is a summary tally sheet that indicates the bidding companies, their respective proposals for like to like equipment, as well as proposals for an equivalent. It should be noted however, that despite the fact that New England Mechanical shows a lower bid for the unit at the Middle School, their bid is only at that cost if both projects are awarded to them. Thus, the combined bid from SK Mechanical LLC, as well as their individual bids, provide the lowest pricing.

EAST HAMPTON PUBLIC SCHOOLS
 PROFESSIONAL SERVICES PROCUREMENT NOTICE
 REQUEST FOR PROPOSALS

Air Handler Unit Replacements

Proposal # 2014-1023

Public Bid Opening

Company Name	Memorial School		Middle School	
	Like	Equivalent	Like	Equivalent
Air Temp Mechanical	\$35,750.00	\$34,000.00	\$15,450.00	\$15,800.00
Action Air	\$38,925.00	\$54,000.00	\$16,540.00	\$24,950.00
Nutmeg Co.	\$42,520.00	\$42,520.00	\$28,850.00	\$28,850.00
SK Mechanical	\$33,900.00	N/A	\$13,990.00	N/A
New England Mechanical	\$45,995.00	No Bid	\$9395.00 *	No Bid

*Price Valid Only if Awarded Both Schools

Hampton Woods – Public Water System Agreement

The Town is the exclusive service provider for water in East Hampton so all new systems that will be turned over to the control of the East Hampton WPCA need the approval of the Town Council.

A motion was made by Mr. Hintz, seconded by Mrs. Anderson, to authorize the Town Manager to enter into an agreement to own and operate the public water system known as Hampton Woods by the Town of East Hampton through the WPCA. Voted (7-0)

New Business

Discussion of Fern Lane

The Town Manager and Public Works Director are reviewing the road standards which outline the process for private roads to become town roads. Due to the condition of current private roads, most would not meet the road standards currently in place. They are working on a process for existing private roads to possibly become town roads. Mr. Sissick will be invited to the next meeting to discuss the issue.

Water Utility Coordinating Committee (WUCC) Boundary Alteration Letter

Currently the State is divided up into multiple small coordinating committees. These committees act as regulating agencies over Exclusive Service Area providers. There has been a proposal from the State to reduce the number of WUCC's down to four for the entire State. The Water Task Force disagrees with this reduction and has drafted a letter for the Town to send as testimony for the State to consider regarding this change.

A motion was made by Mrs. Anderson, seconded by Mr. Philhower, to authorize the Town Manager to sign a letter for the Water Utility Coordinating Committee (WUCC) Boundary Alteration. Voted (7-0)

Memorial School Air Handler

Superintendent of Schools Diane Dugas provided an overview for the need to replace the Memorial School air handler unit. The item was in the original capital budget request but was taken out. The Board of Finance recommended transferring \$16,000 from the Capital Contingency Account and making an additional appropriation from the General Fund Unassigned Fund Balance in the amount of \$24,400. Council members discussed other options for allocating the funds and discussed the cost of the replacement. Some members felt the funding should go to a Town Meeting.

A motion was made by Mr. Reich, seconded by Mr. Pfaffenbach, to allocate \$35,000 from Capital Contingency for the Memorial School Air Handler. Voted (4-3) Mrs. Moore, Mr. Reich, Mr. Pfaffenbach and Mr. Visintainer in favor. Mrs. Anderson, Mr. Hintz and Mr. Philhower against.

A motion was made by Mr. Reich, seconded by Mr. Pfaffenbach, that the remaining \$5,400 for the Memorial School Air Handler be taken from the Board of Education operating budget. Voted (4-3) Mrs. Moore, Mr. Reich, Mr. Pfaffenbach and Mr. Visintainer in favor. Mrs. Anderson, Mr. Hintz and Mr. Philhower against.

Discussion of Library Hours for Old Home Day

Mr. Hintz indicated that the Library wants to close for Old Home Day so they can participate in the parade. Mr. Maniscalco explained the issues of closing related to the bargaining units and the current list of town closings that were agreed to by the bargaining units. He also noted that there are 11 staff members and only 3 are needed to open the Library so there is the ability to open and still have some participate in the parade. In the past it was an arbitrary decision by the Library

Chapter 237: MASS GATHERINGS

§ 237-1 Notification of Fire Marshal required; inspections.

All persons and organizations conducting or making facilities available for events as defined herein shall notify the Fire Marshal, in writing, of the time and place of the event at least five days prior to the date on which the event is to be held. The Fire Marshal may inspect the premises at which the event is to be held for compliance with fire safety laws prior to the event. Inspection is to be made for all fire safety features, including but not limited to exits, exit ways, exit and emergency lights, interior finishes, capacity and temporary appliances such as lights and loudspeakers.

§ 237-2 Definition of "event."

As used herein, "events" are public assemblies including but not limited to dances, fairs, craft shows, auctions, plays, concerts and sporting events at which 50 or more people are expected to attend, not including, however, regular meetings of organizations open to members only.

§ 237-3 Applicability.

This chapter shall apply to indoor or outdoor facilities used for such events, including but not limited to schools, colleges, churches and facilities of fraternal organizations.

This chapter shall apply to indoor or outdoor facilities used for such events, including but not limited to schools, colleges, and commercial establishments. Indoor events at churches and facilities of fraternal organizations shall be exempt from this part of the ordinance.

§ 237-4 Assignment of fire fighters to event.

Nothing in this chapter shall prevent the assignment of fire fighters for duty at an event at the expense of the person or organization sponsoring the event.

§ 237-5 Penalties for offenses. [1]

Any person who violates any provision of this chapter shall be fined not more than \$100. Each day on which an event is held without notification to the Fire Marshal as required by this chapter shall be deemed a separate offense.

[1]:

Editor's Note: Added at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

Sirois, Cathy

From: George Coshow <ghcoshow@sbcglobal.net>
Sent: Wednesday, November 19, 2014 9:17 AM
To: Sirois, Cathy
Subject: Fw: STEAP grant possibility

Cathy, please print this out for Mike's desk.

----- Forwarded Message -----

From: George Coshow <ghcoshow@sbcglobal.net>
To: Chairman Jack Solomon <jack_solomon1@yahoo.com>; Mike Maniscalco <mmaniscalco@easthamptonct.gov>
Sent: Wednesday, November 19, 2014 9:16 AM
Subject: STEAP grant possibility

To move ahead on my suggestion:
The property at 101 Main Street, Einhorn's warehouses, is a perfect focus for Village Center improvements. As it exists it is a negative influence on both the value of neighboring properties (taxable assessment) and success of the VC as a retail and office center. (While none of the VC properties currently show a reduced value due to external obsolescence and they should and this is an assessor's oversight. With something other than abandoned warehouses there, surrounding values would surely be higher.) I think a real contribution to the town may be made by taking control of the property, razing the buildings and putting in a modest creekside park: Just grass and trees - some place to visit or just a restful place to view. The town is

not in a position to acquire it but perhaps a lease is possible. I suggest a lease as it avoids change of ownership of a probably contaminated land which would make it subject to the transfer act complete remediation.

Here's my proposal for thought:

Lease the land with a 99-year contract. This contract might specify that town may tear down the warehouses and landscape as it pleases.

The town may purchase the property on each five-year anniversary of the lease at a price determined by the average of three appraisals contracted and paid for by the town. Taxes on the property are about \$8,300 so I suggest a fair lease price would be \$16,600 with half being set aside by Einhorn (interest-bearing escrow) to be used to reduce the eventual price of purchase.

The town may drill a well for use as limited by public health for maintaining the landscape features.

This is a lot to arrange on short notice; perhaps the a letter of agreement on the terms of a contract is achievable and would serve to show the granting board that we are proceeding.

I've other thoughts, but would recommend a group of thinkers to map things out.



Economic Development Survey

This survey was developed by the East Hampton Economic Development Commission (EDC) in an effort to identify the what, where, when and how residents of the Town of East Hampton, CT would like their community developed. The following is a 20 question survey to help us determine how you view the future development of East Hampton, followed by a demographics section. Your answers will be anonymous. Please complete the survey and turn it into the Town Manager's Office at 20 East High Street, East Hampton, CT 06424 with the below application to be entered to win a local business prize.

1. How satisfied are you with the selection of current retail businesses and services in the Town of East Hampton, would you say you are: (Circle one)

Very satisfied	Somewhat dissatisfied
Somewhat satisfied	Very dissatisfied

2. Think about the retail shopping and eating opportunities now available in the Town of East Hampton. What TYPE of additional shopping or eating opportunities would you most like to see in East Hampton?

(Write answer here)

3. If any, wWhat specific BRAND of that business would you most like to see in the Town of East Hampton?

(Write answer here)

4. How often do you do retail shopping in the Town of East Hampton? Would you say (Circle one)

Always	Occasionally
Most of the time	Never

5. When you do shop in the Town of East Hampton, is the main reason that: (Circle one)

The stores are close to home	Close to your work	There is a wide variety of goods
Easy parking	Lower prices	<u>Support Local business</u>
		Other (Describe)

6. When you shop **outside** of the Town of East Hampton, is the main reason: (Circle one)

- The stores are close to work
- There is a wide variety of goods
- Easy parking
- Lower prices
- Some other reason (Describe below)

7. How often do you shop for **services** in The Town of East Hampton, would you say:

- Always
- Most of the time
- Occasionally
- Never

8. What is the best thing about the Town of East Hampton? (Rate 1-9~~Community Characteristics~~ ~~circle one~~)

- Small town/quaint/quiet/clean
- Friendly nice people
- Community/neighborhood atmosphere
- Safe/good police protection
- Family/children friendly
- Location and convenience
- Good schools
- Low taxes
- Grew up in East Hampton, long history in the town/ family in the town
- Other _____

9. Where did you make your last purchase of more than \$200 other than for an automobile?
(Write answer here)

~~10. If a large retail store were to come to East Hampton do you think the town would financially gain or lose from the development? (Circle one)~~

~~_____ Gain / _____ Lose~~

10. Would you welcome the EDC to pursue a large retail store for the Town of East Hampton?
Yes / No / Maybe

11. How about a large industrial facility?

Yes / No / Maybe ~~Gain / Lose~~

12. How about a large housing subdivision?

Yes / No / Maybe ~~Gain / Lose~~

13. Which of the following statements comes closest to your own opinion: (Circle one)

A) The Town of East Hampton needs to increase business development in order to survive; OR

B) Business development is a threat to the character of the town OR,

C) Would you say that you fall somewhere in the middle?

D) Other: _____

~~14. What kind of development would you favor the MOST? Would you favor (Circle one) retail development, office space development, manufacturing development, or no development at all?~~

~~15.14. What kind of retail development would you favor MOST, (Circle one) a collections of smaller retail stores such as those in downtown East Hampton, or larger chain-type retail stores like the Berlin Turnpike?~~

~~16.15. Below is a list of things that people have suggested that the East Hampton town government might do about economic development. (Rate them 1-4 with one being the best) For each one, write if it is very important, somewhat important, not too important, or not important at all.~~

Office Development _____

Retail Development _____

Industrial Development _____

Residential Development _____

~~17.16. There are various types of initiatives that the town could pursue in order to create economic development. (Rate them 1-4 with one being the best) For each initiative write whether you strongly favor, somewhat favor, somewhat oppose, or strongly oppose that type of role for the town.~~

Tax incentives _____

Set aside funds for Infrastructure improvements _____

Marketing plan to recruit businesses _____

Zoning changes _____

~~18. Do you think the Town of East Hampton should discourage business development in order to maintain its small town character if it would mean an increase in every East Hampton household's taxes (including yours) of \$100 per year? (Circle one) Yes / No~~

~~How about an increase of \$50? (Circle one) Yes / No~~

~~19. Do you think the Town of East Hampton should provide financial incentives to businesses to locate in the Town if it would mean an increase in every East Hampton household s taxes including yours of \$100 per year? (Circle one) Yes / No~~

~~How about an increase of \$50? (Circle one) Yes / No~~

~~17. Would you support a limited public water system for the Town of East Hampton?~~

~~Yes / No / Maybe~~

~~20.18. Do you have any other comments:~~

DEMOGRAPHIC INFORMATION**GENDER:** (Circle one) Male / Female **HOUSING:** (Circle one) Own / Rent / Live with relatives**AGE:** (Circle one) 18-20 21-30 31-40 41-50 51-60 61-70 71-80 81-90 91+**How many years have you lived in East Hampton CT?** _____~~**Educational Attainment** (Circle One): Grade school or less/ Some high school/ High school grad/ Some college/ College grad/ Post graduate/ Don't know/ Refused~~**House hold income:** \$ _____**RAFFLE FORM**

To be eligible to win a prize in the local business raffle the following criteria must be met:

1. Live in East Hampton, CT
2. Over 18 years old
3. Completed and turned in the Economic Development Survey
4. Completed and turned in the raffle application

If you meet the above requirements you can have a chance to win:

Prize 1.

Prize 2.

Prize 3.

Prize 4.

Prize 5.

Return this page with your completed survey and you will be entered in a chance to win one of the above prizes.

Name: _____

Mailing Address: _____

Email: _____

Phone _____

November ____, 2014

Connecticut Natural Gas Corporation

Re: East Hampton Pipeline

Ladies and Gentlemen:

This non-binding letter of intent will confirm the terms under which the Town of East Hampton, Connecticut ("Town") will agree to enter into a Community Contribution Agreement with Connecticut Natural Gas Corporation ("CNG") to offset the cost of construction of not less than nine miles of natural gas pipeline within the Town of East Hampton. ("Agreement")

1. Upon completion of the construction of not less than nine miles of pipeline within the Town of East Hampton, and the connection of all customers who are eligible to connect to the pipeline, the Town will make an annual contribution to CNG to offset the cost of construction as set forth in Paragraph 2, below.
2. The annual contribution will be equal to the tax liability related to the assessment of the value of the main pipeline constructed in the Town of East Hampton for each of the five years following the connection of all customers within the Town of East Hampton who are eligible for and have executed an installation agreement with CNG.
3. The annual contribution from the Town pursuant to the Agreement shall not exceed \$100,000 per year.
4. As additional consideration for the Agreement the Town will agree to pave the trenches dug on Town roads after the pipe has been laid therein, clear the easement to the East Hampton Middle School of brush and debris and connect all Town facilities^[MM1] to the pipeline consistent with any service agreements made between CNG and the Town as soon as connection is available.
5. The execution of the Agreement by the Town shall be subject to approval by the Town Council **and endorsement by the Board of Finance**
6. The terms and conditions of this letter and the Community Contribution Agreement are subject to approval by the Connecticut Public Utilities Regulatory Authority.

This letter is intended to constitute a non-binding letter of intent only. Neither the Town nor CNG intends to create any legal rights or obligations at this time.

If the foregoing meets with your approval, please execute two copies of this letter and return one to my office.

Very truly yours,

Michael Maniscalco
Town Manager

Agreed to this ____ day of November 2014.

Connecticut Natural Gas Corporation

By

2706591.1

3563282v.1

November ____, 2014

Connecticut Natural Gas Corporation

Re: East Hampton Pipeline

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If the foregoing meets with your approval, please execute two copies of this letter and return one to my office.

Very truly yours,

Michael Maniscalco
Town Manager

Agreed to this ___ day of November 2014.

Connecticut Natural Gas Corporation

By _____

2706591.1

3563282v.1

Department Measures
 July 1, 2013 – June 30, 2014

AGENDA
 ITEM # 10d

Finance

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Checks Processed	1,756	1,555	1,018	1,107	5,436
A/P Direct Deposit	0	0	400	442	842
Invoices Processed	3,529	3,268	3,492	3,522	13,811
Purchase Orders Created	577	234	253	158	1,222

Assessor

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Certificates of Correction	343	109	270	409	1,131
Real Estate Pro Rates	33	5	32	14	84
Renter Rebates	159	-	-	52	211
State Reports	2	1	-	-	3
Sales Ratio Transfers	72	55	32	50	209
No Consideration Transfers	86	85	62	59	292
CAMA Changes	6,093	4,966	2,586	2,313	15,958
BAA Changes Motor Vehicle	6	-	-	-	6
Elderly Credit Program	-	-	35	13	48
Additional Veteran	6	-	10	8	24
BAA Applications	-	-	-	-	-
Local Option Additional Veteran	-	-	10	8	18
Local Option Freeze	-	-	7	2	9

Collector of Revenue

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Transactions	19,834	4,864	7,340	1,237	33,275
On Line Payments (ACH)	213	46	137	44	440
On Line Payments (Credit/Debit)	146	34	86	47	313
Refunds	56	64	45	34	199
Bounced Checks	17	1	5	4	27
Certificates of Correction	349	142	259	188	938
Pro-rates	33	-	-	-	33

HR-Payroll

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Paychecks Processed	232	115	115	168	630
Direct Deposits Processed	842	677	768	679	2,966
Personal Action Request Forms Processed	541	430	528	577	2,076
New Hires	3	2	2	30	37
Terminations	1	5	1	2	9
Employee Sponsored Workshops/Training	3	6	7	8	24

Parks & Recreation

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Municipal Parks/Grounds Maintained Man-hours	363	205	128	397	1,093
BOE Athletic Complexes Grounds Maintained Man-hours	655	410	113	669	1,846
Actual Program Registrations	776	817	130	1,813	3,536
Actual Programming Hours	2,176	436	460	566	3,638
Actual Program Participants	2,191	1,445	1,208	975	5,819
Staff Supervised	187	159	184	84	614
Project Management Man-hours	210	145	195	200	750

Public Works

Measure	1st Qtr *	2nd Qtr	3rd Qtr	4th Qtr	YTD
Catch Basin Cleaning Man-Hours	-	135	8	336	479
Drainage Man-Hours	-	176	434	1,086	1,696
Maintain Cemeteries, Town Buildings, Village Center Man-Hours	-	75	206	334	615
Maintain DPW Facilities/Equipment/Vehicles Man-Hours	-	1,428	1,460	1,314	4,202
Meetings Training Development HoursMan-Hours	-	96	283	152	531
Misc. Service Requests Man-Hours	-	10	106	258	374
Patching Paving, Curbing Road Work Man-Hours	-	1,026	471	936	2,433
Roadside Mowing Man-Hours	-	212	20	252	484
Snow/Ice Control Man-Hours	-	1,527	4,120	88	5,734
Sweeping Man-Hours	-	12	-	638	650
Unimproved Road Maintenance Man-Hours	-	232	144	116	492
Tree Work Man-Hours	-	126	158	386	670
Work for Other Depts Man-Hours	-	166	122	132	420

* No information available due to change in staff

Social Services

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Oil Assistance	4	26	11	1	42
Electric Assistance	2	1	3	5	11
Rent Assistance	4	7	7	-	18
Evictions	3	-	4	2	9
Calls for Information	169	304	287	219	979

Youth-Family Services

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Individual Counseling Hours	294	355	430	392	1,471
Couples Counseling Hours	34	50	45	119	248
Family Counseling Hours	152	199	273	148	772
Individual Counseling High School	-	-	26	11	37
Individual Counseling Middle School	-	-	-	3	3
Individual Senior Center	10	6	4	1	21
Group Counseling Middle School	-	6	18	7	31
Group Counseling Senior Center	11	9	11	10	41
Total Counseling Hours	521	643	807	693	2,664

CT Discount Card

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Total Claims	234	276	214	220	944
Total Cards Used	80	78	55	49	262
Member RX Cost	9,095	11,995	9,856	9,723	40,669
Avg Member RX Cost	118	131	136	130	515
Price Savings	13,174	21,091	15,309	17,337	66,910
Avg Price Savings	166	230	215	238	849
% Price Savings	2	2	2	2	7

Fire Marshal

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
CSFPC Inspections With Violations	17	17	24	23	81
CSFPC Inspections With No Violations	12	-	2	3	17
CSFPC Re-Inspections Violations Corrected	11	15	13	24	63
CSFPC Re-Inspections Violations not Corrected	3	6	3	1	13
Burn Permits Issued	44	38	27	47	156
Blasting Permits Issued	-	-	3	1	4
Event Registration Permit	-	-	-	11	11
Plan Reviews Performed	4	4	1	5	14
Origin and Cause Investigations	4	8	4	3	19

Planning-Zoning-Building

Measures	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
PERMITS					
Building Permits	100	89	32	84	305
Electric Permits	90	73	48	84	295
Mechanical Permits	55	94	43	43	235
Plumbing Permits	20	16	19	17	72
Demolition Permits	2	3	3	8	16
Zoning Permits	-	-	-	38	38
Inspections	210	246	148	194	798
Compliance	72	59	31	35	197
LAND USE APPLICATIONS					
P&Z	27	30	21	24	102
IWWA	40	28	14	22	104
ZBA	14	16	13	6	49
Compliance	17	21	12	16	66
ENFORCEMENTS					
Zoning Investigations	41	45	44	41	171
Building Investigations	50	44	53	54	201
Blight Investigations	26	34	37	36	133
Compliance Verifications	15	14	15	13	57

Police

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Monthly Cases	2,077	1,696	2,341	2,965	9,079
Motor Vehicle Accidents	48	61	57	59	225
Motor Vehicle Contacts	151	233	251	275	910
Criminal Arrests	33	41	29	36	139
Case Investigations	235	221	146	69	671
Robberies	-	-	-	-	-
Burglaries	19	6	4	6	35
Larcenies	40	24	20	23	107
Assaults	13	7	6	13	39
Sexual Assaults	-	-	2	2	4
Drug Violations	6	9	6	4	25
Motor Vehicle Thefts	-	-	1	-	1
Criminal Mischief	38	62	34	71	205
Domestic Disturbances	16	13	22	30	81
Alarms	77	86	87	139	389
Medical Calls	152	148	180	170	650
Juvenile Investigations	2	2	3	3	10
Phone/Walk-Ins	213	19	41	90	363
Administrative Services	74	63	66	110	313

Public Library

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Library Cards Issued, Updated Or Renewed	971	532	599	710	2,812
Circulation	37,311	35,485	32,232	36,050	141,078
Reference Questions	1,881	1,743	2,544	2,314	8,482
Info Database Use (est. Sessions)	6,170	5,301	6,413	8,880	26,764
Library Door Traffic	31,945	33,145	31,819	30,742	127,651
Library Sponsored Programs	109	115	101	102	427
Library Program Attendance	3,584	3,019	3,301	3,877	13,781
# of Public Internet Sessions	1,322	975	1,040	1,242	4,579
# of Wireless Service Users (est.)	454	546	652	646	2,298
Library Outreach Programs	17	8	8	11	44
Volunteer Community Service Hours	153	110	113	115	491
Book Discussion Groups Supported	11	9	10	10	40
Meeting Room Use # of meetings	100	89	109	128	426

Senior Center

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
General Membership New Members	19	11	31	19	80
Meal Program - Congregate meals	625	700	596	637	2,558
Meal Program - Meals on Wheels	300	300	470	545	1,615
Transportation Dial-A-Ride (MAT) Total Rides (social/personal/shopping/medical)	426	435	750	877	2,488
Enhanced Transportation One Way Ride (social/recreational)	349	256	292	221	1,118
Volunteer Office Hours	389	403	349	347	1,487
Monthly Visitor Tallys Unduplicated Sign-ins	449	398	441	540	1,828

Town Clerk

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
Land Recordings	1,183	671	473	815	3,142
Sports Licenses	85	119	149	322	675
Dog Licenses	286	50	32	1,051	1,419
Marriage Licenses	13	8	3	17	41
Notary Services	73	118	74	67	332
Maps Filed	63	3	26	2	94
Conveyance Tax Collected	55,319	27,555	22,620	29,937	135,431
On-Line Land Record Copies	1,478	1,402	1,186	1,462	5,528
Certified Vital Records	2,555	2,800	2,115	1,660	9,130

Water Pollution Control Auth

Measure	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD
After Hour Callouts	27	18	17	18	80
New Sewer Permits	22	6	1	1	30



AGENDA
ITEM # 13

Office of the COLLECTOR OF REVENUE
NANCY HASSELMAN, CCMC
nhasselman@easthamptonct.gov

**Nancy Hasselman, CCMC
Collector of Revenue
Town of East Hampton**

November 21, 2014

To: The East Hampton Town Council

**Please find copies of tax refunds for your review.
The total refund equals \$56.82.**

Thank you for your assistance.

Melanie B. Jump
**Melanie Jump, CCMC
Assistant Collector of Revenue**

	0.00	*
	0.00	*
	23.69	+
	18.08	+
	3.00	+
	12.05	+
	56.82	*