



# PROCUREMENT COMMITTEE

Clifford J. Hurgin Municipal Center

1 School Street, Bethel, CT 06801 (203) 794-8514

## MINUTES OF SPECIAL MEETING

Monday March 11 2024 – 10:00AM

Clifford J. Hurgin Municipal Center - Meeting Room "A"

**PRESENT:** Sam Flynn, Purchasing Agent    Sebbie Preston, Assistant Comptroller

**NOT PRESENT:** Brad Heering, Comptroller    Dan Carter, First Selectman

Sebbie Preston was appointed as member of the Procurement Commission for this meeting in Brad Heering's absence

Sam Flynn called the meeting to order at 10:00AM

### **Bid Opening 2024-006:**

#### **Small Cities Housing Rehabilitation Program Income Loan Program Administrative & Technical Services**

One bid was opened and it is summarized below:

#### **Bidder: A&E Services Group LLC**

<b><u>Classification:</u></b>	<b><u>Hourly Rate:</u></b>
Principle in Charge	\$150
Senior Rehabilitation Specialist	\$115
Rehabilitation Specialist	\$100
Financial Management	\$85
Administrative Assistant	\$70

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Sebbie Preston made a motion to forward the bids for review. Sam Flynn seconded the motion, all were in favor, the motion was unanimously approved. As there was no further business to come before the Procurement Committee, Sam Flynn made a motion, which was seconded by Sebbie Preston, to adjourn the meeting at 10:01AM. Vote, all in favor, the motion was unanimously approved.

Respectfully submitted,

Sam Flynn - Purchasing Agent