

**City of Bristol, Connecticut
Purchasing Committee Meeting
March 23, 2010**

A meeting of the Purchasing Committee of the Board of Finance was held on March 23, 2010 in the Purchasing Conference Room, 2nd Floor, City Hall. The following were in attendance: Committee members Mark Peterson, Chair; Paul Tonon and Robert Casar. Also present was Roger Rousseau, Purchasing Agent, Vince Jennetta, Board of Education-Teacher and Dave Mills, Councilman.

The meeting was called to order at 8:00 a.m.

1. Review and discuss methods for disposal of surplus materials and take any action as necessary.

Roger Rousseau discussed the three bid proposals received, The Public Group, GovDeals and Auctions International. Roger reviewed the specs of each bid including what they offered and fees charged to the City. Auctions International seems to primarily sell heavy equipment, real estate and larger items, and does not seem well suited to the purposes intended. The Public Group, charging a commission of 7%, is used by a number of other local municipalities, including Hartford, West Hartford, Torrington and Avon; all of these municipalities reported success with using the Public Group. GovDeals, charging a commission of 7.5%, can assign an appraiser to help with the starting bid prices. Roger and members of the Committee have visited the websites to see how easy they are to navigate and how the site is set up. While both the Public Group and the GovDeals websites were easily navigable, the Public Group generated more interest because of the stronger local market presence of the Public Group, since the City does not have the capacity to package and ship items (it is assumed that most items would be arranged for local pickup instead of shipping).

Vince Jennetta gave some background information on he came up with the idea of auctioning items. He is a teacher at Memorial Boulevard and has seen numerous items thrown away which could be sold by the City. Vince currently sells items on EBay through his personal side business. However, because of problematic contract provisions, the City is not able to use EBay as a source for selling items.

Roger has not received a lot of items available for sale from the Board of Education. Vince suggested having someone go in the school buildings, especially the basement for items which have not been used in two or more years. There may be items put away in the back of closets in the classrooms which could be sold. Also, this experience could be used as a teaching experience for students, such as a community service or club activity. The students would learn about the value of the items, marketing, and the internet sites.

The Committee discussed the money going back to the school or the City's General Fund. The practice is to have any money made from surplus assets sales returned to the Sale of Equipment line item in the General Fund.

The Committee discussed disposal methods for niche items, such as collectibles and antiques. The Committee agreed these items may need to be sold by another means. Collectors are not expected to be looking on these public surplus websites for these items, and the Committee wants to explore other options for disposal of such items.

The following motion was made by Paul Tonon, seconded by Robert Casar, and unanimously approved by the Committee:

"To accept the proposal from Public Group, LLC permitting the sale of surplus materials by the Purchasing Agent, reserving the right to pursue the disposal of items through other means."

2. Adjournment.

Paul Tonon made a motion to adjourn, seconded by Robert Casar.

The meeting was adjourned at 8:30 a.m.

Respectfully Submitted,

Mark Peterson/jam
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