STATE OF CONNECTICUT
OFFICE OF GOVERNMENTAL ACCOUNTABILITY
STATE CONTRACTING STANDARDS BOARD

Draft Minutes
Friday, June 12, 2015 Meeting of the State Contracting Standards Board
Conference Room, 999 Asylum Ave., Hartford, CT

Members Present:

Claudia Baio, Chair
Thomas Ahneman
Charles W. Casella, Jr.
Salvatore Luciano
Stuart Mahler
Robert Rinker
Brenda Sisco
Roy Steiner – via conference telephone

David L. Guay, Executive Director - ex-officio
India Shuff-Greene

1. Call to order

Meeting called to order by Chair Claudia Baio at 10:11 A.M.

2. Approve the Minutes of the April 10, 2015 Meeting

Chair Baio entertained a motion to approve the draft minutes from the April 10, 2015 Board meeting.

Motion made by Robert Rinker and seconded by Brenda Sisco to approve the minutes of the April 10, 2015 Board meeting. All voted in favor. The minutes of the April 10, 2015 meeting of the State Contracting Standards Board were approved.

3. Attorney General's Letter of May 18, 2015 concerning review of State contracts

Chair Baio opened discussion by welcoming AAG Mark Kohler. Attorney Kohler reviewed for the Board the contents of the May 18, 2015 letter sent to State Agencies. Attorney Kohler explained that the Office of the Attorney General reviews contracts for legal sufficiency by using the check list provided with the letter. Agencies are required to complete the check list and provide it along with the contract to the Office of the Attorney General for approval. Attorney Kohler in response to a question from Chair Baio indicated that there were a few typographical

errors that will be corrected. Chair Baio asked Attorney Kohler to explain the process the Office of the Attorney General in reviewing contracts.

Board member Robert Rinker asked Attorney Kohler whether amendments to contracts went to the Office of the Attorney General for the same review as initial contracts and Attorney Kohler acknowledged that they do. Attorney Kohler further explained that the Office of the Attorney General does not retain a copy of the contracts. Mr. Rinker asked a follow-up question on whether the check list is retained by the Office of the Attorney General. Attorney Kohler provided a response that he does retain a copy, but could not speak about the rest of the office. Chair Baio asked that he provide that answer to the Board through Executive Director Guay.

4. Other Business

Chair Baio reported that members of the Work Group met with Attorney Livingston and Karen Buffkin on the draft revisions to the Board's Statutes and Raised S.B. 1113. Chair Baio summarized that S.B. 1113 was referred back to the Government Administration and Elections Committee in the final days of legislative session and that a new draft from the Work Group is expected from Karen Buffkin.

Robert Rinker, Chair of the State Contracting Standards Board's Contested Solicitations and Awards Subcommittee reported on the Subcommittee's action concerning a contested award. Auto-Graphics, Inc.'s (AGI) contested award letter was properly made under Connecticut General Statutes Section 4e-36 on May 14, 2015.

The Subcommittee determined that the matter as presented is not yet ripe for review, as the concern articulated by AGI centers on the award of a contract to an entity other than AGI, allegedly one that was not competitively procured. After investigating the matter, the Subcommittee has determined that no contract award has been made to any other entity, nor is there an intent to do so in the future.

5. Adjournment

Motion made by Robert Rinker and seconded by Salvatore Luciano to adjourn. All voted in favor and the meeting was adjourned at 10:18 P.M.

Respectfully submitted: David L. Guay