

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
September 22, 2020
Meeting Minutes**

The DSSD Board of Commissioners Meeting took place at the offices of the Bridgeport DSSD, 938 Broad Street, Bridgeport, CT 06604 and by video conference.

In attendance:

Commissioners

Phil Pires, C & W Associates II, Chair
Kim Morque, Main State Ventures, Vice Chair
Eric Gross, John Broadcannon, Treasurer
Bob Schneider, Jimmy's A & N, Secretary
Karolyn Egbert, Trefz Corporation
Fred Frassinelli, AMS Real Estate
Philip Kuchma, Kuchma Corporation
Max Pastor, Bordentown DB, LLC

Staff

Lauren Coakley Vincent, DSSD President

Guests

Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Ed Lavernoich, Bridgeport Economic Development Corp.

I. CALL TO ORDER

Chairman Pires called the meeting to order at 10:02 a.m.

II. DOWNTOWN PLACEMAKING REQUEST FOR PROPOSALS

DSSD President Lauren Coakley Vincent walked the board through the content and requirements of the City's Project Management Services for Downtown Place-Making Initiative Request for Proposals (RFP). The complete RFP and associated documents were available at <https://www.bidsync.com/bidsync-app-web/vendor/links/BidDetail.xhtml?bidid=2062519&roundId=null>. The Commissioners discussed the DSSD's capacity to take on this scope of work in relation to its current set of programmatic and administrative responsibilities. Mr. Pires noted that a project manager would need to be hired to assist with the administration of the project. Several Commissioners raised the importance of having an advisory role on the implementation of this scope of work regardless of being selected as the vendor or not.

Mr. Lavernoich offered a scenario in which the Bridgeport Economic Development Corporation (BEDCo) might partner with the DSSD to deliver on the contract management aspects of the RFP. He noted that he had informed the City that BEDCo would not apply independently. The Commissioners discussed this partnership opportunity.

Mr. Pires made a motion to authorize Ms. Coakley Vincent to submit a response to the RFP. Mr. Frassinelli seconded the motion. Mr. Kuchma objected to the motion, and there were no abstentions. The motion passed.

III. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 10:31 a.m.