



**LAND USE AND BUILDING MANAGEMENT COMMITTEE
SPECIAL MEETING AGENDA
TUESDAY, JULY 2, 2024 @ 6:00 PM**

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel.

Specific instructions and links can be found at norwalkct.gov/meetings



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Alan Lo, Buildings and Facilities Manager at alo@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. ROLL CALL**
- II. PUBLIC PARTICIPATION**
- III. MINUTES OF PREVIOUS MEETING(S)**

Approve minutes of May 1, 2024

IV. OLD BUSINESS

- A. Review schools' hazardous materials remediation strategy/plan

V. NEW BUSINESS

A. Lockwood Mathews Mansion Museum

1. Review request to execute an amendment to the Financial Assistance Agreement with LMMM and refer the following recommendation to the Common Council for Action:

“Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the Financial Assistance Agreement with Lockwood Mathews Mansion Museum to allocate an additional \$3,000,000.00 for the LMMM improvement project. Funds are available from the 2024-2025 Capital Budget account number to be established.”

B. Building Management

1. Review bids for Animal Control Facilities Improvement Project and refer recommendation to the Common Council for action:

“a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with 4 You LLC, for the Animal Control Facilities Improvement Project for a total not to exceed \$184,300.00. Funds are available from account #430000 5765

b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$18,430.00. Funds are available from account #430000 5765”

2. Review request for security monitoring services for the Health Department and refer recommendation to the Common Council for action:

“Authorize the Mayor, Harry W. Rilling, to execute a 5-year agreement with Security Specialists, a Division of Alert Systems, LLC. for security monitoring services at Norwalk Health Department for a total annual cost of \$468.00. Acct. #012012 5296”

C. Board of Education

1. Review and approve request for State approval of the Underground Tank removal projects at Brookside School and Tracey School. (Council approval is not required)
“a. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee’s approval of final plans, project manual, and cost estimate for the Brookside Elementary School Underground Storage Tank Removal Project – State Proj. #103-0266 CV.

b. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee’s approval of final plans, project manual, and cost estimate for Tracey Magnet School Underground Storage Tank Removal & Boiler Igniter Replacement Project – State Proj. #103-0267 CV.”
2. Review bids for the Brookside Elementary School, Montessori Fourth Grade Classroom Upgrade project & Rowayton Elementary School cafeteria flooring replacement project and refer the following to the Common Council for action:
“a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Vase Management Inc. for the Brookside Elementary School, Montessori Fourth Grade Classroom Upgrade project & Rowayton Elementary School cafeteria flooring replacement project for a total not exceed \$201,586.00. Funds are available in the following account(s):
Acct. 09245010 5777 C0686
Acct. 09255010 5777 C0686
Acct. 09245010 5777 C0687

b. Authorize the NPS Facilities Department to issue Change Orders on this contract for a total of \$20,159.00. Funds are available in Acct. #09255010 5777 C0686”

VI. MISCELLANEOUS/DISCUSSION ITEMS

Prepared by Alan Lo
Date: June 25, 2024

**CITY OF NORWALK
LAND USE & BUILDING MANAGEMENT COMMITTEE
REGULAR MEETING
MAY 1, 2024**

ATTENDANCE: Barbara Smyth, Chairman; Heather Dunn; Greg Burnett; Jim Frayer

OTHER: JoAnn Acquarulo; Alan Lo, Land Use & Building Management Director; Dan Phillips

CALL TO ORDER

Chairman Smyth called the meeting to order at 7:00 P.M. There was a quorum present.

ROLL CALL

A Roll Call of those present was performed.

PUBLIC PARTICIPATION

There was no Public Participation at this time.

MINUTES OF PREVIOUS MEETING(S)

APPROVE MINUTES OF APRIL 3, 2024

**** MR. BURNETT MOVED TO APPROVE THE MINUTES OF APRIL 3, 2024 AS SUBMITTED.**

**** MS. DUNN SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

OLD BUSINESS

REVIEW SCHOOLS HAZARDOUS MATERIALS REMEDIATION STRATEGY/PLAN

Chairman Smyth said they were expecting an update and presentation from Mr. Hodel around August as the Board of Education completes their summer work regarding this item and would not be discussing it at this time.

NEW BUSINESS

A. REVIEW UNIT PRICE BIDS FOR SOUTH NORWALK SCHOOL MATERIALS TESTING AND FIELD INSPECTION SERVICES AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO CONNECTICUT MATERIALS TESTING LABORATORY, INC. FOR MATERIALS TESTING AND FIELD INSPECTION SERVICES FOR THE SOUTH NORWALK ELEMENTARY SCHOOL FOR A TOTAL NOT TO EXCEED \$104,665.00 PLUS A CONTINGENCY ALLOWANCE OF \$30,000.00 TO COVER ACTUAL TESTING AND INSPECTION SERVICES PERFORMED. FUNDS ARE AVAILABLE IN ACCOUNT ACCT.

#09225010 5777 C0808

**** MS. DUNN MOVED TO APPROVE ITEM A. REVIEW UNIT PRICE BIDS FOR SOUTH NORWALK SCHOOL MATERIALS TESTING AND FIELD INSPECTION SERVICES AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO CONNECTICUT MATERIALS TESTING LABORATORY, INC. FOR MATERIALS TESTING AND FIELD INSPECTION SERVICES FOR THE SOUTH NORWALK ELEMENTARY SCHOOL FOR A TOTAL NOT TO EXCEED \$104,665.00 PLUS A CONTINGENCY ALLOWANCE OF \$30,000.00 TO COVER ACTUAL TESTING AND INSPECTION SERVICES PERFORMED. FUNDS ARE AVAILABLE IN ACCOUNT ACCT. #09225010 5777 C0808. AS SUBMITTED.**

**** MR. FRAYER SECONDED THE MOTION.**

Mr. Lo came forward to discuss this item. He provided a quick recap for those present. Mr. Phillips came forward to discuss this item. He reviewed the current bids for this item. Five bids were received of which four were purchasing compliant. He reviewed the details of the bids and the review process for those present. He provided the estimated total values for discussion and provided his recommendation.

Chairman Smyth asked if they had worked with them on any prior school projects.

Mr. Lo said they had but couldn't recall which project.

Mr. Frayer asked if there was any way to improve testing coordination to further control costs. Discussion followed regarding this point. Mr. Phillips provided information regarding the expected frequency of inspections.

Ms. Dunn asked why the contingency money total was \$30,000.00. Mr. Phillips reviewed how they had arrived at that total.

**** THE MOTION PASSED UNANIMOUSLY.**

B. REVIEW UNIT PRICE BIDS FOR NORWALK HIGH SCHOOL MATERIALS TESTING AND FIELD INSPECTION SERVICES AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO CONNECTICUT MATERIALS TESTING LABORATORY, INC. FOR MATERIALS TESTING AND FIELD INSPECTION SERVICES FOR THE NORWALK HIGH SCHOOL FOR A TOTAL NOT TO EXCEED \$510,479.80 PLUS A CONTINGENCY ALLOWANCE OF \$50,000. FUNDS ARE AVAILABLE ACCOUNT ACCT. #09215010 5777 C0787

**** MR. FRAYER MOVED TO APPROVE ITEM B. REVIEW UNIT PRICE BIDS FOR NORWALK HIGH SCHOOL MATERIALS TESTING AND FIELD INSPECTION SERVICES AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO CONNECTICUT MATERIALS TESTING LABORATORY, INC. FOR MATERIALS TESTING AND FIELD INSPECTION SERVICES FOR THE NORWALK HIGH SCHOOL FOR A TOTAL NOT TO EXCEED \$510,479.80 PLUS A CONTINGENCY ALLOWANCE OF \$50,000. FUNDS ARE AVAILABLE ACCOUNT ACCT. #09215010 5777 C0787. AS SUBMITTED.**

**** MS. DUNN SECONDED THE MOTION.**

Mr. Phillips came forward to discuss this item. He provided a summary of the project. They received six bids for the project and it was determined that four were compliant. An attached spreadsheet contained the information regarding the bids was provided as part of the agenda back-up. He also reviewed their reasoning for the \$50,000 contingency.

Mr. Burnett asked if the company is staffed to cover two projects at the same time. Mr. Phillips reviewed the project schedule with corresponding testing needs and how it would be handled and how they would accomplish both projects at the same time.

**** THE MOTION PASSED UNANIMOUSLY.**

C. REVIEW REQUEST TO SECURE HUD FUNDING FOR THE NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS FOR THE APPLICATION, ACCEPTANCE, AND IMPLEMENTATION OF A GRANT FROM HUD – COMMUNITY PROJECT FUNDING FOR THE PROPOSED NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET IN THE AMOUNT OF \$20,000,000."

**** MR. BURNETT MOVED TO APPROVE ITEM C. REVIEW REQUEST TO SECURE HUD FUNDING FOR THE NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS FOR THE APPLICATION, ACCEPTANCE, AND IMPLEMENTATION OF A GRANT FROM HUD – COMMUNITY PROJECT FUNDING FOR THE PROPOSED NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET IN THE AMOUNT OF \$20,000,000."**

**** MS. DUNN SECONDED THE MOTION.**

Chairman Smyth said they had approved the subgrant a few months ago.

Mr. Lo came forward to discuss this item. He reviewed why this item needed approval.

**** THE MOTION PASSED UNANIMOUSLY.**

D. BUILDING MANAGEMENT

1. REVIEW BIDS FOR THE NORWALK CONCERT HALL TERRACE/STAIR/RAMP IMPROVEMENT PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH TITAN ENTERPRISES, INC. FOR THE NORWALK CONCERT HALL TERRACE, STAIRS AND ADA RAMP IMPROVEMENT PROJECT FOR A TOTAL NOT TO EXCEED \$308,500.00. FUNDS ARE AVAILABLE FROM ACCOUNT #0923/247100 5777 C0439, #0920/211000 5777 C0536, #0923/247100 5777 C0476. B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$30,850.00. ACCT. #0923/247100 5777 C0476"

**** MS. DUNN MOVED TO APPROVE ITEM 1. REVIEW BIDS FOR THE NORWALK CONCERT HALL TERRACE/STAIR/RAMP IMPROVEMENT PROJECT AND REFER THE**

FOLLOWING TO THE COMMON COUNCIL FOR ACTION: “A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH TITAN ENTERPRISES, INC. FOR THE NORWALK CONCERT HALL TERRACE. STAIRS AND ADA RAMP IMPROVEMENT PROJECT FOR A TOTAL NOT TO EXCEED \$308,500.00. FUNDS ARE AVAILABLE FROM ACCOUNT #0923/247100 5777 C0439, #0920/211000 5777 C0536, #0923/247100 5777 C0476. B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$30,850.00. ACCT. #0923/247100 5777 C0476” AS SUBMITTED.
**** MR. BURNETT SECONDED THE MOTION.**

Chairman Smyth noted that they had approved a portion of this item previously.

Mr. Lo came forwards to review this item. He reviewed the bids that had been previously approved by the Council why the prior contractor had not worked out. Further review followed.

Chairman Smyth noted potential issues with emergency egress issues and noted her approval of the changes to help people escape in the event of an emergency.

Mr. Frayer asked if it would be cheaper to tear it down than to spend the money to fix it. Mr. Lo said it would likely be ~\$150,000 to tear down. Discussion followed regarding the cost of tearing it down vs. the cost of replacing it. Chairman Smyth noted that it was a historic building and felt it would not be the right thing to do.

Mr. Burnett asked what they could do to get the patio at the cheapest possible price. Mr. Lo reviewed the methods they were taking to cut the costs for those present including pouring concrete instead of flagstone. He also noted that they had put this project out to bid multiple times and it was unlikely to get cheaper. Chairman Smyth noted that ADA requirements were also a large portion of the cost. Further discussion followed regarding ways to potentially reduce the cost of the project including potentially reducing the terrace by half. A lengthy discussion followed.

**** THE MOTION PASSED UNANIMOUSLY.**

2. REVIEW BIDS FOR EMERGENCY GENERATOR MAINTENANCE SERVICES FOR VARIOUS BUILDINGS AND REFER RECOMMENDATION TO THE COMMON COUNCIL FOR ACTION: “AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO NORTHEAST GENERATOR COMPANY FOR EMERGENCY GENERATOR PREVENTIVE MAINTENANCE SERVICES FOR 3 YEARS AT CITY HALL, HEALTH DEPARTMENT, FIRE HEADQUARTERS, POLICE HEADQUARTERS, BELDEN MAIN LIBRARY, AND PUBLIC WORKS CENTER/GARAGE FOR A TOTAL NOT TO EXCEED \$21,324. FUNDING IS NOT AVAILABLE IN VARIOUS BUILDING OPERATING ACCOUNTS.”

**** MR. FRAYER MOVED ITEM 2. REVIEW BIDS FOR EMERGENCY GENERATOR MAINTENANCE SERVICES FOR VARIOUS BUILDINGS AND REFER RECOMMENDATION TO THE COMMON COUNCIL FOR ACTION: “AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO NORTHEAST GENERATOR COMPANY FOR EMERGENCY GENERATOR PREVENTIVE MAINTENANCE SERVICES FOR 3 YEARS AT CITY HALL, HEALTH DEPARTMENT, FIRE HEADQUARTERS, POLICE HEADQUARTERS, BELDEN MAIN LIBRARY, AND PUBLIC WORKS CENTER/GARAGE FOR A TOTAL NOT TO**

EXCEED \$21,324. FUNDING IS NOT AVAILABLE IN VARIOUS BUILDING OPERATING ACCOUNTS.” AS SUBMITTED.

**** MS. DUNN SECONDED THE MOTION.**

Mr. Lo came forward to discuss this item. The contract is for 6-7 buildings and for 3 years. He explained the reasoning behind the amounts. He said that the reason for there not being an account was that no account has been established yet.

**** THE MOTION PASSED UNANIMOUSLY.**

MISCELLANEOUS/DISCUSSION ITEMS

Mr. Lo said he wanted to talk about City leases. He noted that the City does not have a lot of buildings that were leased out and that there were issues with standardization. He reviewed the issues with standardization for those present. He said that the understanding the unique terms of each tenant relationship is important as there were new leases coming up for approval or that had expired that would need renewal. Discussion followed. He also provided an overview of various levels of expenditure for the buildings. Mr. Burnett said it would be helpful to understand what the inventory is in relation to the buildings being leased. He also noted that some of the leases had a level of uniqueness that needed to be accounted for. He suggested that the Committee put together guiding principles in relation to leased property. Mr. Frayer said he agreed with Mr. Burnett. Discussion followed. Chairman Smyth said they would look into this issue.

ADJOURNMENT

**** MR. BURNETT MOVED TO ADJOURN.**

**** MR. FRAYER SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:30 P.M.

Respectfully Submitted

Ian A. Soltes

Telesco Secretarial Services



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.gov P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*

RE : **LOCKWOOD MATHEWS MANSION MUSEUM –
 AMENDMENT TO THE FINANCIAL ASSISTANCE
 AGREEMENT**

DATE: JUNE 25, 2024

The Lockwood Mathew Mansion Museum (LMMM) is owned by the City of Norwalk and is currently managed and operated by the LMMM Board. The Museum is a national registered historic building and it is a significant historic building asset for the City. Maintaining, restoring and preserving such a historic building requires significant dedication and financial commitment.

Approximately 15 years ago, LMMM developed a master plan for facilities improvements to address safety codes and ADA compliance requirements. Funds were raised for improvement projects to include construction of ADA accessible bathrooms, roof replacement, window repair/painting, upgrade of electrical service, elevator and accessible routes into the building. About 4 years ago, LMMM, with the support of Norwalk's state delegation, received two State grants for a total of \$8 million for HVAC, lighting, technology and safety/building/fire codes improvements. In support of this state funding effort, the City also allocated \$6.75 million of Capital Budget funds through multiple fiscal years. The current total project budget is \$14.75 million.

As part of the 2024-2025 Capital Budget, the City allocated an additional \$3 million to include the renovation of the kitchen, the gift shop, the administration offices, the meeting room and possibly the construction of the archive room. Additionally, these funds will help to cover some of the unforeseen cost overruns relating to old historic structures including the remediation of environmental hazardous materials.

In order to process payment for the project's expenditures, an amendment to the existing Financial Assistance Agreement between the City and LMMM is required.

ACTION REQUIRED:

Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the Financial Assistance Agreement with Lockwood Mathews Mansion Museum to allocate an additional \$3,000,000.00 for the LMMM improvement project. Funds are available from the 2024-2025 Capital Budget account number to be established.



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.gov P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*

RE: NORWALK ANIMAL CONTROL – IMPROVEMENT PROJECTS

DATE: JUNE 24, 2024

In 2023, Norwalk Animal Control Division received a private citizen donation of \$331,741.89 to support improvements at the Animal Control facilities. Animal Control staff developed a project scope which included a new roof, gutters, 11 insulated garage doors with windows, wall framing and structural supports for garage doors and reinstall kennel cages. The City retained Gill and Gill Architects to prepare construction bid documents for the improvements.

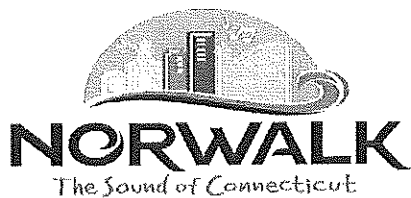
In September 2023 the City's Purchasing Department solicited bids for this renovation project and an apparent low bid contractor was recommended to the Common Council for approval. Unfortunately, this contractor failed to execute a construction contract in a timely manner and has since been disqualified for this project. Subsequently, Purchasing Department issued this project for rebid in April 2024 and below is the bid summary:

	Low Bidder
FIRM	
4 You LLC	\$184,300.00
RE-TECH LLC (* Non-conforming bid)	*
Southern Industries Corporation (* Non-conforming bid)	*

After reviewing the submissions for this project, the Purchasing Department and the Office of Building Management would like to recommend the award to the apparent lowest bidder, 4 You LLC.

ACTION REQUESTED:

- a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with 4 You LLC, for the Animal Control Facilities Improvement Project for a total not to exceed \$184,300.00. Funds are available from account #430000 5765
- b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$18,430.00. Funds are available from account #430000 5765



CITY OF NORWALK
Alan Lo, Buildings and Facilities Manager
alo@norwalkct.gov P: 203-854-7877
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT
COMMITTEE

FROM: ALAN LO, BUILDING & FACILITIES MANAGER *AL*

RE: HEALTH DEPARTMENT – SECURITY MONITORING

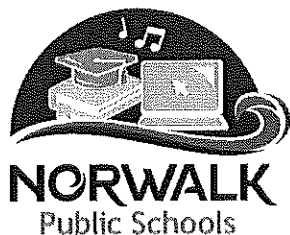
DATE: JUNE 24, 2024

.....

Through the public bidding process, Security Specialists was awarded and has completed the installation of the new security alarm system at the Norwalk Health Department. As an extension to the installation, Building Management is recommending to enter into a 5 year service agreement with Security Specialists for monitoring services at a monthly fee of \$39.00 for a total annual fee of \$468.00. As this would be a multi-year contract, Common Council approval is required.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute a 5-year agreement with Security Specialists, a Division of Alert Systems, LLC. for security monitoring services at Norwalk Health Department for a total annual cost of \$468.00. Acct. #012012 5296.



William Hodel
Director of Facilities & Maintenance
hodelw@norwalkps.org
P: 203-854-4053 / F: 203-854-4005
125 East Avenue, PO BOX 6001
Norwalk, CT 06852-6001

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE

RE: **BROOKSIDE UST REMOVAL; TRACEY UST REMOVAL & BOILER IGNITER REPLACEMENT**

DATE: JUNE 25TH, 2024

Many of the Norwalk Public Schools have been heated by oil for many years. Each location using heating fuel oil has an Under Ground Storage Tank for heating oil storage. The useful life of these tanks is 30 years. The tanks at Brookside Elementary School and Tracey Magnet School are at or past their 30-year useful lives it is now time to remove these tanks and convert to natural gas. These tank removal projects will seek reimbursement from the State of Connecticut Office of School Construction Grants. Currently, the City of Norwalk receives a 60% reimbursement for projects such as this.

There is a district-wide initiative throughout Norwalk Public Schools to convert from oil heating fuel to natural gas heating fuel and Eversource has offered incentives. As part of the project work at Tracey Magnet School, the boiler igniters will be converted to natural gas fuel in service of this initiative. Reimbursement from the State of Connecticut Office of School Construction Grants will be sought for this part of the project as well. Brookside Elementary School is already converted and is currently being heated by natural gas.

Over the past few months drawings and specification for these projects have been created and reviewed by the Fire Marshal.

At this time, in accordance with the Office of School Construction Grants and Review requirements, we are seeking approval from the Land Use and Building Management Committee for their approval of the final drawings, plans and cost estimates for these projects.

- 1. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Brookside Elementary School Underground Storage Tank Removal Project – State Proj. #103-0266 CV.**
- 2. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for Tracey Magnet School Underground Storage Tank Removal & Boiler Igniter Replacement Project – State Proj. #103-0267 CV.**

Underground Fuel Storage tank Removal -Burner Replacement
Norwalk Public Schools
Schematic Estimate
Estimate Summary



DIVISION	DESCRIPTION	Brookside Elementary 0,200 GSF	Tracey Magnet 0,800 GSF	Add Alternate - Temporary Tanks 0,000 GSF
01	PROJECT REQUIREMENTS	\$ 28,200	\$ 28,200	\$ -
02	SELECTIVE DEMOLITION	\$ 40,517	\$ 27,663	\$ -
02	HAZARDOUS MATERIAL ABATEMENT	\$ -	\$ -	\$ -
21	FIRE SURPPRESSION		\$ -	\$ -
22	PLUMBING	\$ 29,500	\$ 147,800	\$ -
23	HVAC AND CONTROLS			\$ -
26	ELECTRICAL	\$ 9,860	\$ 24,260	\$ -
31	SITE PREPARATION & EARTHWORK	\$ 17,000	\$ 12,000	\$ -
32	SITE IMPROVEMENTS	\$ 65,000	\$ 30,000	\$ -
33	UTILITIES	\$ -	\$ -	\$ 7,712
TOTAL DIRECT COSTS		\$ 190,077	\$ 269,923	\$ 7,712
Design Contingency	0.00%	\$ -	\$ -	\$ -
Permits - Bldg & FM - City/Town	3.26%	\$ 6,197	\$ 8,799	\$ 251
General Conditions	6.78%	\$ 8,211	\$ 32,845	\$ -
Professional & GL Insurance	0.85%	\$ 1,738	\$ 2,648	\$ 68
Construction Contingency	5.00%	\$ 10,311	\$ 15,711	\$ 402
Fee	5.00%	\$ 10,827	\$ 16,496	\$ 422
Payment & Performance Bond	0.85%	\$ 1,933	\$ 2,945	\$ 75
Escalation	3.00%	\$ 6,879	\$ 10,481	\$ 268
Preconstruction	LS	\$ -	\$ -	\$ -
TOTAL CONSTRUCTION COST		\$ 236,172	\$ 359,848	\$ 9,197

Underground Fuel Storage tank Removal - Burner Replacement

Norwalk Public Schools

Schematic Estimate

Brookside Elementary

CODE	DESCRIPTION	QTY	UNIT	UNIT PRICE	SUBTOTAL	TOTAL COST	/SF
01	PROJECT REQUIREMENTS	200	SF		\$	28,200	\$ 141.00
	Temporary Office Facilities						
	CM Office Trailer - Rental	1	mos	2000.00		\$ 2,000	
	PPE - Hardhats, Vests, Gloves, Glasses, Etc.	1	mos	250.00		\$ 250	
	Fire Extinguishers & Stands	2	ea	150.00		\$ 300	
	Safety and First Aid Kit	1	mos	250.00		\$ 250	
	Patching	1	ls	5000.00		\$ 5,000	
	Misc Safety Protection	1	ls	3000.00		\$ 3,000	
	Confined Space	1	mds	5000.00		\$ 5,000	
	Clean Up & Debris Management						
	General Labor	20	mds	520.00		\$ 10,400	
	Clean Up Materials	1	ls	2000.00		\$ 2,000	
02	SELECTIVE DEMOLITION	200	SF		\$	40,517	\$ 202.59
	SELECTIVE DEMOLITION						
	Remove Existing Fence/Gate	108	LF	8.00		\$ 864	
	Remove Existing Concrete Pad	519	SF	2.00		\$ 1,038	
	Remove underground piping	1	ls	20,655.00		\$ 20,655	
	Remove 10,000 gal tank	1	EA			Included Above	
	Relocate existing Shed	1	EA	350.00		\$ 350	
	Remove Existing Pneumercator test switch & Wiring	2	EA			Included Above	
	Remove Existing Vent Piping	1	ls			Included Above	
	Dumpsters	6	cwdy	6,126.00	\$ 35,159	\$ 2,350	
	Temporary 6' Chain Link Fencing	3		850.00		\$ 2,808	
		234		12.00			
22	PLUMBING	200	SF		\$	29,500	\$ 147.50
	Plumbing	1	LS	29,500.00		\$ 29,500	
	Remove all oil filters and valves and associated accessories.	1	LS			Included Above	
	2" Natural gas piping to boiler room.	1	LS			NIC	
	Gas Fired Burner	2	EA			Included Above	
26	ELECTRICAL	200	SF		\$	9,860	\$ 49.30
	ELECTRICAL						
	Electrical Demo	1	ls	7,360.00		\$ 7,360	
	Lighting Fixtures					\$ -	
	Electrical Connections to Burner	1	ls	2,500.00		\$ 2,500	
31	SITE PREPARATION & EARTHWORK	200	SF		\$	17,000	\$ 85.00
	SITE PREPARATION & EARTHWORK						
	Soil Testing	1	LS	12,000.00		\$ 12,000	
	Re-install Salvaged Shed	1	EA	5,000.00		\$ 5,000	
32	SITE IMPROVEMENTS	200	SF		\$	65,000	\$ 325.00
	SITE IMPROVEMENTS						
	Site Restoration & improvements	1	ls	65,000.00		\$ 65,000	
33	UTILITIES	200	SF		\$	-	\$ -
	UTILITIES						
	Temporary tanks -Double Wall 620L/164 Gal	4	EA	964.00	\$ 3,856	Add Alternate	
TOTAL DIRECT COSTS						\$ 190,077	\$ 950.39
	Design Contingency	0.00 %			\$ -		
	Permits - Bldg & FM - City/Town	3.26 %			\$ 6,197		20%
	General Conditions	6.80 %			\$ 8,211		
	Professional & CL Insurance	0.85 %			\$ 1,738		
	Construction Contingency	5.00 %			\$ 10,311		
	Fee	5.00 %			\$ 10,827		
	Payment & Performance Bond	0.85 %			\$ 1,933		
	Escalation	3.00 %			\$ 6,879		
	Preconstruction	LS			\$ -		20%
TOTAL CONSTRUCTION COST						\$ 236,172	\$ 1,180.86

Underground Fuel Storage tank Removal -Burner Replacement

Norwalk Public Schools

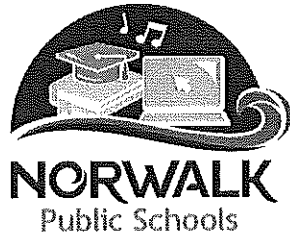
Schematic Estimate

Tracey Magnet



12-Jun-24

CODE	DESCRIPTION	QTY	UNIT	UNIT PRICE	SUBTOTAL	TOTAL COST	/SF	COMMENTS
01	PROJECT REQUIREMENTS	800	SF			\$ 28,200	\$ 35.25	
	CM Office Trailer - Rental	1	mos	2000.00		\$ 2,000		
	PPE - Hardhats, Vests, Gloves, Glasses, Etc.	1	mos	250.00		\$ 250		
	Fire Extinguishers & Stands	2	ea	150.00		\$ 300		
	Safety and First Aid Kit	1	mos	250.00		\$ 250		
	Patching	1	ls	5000.00		\$ 5,000		
	Misc Safety Protection	1	ls	3000.00		\$ 3,000		
	Confined Space	1	nds	5000.00		\$ 5,000		
	Clean Up & Debris Management	20	nds	520.00		\$ 10,400		
	General Labor	1	ls	2000.00		\$ 2,000		
	Clean Up Materials							
02	SELECTIVE DEMOLITION	800	SF			\$ 27,663	\$ 34.58	
	SELECTIVE DEMOLITION							
	Remove Existing Concrete Pad	500	SF	2.60		\$ 1,300		
	Remove underground piping	1	ls	20,655.00		\$ 20,655		
	Remove 6,000 gal tank	1	EA			Included Above		
	Remove Existing Thermocouple test switch & Wiring	2	EA			Included Above		
	Remove Existing Vent Piping	1	ls			Included Above		
	Tree Protection	3	EA	400.00		\$ 1,200		
		2	cu yd	10,950.00	\$ 22,893			
	Dumpsters	3	ea	850.00		\$ 2,550		
	Temporary 6' Chain Link Fencing	185	LF	12.00		\$ 2,220		
22	PLUMBING	800	SF			\$ 147,800	\$ 184.75	
	Plumbing	1	LS	147,800.00		\$ 147,800		
	Remove all oil filters and valves and associated accessories.	1	LS			Included Above		
	2" Natural gas piping to boiler room.	2	EA			N/C		
	Gas Fired Burner					Included Above		
26	ELECTRICAL	800	SF			\$ 14,260	\$ 30.33	
	ELECTRICAL							
	Electrical Demo	1	ls	7,160.00		\$ 7,160		
	Lighting Fixtures	12	ea	1,200.00		\$ 14,400		
	Electrical Connections to Burner	1	ls	2,500.00		\$ 2,500		
31	SITE PREPARATION & EARTHWORK	800	SF			\$ 12,600	\$ 15.00	
	SITE PREPARATION & EARTHWORK							
	Soil Testing	1	LS	12,000.00		\$ 12,000		
32	SITE IMPROVEMENTS	800	SF			\$ 30,000	\$ 37.50	
	SITE IMPROVEMENTS							
	Site Restoration & Improvements	1	ls	30,000.00		\$ 30,000		
33	UTILITIES	800	SF			\$ -	\$ -	
	UTILITIES							
	Temporary tanks - Double Wall (201/164 Gal)	4	EA	964.00	\$ 3,856	Add Alternate		
TOTAL DIRECT COSTS						\$ 269,523	\$ 337.40	
	Design Contingency	0.00 %				\$ -		
	Permits - Bldg & FM - City/Town	3.26 %				\$ 8,799		
	General Conditions	6.78 %				\$ 32,845	80%	provided
	Professional & Olt. Insurance	0.85 %				\$ 2,648		
	Construction Contingency	5.00 %				\$ 15,711		
	Fee	5.00 %				\$ 16,496		
	Payment & Performance Bond	0.85 %				\$ 2,945		
	Escalation	3.00 %				\$ 10,481		
	Preconstruction	1.5				\$ -	80%	provided
TOTAL CONSTRUCTION COST						\$ 359,818	\$ 449.810405	



William Hodel
 Director of Facilities & Maintenance
hodelw@norwalkps.org
 P: 203-854-4053 / F: 203-854-4005
 125 East Avenue, PO BOX 6001
 Norwalk, CT 06852-6001

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE

RE: NPS – BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FOURTH GRADE CLASSROOM UPGRADES & ROWAYTON ELEMENTARY SCHOOL CAFETERIA FLOOR REPLACEMENT- PROJECT #4374

DATE: JUNE 25, 2024

Approximately five years ago, NPS introduced the Montessori program curriculum to Brookside Elementary School. This is a phased program over time and is expanding into grade four beginning with the 2024-25 school year. To prepare for this, NPS is proposing to renovate classroom C-9, at Brookside Elementary School to accommodate the program expansion.

The flooring at Rowayton Elementary School cafeteria is original to the building and has been plagued with many safety issues. It is composed of a wooden gymnasium style flooring and a topping layer of luxury vinyl tile. Being a wooden floor, a number of areas have buckled resulting from constant liquid spills while the elementary age students eat lunch. Our goal is to provide a safe environment for the Rowayton Elementary School community and replace the wooden floor with concrete and include a layer of luxury vinyl tile.

The City's Purchasing Department solicited requests for proposals to renovate classroom C-9 at Brookside and replace the cafeteria flooring at Rowayton. A total of three bids were received to perform this work. After review of each bid response it was determined that Vase Management Inc has been selected to perform this work. Vase Management Inc is a local firm from New Haven who provides first class service. They were the chosen firm at the time when the Norwalk Economic Development required renovations and they have performed a number of projects at Yale University and other Connecticut municipalities.

FIRM	BID AMOUNT
Re-Tech LLC	\$306,000.00
HV Contracting	\$279,000.00
Vase Management Inc	\$201,586.00

ACTION REQUESTED

1. Review bid for the Brookside Elementary School, Montessori First Grade Classroom Upgrade project & Rowayton Elementary School cafeteria flooring replacement project and refer the following to the Common Council for action:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Vase Management Inc for the Brookside Elementary School, Montessori Fourth Grade Classroom Upgrade project & Rowayton Elementary School cafeteria flooring replacement project for a total not exceed \$201,586.00. Funds are available in the following account(s):**

Acct. 09245010 5777 C0686

Acct. 09255010 5777 C0686

Acct. 09245010 5777 C0687

- b. **Authorize the NPS Facilities Department to issue Change Orders on this contract for a total of \$20,159.00. Funds are available the following account:**

Acct. 09255010 5777 C0686