



LAND USE AND BUILDING MANAGEMENT COMMITTEE

MEETING AGENDA

WEDNESDAY, JUNE 5, 2019

7:30 PM IN NORWALK CITY HALL, ROOM #333

I. ROLL CALL

II. PUBLIC HEARING on the disposition of City owned properties located at Bouton Street, District 5, Block 81, Lots 169 and 173.

III. PUBLIC PARTICIPATION

IV. MINUTES OF PREVIOUS MEETING(S)

May 1, 2019

V. OLD BUSINESS

A. Public Library

1. Review bids for security services at the libraries and refer the following to the Common Council for action:

“Authorize the Mayor, Harry W. Rilling, to execute a 5-year agreement with Andy Frain Services, Inc. to provide security services at the Norwalk Public Library (1 Belden Avenue and 10 Washington Street). Fees for each year shall not exceed the following:

FY 2019–20: \$ 98,000

FY 2020–21: \$129,948

FY 2021–22: \$132,547

FY 2022–23: \$135,208

FY 2023–24: \$135,208

Funds are available in Library operating budget account 016200-5296”

B. Bouton Street Surplus Properties

Recommendation on the proposed disposition of two city owned properties located at Bouton Street, District 5, Block 81, Lots 169 and 173 and refer recommendation to the Planning Commission for Section 8-24 Review and authorize to advertise for sale.

C. City property located at West Cedar Street

Review comments from city departments on the possible disposition of City property located at the southeast corner of Scribner Avenue and West Cedar Street intersection and schedule a Public Hearing base on the recommendation of the Committee.

VI. **NEW BUSINESS**

A. School Construction

1. Review proposed action for the Norwalk High School Culinary Program Expansion and Toilet Rooms Renovation Project and refer the following to the Common Council for action:
“a. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School Culinary Program Expansion and Toilet Rooms Renovation Project, to accept the Guaranteed Maximum Price (GMP) for a total not to exceed (amount to be determined). Funds are available in Acct. #0918/195010 5777 C0610.
b. Authorize the NFCC to issue Change Orders on contract for a total not to exceed (amount to be determined).”
2. Review bid results for the Norwalk High School Scoreboard Replacement Project and refer the following to the Common Council for action:
“a. Authorize the Mayor, Harry W. Rilling, to execute a contract with Hampden Engineer, Corp. for the Norwalk High School Scoreboard Replacement Project for a total not to exceed \$106,250.00 Funds are available in Acct. #09/18195010 5777 C0610.
b. Authorize the NFCC to issue Change Orders on contract for a total not to exceed \$10,625.00.”

- 3a. “Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Brien McMahon High School Marine Science Pathway Construction Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0651.
- 3b. Authorize NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).”
- 4a. “Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Kendall Elementary School Portable Air Conditioning and Electrical Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0652.
- 4b. Authorize the NPS Facilities Dept. to issue Change Orders (amount to be determined). Funds are available in Acct. #09205010 5777 C0652.”
- 5a. “Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Tracey Elementary School Cafeteria and Kitchen Upgrade Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0610.
- 5b. Authorize the NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).”
- 5c. Authorize the Purchasing Agent to issue a Purchase Order to (lowest responsible bidder) for the purchase of Kitchen Equipment for the Cafeteria at Tracey Elementary School for a total not to exceed (\$ amount to be determined). Funds are available in Acct. # 09205010 5777 C0610.
6. “Authorize the Purchasing Agent to issue a Purchase Order to Insalco Corporation for the purchase of Montessori Furniture for two Montessori Classrooms at Brookside Elementary School for a total not to exceed \$40,773.60 Funds are available in Account. # 09205010 5777 C0654 utilizing State of Connecticut Contract pricing per contract #16PSX0190.
- 7a. “Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Roton Middle School Portable Air Conditioning and Electrical Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0652.
- 7b. Authorize the NPS Facilities Dept. to issue Change Orders on contract for a total not to exceed (amount to be determined).”

- 8a. **“Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the West Rocks Middle School Cafeteria and Kitchen Upgrade Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0610.**
- 8b. **Authorize the NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).**
- 8c. **Authorize the Purchasing Agent to issue a Purchase Order to (lowest responsible bidder) for the purchase of Kitchen Equipment for the Cafeteria at West Rocks School for a total not to exceed (\$ amount to be determined) Funds are available in Account. # 09205010 5777 C0610 .**
- 8d. **Authorize the Purchasing Agent to issue a Purchase Order to Hertz Furniture for the purchase of Furniture for the Cafeteria at West Rocks Middle School for a total not to exceed (\$25,153.20) Funds are available in Account. # 09205010 5777 C0610, utilizing State of Connecticut Contract pricing per contract #15PSX0041 and 16PSX0190.”**
- 9. **“Authorize the Chairman of the Norwalk Facilities Construction Commission, to certify Norwalk Facilities Construction Commission’s approval of final plans, project manual, and cost estimate for the Rowayton Elementary School Asbestos Abatement Project State Project No. to be determined.”**
- 10. School construction project update (electronic copy on website, hard color copy will be available at meeting)

B. Building Management

- 1. Review technical correction for the City Hall air handler refurbishment project and refer the following to the Common Council for action:

“Technical Correction: Rescind Common Council action of May 14, 2019 Item VII, F. 6a and 6b. to correct the name of the company from “Universal Business Services, LLC”

and replace with the following:

- a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal **Building** Services, LLC for a total not to exceed \$84,249.39. Funds are available from account 0914 4071 5777 C0439.
- b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,424.00.”

VII. MISCELLANEOUS/DISCUSSION ITEMS

Prepared by Alan Lo
Dated: May 30, 2019

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
REGULAR MEETING
MAY 1, 2019**

ATTENDANCE: Tom Livingston; Chairman; Chris Yerinides; Beth Siegelbaum; Greg Burnett; Nick Sacchinelli; Barbara Smyth; Doug Hempstead (arrived at 7:35PM)

STAFF: Alan Lo, Building and Facilities Manager

OTHERS: James Giuliano, Construction Solutions Group Consultant; William Hodel, Facilities Manager, Board of Education; Barbara Meyer-Mitchell, Board of Education member; Gino Gatto, Chief, Norwalk Fire Dept.; James Hines; Captain, Norwalk Fire Dept.; David Westmoreland; Dianne Lauricella; Mr. Mattera

CALL TO ORDER

Mr. Livingston called the meeting to order at 7:30PM.

I. ROLL CALL

Mr. Livingston called the roll. A quorum was present.

II. PUBLIC PARTICIPATION

Mr. Westmoreland stated that he is in complete support of rebuilding the schools and that the Board of Education is doing a tremendous job, but he has an issue with the plan to replace Columbus School versus rehabilitate the existing building. The existing building was built in 1938 which attributes to historical character to the rapidly changing neighborhood. He said the cost is approximately \$1.5 million dollars more to build a new

school and that there will also be an impact for the increase to the debt service and we need to be as fiscally conservative as we can.

Ms. Lauricella stated that she is looking forward to meeting with Mr. Giuliano and Mr. Lo to discuss how to get taxpayer solutions and savings by adding some elements or measures to the plans they have that are required by the state.

Ms. Lauricella stated that the replacement boilers for the Fire Department should not be installed until air leak testing and insulation are done to be sure the boiler is not being oversized and costing the tax payers additional dollars.

Ms. Lauricella stated that she noticed on reading the NFCC minutes that at Rowayton Elementary school for two summers in a row will be closed for asbestos removal, and setting up for an asbestos job and taking it down and revisiting it again the next summer is going to cost more for the project. There are ways to isolate parts of the building and have a transparent education program for parents.

Ms. Lauricella stated that she would like a caveat for all new and renovated schools to include tray washing stations.

Ms. Lauricella stated that for the Global School, Columbus School and Jefferson School she asks as the committee is getting ready for schematic drawings there are additional things that can be done. She asked if the drawings are set in stone or if there can be modifications such as solar must be included in the projects, flood retention etc.

III. MINUTES OF PREVIOUS MEETING (S)

March 20, 2019- Special Meeting

Mr. Burnett said on page 1, Under Call to Order to change "joint" to "special"

**** MS. SMYTH MOVED TO APPROVE THE MINUTES AS AMENDED.
** THE MOTION PASSED WITH SIX (6) IN FAVOR AND ONE (1)
ABSTENTION-(MR. SACCHINELLI).**

IV. OLD BUSINESS

There was no old business discussed this evening.

V. NEW BUSINESS

A. PUBLIC LIBRARY

- 1. Review bids for security services at the libraries and refer the following to the Common Council for action:**

“AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A 5-YEAR AGREEMENT WITH ANDY FRAIN SERVICES INC. TO PROVIDE SECURITY SERVICES AT THE NORWALK PUBLIC LIBRARY (1 BELDEN AND 10 WASHINGTON STREET). FEES FOR EACH YEAR SHALL NOT EXCEED THE FOLLOWING:

FY 2019-20: \$98,000

FY 2020-21: \$129,948

FY 2021-22: \$132,547

FY 2022-23: \$135,208

FY 2023-24: \$135,208

Funds are available in Library operating budget account 016200-5296.

Mr. Livingston said that Andy Frain Services is not the low bidder. Mr. Lo said that he cannot answer any questions because he was not involved in the project.

**** MR. HEMPSTEAD MOVED TO TABLE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

B. FIRE DEPARTMENT

- 1. Review bids for the boiler replacement project at Broad River Fire Station and refer the following to the Common Council for action:**

**** MR. BURNETT MOVED ITEMS 1A&1B AND 2A&2B.**

- a. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SAV-MOR COOLING AND HEATING, INC. FOR THE REPLACEMENT OF THE BOILER AT BROAD RIVER FIRE STATION FOR A TOTAL NOT TO EXCEED \$70,900. FUNDS ARE AVAILABLE FOR ACCOUNT 0915 3110 5777 C0557.**
- b. **AUTHORIZE THE FIRE DEPARTMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$7,090.00.**
- 2. **Review bids for the boiler replacement project at Westport Avenue Fire Station and refer the following to the Common Council for action:**
 - a. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SAV-MOR COOLING AND HEATING, INC. FOR THE REPLACEMENT OF THE BOILER AT THE WESTPORT AVE. FIRE STATION FOR A TOTAL NOT TO EXCEED \$83,200. FUNDS ARE AVAILABLE FROM ACCOUNT 09153110 5777 C0557.**
 - b. **AUTHORIZE THE FIRE DEPARTMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$8,320.00.**

Captain Hines stated that the boilers at both stations are over 50 years old and are no longer efficient and are at the end of their life cycle. He said that they have sized the boilers to accommodate the current building and they are very well insulated. Mr. Burnet asked if there is a service contract on the current boilers. Captain Hines said "no" and on the new equipment there is a ten year warranty and the contractor will also provide a warranty for the first two years.

**** THE MOTION PASSED UNANIMOUSLY.**

C. SCHOOL CONSTRUCTION

- 1. **Review request to submit a grant application to the State for the Rowayton Elementary School, Asbestos Abatement Project, and refer the following to the Common Council for approval:**
 - a. **RESOLVED, THAT THE NORWALK FACILITIES CONSTRUCTION COMMISSION (NFCC) IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE ROWAYTON ELEMENTARY SCHOOL, ASBESTOS ABATEMENT PROJECT.**

- b. **RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE ROWAYTON ELEMENTARY SCHOOL, ASBESTOS ABATEMENT PROJECT.**
- c. **RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE ROWAYTON ELEMENTARY SCHOOL, ASBESTOS ABATEMENT PROJECT.**

**** MR. SACCHINELLI MOVED ITEMS 1 A; 1B AND 1C.**

Mr. Hodel said the floor tiles is starting to come up and has been taped and part of the asbestos management program for the building is to replace the flooring. He said that they have chosen this summer to perform the work and it will only take one summer to complete, and they will remove the tiles in the hallway and a few of the classrooms. Mr. Livingston asked if that will be all the asbestos flooring left in the school to replace. Mr. Hodel said the only item they are not approaching now may be some pipe insulation but all of the asbestos flooring will be addressed. Mr. Burnett asked if there is a dollar amount associated with the project. Mr. Hodel said they have not yet gone out to bid, but that it will be funded through next year's capital budget and they have earmarked \$133,000 for the project and that it will be reimbursable by the state at their rate. Mr. Burnett asked why this wasn't addressed when the building was renovated a few years ago. Mr. Hodel said because at that time the floor was old but not coming apart like it is now and things have now changed. Mr. Lo said there was also no more funding to do any other work than what was done.

**** THE MOTION PASSED UNANIMOUSLY.**

- 2. **Review bids for Kendall School dishwashing room improvement project and refer the following to the Common Council for action:**
 - a. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH SOUTHPORT CONTRACTING INC. FOR THE KENDALL ELEMENTARY SCHOOL DISHWASHING ROOM & SCHOOL STORE UPGRADES PROJECT FOR A TOTAL NOT TO EXCEED \$51,100.00.**

**ACCOUNT# 09195010 5777 CO610-\$12,714.00 AND BALANCE FROM
ACCOUNT# 091950105777C0587-\$38,386.00.**

- b. AUTHORIZE BOE FACILITIES DEPT. TO ISSUE CHANGE ORDERS
ON CONTRACT FOR A TOTAL NOT TO EXCEED \$5,110.00**

**** MR. YERINIDES MOVED ITEMS 2A AND 2B.**

Mr. Hodel said last year the Common Council had approved the renovation of the cafeteria at Kendall School and this is the second part of that project and are anticipating to have it completed by the end of this fiscal year. Mr. Livingston asked if it will also wash trays. Mr. Hodel said "yes" and is the second cafeteria that has been renovated.

Mr. Burnett asked what the school store upgrade is. Mr. Hodel explained that it is to enhance the current school store so it stands out. The total cost of the project is \$1,200.

**** THE MOTION PASSED UNANIMOUSLY.**

- 3. Review request to submit a grant application to the State for the Norwalk Global Academy School as a New School Construction project and refer the following to the Common Council for approval.**
- 1. RESOLVED, THAT THE NORWALK FACILITIES CONSTRUCTION COMMISSION (NFCC) IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE NORWALK GLOBAL ACADEMY SCHOOL, NEW SCHOOL CONSTRUCTION.**
 - 2. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE NORWALK GLOBAL ACADEMY SCHOOL, NEW SCHOOL CONSTRUCTION.**
 - 3. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES**

**AND TO ACCEPT OR REJECT A GRANT FR THE NORWALK
GLOBAL ACADEMY SCHOOL, NEW SCHOOL CONSTRUCTION.**

**** MR. SACCHINELLI MOVED THE ITEM.**

Mr. Giuliano said this is part of the overall school construction program that was started two years ago. He said that a study was done on renovate as new versus a new school and as they were going through their study and the professional cost estimate they recognized some issues that prompted the possibly of building a new school on the site. He said some of the items included the circulation of bus and parent drop off being problematic where the school is currently located. If a renovate as new was done the school would be 10,000 square feet over the state allowable square foot area and the cost of a new school was slightly over the cost of renovate as new.

Mr. Livingston asked if the out of pocket expense to build a new school is \$3.1 million dollars. Mr. Giuliano said “yes” approximately. Mr. Livingston to no one’s fault everything has been over budget and now this project will cost over \$3 million dollars and he is concerned about spending the money that they technically don’t need to spend. Ms. Smyth said that one the concerns she has is that this is one of the only historic building that is used as a school and asked if time is of the essence and if there is time to have the opportunity to do some exploration and tour the school to see what the issues are. Mr. Giuliano said if they decided to do a new school and to get the special appropriation it would need to be approved now because of the process for the special appropriation. Mr. Hempstead asked if as they went through the building if there is a list of things that have to be done and liked to be done. Mr. Giuliano said “no” because when a commitment is made to renovate as new is it is required that everything is done and brought up to a 20 year standard pursuant to school construction grants.

Mr. Hempstead said he has reservations about tearing down a great building and there were also upgrades done a few years ago. Mr. Lo said that \$3.4 million dollars was spent on code updates in 2007. Mr. Hempstead asked if there are any alternatives utilizing the existing building. Mr. Giuliano said according to the proposed renovate as new schematic it is not ideal. Mr. Sacchinelli asked if they were to go in the direction of a new building if there will be added efficiencies that would offer cost savings and counter balance the cost upfront or over time. Mr. Giuliano said there will be a savings in heating and cooling costs because they won’t be heating and cooling the additional 10,000 square feet and there will also be an energy savings because the building will be more efficient. Ms. Smyth said that Cranbury School will probably come in over budget but it needs to be done and

those kids deserve a new school and money will be needed there so she thinks there are greater needs elsewhere.

Mr. Burnett asked if renovate as new or new construction would not be done until the school at the Ely site is completed. Mr. Lo said "yes". Mr. Burnett asked now many local students will be attending the Global Academy because he is concerned if they went to route of a new school there will be two new schools in the area, but most of the students that live in the area would not be able to attend the schools because the seats are allocated as magnet for students outside of the local area which is a major issue. Ms. Meyer-Mitchell said it was originally intended to be a neighborhood school but when the demographics were analyzed it would not meet the state racial balancing standards, and the compromise that was reached as part of the facilities plan as she understands it is there would be a quarter mile radius and priority would be given to those students to attend, and the rest of the seats would be filled in from each district to manage the racial balance. She said that she completely shares all of the concerns of the committee about the historical nature of the building and the possibility of bumping other projects by spending this money, but the current flow of the land is extremely poor and not safe and maybe it could be made better than it is now, but the position of the building on the plot of land is not advantageous for drop off and pick up. She said that the reimbursement from the state will also be lost for the 10,000 square feet. Mr. Burnett asked at what point will the construction satisfy the need for the additional 900 seats. Mr. Lo said when the addition at Ponus School is complete and Jefferson School is reopened 450 seats will be gained, and the other 450 seats will come from existing Columbus school once it has been renovated but it will take four to five years to gain the seats.

Mr. Livingston asked if the architect has looked at changing the traffic patterns if it is decided to renovate as new. Mr. Giuliano said to the best of their ability but they are limited to what is there. Mr. Sacchinelli said that he understands that the traffic situation is not ideal and asked if there have been any accidents there or true safety concerns. Mr. Hodel said not that he is aware of.

Mr. Burnett said that they need to be very cautious in how money is spent, and if the same student experience can be reached by renovating as new versus building a new structure and savings millions of dollars he doesn't see a problem with that.

**** MR. LIVINGSTON MOVED TO AMEND RESOLUTIONS 1-3 TO
CHANGE THE WORDS NEW SCHOOL CONSTRUCTION TO
RENOVATE AS NEW.**

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR ONE (1) OPPOSED-
MR. SACCHINELLI AND (1) ONE ABSTENTION- MR. YERINIDES.**

**** MR. LIVINGSTON MOVED TO APPROVE THE MOTION AS AMENDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

- 4. Review request to submit a grant application to the State for the Jefferson Elementary School, Renovate as New project, and refer the following to the Common Council for approval:**
- a. RESOLVED, THAT THE NORWALK FACILITIES CONSTRUCTION COMMISSION (NFCC) IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE JEFFERSON ELEMENTARY SCHOOL, RENOVATE AS NEW PROJECT.**
 - b. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE JEFFERSON ELEMENTARY SCHOOL, RENOVATE AS NEW PROJECT.**
 - c. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE JEFFERSON ELEMENTARY SCHOOL, RENOVATE AS NEW PROJECT.**

**** MS. SMYTH MOVED THE ITEM.**

Mr. Giuliano said that this is part of the Board of Education's overall program. Mr. Burnett asked if there has been an evaluation as to what the cost will be for a new school. Mr. Giuliano said "no".

**** THE MOTION PASSED UNANIMOUSLY.**

- 5. Review request to submit a grant application to the State for the New Columbus Elementary School (at Ely site), New School Construction project and refer the following to the Common Council for approval:**

- a. **RESOLVED, THAT THE NORWALK FACILITIES CONSTRUCTION COMMISSION (NFCC) IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE NEW COLUMBUS SCHOOL, NEW SCHOOL CONSTRUCTION.**
- b. **RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE NEW COLUMBUS SCHOOL, NEW SCHOOL CONSTRUCTION.**
- c. **RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE NEW COLUMBUS SCHOOL, NEW SCHOOL CONSTRUCTION.**

**** MR. YERINIDES MOVED THE ITEM.**

Mr. Giuliano said that this will be submitted as a new grant application and that the report will be submitted to the DEEP for the land conversion. Mr. Livingston asked if the dollar amount will be the same. Mr. Giuliano said it will be a little more since a year was lost.

**** THE MOTION UNANIMOUSLY.**

- 6. **Review request to submit a grant application to the State for the Miscellaneous renovations at Norwalk High School: Media Center/Blackbox Theater, Learning Commons (Library) and Security Improvements at the main entrance projects and refer the following to the Common Council for approval:**
 - a. **RESOLVED, THAT THE NORWALK FACILITIES CONSTRUCTION COMMISSION (NFCC) IS HERBY ESTABLISHED AS A BUILDING COMMITTEE WITH REGARD TO THE MISCELLANEOUS RENOVATIONS AT NORWALK HIGH SCHOOL: MEDIA CENTER/BLACKBOX THEATER, LEARNING COMMONS (LIBRARY) AND SECURITY IMPROVEMENTS AT THE MAIN ENTRANCE PROJECTS.**

- b. **RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE MISCELLANEOUS RENOVATIONS AT NORWALK HIGH SCHOOL: MEDIA CENTER/BLACKBOX THEATER, LEARNING COMMONS (LIBRARY) AND SECURITY IMPROVEMENTS AT THE MAIN ENTRANCE PROJECTS.**
- c. **RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE MISCELLANEOUS RENOVATIONS AT NORWALK HIGH SCHOOL: MEDIA CENTER/BLACKBOX THEATER, LEARNING COMMONS (LIBRARY) AND SECURITY IMPROVEMENTS AT THE MAIN ENTRANCE PROJECTS.**

**** MR. BURNETT MOVED THE ITEM.**

Mr. Giuliano said they have identified the last of the projects that will be submitted to the state as reimbursable projects and the Blockbox Theater is a media pathway developed at Norwalk High School. Mr. Livingston asked about the security. Mr. Giuliano said there will be a security check in point at the main entrance. Mr. Livingston asked what the cost estimate is. Mr. Giuliano said approximately \$1.7 million dollars.

**** THE MOTION PASSED UNANIMOUSLY.**

7. **School Construction project update (electronic copy on website, hard color copy will be available at meeting)**

**** MR. YERINIDES MOVED THE ITEM.**

Mr. Giuliano said that the project at Ponus is moving along very well and the foundations have been completed and the steel work will begin on Monday. Mr. Livingston asked if there has been any disruption to the faculty or students that he is aware of. Mr. Giuliano said "no" and that they have been working very closely with the administration, and from May 13th through May 31st that will not be no noise or disruptive working for one hour each day while testing is going on. Mr. Lo said that there will be a Topping Off ceremony held on May 29th. Mr. Burnett asked if anything is being done to try and find \$ 2 million dollars in construction savings

costs. Mr. Giuliano said that the problem to the pipe does not appear to be as extensive as they had thought it was but they have to do more investigation at the end of the school year and will have a better idea of the cost at that time.

**** THE MOTION PASSED UNANIMOUSLY.**

D. BUILDING MANAGEMENT

1. Review bids for the City Hall air handler refurbishment project and refer the following to the Common Council for action:
 - a. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH UNIVERSAL BUSINESS SERVICES, LLC FOR CITY HALL AIR HANDLER #4 REFURBISHMENT PROJECT FOR A TOTAL NOT TO EXCEED \$84,249.39. ACCOUNT 0914 4071 5777 C0439.**
 - b. **AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL O TO EXCEED \$8,424.00.**
 - c. **AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO NEW ENGLAND CONTROLS FOR THE INSTALLATION OF CONTROLS FOR THE REFURBISHMENT OF AHU #4 AT CITY HALL FOR A TOTAL NOT TO EXCEED \$24,944. ACCOUNT 0916 7100 5777 C0439.**

**** MR. YERINIDES MOVED THE ITEM.**

Mr. Lo said that this is part of their energy and equipment upgrade and anticipate it will last 15-20 years.

**** THE MOTION PASSED UNANIMOUSLY.**

2. **Schedule a public hearing for the sale of two small city owned parcels on Bouton Street (District 5, Block 81, Lots 169 \$175)**

Mr. Lo said that the city had tried to sell the property in 1995 and no one purchased it. He said due to the topography of the land there is no reason to keep the two pieces

of property. He said that he had sent a notice to all department heads asking if there is any reason to keep the property and he had not received any responses. Mr. Livingston asked why the city owns the property and if the schools can use it since it is behind Brien McMahon High School. Mr. Lo said the city acquired the property in the 1950's and the schools would not be able to use it because it is in back of the bleachers of the football field and it is on a steep slope.

**** MR. LIVINGSTON MOVED TO SCHEDULE A PUBLIC HEARING AT THE NEXT REGULARLY SCHEDULED MEETING AT 7:30PM.**

**** THE MOTION PASSED UNANIMOUSLY.**

VI. MISCELLANEOUS/DISCUSSION ITEMS

- a. Discuss request for the sale of city property located at the southeast corner of Scribner Avenue and West Cedar Street intersection.**

Mr. Lo said the adjacent property owner is looking to do some improvements on their property and is looking to see if the city has any interest in selling the piece of property. Mr. Mattera said he is looking to build a mixed use development in the area and because the city had reconfigured the roadway he has no way to access the property and it was suggested by Planning & Zoning that he purchase the parcel. Mr. Livingston asked Mr. Mattera if he acquires the property if that would remove the need to have a contractor's yard. Mr. Mattera said "yes" absolutely and he will have everything removed in the next several months. Mr. Lo said that he will send this to all of the department heads to see if there are any comments and he will include it on the agenda for discussion next month.

VII. ADJOURNMENT

**** MR. SACCHINELLI MOVED TO ADJOURN**

**** THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 9:25PM

Respectfully submitted,

Dilene Byrd
Telesco Secretarial Services

City of Norwalk
Land Use and Building Management Committee
Regular Meeting
May 1, 2019
Page 13

NORWALK PUBLIC LIBRARY

VAI.

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: SHERELLE HARRIS, ASSISTANT DIRECTOR
DATE: APRIL 24, 2019
RE: SECURITY GUARD SERVICES AT NORWALK PUBLIC LIBRARY

On January 17, 2019 the City's Purchasing Department solicited proposals for security guard services at both of the Norwalk Public Library locations. The City received proposals from three (3) firms interested in providing security guard services.

They were:

PROSPECTIVE FIRMS	
FIRM	HEADQUARTERS
Aron Security, Inc. (DBA Arrow Security)	North Haven, CT
Andy Frain Services, Inc.	Aurora, IL
Orion Protective Services, Inc	Bridgeport, CT

A Review Committee was established and consisted of Sharon Conners, Purchasing Agent, Sherelle Harris, Assistant Library Director; and Joe Baker, Library Staff member to review the proposals submitted.

Each member of the Review Committee was to review and rate each proposal based on the criteria that was outlined in the City's RFP. The objective of the rating was to evaluate and examine each submission more fully. The Review Committee determined it was in the best interest of the City to interview all three (3) firms. Based on the information provided in the proposals and the interviews, the Review Committee rated each three (3) firms and recommends Andy Fran Services, Inc. as the most qualified firm to provide security services at the Library locations.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an agreement with Andy Frain Services, Inc. to provide security services at the Norwalk Public Library (1 Belden Avenue and 10 Washington Street).

The fee for the Libraries base contract for FY 2019-20 shall not exceed \$98,000; FY 2020-21 \$129,948; FY 2021-22 - \$132,547; FY 2022-23 \$135,208, FY 2023-24 \$135,208

Funds for this service are available in the operating budget account 016200-5296 for the Norwalk Public Library.

MAIN LIBRARY

1 Belden Ave. • Norwalk, CT 06850 • 203.899.2780
www.norwalkpl.org

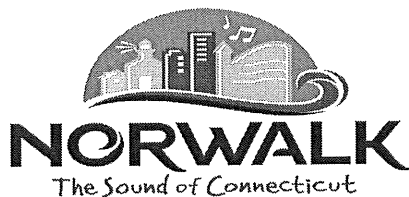


SONO BRANCH

10 Washington St. • Norwalk, CT 06854 • 203.899.2790
www.norwalkpl.org/sono

		Vendors		
		Andy Frain Services, Inc	Orion Protective Services, Inc.**	Aron Security, Inc. DBA Arrow Security**
A	PROPOSED FEE: 07/01/2019-06/30/2020	\$ 129,948.00	\$ 126,356.24	\$ 159,959.86
B	PROPOSED FEE: 07/01/2020-06/30/2021	\$ 129,948.00	\$ 129,205.44	\$ 162,930.04
C	PROPOSED FEE: 07/01/2021-06/30/2022	\$ 132,547.00	\$ 132,299.44	\$ 165,900.28
D	PROPOSED FEE: 07/01/2022-06/30/2023	\$ 135,208.00	\$ 135,393.44	\$ 168,870.52
E	PROPOSED FEE: 07/01/2023-06/30/2024	\$ 135,208.00	\$ 138,734.96	\$ 171,840.76
TOTAL		\$ 662,859.00	\$ 661,989.52	\$ 829,501.46
02/01/2019-06/30/2019	Time	Library Billing Rate		
	Week Days		\$ 21.00	\$ 19.98
	Saturday/Sunday		\$ 21.00	\$ 19.98
	Company Holidays		\$ 31.50	\$ 19.98
07/01/2019-06/30/2020	Time	Library Billing Rate		
	Week Days		\$ 21.00	\$ 20.42
	Saturday/Sunday		\$ 21.00	\$ 20.42
	Company Holidays		\$ 31.50	\$ 20.42
07/01/2020-06/30/2021	Time	Library Billing Rate		
	Week Days		\$ 21.00	\$ 20.88
	Saturday/Sunday		\$ 21.00	\$ 20.88
	Company Holidays		\$ 31.50	\$ 20.88
07/01/2021-06/30/2022	Time	Library Billing Rate		
	Week Days		\$ 21.42	\$ 21.38
	Saturday/Sunday		\$ 21.42	\$ 21.38
	Company Holidays		\$ 32.13	\$ 21.38
07/01/2022-06/30/2023	Time	Library Billing Rate		
	Week Days		\$ 21.85	\$ 21.88
	Saturday/Sunday		\$ 21.85	\$ 21.88
	Company Holidays		\$ 32.78	\$ 21.88
07/01/2023-06/30/2024	Time	Library Billing Rate		
	Week Days		\$ 21.85	\$ 22.42
	Saturday/Sunday		\$ 21.85	\$ 22.42
	Company Holidays		\$ 32.78	\$ 22.42

** Review RFP submission for notes on the billing rates per the stated times



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

TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT
 COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER

RE : SURPLUS PROPERTIES ON BOUTON STREET

DATE: MAY 30, 2019

The City of Norwalk is the owner of two small vacant properties located on Bouton Street (District 5, Block 81, Lots 169 & 173). Lot 169 is approximately 0.32 acre and Lot 175 is approximately .11 acre. They are located in "B" Residential Zone. These properties abut the back of the Brien McMahon High School football field. The properties slope up substantially from Bouton Street toward the football field. There are rock outcropping with difficult topography.

In the 1990's, the Land Use and Building Management Committee held a public hearing on the disposition of these two lots and also advertised these properties for sale. The City did not received any proposals due the size, topography, possible ledge and the lack of city sewer.

About two years ago, the property(ies) located between the two City surplus properties were purchased through foreclosure sale. Recently, the property owner inquired about the possible sale of the City properties.

In the event the Land Use and Building Management Committee is interesting in the sale of these properties, the City would issue a RFP, hold a Public Hearing and refer the sale to Planning Commission for Section 8-24 approval. Thereafter, the Common Council will make final approval.

ACTION REQUESTED:

Consider the possible sale of two surplus properties located on Bouton Street and authorize to proceed with advertisement the properties for sale.

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that the Land Use and Building Management Committee of the Norwalk Common Council is holding a Public Hearing on Wednesday, June 5, 2019 at 7:30 pm, in Norwalk City Hall, 125 East Avenue, Norwalk CT Room #A333 regarding the proposed advertise and sell of City owned properties located at Bouton Street, District 5, Block 81, Lots 169 and 173.

Dated at Norwalk, Connecticut, this 29th day of May 2019

ATTEST: _____
Donna I. King
Norwalk City Clerk

THE HOUR: Please publish once –Thursday, May 30, 2019

Rebecca Kovacs
Secretary, City Clerk's Office
Concert Hall/Room Reservations
City of Norwalk
125 East Avenue, Norwalk CT
06856-5125
203-854-7701/Fax: 203-854-7939

$$\frac{300}{100} = 28.72$$
Map Number
7366

Map # 5277 158 272 0.5	Map Number 5277 6539 0.5
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282
275
0.4

0.39 | 1.07

184
165
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Map Number
6072

Map # 12222

Map # 758

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Map Number
758
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10068
9153
6186

Map Number
9432
10886

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155
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Map # 5661

St

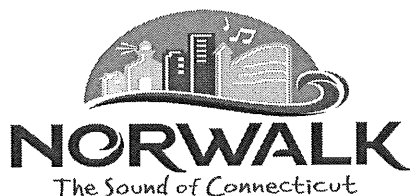
Map # 8230

$\frac{15}{183}$
0.18

202
0.09
30

24
101A
011

$$\frac{30}{44} = 0.28$$



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

TO : BILL IRELAND, CODE ENFORCEMENT
 ALEXIS CHERICHETTI, CONSERVATION
 MARIO COPPOLA, CORPORATION COUNSEL
 HENRY DACHOWITZ, FINANCE DIRECTOR
 GINO GATTO, FIRE CHIEF
 DEANNA D'AMORE, HEALTH DIRECTOR
 LAOISE KING, CHIEF OF STAFF
 STEVE KLEPPIN, PLANNING & ZONING
 THOMAS KULHAWIK, POLICE CHIEF
 ANTHONY CARR, CHIEF OF OPERATION & PUBLIC WORKS
 NICK ROBERTS, PARKS DIRECTOR
 TIM SHEEHAN, REDEVELOPMENT AGENCY
 MICHAEL STEWART, ASSESSOR
 RICK McQUAID, TOWN CLERK
 JESSICA CASEY, CHIEF OF ECONOMIC AND COMMUNITY
 DEVELOPMENT
 LISA BIAGIARELLI, TAX COLLECTOR

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

RE : **DISPOSITION OF PROPERTIES ON WEST CEDAR STREET**

DATE: MAY 30, 2019

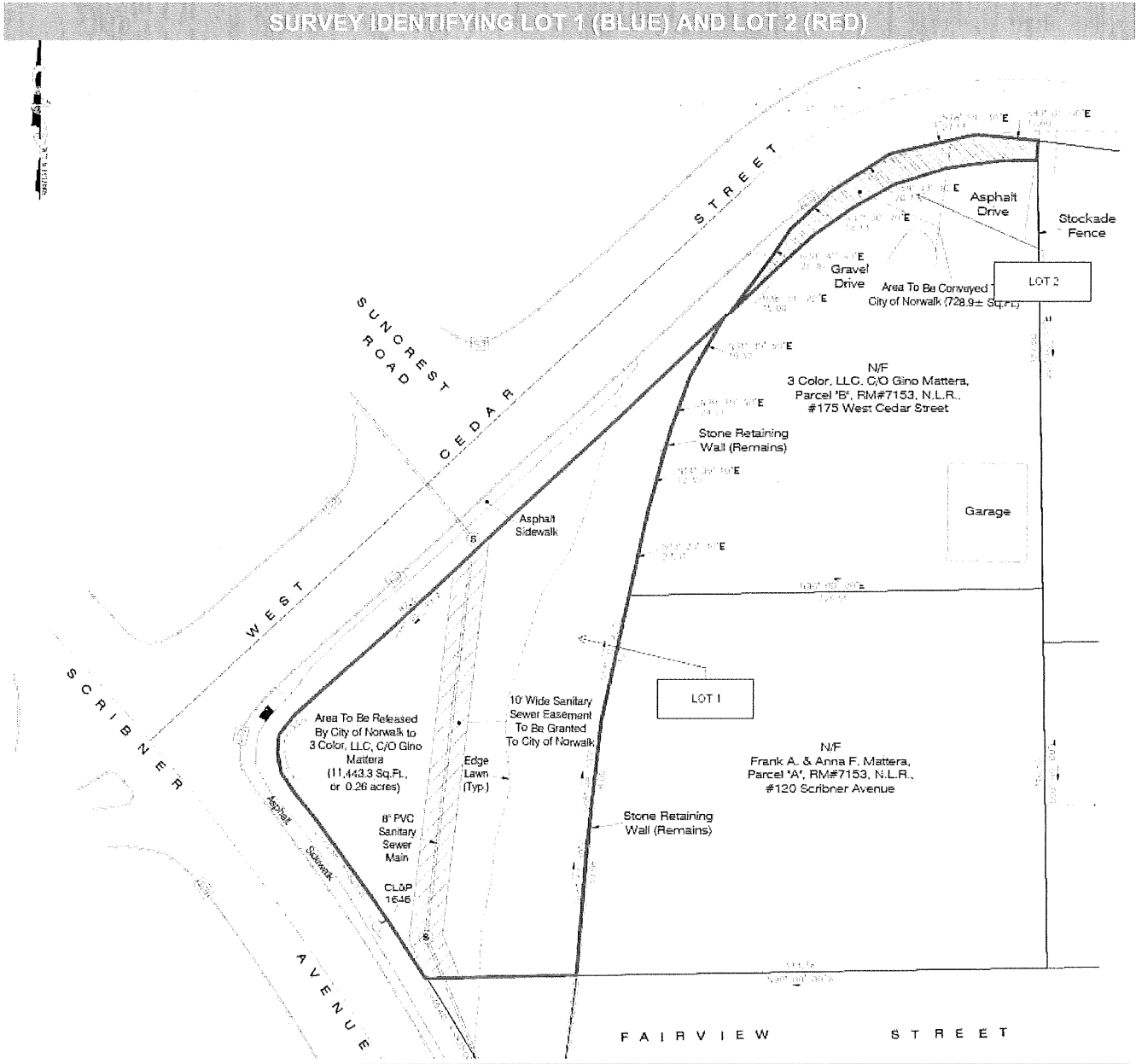
At the May 1, 2019 Land Use and Building Management Committee meeting, the Committee initiated discussion on the possible disposition of City owned property located at the southeast corner of the Scribner Avenue and West Cedar Street intersection. Based on available information, it appears that this is leftover land from an intersection improvement project some time ago. The adjacent property owner located at 173 West Cedar Street is considering development of their property and is seeking the City's property in order to provide means of ingress to a lower level parking structure.

Please advise regarding your department's interests or concerns regarding the disposition of this property. Please advise regarding the potential requirements for roadway abandonment and the buildability of this parcel as a stand alone property.

In the event City departments do not have interest in the City's continued ownership of this property, the Land Use and Building Management Committee will schedule a public hearing. Thereafter, the Purchasing Department will issue a RFP for the disposition of the properties. Upon receipt of proposals, the Land Use and Building Management Committee will refer a recommendation to the Planning Commission in accordance with State Statutes Section 8-24 and thereafter to the Common Council for final approval. To the extent possible, please provide me with your comments for the June 5, 2019 Land Use and Building Management Committee meeting.

Thank you in advance for your input on this matter.

Cc: Mayor Rilling
Councilman Livingston, Chair, Land Use Committee





CITY OF NORWALK
Alan Lo, Buildings and Facilities Manager
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 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
 NFCC

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

RE: **NORWALK HIGH SCHOOL – CULINARY EXPANSION AND TOILET ROOM RENOVATION**

DATE: MAY 29, 2019

The Norwalk Board of Education is committed to providing a comfortable, safe and healthy learning environment. To achieve this goal, the Board of Education authorized the development of a facilities and capital needs study for the Norwalk Public School system. One of the findings of the report was the realization that the existing toilet rooms in Norwalk High School do not meet current Americans with Disabilities Act (ADA) requirements. During the study it was discovered that very little renovations/upgrades occurred to the toilet rooms since the construction of Norwalk High School in 1971. As a result the toilet rooms in the building will be improved to the extent possible to current ADA requirements.

In addition to the facilities study the Norwalk Board of Education evaluated the curriculum at the two High Schools and recently developed “pathways” for certain curricula. One of these is the Hospitality Management/Culinary Arts program at Norwalk High School. Currently there is a waiting list of 245 students. The expansion of the culinary facilities will allow Norwalk High School to eliminate its current wait list.

In an effort to meet summer construction schedule, we expedited the design phases and the submission of the projects to the State in order to be eligible for reimbursement. These projects are currently out for bids and bid opening is scheduled for June 6, 2019. Thereafter, our Construction Manager will develop a Guaranteed Maximum Price (GMP) for City approval.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School Culinary Program Expansion and toilet Rooms Renovation Project, to**

accept the Guaranteed Maximum Price (GMP) for a total not to exceed (amount to be determined). Funds are available in Acct. #0918/195010 5777 C0610.

- b. Authorize the NFCC to issue Change Orders on contract for a total not to exceed (amount to be determined)."



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

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
 NFCC

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

RE: NORWALK HIGH SCHOOL – SCOREBOARD REPLACEMENT PROJECT

DATE: MAY 29, 2019

As part of the funding for school facilities improvement program, the Norwalk High School Governance Council identified the need to replace the existing scoreboard at Norwalk High School Athletic field. As a result the City's Purchasing Department solicited bids for new scoreboard to be installed. The new scoreboard project includes a full matrix LED video display with score keeping displays, control equipment and all new wiring.

ACTION REQUESTED:

- a. Authorize the Mayor, Harry W. Rilling, to execute a contract with Hampden Engineering, Corp. for the Norwalk High School Scoreboard Replacement Project, in an amount not to exceed \$106,250. Funds are available in Acct. #0918/195010 5777 C0610.
- b. Authorize the NFCC to issue Change Orders on contract for a total not to exceed \$10,625.

NORWALK HIGH SCHOOL – SCOREBOARD REPLACEMENT PROJECT – BID SUMMARY

	Picco Construction LLC	Hampden Engineering Corporation
Lump Sum Price	\$148,000.00	\$106,250.00
Alt-1 Deduct Alternate: Provide cost to re-use existing steel supports and footing, all costs and engineering required for certification of existing steel shall be included and provided by the Contractor.	\$0	(\$8,000.00)
Alt - 2 Provide labor and material to install scoreboard wiring and connections on home side of field for outdoor scoreboard controller connection to scoreboard	\$5,000.00	\$6,600.00
Alt - 3 Furnish and Install new decorative top to scoreboard. Decorative top to match existing scoreboard. See attached photo provided for reference.	\$5,000.00	INCL. IN BASE

C



FAIR-PLAY

Forest Green Paint / White Trim

S10498

model no: 01-8120-285-1

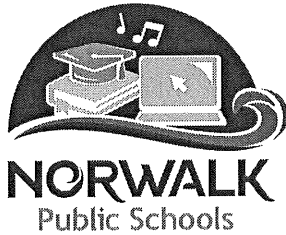
Design Proposal

TL Vision

TL Energy

Fair-Play

Conceptual illustration only. Customer must provide press-ready custom artwork for best results.
www.fair-play.com 800.247.0265 ©copyright2019



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
 NFCC
 FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE
 RE: NPS – BRIEN MCMAHON MARINE SCIENCES PATHWAY
 CONSTRUCTION
 DATE: MAY 29, 2019

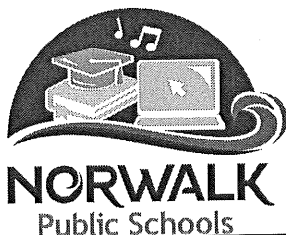
Brien McMahon High School currently contains an Automotive Shop and Planting Room, which is currently not in operation. As part of changing school programs, Norwalk Public Schools desires to provide a Marine Science Pathway program at Brien McMahon High School. The current automotive shop contains two vehicle lifts, a welding area and an instructional area. The existing Planting Room 2000 currently contains some laboratory casework, sinks with much exterior window exposure. The room currently is not outfitted with a cooling system and will require it. This project will convert the former Automotive Shop and Planting Room 2000 into Marine Science laboratories and teaching spaces.

This project was included in the 2019-20, capital budget and approved by the Common Council on April 9, 2019. Currently, this project is out to bid with a due date of June 3, 2019. A bid summary will be provided at the upcoming meeting.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Brien McMahon High School Marine Science Pathway Construction Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0651.**
- b. **Authorize NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).**

cc: Thomas Hamilton
 Frank Costanzo, Ed.D
 George Sevc
 Alan Lo
 Sharon Conners
 Michael Faenza



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
 NFCC
 FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE
 RE: **NPS - KENDALL ELEMENTARY SCHOOL PORTABLE AIR
 CONDITIONING AND ELECTRICAL UPGRADES**
 DATE: MAY 29, 2019

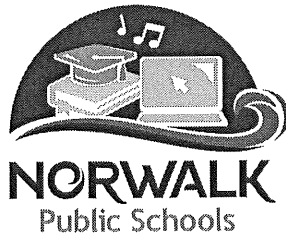
Many of the Norwalk Public Schools are not equipped with Air Conditioning which forces the schools to close in the late spring, summer and early fall when temperatures are too warm for the students and staff. As part of the district wide initiative to remedy this situation, the Norwalk Public Schools, has solicited contractor bids for the installation of new window air conditioners and associated electrical system upgrade at Kendall elementary School.

This project was included in the 2019-20, capital budget and approved by the Common Council on April 9, 2019. Currently, this project is out to bid with a due date of June 3, 2019. A bid summary will be provided at the upcoming meeting.

ACTION REQUESTED:

- a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Kendall Elementary School Portable Air Conditioning and Electrical Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0652.
- b. Authorize the NPS Facilities Dept. to issue Change Orders (amount to be determined). Funds are available in Acct. #09205010 5777 C0652.

cc: Thomas Hamilton
 Frank Costanzo, Ed.D
 George Sevc
 Alan Lo
 Sharon Conners
 Michael Faenza



William Hodel
 Director of Facilities & Maintenance
hodelw@norwalkps.org
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 Norwalk, CT 06852-6001

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
 NFCC
 FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE
 RE: **NPS – TRACEY ELEMENTARY SCHOOL CAFETERIA AND KITCHEN UPGRADE**
 DATE: MAY 29, 2019

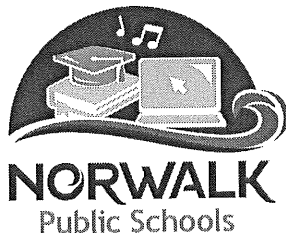
The 2016-2019 Strategic Operating Plan for the Norwalk Public Schools contains six major goals for the school system, including Goal #5: To ensure safe and attractive schools that support learning and provide a nurturing, inclusive environment, with positive behavior interventions and supports at every school. One of the strategies approved by the Board of Education to meet this goal includes improving the nutritional quality of school lunches and improving the dining environment in the District's schools. The District wishes to move to a more family-like environment, where the experience in the cafeteria more closely models the nurturing, supportive and inclusive environment that we seek for our schools. With respect to Goal #5, the District has performed cafeteria improvement projects in the recent past establishing a model for other schools in the District to emulate. As a result, a similar project is being proposed at Tracey Elementary School.

This project was included in the 2019-20, capital budget and approved by the Common Council on April 9, 2019. Currently, this project is out to bid with a due date of June 3, 2019. A bid summary will be provided at the upcoming meeting.

ACTION REQUESTED:

- a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Tracey Elementary School Cafeteria and Kitchen Upgrade Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0610.
- b. Authorize the NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).
- c. Authorize the Purchasing Agent to issue a Purchase Order to (lowest responsible bidder) for the purchase of Kitchen Equipment for the Cafeteria at Tracey Elementary School for a total not to exceed (\$ amount to be determined). Funds are available in Acct. # 09205010 5777 C0610.

cc: Thomas Hamilton
 Frank Costanzo, Ed.D
 George Sevc
 Alan Lo
 Karen Bartron
 Sharon Conners
 Michael Faenza



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
NFCC
FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE
RE: **NPS - BROOKSIDE ELEMENTARY SCHOOL – MONTESSORI
CLASSROOM FURNITURE**
DATE: MAY 29, 2019

There is currently estimated to be approx. 565 public and or Charter Montessori Schools in nearly 45 states through the United States. There are four public Montessori Schools in Connecticut. As a result of the success of the programs, Norwalk is pursuing a program of its own. The Montessori materials and furniture are unique feature of a Montessori Program. Due to the specialized nature of a Montessori program specialty furniture is required for the program.

This project was included in the 2019-20, capital budget and approved by the Common Council on April 9, 2019.

ACTION REQUESTED:

- a. **Authorize the Purchasing Agent to issue a Purchase Order to Insalco Corporation for the purchase of Montessori Furniture for two Montessori Classrooms at Brookside Elementary School for a total not to exceed (\$40,773.60) Funds are available in Account. # 09205010 5777 C0654 utilizing State of Connecticut Contract pricing per contract #16PSX0190.**

cc: Thomas Hamilton
Frank Costanzo, Ed.D
George Sevc
Alan Lo
Karen Bartron
Michael Faenza



Insalco Corporation
7 Capital Drive
Wallingford, CT 06492
Phone: (203) 269-1238
Fax: (203) 265-9378
www.Insalco.com

Customer: NORWALK PUBLIC SCHOOLS
Sales Rep: Sandy Collar sandy-insalco@snet.net
203-269-1238 (phone) 203-265-9378 (fax)

Proposal
2019-12106
4/03/2019

BROOKSIDE
MONTESSORI FURNITURE

Propose To:

NORWALK PUBLIC SCHOOLS
125 EAST AVENUE
P O BOX 6001
NORWALK, CT 06852-6001

Installation Location:

NORWALK PUBLIC SCHOOLS
125 EAST AVENUE
P O BOX 6001
NORWALK, CT 06852-6001

Attention: Karen Bartron
203-854-4036 (phone)

*Must double
for 2 classrooms
@ same price
only (Sandy)*

Community Playthings-Montessori Materials

Customer PO:

Item No.	Item Description	Qty	Item Sell	Ext Sell
Line: 1	INSALCO CORPORATION - Contract Information	1	\$0.00	\$0.00
Classroom/School Furniture	Priced @ State Of Connecticut Contract Discount. Contract #16PSX0190 Sch "C" Discount = Delivered & Installed. Contract Duration: 04/01/2017- 09/30/2022			
Line: 2	INSALCO CORPORATION - Contract Information	1	\$0.00	\$0.00
SBE	Insalco Corporation is a Certified Small Business Set-Aside Vendor to the State of Connecticut.			
Line: 3	COMMUNITY PLAYTHINGS - Furniture Sales	18	\$482.00	\$8,676.00
F641/F853	Adjustable Shelf 4' x 24" with Clear Back Panel			
Line: 4	COMMUNITY PLAYTHINGS - Furniture Sales	8	\$60.00	\$480.00
F604	Additional 4' Shelf			
Line: 5	COMMUNITY PLAYTHINGS - Furniture Sales	4	\$92.00	\$368.00
J710	10" Woodcrest Chair The sturdy, lightweight Woodcrest Chair is made of one-piece multi-ply laminated maple and protected with childsafe clear finish.			
Line: 6	COMMUNITY PLAYTHINGS - Furniture Sales	18	\$108.00	\$1,944.00
J712	Woodcrest 12" chairs			
Line: 7	COMMUNITY PLAYTHINGS - Furniture Sales	4	\$116.00	\$464.00

Printed On: 4/03/2019 4:21 pm



Insalco Corporation
7 Capital Drive
Wallingford, CT 06492
Phone: (203) 269-1238
Fax: (203) 265-9378
www.Insalco.com

Customer: NORWALK PUBLIC SCHOOLS
Sales Rep: Sandy Collar sandy-insalco@snet.net
203-269-1238 (phone) 203-265-9378 (fax)

Proposal
2019-12106
4/03/2019

Item No.	Item Description	Qty	Item Sell	Ext Sell
J714	Woodcrest Chair 14"			
Line: 8	COMMUNITY PLAYTHINGS - Furniture Sales	9	\$195.00	\$1,755.00
A815	Classroom Nursery Table Adjustable Leg Need to pick leg height			
Line: 9	COMMUNITY PLAYTHINGS - Furniture Sales	2	\$265.00	\$530.00
A851	Classroom Trapezoidal Table Adj Need to Specify leg height			
Line: 10	COMMUNITY PLAYTHINGS - Furniture Sales	1	\$275.00	\$275.00
A801	Classroom Work Table			
Line: 11	COMMUNITY PLAYTHINGS - Furniture Sales	1	\$235.00	\$235.00
C231	Round Woodcrest Table Wood Leg for 18" Table 4pack			
Line: 12	COMMUNITY PLAYTHINGS - Furniture Sales	1	\$265.00	\$265.00
F775	Library Rack			
Line: 13	COMMUNITY PLAYTHINGS - Furniture Sales	1	\$517.00	\$517.00
F696/F855	Tote Shelf with clear back panel			
Line: 14	COMMUNITY PLAYTHINGS - Furniture Sales	9	\$6.00	\$54.00
F889	Tote Divider			
Line: 15	COMMUNITY PLAYTHINGS - Furniture Sales	24	\$9.00	\$216.00
F880	Shallow Totes Clear			
Line: 16	COMMUNITY PLAYTHINGS - Furniture Sales	1	\$425.00	\$425.00
J651	Childs Sofa Blue			
Line: 17	COMMUNITY PLAYTHINGS - Furniture Sales	1	\$345.00	\$345.00
J641	Childs Armchair Blue			
Line: 18	COMMUNITY PLAYTHINGS - Furniture Sales	1	\$440.00	\$440.00
F623	Adjustable Shelf 2' x 40"			
Line: 19	INSALCO CORPORATION - Installation	1	\$3,397.80	\$3,397.80



Insalco Corporation
7 Capital Drive
Wallingford, CT 06492
Phone: (203) 269-1238
Fax: (203) 265-9378
www.insalco.com

Customer: NORWALK PUBLIC SCHOOLS
Sales Rep: Sandy Collar sandy-insalco@snet.net
203-269-1238 (phone) 203-265-9378 (fax)

Proposal

2019-12106
4/03/2019

Item No.	Item Description	Qty	Item Sell	Ext Sell
Installation	Per State of CT contract Priced @ State Of Connecticut Contract #16PSX0190 INSTALL DURING NORMAL BUSINESS HOURS 8AM-3PM			
Misc Items.....				\$20,386.80

Item Grouping Summary:

- Misc Items Totals: \$20,386.80

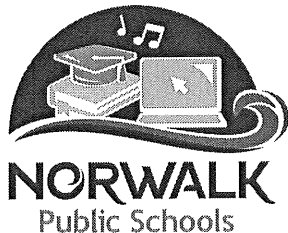
Subtotal.....\$20,386.80

Total Amount.....\$20,386.80

Thank you for your business! Please accept this proposal by signing below.

X 2 =
40,773.60

Accepted by: _____ Date: _____



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
 NFCC
 FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE
 RE: NPS - ROTON MIDDLE SCHOOL PORTABLE AIR CONDITIONING
 AND ELECTRICAL UPGRADES
 DATE: MAY 29, 2019

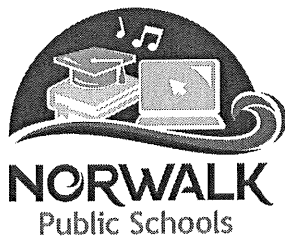
Many of the Norwalk Public Schools are not equipped with Air Conditioning which forces the schools to close in the late spring, summer and early fall when temperatures are too warm for the students and staff. As part of the district wide initiative to remedy this situation, the Norwalk Public Schools, has solicited contractor bids for the installation of new window air conditioners and associated electrical system upgrade.

This project was included in the 2019-20, capital budget and approved by the Common Council on April 9, 2019. Currently, this project is out to bid with a due date of June 3, 2019. A bid summary will be provided at the upcoming meeting.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Roton Middle School Portable Air Conditioning and Electrical Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0652.**
- b. **Authorize the NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).**

cc: Thomas Hamilton
 Frank Costanzo, Ed.D
 George Sevc
 Alan Lo
 Michael Faenza



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
NFCC
FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE
RE: **NPS – WEST ROCKS MIDDLE SCHOOL CAFETERIA AND KITCHEN UPGRADE**
DATE: MAY 29, 2019

The 2016-2019 Strategic Operating Plan for the Norwalk Public Schools contains six major goals for the school system, including Goal #5: To ensure safe and attractive schools that support learning and provide a nurturing, inclusive environment, with positive behavior interventions and supports at every school. One of the strategies approved by the Board to meet this goal includes improving the nutritional quality of school lunches and improving the dining environment in the District's schools. The District wishes to move to a more family-like environment, where the experience in the cafeteria more closely models the nurturing, supportive and inclusive environment that we seek for our schools generally. With respect to Goal #5, the District performed cafeteria improvement projects in the recent past establishing a model for other schools in the District to emulate. As a result, a similar project is being planned at West Rocks Middle School.

This project was included in the 2019-20, capital budget and approved by the Common Council on April 9, 2019. Currently, this project is out to bid with a due date of June 3, 2019. A bid summary will be provided at the upcoming meeting.

REQUESTED ACTION:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the West Rocks Middle School Cafeteria and Kitchen Upgrade Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0610.**
- b. **Authorize the NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).**
- c. **Authorize the Purchasing Agent to issue a Purchase Order to (lowest responsible bidder) for the purchase of Kitchen Equipment for the Cafeteria at West Rocks School for a total not to exceed (\$ amount to be determined) Funds are available in Account. # 09205010 5777 C0610 .**
- d. **Authorize the Purchasing Agent to issue a Purchase Order to Hertz Furniture for the purchase of Furniture for the Cafeteria at West Rocks Middle School for a total not to exceed (\$25,153.20) Funds are available in Account. # 09205010 5777 C0610, utilizing State of Connecticut Contract pricing per contract #15PSX0041 and 16PSX0190.**

cc: Thomas Hamilton
Frank Costanzo, Ed.D
George Sevc
Alan Lo
Sharon Conners
Michael Faenza

Quote

Thank you for allowing Hertz to quote your furniture. This quote is valid for 30 days.
When you are ready to place your order, please sign the final page and return this entire document to me.
Please let me know if you have any questions.

Quote for delivery to:

West Rocks Middle School
81 West Rocks Road
Norwalk, CT 06851

203-899-2970

WEST ROCKS FURNITURE

Questions? Please Contact...



CT Regional Sales
Manager

Bob Hakakian
bobh@hertzfurniture.com
800-526-4677 x1119

Customer Support Rep

Yvonne Mino
yvonne@hertzfurniture.com
ext. 1154

Quote Details



Qty. 15
**NPS Round Cafeteria Table -
MDF - ProtectEdge - 8 Stools**
Model #MTR-608MP
Tabletop Color: TBD
Stool Color: TBD
Tabletop/Stool Height: TBD

(\$1,133.10/unit)
\$16,996.50



Qty. 9
**60" Round NPS Cafeteria
Table - MDF - ProtectEdge**
Model #SNS-60R-MP
Tabletop Color: TBD
Height: TBD

(\$575.10/unit)
\$5,175.90



Qty. 72
**18"H Inspiration Value Poly
Classroom Chair**
Model #INS-718
Shell Color: TBD

(\$41.40/unit)
\$2,980.80

Notes:



Quote#: 646910
Prepared on: 05/20/2019 2:19 pm

**Assisted Inside Delivery To
Receiving Area Of Bldg Only** **\$0.00**

Pricing Per Contract

Contract Number: CT State NPS 15PSX0041

Pricing Per Contract

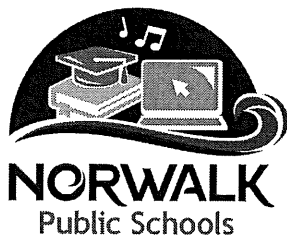
Contract Number: CT State Academia 16PSX0190

Quote billing address:

**Norwalk Public Schools
Finance Department
125 East Avenue
Norwalk, CT 06852
203-854-4036**

Subtotal:	\$25,153.20
Taxes:	\$0.00
Total:	\$25,153.20

THANK YOU FOR THE OPPORTUNITY TO QUOTE YOUR FURNITURE.



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
 NFCC
 FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE
 RE: **NPS – ROWAYTON ELEMENTARY SCHOOL ASBESTOS
 ABATEMENT**
 DATE: MAY 29, 2019

Rowayton Elementary School is outfitted with asbestos containing floor tile (vat) in some classrooms, offices, hallways, kitchen & store rooms. The School District's Asbestos Management Plan has confirmed that this material tested positive for asbestos containing material (acm) and recommends the removal and replacement due to health concerns. The project includes an abatement in approx. 7 locations during the summer of 2019, while school is not in session.

This project was included in the 2019-20, capital budget and approved by the Common Council on April 9, 2019.

ACTION REQUESTED:

- a. **Authorize the Chairman of the Norwalk Facilities Construction Commission, to certify Norwalk Facilities Construction Commission's approval of final plans, project manual, and cost estimate for the Rowayton Elementary School Asbestos Abatement Project State Project No. to be determined.**

cc: Thomas Hamilton
 Frank Costanzo, Ed.D
 George Sevc
 Alan Lo
 Sharon Conners
 Michael Faenza



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.org 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 

RE: CITY HALL AIR HANDLER REFURBISHMENT

DATE: MAY 30, 2019

On May 14, 2019, the Norwalk Common Council approved the following item:

- a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal Business Services, LLC for a total not to exceed \$84,249.39. Funds are available from account 0914 4071 5777 C0439.
- b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,424.00.

Please be advised that there was a typo. The name of the company is “Universal **Building** Services, LLC” and not “Universal Business Services, LLC”. Therefore, a technical correct is required as follows:

“Technical Correction: Rescind Common Council action of May 14, 2019 Item VII, F. 6a and 6b. to correct the name of the company from “Universal Business Services, LLC” and replace with the following:

- a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal **Building** Services, LLC for a total not to exceed \$84,249.39. Funds are available from account 0914 4071 5777 C0439.
- b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,424.00.”



LAND USE AND BUILDING MANAGEMENT COMMITTEE

MEETING AGENDA (*AMENDED IN ITALIC*)

WEDNESDAY, JUNE 5, 2019

7:30 PM IN NORWALK CITY HALL, ROOM #333

I. ROLL CALL

II. PUBLIC HEARING on the disposition of City owned properties located at Bouton Street, District 5, Block 81, Lots 169 and 173.

III. PUBLIC PARTICIPATION

IV. MINUTES OF PREVIOUS MEETING(S)

May 1, 2019

V. OLD BUSINESS

A. Public Library

1. Review bids for security services at the libraries and refer the following to the Common Council for action:

“Authorize the Mayor, Harry W. Rilling, to execute a 5-year agreement with Andy Frain Services, Inc. to provide security services at the Norwalk Public Library (1 Belden Avenue and 10 Washington Street).

Fees for each year shall not exceed the following:

FY 2019–20: \$ 98,000

FY 2020–21: \$129,948

FY 2021–22: \$132,547

FY 2022–23: \$135,208

FY 2023–24: \$135,208

Funds are available in Library operating budget account 016200-5296”

B. Bouton Street Surplus Properties

Recommendation on the proposed disposition of two city owned properties located at Bouton Street, District 5, Block 81, Lots 169 and 173 and refer recommendation to the Planning Commission for Section 8-24 Review and authorize to advertise for sale.

C. City property located at West Cedar Street

Review comments from city departments on the possible disposition of City property located at the southeast corner of Scribner Avenue and West Cedar Street intersection and schedule a Public Hearing base on the recommendation of the Committee.

VI. **NEW BUSINESS**

A. School Construction

1. Review proposed action for the Norwalk High School Culinary Program Expansion and Toilet Rooms Renovation Project and refer the following to the Common Council for action:

“a. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School Culinary Program Expansion and Toilet Rooms Renovation Project, to accept the Guaranteed Maximum Price (GMP) for a total not to exceed (amount to be determined). Funds are available in Acct. #0918/195010 5777 C0610.

b. Authorize the NFCC to issue Change Orders on contract for a total not to exceed (amount to be determined).”

2. Review bid results for the Norwalk High School Scoreboard Replacement Project and refer the following to the Common Council for action:

“a. Authorize the Mayor, Harry W. Rilling, to execute a contract with Hampden Engineer, Corp. for the Norwalk High School Scoreboard Replacement Project for a total not to exceed \$106,250.00 Funds are available in Acct. #09/18195010 5777 C0610.

b. Authorize the NFCC to issue Change Orders on contract for a total not to exceed \$10,625.00.”

- 3a. “Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Brien McMahon High School Marine Science Pathway Construction Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0651.
- 3b. Authorize NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).”
- 4a. “Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Kendall Elementary School Portable Air Conditioning and Electrical Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0652.
- 4b. Authorize the NPS Facilities Dept. to issue Change Orders (amount to be determined). Funds are available in Acct. #09205010 5777 C0652.”
- 5a. “Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Tracey Elementary School Cafeteria and Kitchen Upgrade Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0610.
- 5b. Authorize the NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).”
- 5c. Authorize the Purchasing Agent to issue a Purchase Order to (lowest responsible bidder) for the purchase of Kitchen Equipment for the Cafeteria at Tracey Elementary School for a total not to exceed (\$ amount to be determined). Funds are available in Acct. # 09205010 5777 C0610.
6. “Authorize the Purchasing Agent to issue a Purchase Order to Insalco Corporation for the purchase of Montessori Furniture for two Montessori Classrooms at Brookside Elementary School for a total not to exceed \$40,773.60 Funds are available in Account. # 09205010 5777 C0654 utilizing State of Connecticut Contract pricing per contract #16PSX0190.
- 7a. “Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the Roton Middle School Portable Air Conditioning and Electrical Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0652.
- 7b. Authorize the NPS Facilities Dept. to issue Change Orders on contract for a total not to exceed (amount to be determined).”

- 8a. **“Authorize the Mayor, Harry W. Rilling, to execute an Agreement with (lowest responsible bidder) for the West Rocks Middle School Cafeteria and Kitchen Upgrade Project for a total not exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0610.**
- 8b. **Authorize the NPS Facilities Dept. to issue Change Orders (\$ amount to be determined).**
- 8c. **Authorize the Purchasing Agent to issue a Purchase Order to (lowest responsible bidder) for the purchase of Kitchen Equipment for the Cafeteria at West Rocks School for a total not to exceed (\$ amount to be determined) Funds are available in Account. # 09205010 5777 C0610 .**
- 8d. **Authorize the Purchasing Agent to issue a Purchase Order to Hertz Furniture for the purchase of Furniture for the Cafeteria at West Rocks Middle School for a total not to exceed (\$25,153.20) Funds are available in Account. # 09205010 5777 C0610, utilizing State of Connecticut Contract pricing per contract #15PSX0041 and 16PSX0190.”**
9. **“Authorize the Chairman of the Norwalk Facilities Construction Commission, to certify Norwalk Facilities Construction Commission’s approval of final plans, project manual, and cost estimate for the Rowayton Elementary School Asbestos Abatement Project State Project No. to be determined.”**
10. School construction project update (electronic copy on website, hard color copy will be available at meeting)
11. ***“Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Hygenix Inc. to provide environmental testing and monitoring services for hazardous materials remediation for the Ponus Ridge School Addition and Renovation Project for a total not to exceed \$75,000.00. Acct. #09185010 5777 C0608”***

B. Building Management

1. Review technical correction for the City Hall air handler refurbishment project and refer the following to the Common Council for action:

“Technical Correction: Rescind Common Council action of May 14, 2019 Item VII, F. 6a and 6b. to correct the name of the company from “Universal Business Services, LLC”

and replace with the following:

- a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal **Building** Services, LLC for a total not to exceed \$84,249.39. Funds are available from account 0914 4071 5777 C0439.
- b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,424.00.”

VII. MISCELLANEOUS/DISCUSSION ITEMS

Prepared by Alan Lo
Dated: May 30, 2019
Amended: June 4, 2019



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
NFCC

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER 

RE : PONUS SCHOOL – ENVIRONMENTAL REMEDIATION
TESTING AND MONTORING SERVICES

DATE: JUNE 3, 2019

As part of project scope for the Ponus School Addition and Renovation Project, the City's contractors will be conducting extensive hazardous material remediation work at the end of the current school semester. Hygenix is the independent environmental consultant for this project responsible for design phase services. In advance of the remediation work, I have obtained the attached proposal from Hygenix to provide testing and monitoring services during construction. This proposal is developed based on projected needs and payment will be made based on actual number of test samples and hours of service provided. Hygenix is the City's on-call environmental consultant and the City is in position to manage their site visits and the number of tests efficiently.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Hygenix Inc. to provide environmental testing and monitoring services for hazardous materials remediation for the Ponus Ridge School Addition and Renovation Project for a total not to exceed \$75,000.00. Acct. #09185010 5777 C0608

Environmental Consultants
And Laboratory Services

(203) 324-2222
Fax (203) 324-3876



49 Woodside Street Stamford, CT 06902

ENVIRONMENTAL CONSULTING PROPOSAL

TO: Alan Lo
Buildings and Facilities Manager
City of Norwalk
P.O. Box 5125
Norwalk, CT 06856-5125

E-MAIL: ALo@norwalkct.org

FROM: James Twitchell
HYGENIX, Inc.

DATE: April 23, 2019

RE: Ponus Ridge Middle School
Norwalk, CT

This is a proposal for hazardous materials consulting services for the renovation/demolition at the Ponus Ridge Middle School in Norwalk, CT. The estimated cost is based on previous full-time monitoring projects Hygenix has performed in similar buildings.

HYGENIX, INC will provide the following services:

Abatement project Management

HYGENIX will provide the services of a project manager licensed in all asbestos and lead paint disciplines and who is authorized to commit company resources. The project manager will review all contractor submittals, attend project meetings, resolve project issues, respond to regulatory agencies as required.

Abatement Project Monitoring

HYGENIX will provide the services of a project monitor on a client selected basis during abatement activities at the site. The project monitor will be trained, equipped and licensed to collect asbestos and lead samples and monitor asbestos & lead abatement.

When on site, the project monitor will ensure that the work is being carried out in accordance with the specifications and applicable regulations. The project monitor will also conduct any requested or required perimeter air monitoring during phases of the removal project. At the completion of work, the project monitor will perform all clearance visual inspections and sampling to ensure that all required materials have been removed and that all areas meet the required re-occupancy criteria.

Final Closeout Package

At the end of the work, a closeout documentation package, including all logs, final clearances and contractor submittals will be compiled by HYGENIX and issued to the client.

HYGENIX, Inc. 49 Woodside Street, Stamford, CT 06902 (203) 324-3635/324-3876

The costs for the services described above are included on the attached sheets titled "HAZARDOUS MATERIALS MONITORING PRICE SCHEDULE"

If this proposal is acceptable, please select the required services, sign below and fax the signed copy to 203-324-3876. Should you have any questions or require a more detailed proposal, please call me at 203-324-3635. Thank you for your consideration.

AUTHORIZATION

I hereby accept this proposal and authorize Hygenix Inc. to perform the work as outlined above. I agree to the terms and conditions and agree to pay 1½ % interest on the unpaid balance monthly and all costs of collection including reasonable attorney's fees and overhead fees.

Authorized Representative

Date

HAZARDOUS MATERIALS MONITORING PRICE SCHEDULE – PONUS RIDGE MIDDLE SCHOOL

April 23, 2019

Monitoring (Construction Phase – Assumes Client Determined Monitoring for Two Summers)

1. Pre-Construction Meetings & Parent Teacher Meeting (includes up to 2 meetings/year over 2 summers @ \$400/meeting)	\$ 1,600.00
2. Project Monitoring (Assumes two years of abatement) (Trained, equipped & licensed to collect asbestos and PCB samples and monitor asbestos & PCB abatement)	
a. Weekdays (7am – 5pm) (Up to 800 hours @ \$ 58.00/hour)	\$ 46,400.00
b. Nights (5pm – 7am), Weekends & Holidays (Up to 60 hours @ \$ 85.00/hour)	\$ 5,100.00
3. PCM Air Sample Analysis	
a. During Abatement Perimeter Air Samples (24-hour TAT Lab Time) (Up to 500 samples @ \$ 15.00/sample)	\$ 7,500.00
b. Final Clearance Air Samples @ an AIHA Laboratory (Rush TAT) (Up to 30 samples @ \$ 15.00/sample)	\$ 450.00
4. TEM Air Sample Analysis (AHERA)	
a. FedEx Delivery + 24-hour Laboratory Time (Up to 50 samples @ \$ 55.00/sample)	\$ 2,750.00
5. TEM Air Sample Analysis (NIOSH 7402)	
a. FedEx Delivery + Rush Turn Around Time (Up to 10 samples @ \$ 240.00/sample)	\$ 2,400.00
6. PLM Bulk Sample Analysis by Point Counting	
a. FedEx Delivery + 24-hour Laboratory Time (Up to 10 samples @ \$ 20.00/sample)	\$ 200.00
7. Project Management (Licensed in all asbestos & lead paint disciplines, PCB expertise, authorized to commit company resources)	
a. Weekdays (7am – 5pm) (Up to 60 hours @ \$ 95.00/hour)	\$ 5,700.00
9. Specialized Equipment	
a. Overnight Saturday Shipping (Up to 6 @ \$ 50.00/package)	\$ 300.00
b. Courier of Samples (Up to 5 couriers @ \$ 200.00/courier)	\$ 1,000.00
10. Final Close-out Report (1 Copy) (up to 2 closeout packages @ \$800.00/phase)	\$ 1,600.00
	\$ 75,000.00