



LAND USE AND BUILDING MANAGEMENT COMMITTEE

SPECIAL MEETING AGENDA

WEDNESDAY, MAY 2, 2018

7:00 PM at NORWALK CITY HALL, 125 EAST AVENUE, ROOM #300

I. ROLL CALL

II. PUBLIC HEARING:

“Proposal to remove the Open Space restriction on approximately 3.28 acres of Springwood Ely Park on Ingalls Avenue (District 5, Block 83, Lot 52) for the construction of the new Columbus School and designate approximately 10.04 acres of City owned undeveloped property on Richards Avenue (District 5, Block 68, Lot 220) behind Norwalk Community College as open space.”

III. PUBLIC PARTICIPATION – for agenda items not related to Ely Park/new Columbus School open space land swap public hearing

IV. MINUTES OF PREVIOUS MEETING(S)

April 4, 2018

V. OLD BUSINESS (none)

VI. NEW BUSINESS

A. School Construction Project

1. Review proposal to proceed with open space land swap as necessary to construction the new Columbus School at Ely site and refer the following to the Common Council for action:

“Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to submit to applicable regulatory agencies and to

implement the open space land swap necessary for the construction of the new Columbus School at Ely site. Proposed land swap will remove the federal and State Open Space restrictions on approximately 3.28 acres of Springwood Ely Park situated on Ingalls Avenue (District 5, Block 83, Lot 52) for the construction of the new Columbus School and encumber approximately 10.04 acres of City owned undeveloped property on Richards Avenue (District 5, Block 68, Lot 220) behind Norwalk Community College as Open Space land subject to federal and State use restrictions.”

2. Review recommendation for Commissioning Agent for new Columbus School and refer the following to the Common Council for action:
“a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Innovative Engineering Services, LLC to provide commissioning services for the new Columbus School at Ely Site for a total not to exceed of \$51,400. Acct. #09185010 5777 C0607**
b. **Authorize to establish a contingency for additional services as may be required for a total not to exceed \$5,000.”**
3. Review recommendation for Commissioning Agent for Ponus School and refer the following to the Common Council for action:
“a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Colliers International to provide commissioning services for the Ponus Ridge Middle School additions and renovations for a total not to exceed of \$80,350. Acct. #09185010 5777 C0608**
b. **Authorize to establish a contingency for additional services as may be required for a total not to exceed \$8,000.”**
4. Review request to purchase boilers for Cranbury School and refer the following to the Common Council for action:
“a. **Authorize the Purchasing Agent to issue a Purchase Order to (lowest responsible bidder) for the purchase of boilers for the Cranbury School boilers replacement project for a total not to exceed (\$ amount to be determined) Capital Budget Acct. #09185010 5777 C0610 and Norwalk Public Schools – State Alliance II Grant Acct. #28355200-430-25 (\$150,000)**
b. **Authorize an allowance for change order for an amount not to exceed \$10,000.”**

5. Review request to apply for State grant for Norwalk High School improvements and refer the following to the Common Council for action:
“a. Approve Norwalk Facilities Construction Commission (NFCC), acting in accordance with Norwalk Ordinances, as the Norwalk School Building Committee for the Norwalk High School Improvement Projects.
b. Authorize the preparation of schematic drawings and outline specifications for the Norwalk High School Improvement Projects.
c. Authorize the filing of a school grant application to the State Department of Administrative Services for the Norwalk High School Improvement Projects project. CT General Assembly defined project type is: (A) Alteration aka improvements or renovation) / CV (Code Violation, aka ADA).”
6. School construction project update
- B. Oak Hills Park
 1. Review request to increase the contingency allowance for Turco Golf, Inc.’s golf course improvement contract and refer the following to the Common Council for action:
“Authorize to increase contingency allowance for Turco Golf Inc.’s contract for Oak Hill Park Improvement Project for an additional \$6,252.74 (total \$56,252.74) and authorize Office of Building Management to issue change orders on Contract. Funds are available from DEEP Grant. Account No: 09151340 5799 C0558”
- C. Building Management
 1. Review bids for the Norwalk Concert Hall stage lighting controller replacement project and refer the following to the Common Council for approval:
“a. Authorize the Mayor, Harry W. Rilling to execute a Contract with Supertech, Inc. for the Norwalk Concert Hall – Stage Lighting Control System Replacement Project for a total not to exceed \$37,986.00. Acct. # 0914 4071 5777 C0439
b. Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$3,798.00”

2. Review rebid for the City Hall Community Room wall refinishing and refer the following to the Common Council for action:
 - a. **Rescind Common Council Action of January 9, 2018, VII.,D.,1a &1b. which authorized the following:**
“1a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Transfer Enterprises for the City Hall Community Room Improvement Project for a total not to exceed \$47,000.00 Acct. #09167100 5777 C0439
1b. Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$4,700.”
 - b. **New Action:**
 - i. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with Re-Tech, LLC for the Community Room upgrade project for a total not to exceed \$88,400.00. Acct. #09167100 5777 C0439**
 - ii. **Authorize the Office of Building Management to issue Change Order on Contract for a total not to exceed \$8,840.**
3. Review recommendation for the supply of audio/visual equipment for the Community Room and refer the following to the Common Council
“a. Authorize the Purchase Agent, to issue a Purchase Order to Valley Communication Systems, Inc, for audio and visual equipment for the City Hall Community Room for a total not to exceed \$49,399.24. Account #0916 7100 5777 C0439
b. Authorize the Office of Building Management to issue change orders on contract for a total not to exceed \$1,000.00”

D. Maritime Aquarium – Walk Bridge

1. Review request from Corporation Counsel relating to the Maritime Aquarium and the Walk Bridge replacement project and refer the following to the Common Council for action. Discussion on certain aspect of this real estate agreement will be conducted in **Executive Session:**
“a. Approval for Mayor Harry W. Rilling to execute on behalf of the City of Norwalk the document titled, Administrative Settlement Agreement, between the City of Norwalk and the State of Connecticut for the State to obtain certain property rights from the City’s property at 10 North Water Street, Norwalk, CT where the Maritime Aquarium is located, and for the functional replacement of the IMAX Theatre and other improvements at the Maritime Aquarium.

b. This item is to be referred to the Planning Commission for a review pursuant to Connecticut General Statute Sect. 8-24"

E. 98 South Main Street – South Norwalk Community Center

- 1. Executive Session** – Discussion on the City's proposal to purchase South Norwalk Community Center's one half interest in the property at 98 South Main Street. Subsequent to Executive Session, Committee action on the following is requested:

"Refer proposal for the City to purchase South Norwalk Community Center's one half interest in the property at 98 South Main Street pursuant to Connecticut General Statute Section 8-24."

VII. MISCELLANEOUS/DISCUSSION ITEMS

Prepared by Alan Lo
Dated: April 30, 2018

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
APRIL 4, 2018**

ATTENDANCE: Thomas Livingston, Chairman; Barbara Smyth; Beth Siegelbaum; Doug Hempstead; Chris Yerinides; Greg Burnett

STAFF: Alan Lo, Building and Facilities Manager

I. SITE AND BUILDING TOUR OF NATHANIEL ELY CENTER AT 6:00 PM AT THE MAIN ENTRANCE

The committee took a tour of the Nathaniel Ely Center.

II. ROLL CALL

Mr. Livingston called the meeting to order at 6:45 p. m. A quorum was present.

III. PUBLIC PARTICIPATION

Ms. Peggy Holton came forward in support of the Norwalk Land Trust Open Space Fund Request. She stated that we signed a contract with 78 Cranbury Road, LLC to purchase the 15.4 acre parcel located at 78 Cranberry Road for \$5 million on November 22, 2017. She stated that this parcel is located at the corner of Newtown Avenue and Cranberry Road. All structures on the property have been removed and the property now represents one of the largest open space parcels on Norwalk.

Ms. Holton stated that the purchase contract is contingent upon securing financing from The Conservation Fund for a sum up to \$4 million. The Norwalk Land Trust has a commitment from Mr. and Mrs. James Fieber and William Fieber for \$1 million which leaves a balance of \$4 million to be raised. She stated that this parcel is the same property which the Conservation Commission approved 15 houses to be built.

Ms. Holton stated that the trust seeks to make a grant request for \$200,000 from the Open Space Fund.

IV. MINUTES OF PREVIOUS MEETINGS

February 7, 2018

**** MR. YERINIDES MOVED TO APPROVE THE FEBRUARY 7, 2018 MINUTES AS SUBMITTED.
** THE MOTION PASSED UNANIMOUSLY.**

February 20, 2018 (Special Meeting)

Page 1 Add "Special Meeting" to the heading.

- ** MR. HEMPSTEAD MOVED TO APPROVE THE FEBRUARY 20, 2018 SPECIAL MEETING MINUTES AS AMENDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

March 13, 2018 (Special Meeting)

Page 1 Add "Special Meeting" to the heading.

- ** MR. YERINIDES MOVED TO APPROVE THE MARCH 13, 2018 SPECIAL MEETING MINUTES AS AMENDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

V. OLD BUSINESS

No items were brought forward.

VI. NEW BUSINESS

A. Fire Department

1. Review bids for the roof replacement project at the Fire Support Services Facilities and refer the following to the Common Council for action:

- "a. Authorize the Mayor, Harry W. Rilling, to execute a Contract with Young Developers LLC for the roof replacement project at the Fire Support Services Facilities for a total not to exceed \$583,709.00. Acct. 0918 3110 5777 C0443**
- b. Authorize the Fire Chief to issue Change Order on Contract for a total not to exceed \$58,371.00."**

- ** MR. LIVINGSTON MOVED TO REVIEW BIDS FOR THE ROOF REPLACEMENT PROJECT AT THE FIRE SUPPORT SERVICES FACILITIES AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:**
- "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH YOUNG DEVELOPERS LLC FOR THE ROOF REPLACEMENT PROJECT AT THE FIRE SUPPORT SERVICES FACILITIES FOR A TOTAL NOT TO EXCEED \$583,709.00. ACCT. 0918 3110 5777 C0443 AND B .AUTHORIZE THE FIRE CHIEF TO ISSUE CHANGE ORDER ON CONTRACT FOR A TOTAL NOT TO EXCEED \$58,371.00."**

Captain Jim Hines came forward in support of the item. He stated that in the 2017-18 Capital Budget, the Common Council approved \$475,000 for roof replacement. The roof project has been a budget request for five years.

Captain Hines stated that we have been working with Mr. Lo on the project. He stated that Mr. Lo has recommended that we request additional money needed to complete the project. Captain Hines stated that the low bid price for the roof replacement is \$583,709. He stated that the Common Council had allocated a Special Appropriation in the amount of \$108,709 to cover the shortfall which is in line with the current 4-6% construction cost increases each year.

Captain Hines stated that the 100 Fairfield Avenue building was built in 1984. It still has the original roof. The rubber roof has a life expectancy of 15-18 years. We have gotten 30 years out of this roof. We have been spot fixing many spots on the roof. Each year, it gets progressively worse.

**** THE MOTION PASSED UNANIMOUSLY.**

B. Office of Early Childhood

1. Review request to execute new agreements/amendments for the ongoing childcare programs at Ben Franklin Center and Nathaniel Ely Center and refer the following to the Common Council for approval:

"a. Authorize the Mayor, Harry W. Rilling, to execute a Sublease Agreement among the City of Norwalk, Community Development Institute Headstart, Inc. and, Odyssey Learning Inc. for the use of the Nathaniel Ely Center for the operation of a 2018 summer child care programming for Head Start children.

b. Authorize the Mayor, Harry W. Rilling, to execute a Sublease Agreement among the City of Norwalk, Community Development Institute Headstart, Inc. and Stepping Stones Museum for Children, Inc. for the use of the Ben Franklin Center for the operation of a 2018 summer child care programming for Head Start children.

c. Authorize the Mayor, Harry W. Rilling, to execute a Second Amendment to the Management Agreement between the City of Norwalk and, Odyssey Learning Inc. for the operation of the Nathaniel Ely Center to extend the term of the Agreement from July 1, 2018 to June 30, 2020.

d. Authorize the Mayor, Harry W. Rilling, to execute a Second Amendment to the Management Agreement between the City of Norwalk and Growing Seeds Child Development Center Inc., DCD, LLC for operation of the Benjamin Franklin Center to extend the term of the Agreement from July 1, 2018 to June 30, 2020.

MR. BURNETT MOVED TO REVIEW THE REQUEST TO EXECUTE NEW AGREEMENTS/AMENDMENTS FOR THE ONGOING CHILDCARE PROGRAMS AT BEN FRANKLIN CENTER AND NATHANIEL ELY CENTER AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR APPROVAL:

"A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SUBLEASE AGREEMENT AMONG THE CITY OF NORWALK, COMMUNITY DEVELOPMENT INSTITUTE HEADSTART, INC. AND, ODYSSEY LEARNING INC. FOR THE USE OF THE NATHANIEL ELY CENTER FOR THE OPERATION OF A 2018 SUMMER CHILD CARE PROGRAMMING FOR HEAD START CHILDREN, B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SUBLEASE AGREEMENT AMONG THE CITY OF NORWALK, COMMUNITY DEVELOPMENT INSTITUTE HEADSTART, INC. AND STEPPING STONES MUSEUM FOR CHILDREN, INC. FOR THE USE OF THE BEN FRANKLIN CENTER FOR THE OPERATION OF A 2018 SUMMER CHILD CARE PROGRAMMING FOR HEAD START CHILDREN, C. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE MANAGEMENT AGREEMENT BETWEEN THE CITY OF NORWALK AND, ODYSSEY LEARNING INC. FOR THE OPERATION OF THE NATHANIEL ELY CENTER TO EXTEND THE TERM OF THE AGREEMENT FROM JULY 1, 2018 TO JUNE 30, 2020 AND D. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE MANAGEMENT AGREEMENT BETWEEN THE CITY OF NORWALK AND GROWING SEEDS CHILD DEVELOPMENT CENTER INC., DCD, LLC FOR OPERATION OF THE BENJAMIN FRANKLIN CENTER TO EXTEND THE TERM OF THE AGREEMENT FROM JULY 1, 2018 TO JUNE 30, 2020.

Ms. Mary Oster stated that the programs are for children currently enrolled in CDI/Head Start during the school year. She stated that the Child Daycare Contract grant from the state that would normally fund a summer program will be used for the programs. She stated that a vulnerable group of children, many of whom are going to kindergarten in the fall will be engaged for five weeks during the summer.

Mr. Burnett stated that items a. and b. are missing start and end dates.

MR. BURNETT MOVED TO AMEND ITEMS A. AND B. OF THE REVIEW REQUEST TO EXECUTE NEW AGREEMENTS/AMENDMENTS FOR THE ONGOING CHILDCARE PROGRAMS AT BEN FRANKLIN CENTER AND NATHANIEL ELY CENTER AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR APPROVAL TO READ AS FOLLOWS:

"A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SUBLEASE AGREEMENT AMONG THE CITY OF NORWALK, COMMUNITY DEVELOPMENT INSTITUTE HEADSTART, INC. AND, ODYSSEY LEARNING INC. FOR THE USE OF THE NATHANIEL ELY CENTER FOR THE OPERATION OF A 2018 SUMMER CHILD CARE PROGRAMMING FOR HEAD START CHILDREN FROM JULY 5 THROUGH AUGUST 3, 2018 AND B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SUBLEASE AGREEMENT AMONG THE CITY OF NORWALK, COMMUNITY DEVELOPMENT INSTITUTE HEADSTART, INC. AND

STEPPING STONES MUSEUM FOR CHILDREN, INC. FOR THE USE OF THE BEN FRANKLIN CENTER FOR THE OPERATION OF A 2018 SUMMER CHILD CARE PROGRAMMING FOR HEAD START CHILDREN FROM JULY 5 THROUGH AUGUST 3, 2018.

**** THE MOTION PASSED UNANIMOUSLY.**

**** MR. BURNETT MOVED TO A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SUBLEASE AGREEMENT AMONG THE CITY OF NORWALK, COMMUNITY DEVELOPMENT INSTITUTE HEADSTART, INC. AND, ODYSSEY LEARNING INC. FOR THE USE OF THE NATHANIEL ELY CENTER FOR THE OPERATION OF A 2018 SUMMER CHILD CARE PROGRAMMING FOR HEAD START CHILDREN FROM JULY 5 THROUGH AUGUST 3, 2018, B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SUBLEASE AGREEMENT AMONG THE CITY OF NORWALK, COMMUNITY DEVELOPMENT INSTITUTE HEADSTART, INC. AND STEPPING STONES MUSEUM FOR CHILDREN, INC. FOR THE USE OF THE BEN FRANKLIN CENTER FOR THE OPERATION OF A 2018 SUMMER CHILD CARE PROGRAMMING FOR HEAD START CHILDREN FROM JULY 5 THROUGH AUGUST 3, 2018, C. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE MANAGEMENT AGREEMENT BETWEEN THE CITY OF NORWALK AND, ODYSSEY LEARNING INC. FOR THE OPERATION OF THE NATHANIEL ELY CENTER TO EXTEND THE TERM OF THE AGREEMENT FROM JULY 1, 2018 TO JUNE 30, 2020, AND D. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE MANAGEMENT AGREEMENT BETWEEN THE CITY OF NORWALK AND GROWING SEEDS CHILD DEVELOPMENT CENTER INC., DCD, LLC FOR OPERATION OF THE BENJAMIN FRANKLIN CENTER TO EXTEND THE TERM OF THE AGREEMENT FROM JULY 1, 2018 TO JUNE 30, 2020.**

**** THE MOTION PASSED UNANIMOUSLY.**

D. Conservation Commission Referral

**** MR. LIVINGSTON MOVED TO SUSPEND COMMITTEE RULES AND TAKE D. CONSERVATION COMMISSION REFERRAL NEXT ON THE AGENDA.**

**** THE MOTION PASSED UNANIMOUSLY.**

1. Review referral from Conservation Commission regarding Open Space funding request from Norwalk Land Trust for the acquisition of White Barn Property and: "Refer request to Planning Commission for Section 8-24 Review."

Mr. Livingston stated that the \$200,000 grant, if awarded, would be contingent upon the trust securing the additional funds that are necessary for the purchase. Ms. Holton stated that the trust will get a three year mortgage that could possibly be extended if we are close to raising the full amount and making progress in fund raising. Mr. Hempstead stated that the City will be able to structure the grant so that the City gains rights to a portion of the property.

**** MR. HEMPSTEAD MOVED TO SUSPEND COMMITTEE RULES AND ALLOW ACTION TO BE TAKEN ON THE ITEM.**
**** THE MOTION PASSED UNANIMOUSLY.**

**** MR. HEMPSTEAD MOVED TO REFER THE OPEN SPACE FUNDING REQUEST FROM NORWALK LAND TRUST FOR THE ACQUISITION OF WHITE BARN PROPERTY TO PLANNING COMMISSION AND LEGAL DEPARTMENT FOR SECTION 8-24 REVIEW AND THEN BE REFERRED TO THE COMMON COUNCIL.**
**** THE MOTION PASSED UNANIMOUSLY.**

C. Redevelopment Agency

1. Review proposal for the use of 50 Washington Street Plaza and related land swap and refer the following to the Common Council for action:

“a. Refer request to the Norwalk Planning Commission for review in accordance with Connecticut General Statutes Section 8-24;

b. Authorize the City to acquire land located at the corner of Main Avenue and Wall Street from the First Taxing District for the purpose of improving as open space land.

c. Authorize the City to transfer by quit claim deed for the benefit of the First Taxing District the property comprising the traffic island situated on East Avenue proximate to the Norwalk Green, as shown on the sketch dated and attached as backup.

d. Authorize the Mayor, Harry W. Rilling, to execute any and all documents, including a Memorandum of Agreement, with the First Taxing District and a quit claim deed for the purpose of completing the proposed land transfer and acquisition necessary to complete the above exchange.”

**** MR. YERINIDES MOVED TO TABLE THE REVIEW OF THE PROPOSAL FOR THE USE OF 50 WASHINGTON STREET PLAZA AND RELATED LAND SWAP AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:**
“A. REFER REQUEST TO THE NORWALK PLANNING COMMISSION FOR REVIEW IN ACCORDANCE WITH CONNECTICUT GENERAL STATUTES SECTION 8-24;; B. AUTHORIZE THE CITY TO ACQUIRE LAND LOCATED AT THE CORNER OF MAIN AVENUE AND WALL STREET FROM THE FIRST TAXING DISTRICT FOR THE PURPOSE OF IMPROVING AS OPEN SPACE LAND., C. AUTHORIZE THE CITY TO TRANSFER BY QUIT CLAIM DEED FOR THE BENEFIT OF THE FIRST TAXING DISTRICT THE PROPERTY COMPRISING THE TRAFFIC ISLAND SITUATED ON EAST AVENUE PROXIMATE TO THE NORWALK GREEN, AS SHOWN ON THE SKETCH DATED AND ATTACHED AS BACKUP AND D. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS, INCLUDING A MEMORANDUM OF AGREEMENT, WITH THE FIRST TAXING DISTRICT AND A QUIT

**CLAIM DEED FOR THE PURPOSE OF COMPLETING THE PROPOSED LAND TRANSFER
AND ACQUISITION NECESSARY TO COMPLETE THE ABOVE EXCHANGE."**

**** THE MOTION PASSED UNANIMOUSLY.**

E. Building Management

1. Review and recommendation on the proposed energy efficient lighting retrofit project at Police Headquarters and refer the following to the Common Council for approval:

a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Tri Stated LED Inc. for the supply of light fixtures for the Police Headquarters energy efficient lighting retrofit project for a total not to exceed \$32,554.86. Funds are available from account #0916/17 7100 5777 C0327

b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$3,255.40.

c. Authorize the Purchase Agent, to issue a Purchase Order to AM Electric Company, LLC, for the installation of light fixtures for the Police Headquarters energy efficient lighting retrofit project for a total not to exceed \$20,560.86. Funds are available from account #0917/18 7100 5777 C0327

d. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$2,056.00.

**** MR. LIVINGSTON MOVED TO A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH TRI STATED LED INC. FOR THE SUPPLY OF LIGHT FIXTURES FOR THE POLICE HEADQUARTERS ENERGY EFFICIENT LIGHTING RETROFIT PROJECT FOR A TOTAL NOT TO EXCEED \$32,554.86. FUNDS ARE AVAILABLE FROM ACCOUNT #0916/17 7100 5777 C0327, B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$3,255.40, C. AUTHORIZE THE PURCHASE AGENT, TO ISSUE A PURCHASE ORDER TO AM ELECTRIC COMPANY, LLC, FOR THE INSTALLATION OF LIGHT FIXTURES FOR THE POLICE HEADQUARTERS ENERGY EFFICIENT LIGHTING RETROFIT PROJECT FOR A TOTAL NOT TO EXCEED \$20,560.86. FUNDS ARE AVAILABLE FROM ACCOUNT #0917/18 7100 5777 C0327, AND D. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$2,056.00.**

Mr. Lo stated that we have assessed various lighting retrofit options in order to achieve optimum light level, energy saving and maximum return on investment. The proposed retrofit will incorporate a new Flat Panel LED product that is energy efficient and low cost.

City of Norwalk

Land Use & Building Management Committee

April 4, 2018

Page 7 of

Mr. Lo stated that in order to minimize overall project costs, Building Management and the Purchasing Department divided this project into two separate components. Separate bids were received for labor and for material.

**** THE MOTION PASSED UNANIMOUSLY.**

2. "Approve New England Energy Controls, Inc., an authorized service representative for KMC Building Energy Management System, as sole source vendor to service KMC equipment. This approval shall expire on July 1, 2021."

3. "Approve Automated Building Systems, Inc., an authorized service representative for Alerton Control Systems as sole source vendor to service Alerton equipment. This approval shall expire on July 1, 2021."

**** MR. LIVINGSTON MOVED TO "APPROVE NEW ENGLAND ENERGY CONTROLS, INC., AN AUTHORIZED SERVICE REPRESENTATIVE FOR KMC BUILDING ENERGY MANAGEMENT SYSTEM, AS SOLE SOURCE VENDOR TO SERVICE KMC EQUIPMENT. THIS APPROVAL SHALL EXPIRE ON JULY 1, 2021." AND 3. "APPROVE AUTOMATED BUILDING SYSTEMS, INC., AN AUTHORIZED SERVICE REPRESENTATIVE FOR ALERTON CONTROL SYSTEMS AS SOLE SOURCE VENDOR TO SERVICE ALERTON EQUIPMENT. THIS APPROVAL SHALL EXPIRE ON JULY 1, 2021."**

Mr. Lo stated that about fifteen years ago, the Office of Building Management began to assess the needs to upgrade building HVAC equipment control to achieve greater equipment operating efficiencies, occupant comfort and energy conservation. Our goals were to identify control companies control companies that would provide equipment with greater flexibility and adaptability. We also wanted to limit our vendors to two manufacturers so that our staff would have a greater familiarity with the system from building to building while securing competitive pricing. Mr. Lo stated that, overall, we are pleased with the strategy and with the manufacturers we selected.

**** THE MOTION PASSED UNANIMOUSLY.**

F. Norwalk Historical Commission

1. Review bids for ADA improvements project at Norwalk Historical Society Museum and refer the following to the Common Council for approval:

"a. Authorize the Mayor, Harry W. Rilling, to execute a contract with Giacorp Contracting Inc. for ADA improvements at the Norwalk Historical Society Museum in the amount not to exceed \$146,835.00. ACCOUNTS 09166310 5777 C0573, 09176310 5777 C0573, 09156310 5777 C0579, and 091863105777 C0549."

b. Authorize the Historical Commission to execute change orders on the Contract for a total not to exceed \$10,000."

**** MR. YERINIDES MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH GIACORP CONTRACTING INC. FOR ADA IMPROVEMENTS AT THE NORWALK HISTORICAL SOCIETY MUSEUM IN THE AMOUNT NOT TO EXCEED \$146,835.00. ACCOUNTS 09166310 5777 C0573, 09176310 5777 C0573, 09156310 5777 C0579, AND 091863105777 C0549 AND B. AUTHORIZE THE HISTORICAL COMMISSION TO EXECUTE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$10,000."**

Mr. Livingston stated that this phase of the project will construct a sidewalk from the City Hall parking lot to the main ADA entrance ramp into the building that was completed in Phase 1. He stated that an additional ramp into the separate office and meeting room wing of the building will be constructed.

**** THE MOTION PASSED UNANIMOUSLY.**

G. New Columbus School at Ely Site

1. Review proposed open space land swap necessary for the construction of the new Columbus School at Ely site, schedule for a Public Hearing and refer proposal to the Planning Commission for Section 8-24 Review.

Mr. Lo stated that there are no specific requirements for a public hearing but that this committee has decided to hold one.

**** MR. BURNETT MOVED TO SCHEDULE A PUBLIC HEARING FOR MAY 2, 2018 AND REFER PROPOSAL TO THE PLANNING COMMISSION FOR SECTION 8-24 REVIEW.**

**** THE MOTION PASSED UNANIMOUSLY.**

VII. MISCELLANEOUS/DISCUSSION ITEMS

A. Update on school improvement projects

Mr. Lo stated that it was discovered that the wood paneling and doors within Norwalk High School have slightly elevated levels of PCB's. He stated that due to the PCB's, the doors should not be refinished. Instead, they would have to be replaced. He stated that the cost of replacing the doors would be approximately \$300,000.

ADJOURNMENT

City of Norwalk
Land Use & Building Management Committee
April 4, 2018
Page 9 of

**** MR. YERINIDES MOVED TO ADJOURN.**
**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:24 p. m.

Respectfully submitted,

Tom Blaney
Telesco Secretarial Services



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 *AL*

RE : NEW COLUMBUS SCHOOL – OPEN SPACE LAND SWAP

DATE: APRIL 26, 2018

In November 2014, the Norwalk Board of Education initiated a district wide School Facilities Improvements Study to identify district wide needs. The study consisted of three components: a) evaluate existing building physical conditions and identify improvement needs; b) assess current student enrollment statistics, develop enrollment projections and identify space deficiencies; and c) develop a building improvement strategy in response to enrollment needs.

The final Facilities Improvement Plan identified a deficiency of approximately 900 seats at the elementary level. In order to address this need, the Plan proposes to construct a new South Norwalk School at Ely Site as the new Columbus School. Upon relocation of Columbus School students, the existing Columbus School building will be renovated to accommodate additional student enrollment. The new Columbus School will be a PreK-to-8 school and will continue to operate under the Bank Street educational model. The School's total enrollment will be 480 students. The new building will be approximately 66,031 square feet and will meet/exceed the latest standards in technology and building construction. Subsequent to Board of Education approval of the Facilities Improvement Plan, the City allocated \$41,912,000 as part of the City's 2017-2018 Capital Budget for this project.

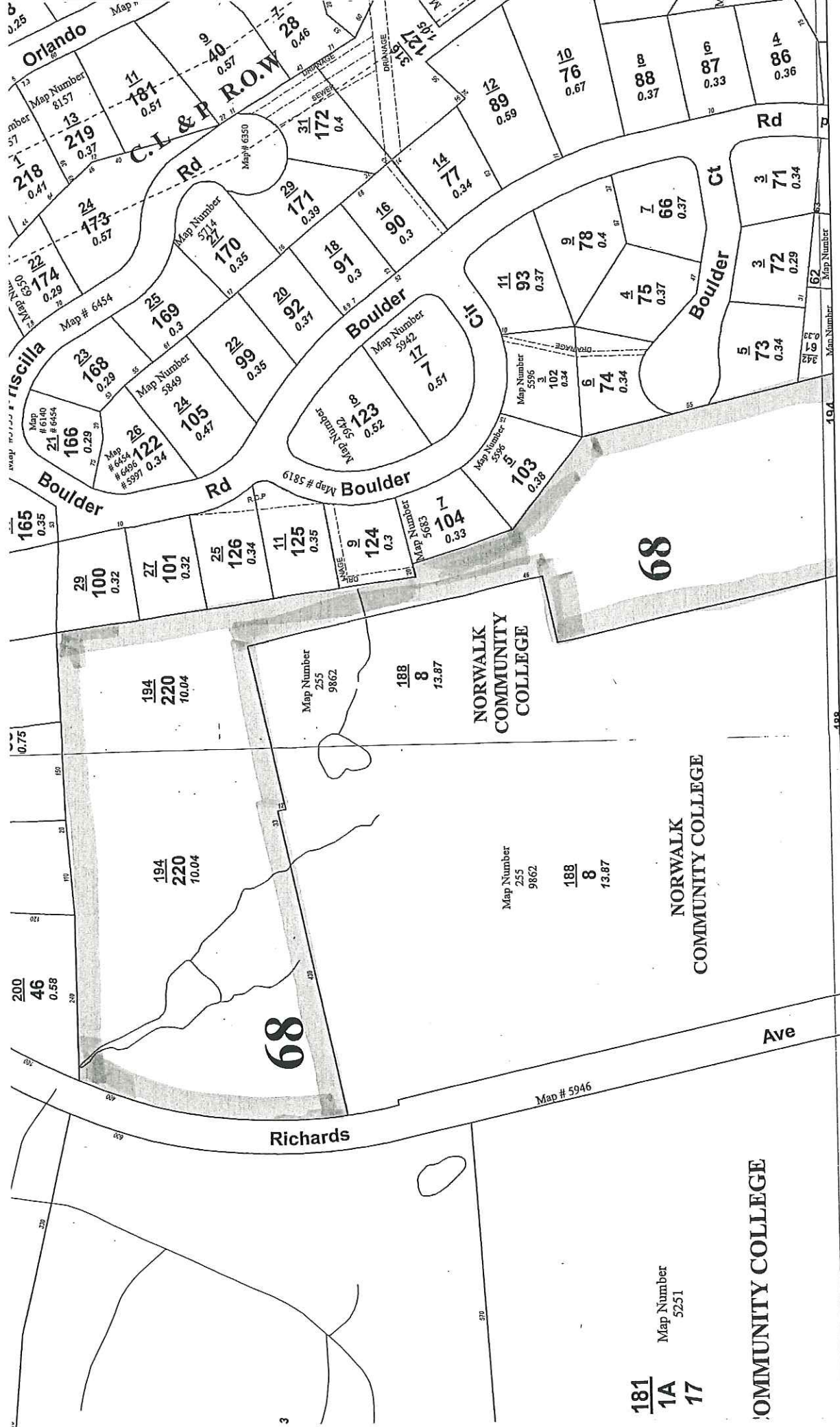
In addition, the existing school building (approximately 48,968 square feet) will be substantially renovated to meet district enrollment and programming needs.

Since the new Columbus School will be constructed in Springwood Ely Park (District 5, Block 83, Lot 52), replacement of open space to be occupied by the school is required. The total footprint of the building with its associated parking and bus loop will occupy approximately 4.21 acres. As part of the proposed plan for the school, the City is proceeding with the approval process to acquire two Tito Court properties for a total of approximately 0.93 acre. These properties will be designated as new open space. The net area required for open space land swap will be reduced to 3.28 acres.

The proposed open space replacement land is located behind Norwalk Community College. This property (District 5, Block 68, Lot 220) currently serves as a buffer zone between Norwalk Community College and the residential neighborhood. It is 10.04 acres. This property was never designated or deeded as open space. The proposed open space land swap will result in the amendment of the property deed to include an open space deed restriction. Based on real estate appraisals, the two areas of the open space land swap have similar land values.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to submit to applicable regulatory agencies and to implement the open space land swap necessary for the construction of the new Columbus School at Ely site. Proposed land swap will remove the federal and State Open Space restrictions on approximately 3.28 acres of Springwood Ely Park situated on Ingalls Avenue (District 5, Block 83, Lot 52) for the construction of the new Columbus School and encumber approximately 10.04 acres of City owned undeveloped property on Richards Avenue (District 5, Block 68, Lot 220) behind Norwalk Community College as Open Space land subject to federal and State use restrictions.



CITY OF



DPWES



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Map Number
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COMMUNITY COLLEGE

NORWALK
COMMUNITY COLLEGE

NORWALK
COMMUNITY COLLEGE

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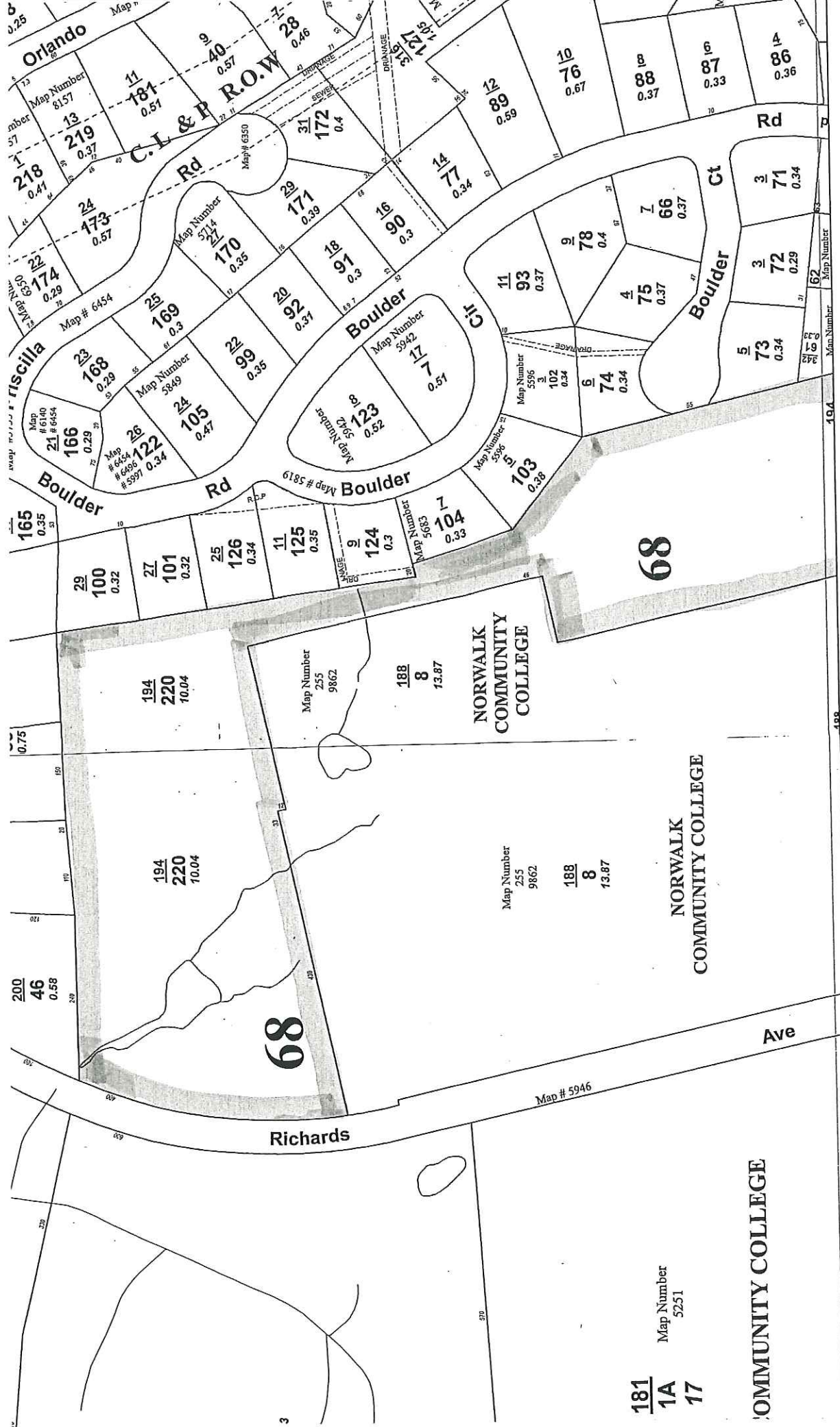
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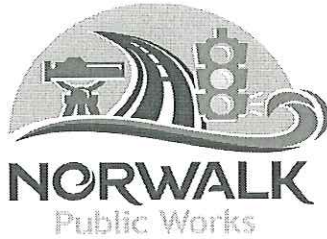
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Map # 5946

Orlando

C.L. & P. R.O.W.





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

VI A 2 & 3

TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT
COMMITTEE MEMBERS OF NFCC

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

RE : NEW COLUMBUS SCHOOL AT ELY SITE & PONUS RIDGE
SCHOOL

DATE: MAY 2, 2018

In November 2014, the Norwalk Board of Education initiated a district wide Facilities Improvements Study to identify system wide needs. The study consisted of three components: a) evaluate existing building physical conditions and identify improvement needs; b) assess current student enrollment statistics, develop enrollment projections and identify space deficiencies; and c) develop a building improvement strategy in response to enrollment needs.

The final Facilities Improvement Plan identified a deficiency of approximately 900 seats at the elementary level. In order to address this need, the Plan proposes to construct a new Columbus School at Ely Site and an addition to the Ponus Ridge Middle School for grades PK – 5, creating 900 new seats. Upon relocation of Columbus School students, the existing Columbus School building will be renovated to accommodate additional student enrollment. Similarly, once the addition at the Ponus Ridge Middle School is completed the Jefferson School will be vacated in order to renovate it. At the completion of both renovations (the old Columbus School and Jefferson) the 900 seats will be available. Subsequent to Board of Education approval of the Facilities Improvement Plan, the City allocated \$41,912,000 for the New Columbus School and \$43,348,333 for the addition and renovation to the existing Ponus Ridge Middle School as part of the City's 2017-2018 Capital Budget. State approval for these projects are in process.

As part of the requirements for State funding, the City must follow Connecticut High Performance Building Standards (CHPBS) of which there is a requirement to hire a Commissioning Agent (CxA). A Commissioning Agent provides preconstruction HVAC coordination services and is an integral part of the verification of equipment installation, operation and start-up/equipment programming process. Request for Qualifications/Proposals were publically advertised and the Purchasing Department received a total of 6 responses for the New Columbus School and 5 responses for the Ponus Ridge School project. The proposals were reviewed and it was discovered through a conversation with Consulting Engineering Services (CES) that they omitted the commissioning services for the existing building on the Ponus Ridge project, thereby eliminating CES for contention for that particular project.

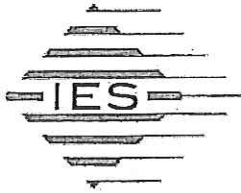
Attached is a summary of the fees for both projects. After a review of the responses and the fees it is our recommendation to approve Innovative Engineering Services, LLC for the New Columbus School @ Ely Site in the amount of \$51,400.00 and Colliers International for the Ponus Ridge School in the amount of \$80,350.00.

ACTION REQUESTED:

- 1a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Innovative Engineering Services, LLC to provide commissioning services for the new Columbus School at Ely Site for a total not to exceed of \$51,400. Acct. #09185010 5777 C0607**
- 1b. Authorize to establish a contingency for additional services as may be required for a total not to exceed \$5,000.**
- 2a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Colliers International to provide commissioning services for the Ponus Ridge Middle School additions and renovations for a total not to exceed of \$80,350. Acct. #09185010 5777 C0608**
- 2b. Authorize to establish a contingency for additional services as may be required for a total not to exceed \$8,000.**

		3826 - New South Norwalk School					
		Consulting Engineering Services	Innovative Engineering Services, LLC	Horizon Engineering Associates, LP (HEA)	Sustainable Engineering Solutions, LLC	Strategic Building Solutions, LLC (dba Colliers International)	van Zeim Heywood & Shadford, Inc.
A	Design Phase	\$ 5,291.20	\$ 4,000.00	\$ 4,400.00	\$ 5,000.00	\$ 2,900.00	\$ 6,850.00
B	Bid Phase	\$ 861.40	\$ 2,000.00	\$ 600.00	\$ 1,000.00	\$ 870.00	\$ 1,900.00
C	Construction Document Review	\$ 3,968.40	\$ 3,000.00	\$ 2,800.00	\$ 6,000.00	\$ 5,710.00	\$ 5,150.00
D	Commissioning Plan	\$ 330.70	\$ 1,500.00	\$ 1,200.00	\$ 2,000.00	\$ 580.00	\$ 1,200.00
E	Mechanical & Electrical Submitted Review	\$ 661.40	\$ 2,100.00	\$ 2,400.00	\$ 2,000.00	\$ 1,955.00	\$ 2,450.00
F	Controls Software Review	\$ 291.20	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,654.00	\$ 1,540.00
G	Pre-Functional Test Sheets, Development & Commissioning Log Books	\$ 1,322.80	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,955.00	\$ 2,200.00
H	On-Site Construction Observations/Meetings	\$ 5,291.20	\$ 10,000.00	\$ 13,400.00	\$ 5,500.00	\$ 27,540.00	\$ 5,500.00
I	Performed Functional Test Procedures	\$ 10,251.70	\$ 4,000.00	\$ 2,000.00	\$ -	\$ 2,205.00	\$ -
J	Develop Commissioning Schedule	\$ 330.70	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 905.00	\$ 1,100.00
K	Preparation for Testing, Adjusting & Balancing Work	\$ 330.70	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00	\$ 22,470.00	\$ 2,360.00
L	Perform Functional Test Procedures & Document Results	\$ 23,810.40	\$ 5,200.00	\$ 20,400.00	\$ 36,000.00	\$ 2,269.00	\$ 38,545.00
M	Review Contractor's Operation & Maintenance Manuals, Warranties As Built Documentation	\$ 2,645.60	\$ 2,500.00	\$ 1,200.00	\$ 2,500.00	\$ 314.00	\$ 2,150.00
N	Provide Operation Staff Systems Training	\$ 1,488.15	\$ 1,500.00	\$ 2,000.00	\$ 1,500.00	\$ 1,255.00	\$ 3,250.00
O	Final Commissioning Report	\$ 1,488.15	\$ 3,560.00	\$ 2,400.00	\$ 1,500.00	\$ 941.00	\$ 2,750.00
P	Warranty Period Review	\$ 2,976.30	\$ 2,800.00	\$ 5,040.00	\$ 1,500.00	\$ 2,560.00	\$ 2,200.00
Q	Reimbursable Expenses (Not to Exceed)	\$ -	\$ 1,000.00	\$ 2,400.00	\$ 3,800.00	\$ -	\$ 1,045.00
	TOTAL	\$ 61,140.00	\$ 51,400.00	\$ 64,000.00	\$ 72,800.00	\$ 76,083.00	\$ 79,590.00
Office Location		811 Middle Street, Middletown, CT 06457	Wallingford, CT	30 Broad Street, Suite 1500, NY, NY 10004	120 Willow Brook Drive, Berlin, CT 06037	135 New Road, Madison, CT 06443	10 Talcott Notch Road, Farmington, CT 06032

		3827 - Ponus Ridge Middle School					
		Consulting Engineering Services	Innovative Engineering Services, LLC	Horizon Engineering Associates, LLP (HEA)	Sustainable Engineering Solutions, LLC	Strategic Building Solutions, LLC (dba Colliers International)	
A	Design Phase	\$ 3,776.00	\$ 5,000.00	\$ 5,400.00	\$ 6,000.00	\$ 2,900.00	
B	Bid Phase	\$ 472.00	\$ 5,125.00	\$ 800.00	\$ 1,000.00	\$ 870.00	
C	Construction Document Review	\$ 2,892.00	\$ 5,000.00	\$ 3,700.00	\$ 7,000.00	\$ 4,450.00	
D	Commissioning Plan	\$ 236.00	\$ 2,000.00	\$ 1,500.00	\$ 2,000.00	\$ 580.00	
E	Mechanical & Electrical Submitted Review	\$ 472.00	\$ 5,000.00	\$ 3,000.00	\$ 2,500.00	\$ 1,955.00	
F	Controls Software Review	\$ 3,776.00	\$ 2,500.00	\$ 1,400.00	\$ 1,000.00	\$ 1,654.00	
G	Pre-Functional Test Sheets, Development & Commissioning Log Books	\$ 944.00	\$ 5,000.00	\$ 2,600.00	\$ 2,500.00	\$ 1,955.00	
H	On-Site Construction Observations/Meetings	\$ 3,776.00	\$ 20,000.00	\$ 17,800.00	\$ 7,000.00	\$ 29,649.00	
I	Performed Functional Test Procedures	\$ 7,316.00	\$ 7,500.00	\$ 2,600.00	\$ -	\$ 1,654.00	
J	Develop Commissioning Schedule	\$ 236.00	\$ 2,000.00	\$ 1,400.00	\$ 500.00	\$ 905.00	
K	Preparation for Testing, Adjusting & Balancing Work	\$ 236.00	\$ 1,000.00	\$ 2,800.00	\$ 1,000.00	\$ 26,440.00	
L	Perform Functional Test Procedures & Document Results	\$ 16,992.00	\$ 13,750.00	\$ 28,500.00	\$ 46,000.00	\$ 2,269.00	
M	Review Contractor's Operation & Maintenance Manuals, Warranties As Built Documentation	\$ 1,888.00	\$ 3,000.00	\$ 1,800.00	\$ 2,500.00	\$ 314.00	
N	Provide Operation Staff Systems Training	\$ 1,062.00	\$ 4,000.00	\$ 2,600.00	\$ 1,500.00	\$ 1,255.00	
O	Final Commissioning Report	\$ 1,062.00	\$ 7,775.00	\$ 9,200.00	\$ 1,500.00	\$ 940.00	
P	Warranty Period Review	\$ 2,124.00	\$ 9,850.00	\$ 3,600.00	\$ 1,500.00	\$ 2,560.00	
Q	Reimbursable Expenses (Not to Exceed)	\$ -	\$ 1,000.00	\$ 3,400.00	\$ 4,500.00	\$ -	
	TOTAL	\$ 47,200.00	\$ 99,500.00	\$ 86,100.00	\$ 88,000.00	\$ 80,350.00	
Office Location		811 Middle Street, Middletown, CT 06457	Wallingford, CT	30 Broad Street, Suite 1500 NY, NY 10004	120 Willow Brook Drive, Berlin, CT 06037	135 New Road, Madison, CT 06443	



INNOVATIVE ENGINEERING
SERVICES, LLC

AN INTEGRATED ENGINEERING + DESIGN FIRM

April 25, 2018

James Giuliano, MCPPO, CDP
Construction Solutions Group, LLC
P.O. Box 271860
West Hartford, CT 06127

RE: Clarification of Scope of Services for Commissioning Services at the New South Norwalk School @ Ely Site State Project No. 103-0248-N

IES Scope of Services listed below are to clarify specific items per phase that IES will complete. Please note Scope of Services provided by IES shall be in strict accordance with the listed RFP document above.

Site Visits

IES will provide the required meetings and site visits to cover the requirements described in the scope of work identified in Section 1.3 and the schedule provided in the anticipated milestone schedule.

To clarify our exclusions in proposal:

Building Envelope per Addendum 1

- Review of construction documents as it pertains to the roof, exterior walls and exterior windows with provision of comments on potential design issues at the end of each phase DD and CD.
- Review of select building envelope submittals pertaining to roofing systems, walls and windows to ensure compliance with design requirements. Review comments provided to architect/owner for architect's inclusion into their own review and comment.
- On site spot checks of installation with site observation reports provided to the owner and design team including review of any envelope mock-ups.
- Develop and witness of window testing; Not Provided, this shall be performed by a third-party testing agency hired by the owner if required to insure conformance to reference standards within the project specifications.
- IES will provide an infrared scan of the roof based on any penetrations and spot checking walls identifying any potential thermal breaks and or water infiltration.
- Aside from infrared scan any additional building envelope testing shall be performed by others and will be referenced as such and specification sections as coordinated with the design team.

Information Technology

IES will provide spot checking of CAT five and CAT six cable associated with the electricians and control contractors scope of work. IES will not commission the servers and or provide testing of the cabling. Telecommunications will be commissioned to include telephone public address A/V systems per addendum 1.

Terms and Conditions

IES will utilize the Terms and Conditions form provided by the owner's representative.

Sincerely,

Innovative Engineering Services, LLC

Peter J. Pyceja, PE
Principal



Headquarters

33 North Plains Industrial Road
 Wallingford, Connecticut 06492
 203.467.4370
 212.627.5035 New York Office
www.iesllc.biz

Firm Profile

Innovative Engineering Services, LLC (IES) is a fully integrated engineering and design firm that specializes in structural, mechanical, electrical, plumbing, fire protection, and technology engineering design and commissioning services. Over the past fifteen years, we have broadened our expertise to include renewable energy systems and solutions. With our combined years of hands-on experience, expanding knowledge base and established reputation, we can provide these services for a wide range of project parameters, including commercial, educational, health care, municipal, industrial and high-end residential. By closely monitoring evolving green initiatives, we offer the client the opportunity to save time and capital through implementation of energy saving emerging technologies.

IES has developed a service called Building Files. This suite of services provides a program which entails the process of electronically generating and managing building information during its life cycle. Building Files is a cloud-based Building Information Management system to organize and access all your facility documents utilizing our unique interactive technology.

The Start

In 2000 the three principals, Peter J. Pycela, Thomas E.A. Massaro and David Maurer, joined efforts to start their own business venture with a corporate office in the New Haven, Connecticut area and a satellite office in New York City. Since its inception, the firm has grown to become an award-winning organization comprised of professional engineers and highly skilled technical/design personnel, many of whom are LEED accredited professionals.

The Team

Team IES is committed to providing superior solutions using creative design approaches to today's construction process. The three principals have employed a project team approach, complete with professionals in each design discipline, contributing to the development of one cohesive and focused group. This collaborative model is reinforced in the field solving each project's unique challenges.

Services

- | | | |
|--------------|-------------------|--------------------------|
| • Structural | • Fire Protection | • Technology Integration |
| • Mechanical | • Security | • BIM |
| • Electrical | • Energy | • Building Files |
| • Plumbing | • Commissioning | • Facility Management |



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 SERVICES, LLC

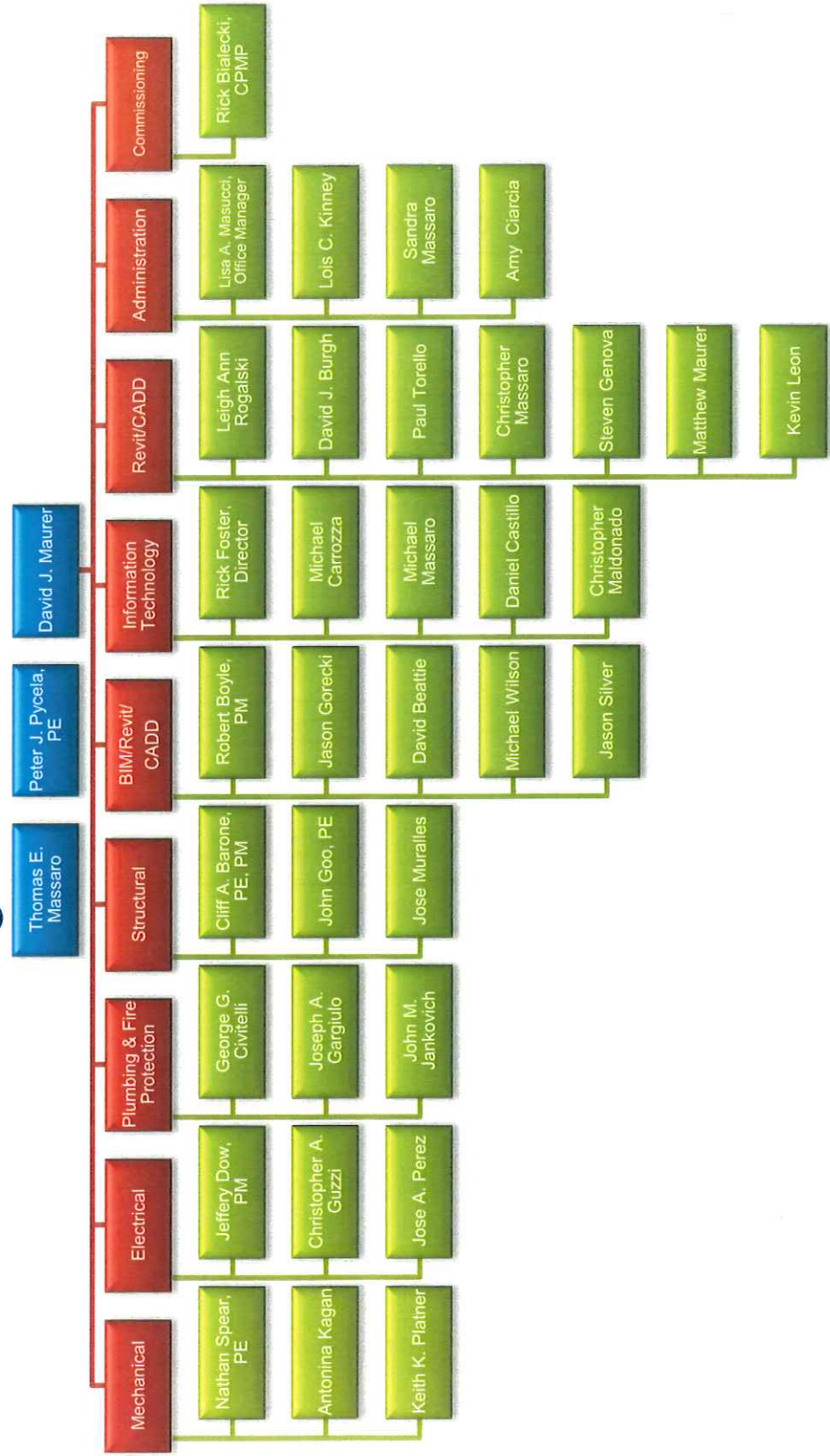
AN INTEGRATED ENGINEERING + DESIGN FIRM



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SERVICES, LLC

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Organizational Chart



Manager of Commissioning Services

CPMP

Education

B.S. Business
Management

Minor in Operations
Management and
Marketing

Johnson & Wales
University,

Providence, RI

Professional Registrations

Certification as
Commissioning Process
Management
Professional

Professional Affiliations

American Society of
Heating, Refrigeration
and Air Conditioning
Engineers (ASHRAE)

Building Commissioning
Association (BCA)

U.S. Green Building
Council

National Fire Protection
Association (NFPA)

Commissioning

Richard J. Bialecki

Professional Experience

Mr. Bialecki possesses outstanding communication and interpersonal skills which allow him to execute all projects to the highest caliber. Rick is well organized, detail-oriented and resourceful, which are all qualities that drive him to be an excellent decision maker. He is an extraordinarily supportive team member, which makes completing tasks easier and more enjoyable for co-workers and clients alike. Rick is highly self-motivated and will go above and beyond what is expected of him to achieve company and client goals and objectives. Rick has been with IES for eleven years.

Selected Commissioning Project Experience

Central High School, Bridgeport, CT: Commissioning of an existing high school currently in use, the project calls for the existing 280,000 square foot 1,800 student school to be renovated to new and (3) additions to the existing building.

Harding High School, Bridgeport, CT: Commissioning of a new 144,000 square foot facility on a new site scheduled to be completed in August 2017. The school will include state of state-of-the-art computer labs, virtual and traditional science labs, a graphics lab, music rooms, art classroom spaces, and athletic spaces as necessary.

Saxe Middle School, New Canaan, CT: Commissioning of an Auditorium Renovation of 8,200 SF facility, Music/ VPA Classroom Expansion and renovation at 15,425 SF and a classroom expansion design of approximately 25,000 SF. improvements, alterations, renovations and other desirable options necessary to bring the Auditorium into compliance with all applicable code and safety standards

Black Rock Elementary School, Bridgeport, CT: Commissioning of a 18,000 SF addition

Moser School, Rocky Hill, CT: New intermediate school, \$48 million building to include 79,000 square feet and accommodate 582 students in fourth and fifth grades. It is expected to open for the 2019-2020 school year.

Frank T. Wheeler School, Plainville, CT: Phased like-new renovation to classrooms, main office, nurse suite, and all spaces to a 50,000 SF building

Historic Colt Building, Hartford, CT: Office space renovation the 4th floor East Armory 140 Huyshope Avenue of approximately 20,000 SF and Enhanced Commissioning as required in accordance with LEED EAc3

West Shore Middle School, Milford, CT: Commissioning agent of the indoor air quality and M/E/P system improvements during the construction of phased renovations and new additions consisting of a gymnasium expansion, main office, and a PPT conference room totaling 10,151 SF. These additions to the existing facility will create a facility of approximately 82,930 SF.

Lee Company, Westbrook, CT: Design and commissioning of a new building 88,000 SF consisting of a mix of office space and manufacturing facilities



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PROJECT APPROACH AND METHODOLOGY

Innovative Engineering Services, LLC will represent the Owner's interest, ensuring that the building's array of systems is installed and tested to perform according to the design intent and the building owner's operational needs. Our primary goal as the Commissioning Agent (CxA) is to coordinate effective team collaboration. We will work with the Owner and the other construction professionals in determining the Facility's requirements regarding such issues as energy conservation, indoor environment, staff training, as well as "Day 2" operation and maintenance. The commissioning process shall be in accordance with the High Performance Building Construction Standards for State-funded buildings, as required by section 16a-38 of the Connecticut General Statutes. As shown on our organizational chart, we have a team dedicated to the commissioning effort which is part of a larger professional engineering firm equipped to assist as necessary.

Our firm places considerable emphasis on functional testing that are tailored to each manufacturer and installation, and verification that the building systems perform interactively in accordance with the project documents, resulting in lower operating costs. These tests are documented to clearly describe the individual systematic test procedures, as well as the expected systems response or acceptance criteria.

A building can be designed with the most innovative and energy-efficient technologies available, however if those systems are not installed and functioning properly, the efforts put into the design are not effective. Our team will confirm proper installation and verify all energy-related systems comply with the Owners Project Requirements (OPR) and the designers Basis of Design (BOD). We will identify any issues that may contribute to inefficiency or inadequacy of the building systems. Finally, we will verify the resolution of any issues identified during the functional testing process and effectively communicate the commissioning activities and results to the owner. Our firm works with architects, contractors, and manufacturers, performing multi-stage design drawing reviews, shop drawing reviews, site review services, on-site performance verification, and warranty follow-up to ensure OPR compliance throughout design, manufacture, and site assembly. Follow-up field and infrared thermographic surveys confirm OPR compliance, specifically in these problem areas.

Building envelope commissioning ensures the building envelope performs as intended and meets the established performance criteria by providing the desired thermal properties and resisting air and water migration. Due to the increased reliance by the mechanical systems on building envelope performance, failure of the building envelope can result in reduced occupant comfort, unrealized energy savings, and deterioration of some building envelope components. These building envelope failures can also result in costly repairs. As energy savings are associated closely with improved building envelopes, commissioning the envelope is critical to ensure that the performance criteria are achieved and the anticipated energy savings are realized. Performing a study in the schematic design phase leaves numerous stages at which design influences and coordination detailing can corrupt the intended service parameters of the envelope, which will be discussed later. In addition to mechanical system and building envelope integration, the general quality of the building envelope benefits from the commissioning process. Transitions between building envelope components or assemblies generally total less than 1% of the building envelope area but can account for 90% of failures and leakage (NIBS Annex U 2006).



April 26, 2018

Mr. Jim Giuliano
Program Manager
City of Norwalk
125 East Avenue, Room 116
Norwalk, CT 06856

Subject: *COMMISSIONING SCOPE OF SERVICES CLARIFICATION
Addition & Renovations to the Ponus Ridge Middle School
Project No. 3827 / State Project No. 103-0246 EA/EC/CV*

Dear Jim:

It was a pleasure speaking with you yesterday regarding our proposal to provide commissioning services for the Additions & Renovations to the Ponus Ridge Middle School for the City of Norwalk.

Colliers Fee Proposal to provide commissioning services will cover all the services requested in the scope of services in the RFQ/P. In addition, the number of meetings outlined in our proposal is our suggested number of meetings to commission the systems outlined in the RFQ/P. We understand that additional meetings may be required which are covered in our fee.

Please feel free to contact me at (860) 395-0055 ext. 135 or frank.baldino@colliers.com if you have any additional questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Frank Baldino".

Frank Baldino, PE, CCP
Director, Commissioning & Energy Services



April 11, 2018

Ms. Sharon Conners
Purchasing Officer
City of Norwalk
125 East Avenue, Room 103
Norwalk, CT 06856

Subject: *Proposal to Provide Commissioning Services
Addition & Renovations to the Ponus Ridge Middle School
Project No. 3827 / State Project No. 103-0246 EA/EC/CV*

Dear Ms. Conners:

Colliers' Commissioning & Energy Services team has an extensive history providing commissioning, retro-commissioning, and energy services throughout the Northeast. Founded as Strategic Building Solutions, the Commissioning & Energy Services team has been providing commissioning services since 1996 and has become a clear leader in the commissioning industry based on our proven success with clients and our role shaping and galvanizing the field.

Colliers is honored to have previously worked with Norwalk Public Schools by providing a retro-commissioning survey to identify energy conservation measures, preliminary implementation costs, and energy savings for the Norwalk High School and Brien McMahon High School.

Based upon our understanding of the requirements and complexities of the Addition and Renovations to the Ponus Ridge Middle School and the role intended for the commissioning agent, there is no doubt in my mind that the skills, experience and perspective that Colliers can provide are very closely aligned with the needs of the project.

Colliers' Commissioning & Energy Services team has extensive experience providing commissioning services for public schools throughout Connecticut including:

- › Branford's Walsh Intermediate School *Connecticut High Performance*
- › Clinton's Morgan High School *Connecticut High Performance*
- › ACES Leeder Hill *Connecticut High Performance*
- › Hartford's West Middle School *Connecticut High Performance*
- › Hartford Magnet Trinity College Academy *Connecticut High Performance*
- › Hartford's Weaver High School *Connecticut High Performance*
- › Bloomfield's Wintonbury Early Childhood Magnet School *LEED Silver Certified*
- › Bloomfield's High School
- › Bridgeport's Fairchild Wheeler Interdistrict Multi-Magnet HS *LEED Gold Certified*
- › Ella T. Grasso Technical High School *Connecticut High Performance*
- › Bristol's Forestville School *LEED Silver Certified / Connecticut High Performance*
- › Bristol's West Bristol School *LEED Silver / Connecticut High Performance*
- › Seymour's Chatfield-Lopresti Elementary School *Connecticut High Performance*
- › West Haven's High School *Connecticut High Performance*
- › Capitol Regional Education Council (CREC) Medical Professions & Teacher Preparation Magnet School *LEED Silver Certified*
- › Capitol Regional Education Council (CREC) Public Safety Academy
- › Emmett O'Brien Vocational Technical High School



As a firm committed to providing commissioning services for more than two decades, we have always recognized the clear link between a building's mechanical and electrical systems and the success of a project. As a result, more and more educational institutions are turning to Colliers for assistance with their facility needs because of our:

- › Team of experienced professionals with backgrounds in mechanical and electrical engineering, architecture, commissioning, construction, energy management, facilities planning and physical plant operations
- › Knowledge and experience with issues of sustainable design including an extensive list of more than **200 LEED Certified projects** as well as more than **50 Connecticut High Performance Projects**
- › Team-based approach which offers the depth and capacity to serve all of their technical needs at every phase of a project

We hope that this submission meets with your expectations. I acknowledge that we have received and reviewed Addendum #1 issued on April 6, 2018.

Colliers is also submitting a proposal to provide commissioning services for the New South Norwalk School Project. If Colliers was awarded both projects we could potentially reduce our fees for service due to possible efficiencies on overlapping project schedules.

I am personally committed to helping you meet your objectives. If you have questions or require additional information, you can contact me at (860) 395-0055 ext. 135 or frank.baldino@colliers.com.

Sincerely,

A handwritten signature in cursive script, appearing to read "Frank Baldino".

Frank Baldino, PE, CCP
Director, Commissioning & Energy Services

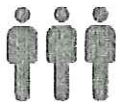
EXECUTIVE SUMMARY

Colliers' Commissioning & Energy Services team has an extensive history providing commissioning, retro-commissioning, and energy services throughout the Northeast. Founded as Strategic Building Solutions, LLC, the Commissioning & Energy Services team has been providing commissioning services since 1996 and has become a clear leader in the commissioning industry based on our proven success with clients and our role shaping and galvanizing the field. Provided below is a brief overview of the key qualities that distinguish Colliers from other commissioning firms.



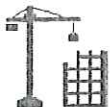
EXPERIENCE PROVIDING COMMISSIONING FOR PUBLIC K-12 ACADEMIC BUILDINGS

Colliers' Commissioning & Energy Services team was established to provide educational clients with managerial, technical and analytical support throughout the facilities planning, construction, and occupancy process. With this mission, Colliers has developed a very successful niche in ensuring that, at the end of capital projects, institutions and communities take ownership of a building that functions as intended. Through years of providing comprehensive commissioning services to a wide range of educational clients, our staff has developed a strong understanding of the inherent dynamics and demands on school facilities across the Northeast. ***An overview of Colliers experience with similar public school building projects is provided in our completed SF 330 in Section IV.***



MULTI-DISCIPLINED IN-HOUSE TECHNICAL CAPABILITY

Colliers employs a multi-disciplined team of in-house experienced engineers, constructors, architects, and building operators to ensure that personnel with expertise in the required disciplines are delivering all areas of our commissioning services; from carefully reviewing the design solutions proposed, to watching over their installation, and ultimately making sure they perform as intended. Our staff of licensed architects and engineers also brings significant experience in system design and design critique. For example, Colliers has added significant value to our clients through our design review services. These design reviews have produced documented savings for the Owner including avoided change orders, reduced energy and O&M costs and enhanced value for the project's initial capital costs.



IN-HOUSE BUILDING ENVELOPE EXPERTISE

Colliers has been involved in and advocating for building envelope commissioning services since before the ANSI standards were released. We recognized that high-performance mechanical systems could not operate without highly performing enclosures and enlisted the help of architects within Colliers with building envelope expertise to create our own internal team. We developed standards and since that time have commissioned building enclosures throughout the Northeast on a wide variety of enclosure types.

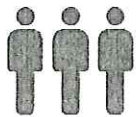
SCOPE OF SERVICES

The Colliers' commissioning team is actively helping to establish guidelines and best practices for the commissioning industry. ***As a BCA corporate provider firm, our commissioning processes comply with the BCA's "Essential Attributes of Commissioning" and are structured to follow the most current and up-to-date ASHRAE, NIBS and LEED commissioning guidelines.*** Above and beyond the industry standards, Colliers has helped take the process to new levels by developing unique processes and procedures for delivering building commissioning such as: system construction quality control, performance testing procedures, commissioning observation reporting and tracking, master list of findings, and operator training, to name a few.

At Colliers, we believe our commissioning team possesses the technical knowledge required to critique system design and performance plus the operational experience to understand how equipment actually works on the ground. This unique dual perspective informs how we approach our work and distinguishes us from our competition.



Be Proactive Colliers has trained our commissioning team to anticipate potential issues at all key project junctures whether the project is in the design, construction or occupancy phase. Tactics such as operations & maintenance focused design reviews and mock ups of critical systems or components during construction, are examples of a few of the field tested ways Colliers anticipates and prevents potential project issues.



Team Approach Colliers believes that a successful commissioning effort requires a combined effort of all the key project parties working collaboratively. Our goal as a commissioning provider is to be seen by the entire project team as a facilitator, a source of sound technical advice, and a fair and reasonable advocate for the Owner that is continually working towards a truly successful project.



Hands-On The Colliers approach is different from many providers in that we advocate maintaining a strong presence and hands-on approach throughout the entire commissioning process. This is especially true during the performance verification process. We believe that the majority of system functional performance tests and tests designed to verify the appropriate interaction between different systems is best led by the commissioning provider in collaboration with the Owner's operations and maintenance staff, and assisted as necessary by the contractor. This hands-on approach has proven to be a very powerful and effective way to train the facilities O&M staff, bridge the gap between construction and operations, and encourage the facilities operations personnel to take ownership of the facility and systems.

A summary of project phase goals along with a listing of typical key tasks to be performed by the commissioning agent appear on the following pages. **A detailed breakdown by project phase of our proposed commissioning tasks as well as an estimated number of hours anticipated for this project have been included in Section II of this proposal.**



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
 MEMBERS OF NFCC

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

RE : CRANBURY SCHOOL BOILER REPLACEMENT PROJECT

DATE: APRIL 26, 2018

As part of the 2017-2018 Capital Budget allocation for district wide school facilities improvement projects, \$1,378,000 was identified for Cranbury School improvements. Recently, we completed an electrical system evaluation as well as prepared technical specifications for the replacement of two HB Smith oil fired hot water boilers together with associated equipment and controls. These boilers were installed in 1958.

The Purchasing Department is schedule to advertise this project on May 1, 2018. However, as we reevaluate the completion schedule for October 1, 2018, we recognized that timely delivery of the boilers is a significant obstacle. In an effort to improve the schedule, we, in collaboration with Purchasing and Board of Ed staff, would like to solicit separate bids from boiler manufacturers for the supply of the boilers and separate bids from mechanical contractors for the installation of the boilers. Our goal is to expedite the delivery of the boilers and burners for the end of July.

In order to meet this schedule, we would like to advertise for the supply of the boilers on May 1 with bid opening on May 15. The estimated cost is approximately \$150,000 to \$180,000. At the upcoming May 2 Land Use and Building Management Committee meeting, we would like to request the Committee to forward the recommendation herein to the Common Council. Upon

receipt of the bids, I will insert the name of the apparent lowest bidder/manufacturer and the amount of their bid onto the proposed Common Council action. The bidding process for the installation of the boilers would be a few weeks behind.

Finally, please note that this project is partially funded through State's Alliance II grant in the amount of \$150,000.

ACTION REQUESTED:

- a. **Authorize the Purchasing Agent to issue a Purchase Order to (lowest responsible bidder) for the purchase of boilers for the Cranbury School boilers replacement project for a total not to exceed (\$ amount to be determined) Capital Budget Acct. #09185010 5777 C0610 and Norwalk Public Schools – State Alliance II Grant Acct. #28355200-430-25**
- b. **Authorize an allowance for change order for an amount not to exceed \$10,000.**



CITY OF NORWALK
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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
 NFCC

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

RE: NORWALK HIGH SCHOOL IMPROVEMENT PROJECT

DATE: MAY 2, 2018

Norwalk High School has an enrollment of 1,616 students. The building was constructed in 1971 and has approximately 310,000 square feet. In 2005, the City implemented a major improvement project which included the construction of a new science wing, a new music wing, replacement of the HVAC system, various infrastructure improvements and code updates. Most of the work was reimbursable by the State leaving substantial needed, but non-reimbursable, improvements untouched.

In November 2014, the Norwalk Board of Education initiated a district wide Facilities Improvements Study to identify system wide needs. The study consisted of three components: a) evaluate existing building physical conditions and identify improvement needs; b) assess current student enrollment statistics, develop enrollment projections and identify space deficiencies; and c) develop a building improvement strategy in response to enrollment needs.

The final Facilities Improvement Plan identified specific deficiencies in each of Norwalk's schools, including Norwalk High School, and recommendations to correct them. Parallel to this effort, in March of 2017, the Norwalk High School's School Governance Council, prepared a study of their own, identifying programmatic and aesthetic improvements for Norwalk High School. Subsequent to the Board of Education's approval of the Facilities Improvement Plan, the City allocated \$1,500,000 as part of the City's 2017-2018 Capital Budget and \$5,000,000 as part of the City's 2018-2019 Capital budget for improvements at Norwalk High School.

With the approval of the budget in April of 2017, the school facilities improvement team (the Team), consisting of City staff, Norwalk Public Schools staff and members of the Norwalk High School, School Governance Council met to review both the Board of Education's Facilities plan and the Norwalk High School's Governance Council's report to identify and collate projects into specific categories; reimbursed projects and non-reimbursed projects. In order to expedite the improvements on the High School it was decided by the Team to identify a number of projects that were reimbursable (therefore

they have to go through the State's approval process) and therefore need specific approvals from the City.

Once the projects were identified an Office of School Construction Grants and Review (OSCG&R) application needs to be submitted. The projects for which we are submitting for OSCG&R grant are:

- ADA upgrades to all toilet rooms
- Expansion of the Culinary Arts Program

ACTION REQUESTED:

Approve Norwalk Facilities Construction Commission (NFCC), acting in accordance with Norwalk Ordinances, as the Norwalk School Building Committee for the Norwalk High School Improvement Projects.

Authorize the preparation of schematic drawings and outline specifications for the Norwalk High School Improvement Projects.

Authorize the filing of a school grant application to the State Department of Administrative Services for the Norwalk High School Improvement Projects project. CT General Assembly defined project type is: (A) Alteration aka improvements or renovation) / CV (Code Violation, aka ADA).



CITY OF NORWALK
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TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT
 COMMITTEE

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

RE : OAK HILLS PARK – TURCO CONSTRUCTION CONTRACT

DATE: APRIL 23, 2018

A couple years ago, the City received a \$1,500,000 grant from State DEEP for improvements at the Oak Hills Park. With close coordination with Oak Hills Park Authority (OHPA), we have completed various improvements which included the following:

- Development of a facilities improvement plan;
- Construction of an equipment wash bay – a significant environmental friendly improvement;
- Design and construction of the Great Lawn and the Fountain Garden;
- Substantial improvements to the golf course (final work at Hole #3 and #4 to be completed within a month); and
- Remediation of underground contamination from abandoned underground heating oil tanks.

In regard to golf course improvements, Turco, our contractor, is installing sod and final paving of the new access cart path at Hole #3 and #4. Their original contract was \$980,413.75. As we proceeded with the construction, OHPA and I worked closely with Turco to refine the scope of work in an effect and to maximize the available State funds. We were able to secure additional drainage improvement work, improvements to the greens and additional cart path to improve safety. The Common Council had approved a contingency allowance of \$50,000 for Turco's

contract. At this time, we are prepared to closeout Turco's contract and an additional allowance of \$6,252.74 is required.

ACTION REQUESTED:

Authorize to increase contingency allowance for Turco Golf Inc.'s contract for Oak Hill Park Improvement Project for an additional \$6,252.74 (total \$56,252.74) and authorize Office of Building Management to issue change orders on Contract. Funds are available from DEEP Grant. Account No: 09151340 5799 C0558



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TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

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

RE: **CITY HALL – CONCERT HALL STAGE LIGHTING CONTROLS REPLACEMENT**

DATE: APRIL 24, 2018

The Norwalk Concert Hall has two lighting systems: a house lighting system which controls the lights in the seating area and a separate system for stage lighting. As part of the 2013-2014 Capital Budget, \$85,000 was allocated for the repair of the light equipment. The house lighting controller and associated electrical equipment were replaced about two years ago. At this time, Building Management is prepared to proceed with Phase 2 of the project in replacing the stage lighting control system (excludes stage lighting fixtures).

On March 22, 2018 the City's Purchasing Department solicited bids for the replacement of the stage lighting control system. The City received a total of two (2) bids. The results are as follows:

FIRM	TOTAL LUMP SUM BID
Supertech, Inc	\$37,986.00
Luminous Environments, LLC	\$45,000.00

After reviewing the proposals and a follow-up scope review with the apparent low bidder the Purchasing Department and the Office of Building Management would like to recommend the award to Supertech, Inc.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling to execute a Contract with Supertech, Inc. for the Norwalk Concert Hall – Stage Lighting Control System Replacement Project for a total not to exceed \$37,986.00. Acct. # 0914 4071 5777 C0439**
- b. **Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$3,798.00**



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TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: CITY HALL – COMMUNITY ROOM UPGRADES

DATE: APRIL 26, 2018

As part of the 2015 – 2016 Capital Budget Request, Building Management requested monies for upgrading the City Hall Community Room. The Community Room is a multipurpose room that has served the public and City Hall functions extensively through the years. The Community Room was renovated in 1987 as part of the City Hall renovation project. This was formerly the Norwalk High School Library.

On January 9, 2018, the Common Council awarded a contract to Transfer Enterprises for 1) the installation of glass cabinets with lighting, shelving and locks; 2) replacement of the fabric pin board; and 3) wood panel restoration and replacement. Unfortunately, Transfer Enterprises (as the apparent low bidder) and the apparent second lowest bidder have both withdrawn their bids. In lieu of considering the third lowest bidder whose bid was in excess of \$100,000, Building Management and the Purchasing Department decided to advertise the project for rebid.

Recently, the City received one (1) bid. The result is as follow:

FIRM	TOTAL LUMP SUM BID (incl. wood replacement allow.)
Re-Tech, LLC	\$88,400.00

After reviewing the bid submission and a follow-up scope review with the apparent low bidder, the Purchasing Department and the Office of Building Management would like to recommend the award to Re-Tech, LLC.

ACTION REQUESTED:

Rescind Common Council Action of January 9, 2018, VII., D. 1a & 1b which authorized the following:

"1a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Transfer Enterprises for the Community Room Upgrade Project for a total not to exceed \$47,000.00. Acct. # 0916 7100 5777 C0439

1b. Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$4,700.00"

New Action:

- a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Re-Tech, LLC for the Community Room Upgrade Project for a total not to exceed \$88,400.00. Acct. # 0916 7100 5777 C0439**
- b. Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$5,000.00**



CITY OF NORWALK
Department of Information Technology

To: Members of the Land Use Committee
From: Larry Manzi, E-government Coordinator
Re: City Hall Community Room Audio Visual System
Date: April 25, 2018

It has been a priority for The City of Norwalk to enhance the audio system and to allow for presentations and video recording of meetings and events in the community room. The room currently has no video recording capability and has no presentation capability. This new system will allow us to record public meetings, mayor's night out meetings, commission and committee meetings, other meetings and events, and broadcast them on channel 79 public access channel. It will also allow for audio and video presentations.

This project was suggested a few years ago but was officially started in October 2016 by hiring The JaffeHolden Company to design a presentation, capture and record system. JaffeHolden will also be responsible for the construction administration of the new system in the community room and they will confirm all work is in accordance with the audio/video drawings and specifications, and they will conduct the final testing of the system.

We have acquired most of the hardware for the community room audio visual system via several Area Nine Cable Council Grants over the past 18 months. These grants are available to Norwalk for hardware that will be used to record and broadcast meetings on the government public access channel 79.

In February 2018, the Purchasing Department solicited bids for the community room audio visual system. It was advertised in the legal section of The Hour, City of Norwalk Website-Bid Posting section, State of Connecticut Department of Administrative Services Solicitation Portal and Purchasing Department subscribed solicitation portal-Bonfire. The vendor Valley Communications Systems Inc. came in at \$49,300, below the anticipated pricing that The Jaffe Holden Company projected. Valley Communications Systems, Inc. is also on the State of Connecticut Contract (#13PSX0090) for these services.

ACTION REQUESTED:

a. Authorize the Purchase Agent, to issue a Purchase Order to Valley Communication Systems, Inc, for a total not to exceed \$49,399.24. Funds are available from account #0916 7100 5777 C0439

b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$1,000.00

CITY OF NORWALK

VID 1

LAW DEPARTMENT

CITY HALL
125 EAST AVENUE, P.O. BOX 5125
NORWALK, CONNECTICUT 06856-5125

TEL: (203) 854-7750
FAX: (203) 854-7901



TO: Common Council Land Use Committee
CC: Mayor Harry Rilling
Alan Lo, Building & Facilities Manager
FROM: Mario Coppola, Corporation Counsel
RE: Approval For Agreement With State of Connecticut For Property Taking At 10 N.
Water Street, Norwalk, CT (Maritime Aquarium) for the Walk Bridge Project
DATE: April 27, 2018

I. INTRODUCTION

As you may know, the Walk Bridge, built in 1896, is the bridge that carries four tracks of the New Haven line. It is in need of substantial repair and/or total replacement and the State of Connecticut (the "State") and the Federal Transportation Agency ("FTA") has concluded that the Walk Bridge should be replaced with a long span vertical lift bridge. As part of the Walk Bridge replacement project, the State needs to obtain certain property rights from the City of Norwalk (the "City") at City owned property at 10 North Water Street where the Maritime Aquarium is located (the "Property"). The State will be recording easements over certain portions of the Property, in which certain areas will be permanently encumbered by the easement and other portions of the Property will be temporarily encumbered until the completion of construction of the Walk Bridge project. As more fully explained below, the State will provide just compensation to the City for the taking of any easements over the Property. Attached hereto as **Exhibit 1** is the proposed Settlement Agreement by and Between the State and City.

II. DESCRIPTION OF THE TAKING

The State will be taking certain temporary and permanent easements on the Property as shown the plans attached hereto as **Exhibit 2** (the "Plans"). First, as show on the Plans, Easements "A" and "B" will be permanent easements which are necessary for the construction and continued maintenance of the Walk Bridge. While these easements will not be released upon the completion of the project, the Connecticut Department of Transportation ("CT DOT") has confirmed in writing that these areas may be used by the City subsequent to the completion of the project so long as the manner in which the areas are used by the City does not impede CT DOT's ability move through the areas in order maintain the Walk Bridge. Therefore, the City will not be able to construct any structures in these areas that would physically restrict CT DOT's use of the areas and/or access to the Walk Bridge.

Second, construction easements "1", "2" and "3" as shown on the Plans are temporary easements for the purposes of construction and will be released upon the completion of the project. Project completion is realized when the contractor represents to CT DOT that it has completed its contractual obligations to CT DOT and CT DOT confirms the same. Once CT DOT confirms that the project is completed, CT DOT's Division of Rights of Way will file affidavits with the Town Clerk thereby effectively releasing the respective construction easements. The land incorporated by construction easements 1, 2 and 3 would then no longer be encumbered by CT DOT's easements.

Third, certain parts of the building and other improvements at the Maritime Aquarium will be demolished by the State as part of this project. These areas of the building and other improvements at the Aquarium to be demolished are as follows:

- The deck platform and dock associated with the Aquarium's research vessel, the "Spirit of the Sound";
- IMAX Theatre;
- Annex building and animal exhibits located within that building; and
- Seal Exhibit.

III. COMPENSATION AND FUNCTIONAL REPLACEMENT

The State will be paying the City \$2,165,000.00 for the value of the easements described above in Section II. Attached hereto as **Exhibit 3** is an appraisal from CT DOT which supports its valuation of the easements. Please note that the City retained its own appraiser, Pat Wellspeak, MAI, to review the offered value from CT DOT and Mr. Wellspeak confirmed that \$2,165,000.00 does, in fact, reflect the fair market value of the easements.

Fortunately, the State has agreed to functionally replace all of the above described areas of the building and other improvements at the Aquarium rather than just providing the City and Aquarium with a payment for the current value of these areas of the building and other improvements as they currently exist and based upon their current age. The cost to functionally replace these areas of the building and other improvements is estimated to cost \$34,552,395.00, whereas the appraised value of these areas of the building and improvements is \$22,520,000.00. The City and Aquarium are able to benefit from the functional replacement of the building and

improvements because the land and buildings occupied by the Aquarium happen to be owned by the City, and the Property is held out to the general public for the purposes of education and scientific advancement. CT DOT was requested and was granted concurrence from the FTA in order to afford the City the option of utilizing the “functional replacement” provision, which is set forth in the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. The functional replacement provision allows the State to offer to the City a payment for the cost to replace the functionality of an improvement in lieu of being paid based upon an appraisal’s determination of damages resulting from its loss altogether. In this case, the difference between the appraised value of the building and improvements to be taken by the State versus the estimated cost to functionally replace the building areas and improvements is \$12,032,935.00. The costs are higher to functionally replace the building and improvements as new versus the value of the building and improvements which have depreciated in value over the years by virtue of age and use. The functional replacement affords the benefit of having these areas of the building and improvements be constructed new. Furthermore, the functionality of the new IMAX theatre will incorporate significant modern advancements in technology thereby providing a modern viewing experience. The newly constructed seal exhibit area will also be significantly bigger and improved in comparison to the existing seal exhibit area.

Attached as a separate exhibit to the Settlement Agreement (**Exhibit 1**) is the Vessel Relocation Study. The Vessel Relocation Study provides the basis for identifying a preferred new vessel location. There will be continuing evaluations and communications with City officials and other stakeholders to develop a final design and to obtain various state and federal approvals before the final vessel relocation is approved for construction. The Vessel Relocation Study was reviewed by the City’s consultant, Sue Prosi. Attached hereto as **Exhibit 4** is Ms.

Prosi's written review of the Vessel Relocation Study in which she recommends the City's concurrence with the Vessel Study.

IV. OTHER CONSIDERATIONS

The City's approval of the Settlement Agreement is needed in order for CT DOT to obtain its final approval to commence payments to the Aquarium for the design and construction of the building areas and improvements that are to be replaced. In anticipation of receiving these funds from the State, the Aquarium already significantly expended its own funds to commence the design and development of the new building areas and improvements. Therefore, "time is of the essence" with regard to your approval of the Settlement Agreement because the Aquarium needs to start to receive the first part of the scheduled payments from the State pursuant to the budget that has been worked on between the State and Aquarium for the past year. Please note that the Aquarium officials and staff are in full support of the proposed functional replacement of the building and improvements, and officials from the Aquarium will be at your meeting to present additional information and to answer any of your questions.

Additional back-up information, exhibits, documentation, photos and plans are available in the Norwalk City Clerk's Office, Freedom of Information files in Norwalk City Hall, 125 East Avenue, Norwalk CT.