



**LAND USE AND BUILDING MANAGEMENT COMMITTEE
MEETING AGENDA
WEDNESDAY, JANUARY 3, 2024 @ 7:00 PM**

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Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Alan Lo at alo@norwalkct.gov to provide written public comment prior to the meeting.

I. ROLL CALL

II. PUBLIC HEARING

- A. Request for the naming of the patio at Oak Hills Park tennis facilities in honor of Mr. Arthur Goldblatt, local attorney, long-time Norwalk resident and

dedicated supporter of tennis in the community with special interest in promoting tennis and education with urban kids.

III. PUBLIC PARTICIPATION

IV. MINUTES OF PREVIOUS MEETING(S)

Approve minutes of December 6, 2023

V. OLD BUSINESS

- A. Review request for the naming of the patio at Oak Hills Park tennis facilities in honor Mr. Arthur Goldblatt and refer the following recommendation to the Common Council for action:

“Approve the naming of the patio at Oak Hills Park tennis facilities in honor of Mr. Arthur Goldblatt, local attorney, long-time Norwalk resident and dedicated supporter of tennis in the community with special interest in promoting tennis and education with urban kids.”

- B. Review request from property owner at 25 Pogany Street for land swap for a portion of Fodor Farm and subject to support of the Committee, thereafter, schedule for a public hearing.

VI. NEW BUSINESS

- A. Review request for a lease extension with Family and Children’s Agency at Ben Franklin Center and refer the following to the Common Council for action:

“Authorize the Mayor, Harry W. Rilling, to execute a Lease Amendment with Family and Children’s Agency for the use of portions of the second floor and third floor of Ben Franklin Center for its children afterschool programs and administrative offices for a period of 5 years. Lease payments shall be as follows:

September 1, 2024 to August 31, 2025: \$3.00/sf

September 1, 2025 to August 31, 2026: \$3.25/sf

September 1, 2026 to August 31, 2027: \$3.50/sf

September 1, 2027 to August 31, 2028: \$3.75/sf

September 1, 2028 to August 31, 2029: \$4.00/sf”

VIA TELECONFERENCE

- B. Review request for agreements with YMCA for the proposed Norwalk Community Recreation Center at 98 South Main Street and refer following recommendations to the Common Council:
- “1. Authorize the Mayor, Harry W. Rilling, to enter into a Subgrant agreement and all other related HUD grant requirements/documents/agreements as may be required with Riverbrook Reginal Young Men’s Christian Association, Inc. (YMCA) for the development of the Norwalk Community Recreation Center at 98 South Main Street, as necessary for the receipt and expenditure of HUD grant in the amount not to exceed \$1,750,000. The City will have full responsibilities in compliance with HUD grant requirements.**
- 2. Authorize the Mayor, Harry W. Rilling to enter into a 5-year operating License Agreement with Riverbrook Reginal Young Men’s Christian Association, Inc. (YMCA) to operate recreation programs at the proposed Norwalk Community Recreation Center at 98 South Main Street. Terms of the Agreement shall be as recommended by the Land Use and Building Management Committee. (Please be advised that detailed terms for the operating agreement are continued to be developed. Additional details and adjustments to the above terms will be available at the January 3, 2024 meeting.)”**
- C. Review recommendation to retain Silver Petrucelli + Architects for the proposed Norwalk Community Recreation Center at 98 South Main Street and refer recommendation to the Common Council for action:
- “1. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Silver Petrucelli + Associates for architectural design services for the proposed Norwalk Community Recreation Center at 98 South Main Street for a total not to exceed \$662,751.00. Funds for this agreement are available from ARPA funds. Acct. #134030-5796-ABL01**
- 2. Authorize the Office of Building Management to issue change orders on Contract for additional services as may be required for a total not to exceed \$60,000. Acct. #134030-5796-ABL01”**
- D. South Norwalk School – update on the proposed acquisition of abutting properties along Oxford Street and South Main Street.
- E. Update on School Construction projects.

VIA TELECONFERENCE

- F. Review bid result for the renovation of the old newsstand at City Hall for a new Customer Services Center and refer recommendation to the Common Council for action:

“1. Authorize the Mayor, Harry W. Rilling, to execute an agreement with HV Contractor Corporation for the Customer Service Center Renovation Project at City Hall for a total not to exceed \$68,000.00. Account# 014071 5561.

2. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$6,800.00. Account# 014071 5561.”

VII. MISCELLANEOUS/DISCUSSION ITEMS

Prepared by Alan Lo
Date: December 26, 2023



To: Land Use and Building Management Committee of the Common Council
Recreation, Parks, and Cultural Affairs
From: Oak Hills Park Authority
Friends of Oak Hills Tennis

The Oak Hills Park Authority and Friends of Oak Hills Tennis, in accordance with Chapter 27 of the Norwalk City Ordinances, are requesting approval to name a recently built outdoor patio space at the Oak Hills Park Tennis Facility in honor of Arthur Goldblatt, through the placement and dedication of a memorial plaque.

Arthur "Art" Goldblatt was an attorney and long-time resident of Norwalk who served as corporation council under Mayor Bill Collins and served on the Oak Hills Park Authority. He loved the game of tennis and wanted to create opportunities for young people to discover the game and learn to play. Art is probably best known for founding the Norwalk Grassroots Tennis program in 1995, which allowed him to focus on two things he loved: helping others and playing tennis.

Through the years, one of Art's favorite places to play was at Oak Hills Tennis Center. He formed the Friends of Oak Hills Tennis group in 2019 to help improve the facility and bring more players to the courts, appreciating that the courts at Oak Hills were the only Har Tru courts in Norwalk. He helped organize informal weekend tennis drop-ins, a yearly Labor Day Tournament open to the public, and several other tennis events. Art was the first chair of "Tennis Friends" and through the years we have grown to over 175 members.

Having a place to gather and socialize at Oak Hills was always a focal point for Art. Since his passing in October of 2021, and with the help of the Tennis Friends and the 501(c)(3) Supporters of Oak Hills, the Tennis Friends donated and funded building a new stone patio at the OHP Tennis Center, which was completed in the summer of 2022.

We would like to dedicate and name this patio "Arthur's Court" in Art's memory, with a plaque placement ceremony to be held in the summer 2023, at the expense of OHPA and the Tennis Friends of Oak Hills.

Thank you for your consideration.

Denise Brown,
OHPA Member & Tennis Committee Chair
Friends of Oak Hills Tennis

Joseph Andrasko,
OHPA Chair

Arthur's Court

This patio is dedicated to Arthur Goldblatt, founder of the Tennis Friends of Oak Hills Park. Art was a true tennis lover. As a passionate player and advocate for the sport, his enthusiasm was inspirational. In his memory, the Friends will continue to bring together players of all ages, skill levels and experience to enjoy this beautiful game.

The Tennis Friends of Oak Hills Park - 2023

[¹]HISTORY: Adopted by the City of Norwalk Common Council as indicated in article histories. Amendments noted where applicable.]

[1] *Editor's Note: Former Ch. 27, Building Management, Department of, adopted 6-12-1979, was repealed 7-27-1982. For current provisions regarding building management, see § 74-23A.*

Article I Naming

[Adopted 9-27-2011]

§ 27-1 Purpose.

The purpose of this article is to establish guidelines and formalize procedures when considering the naming or renaming of a City-owned or -controlled building and facility, or sections thereof, administered under the responsibility charged to the Land Use and Building Management Committee of the Common Council.

§ 27-2 Policy and considerations.

- A. The primary consideration when naming a building or facility, or section thereof, should be to clearly identify the location and function for ease of access and to avoid confusion. A geographical description is preferred in the name. A public facility or part of a facility may be identified by naming in honor of an individual or group through use of a memorial plaque or similar commemorative inscription.
- B. If a facility is to be named in honor of an individual, it is generally required that such individual has made a significant contribution to the community through public service and deeds and was respected for his or her accomplishments and good conduct. An individual shall be deceased at least one year prior to the naming. Groups should not be in a position to influence the process by funding of past or future operations of the building or facility, and it is ultimately important for the City to avoid any perception of improper manipulation, special favor, vested interest, or endorsement of businesses, products or services.

§ 27-3 Procedure.

Naming of City buildings and facilities shall proceed as follows.

- A. The proposed naming of a facility shall be placed on a Land Use and Building Management Committee regular meeting agenda for discussion and review. In the event that the facility or part thereof to be named is located at a City Park, the proposed naming shall be placed on the Recreation, Parks and Cultural Affairs agenda for discussion and review.
- B. A public hearing is required prior to forwarding the naming request to the full Common Council for approval. The hearing shall be held at a regular meeting of the Land Use and Building Management Committee, and the scheduling of said hearing shall have been approved at a previous regular meeting by a majority vote of the Committee.
- C. A two-thirds majority (10 votes) of the Common Council is required for the approval of the naming or renaming of a facility which falls under the responsibility of the Land Use and Building Management Committee of the Common Council.

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
REGULAR MEETING
DECEMBER 6, 2023**

ATTENDANCE: Barbara Smyth, Chair; James Frayer; Greg Burnett;
Nicol Ayers; Heather Dunn; Dajuan C. Wiggins Sr. (7:15)

STAFF: Alan Lo; JoAnn Acquarulo- Assistant

OTHERS: Darlene Young, Common Council (8:01); Nora Niedzielski-Eichner,
Common Council (8:26); Robert Stowers, Parks and Recreation;
Denise Brown, Oak Hills Park; Jim Giuliano & Dan Phillips, CSG Consultants

CALL TO ORDER

Ms. Smyth called the meeting to order at 7:04 p.m.

PUBLIC PARTICIPATION

There was no one from the public who wished to address the Committee at this time.

MINUTES OF THE PREVIOUS MEETING

● **October 4, 2023**

**** MR. BURNETT MOVED THE MINUTES OF THE OCTOBER 4, 2023 MEETING.
** THE MOTION TO ACCEPT THE MINUTES OF THE OCTOBER 4, 2023 MEETING
PASSED WITH FOUR (4) IN FAVOR (SMYTH, FRAYER, BURNETT, AYERS) AND ONE (1)
ABSTENTION (DUNN)**

OLD BUSINESS

There was no old business at this time.

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NEW BUSINESS

- A. Request for the naming of the tennis facilities at the Oak Hill Park in honor of Mr. Arthur Goldblatt, local attorney, long-time Norwalk resident and dedicated supporter of tennis in the community with special interest in promoting tennis and education with urban kids. Subject to Committee's review and support, scheduling of a Public Hearing is required per Ordinance.**

****MR. BURNETT MOVED TO APPROVE ITEM A.**

Ms. Smyth shared she is excited for this request and supports wholeheartedly. Mr. Goldblatt is well known in the community, the founder of grassroot tennis that has helped many kids in the community.

Mr. Lo wanted to add on a personal note that he met Mr. Goldblatt back in the 80's to help him put in the tennis courts in the Colonial Village and he also helped with the tennis center.

Ms. Brown spoke on the proposal. In 2019, Mr. Goldblatt began a small committee called tennis friends of oak hill which was a drop in tennis clinic on the weekend, welcoming those from all over. Initially began with 125 players with over 200 players now. The group meets on the weekends from May to November. Mr. Goldblatt also started a Labor Day tournament to enhance the program. Something that is favored about. Before Mr. Goldblatt passed away, they were raising funds for a patio at the tennis site, the goal was completed last summer in his honor. They would like to honor the area by calling it "Arthur's Court".

Mr. Burnett had a question about what exactly was going to be named, the patio area or the tennis facility. Ms. Brown responded it would just be the patio area that would be the dedication to him. Mr. Burnett mentioned the request states naming the tennis facilities at Oak Hills Park, not the patio area specifically.

Mr. Lo said he would change the language to the proposal once they issue the public hearing notice.

Ms. Ayers asked if the plaque was still going to be built as there was mention of it. Ms. Brown responded there will be a plaque installed in memory, which would be donated for memorials and other gatherings. Ms. Ayers asked if they would be working with the Park and Recreation's new guidelines for statues, monuments, and memorials. Ms. Stowers responded with yes, they can work together to make sure everything falls to standard.

**** THE MOTION WAS PASSED UNANIMOUSLY TO MOVE THE ITEM TO THE PUBLIC MEETING IN JANUARY.**

Mr. Lo wanted to welcome Ms. Dunn and other attendees to the meeting. He wanted to share the three basic responsibilities of the Committee that go along with his office: municipal building operations and maintenance, building construction of municipal buildings including schools, and acquisition and City of Norwalk

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disposition of city properties. Mr. Lo introduced Ms. Acquarulo as his assistant and Jim Giuliano as the consultant on the contract.

Mr. Giuliano introduced himself as the president of the Construction Solutions Group; they were hired in 2017 for four projects. After the first contract was completed, they won the next contracting bid with Norwalk. He introduced Dan Phillips as the project manager who works closely with Mr. Lo and Ms. Acquarulo for the project of Cranbury Elementary School, Norwalk High School, and South Norwalk Elementary School.

Mr. Giuliano provided project overview for Cranbury School, Norwalk High School and South Norwalk School projects.

Mr. Lo added locally there is about another 6.5 million available for Norwalk High School. He mentioned this project will not impact the education but the remaining on-site outdoor athletic sports will need to be relocated off site. They will be meeting with the school building advisory committee tomorrow to go over the project updates. The project is currently out to bid with bid opening in early January then the approval process will begin. The construction should take a little more than five years, with the building construction taking approximately three and a half year and another year and a half to finish the demolition of the existing school building and start the construction of the athletic facilities.

Mr. Phillips shared a more recent update on the projects and that South Norwalk elementary is expected to go out to bid in late December. They should receive bids back for the construction manager to review during the month of January to prepare a GMP(guaranteed maximum price) amendment. Any construction activity would occur late February or beginning of March 2024. The new school is scheduled for occupancy in fall of 2025.

Ms. Ayers had a question about the design. She said compared to the most recent design for other projects this design looked lacking. She wanted to know if this is the final design and Mr. Phillips and Mr. Lo indicated that this is the final design, however, additional aesthetic enhancement can be incorporated. Mr. Phillips provided additional rendering for review.

Mr. Frayer shared that he understood what Ms. Ayers had said. He suggested sharing different views and interior design rendering as the initial drawings were more dramatic and in line with other schools.

Ms. Smyth added she wasn't on the South Norwalk school project committee but she acknowledges what Ms. Ayers is saying and moving forward they can continue the conversation offline.

Mr. Lo added when designing school buildings the architects incorporated elements from the site and community which have urban brick buildings. Curves don't function well, add a lot of cost, and construction is more difficult. The architects created this design to fit the semi-industrial style of South Norwalk. Ms. Ayers comments that the brick/industrial style is not appropriate for a school building. She recommended adding more greenery or different windows.

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Ms. Dunn added she agreed with Ms. Ayers, looking industrial for an elementary school is very different than looking industrial for a high school. As a teacher, they should bring some kind of joy to the building and not create a factory system setting.

Mr. Phillips also provided update on Norwalk High school/ P-Tech update. The project was advertised for bids on November 20th and bids are due in early January. The construction manager will review bids and prepare GMP that will be put forth in the month of February for approval.

B. School construction project update

- 1. Land Use and Building Management Committee, acting at the State recognized Norwalk School Building Committee, to review and approve construction documents for the new South Norwalk School project to be submitted to the State for approval to proceed with public bidding. (Common Council action is not required). Said action shall be as follows:**

“Authorize the Chairperson of the Norwalk Land Use and Building Management Committee, acting in their capacity as the City of Norwalk’s designated School Building Committee, to certify the Land Use & Building Management Committee’s approval of the final plans, specifications and cost estimate for the NEw South Norwalk Elementary School Project - State project: 103-0264 N.”

****MR. FRAYER MOVED TO APPROVE ITEM B.**

Mr. Phillips shared what they are asking of the Committee is to approve the final plans, specifications and cost estimate for the South Norwalk elementary school as this step is required to move forward with the approval by the State and from there allow the City to proceed with bidding.

Mr. Burnett asked how this motion would take into account the discussion raised by Ms. Ayers. He explained if they vote yes then Ms. Ayers' concerns will not be addressed. Mr. Lo responded that major changes to the design will have significant cost and schedule impact while aesthetic enhancements can be incorporated. Mr. Phillips provided additional building renderings.

Ms. Ayers added she appreciates the advice from the consultants. She believes the renderings do not look like a school, more like a downtown building. She is not in support of sending the plans to the State but she is in support of the project.

Mr. Frayer mentioned he wasn't at all the meetings until the beginning of July but he recalls everyone involved at the meetings to be in favor or impressed by the designs. He asked Mr. Lo what would be the cost if they don't submit the drawing for approval and what would be the cost to redesign.

Ms. Smyth acknowledged Ms. Young and asked her to weigh in on the conversation.

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Ms. Young asked what the concerns were. Ms. Ayers responded that personally the building looked very warehouse-ish, it did not promote a place of education. The school is going to be an anchor of the neighborhood.

Mr. Wiggins asked what the timeline would be if they pushed the project back.

Ms. Dunn added for clarification that what they are sending to the State is the design. Is it possible to change the color pallet in the front?

Mr. Lo responded by changing the design for example with metal, then it would take it back a year. Color won't be an issue. The state is looking at the design and shape of the building.

Ms. Young mentioned they changed color and have softened the trim because it looked more industrial. Maybe they add more color but holding this project up wouldn't be in the best interest of the City or community.

Ms. Smyth thanked Ms. Young for her input.

Ms. Ayers added in for clarification she didn't ask for a redesign, she asked if they could take the existing design and soften it up. She was asking for an improvement of the design. She asked if it is possible for them to make cosmetic changes as they are sending in the designs for State approval tomorrow then she would vote in favor.

Mr. Wiggins asked cosmetic changes as in color? Ms. Smyth responded yes.

Mr. Burnett asked do the proposed alterations inquire additional cost to the budget or would they be absorbed in the current budget. Mr. Giuliano replied it depends on how much the building will be enhanced but he believes there's a possibility for it to get absorbed in the current budget.

****THE MOTION PASSED UNANIMOUSLY.**

- 2. Review and recommend request to apply for State School HVAC grants for Brien McMahon High School, Brookside School, Marvin School, Silvermine School, Naramake School and Rowayton School and refer recommendation to the common council for approval:**

“a. Resolved that the Norwalk Common Council authorizes the Norwalk Board of Education to apply to the Commissioner of Administrative Services and to accept, or reject a grant for the HVAC IAQ Grant at the Brien McMahon High School.

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RESOLVED that the Land Use and Building Management Committee of Norwalk Common Council is hereby established as the building committee about the HVAC IAQ Grant at the Brien McMahon High School.

RESOLVED that the Norwalk Common Council authorizes, at least the preparation of the schematic drawings and outline specifications for the HVAC IAQ Grant at the Brien McMahon High School.

b. **RESOLVED** that the Norwalk Common Council authorizes the Norwalk Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the HVAC IAQ Grant at the Brookside Elementary school.

RESOLVED that the Land Use and Building Management Committee of Norwalk Common Council is hereby established as the building committee about the HVAC IAQ Grant at the Brookside Elementary School.

RESOLVED that the Norwalk Common Council authorizes at least the preparation of the schematic drawings and outline specifications for the HVAC IAQ Grant at the Brookside Elementary School.

c. **RESOLVED** that the Norwalk Common Council authorizes the Norwalk board of education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the HVAC IAQ Grant at the Marvin Elementary School.

RESOLVED that the Land Use and Building Management Committee of Norwalk Common Council is hereby established as the building committee about the HVAC IAQ Grant at the Marvin Elementary School.

RESOLVED that the Norwalk Common Council authorizes at least the preparation of the schematic drawings and outline specifications for the HVAC IAQ Grant at the Marvin Elementary School.

d. **RESOLVED** that the Norwalk Common Council authorizes the Norwalk board of education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the HVAC IAQ Grant at the Silvermine Elementary School.

RESOLVED that the Land Use and Building Management Committee of Norwalk Common Council is hereby established as the building committee about the HVAC IAQ Grant at the Silvermine Elementary School.

RESOLVED that the Norwalk Common Council authorizes at least the preparation of the schematic drawings and outline specifications for the HVAC IAQ Grant at the Silvermine Elementary School.

e. **RESOLVED** that the Norwalk Common Council authorizes the Norwalk board of education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the HVAC IAQ Grant at the Naramake Elementary School.

RESOLVED that the Land Use and Building Management Committee of Norwalk Common Council is hereby established as the building committee about the HVAC IAQ Grant at the Naramake Elementary School.

RESOLVED that the Norwalk Common Council authorizes at least the preparation of the schematic drawings and outline specifications for the HVAC IAQ Grant at the Naramake Elementary School.

f. **RESOLVED** that the Norwalk Common Council authorizes the Norwalk board of education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the HVAC IAQ Grant at the Rowayton Elementary School.

RESOLVED that the Land Use and Building Management Committee of Norwalk Common Council is hereby established as the building committee about the HVAC IAQ Grant at the Rowayton Elementary School.

RESOLVED that the Norwalk Common Council authorizes at least the preparation of the schematic drawings and outline specifications for the HVAC IAQ Grant at the Rowayton Elementary School.”

****MR. FRAYER MOVED TO APPROVE ITEM 2.**

Ms. Smyth asked Mr. Lo to speak as the State doesn’t usually reimburse for HVAC projects. This was a special state legislative action that allowed towns to apply at the current 60% Norwalk reimbursement rate. These projects are upcoming requests from Norwalk Public Schools and will need to be done regardless whether the City receives reimbursements.

Mr. Lo mentioned that the State does not reimburse for replacing or maintenance of existing equipment. The grant came out last year. The grant application was very complex, not many applications were approved so they made it available again for this year. The grant application process started in September but since the City knew of the grant coming back, the City hired a mechanical consultant for design and an estimator for cost estimates back in May. The projects were submitted to Planning and Zoning Commission for special appropriation because the State requires the City’s allocation of its shares of 40% on each project. Proof of funds must be shown before submitting an application to the State. The State City of Norwalk

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will probably not fund all 6 projects, whatever the State doesn't approve, he suggests deleting the appropriation and adding said projects back onto future capital budget requests.

Ms. Smyth added this will go to a special meeting of the Financial Committee tomorrow.
Mr. Burnett responded that is correct.

Mr. Frayer said part of the resolution states the BOE can accept or reject any grant money, would there be any reason for them to reject the money? Mr. Lo responded that if State approves the application, there really is no reason that the City/BOE would reject the approval. However, the actions are standard language by the State as required action, it cannot be changed.

****THE MOTION WAS PASSED UNANIMOUSLY.**

C. Review actions required for the deck Grant for the proposed Norwalk Community Recreation Center at 98 South Main Street And refer the following Resolution to the Common Council for action:

"WHEREAS, the State of Connecticut through the Department of Economic and Community Development is authorized to extend financial assistance to and the City of Norwalk for the development of the proposed Norwalk Community Recreation Center at 98 South Main Street: and

WHEREAS, it is desirable and in the public interest that interest that the City of Norwalk makes an application to the State for \$1,200,000 in order to undertake the Norwalk Community Recreation Center development project.

NOW, THEREFORE, be it resolved by the Common Council of the City of Norwalk:

- 1. That it is cognizant of the condition and prerequisites for the State financial assistance imposed by the State of Connecticut, Department of Economic and Community Development (DECD); and**
- 2. That the filing of an application for the State Financial assistance by the City of Norwalk in an amount not to exceed \$1,200,000.00 is approved; and**
- 3. That Harry W. Rilling, Mayor, City of Norwalk is authorized to execute and file such application with the Connecticut Department of Economic (DECD), to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement is offered, to execute any amendments, decision, and revisions thereto, and at act as the authorized representative of the City of Norwalk, including all documents relating to the implementation of the project."**

****MR. BURNETT MOVED TO APPROVE ITEM C.**

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Mr. Lo said there was more information in the packet. It is a project that has been going on for a while. The City acquired the remaining shares of the property a number of years ago. They would like the building to serve as a community center before COVID. As they were working with the YMCA to create the proposal for approval, during COVID it was mutually agreed to end the relationship. Since nine months ago the City has been developing plans for a recreational community center for the building. They have obtained designs and estimates done pro bono. The project cost was projected to be 10.5 million to renovate and add a gym space. They currently have 9.5 million funding package which consists of 1.2 million from the City, 1.2 from the State, and less than 2 million (possibly 1.75 million) coming from HUD and about 5.5 million from ARPA funds. He mentioned the problem with the HUD and state money is that the money was being allocated to the YMCA. With the State money they just got approval from the state Bonding Commission that the City would be the direct recipient of the money which would require City approval tonight. They are currently in the middle of interviewing architects. The construction documents should be ready by August/September 2024 then they will go out to bid. They must show commitment of the APRA funding before the end of December.

Mr. Wiggins asked is the ten million is what is needed, and seven million is what was raised. Mr. Lo explained the estimate they got was \$10.5 million. Additionally, they must remediate the soil which would be around seven hundred thousand as well as the restorations to the site around the new gym, modification of existing storm, drainage and modification of the parking lot. The revised cost estimates is approximately \$12 million. They currently have \$9.5 million and need about \$2.5 million additional funds. He mentioned Mr. Stowers will be requesting money from the Park and Recreation department budget.

Mr. Stowers added they submitted the capital budget for the department with \$2.5 million for the community recreation center. The community uses will be different from what the YMCA had in mind, they wanted multi organizations to become tenants of the building. This location will be a community recreational center for families and children to have recreation. From exercising, enrichment programs, after-school activities, STEM, E-sport, and music programs. Hours will be for families, toddlers, seniors, and after school. They would like to work with Human Services to host at risk prevention programs to keep people off the streets. There will be an integration with the YMCA program since they have 2 million dollars awarded to them so they will host a STEM program and E-sport program.

Mr. Wiggins mentioned one of his worries with the building coming into the community, how intentional are they going to be with hiring Norwalk residents. How will they ensure the community has a say.

Mr. Stowers responded there will be an advisory council from that area., The intent is to hire from the community. With the advisory council they will work with management of the community center. The advisory council will share their input of recommendations regarding programs. The programs will run Monday to Saturday, and Sunday will be dedicated to celebrations like birthdays, weddings, etc. Mr. Wiggins asked will Sundays be free and Mr. Stowers replied no, they will be using a rate scale, meetings for non-profits will be possibly free since they don't have a place to meet.

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Mr. Burnett asked if any money was going to parking. Mr. Lo said no, they don't have any more land than what they have now. There have been discussions on reaching out to the church to use their parking.

Mr. Wiggins asked for a time frame of completion for this project. Mr. Lo responded in the Spring they will be designing and complete the designs by August-September of next year, to start bidding contracts then go for the approval process and secure the contracts before the end of the year. Construction is 15 months, putting the completion date to spring 2026.

Mr. Stowers added they will need to hire a center manager, the position is included in the current budget request. One year before opening they will hire this person to develop policies, procedures, training, hiring, ordering equipment, and furniture. This person will go through the Recreations and Park Committee, taking referrals and talking to the community and council to find someone.

Mr. Frayer added when he thinks of this project, it seems like a money pit. He initially would go against it but with Mr. Stowers on this proposal, he has faith in the project and would vote in favor. Ms. Smyth added with the YMCA there was a lot of hope which did not materialized. Thanked Mr. Stowers with his vision and plans, the project, once again is moving forward.

Ms. Wiggins responded he would definitely help and can get community members involved.

****THE MOTION WAS PASSED UNANIMOUSLY.**

**D. Review Construction Management (CM) proposal for the Cranbury Park/ Gallagher Improvement Project and refer the following to the Common Council for approval:
“Authorize the Mayor, Harry W. Rilling, to execute an agreement with Downey Construction Company, LLC as the Construction Manager (CM) for the Cranbury Park/Gallaher Mansion Improvement Project. Terms of the agreement shall include:**

- Pre construction Services - \$49,300
- CM Fixed Fees- 2.5%
- CM Contingency - 5% (balance revert to the City at project completion)
- General Condition fee- \$581,539 (actual amount to be determined at the time of GMP)

Subsequent to trade contractor's bidding, final GMP amendment will be submitted to the Common Council for approval. Funds for this agreement are available from the State DECD grant. Acct #09236030 5782 C0831”

****MR. FRAYER MOVED ITEM D.**

****THE MOTION WAS PASSED UNANIMOUSLY.**

City of Norwalk
Land Use and Building Management Committee
December 6, 2023
Regular Meeting

E. Review bid summary for the Animal Control Facilities Improvement Projects and refer recommendation to the Common Council for action:

“a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with VAD Construction Corp, for the Animal Control Facilities Improvement Project for a total not to exceed \$24,889.25. Funds are available from account #430000 5765

b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$24,889,25. Funds are available from account #430000 5765”

****MR. FRAYER MOVED ITEM E.**

Mr. Lo shared the funding was a donation from an individual who passed away. The donation is around three hundred thousand dollars to the city police department. The animal control center is under a division of the Police Department. The Police Department worked together with Mr. Lo’s team created a list of items they needed, they have drawings prepared, advertised, and went out for bid.

****THE MOTION PASSED UNANIMOUSLY**

MISCELLANEOUS/DISCUSSION ITEMS

There was no discussion to be addressed at the time.

ADJOURNMENT

****MR. BURNETT MOTIONED TO ADJOURN.**

**** THE VOTE PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:14 p.m.

Respectfully submitted,

Vianca Rivera,

Telesco Secretarial Services

City of Norwalk
Land Use and Building Management Committee
December 6, 2023
Regular Meeting



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER

RE : 25 POGANY STREET – LAND SWAP *HL*

DATE: AUGUST 23, 2023

The City of Norwalk acquired Fodor Farm property in mid 1990's with the original intent to construct a new Brookside School. The total property is approximately 11 acres. The City was able to secure a State Open Space grant to acquire about 9 acres of the property while leaving about 2 acres for the construction of the school building and parking. The 2 acres of non-open space was never defined as the conceptual design for a new school was never developed. As you may know, the City decided to renovate Brookside School as new in 1997 and Fodor Farm was developed for a community garden, orchard and other recreation/park functions.

Within the property, there were three abandoned houses. These houses were in very poor conditions. Although they did not have significant historic architectural features, they do reflect the architectural characteristics of the neighborhood. The City decided to sell two of the houses with stipulation for the preservation of these houses while keeping the original farm house for the City to renovate for park related uses.

Fodor Farm property abuts the paper road portion of Pogany Street with 6 subdivision lots. One of the two abandoned houses is located on Pogany Street and is identified as house number 25. Through a public process, the property was sold to Mr. Doug Peoples who continues to be the property owner of this property.

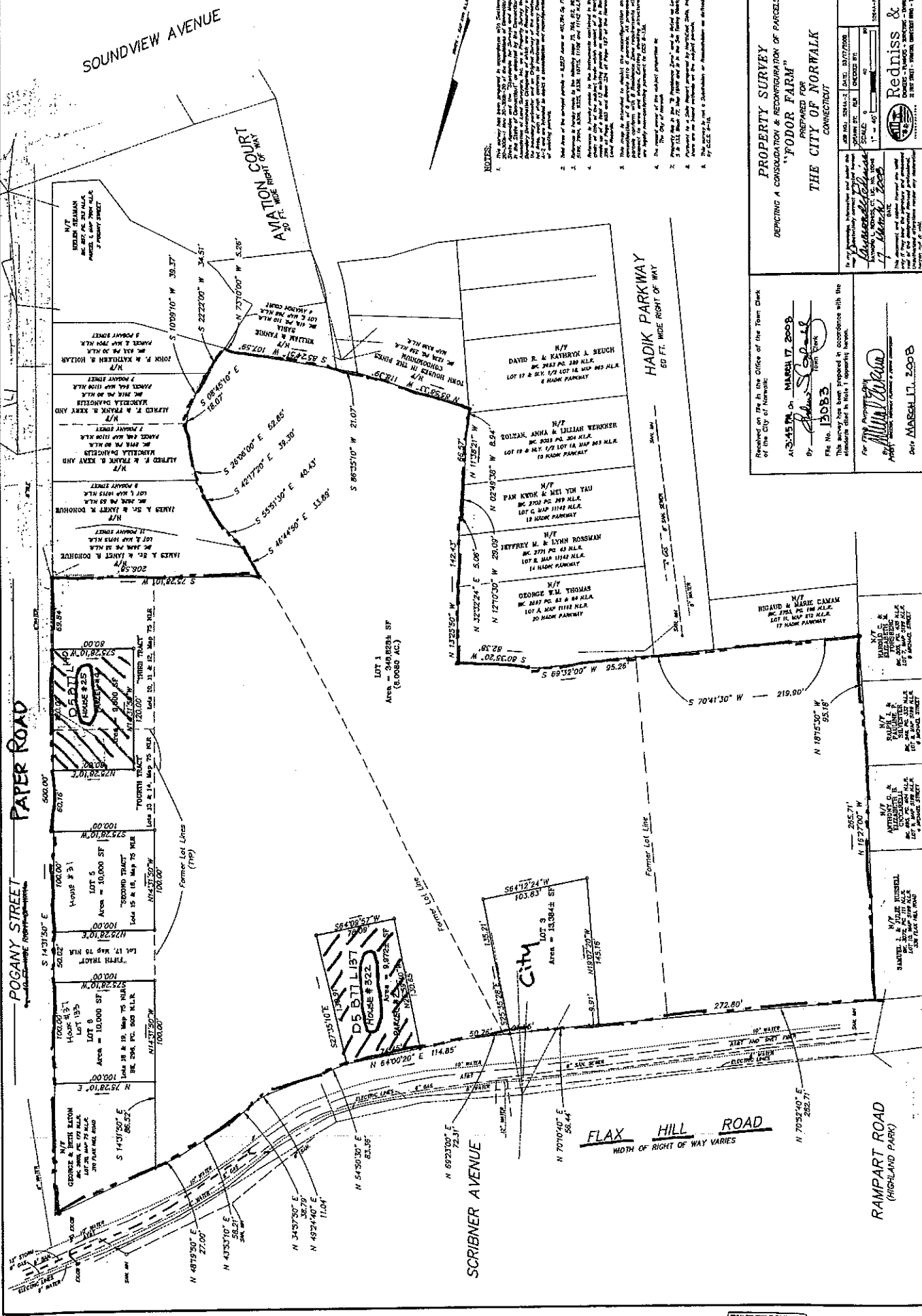
As Mr. Peoples' home is situated to one side of the property, the open, useable area is located on City property to the right side of his house while the wooded area is on Mr. Peoples property to the left of his house.

At this time, Mr. Peoples would like to request the City's consideration for a simple land swap so that he can have some usable open space without cutting down the trees on his property to create open space. Attached is a property map identifying, generally, his request.

In the event that the Committee is interested in proceeding with the land swap, the Committee will need to schedule a public hearing on this matter.

ACTION REQUESTED:

Review request for the proposed land swap with property owner of 25 Pogany Street for a portion of Fodor Farm property and proceed with the scheduling of a Public Hearing.



NOTES:

1. This survey was prepared by the City of Norwalk, Connecticut, and is subject to the provisions of the City Charter and the City Code.
2. The City of Norwalk, Connecticut, is the owner of the land shown on this survey.
3. The City of Norwalk, Connecticut, is the owner of the land shown on this survey.
4. The City of Norwalk, Connecticut, is the owner of the land shown on this survey.
5. The City of Norwalk, Connecticut, is the owner of the land shown on this survey.
6. The City of Norwalk, Connecticut, is the owner of the land shown on this survey.
7. The City of Norwalk, Connecticut, is the owner of the land shown on this survey.
8. The City of Norwalk, Connecticut, is the owner of the land shown on this survey.
9. The City of Norwalk, Connecticut, is the owner of the land shown on this survey.
10. The City of Norwalk, Connecticut, is the owner of the land shown on this survey.

PROPERTY SURVEY
DEPICTING A CONSOLIDATION & RECONFIGURATION OF PARCELS OF
"FODOR FARM"
PREPARED FOR
THE CITY OF NORWALK
CONNECTICUT

Received on file in the Office of the Town Clerk
of the City of Norwalk.

APR 17 2008

By: *[Signature]*
TOWN CLERK

FILE NO. 13063

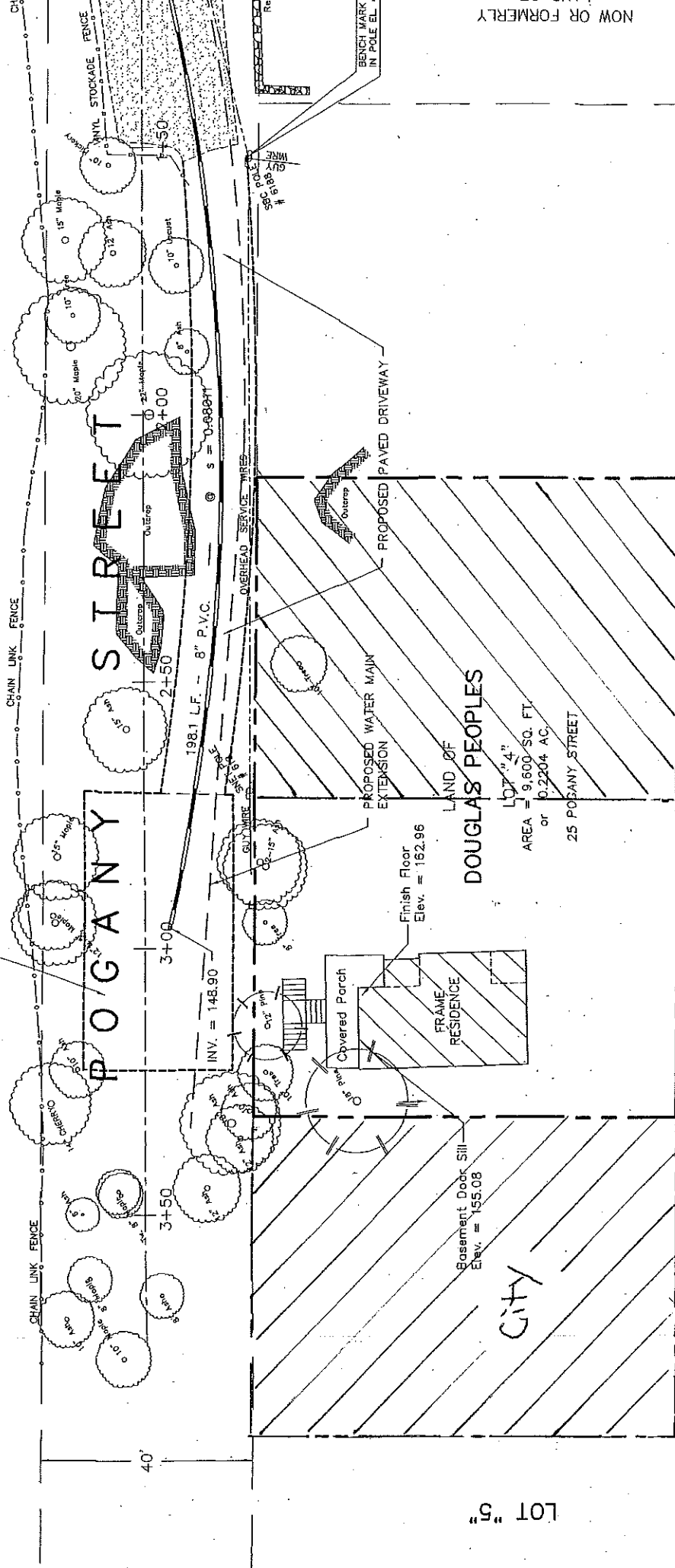
This survey has been prepared in accordance with the
standards filed in file 1 opposing papers.

For: *[Signature]*
CITY OF NORWALK

DATE: MARCH 17, 2008

REDDISS & MEAD
ENGINEERS & ARCHITECTS
200 WEST STREET, SUITE 200
NORWALK, CT 06854
TEL: 203-841-1111
FAX: 203-841-1112
WWW.REDDISS-AND-MEAD.COM

PROPOSED PARKING AREA



LOT "5"

LOT "1"

LAND OF DOUGLAS PEOPLES

LOT "4"
AREA = 9,600 SQ. FT.
or 0.2204 AC.
25 POGANY STREET

Basement Door Sill
Elev. = 155.08

Covered Porch

Finish Floor
Elev. = 152.96

PROPOSED WATER MAIN
EXTENSION

PROPOSED PAVED DRIVEWAY

198.1 LF. ~ 8" P.V.C.

INV. = 148.90

40'

NOW OR FORMERLY



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

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

RE : **BEN FRANKLIN CENTER – RENEW FAMILY &
 CHILDREN’S AGENCY’S LEASE**

DATE: DECEMBER 20, 2023

Ben Franklin Center is a multi-use old school building. Current building occupants include Crystal Theater in the auditorium, Headstart and State sponsored early childhood programs on the first floor, Department of Recreations and Parks in the gymnasium and Norwalk Family and Children’s Agency (FCA) on the second and third floors. FCA is a non-profit community services agency. They currently provide extremely valuable afterschool programs in the building as well as various essential human services to children, families, adults and seniors.

FCA currently leases approximately 13,555 net square feet of the building. The lease is for 5 years which is due to expire on August 31, 2024. The current rental rate is \$2.75 per net square foot. At this time, we are looking for a lease extension to include the following terms:

- Lease Period – five years
- Lease Payment – September 1, 2024 to August 31, 2025: \$3.00/sf
 September 1, 2025 to August 31, 2026: \$3.25/sf
 September 1, 2026 to August 31, 2027: \$3.50/sf
 September 1, 2027 to August 31, 2028: \$3.75/sf
 September 1, 2028 to August 31, 2029: \$4.00/sf

Below are some of the lease terms that remain unchanged:

- Leased Premises shall include the third floor and portions of the second for a total of approximately 13,555 square feet.
- Subleasing subject to City approval
- Both parties have the rights to terminate within 90 days of written notice
- The Office of Building Management may incorporate other operating requirements necessary for the proper management and operation of the building.
- Lessee shall obtain prior approval from Office of Building Management for all tenant fit-up and improvements, including but not limited to, painting, replacement light fixtures, door hardware, etc.
- Lessee shall be responsible for all tenant fit-up, telecommunication/IT installation and security upgrades throughout the Leased Premises.
- Lessee will be responsible for janitorial services of the Leased Premises as well as common areas (hallways, bathrooms, etc.). The repair and replacement of building systems/ infrastructure (except repairs that are caused by misuse or vandalism by the Lessee) shall be the responsibility of the City
- It is the responsibility of the Lessee to secure and maintain all program required licenses for the operation of its programs.
- Lessee shall provide required general liability and property damages insurance coverage.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute a Lease Amendment with Family and Children's Agency for the use of portions of the second floor and third floor of Ben Franklin Center for its children afterschool programs and administrative offices for a period of 5 years. Lease payments shall be as follows:

September 1, 2024 to August 31, 2025: \$3.00/sf
September 1, 2025 to August 31, 2026: \$3.25/sf
September 1, 2026 to August 31, 2027: \$3.50/sf
September 1, 2027 to August 31, 2028: \$3.75/sf
September 1, 2028 to August 31, 2029: \$4.00/sf

About

Family & Children's Agency (FCA) is a leading, nonprofit human service organization committed to building better lives by increasing the social and emotional well-being of our clients. We provide strength-based, solution-focused services that meet the needs of our families throughout the life cycle, including children, families, adults and seniors. Our acquired knowledge and skill has enabled us to be responsive to the changing needs in the communities we serve.



Get Involved

As a supporter of Family & Children's Agency you're a part of our community, and your investment makes everything we do possible. Your generous donations and volunteer efforts help us build better lives for thousands of people throughout Fairfield County, spanning infancy through adulthood.

Ways to Give & Volunteer

- > Donations of cash or stock
- > Donations of gift cards to grocery or department stores
- > Become a corporate partner
- > Include Family & Children's Agency in your estate planning
- > Support an FCA event
- > Provide tutoring in FCA's ASPIRE after-school program
- > Join a committee



9 Mott Avenue | Norwalk, CT 06850
203-855-8765 | Fax: 203-838-3325
FamilyandChildrensAgency.org

STAY CONNECTED



TOGETHER WE CHANGE LIVES



Supporting Children

At FCA, children from all backgrounds find a safe place and a listening ear. After school, over the summer, and through times of mental and emotional turmoil, our professional and nurturing programs provide intervention, guidance, and education to stabilize the lives of children.

ASPIRE After-School Program • Foster Care
Intensive Psychiatric Services

Building Families

Family & Children's Agency counsels and educates parents, empowers moms and dads through child development education, and connects children to their forever families. These programs unite families and provide a stable base for a bright future.

Adoption • Family Guidance • Parent Education

Stabilizing Adults

Adults facing difficulties find compassionate help at FCA. Our dedicated, professional staff provide a safe and reliable place for those facing mental health issues, substance addiction, and homelessness, so they can heal, recover, and start a more stable next chapter in their lives.

Counseling • Homelessness Prevention
Substance Abuse Treatment



Agency Fast Facts

- › Founded in 1942, Family & Children's Agency has grown to become one of the largest social services organizations in Fairfield County.
- › FCA impacts the lives of thousands of children, families, adults, and seniors each year.
- › FCA is one of the largest providers of Specialized Foster Care in Connecticut with more than 150 children in care last year.
- › Each year, 100% of seniors in our after-school program graduate high school.
- › One of the largest private adoption agencies in Connecticut, more than 4,000 children have found forever families through FCA's domestic and international adoption services.
- › Last year, 100% of Supportive Housing clients remained housed

Caring for Seniors

At Family & Children's Agency, Home Care services allow seniors to avoid hospitals and nursing homes and live fulfilling lives in their communities. Our well-trained staff assess the needs of seniors, install and monitor emergency response systems, and provide services to allow seniors to remain safe, secure, and living well in their own homes.

Caregiver Support
Personal Emergency Alert Systems
Live-In and Part-Time Care

Community Initiatives

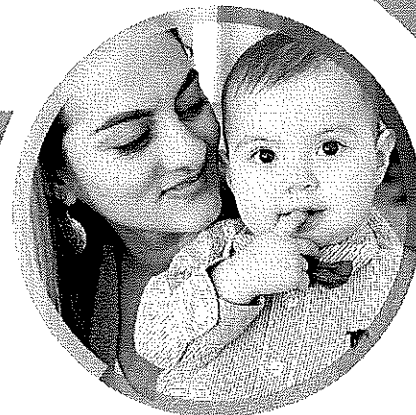
As a cornerstone in the community, FCA provides a safety net and trusted experts to support our neighbors in need even during the most challenging times.

Food Access • Community Health • Crisis Counseling
Crime Victim Support



AGENCY OVERVIEW

Family & Children's Agency (FCA) is a leading, nonprofit human service organization committed to building better lives by increasing the social and emotional well-being of our clients.



Mission

Building better lives and strengthening our community by providing essential human services to children, families, adults, and seniors.

Vision

A thriving community of empowered individuals and healthy families.

Agency Fast Facts

- Founded in 1942, Family & Children's Agency has grown to become one of the largest social services organizations in Fairfield County.
- Our 200+ full- and part-time staff members impact the lives of thousands of children, families, adults, and seniors each year.
- We are one of the largest providers of specialized Foster Care in Connecticut.
- Each year, 100% of ASPIRE seniors have graduated high school in four years and nearly all went on to post-secondary education or vocational training.
- One of the largest private adoption agencies in Connecticut, thousands of children have found forever families through FCA's adoption services.
- Hundreds of volunteers give their time and talents to our 30+ programs each year.

Executive Team

Robert F. Cashel, LCSW
President & Chief Executive Officer

Chrissy Cacace, LCSW
Vice President, Strategy & Operational Effectiveness

Averi Dudek, PHR, SHRM-CP
Vice President, Human Resources

Omar Garro
Chief Financial Officer

Mary Kate Locke, LCSW
Vice President, Youth & Family Empowerment

Ligia Masilamani, MPH
Vice President, Community & Behavioral Health

Andrea Vakos
Vice President & Chief Development Officer

Programs

Children ASPIRE After-School Program | Foster Care | Intensive Psychiatric Services
Families Adoption | Family Guidance | Parent Education
Adults Housing and Homelessness | Mental Health Counseling | Substance Abuse Treatment
Seniors Norwalk's Municipal Agent for the Elderly | Social Work Services

Operating Budget

Our FY24 operating budget is \$15.9M and 90 cents of every dollar donated goes directly to programs.

Funded By

Individuals, private and corporate foundations, state and federal grants, and client fees.

Legal Status

Family & Children's Agency is a leading non-profit, 501(c)(3) human service organization.

Get Involved

As a supporter of Family & Children's Agency you're part of our community, and your support makes everything we do possible.

Ways to Give

- Donations online, by check, or of stock
- Donations of gift cards to grocery or department stores
- Become a corporate partner
- Include Family & Children's Agency in your estate planning
- Support an FCA event

Ways to Volunteer

- Provide homework help in FCA's ASPIRE after-school program
- Join a committee
- Facilitate a workshop or be a guest speaker

STAY CONNECTED



@FamilyandChildrensAgency



@FamilyChildren

For more information, please visit FamilyandChildrensAgency.org

Main Office:

9 Mott Avenue, 4th Floor
Norwalk, CT 06850
203-855-8765

Other Office Locations:

66 Bayview Avenue
Norwalk, CT 06850
203-855-8765

9 Business Park Drive, Unit #11
Branford, CT 06405
203-208-2432

600 Mamaroneck Avenue
Suite 400-20
Harrison, NY 10528
914-834-5806



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

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

RE : **NORWALK COMMUNITY RECREATION CENTER AT
 98 SOUTH MAIN STREET – APPROVE SUBGRANT
 AGREEMENT WITH YMCA**

DATE: DECEMBER 26, 2023

As you know, the City is proceeding with the development of the Norwalk Community Recreation Center at 98 South Main Street. Project information has been provided in the past and below is a brief summary of the project.

The existing building is a two stories structure built in 1983 for a total of approximately 22,000 square feet. The proposed improvements include gut renovation of the existing building interior (including HVAC, electrical, plumbing, etc.), installation of a new roof, development of a new building façade along South Main Street and construction of a new gymnasium along the back of the building. The new building will be a community recreation center to be operated by City's Recreation and Parks Department. The current projected budget is approximately \$12 million with funds from State DECD, City GGP funds, APRA funds and HUD funds through the YMCA for a total of approximately \$9.5 million. The balance of approximately \$2.5 million is being requested by the Parks Department as part of their 2024-2025 Capital Budget requests.

In regards to the HUD funding for this project, the initial funding allocation designated the Riverbrook Reginal Young Men's Christian Association, Inc. (YMCA) as the grant recipient of \$2 million. At the time of the HUD funding request, the intent was to have the YMCA as the project developer and operator of the new community facilities through a long agreement. However, this development relationship did not materialize, hence the City proceeded with the current plan for

the development of a community recreation center with the YMCA involved in providing some programming functions in the future. In order to continue to capture the HUD funding for this project, a subgrant agreement is required in order for HUD to recognize the City as an indirect beneficiary of the funds. Out of the total HUD funding of \$2 million, the YMCA intends to reserve \$250,000 for FF&E and tenant fix-up and the amount of \$1.75 million will be available to the City for project development and construction. The City will have full responsibilities for compliance with all applicable HUD grant requirements as well as providing cashflow in anticipation of reimbursements.

Separately, the City will also need to enter into an agreement with YMCA to establish the operating relationship. The following are some of the basic terms of said operating agreement:

- Term Period – 5 years
- Licensed Premises – 2,000 square feet
- Payment - \$1.00 per year plus proportioned utilities and common charges
- Programming Activities – STEM & E-Sport Programs as well as other recreation activities subject to City approval
- Termination Clause – Both parties have the rights to terminate within 90 days notice

** Please be advised that detailed terms for the operating agreement are continued to be developed. Additional details and adjustments to the above terms will be available at the January 3, 2024 Committee meeting.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to enter into a Subgrant agreement and all other related HUD grant requirements/documents/agreements as may be required with Riverbrook Reginal Young Men's Christian Association, Inc. (YMCA) for the development of the Norwalk Community Recreation Center at 98 South Main Street, as necessary for the receipt and expenditure of HUD grant in the amount not to exceed \$1,750,000. The City will have full responsibilities in compliance with HUD grant requirements.**
- b. **Authorize the Mayor, Harry W. Rilling to enter into a 5-year operating License Agreement with Riverbrook Reginal Young Men's Christian Association, Inc. (YMCA) to operate recreation programs at the**

proposed Norwalk Community Recreation Center at 98 South Main Street. Terms of the Agreement shall be as recommended by the Land Use and Building Management Committee. (Please be advised that detailed terms for the operating agreement are continued to be developed. Additional details and adjustments to the above terms will be available at the January 3, 2024 meeting.)

Thank you for the Committee's consideration of this request. Please do not hesitate to reach out to JoAnn Acquarulo and I if you have any questions prior to the meeting.

Cc: Christene Freedman, CEO, YMCA
Tom Livingston, Chief-of-Staff
Tyisha Toms, Law Department
Darin Callahan, Law Department
JoAnn Acquarulo, Building Management
Robert Stowers, Parks Department



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.gov P: 203-854-7877

Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

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

RE : **NORWALK COMMUNITY RECREATION CENTER AT
 98 SOUTH MAIN STREET – APPROVE ARCHITECT**

DATE: DECEMBER 21, 2023

As you know, the City is proceeding with the development of the Norwalk Community Recreation Center at 98 South Main Street. Project information has been provided in the past and below is a brief summary of the project.

The existing building is a two stories structure built in 1983 for a total of approximately 22,000 square feet. The proposed improvements include gut renovation of the existing building interior (including HVAC, electrical, plumbing, etc.), installation of a new roof, development of a new building façade along South Main Street and construction of a new gymnasium along the back of the building. The new building will be a community recreation center to be operated by City's Recreation and Parks Department. The current projected budget is approximately \$12 million with funds from State DECD, City GGP funds, APRA funds and HUD funds through the YMCA for a total of approximately \$9.5 million. The balance of approximately \$2.5 million is being requested by the Parks Department as part of their 2024-2025 Capital Budget requests.

Recently, Building Management Department developed a Request for Qualification/Proposals (RFQ/P) for architects and the City, through the Purchasing Department, received 7 qualification statements. Upon review of the qualification statements, the Interview Committee shortlisted to 3 firms for interviews. The Committee found all three firms (Antinozzi Associates, Silver Petrucelli and Associates and Lothrop Associates Architects) to be qualified and the City had prior working relationship with all three. Therefore, the Committee

requested fee proposals from all three firms. Below is a summary of their fee proposals:

Silver Petrucelli Associates	-	\$ 662,751
Antinozzi Associates	-	\$ 809,000
Lothrop Associates	-	\$ 990,400

Based on the above total fee proposals and their overall submissions, the Committee is recommending approval of Silver Petrucelli + Associates for this project.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with Silver Petrucelli + Associates for architectural design services for the proposed Norwalk Community Recreation Center at 98 South Main Street for a total not to exceed \$662,751.00. Funds for this agreement are available from ARPA funds. Acct. #134030-5796-ABL01**
- b. **Authorize the Office of Building Management to issue change orders on Contract for additional services as may be required for a total not to exceed \$60,000. Acct. #134030-5796-ABL01**

EXECUTIVE SUMMARY

Senior, community, and recreation centers have evolved into mixed-use facilities for the entire community. Norwalk's Community/Rec Center will be a place for people of all ages to connect, exercise, unwind, educate and learn – all in one space – and it's design should create energy and movement, because it will be a place full of activity.

Ideally, the goal of the Community/Rec Center is to create many reasons to visit it so a larger percentage of the population benefits from the facility. Features such as multi-purpose rooms allow for hosting many different forms of activities and opens the facility up to community groups looking to rent large spaces for meetings, gatherings, and events. Flexible spaces can be used for a variety of activities. For example, some of these flexible spaces might include basketball courts that convert to pickleball courts, satisfying multiple generations. Adding weight rooms to traditional cardio centers appeal to a younger population. Nutritional offerings, such as a smoothie bar or dietician services, are popular to promote overall well-being.

Planning for growth over time is important when working on community buildings. We understand that Norwalk's needs won't be the same 10 years after the building is designed and built. Planning for increased population growth and evolving community programs is important because we know it is less expensive to accommodate for the future now than to have to modify down the road.

Our insight will be drawn from similar projects including:

- Community/Rec Center, New London
- Milford Boys and Girls Club
- Woodbridge Senior Center
- Colchester Senior Center
- Senior Center, Woodbridge
- Rocky Hill Senior/Community Center
- Eckersley Hall Sr. Center, Middletown
- Richmond Senior Center, New Milford
- Oxford Senior Center
- Southbury Senior Center
- Newington Senior Center
- Woodmont Borough Hall, Milford
- East Side Youth/Community Center, Manchester
- Birdseye Municipal Center, Stratford

We bring a diverse design team to the City of Norwalk. Our "integrated" in-house team includes architects, historic architects, engineers and interior designers, an attribute that cannot be found in most Connecticut firms. Having all disciplines in-house allows for competitive fees as primary disciplines are on-staff and not outsourced to other firms. This close coordination results in a tightly coordinated set of construction documents.

SP+A is supported by leading edge computing and workplace technology for design, programming, drawing documentation and production, project management, scheduling, specifications and construction administration. Advanced 3D technologies such as Revit and virtual reality are fully integrated in house to enhance both design and construction.

CITY OF NORWALK

PROJECT TEAM LEADERSHIP



David Stein, AIA
PRINCIPAL-IN-CHARGE



Dean Petrucelli, AIA
DESIGN PRINCIPAL

DESIGN & PLANNING



Paul Jorgensen, AIA
PROJECT ARCHITECT



Marco Costantini, AIA
PROJECT ARCHITECT



Bob Banning, P.E.
ENGINEERING PRINCIPAL &
CHIEF ELECTRICAL ENGINEER



Amanda Cleveland, NCIDQ
PRINCIPAL INTERIOR DESIGNER



Ken Eldridge, P.E.
CHIEF MECHANICAL ENGINEER

CONSTRUCTION SERVICES



Rebecca Bouchard, CDT, CSI
SPECIFICATIONS WRITER



Bob Washburn
CONSTRUCTION ADMINISTRATOR

CONSULTANTS



STRUCTURAL ENGINEERS



CIVIL/SITE/SURVEY ENGINEERS



FUSS & O'NEILL
ENVIRONMENTAL ENGINEERS



Aris Land Studio
LANDSCAPE ARCHITECTURE



d'agostino & ASSOCIATES
TECHNOLOGY, SECURITY, AV



GEOTECHNICAL ENGINEERS



DOWN TO EARTH CONSULTING

FIRM PROFILE



SP+A is an “integrated” architecture, engineering and interior design collaborative. We have been providing services in Connecticut since 1991. From our most treasured historic buildings to state-of-the-art learning facilities, modern workspaces, and more, the firm takes a progressive design approach to each project.

Projects include new construction, renovate-as-new, expansion, repair and renovation, code conformance improvements, building system modifications and window/door and roof replacements. Work scopes range from programming through post-construction and advanced technologies are fully integrated in house to enhance both design and construction. The firm is committed to sustainability and LEED-inspired design solutions that are environmentally responsive and resource efficient.

We believe diverse and balanced design teams deliver the most successful projects. Our project teams are a mix of experience levels representing each generational group from their 20's to 60's. By effectively leveraging the diversity in our experience, our projects benefit from a balance of knowledge sharing and new and proven design techniques.

Office Locations

3190 Whitney Avenue | Hamden, CT 06518
311 State Street | New London, CT 06320
203-230-9007

Leadership

- Dean A. Petrucelli, AIA, Principal
- David A. Stein, AIA, Principal
- Robert R. Banning, P.E., Principal
- Christopher T. Nardi, AIA, Principal
- Amanda M. Cleveland, NCIDQ, Principal
- Paul E. Jorgensen, AIA, Associate
- Kenneth J. Eldridge, PE, Associate

AWARDS

QVCC Advanced Manufacturing Facility, Danielson, CT
U.S. GBC LEED Certified (2021)

James Blackstone Memorial Library, Branford, CT
CT Preservation Award of Merit (2020)
CT Building Congress Small Civic Category
First-Place Project Team Award (2020)

West Shore Middle School, Milford, CT
CT Building Congress Project Team Award
K-12 Schools (2019)

Enfield High School Additions and Renovations
Best Projects Award of Merit - K-12 Education
Engineering New Record New England (2018)

Eckersley Hall Senior Center, Middletown, CT
USGBC LEED Silver (2018)

Ferguson Library, Stamford, CT
Elizabeth Mills Brown Award of Merit (2022)
CT Trust for Historic Preservation Merit Award (2017)

Fire Headquarters, Branford, CT
U.S. GBC LEED Silver (2015)
Station Style Design Honorable Mention (2013)

Fire Station #5, East Hartford, CT
USGBC LEED Gold (2013)
CTGBC Merit Award (2011)

Stratfield Elementary School, Fairfield, CT
CT Building Congress Project Team Award of Merit (2012)
& Associated Builders and Contractors Excellence in
Construction Award (2011)

Fire Headquarters, Woodbridge, CT
UI Energy Conscious Blueprint Award (2011)

Kleen Energy Water Supply, Middletown, CT
CT Society of Civil Engineers (CSCE) section
of the American Society of Civil Engineers (ASCE)
Water Resource/Environmental ACE Award (2011)

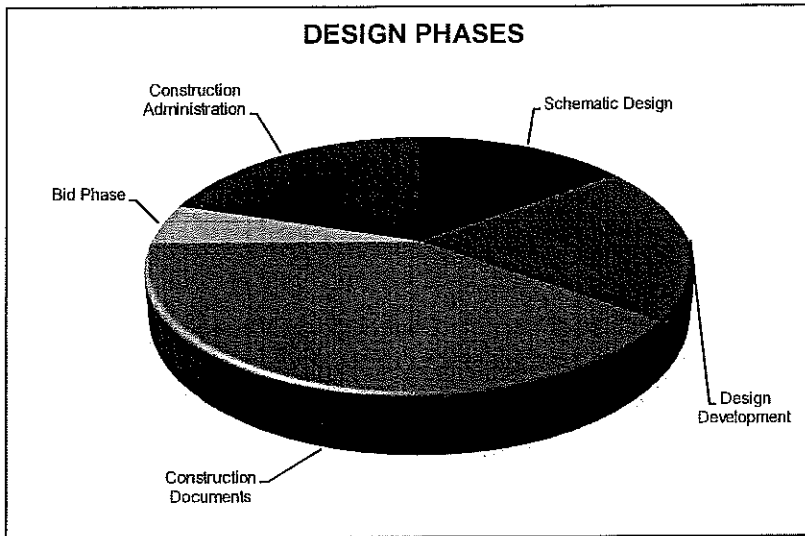
People's United Bank, Fairfield, CT
Fairfield, Connecticut Chamber of Commerce
Visual Improvement Citation Award (2006)

First United Church of Christ, Milford, CT
CT Trust for Historic Preservation
Honorable Mention (1991)

PROJECT APPROACH & SCHEDULE

SP+A' in-house team of architects, engineers, interior designers, code specialists and specifications writers have extensive experience in similar community center projects. We maintain ongoing collaborative relationships with our network of consultants to reinforce continuity and unity of our entire team for your project.

The effect of delays on construction budgets can result in unrealized expectations and reductions in size and scope. Our solution is successful planning that includes early assessment of project costs, space and functional requirements, and honest, open discussions with Committee members, stakeholders and/or the public.



The programming of desired amenities, offices or spaces in terms of quantities, sizes, special features, etc., is developed. Essential to this phase is to prioritize those spaces in the unfortunate event that the initial estimate created for the program is larger than the budget. Early identification of lower priority items allows for a quick reduction of project size, should this be necessary.

When the initial project size and details are documented and agreed

upon, your project is benchmarked against other projects of similar size and complexity that have recently been designed and constructed by the firm. After adjusting for the specifics of your project and the benchmarked projects, a conceptual estimate is developed in-house that itemizes expected costs for all project components. Adequate contingencies are established so that funds are available to handle any unforeseen expenditures allowing the project to stay within your budget. This estimate is updated throughout the construction process allowing the committee access to the cost of construction every step of the way.

Before we start any design process, we work with the entire team to prioritize programming and wish lists to stay within your budget. Sustainable design options are presented for consideration. Through good communication and a clear understanding of how the space will be used we can design a solution that meets as many wants and needs as possible. Typically, we seek to develop two, three or more concepts to demonstrate development potentials and incite better collaborative thinking. Sometimes we have done as many as 10 concepts to refine the right solution. We don't limit the alternatives.

Schematic Design

Schematic Design drawings depict preliminary floor plans and exterior elevations to visualize how spaces are laid out, how large they will be, and how the spaces will flow from one location to another. Review, discussion and revisions are made until they are approved. This phase culminates with a schematic design cost estimate to make sure the project is within budget.

Sample conceptual images follow.



CITY OF NORWALK
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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
 FROM: ALAN LO, BUILDING & FACILITIES MANAGER *AL*
 RE: CITY HALL – CUSTOMER SERVICE RENOVATION
 DATE: DECEMBER 22, 2023

The Customer Service Department was located in DPW Department. During Covid, with the needs to provide customer support at City Hall entrance without having the public walking through the building, a Customer Service staff was relocated at the old newsstand at the building entrance. Customer Service's presence at this location has become a vital part of the public experience when seeking information or help at City Hall. In an effort to further improve staff coverage of the Customer Service Department, the administration plans to relocate all of the Customer Service Department staff (a total of three staff members) permanently to the old newsstand area.. This relocation also allows Recreation and Parks Department to expand into the old Customer Service space on the second floor adjacent to the DPW/Recreation office space.

The old newsstand area will be enlarged and renovated so that it is customer friendly by moving the service counter forward to be flushed with the hallway wall. There will be additional signage, space for a manager's office and extra work area to accommodate recently added staff member.

On November 20, 2023, the City's Purchasing Department solicited bids for the Customer Service Center Renovation:

FIRM	TOTAL LUMP SUM BID
HV Contractor Corporation	\$68,000.00
Re-Tech LLC.	\$69,333.00
VAD Construction	\$101,250.00

After reviewing the bids, the Purchasing Department and the Office of Building Management recommend the award to the lowest responsible bidder, HV Contractor Corporation.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with HV Contractor Corporation for the Customer Service Center Renovation Project a City Hall for a total not to exceed \$68,000.00. Account# 014071 5561.**
- b. **Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$6,800.00. Account# 014071 5561.**