

Public Safety and General Government Committee of the Common Council

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[Agendas | Norwalk, CT - Official Website \(norwalkct.org\)](#)



Members of the public can use a telephone to call in, attend, listen and comment during public participation. They will not be able to see any of the meeting participants. All participants are muted upon entering the meeting. **To speak, press * 9** on your phone to "raise your hand" electronically, **and then * 6 to unmute when called on** by the host of the meeting during the public comment section. Each meeting will use a unique Meeting/Webinar ID and may also have a passcode.



Upon written request not less than 24 hours prior to the meeting, a member of the public can request a physical location to attend this virtual meeting at City Hall. Such a member of the public will be provided access to a telephone so that they can attend the meeting in real time. The member of the public can call in, attend, listen and comment during the meeting. However, they will not be able to see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID and may have a password, which will be provided to the member of the public. The dial-in information can also be found in the table below.



Members of the public who wish to "view the meeting live" and/or provide "live comments" can use the Zoom meeting platform by clicking on the **"View/Participate" Live on Zoom** link below that is on the line with the meeting date and time. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section.



Members of the public who wish to view the meeting, but are not participating, can also view the live meeting using the Zoom meeting platform by clicking on the **"View/Participate" Live on Zoom** link. **Some meetings** can also be viewed live on the City of Norwalk YouTube channel by clicking on **"View Only" Live on Youtube**. This stream is delayed by approximately 20 seconds, and not every meeting is streamed live to Youtube.



Members of the public who wish to provide public comment are encouraged to submit those comments to the meeting staff person (jndeluca@Norwalkct.org) 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.

Public Safety and General Government Committee of the Common Council

July 27, 2023, 7:00pm VIA Zoom

Meeting Agenda

- I. Call to Order
- II. Roll Call
- III. Public Hearing: **SALE OF CITY-OWNED PERSONAL PROPERTY:**
 - Fire Department Vessel: M/V "Robert Bedell," Aluminum fire response vessel; RAIV Hybrid Patrol SAR; 38 feet w/4' wide dive platform; 300 gallons fuel capacity; built by Almar-North River in 2011.
 - Police Department Vessel: TP Marine, RIB police response vessel, 26 feet w/4' engine bracket, powered by twin Evinrude Etec, 300 HP, outboard motors, built in 2006.
- IV. Public participation
- V. Acceptance of minutes- June 22, 2023
- VI. New Business

Fire Department:

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments and amendments thereto as may be necessary for the City of Norwalk to sell a Fire Department Rescue Boat on Public Surplus, a public auction website, at a starting bid of \$300,000.
2. Authorize, the Mayor Harry W. Rilling, to execute a Contract with Maggiore Construction, Inc. for the Meadow Street Fire Station (Station 5) bathroom renovation for a total not to exceed \$84,560.00. Acct. # 09243110-5777-C0673
3. Authorize the Fire Department to issue change orders on Contract for a total not to exceed \$3,440.00. Acct. # 09243110-5777-C0673

Police Department

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments and amendments thereto as may be necessary for the City of Norwalk to sell a Police Department RIB Response Vessel on Public Surplus, a public auction website, at a starting bid of \$10,000.
2. Authorize the purchasing agent, Sharon Connors to issue a purchase order to Colonial Municipal Automotive Group (CMG) for the purchase of ten 2023 Chevy Police package Utility vehicles under the Collective purchasing of the Greater Boston Police Council for an amount not to exceed \$453,000. Account # 09243010 5777.
3. Authorize the purchasing agent, Sharon Connors to issue a purchase order to Colonial Municipal Automotive Group (CMG) for the purchase of one 2024 Chevrolet 3500 HD Utility crew cab pickup truck under the Collective purchasing of the Greater Boston Police Council for an amount not to exceed \$53,000. Account # 092430010 5777

4. Authorize the purchasing agent, Sharon Connors to issue a purchase order to Fleet Auto Supply, LLC for emergency lighting and up fit for ten Police utility vehicles, and one Chevy Crew cab utility pickup for an amount not to exceed \$240,000. Account # 09243010-5777.
5. Authorize Mayor Harry W. Rilling, to execute a three (3) year agreement with the option of two (2) one (1) year extensions with Everything Parking Inc dba Cross Safe for project 4280 for a total not to exceed \$388,000 Account # 013026 5258

VII. Adjournment

Next Meeting: August 24 meeting is cancelled.

NORWALK PURCHASING DEPARTMENT

125 East Avenue
P.O. Box 5125
Norwalk, CT 06856-5125
(203) 854-7947

LEGAL NOTICE

TO: Hearst Media Services Classifieds Department

The Hour

Attention: Micalah

301 Merritt 7 Suite 1

Norwalk, CT 06851-1075

Email legals@hearstmediact.com

Phone: (203) 333-4151 or 330-6327 **Fax:** (203) 348-1158

IMPORTANT: Please send tear sheet for all legal notices, including those with multiple publishing dates, to: Norwalk City Clerk 125 East Avenue, Norwalk CT. 06856-5125

BILL TO: Sharon Conners

City of Norwalk

Purchasing Department

125 East Avenue

Norwalk, CT 06851

sconners@norwalkct.gov

Phone: 203-854-7947

Fax: 203-854-7817

No. of Pages (inc cover sheet): 2 **Date Sent:**

LEGAL NOTICE

Pursuant to the Norwalk Code of Ordinances §9-3, the Norwalk Purchasing Department will hold a public hearing via Zoom Teleconference at a regular meeting of the Public Safety & General Government Committee on Thursday, July 27, 2023, at 7:00 pm, on the following item(s):

SALE OF CITY-OWNED PERSONAL PROPERTY:

1. Fire Department Vessel: M/V "Robert Bedell," Aluminum fire response vessel; RAIV Hybrid Patrol SAR; 38 feet w/4' wide dive platform; 300 gallons fuel capacity; built by Almar-North River in 2011.
2. Police Department Vessel: TP Marine, RIB police response vessel, 26 feet w/4' engine bracket, powered by twin Evinrude Etec, 300 HP, outboard motors, built in 2006.

At this hearing interested persons may be heard and written communications submitted. All agenda materials are available at _____ [Department] at City Hall, 125 East Avenue, Norwalk, CT and on the City of Norwalk's website

<https://apps.norwalkct.org/meetingboard/committee/18>. A copy of the agenda and instructions on how to participate in this virtual meeting will be available on the City of Norwalk's website at: <https://apps.norwalkct.org/meetingboard/meetinglist>.

DATED THIS ____ DAY OF JULY, 2023

PUBLISH

Thursday, July 20, 2023

**CITY OF NORWALK
PUBLIC SAFETY AND GENERAL GOVERNMENT COMMITTEE OF THE COMMON
COUNCIL
REGULAR MEETING
JUNE 22, 2023**

Attendance: Jenn McMurrer, Chair; Heidi Alterman; Nicol Ayers

Absent: Josh Goldstein; Bryan Meek; Diana Revolus

Staff: Michele DeLuca, Deputy Director Emergency Management; Chief James Walsh; Pamela Raila, Recreation and Parks

I. WELCOME AND ROLL CALL

McMurrer called the meeting to order at 7:03PM.

II. ACCEPTANCE OF MINUTES- MAY 25, 2023

The minutes were tabled due to a lack of a quorum.

III. PUBLIC PARTICIPATION

There were no public comments this evening.

IV. NEW BUSINESS

POLICE DEPARTMENT

AUTHORIZE THE MAYOR HARRY W. RILLING TO SIGN A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF NORWALK POLICE DEPARTMENT AND LIBERATION PROGRAMS TO PROVIDE A PART-TIME CLINICIAN TO OUR CURRENT BEHAVIORAL HEALTH UNIT. THIS PARTNERSHIP WILL EXPAND OUR CURRENT B.H.U. SERVICES BY ADDING CLEAR (COMMUNITY AND LAW ENFORCEMENT FOR ADDICTION RECOVERY PARTICIPANTS) PROGRAM TO THE CITY OF NORWALK. THE GOAL OF THIS PROGRAM IS TO BUILD A PARTNERSHIP WITH THE LIBERATION PROGRAM FOR THE PREVENTION OF OVERDOSES AND TO PROVIDE CLINICIANS FOR

ADDICTION SERVICES. THIS IS A NO COST PROGRAM FOR THE NORWALK POLICE DEPARTMENT AND WILL PROVIDE MUCH NEEDED SERVICES TO THE CITY.

Chief Walsh said a few months ago he was approached by the Administration of Liberation which is a program that is very successful at the Stamford Police Department. He said the proposal is a no cost proposal to the City of Norwalk, and they will be sending a part time clinician twice per week on days that are mutually conducive based on scheduling, and they will follow up on all of the overdoses that the police department has responded to and will provide further services that the police cannot provide that include recovery and addiction prevention, and hosting events where addiction services literature and will include other outreach services within the community. Ms. McMurrer asked what the timeline is on the federal grant. Chief Walsh said he does not know but it is an ongoing program and there was no mention of an expiration date and is a very active program from New Haven to Stamford.

Ms. Alterman said she is in big support of this program, and they do great work.

Ms. McMurrer said due to the lack of a quorum this item will be moved to the next Common Council agenda.

FIRE DEPARTMENT- NO ACTION ITEMS

V. DISCUSSION

WATER/MARINE SAFETY- PAM RAILA

Ms. Raila thanked the committee for having this discussion item and it is so important that people enjoy the water as much as possible but take it seriously. She said there is already a long list of drownings in communities around Norwalk. She said there are things people can do to be safe in, on, and around the water and the first on her list is to always swim in a supervised area by either lifeguards or responsible adults, if possible, learn how to swim or wear a US Coastguard approved lifejacket. She said if it is too cold the time in the water needs to be limited and don't go too far out, and don't go in the water too close to the time someone has eaten and to wait 30 minutes after eating, and adults should not go in the water after consuming alcoholic beverages. In closing, she said to have fun in the water but to also be respectful of the water.

Ms. Ayers thanked Ms. Raila and said the discussion is so very important as residents in Norwalk live near the water and sometimes forget that Norwalk is a water community. She asked Ms. Raila if she had any tips for people that have pools. Ms. Raila said most of the things that had discussed also apply to pools and one of the most important things is supervision and to be sure the pool area is safely secured when there is not adult supervision.

Ms. DeLuca said the summer safety spotlight is on the city's main webpage that includes a lot of safety tips and some activity books for kids and there will also be one that will be posted in August/September for Hurricane safety, one for winter safety and one for holiday safety. She said if there is a topic that someone would like to see to contact her, and she can add a link.

Ms. McMurrer reminded everyone that fireworks are illegal for use by non-professional, non-licensed users in Connecticut and can cause serious injuries or worse and is asking all the public to attend public fireworks displays that are put on by professionals and not taken into their own hands. According to the National Fire Protections Association children ages 10-14 have the highest rate of fireworks injures. She said if sparklers are used to keep a distance from others to avoid injuries and they can burn at 1200 degrees Fahrenheit, and wood ignites at 356 degrees Fahrenheit and burns at 575 degrees Fahrenheit. She also said to keep pets inside during fireworks as they can have a negative impact on them. She said if more fireworks safety tips and facts are needed to visit www.nfpa.org

VI. OLD BUSINESS

There was no discussion.

ADJOURNMENT

**** MS. ALTERMAN MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:30PM.

Respectfully submitted,

Dilene Byrd

MEMO



To: Common Council, Public Safety and General Government Committee

From: Assistant Chief Mark Conte

RE: Common Council Authorizations

DATE: March 22, 2022

1. Authorize, the Mayor Harry W. Rilling, to execute a Contract with Maggiore Construction, Inc. for the Meadow Street Fire Station (Station 5) bathroom renovation for a total not to exceed \$84,560.00. Acct. # 09243110-5777-C0673
2. Authorize the Fire Department to issue change orders on Contract for a total not to exceed \$3,440.00. Acct. # 09243110-5777-C0673

Background:

The current conditions do not allow for adequate privacy for all our members. The renovation will provide two private stalls, one including a changing are, and one private shower/changing area for the three on-duty firefighters. An upgraded bathroom ventilation system is also included in the renovation.

CITY OF NORWALK
PURCHASING DEPARTMENT
BIDDER'S INFORMATION AND ACKNOWLEDGMENT FORM

Maggiore Construction Inc
Bidder's Name

5 Eversley Ave Suite #1
Street Address

Norwalk	Ct	06851
City	State	Zip

Business Telephone: (203) 853-0042

Email Address: info@maggioreconstruction.com
--

Anthony Maggiore - President
Printed Name and Title of Individual Submitting Bid

The undersigned acknowledges that the terms, conditions and specifications of this bid are understood and unconditionally accepted.	
	6-28-23
Signature	Date

CITY OF NORWALK
PURCHASING DEPARTMENT

Exceptions: Note any vendor(s) responding to this proposal shall indicate any/all exceptions (if any) taken to language in this proposal. Exceptions must be declared below in order to be considered by the City:

The specialty items including bathroom cabinetry, quarter Vanity top, Bathroom partitions may have long lead times. Upon completion and acceptance of submittals we will provide delivery dates for these items and a subsequent completion date.

The toilet partitions are the same material that we used in Fire Station #1 - Black Core Phenolic

CITY OF NORWALK
PURCHASING DEPARTMENT

1.1 RESPONSE FORM

Vendor Name - <i>Maggiore Construction Inc</i>		
Address - <i>5 Eversley Ave Suite #1 Norwalk Ct 06851</i>		
Phone - <i>(203) 853-0042</i>	Fax - <i>(203) 853-9262</i>	info @ maggiore Email - <i>Construction.com</i>
Manager - <i>Anthony Maggiore</i>		Fed ID# <i>06-1014806</i>

The undersigned hereby declares that he has or they have carefully examined the plans, specifications and project site and has satisfied himself as to all the quantities and conditions, and understands that in signing this proposal he waives all right to plead any misunderstanding regarding the same.

The undersigned further understands and agrees that he will furnish and provide all the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the work necessary under the aforesaid conditions, to carry out the contract and to accept in full compensation therefore the amount of the contract as agreed to by the Contractor and the City.

The undersigned further agrees, in case of variations of quantities from those shown or specified, the following unit prices will be used in adjusting the contract price. If quantities are authorized by the City, the following amount will be added to the contract as required. Unless otherwise noted, each UNIT PRICE shall include all equipment, tools, labor, permits, fees, etc., incidental to the installation and completion of the work involved.

It is further understood and agreed that all the information included in, and attached to, or required by the Request for Bid shall become public record upon delivery to the City.

1. The following unit prices shall apply to this project:

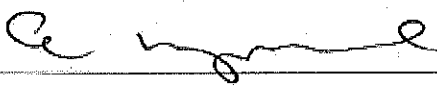
Total Lump Sum Bid	\$ <i>84,560</i>
Total Lump Sum Bid in Words	<i>Eighty Four Thousand Five Hundred Sixty Dollars</i>

CITY OF NORWALK
PURCHASING DEPARTMENT

2.

Bid Security in the form of a (check one) is attached.	Bond	✓	Certified Check ^{\$8,000} Copy attached
Cost for performance bond <u>included in lump sum</u>	\$ 3.57% \$ 2800.00	\$350.00 per thousand dollars	

Submitted by:

Print Name of Authorized Agent of Company	Anthony Maggiore - President
Signature of Authorized Agent of Company	
Date 6-28-23	6-28-23

The above signatory acknowledges receipt of the following addenda issued during the bidding period and understands that they are a part of the bidding documents (if applicable):

Addendum # 1	1-3 pgs	Dated	6-14-23	Addendum #		Dated	
Addendum #		Dated		Addendum #		Dated	
Addendum #		Dated		Addendum #		Dated	

ORIGINAL DOCUMENT PRINTED ON CHEMICAL REACTIVE PAPER WITH HEAT SENSITIVE INK, HAND IDON AND MICROPRINTED BORDER


Fairfield County Bank
150 Danbury Road • Bridgefield, CT 06877
877.431.7431 • www.fairfieldcountybank.com

Official Check

68383

51-7227 / 2211

June 27, 2023

Pay to the

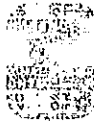
Order of:

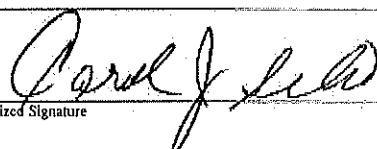
CITY OF NORWALK, CT

\$8,000.00

Eight Thousand and 00/100*****

Memo NFD #5 BOND




Authorized Signature

Authorized Signature

Two signatures required if over \$10,000.00

⑈068383⑈ ⑆221172270⑆ 509000994⑈

CITY OF NORWALK PURCHASING DEPARTMENT

1.2 STATEMENT OF BIDDERS QUALIFICATIONS

Please answer the following questions regarding your company's past performance. Failure to reply to this instruction may be regarded as justification for rejecting a bid.

1.	Number of years in business:	43 years	
2.	Number of personnel employed:	Part Time	Full Time
		2	3

3. List projects of this type/size your firm has completed within the last three (3) years:

Project	Date	Contact Person	Phone No.
Rolling Ridge Condo	2019	Patsy Gill Gill & Gill Arch	(203) 831-8808
Norwalk Fire Station #1	2022	Assist. Chief Mark Conti	(203) 943-6470
Tony's Welding Shop	2021	Fred Groen	(203) 809-8558

4. **SUBCONTRACTORS:** If subcontractors are to be used, please list firm name, address, name of principal, and phone number below or on a separate sheet. Also, indicate the portion or section of work a subcontractor will be performing.

COMPANY NAME	ADDRESS	PRINCIPAL	PHONE	PORTION/SECTION OF WORK
Encon HVAC	1265 Woodland Rd Stamford Ct 06655	Brian Reilly	(203) 375-5228	HVAC
Derek Electric	35 Dickerson Rd Darien Ct	Derek	(203) 858-2514	Electrical
Ct Restroom	40 South Street Danbury Ct 06810	Brandon McEwan	(203) 205-0170	Bath Partitions

CITY OF NORWALK PURCHASING DEPARTMENT

5. ORGANIZATIONAL STRUCTURE OF BIDDER (check which applies)	☐	general partnership
	☐	limited partnership
	☐	limited liability corporation
	☐	limited liability partnership,
	☐	corporation doing business under a trade name
	☐	individual doing business under a trade name
	☒	other (specify) <i>Sub Chapter S</i>

6. STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE'S OFFICE; e.g., are all required filings current and in good standing or has the entity been withdrawn or canceled	<u>Connecticut corporations</u> - Will the Secretary of State be able to issue a Certificate of Good Standing within 30 days of the bid opening?	Yes ☒	No ☐
	<u>Out-of-State corporations</u> - Do you have a valid license to do business in the State of Connecticut? (Evidence in the form of a Certificate of Authority from the Connecticut Secretary of State will be required within 30 days of the bid opening.)	Yes ☐	No ☐
7. CT LICENSE/REGISTRATION NUMBER	<i>501992</i>		
8. Is your local organization an affiliate of a parent company? If so, indicate the principal place of business of your company and the name of the agent for service if different from what has been indicated on the response form:			
Business Name	<i>N/A</i>		
Address			
City		State	Zip
Name of Agent			

NOTE: In the case of a Limited Liability Corporation or a Limited Liability Partnership a certified copy of the Articles of Organization certified as valid and in effect as of the date of the bid opening will be required within 30 days of the bid opening.

CITY OF NORWALK PURCHASING DEPARTMENT

A listing of the corporate officers, in the case of a corporation; the general or managing partners, in the case of a partnership; or the managers and members in the case of either a limited liability partnership or company will be required within 30 days of the bid opening.

9. The awarded contractor may be required to submit one copy of the following information relative to its company's financial statements prior to contract signing. This information must represent the current circumstance which surrounds the financial position of the bidding organization. Note: This information will be kept confidential if provided in a separate envelop from your bid pricing.

All information should be supported with appropriate audited financials.

- a. Book Value (Total Assets (-) Total Liabilities)
- b. Working Capital (Current Assets (-) Current Liabilities)
- c. Current Ratio (Current Assets/Current Liabilities)
- d. Debt to Equity Ratio (Long Term Debt/Shareholder's Equity)
- e. Return on Assets (Net Income/Total Assets)
- f. Return on Equity (Net Income/Shareholder's Equity)
- g. Return on Invested Capital (Net Income/Long Term Debt + Shareholders' Equity)

All responses to this questionnaire are understood to be proprietary to the vendor, and will be considered confidential. Additional information may be requested subsequent to your responding to this bid request.

10. Identify your businesses' supplier diversity classification and provide certification:

DIVERSITY CLASSIFICATION	CHECK ALL THAT APPLY
Women Business Enterprise (WBE)	
Minority Business Enterprise (MBE)	
Disadvantage Business Enterprise (DBE)	
Veteran-owned Small Business (VOSB)	
Small Business (SBE)	
Other (please explain)	

CITY OF NORWALK PURCHASING DEPARTMENT

1.3 CITY OF NORWALK VENDOR RECORDS

If you have not done business with the City of Norwalk as a vendor, your business information needs updating or your vendor record has not been updated over three (3) years. Please complete and include the latest Internal Revenue Service (IRS) W-9 Form with your submission. Here is the URL to the IRS website: <https://www.irs.gov/forms-pubs/about-form-w-9>

1.4 INSURANCE

Insurance Agency Name: <i>Contractor's Edge</i>	Tel: <i>(949)</i> <i>427-9449</i>
Agency Address: <i>1950 West Corporate Way #1</i> <i>Anaheim Ca 92801</i>	Email: <i>mpiesere@</i> <i>Ventreo.com</i>

1.5 CITY OF NORWALK VENDOR QUESTIONNAIRE – IT INFORMATION SECURITY

City of Norwalk Vendor Questionnaire

IT Information Security

Rev 8.4.22

1. **Third-Party Contact Information** (please provide the POC for follow-up questions to this questionnaire):
Vendor Name, Address, Point-of-Contact Name, Phone Number and Email

N/A

2. **Description of Services/Products:** Please provide a detailed description of services/products your organization aims to provide to the City?

N/A

3. **System and Equipment Access:** Will your organization use your own systems and equipment to perform the services, or will your organization need access to the City's systems, equipment and network? (Yes or No, If Yes, please explain)

YES ☐

NO ☒

4. **Description of Data:** Are you using data from the City in order provide the services/product to the City (Yes or No, if Yes proceed to 3.1)

a. What data is needed to provide the services/products to the City?

Example: Name, Social Security Number, Trade Information, Source Code, Payroll or Accounts Payable data, student or patient data, Law Enforcement data, any Personally Identifiable Information (PII), etc.

YES ☐

NO ☒

If your answers to Questions 3 and 4 are BOTH "NO", thank you for completing the IT Information Security Questionnaire.

If one or both questions are "YES", please complete the remaining questions.

5. **Office Locations:** How many office locations does your organization have? *Please include the locations of your organization.*

5 Eversley Avenue Suite #1
Norwalk Ct 06851

6. **Data Center Locations:** How many data centers does your organization utilize to provide services/products to the City? *Please include the locations of the data centers utilized by your organization.*

1 - 5 Eversley Avenue Suite #1
Norwalk Ct. 06851

7. **Business Entity:** What is your business entity type?

**Example: Sole Proprietorship, Partnership, C Corporation, S Corporation, Limited Liability Corporation (LLC), Limited Liability Partnership (LLP)*

Sole Chapter S

8. **How many employees and contingent workers do you have in your organization?**

1-10 ☒ 10-50 ☐ 50-100 ☐ 100-500 ☐ 500-1000 ☐ 1000 or more ☐

9. **Physical Access:** Does your organization need to be onsite or offsite to provide services/products to the City?

YES ☐ NO ☒

10. **Access to Data:** How is your organization accessing City data?

**Example: Is the data supposed to be sent to your organization via email or will the data need to be uploaded to an application?*

**Note: For third-parties that are providing an application to perform the services, please specify whether the application will be an internally hosted solution, cloud-based solution (i.e. SaaS, IaaS, PaaS), or a traditional web-based application (i.e. eBay, WebEx, online banking application)*

e-mail

11. **Data Storage:** Does your organization outsource data storage or does your organization utilize its own databases to store data? Does your organization store data outside of the United States?

YES ☐

NO ☒

N/A

12. **Segregation of Data:** Does your organization's database structure allow segregation of sensitive client data?

YES ☐

NO ☒

N/A

13. **Independent Attestations:** Does your organization have independent attestations such as (i.e. ISO 27001, SSAE-18 SOC-1, SOC-2, PCI- DSS, ISO 9001)?

N/A

14. Information Security

- a. Does your organization have written information security policies and procedures (WISP)?

YES ☐ NO ☐

- b. How often are the information security policies and procedures reviewed and updated?

N/A

- c. Who in the organization is responsible for reviewing and updating the information security policies and procedures?

N/A

- d. Does your organization have privacy policies and procedures?

YES ☐ NO ☐

N/A

- e. How often are the privacy policies and procedures updated?

N/A

- f. Who in the organization is responsible for reviewing and updating the privacy policies and procedures?

N/A

- g. What methods of encryption are utilized for data at rest and in transit?

N/A

h. Are the encryption methods utilized FIPS 140-2 approved?

YES ☐ NO ☐

N/A

i. Does your organization utilize firewalls to filter incoming data and information from the internet into your company network?

YES ☐ NO ☐

N/A

j. Does your organization perform penetration testing at least once per year to determine if unauthorized access to the computer network and malicious activity is possible externally?

YES ☐ NO ☐

N/A

k. Does your organization perform vulnerability testing at least once per year in order to identify vulnerabilities within the internal network?

YES ☐ NO ☐

N/A

l. Does your organization perform background checks on employees and contingent workers prior to onboarding them? Describe the nature of these background checks (i.e., criminal, credit, international, etc.).

YES ☐ NO ☐

N/A

m. Does your organization utilize multi-factor authentication?

YES ☐ NO ☐

N/A

n. Does your organization utilize scan cards or biometric scans to grant employees and contingent workers access to the building and data centers where data is stored?

YES ☐ NO ☐

N/A

o. If offering a technology product, does the organization utilize software development life cycle (SDLC) or Agile to build and maintain technological product?

YES ☐ NO ☐

N/A

p. Does the technological product undergo information security testing and quality assurance testing prior to deployment?

YES ☐ NO ☐

N/A

q. Does the Vendor provide annual Cybersecurity Awareness training to their employee?

YES ☐ NO ☐

N/A

r. Does the Vendor provide annual phishing simulations for their employee?

YES ☐ NO ☐

N/A

s. Have users been educated on how to report suspected security violations or vulnerabilities?

YES ☐ NO ☐

N/A

t. Does the Vendor have an employee identified as the Chief Information Security Officer?

YES ☐ NO ☐

John Lloyd - Head of IT

u. Are all the Vendor laptops encrypted?

YES ☐ NO ☐

N/A

v. Are all Vendor computers (workstations, notebooks) required to join the Company's domain and receive Group Policies?

YES ☐ NO ☐

N/A

w. Does the Vendor meet the NIST 800-63 password guidelines?

YES ☐ NO ☐

N/A

15. Risk Management

- a. Does your organization have an enterprise risk management framework implemented at your organization?

YES ☐ NO ☐

N/A

- b. Does your organization have documented enterprise risk management policies and procedures?

YES ☐ NO ☐

N/A

- c. Who in the organization is responsible for reviewing the enterprise risk management policies and procedures?

N/A

- d. Does your organization utilize an outside third-party to provide services/products to the client?

YES ☐ NO ☐

N/A

- e. Does your organization have a third-party risk management program (TPRM)?

YES ☐ NO ☐

N/A

f. Does your organization include right-to audit clauses in contracts with third parties?

YES ☐ NO ☐

N/A

g. Does your organization have a certificate of insurance (COI)? *Please attach a copy of your COI.*

YES ☒ NO ☐

Attached - next page

Business Continuity/Disaster Recovery

a. Does your organization have a business continuity plan?

YES ☐ NO ☐

N/A

b. How often is the business continuity plan updated?

N/A

c. Does your organization conduct business continuity tests once per year?

YES ☐ NO ☐

N/A



MAGGCON-01

CEATON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/22/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

Acrisure of California LLC
DBA: Contractor's Edge Insurance Services
Powered by VANTREO Insurance Brokerage
San Clemente, CA 92672

CONTACT

NAME:
PHONE:
(A/C, No, Ext):
E-MAIL:
ADDRESS:

FAX:
(A/C, No):

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Evanston Insurance Company

35378

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED

Maggiore Construction Inc
5 Eversley Avenue
Norwalk, CT 06851

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LYR	TYPE OF INSURANCE	ADD'L SUBR INSR. WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	X COMMERCIAL GENERAL LIABILITY					
	CLAIMS-MADE X OCCUR		3AA668826	4/29/2023	4/29/2024	EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
						OTHER: \$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS					BODILY INJURY (Per person) \$
	HIRED AUTOS ONLY NON-OWNED AUTOS ONLY					BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB CLAIMS-MADE					AGGREGATE \$
	DED RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N					PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N/A					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Norwalk
125 East Avenue
Norwalk, CT 06851

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/22/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Automatic Data Processing Insurance Agency, Inc. 1 Adp Boulevard Roseland NJ 07068 INSURED Maggiore Construction Inc 5 Eversley Ave Norwalk CT 068515021		CONTACT NAME: Automatic Data Processing Insurance Agency, Inc PHONE: 1-800-524-7024 FAX: (A/G, No) (A/G, No, Ext): E-MAIL: ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Trumbull Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
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COVERAGES CERTIFICATE NUMBER: 3024604 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR. RISK	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER: AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY					EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	OCCUR CLAIMS-MADE Y/N N/A	76WEGAR3EYG	02/08/2023	02/08/2024	EACH OCCURRENCE AGGREGATE PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER City of Norwalk 125 East Ave Norwalk CT 06851	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE [Signature]
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d. Does your organization have a disaster recovery plan?

YES ☐ NO ☐

N/A

e. How often is the disaster recovery plan updated?

N/A

f. Does your organization conduct disaster recovery tests once per year?

YES ☐ NO ☐

N/A

g. Does your organization have business continuity and/or disaster recovery sites?

YES ☐ NO ☐

N/A

h. Are the business continuity/disaster recovery sites located in the United States or outside the United States? Please include the locations of business continuity/disaster recovery sites?

YES ☐ NO ☐

N/A

Norwalk Police Department
Administration

Memo

To: Common Council, Health and Public Safety Committee

From: Chief James Walsh

Date: July 13, 2023

Re: Common Council Authorizations

The Police Department has received funding for new marked police utility vehicles in the 2023/2024 Capital Budget. The purchase is within City purchasing guidelines as the vehicles are under state contract pricing. The quote from CMG (Colonial Motor Group) is for ten (10) Chevy Police package Utility vehicles. The per unit price is \$45,214.90 for a total of \$ 452,149.70. This is an annual purchase to maintain the safety, readiness, and dependability of our fleet.

The Police Department is also requesting to purchase a utility pickup truck. The current pickup in our fleet lacks the proper towing capability for two of our police vessels which weigh more than the towing capacity of our current truck. The purchase of this truck will allow us to not rely on outside vendors to haul and tow two of our vessels during seasonal storage, and when maintenance is required. This vehicle will also allow us to tow the trailer for our Emergency Services Unit S.C.U.B.A team which contains equipment for underwater search and rescue capabilities. The truck will also be utilized for the towing and hauling of variable message signs, radar, and traffic enforcement trailers. The purchase is within City purchasing guidelines as the vehicle is under state pricing. The quote from CMG (Colonial Motor Group) is for one (1) 2024 Chevrolet 3500 HD utility Crew cab pickup truck. The price is \$52,800.00.

The Purchasing department submitted an RFP for the up-fit of our police utility vehicles in 2022. The committee reviewed and interviewed three vendors and selected Fleet Auto which had the lowest-priced submission. At that time, we entered a three-year agreement with Fleet Auto with two optional one-year renewals.

1. Authorize the purchasing agent, Sharon Connors to issue a purchase order to Colonial Municipal Automotive Group (CMG) for the purchase of ten 2023 Chevy Police package Utility vehicles under the Collective purchasing of the Greater Boston Police Council for an amount not to exceed \$453,000. Account # 09243010 5777.

2. Authorize the purchasing agent, Sharon Connors to issue a purchase order to Colonial Municipal Automotive Group (CMG) for the purchase of one 2024 Chevrolet 3500 HD Utility crew cab pickup truck under the Collective purchasing of the Greater Boston Police Council for an amount not to exceed \$53.000. Account # 092430010 5777
3. Authorize the purchasing agent, Sharon Connors to issue a purchase order to Fleet Auto Supply, LLC for emergency lighting and up fit for ten Police utility vehicles, and one Chevy Crew cab utility pickup for an amount not to exceed \$240.000. Account # 09243010-5777.

Norwalk Police Department Administration

Memo

To: Common Council, Health and Public Safety Committee

From: Chief James Walsh

Date: July 14, 2023

Re: Common Council Authorizations

The Police Department has received funding for the privatization of the City of Norwalk School crossing guard program in the 2023/ 2024 Operating Budget. The current school crossing guard program is managed by the Community Services Division of the Norwalk Police Department. The Lieutenant of Community Services is responsible for hiring, staffing, training, equipping, and the daily management of vacancies caused by sickouts and resignations. Currently, there are 26 crossing guard positions for the daily morning and afternoon school arrivals and departures. Several vacancies occur daily causing uniformed sworn patrol officers to be taken off of regular patrol duties to cover these posts. A majority of these occur at the changing of shifts and lead to overtime costs to cover payroll overages.

The privatization to a professional School Crossing Company will alleviate the responsibilities and management of the guard program from the Police Department to the selected company. It will also prevent officers from being reassigned from patrol duties to cover vacant crossing guard locations that occur daily. The RFP submitted by purchasing required that all of the above responsibilities, and daily management of replacements be covered by the company selected.

The Purchasing department submitted an RFP for a company for the Management of our School Crossing Guard program. The committee reviewed and interviewed three vendors and selected Everything Parking INC dba Cross Safe Incorporated. The proposal is to enter a (3) year agreement with the option of two (2) one (1) year extensions.

- a. Authorize Mayor Harry W. Rilling, to execute a three (3) year agreement with the option of two (2) one (1) year extensions with Everything Parking Inc dba Cross Safe for project 4280 for a total not to exceed \$388,000 Account # 013026 5258