



CITY OF NORWALK
Norwalk City Hall
125 East Avenue, PO Box 5125
Room 225
Norwalk, CT 06856-5125
P: 203-854-7791 / F: 203-857-0143

PUBLIC WORKS COMMITTEE of the COMMON COUNCIL

DATE: Tuesday, September 7, 2021

TIME: 7:00 P.M.

PLACE: By Video Conference and Teleconference

To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at: norwalkct.org/meetings



Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.



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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 Monique Cipriano at mcipriano@norwalkct.org to provide written public comment prior to the meeting.

AGENDA

Public Input

Public input (Guests at Committee meetings may speak to any item on the agenda. Comments shall be limited to no more than three (3) minutes per speaker.)

New Business

1. Approve the Minutes of the Public Works Committee Meeting of Tuesday, August 3, 2021.

2. Discuss and vote to schedule a Public Hearing to increase the fee for proposed adjustments to the Public Works Rates and Fees to be set by the Department of Operations and Public Works Fee Schedule as per attached. The Public Hearing is scheduled for Tuesday, October 5, 2021 at 7:00 P.M. by Video Conference/Teleconference.
3. Technical Correction of the Common Council Action of July 13, 2021, Item VII.B.3 to add account number 09 20 6030 5777 C0657 designated for Atane Project DPW2021-2, Material Testing:
 - 3a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Atane, for Project DPW2021-2, Material Testing, for a period of one (1) year, billable on a unit price basis, for a sum not to exceed \$30,000.00, with an option to extend for two (2) additional terms of one (1) year each. Account No.

09 21 4021 5777 C0021	09 22 4021 5777 C0318
09 22 4021 5777 C0021	09 21 4021 5777 C0503
09 21 4021 5777 C0234	09 22 4021 5777 C0503
09 22 4021 5777 C0234	09 21 4021 5777 C0440
09 21 4021 5777 C0302	09 22 4021 5777 C0440
09 22 4021 5777 C0302	09 21 4021 5777 C0471
09 21 4021 5777 C0315	09 22 4021 5777 C0471
09 22 4021 5777 C0315	09 21 6030 5777 C0365
09 21 4021 5777 C0318	09 22 6030 5777 C0365
	<u>09 20 6030 5777 C0657</u>

4. Authorize the Mayor, Harry W. Rilling to execute the 1st Amendment to the April 13, 2021 Agreement between the City of Norwalk and The Grasso Companies, LLC, for Project PM2021-1, Pavement Management Program, for an amount not to exceed \$1,000,000.00.

Account No. 09 20 4021 5777 C0021
 09 21 4021 5777 C0021
 09 21 4027 5777 C0302
 09 20 4021 5777 C0503
 09 21 4021 5777 C0503
 09 20 4021 5777 C0649
 09 21 4021 5777 C0318
 03 00 00 2602

5. Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Almstead Tree & Shrub Care Company LLC for the supply and planting of trees and shrubs for an amount not to exceed \$130,000 per year. The Agreement is for a period of three (3) years, with an option to extend for two (2) additional terms of one (1) year each.

Account No. 09 22 4021 5777 C0233
 09 22 6030 5777 C0370
 09 22 4120 5777 C0649

6. Authorize the Mayor, Harry W. Rilling, to execute any and all documents related to State Project 102-364 West Avenue Traffic Adaptive Signal Project:

WHEREAS, the City of Norwalk has initiated a project to upgrade traffic signals on a portion of West Avenue and Belden Avenue to traffic adaptive signals; and

WHEREAS, the City of Norwalk has published a news release, mailed a copy of the news release to required officials and agencies, and mailed a notification letter to abutting property owners, announcing the proposed transportation safety project known as State Project 102-364 West Avenue Traffic Adaptive Signal Project; and

WHEREAS, the construction phase will be funded utilizing 90% Federal Funds and 10% municipal funds; and

WHEREAS, a 30 day public comment period was provided to allow interested parties to voice their concerns; and

WHEREAS, no concerns have been raised by the residents or from the public during the comment period;

Now, therefore, be it resolved by the governing body of the City of Norwalk, find that State Project 102-364 West Avenue Traffic Adaptive Signal Project is in the best interest of the City of Norwalk, and will provide for the convenience and safety of the traveling public.

7. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the September 8, 2020 Agreement between the City of Norwalk and Ahneman Kirby, LLC. for Project No. 4048 On-Call Surveying Services. The Amendment is to extend the Agreement for a period of one (1) year at a sum not to exceed \$150,000.00 with an option to extend for one (1) additional term for one (1) year.

Account No. 09 22 4021 5777 C0302
09 22 4021 5777 C0315
09 22 6030 5777 C0365
09 22 6030 5777 C0367
09 18 4021 5777 C0599
09 21 4021 5777 C0659
09 21 4021 5777 C0234
01 40 30 5258

Information / Discussion

- A. Potential Executive Session to discuss Eversource land use / easements agreements pursuant to Conn. Gen. Stat. Sec. 1-200(9) and 1-210(b)(10).

B. Discussion

1. Project Status

- a. Sediment Removal Contract Update
- b. Dreamy Hollow Drainage System Improvements Update
- c. Curbs, Sidewalks and Paving

C. Tree Operations and Programming

D. Monthly Solid Waste Report –July 2021

E. Food Scrap Drop-Off Report

F. Rowayton Avenue Bridge

G. DPW Information on Dashboard

H. Tropical Storm Ida

Upcoming Projects

Adjournment

Next Meeting: Special Meeting - Monday, September 13, 2021
Public Works Committee
6:00 P.M. Location TBD



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**CITY OF NORWALK
PUBLIC WORKS COMMITTEE
AUGUST 3, 2021**

- ATTENDANCE:** George Tsiranides, Chairman; Barbara Smyth; Tom Keegan; Manny Langella; Darlene Young
- STAFF:** Anthony Carr, Chief of Operations and Public Works; Vanessa Valadares, Principal Engineer; Chris Torre, Superintendent of Operations; Jessica Paladino, Waste Systems Manager; Wilber Giron, Permit Supervisor
- OTHER:** David Heuvelman, Common Council Member; Diane Lauricella; Liz Suchy; Thomas Nelson

The meeting was called to order at 7:09 p.m. A quorum was present.

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Chairman Tsiranides called to order the Public Works Committee meeting on Tuesday, August 3, 2021. He stated that the meeting is being done by video conference. He announced all the Committee Members by name and each member responded for attendance. A quorum was present.

PUBLIC HEARING

PUBLIC HEARING TO INCREASE THE FEE FOR ACCEPTABLE SOLID WASTE FROM \$90/TON TO \$95/TON TO BE SET BY THE DEPARTMENT OF OPERATIONS AND PUBLIC WORKS FEE SCHEDULE.

Chairman Tsiranides called the public hearing to order at 7:10p.m. There was no one from the public to speak regarding the rate increase. Public Hearing was closed by Chairman Tsiranides at 7:11p.m.

PUBLIC INPUT

PUBLIC INPUT (GUESTS AT COMMITTEE MEETINGS MAY SPEAK TO ANY ITEM ON THE AGENDA. COMMENTS SHALL BE LIMITED TO NO MORE THAN THREE (3) MINUTES PER SPEAKER.)

Diane Lauricella stated she wanted to speak about the 440 Newtown Avenue/Cranberry Sewer Extension. She said those Council Members that live in District D need to do some homework about the history of the parcel and the efforts that were made by the Norwalk Land Trust and the Save Cranberry Association, which was an ad hoc group she was a part of in addition to being on the Land Trust at the time, before they decide. They tried to save Fodor Farm but unfortunately, in many of their opinions, the Zoning and Conservation Commission made a mistake of approving a 15-home development and that is history because they were able to get the permit. She recalls that there was discussion about the issue of the sewer. She said when you begin to extend sewers in areas that are traditionally septic system use or single homeowner use, oftentimes it will open-up flood gates to potential for higher density development. She is not opposed to higher density development in certain parts of the City but for those that are from District D, especially Mr. Tsiranides and Mr. Keegan, she continued saying they need to understand the land use implications of this extensions of what it can and cannot mean. It was a special permit so there were certain things that were discussed including an engineered septic system on the site. She said the reason it is important for the type of system used to move the sewage from each of the 15 town houses is because the lateral sewer line is going to be going over Stonybrook. She said she read that in the packet. She stated anything could be engineered to be safe. There were discussions back in the day at the Zoning Commission meetings and Conservation Commission meeting to talk about what could happen if there was a spill of an extension of a sewer pipe. She said this would be a new sewer pipe and she asked that there be a proviso that Mr. Carr and his staff ask that it be lined or an extra pipe around the sewer pipe. She said after Hurricane Sandy, there was a lot of rain, and they are going to have more of these storm events and Stonybrook and that pond floods. She said they took out a bridge leading to the next house south of that point, and the bridge that was once the White Barn Theater, was not a major storm structure. She is sure Mr. Carr would agree. She is also opposed of the sewer pipe going down Newtown Turnpike. She said it seems it would come in from a smaller lateral that is already on Cranberry. She said it is a matter of lot by lot extending sewer lateral and urged them to look at all the pros and cons. She understands that they won their permit, but she believes there is a land use implication of extending sewers into zones such as this. She asked for a

proviso should this get approved that there is a spill containment and spill provisions if there is an issue with that pipe going over Stonybrook which is part of the Saugatuck Watershed of drainage area and is part of a drinking watershed. She thanked the Committee for their time.

Chairman Tsiranides thanked Ms. Lauricella. There were no other participants for public input.

Mr. Langella mentioned to the Committee and everyone watching the zoom meeting that the Police Department was hosting a National Night Out tonight and invited everyone at the meeting and those watching to attend and enjoy the super fun event in South Norwalk.

NEW BUSINESS

1. APPROVE THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING OF TUESDAY, JULY 6, 2021.

Councilman Heuvelman noticed that his name was misspelled in several locations. It has been noted that the spelling of his name should read Heuvelman. There were no other corrections to the minutes.

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

****MOTION PASSED UNANIMOUSLY WITH CORRECTIONS**

2. APPROVE THE INCREASE OF THE SOLID WASTE TIP FEE FROM \$90/TON TO \$95/TON SET BY THE DEPARTMENT OF OPERATIONS AND PUBLIC WORKS FEE SCHEDULE.

Mr. Carr gave a brief background on the reason for the increase. He stated that the new increase for the solid waste tipping fee from \$90 to \$95 is in line with their current contract with City Carting which was effective July 1, 2021. As of July 1, 2021, they are paying \$95 to remove their solid waste from their facility. It was \$85 in the past and last August the Committee approved a five dollar increase to \$90 and that was phase one of two and this is the second phase of the increase because they didn't want to financially burden contractors, residents, or other entities by increasing the fee by \$10 all in one (1) year. This fee increase will now set what they pay to get rid of their solid waste equal to what they are charging customers.

Chairman Tsiranides stated that the City is not making any additional money and passing down the costs directly to the residents.

****MR. KEEGAN MOVED THE ITEM**

****MOTION PASSED UNANIMOUSLY**

3. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ACCEPT THE PROPOSED PRIVATE SANITARY SEWER EXTENSION AT 440 NEWTOWN AVENUE / 78 CRANBURY ROAD – ABLE CONSTRUCTION – PROPOSED 15 UNIT CONSERVATION DEVELOPMENT. THROUGH TECHNICAL ANALYSES, IT WAS CONFIRMED THAT THE CITY’S SANITARY SEWER COLLECTION SYSTEM AND WASTEWATER TREATMENT PLANT CAN ACCOMMODATE THE ADDITIONAL SANITARY SEWER FLOW GENERATED FROM THE PROPOSED DEVELOPMENT.**

Chairman Tsiranides commented on Ms. Lauricella’s comment and said that when the property came up for sale and brought by a developer, he and other District D residents fought to try to preserve the property there and it was a sad day when they were not able to get the money to buy it back from the developer. He said unfortunately, the City is limited to what they can do on private property and a development of that size would have been a great asset to add to the Land Trust of the City of Norwalk but unfortunately here they are and hopefully the developer keeps it within the set limits and doesn’t go any further and make larger developments. He said that will come down to the Council and the Committees and Commissions involved to determine down the road to protect what they can for the remaining piece of the property. He said that has nothing to do with the drainage.

Mr. Carr responded that the proposed sanitary sewer extension will serve 15 new units. The proposed sanitary sewer is two (2) inch low pressure force main which means a pump moves the sewage from the site through the pipes to eventually their collection system. It is not an eight (8) inch gravity main in the typical type of public sanitary sewer that they are used to talking about. This is a private main and the City does not intend to take ownership of it. He said this length of sewer main is several hundred feet and low pressurized and it is going to connect to an existing private pressurized force main. He gave an example. Ultimately, there will be a new two (2) inch line to an existing two (2) inch force main, new force main to the old force main, which are both private, to their sanitary sewer. It is not really a public extension, but an argument could be made that it is part of their sanitary collection system because the sewer discharge conveyed from the site to their collection system. It is not a public extension, it is a private extension and because it is a force main pressure, pressurized pipe, the City does not intend to take this over as public and therefore will not be responsible for the maintenance. He said if they do not extend the sewer and it is left as septic, it could be argued that there can be environmental concerns for the septic system. He said that he understands Ms. Lauricella’s point about the cumulative effect and that is why through technical analyses they had the applicant perform flow monitoring to capture a few rainstorms to make sure that the downstream pipes could handle the additional flow. He said they have more than enough capacity at the treatment plant, and they are not worried about that. Through the analysis the applicant had demonstrated that their sewer system can handle the pressurized sewage that would flow by gravity into their sewer system and eventually to the wastewater treatment plant. Mr. Carr said they have no objections to the approval. This project has been in the works and has received prior approval and they are trying to get this project as well as others through a process that they recently introduced to the WPCA Board which is inline with their new sanitary sewer policy which was adopted by the WPCA. The policy outlines all the design construction and administrative requirements that an applicant needs to follow.

Chairman Tsiranides asked Mr. Carr to give more information about the piping that will be used, regulations and the guidelines.

Mr. Carr responded that the materials for the force mains are typically two (2) inch / 2 ¼ inch pvc stick, thick wall pvc, there is very minimal polyethylene which is the black plastic pipe that comes in coils. He said the reason that is preferred is because ultimately for force mains there are no joints with the black kind of irrigation pipe. He said it could be rolled out a several hundred feet and have minimal joints. This is a very low potential for leaks or to be damaged and infiltrate into the ground. Those private force mains or public mains are pressure tested. They are vacuumed tested, and pressure tested in accordance with state standards so that they must hold a column of water for a certain amount of time and must hold a certain pressure of air. This will remain a private sewer extension and it will remain a privately owned and operated sewer extension.

Ms. Smyth commented that it is a shame that they are here when there was so much effort to try to save that property. She said she recalls that the City agreed to match some of the funds that the White Barn/Land Trust was trying to raise. She said they were really working together to try and save that property because it was really something special. She said it sounds like Public Works has done their homework and has addressed all the concerns.

Chairman Tsiranides agreed with Ms. Smyth. He said a lot of time and effort was spent on it and unfortunately, they couldn't preserve it. He said going forward, they will do their best to maintain the size of the development, the construction and obviously sanitary sewer.

Mr. Heuvelman asked Mr. Carr the distance at the first line from the White Barns Development to the first pump station for the flow and then from that pump station to tie into the public line, he wanted to know those two (2) distances?

Mr. Carr answered that the first distance is several hundred feet from the White Barn Property that includes the new extension, the new two (2) inch pipe. He said from the existing sanitary sewer force main to the other tower existing manhole is also several hundred feet. The entire run from the White Barn to their system is about a thousand linear feet, possibly a little less.

Mr. Heuvelman said the force main pump station is being tied into first, how many units or volumes does that serve before it is being joined by the White Barns.

Mr. Carr answered that the White Barn is 15 units, and the existing homes are five (5) so a total of about 20 homes/units that will be served.

Mr. Heuvelman reiterated that 20 units will be served by that pump station to flow downstream to their high end.

Mr. Carr responded yes.

Ms. Valadares commented about the policy. She said the Committee may begin to see some of the approvals that are based on the new policy that DPW and WPCA wrote to make the process simpler. These approvals can be public or private. The difference is that a public approval needs a WPCA Board approval with a public hearing by the time it gets to DPW, and gets it and it is approved, it is referred for an 8-24 approval and then gets full Common Council Approval. This policy was adopted in July 2021.

Mr. Heuvelman asked if the pump station is also private on the force flow.

Mr. Carr answered yes.

Mr. Keegan said in response to Ms. Lauricella's comments, there is a brook that this pipe is going to go over/under/through it, and he wanted clarification on that.

Ms. Valadares said that it is private property and Conservation must approve that as well. She said DPW is concerned about the right-of-way, and they will make comments. If Conservation needs something else to address to protect the brook, they will address that with the conservation permit for the whole development.

Ms. Suchy added that this project was approved nearly six (6) years ago. Not only was the Zoning Commission involved in connection with the special permit application, so was the Conservation Commission because there is a brook and a large pond on the property. Approvals from both agencies received in all appeal periods have expired. She said she appreciates Ms. Lauricella's comments, the Land Trust was given the opportunity to purchase the property from the prior owner, the prior owner kept negotiations underway with the Land Trust to give them the time to do so and the Land Trust was unable to do so. Her client, the predecessor, which was the Fever Group, they eventually sold the property to the current owners, and they are moving forward with permits in place and construction underway. She didn't want anyone to think that this was a new project or the sewer main is something that has never been reviewed. She said not only was it reviewed by Conservation and Zoning, but it was reviewed and approved by DPW five (5) or six (6) years ago and then rereviewed again by the current staff. She asked that Tom Nelson address the technical questions that were raised because his firm provided all the engineering work and analysis for the project.

Mr. Tom Nelson added that the crossing of the brook will be directionally drilled at a significant expense. Passing that force main underneath, the brook by drilling and sleeving a pipe underneath there so that will essentially minimize the impact to the brook and protect that pipe. They think it is the most prudent approach even though it cost a little more to do.

Chairman Tsiranides thanked Ms. Suchy and Mr. Nelson for joining them and providing more information to the Committee.

Ms. Suchy thanked Chairman Tsiranides and the Committee for looking at this and granting the approvals.

****MR. KEEGAN MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

4. REFERRAL OF ITEM 3 TO PLANNING COMMISSION FOR REPORT AND RECOMMENDED ACTION PURSUANT TO CONN. GEN. STAT. §8-24.

Mr. Carr said the sanitary sewer will employ directional drilling which is also known as the trenchless excavation. There will be no disturbances to the banks, and everything will be subsurface. There will be no surface disturbance. There will be less of an impact to the habitat into the brook into the watercourse. He clarified for Councilman Heuvelman that there is no pump station, there will be individual pumps inside each unit. They are called grinder pumps. That grinder pump will eject sewage up through the two (2) inch pipe or through a smaller pipe then meet up or combine with that two (2) inch pipe that would be on their property in the street and then eventually right of way. He said there is no pump station, it's going to be inside each residence and the sewer is forced from each structure enters the new two (2) inch pipe, combines with the existing two (2) inch pipe, and then connects to their collection system.

****MS. SMYTH MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

INFORMATION / DISCUSSION

A. DISCUSSION

1. PROJECT STATUS

a. SEDIMENT REMOVAL CONTRACT UPDATE

Mr. Carr reported on this. He thanked his staff for their perseverance and hard work with dealing with all the challenges. He said there were six (6) locations, five (5) originally scoped. The sixth was located between the fourth and fifth location which is in the same area. The project is in the final stages. They are going back to different properties and providing final restoration and plantings. They are working with the punch list items with the property owners. He said they are almost done.

Ms. Valadares added there is another area they are going back to. She said after they received the permit, unfortunately they do not have the schedule to start because they are waiting on the material. So, they haven't started the extra work that was approved until they receive the materials. She said they are working on the restoration of the other properties. They must go back to complete topsoil and planting and eventually the right-of-way. She said they should begin that work next week and it may take a couple of weeks to complete.

b. DREAMY HOLLOW DRAINAGE SYSTEM IMPROVEMENTS UPDATE

Mr. Carr reported on this. He said they have made significant progress since the last meeting. The First Taxing District is still working on reviewing them

portion of the work. He said part of this project is proposing drainage improvement, sanitary sewer improvements and water main improvements in the Dreamy Hollow Area, which is Saddle, Surrey, Dry Hill, Friendly, Assisi, Honeysuckle, Daphne Area. A whole new sanitary sewer system installed or at least proposed because they will be relocated as part of the drainage improvements. The drainage improvements they are proposing consist of big box culverts that will occupy a lot of space, some of the existing utilities need to be moved but in doing so they evaluate, and they knew that they have a lot of sanitary sewer issues in that area. He said they have 60% design completed to date and they anticipate contract bidding in early to mid-fall and hope to begin construction late October/November time frame. This will be a thousand feet of new drainage improvements, unfortunately they were not able to secure an easement from 28 Honeysuckle, the property owner wasn't too keen of having a 36-inch new storm pipe go through his property of what he considered close to the foundation to his house. He said they appreciated that perspective but without that easement and other easements, they are going to likely scale back the scope of the drainage. There will still be a substantial improvement, the cost benefit will be there, and it is going to impact 40 homes in a positive way. The flood mitigation would be slightly reduced because they are already at budget now and since they didn't have the easements to complete all the work within the City right-of-way would include more pipe. They are introducing some storm sewer pump stations and it will be a cost that unfortunately the capital budget can't incur now however, future funding might change that. He said they are going with a reduced space scope and include additional improvements called an alternate. He said if they have the money or additional funding sources, they will select those options later. He said they are very excited. If additional funding becomes available for flooding, they will incorporate those additional alternates into the base scope. Mr. Carr said that Woodard & Curran, their consultant, has done an amazing job. He said they had to change directions a couple of times because they had a design in mind then they realized they would not be able to get the easements. They were prepared for that, so they had the consultant work on an ultimate design which included everything in the right-of-way, at a higher cost, with the same benefit or everything in the right-of-way, with a reduced cost, and a slightly reduced benefit. He said the drainage project will probably last about year. The area has been plagued by sanitary sewer issues long before the flooding issues. They are not going to reduce the sanitary sewer scope because that will be a different funding source. He said there will be brand new sanitary sewer system for about five (5) or six (6) areas within that watershed.

Chairman Tsiranides asked what happens if a resident changes their mind down the road and decides it is the right way to relieve flooding, would the resident be able to tie into what they are doing.

Mr. Carr responded if the resident changes their mind, the system will be set up. He said they would probably include that run of pipe, it connects Honeysuckle to Daphne, so it would basically allow a more efficient outlet for the water to get from uphill to downhill. The 36-inch plastic pipe, is like the black

corrugated pipe with the green stripes that sometimes you see on the side of the road for a storm drainage project, and if that pipe goes through, they will need three (3) easements, 26 Honeysuckle, 28 Honeysuckle and one (1) on Daphne. He said they started the easement where the pipe that would be more on the property than the other two (2) and that was the most critical easement. Basically, the homeowner was not interested in even allowing them to appraise the sliver of land that they would occupy both permanently and temporarily during construction to at least get price to see how much it would cost because they would be offering compensation for that easement. He said that this was the same response they received back in 2015 when they approached the same homeowner about the easement.

Chairman Tsiranides thanked Mr. Carr and staff for having the foresight on this project and stated that they must respect the resident's wishes on his own property.

Mr. Langella commented that he appreciates the staff for all the countless hours that went into this project and although this project is not ideal, the fact that they can still move forward is a testament to how much the team and their partner put into this.

c. CURBS, SIDEWALKS AND PAVING

Mr. Carr reported on this. He stated they have made a lot of progress. He said they have received a lot of inquiries from the Mayor's Office, the Mayor himself, Common Council Members, and members of the public over the last few months. The five (5) year paving forecast is online, and the map is online which is great. Ms. Valadares and staff decided to break up the three (3) contracts, on-call drainage contract, which is administered by M. Rondano, paving contracts with The Grasso Companies and concrete, curbs and sidewalks with The Grasso Companies, and created a quick reference guide for the Mayor's Office, outlining what they have completed to date for drainage improvements, where they are now and where they plan to go which covers the period of this Summer, Fall and then construction stops the winter weather pending. This forecast puts into perspective of how much was paved this year. He said they are at 50% or more on the paving contract and they also add in streets that they were asked to add or evaluate. They are trying to keep the paving program because the longer they put off other streets, the worse they become. Mr. Carr said reconstructing a street should be avoided. He said it is long and costly.

Ms. Valadares stated they choose which roads to pave by following their five (5) year paving forecast. Once they know which road to pave, they evaluate the sidewalks in that location because they must complete the sidewalks prior to paving. They must reset the curb so they can meet the new grading that they are proposing. They realized that there were conflicts, in particularly with drainage that they need to change based on the new grading. Ms. Valadares explained to the Committee why they have the on-call drainage contract. They

have completed several streets and are now grading and milling North Taylor and Belair. She said the drainage work already happened in that area so now they will begin the paving and if needed, the sidewalk. They are working on drainage in the Center Ave area. Ohio Ave is going through test pits to finalize all the utilities, after that they will address the drainage. She began to discuss the sidewalks. They have finished the several sidewalks and should be substantially complete on three (3) other areas as well. 40% of their sidewalk work has been complete for the year. This Friday, they will be putting out a bid for the next sidewalk project. They have completed approximately 56% of their regional contract as of July 31st. They have paved about 17 roads. She informed the Committee on the upcoming streets to be paved.

Ms. Young thanked Mr. Carr and Ms. Valadares and their staff for doing such a great job. She asked if the information they just received is on the City's dashboard.

Ms. Valadares said that they notify all the residents before they complete any work so they will know. In the past, they didn't notify residents about drainage work because it was normally a quick fix but now, they have decided to inform the residents about drainage as well. She said they normally give two (2) days' notices to the residents. They also notify Customer Service and the Mayor's Office so they can post on social media if appropriate.

Ms. Young said that she thinks the dashboard is a great way to redirect residents to the information.

Ms. Valadares said that they will explore that and see if they can put more information out there.

Mr. Langella said that the staff is doing a fantastic job and for two (2) years running they have smashed their performance. He said he has received emails from constituents about paving and he thinks it is important for all of them to know what is happening so if they must explain anything, the costs associated with paving or the why, having the list could help. He thanked them again.

Mr. Carr said that they update the dashboard every month with the indices or the metrics. They provide input to the Communications Director, Mr. Morgan, for the areas that they are working on. He said they are open to any ideas of how to expand the visibility to everyone.

Mr. Heuvelman said they are doing a wonderful job in a very dynamic situation and handling it very well. He said with all the work Eversource, and Burns Construction are doing around town, what percentage has that slowed their work with keeping on schedule.

Ms. Valadares answered they have monthly meetings with Eversource Gas and Electrical and they discuss their plans that is much further away. They come up

with their list, pavement management program calculates what roads need to get their attention first and Eversource develops their capital projects based on the list of roads Public Works will pave. They have a two (2) year moratorium on all roads they pave so they do not allow anyone to cut into the new pavement. There is a lot of coordination before they can finalize the paving list. She said any big jobs that Eversource is working on, they have been aware of them for at least more than a year. Sometimes there are emergencies that need to be addressed or a change in their scope which is the reason they meet monthly.

Mr. Heuvelman asked has there ever been a project that was stalled because of an emergency or just being behind schedule.

Ms. Valadares responded with an example. She said that on Center Avenue Area they found out that some of the utilities needed to be relocated before they can grade the road the way they needed to do it otherwise they will not have enough coverage, so Eversource must go there and change that, and they have asked them to complete it within 30 days. If that doesn't happen there can be delays. She said most of the time it is very minimal. They are completing test kits in that area now to figure out exactly where the conflict is so they can address it.

B. TREE OPERATIONS AND PROGRAMMING

Mr. Carr reported on this. He stated there hasn't been much change and although Councilman Livingston asked if they would include a column in the latest tree report for new tree plantings, there weren't any. The ideal planting seasons for tree planting is March and October. There wouldn't be any plantings going on now unless it was an emergency. There are plans for tree plantings at Woodward Park, Oyster Shell Park, working with various conservation groups. Mr. Carr said they discussed with the Mayor's Office about needing new tree plantings but there is a cost between \$750 and \$1,000 per tree and the annual budget is only \$65,000.00. The budget would only get about 65 trees a year unless there are grants or other funding sources. There are no new trees to report. The Tree Warden and Deputy Tree Warden has taken an active role in working with Councilmember Shanahan and Councilmember Livingston to give input into the current tree ordinance for the City Charter. The revisions to the tree ordinance will be discussed at the August Ordinance Committee Meeting. He said Mr. Torre has a lot of good ideas. Operations is continuing to deal with many service requests from homeowners contacting them about a tree limb that may be too dangerous. He said their first instinct is to not remove a tree. There will be four (4) trees planted on Cannon Street to replace four (4) pine trees that were taken down because of leaning over into the roadway and other deterioration conditions. He said they would like to plant a tree when they take one (1) out but due to the budget they may not be able to do that.

C. MONTHLY SOLID WASTE REPORT –JUNE 2021

Mr. Carr said they are not quite there as the same time last year, but they are close.

Ms. Paladino added that they are seeing higher numbers for the City. MSW numbers are up for the year 2021 as are the recycling.

Chairman Tsiranides asked what do they think contributed to that?

Ms. Paladino replied partially due to home sales in the community and home cleanouts.

D. FOOD SCRAP DROP-OFF REPORT

Mr. Carr stated they had a very successful pilot program the first year. Rowayton began the program in April 2020, and they incurred the cost from April 2020 to July 2020. Starting July 2020, the Citywide program was launched which included two (2) locations for the food compost drop off, Transfer Station and Rowayton Community Center. He explained how they will compare the two (2) sites on the next report.

Ms. Paladino said they are seeing a higher trend all around. The residents are using both facilities to recycle their food scraps and both facilities have gone up in numbers and volumes. Rowayton has switched over the larger containers, the larger totes (65 gallon), while the Transfer Station still uses the smaller totes (35 gallon). They have been consistently recycling all of them and not having an issue. Rowayton has five (5) of the larger totes and the Transfer Station has eight (8) of the smaller totes. They are picked up once a week throughout the whole year.

Ms. Smyth asked if there would be any additional sites as mentioned.

Mr. Carr said they are soliciting input from a few conservation groups. He said they are looking for a third location which would possibly be in the Cranberry Area. He said the Senior Center on Allen Road was another suggestion for a site.

Ms. Paladino added that Fodor Farm was also a site suggested by people.

Mr. Carr said they wanted to see how the first year ended and the disparity between the Transfer Station and Rowayton. They wanted to wait until they had a year of data to have a baseline. He said they are still working on it.

Ms. Paladino added that they have applied for the Recycle CT Grant for the third location for \$15,000.00.

Mr. Carr said that adding a third location is more money and if the program was too successful, they wouldn't necessarily have the funding available, so they are waiting to hear back from the grant as well. He said they may have a third location established by the Fall.

Ms. Smyth said the third site is going to be important and she is glad to know the grant is in works.

Ms. Young asked for the status of the honorary name changing for Officer Ramirez and former Chief Anderson.

Ms. Valadares said they had a meeting with the Mayor about two (2) weeks ago regarding this. They are waiting for the beginning of the school year so they can have the ceremony for Officer Ramirez because they believe the kids would like to be involved. She said they may schedule something after Labor Day. Regarding the former Fire Chief, his wife asked if they could wait due to COVID because she would like to have some family members present that cannot travel now.

Mr. Carr stated the Mayor's Office would like to proceed with Officer Ramirez first then follow with Fire Chief Anderson's.

Mr. Keegan publicly thanked Ms. Paladino and Chief Carr. He said Chief Carr created a culture in the Public Works Department and he is proud of it. He said anytime he has reached out to him or his staff, they have been very helpful and so he just wanted to thank him on behalf of everyone he represents.

Mr. Carr said he is very welcome. He said that anyone will always get a response from his department. Mr. Carr asked Chairman Tsiranides if they could add an item to the agenda, Item E. Rowayton Avenue Bridge.

Chairman Tsiranides agreed.

E. ROWAYTON AVENUE BRIDGE

Mr. Carr stated that on July 14th there was a partial failure of the Rowayton Avenue Bridge over Keeler Brook which is a single span bridge. It is about 24 feet long, made up of two (2) sections. He described the sections. The northern section of the bridge failed. There were long waist cracks going to the middle of the pavement and then spidering out to other areas, there were a few inches of separation, a little bit of sediment which is all contributed to Tropical Storm Elsa. In April 2019, their bridge consultant, Freeman Companies, inspected the bridge and it was in satisfactory condition, there was no known structural defects other than those related to age. Due to the storm surge and the high velocity water in the channel that feeds Keeler Brook, it scoured, or it moved around the loose stone and the foundation under the arch part of the bridge. Some part of the stone arch collapsed which meant that the pavement on top moved to one (1) side so that's why they saw the cracks at the side. The pavement that is on top is indicative of the problem really going on at the bottom. There is a partial failure and the company responded right away and completed an assessment which he will share. The road is unusable, and they don't recommend any traffic until a bridge replacement is completed. They have four (4) design alternatives and the alternative they like is in-kind replacement of the bridge. They are proposing to remove that metal and stone arch completely and put what is called a box culvert in its place. The in-kind replacement bridge is important because the bridge opening should not be made smaller because that would flood the upstream properties sooner and might even help the downstream a little but if the bridge is bigger than you must do a complete analysis of the watershed which is the area that drains the brook. They expect the permits to be expedited. On August 10th they have a meeting with Conservation to discuss this. The consultant is preparing concept drawings to present at the meeting with Conservation on the 10th. By the end of the August, they should have

30% to 60% level drawings done which would be enough for a regulatory agency to review and approve and by the end of September, they should have 100% done. This is

emergency work and they would like to get this done before the winter. He said he will circulate the report.

Mr. Langella mentioned that several constituents are very happy that the trash receptacles have been installed. He said they wanted him to express their gratitude. Mr. Langella thanked the staff.

Chairman Tsiranides thanked everyone for all their hard work.

UPCOMING PROJECTS

ADJOURNMENT **MR. KEEGAN MOTIONED TO ADJOURN
MOTION PASSED UNANIMOUSLY
MEETING ADJOURNED AT 8:39 P.M.**

NEXT MEETING: **TUESDAY, SEPTEMBER 7, 2021
PUBLIC WORKS COMMITTEE
7:00 P.M. LOCATION TBD**

99-9	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 99 (Snow Emergencies)	\$250	9/12/2006
112-4	TREE REMOVAL PERMIT AND POSTING FEE	\$200	2/10/2009
ORDINANCE SECTION	DESCRIPTION	FEE	DATE LAST CHANGED
112-4A(3)(c)	TREE REPLACEMENT FEE	\$750	6/9/2009
112-6	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 112 (Trees)	\$250	9/12/2006
ENGINEERING	ENGINEERING DATA PRICING		
	Blackline Copy	\$0.75 per SF (minimum \$2)	9/10/2002
GIS	GEOGRAPHIC INFORMATION SYSTEM DATA PRICING		
	COLOR DIGITAL ORTHOPHOTOS		
	Shapefile (SHP or CAD file (DWG))	\$100/hour (\$40 minimum)	10/xx/2021
	Customized GIS map with one copy	\$100/hour (\$40 minimum)	10/xx/2021
	GIS Print (11"x17" or smaller)	\$12/copy	10/xx/2021
	GIS Print (Larger than 11"x17")	\$30/copy	10/xx/2021
	Map legend and disclaimer to be printed on all detailed planimetric maps		
EVENTS	SPECIAL EVENT FEES		
	Barrels/Barricades	\$1500 refundable deposit	10/xx/2021
	Missing/Replacement Barrels/Barricades	\$100/unit	10/xx/2021

2

P&Z-CAM (COASTAL AREA MANAGEMENT) REQUEST FORM

CITY OF NORWALK DEPARTMENT OF PUBLIC WORKS
125 EAST AVENUE
NORWALK, CT 06851
FAX: (203) 857-0143 DPWPERMITS@NORWALKCT.ORG

Please allow **10 business days** for processing, **incomplete forms will delay processing.**

Date Requested: _____ E-mail: _____ Name: _____

LOCATION DESCRIPTION/ ADDRESS / DISTRICT, BLOCK & LOT

Scale: 1" = 100' or 200' 500ft. buffer radius minimum from property line

PLANIMETRIC / PHOTOGRAPHIC DATA (TO BE INCLUDED)

-2019 Orthophoto	-Property Parcels	-Street Names	-North Arrow
-Date photo was taken	-Address	-Scale Bar	-Title

PRICING (TO BE PAID TO DEPARTMENT OF PUBLIC WORKS AT TIME OF REQUEST)

Print Size 24" x 36" **\$30 original, \$5/additional copies**
Accept VISA/ MASTER CARD or CHECK only-

Data Availability and Fees: Any request for public records that require compilation, extraction, programming or any custom work to create shall be provided at the actual cost of duplication and at the hourly rate specified above. Staff will provide an estimate that must be paid before the request can be processed. Fees will be waived for projects directed by the City of Norwalk.

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Signature

09/XX/2021

GENERAL Information - Request Form
CITY OF NORWALK - DEPARTMENT OF PUBLIC WORKS

125 EAST AVENUE
NORWALK, CT 06851

PHONE: (203) 854-4161

FAX: (203) 857-0143

DPWPERMITS@NORWALKCT.ORG

Please allow **10 business days** for processing, **incomplete forms will delay processing.**

Date Requested: _____ E-mail: _____
Name: _____ Phone: _____ Fax: _____
Address: _____ City: _____ State: _____ Zip Code: _____

INFORMATION TRANSFER (Select all that apply)

Data File Formats:

- Shapefile
- AutoCAD. dwg
- Geodatabase
- Other _____

Digital Map Formats:

- JPEG
- TIFF
- PDF

Delivery

- Email
- US Mail (extra fee)
- Pick up
- FedEx
- Acct Number _____

Media Type

- Bond Paper
- CD
- DVD
- USB (provided by applicant)

LOCATION DESCRIPTION (Street Address, Intersection, Parcel ID, Feature name, Boundary features...etc):

Map look up/Information Request: _____

Buffer radius to include on map (in feet): _____ **Labels or other info needed:** _____

PLANIMETRIC / TOPOGRAPHIC DATA: (PLEASE CHECK INFORMATION REQUIRED)

☐ Comprehensive Map w/ Photo (check photo year)	☐ 1995 Color Orthophoto ☐ 2007 Color Orthophoto ☐ 2013 Color Orthophoto ☐ 2016 Color Orthophoto ☐ 2019 Color Orthophoto	☐ Transportation ☐ Cultural Features ☐ Property Parcels ☐ Easement Lines ☐ Hydrography ☐ Utilities	☐ Vegetation ☐ Buildings ☐ Elevation ☐ Recreation
☐ Comprehensive Topo Map			

PRICING (TO BE PAID AT TIME OF REQUEST)

Print Size 8.5" x 11" or 11" x 17"

Large format prints

Electronic/Digital File Distribution

Customized Printed Maps (CAD or GIS)

\$12 original, \$2/addl copies

\$30 original, \$5/addl copies

\$100/hour (\$40 minimum)

\$100/hour (\$40 minimum)

- D.P.W. accepts VISA/ MASTER CARD or CHECK only-

Data Availability and Fees: Any request for public records that require compilation, extraction, programming or any custom work to create shall be provided at the actual cost of duplication and at the hourly rate specified above. Staff will provide an estimate that must be paid before the request can be processed. Fees will be waived for projects directed by the City of Norwalk.

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Signature

FOR ENGINEERING USE ONLY:

Date Started: _____ Date Completed: _____ Time Spent: _____ Initials: _____
Comments: _____ Fee: _____

09/XX/21

09 21 4021 5777 C0021
09 22 4021 5777 C0021
09 20 4027 5777 C0643
09 21 4027 5777 C0643
09 22 4027 5777 C0643
09 6 4021 5777 C0315

AUTHORIZED

- 2a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Sealcoating Inc., DBA Indus, for Project PM2021-3, Crack Seal at Various Location, for an amount not to exceed \$300,720.00.

Account No. 09 21 4021 5777 C0021
09 21 4021 5777 C0021

AUTHORIZED

- 2b. Authorize the Chief of Operations and Public Works, to execute Orders on Contract with Sealcoating, Inc., DBA Indus, for Project PM2021-3, Crack Seal at Various Locations, for an amount not to exceed \$30,072.00.

Account No. 09 21 4021 5777 C0021
09 2 4021 5777 C0021

AUTHORIZED

3. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Atane, for Project DPW2021-2, Material Testing, for a period of one (1) year, billable on a unit price basis, for a sum not to exceed \$30,000.00, with an option to extend for two (2) additional terms of one (1) year each.

Account No. 09 21 4021 5777 C0021 09 22 4021 5777 C0021
09 21 4021 5777 C0234 09 22 4021 5777 C0234
09 21 4021 5777 C0302 09 22 4021 5777 C0302
09 21 4021 5777 C0315 09 22 4021 5777 C0315
09 21 4021 5777 C0318 09 22 4021 5777 C0318
09 21 4021 5777 C0503 09 22 4021 5777 C0503
09 21 4021 5777 C0440 09 22 4021 5777 C0440
09 21 4021 5777 C0471 09 22 4021 5777 C0471
09 21 6030 5777 C0365 09 22 6030 5777 C0365

AUTHORIZED

4. Authorize the Mayor, Harry W. Rilling, to execute an Amendment with Priority Landscaping, LLC, to Project DPW 2019-1, Removal & Disposal of Deposited Sediment within the Watercourse, contract dated November 22, 2019 for an amount not to exceed \$175,000.00.

Account No. 09 18 4027 5777 C0440
09 21 4021 5777 C0440
09 22 4021 5777 C0440

AUTHORIZED

- 5a. Approve the use of White Barns Lane as the name of the private streets within the White Barns Subdivision.

APPROVED



MEMORANDUM

TO: Anthony Carr, P.E. – Chief of Operations & Public Works

FROM: Mateo Arias – Junior Engineer

CC: Vanessa Valadares, PE – Principal Engineer
Drew Berndlmaier, PE – Senior Engineer

REF: Public Works Committee Agenda Item – Project PM 2021-1 Pavement Management Program

DATE: September 2, 2021

I would like to request that the following items be included on the agenda for the September 7, 2021 Public Works Committee meeting.

1. Authorize the Mayor, Harry W. Rilling to execute the 1st Amendment to the April 13, 2021 Agreement between the City of Norwalk and The Grasso Companies, LLC, for Project PM2021-1, Pavement Management Program, for an amount not to exceed \$1,000,000.00.

Account No. 09 20 4021 5777 C0021
 09 21 4021 5777 C0021
 09 21 4027 5777 C0302
 09 20 4021 5777 C0503
 09 21 4021 5777 C0503
 09 20 4021 5777 C0649
 09 21 4021 5777 C0318
 03 00 00 2602

Based on the original bid documents, there were potential streets that would be added to the original scope based on their conditions.

4

B. PLANNING COMMITTEE

1. Approve the 2021-2022 Capital Budget of the City of Norwalk with modifications as outlined in the attached Memo. **APPROVED**

C. PUBLIC WORKS COMMITTEE

1. Technical Correction of the Common Council Action of September 8, 2020, Item VII.A.6 to add accounts designated for On-Call Surveying Services. Account No. 09 18 4021 5777 C0599.

Account No. 09 10 4027 5777 C0302
09 20 4027 5777 C0302
09 21 4027 5777 C0302
09 18 4021 5777 C0021
09 19 4021 5777 C0021
09 20 4021 5777 C0021
09 19 4021 5777 C0318
09 21 4021 5777 C0318
09 06 4021 5777 C0315
09 20 4027 5777 C0643
01 40 30 5258
09 18 4021 5777 C0599

AUTHORIZED

- 2a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with The Grasso Companies, LLC, for Project PM 2021-1, Pavement Management Program, for an amount not to exceed \$3,008,196.40.

Account No. 09 20 4021 5777 C0021
09 21 4021 5777 C0021
09 21 4027 5777 C0302
09 20 4021 5777 C0503
09 21 4021 5777 C0503
09 20 4021 5777 C0649
09 21 4021 5777 C0318

AUTHORIZED

- 2b. Authorize the Chief of Operations and Public Works, to execute orders on Contract with The Grasso Companies, LLC, for Project PM 2021-1, Pavement Management Program, for an amount not to exceed \$300,819.64.

Account No. 09 20 4021 5777 C0021
09 21 4021 5777 C0021
09 21 4027 5777 C0302
09 20 4021 5777 C0503
09 21 4021 5777 C0503
09 20 4120 5777 C0649
1 4021 5777 C0318

AUTHORIZED



CITY OF NORWALK
Paul L. Sotnik, P.E.
Senior Civil Engineer
psotnik@norwalkct.org
P: 203-854-7891 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

TO: Anthony R. Carr, P.E., C.F.M. – Chief of Operations and Public Works

FROM: Paul L. Sotnik, P.E. - Senior Civil Engineer *P.L.S.*

CC: Vanessa Valadares, P.E. – Principal Engineer
Christopher Torre – Superintendent of Highway Operations, Tree Warden
Ken Hughes – Interim Director, Recreation and Parks
Jim Travers – Director, Transportation, Mobility and Parking

REF: Item To Be Included On September 7, 2021 Public Works Committee Agenda

DATE: August 31, 2021

As you are aware, representatives from the Purchasing Department and the Department of Public Works opened responses to the 2021 Request For Proposals (RFP) for the Supply and Planting of Trees and Shrubs (Project #4130) on August 19, 2021. A selection Committee interviewed two (2) of the four (4) companies that responded to the RFP on August 27, 2021. Based upon the results of those interviews and the RFP submissions, it is the recommendation of the Committee that Almstead Tree & Shrub Care Company, LLC be awarded the contract for the Supply and Planting of Trees and Shrubs.

Therefore, I would like to request that the following item be included on the agenda for the September 7, 2021 meeting of the Public Works Committee of the Common Council for approval.

- 1.) Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Almstead Tree & Shrub Care Company LLC for the supply and planting of trees and shrubs for an amount not to exceed \$130,000 per year. The Agreement is for a period of three (3) years, with an option to extend for two (2) additional terms of one (1) year each.

Account No.: 0922 4021 5777 C0233 – D.P.W. \$65,000 per year
0922 6030 5777 C0370 – Rec. & Parks \$50,000 per year
0920 4120 5777 C0649 – Transportation, Mobility and Parking
\$15,000 per year

If you have any questions, please do not hesitate to contact me.



CITY OF NORWALK
Paul L. Sotnik, P.E.
Senior Civil Engineer
psotnik@norwalkct.org
P: 203-854-7891 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

TO: Public Works Committee of the Common Council

FROM: Paul L. Sotnik, P.E. - Senior Civil Engineer, Deputy Tree Warden 
Christopher Torre – Superintendent of Highway Operations, Tree Warden

CC: Anthony R. Carr, P.E., CFM – Chief of Operations and Public Works
Vanessa Valadares, P.E. – Principal Engineer

REF: 2021 Tree Planting RFP/RFQ Results and Recommendation (Project #4130)

DATE: August 27, 2021

On August 19, 2021 representatives from the Purchasing Department and the Department of Public Works opened responses to the 2021 Request For Proposals (RFP) for the Supply and Planting of Trees and Shrubs (Project #4130). Based upon those results, a Committee consisting of Richard Whitehead, Vice Chairman of the Tree Advisory Committee, Chris Torre and Paul Sotnik interviewed two of the four companies that responded to the RFP on August 27, 2021. Based upon the results of those interviews and the RFP submissions, it is the recommendation of the Committee that Almstead Tree & Shrub Care Company, LLC be awarded the contract for the Supply and Planting of Trees and Shrubs. There were seven criteria used to evaluate the responses to the RFP. A copy of the Contractor Proposal Evaluation Criteria has been attached for your reference.

We will be glad to answer any questions that the Committee members may have.



CITY OF NORWALK
Department of Public Works

Norwalk City Hall
125 East Avenue, PO Box 5125
Room 225
Norwalk, CT 06856-5125

P: 203-854-7791 / F: 203-857-0143

Contractor Proposal Evaluation Criteria

The criteria that were used to determine the successful Contractor that will be awarded this Contract are as indicated below.

- 1.) Qualifications and experience of the Contractor, concerning comparable municipal, governmental and/or private sector projects of similar size and scope as this project.
- 2.) Overall experience and expertise of the Contractor's proposed project team and any others key to the success of the project. A Contractor with an Arborist licensed in the State of Connecticut on their staff is highly desirable, but not required. A Contractor having Tree Care Industry Association (T.C.I.A.) accreditation is highly desirable, but not required.
- 3.) Ability of the Contractor to provide and implement the proposed services being requested to ensure the success of the project.
- 4.) Total number of years the Contractor has been in business and the financial stability of the firm.
- 5.) Responsiveness and thoroughness of the proposal submission.
- 6.) Ability and willingness of the Contractor to participate in Tree related community events during the year such as the Norwalk celebration of National Arbor Day, Open House and other community educational events.
- 7.) Proposed Fees.



CITY OF NORWALK
Department of Public Works

Norwalk City Hall
125 East Avenue, PO Box 5125
Room 225
Norwalk, CT 06856-5125

P: 203-854-7791 / F: 203-857-0143

BID SHEET

PROJECT: 2021 SUPPLY & PLANTING OF TREES – RFP #4130

DATE: THURSDAY, AUGUST 19, 2021 2:00 P.M.

BIDDER	BASE PERIOD BID AMOUNT	OPTION PERIODS BID AMOUNT
AJ's Landscaping Servis LLC 142 North Taylor Avenue Norwalk, CT 06854	\$647,400.00 \$216,800.00 (Corrected Amount – Math Error)	\$508,400.00 \$254,700.00 (Corrected Amount – Math Error)
Almstead Tree & Shrub Care Co., LLC 547 Hope Street Stamford, CT 06907	\$58,068.30 \$58,068.80 (Corrected Amount – Math Error)	\$60,984.47 \$60,984.53 (Corrected Amount – Math Error)
Diamond Landscapes & Athletic Fields, Inc. 1.5 Islandbrook Avenue Bridgeport, CT 06610	\$74,028.00 \$74,028.00	\$81,445.80 \$81,458.30 (Corrected Amount – Math Error)
Oman's Garden Center P.O. Box 2300 111 Harbor Avenue Norwalk, CT 06852	\$60,505.00 \$60,505.00	\$69,418.94 \$69,419.54 (Corrected Amount – Math Error)



CITY OF NORWALK
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06851-5125
P: 203-854-7791 / F: 203-857-0143

MEMORANDUM

To: Vanessa Valadares, PE – Principal Engineer
From: Aaron Ho, EIT – Assistant Civil Engineer
CC: Anthony Carr, P.E. – Chief of Operations & Public Works
RE: Project No. 4048 On-Call Surveying Services – Ahneman Kirby Contract Extension
Date: September 1, 2021

On September 8, 2020, Common Council approved the action item to authorize the Mayor, Harry W. Rilling to execute an Agreement between the City of Norwalk and Ahneman Kirby, LLC, for Project No. 4048 On-Call Surveying Services, for a sum not to exceed \$120,000.00. Within Section 2.1 of the original Request for Proposal, it states that the City has an option to extend this Agreement for two (2) additional terms of one (1) year each. In the event that the City chooses to extend the contract for additional years, the hourly billing rates will remain identical to those of year 1.

Considering that the Contract was executed on October 30, 2020, and that the Surveyor, Ahneman Kirby, LLC, has expressed their interest in extending the Contract per the correspondence dated August 16, 2021, I recommend we use the option to extend the Contract an additional one (1) year, for a sum not to exceed \$150,000.00, with the option to extend an additional one (1) year term come October 2022. Ahneman Kirby, LLC, has not only met their obligations in providing the City with survey data and maps conforming to professional standards, but has also been prompt in responding to inquiries, and attentive to the City's needs. The recommended value of the Contract extension is greater than the value of the original contract, but is necessary due to the following reasons: DPW previously had an in-house Professional Land Surveyor. That Professional Land Surveyor has retired, reducing the Department's in-house surveying capacity. Meanwhile, the Department's surveying needs have remained largely unchanged, or in some respects, have even increased. Additionally, DPW has assisted other City departments in their surveying needs through the On-Call Surveying Contract, and the original Contract value has proven to be insufficient to cover the work requested by other departments while still leaving the funds necessary to complete all work needed by DPW. Finally, DPW's design consultants, performing work through the on-call engineering contracts, often require surveys as part of their design processes. Due to increased demand for surveyors industry-wide, it is sometimes difficult for those consultants to have surveys performed in time to meet their deadlines. As a result, DPW has found it useful to utilize the On-Call

Surveying Contract to provide survey data to its third party consultants. All these factors contribute to the assessment that the value of the On-Call Surveying Contract should be increased.

I would like to request that the following items be included on the agenda for the July 2021 Public Works Committee meeting.

- 1.) Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the September 8, 2020 Agreement between the City of Norwalk and Ahneman Kirby, LLC. for Project No. 4048 On-Call Surveying Services. The Amendment is to extend the Agreement for a period of one (1) year at a sum not to exceed \$150,000.00 with an option to extend for one (1) additional term for one (1) year.

Account No.

09 22 4021 5777 C0302
09 22 4021 5777 C0315
09 22 6030 5777 C0365
09 22 6030 5777 C0367
09 18 4021 5777 C0599
09 21 6030 5777 C0659
09 21 4021 5777 C0234
014030 5258

2.1 Introduction

The City of Norwalk, through the Department of Public Works (DPW) is soliciting proposals from qualified surveying firms to provide surveying and mapping services on an as-needed or "on-call" basis for the following project:

ON-CALL SURVEYING AND MAPPING

The selected Company may assist the Department of Public Works (DPW) with various land surveying assignments including, but not limited to, the following:

- Performing field surveys of control nets and lines, boundary lines, topography and existing facilities or structures.
- Performing various types of surveying tasks on all types of construction projects.
- Performing Quality Assurance work associated with various types of land surveying work.
- Performing volume calculations and associated field surveys.
- Preparation of legal descriptions, plats, records of survey, and right-of-way maps.
- Preparation of and setting-up photogrammetric surveys.
- Reviewing, suggesting corrections, and making recommendations on the checking of parcel maps, records of survey, right of way cases, minor land cases, and final subdivision maps.
- Performing field monument inspections on parcel maps and final subdivision maps.
- Other associated professional services that may be requested.

The term of the contract will be for a period of one (1) years with an option to extend for two (2) additional terms for one (1) year each.

Work shall be prepared in accordance with City of Norwalk – DPW standards, practices, regulations, policies, procedures and manuals as appropriate.

2.2 Background

DPW, as part of its Pavement Management Program, administers an annual paving contract for the resurfacing of City roads, as well as an annual concrete curbs and sidewalks contract, for the repair or replacement of curbs and sidewalks in advance of paving. DPW typically paves 18 miles of street centerline and installs 4 miles of sidewalk on an annual basis.

As a part of these contracts, DPW also works to resolve any grading or drainage issues prior to the paving of a given road. Often times, these issues require topographic surveys, engineering design work, and ultimately the production of engineered grading and drainage design drawings.

Of the roads paved, approximately 40% will require surveying, and of the roads requiring sidewalk and curb replacement, approximately 60% require surveying.

For illustrative purpose, below is the list of roads included in the 2020 concrete curbs and sidewalks contract:

- Elmwood Avenue from Cedar street to Hillside Street

Re: Norwalk On-Call Surveying - Extension of Contract

Thomas Ahneman <tga@ahnemankirby.com>

Mon 8/16/2021 6:01 PM

To: Ho, Aaron <aho@norwalkct.org>

Cc: Kristian Fontanilla <kbfb@ahnemankirby.com>; Valadares, Vanessa <VValadares@norwalkct.org>

CAUTION: EXTERNAL Email: Don't open links or attachments from untrusted senders

Dear Aaron,

Ahneman Kirby, LLC would like to extend our on-call surveying contract with the City of Norwalk. We are in agreement and prepared to hold the existing rates, terms, and conditions in place.

Thank you for providing us the opportunity to serve the City for the upcoming year.

We find the work challenging and satisfying. We are pleased and impressed with the professionalism that DPW staff puts forth on each project.

Very truly yours,
Tom Ahneman

Sent from my iPad

On Aug 16, 2021, at 4:54 PM, Ho, Aaron <aho@norwalkct.org> wrote:

Ahneman Kirby Team,

We are beginning the process of seeking approval for an extension to Norwalk's On-Call Surveying Contract with Ahneman Kirby. As part of the process, we require you to confirm in writing that you are in agreement with extending the Contract. Please confirm whether you are in agreement. A response to this email would be sufficient.

Thank you,

Aaron Ho, E.I.T.
Assistant Civil Engineer

<Outlook-qhplnpql.png>

City of Norwalk
Department of Public Works
P.O. Box 5125
125 East Avenue
Norwalk, CT 06851-5125

(203) 854-7268

COMMON COUNCIL**ACTION****SEPTEMBER 8, 2020****NORWALK, CONNECTICUT****7:30 PM EST****VIA TELECONFERENCE**

09 20 4021 5777 C0021

09 19 4021 5777 C0318

09 21 4021 5777 C0318

AUTHORIZED

- 5b. Authorize the Chief of Operations and Public Works, to execute orders on the contract with M. Rondano, Inc. for project DRG2020-1 On-Call Drainage Improvements at Various Locations for a sum not to exceed \$95,500.00.

Account No. 09 10 4027 5777 C0302

09 20 4027 5777 C0302

09 21 4027 5777 C0302

09 18 4021 5777 C0021

09 19 4021 5777 C0021

09 20 4021 5777 C0021

09 19 4021 5777 C0318

09 21 4021 5777 C0318

AUTHORIZED

6. Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Ahneman Kirby, LLC for On-Call Surveying Services. The Agreement is for a period of one (1) year at a sum not to exceed \$120,000.00 with an option to extend for two (2) additional terms for one (1) year each.

Account No. 09 10 4027 5777 C0302

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09 19 4021 5777 C0021

09 20 4021 5777 C0021

09 19 4021 5777 C0318

09 21 4021 5777 C0318

09 06 4021 5777 C0315

09 20 4027 5777 C0643

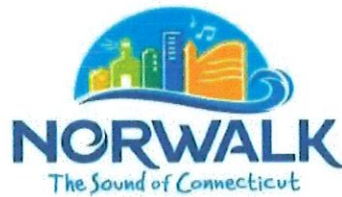
01 40 30 5258

AUTHORIZED

7. Authorize the Mayor, Harry W. Rilling, to execute a Maintenance Agreement between the City of Norwalk and Metropolitan Reality Associates, LLC for the maintenance of the fence installed on the existing retaining wall within the City Right-of-Way along the length of the frontage of the property located at 1 Bates Court adjacent to Dr. Martin Luther King, Jr. Drive. **AUTHORIZED**
8. Authorize the Mayor Harry W. Rilling, to execute the Gift Letter in order to demonstrate formal acceptance of the gift of the Fence from the Lockwood Mathews Mansion Museum. **AUTHORIZED**

B. HEALTH AND PUBLIC SAFETY COMMITTEE

- 1a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the Department of Justice under the FY2020 Edward Byrne Memorial Justice Assistance Grant, in the amount of \$33,741.00. **AUTHORIZED**



To: Anthony R. Carr, Chief of Operations and Public Works
Chris Torre, Superintendent of Operations
Dilene Byrd, Administrative Assistant
Monique Cipriano, Administrative Assistant

From: Jessica C. Paladino, Waste Programs Manager

Date: August 11, 2021

Re: MSW and Recycling Report - July 2021

MSW Collection and Disposal				
Municipal Solid Waste (MSW)	Previous FY: Jul-20	Current FY: Jul-21	Change	FY 21/22 Cumulative
Curbside tonnage	1,497.54	1,431.72	-4.4%	1,431.72
MSW tonnage out	2,342.43	2,350.04	0.3%	2,350.04
Transfer station operating fee	\$70,958.33	\$72,375.00	2.0%	\$72,375.00
Transport and disposal fee	\$217,845.99	\$223,253.80	2.5%	\$223,253.80
Curbside collection fee	\$101,355.67	\$104,396.33	3.0%	\$104,396.33
Total operating costs (less curbside)	\$288,804.32	\$295,628.80	2.4%	\$295,628.80

MSW Consolidated Budget	
FY 20/21 Budget	\$4,473,256.00
Amount expended	\$400,025.13
Percent remaining	91.1%

Recycling Collection				
Recycling Collection	Previous FY: Jul-20	Current FY: Jul-21	Change	FY 21/22 Cumulative
Curbside tonnage	914.45	719.05	-21.4%	719.05
Transfer station tonnage	44.22	39.02	-11.8%	39.02
Total monthly tonnage	958.67	758.07	-20.9%	758.07
Curbside collection fee	\$98,389.92	\$92,128.79	-6.4%	\$92,128.79

Recycling Budget	
FY 20/21 Budget	\$1,180,679.00
Amount expended *	\$92,128.79
Percent Remaining	92.2%

MSW and Recycling Revenues				
MSW and Recycling Revenues	Previous FY: Jul-20	Current FY: Jul-21	Change	FY 21/22 Cumulative
Transfer station tip fees	\$41,265.35	\$53,793.80	30.4%	\$53,793.80
Recycling revenue (curbside)	\$16,002.88	\$12,583.38	-21.4%	\$12,583.38
Recycling revenue (T.S.)	\$773.85	\$682.85	-11.8%	\$682.85
Total revenues	\$58,042.08	\$67,060.03	15.5%	\$67,060.03

* Recycling Budget Amount Expended for July 2021 (\$92,128.79) does not include the 10% monthly incentive (\$9,212.90) due to the number of missed collection complaints during July 2021. The budgeted monthly Recycling budget is \$101,341.67.

C