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

CITY OF NORWALK
PUBLIC WORKS COMMITTEE
February 7, 2017

ATTENDANCE: John Igneri, Chair; Thomas Livingston; Eloisa Melendez; Faye Bowman; Richard Bonenfant (7:10pm); Michelle Maggio (7:14pm)

STAFF: Bruce Chimento, Director; Lisa Burns, Principal Engineer

Mr. Igneri called the meeting to order at 7:02 p.m. A quorum was present.

PUBLIC INPUT

There was no public input this evening.

NEW BUSINESS

1. **APPROVE THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING OF TUESDAY, JANUARY 3, 2017.**

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

2. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS OR AMENDMENTS TO THE SAME AS MAY BE NECESSARY TO ACCEPT AND IMPLEMENT THE CONNECTICUT DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION GRANT FOR "2016 MUNICIPAL RECYCLING REWARDS PROGRAM".**

Mr. Chimento gave a brief overview of the grant. He said that the Department Public Works agreed to apply for the grant approximately eight months ago. DPW received a letter in December from the granting agency. The grant would be used for the purchasing of recycling bins to be put in the City around the Wall Street area, Washington Street, and parks such as Veterans Park and Calf Pasture Beach. $19,000 was requested from this grant but only received $9,450. A picture of the recycling bins was passed around to the committee members. Mr. Chimento said that the recycling bins would have two sides, one for recycling and one for trash. He mentioned that the City has single stream recycling. He said the recycling bins would have liners in them and City Carting would be the company picking up. The grant could possibly cover the costs of 10 to 12 recycling bins based on pricing.

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

3. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE SEPTEMBER 18, 2015 AGREEMENT WITH SAFETY MARKING, INC. FOR PROJECT TRF2015-1 PROPOSED PAVEMENT MARKINGS, SYMBOLS & LEGEND AT VARIOUS LOCATIONS FOR A SUM NOT TO EXCEED $300,000.00**

ACCOUNT NO: 09 17 4021 5777 C0562

Ms. Burns gave an overview of the project and the need for additional funding. She said that instead of going out to bid they decided to stay with Safety Marking. Safety Marking is willing to keep their prices while the price may be higher if they go out to bid. She stated that the funding would allow for bike lanes, crosswalks, center lanes markings to be refreshed. She said that they will begin with the crosswalks to ensure pedestrian safety.

Mr. Livingston asked how much was spent last year on markings.

Mr. Chimento replied approximately $275,000.

Mr. Igneri asked if the funds would be out of the operating budget or the capital budget.

Ms. Burns answered that the funds would come out of the capital budget.

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

4. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CDMSMITH INC FOR CONSTRUCTION MANAGEMENT AND CONSTRUCTION ENGINEERING & INSPECTION SERVICES PERTAINING TO THE RAYMOND & DAY STREETS PROJECT FOR A SUM NOT TO EXCEED $744,320.00.**

ACCOUNT NO: 09 16 0910 5777 C0560 (CHOICE NEIGHBORHOOD REDEVELOPMENT)

Ms. Burns gave an overview of the project. She stated that this is part of the Washington Village Project and the roadway at the intersection of Raymond and Day Street need to be raised by 6ft. Ms. Burns stated that the City received, through the Redevelopment Agency, CDBG Disaster Resiliency funds for part of this project, around 3 million dollars. She said in November there was

a special capital appropriation by the Common Council to fund the entire project, so the entire cost of the project is approximately 9.5 million dollars to raise the roadway. Ms. Burns continued that Tighe & Bond is the design company that was working with Redevelopment and the role of Public Works was for site plan review and the developer was going to construct roadway improvements. In December the developer decided that they did not want to do the roadway improvements so the
Department of Public Works was asked by the Redevelopment Agency to now take on and execute the project. Ms. Burns said that they interviewed several firms for construction inspection services and ultimately they decided on CDMSmith. She said that CDMSmith will handle the construction management aspect of the project. They will complete the construction inspection, resident inspection, recommendations for request for payments, and other types of services. She said the construction manager will lay out the contracts and do the bidding and actually execute the work. A RFQ for a construction manager went out to do the project and they received 3 proposals. She said they are scheduling interviews to hire a construction manager. She continued saying that there are two items on the agenda for CDMSmith, one for the construction management services for the Raymond and Day Street Project which is Washington Village coming out of a City capital account and the other is the Mall Project. She said that Public Works was asked to fast track this project by the Redevelopment Agency and the Housing Authority. Public Works was not prepared to complete this project but have since took over the project.

Mr. Bonenfant asked if the funding was coming from the City.

Ms. Burns answered that it is City money and the Common Council approved it as a special appropriation and was then put in a Redevelopment Agency account. She said that Trinity was supposed to complete this project but has since backed out. She said that it would cost less for Public Works to complete the project than to have Trinity as they were asking for 10.5 million. She said that they are still working on getting all the documents signed by Tighe & Bond and stated that Tighe & Bond work for Redevelopment Agency so trying to get it in a timely fashion has proved difficult, however, the staff of the Redevelopment Agency has been very receptive with this issue.

Mr. Chimento stated that he shifted some of his personnel around in order to get this project completed. One of our Senior Engineers, Drew Berndlmaier, is on this project.

Ms. Bowman stated she would like to ensure that there is communication to the surrounding residents regarding the progress. She said that it is key in keeping everyone on the same page and suggested having meetings so that everyone knows what to do and could have their questions answered.

Ms. Burns explained that 3 million will be taken out of the CDBGR funds for utilities. She reiterated that the roadway construction will not be done during the same time residents are moving into the new buildings.

Mr. Igneri asked if they will be starting with the road or utilities.

Ms. Burns replied she was unsure waiting for Tighe & Bond.

Mr. Chimento said that the road is being raised 6ft, then there is problems with utilities above and below. He said all of that will change and has to move. All of the utility services have to be coordinated to change.

Mr. Igneri wanted to know would there be a disruption with the residential utility services.

Mr. Chimento answered no, there will be accommodations for that. There might be minor interruptions during the day but overall no.

Ms. Burns gave a brief explanation of how the utilities will work. She then said that they selected CDMSmith because they are very experienced in this field.

Mr. Livingston wanted to know what a construction manager at risk is.

Ms. Burns answered that the construction manager would negotiate with Public Works and anything over that would be at risk.

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

5. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CDMSMITH INC FOR CONSTRUCTION MANAGEMENT AND CONSTRUCTION ENGINEERING & INSPECTION SERVICES PERTAINING TO THE SONO COLLECTION PROJECT FOR A SUM NOT TO EXCEED $299,730.00.**

ACCOUNT NO: ESCROW ACCOUNT TO BE DETERMINED (SEE ITEM #6)

Ms. Burns stated that this item is just a pass through reimbursed by the developer (see item 6).

Mr. Chimento made reference to the next agenda item.

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

6. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ESCROW AGREEMENT WITH NORWALK LAND DEVELOPMENT, LLC FOR SONO COLLECTION INSPECTION SERVICES FOR A SUM NOT TO EXCEED $299,730.00.**

There was no discussion on this item.

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

7. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ESCROW AGREEMENT WITH TRINITY WASHINGTON VILLAGE PHASE ONE LIMITED PARTNERSHIP FOR LIGHTING, SIDEWALK AND OTHER INCIDENTALS ASSOCIATED WITH COORDINATING CONSTRUCTION BETWEEN THE RAYMOND & DAY STREETS PROJECT AND PROPOSED DEVELOPMENTS AT #'S 13 (BUILDING A) AND 20 (BUILDING B) DAY ST. FOR A SUM NOT TO EXCEED $484,000.00.**

Ms. Burns stated that agenda item 7 & 8 has to do with Public Works inheriting the project, the engineer had everything behind the curb was going to be built by either Maritime Village at 19 or Washington Village at 20 or Washington Village at 13. She said that they proposed back to Trinity and Spinnaker to give us the money and we will escrow it. She said that they will meet with Tighe & Bond to see how the work will progress.

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

8. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ESCROW AGREEMENT WITH MARITIME VILLAGE I LLC FOR SIDEWALK AND OTHER INCIDENTALS ASSOCIATED WITH COORDINATING CONSTRUCTION BETWEEN THE RAYMOND & DAY STREETS PROJECT AND THE PROPOSED DEVELOPMENT AT #19 DAY ST. FOR A SUM NOT TO EXCEED $71,500.00.**

Ms. Burns explained that there are two different amounts in 7 & 8 because they are for two different spaces. The Public Works Department will administer the project using their funds.

Mr. Igneri asked if there was a start date.

Ms. Burns stated the Washington Village project is working on their building permits.

Mr. Chimento stated he is unsure where they are in obtaining their permits.

Ms. Burns said that it has been slow with SoNo Collection as well, with obtaining their permits.

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

<u>INFORMATION / DISCUSSION</u>

A. MONTHLY SOLID WASTE REPORT – DECEMBER 2016

Mr. Chimento reported on this item. He said that at the next meeting there will be a six month report and copies of the state report as well. He said that there will be a new system for bulk waste collection and they are negotiating a cost reduction in curbside collection. He said they are right where they should be with curbside collection.

B. CUSTOMER SERVICE REPORT – JANUARY 2017

Mr. Chimento reported on this item. He stated that calls are down. He said they are usually down this time of year unless there is a significant snow storm.

Mr. Igneri stated he seen an email regarding a $181 claim for damages due to a snow plow and wanted to know if the City pays for the damages.

Mr. Chimento answered no, if it's damaged, public works will fix it. He then explained the fine line between city property and homeowner's property.

Ms. Burns said that there is a snow policy on the city's website that anyone can use. She said it explains the guidelines and the policy.

C. CORRESPONDENCE

1. DEEP Municipal Transfer Station Quarterly Report 2016

Mr. Chimento discussed this report.

UPCOMING PROJECTS

Next meeting is scheduled for Tuesday, March 7, 2017 in Room 225.

**** MR. BONENFANT MOVED TO ADJOURN**
**** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 7:55 p.m.

Respectfully submitted,

Monique Cipriano
Executive Assistant
Public Works Department

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

CITY OF NORWALK
PUBLIC WORKS COMMITTEE
February 7, 2017

ATTENDANCE: John Igneri, Chair; Thomas Livingston; Eloisa Melendez; Faye Bowman; Richard Bonenfant (7:10pm); Michelle Maggio (7:14pm)

STAFF: Bruce Chimento, Director; Lisa Burns, Principal Engineer

Mr. Igneri called the meeting to order at 7:02 p.m. A quorum was present.

PUBLIC INPUT

There was no public input this evening.

NEW BUSINESS

1. **APPROVE THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING OF TUESDAY, JANUARY 3, 2017.**

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

2. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS OR AMENDMENTS TO THE SAME AS MAY BE NECESSARY TO ACCEPT AND IMPLEMENT THE CONNECTICUT DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION GRANT FOR "2016 MUNICIPAL RECYCLING REWARDS PROGRAM".**

Mr. Chimento gave a brief overview of the grant. He said that the Department Public Works agreed to apply for the grant approximately eight months ago. DPW received a letter in December from the granting agency. The grant would be used for the purchasing of recycling bins to be put in the City around the Wall Street area, Washington Street, and parks such as Veterans Park and Calf Pasture Beach. $19,000 was requested from this grant but only received $9,450. A picture of the recycling bins was passed around to the committee members. Mr. Chimento said that the recycling bins would have two sides, one for recycling and one for trash. He mentioned that the City has single stream recycling. He said the recycling bins would have liners in them and City Carting would be the company picking up. The grant could possibly cover the costs of 10 to 12 recycling bins based on pricing.

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

3. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE SEPTEMBER 18, 2015 AGREEMENT WITH SAFETY MARKING, INC. FOR PROJECT TRF2015-1 PROPOSED PAVEMENT MARKINGS, SYMBOLS & LEGEND AT VARIOUS LOCATIONS FOR A SUM NOT TO EXCEED $300,000.00**

ACCOUNT NO: 09 17 4021 5777 C0562

Ms. Burns gave an overview of the project and the need for additional funding. She said that instead of going out to bid they decided to stay with Safety Marking. Safety Marking is willing to keep their prices while the price may be higher if they go out to bid. She stated that the funding would allow for bike lanes, crosswalks, center lanes markings to be refreshed. She said that they will begin with the crosswalks to ensure pedestrian safety.

Mr. Livingston asked how much was spent last year on markings.

Mr. Chimento replied approximately $275,000.

Mr. Igneri asked if the funds would be out of the operating budget or the capital budget.

Ms. Burns answered that the funds would come out of the capital budget.

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

4. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CDMSMITH INC FOR CONSTRUCTION MANAGEMENT AND CONSTRUCTION ENGINEERING & INSPECTION SERVICES PERTAINING TO THE RAYMOND & DAY STREETS PROJECT FOR A SUM NOT TO EXCEED $744,320.00.**

ACCOUNT NO: 09 16 0910 5777 C0560 (CHOICE NEIGHBORHOOD REDEVELOPMENT)

Ms. Burns gave an overview of the project. She stated that this is part of the Washington Village Project and the roadway at the intersection of Raymond and Day Street need to be raised by 6ft. Ms. Burns stated that the City received, through the Redevelopment Agency, CDBG Disaster Resiliency funds for part of this project, around 3 million dollars. She said in November there was

a special capital appropriation by the Common Council to fund the entire project, so the entire cost of the project is approximately 9.5 million dollars to raise the roadway. Ms. Burns continued that Tighe & Bond is the design company that was working with Redevelopment and the role of Public Works was for site plan review and the developer was going to construct roadway improvements. In December the developer decided that they did not want to do the roadway improvements so the
Department of Public Works was asked by the Redevelopment Agency to now take on and execute the project. Ms. Burns said that they interviewed several firms for construction inspection services and ultimately they decided on CDMSmith. She said that CDMSmith will handle the construction management aspect of the project. They will complete the construction inspection, resident inspection, recommendations for request for payments, and other types of services. She said the construction manager will lay out the contracts and do the bidding and actually execute the work. A RFQ for a construction manager went out to do the project and they received 3 proposals. She said they are scheduling interviews to hire a construction manager. She continued saying that there are two items on the agenda for CDMSmith, one for the construction management services for the Raymond and Day Street Project which is Washington Village coming out of a City capital account and the other is the Mall Project. She said that Public Works was asked to fast track this project by the Redevelopment Agency and the Housing Authority. Public Works was not prepared to complete this project but have since took over the project.

Mr. Bonenfant asked if the funding was coming from the City.

Ms. Burns answered that it is City money and the Common Council approved it as a special appropriation and was then put in a Redevelopment Agency account. She said that Trinity was supposed to complete this project but has since backed out. She said that it would cost less for Public Works to complete the project than to have Trinity as they were asking for 10.5 million. She said that they are still working on getting all the documents signed by Tighe & Bond and stated that Tighe & Bond work for Redevelopment Agency so trying to get it in a timely fashion has proved difficult, however, the staff of the Redevelopment Agency has been very receptive with this issue.

Mr. Chimento stated that he shifted some of his personnel around in order to get this project completed. One of our Senior Engineers, Drew Berndlmaier, is on this project.

Ms. Bowman stated she would like to ensure that there is communication to the surrounding residents regarding the progress. She said that it is key in keeping everyone on the same page and suggested having meetings so that everyone knows what to do and could have their questions answered.

Ms. Burns explained that 3 million will be taken out of the CDBGR funds for utilities. She reiterated that the roadway construction will not be done during the same time residents are moving into the new buildings.

Mr. Igneri asked if they will be starting with the road or utilities.

Ms. Burns replied she was unsure waiting for Tighe & Bond.

Mr. Chimento said that the road is being raised 6ft, then there is problems with utilities above and below. He said all of that will change and has to move. All of the utility services have to be coordinated to change.

Mr. Igneri wanted to know would there be a disruption with the residential utility services.

Mr. Chimento answered no, there will be accommodations for that. There might be minor interruptions during the day but overall no.

Ms. Burns gave a brief explanation of how the utilities will work. She then said that they selected CDMSmith because they are very experienced in this field.

Mr. Livingston wanted to know what a construction manager at risk is.

Ms. Burns answered that the construction manager would negotiate with Public Works and anything over that would be at risk.

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

5. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CDMSMITH INC FOR CONSTRUCTION MANAGEMENT AND CONSTRUCTION ENGINEERING & INSPECTION SERVICES PERTAINING TO THE SONO COLLECTION PROJECT FOR A SUM NOT TO EXCEED $299,730.00.**

ACCOUNT NO: ESCROW ACCOUNT TO BE DETERMINED (SEE ITEM #6)

Ms. Burns stated that this item is just a pass through reimbursed by the developer (see item 6).

Mr. Chimento made reference to the next agenda item.

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

6. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ESCROW AGREEMENT WITH NORWALK LAND DEVELOPMENT, LLC FOR SONO COLLECTION INSPECTION SERVICES FOR A SUM NOT TO EXCEED $299,730.00.**

There was no discussion on this item.

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

7. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ESCROW AGREEMENT WITH TRINITY WASHINGTON VILLAGE PHASE ONE LIMITED PARTNERSHIP FOR LIGHTING, SIDEWALK AND OTHER INCIDENTALS ASSOCIATED WITH COORDINATING CONSTRUCTION BETWEEN THE RAYMOND & DAY STREETS PROJECT AND PROPOSED DEVELOPMENTS AT #'S 13 (BUILDING A) AND 20 (BUILDING B) DAY ST. FOR A SUM NOT TO EXCEED $484,000.00.**

Ms. Burns stated that agenda item 7 & 8 has to do with Public Works inheriting the project, the engineer had everything behind the curb was going to be built by either Maritime Village at 19 or Washington Village at 20 or Washington Village at 13. She said that they proposed back to Trinity and Spinnaker to give us the money and we will escrow it. She said that they will meet with Tighe & Bond to see how the work will progress.

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

8. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ESCROW AGREEMENT WITH MARITIME VILLAGE I LLC FOR SIDEWALK AND OTHER INCIDENTALS ASSOCIATED WITH COORDINATING CONSTRUCTION BETWEEN THE RAYMOND & DAY STREETS PROJECT AND THE PROPOSED DEVELOPMENT AT #19 DAY ST. FOR A SUM NOT TO EXCEED $71,500.00.**

Ms. Burns explained that there are two different amounts in 7 & 8 because they are for two different spaces. The Public Works Department will administer the project using their funds.

Mr. Igneri asked if there was a start date.

Ms. Burns stated the Washington Village project is working on their building permits.

Mr. Chimento stated he is unsure where they are in obtaining their permits.

Ms. Burns said that it has been slow with SoNo Collection as well, with obtaining their permits.

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

<u>INFORMATION / DISCUSSION</u>

A. MONTHLY SOLID WASTE REPORT – DECEMBER 2016

Mr. Chimento reported on this item. He said that at the next meeting there will be a six month report and copies of the state report as well. He said that there will be a new system for bulk waste collection and they are negotiating a cost reduction in curbside collection. He said they are right where they should be with curbside collection.

B. CUSTOMER SERVICE REPORT – JANUARY 2017

Mr. Chimento reported on this item. He stated that calls are down. He said they are usually down this time of year unless there is a significant snow storm.

Mr. Igneri stated he seen an email regarding a $181 claim for damages due to a snow plow and wanted to know if the City pays for the damages.

Mr. Chimento answered no, if it's damaged, public works will fix it. He then explained the fine line between city property and homeowner's property.

Ms. Burns said that there is a snow policy on the city's website that anyone can use. She said it explains the guidelines and the policy.

C. CORRESPONDENCE

1. DEEP Municipal Transfer Station Quarterly Report 2016

Mr. Chimento discussed this report.

UPCOMING PROJECTS

Next meeting is scheduled for Tuesday, March 7, 2017 in Room 225.

**** MR. BONENFANT MOVED TO ADJOURN**
**** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 7:55 p.m.

Respectfully submitted,

Monique Cipriano
Executive Assistant
Public Works Department