REGULAR MEETING – PUBLIC WORKS COMMITTEE
AGENDA

FEBRUARY 4, 2025, 7:00 PM
BY ZOOM VIRTUAL MEETING

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

Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. 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 included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Monique Cipriano at mcipriano@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

I. CALL TO ORDER

II. ROLL CALL

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: December 3, 2024

IV. PUBLIC PARTICIPATION

V. NEW BUSINESS

A. Schedule a Public Hearing for the Honorary naming of the portion of Woodward Avenue from South Main Street to Burritt Avenue to be named Reverend Ramon Figueroa Way. The Public Hearing shall be conducted in order to hear all parties interested in commenting on the proposed Honorary street naming and to take such

action on said naming that the Committee may deem advisable. The Public Hearing is scheduled for Tuesday, March 4, 2025 at 7:00p.m. via Zoom.

B. Authorize, Mayor Harry W. Rilling, to execute any and all documents necessary to accept an easement over 12 Lubrano Place, Norwalk, Connecticut, for purposes of access and maintenance.

C. P&Z 8-24 Referral: Referral of the proposed easement over 12 Lubrano Place, Norwalk, Connecticut, for purposes of access and maintenance, for review and report.

D. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the February 6, 2024 Agreement between the City of Norwalk and Al Engineers Inc. for Project PSC2023-1 On-Call Surveying and Mapping Services. The Amendment is to extend the Agreement for a period of one (1) year at a sum not to exceed $200,000.00 with an option to extend for one (1) additional term for one (1) year.
Account No. 09 25 4021 5777 C0318
09 25 4021 5777 C0021
09 25 4021 5777 C0302
09 25 3750 5777 C0824

E. Authorize Mayor Harry W. Rilling to execute the First Amendment to the April 9, 2024, Agreement between the City of Norwalk and Burns Construction Company, Inc., for Project PM2024-2 Permanent Roadway Repairs and Surface Restoration, for an amount not to exceed $350,000.00.
Account No. 03 00 00 2602

F. Authorize the Mayor, Harry W. Rilling, to execute a 2nd Amendment to the July 20, 2023 Agreement between the City of Norwalk and CDM Smith Inc., for Project Nos. 4240 and 4240A, DRG2023-2 Engineering Design Services for Municipal Separate Storm Sewer Systems, for a sum not to exceed $272,710.00.
Account No. 09 25 4027 5777 C0425
09 24 4027 5777 C0440
09 25 4027 5777 C0440

G. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Safety Markings, LLC for Project TMP2025-1 Pavement Markings, Symbols, and Legends at Various Locations for an amount not to exceed $250,000.00.
Account No. 09 18 4120 5777 C0598
09 20 4120 5777 C0598
09 21 4120 5777 C0598
09 24 3750 5777 C0562
09 25 3750 5777 C0562
36 3751 5345 G0017

VI. REPORTS

A. Tree Operations and Programming Nov-Dec 2024

B. Monthly Solid Waste Report Nov-Dec 2024

C. Food Scrap Drop-Off Report Nov-Dec 2024

D. **Upcoming Projects Status**

1. 2024 Metrics

VII. **DISCUSSION**

VIII. **ADJOURNMENT**

UPCOMING MEETINGS

Tuesday, March 4, 2025

I ♥ NORWALK
DEPARTMENT OF ENGINEERING

CITY OF NORWALK
Department of Engineering
125 East Avenue
Norwalk, CT 06851
www.norwalkct.gov

CITY OF NORWALK
PUBLIC WORKS COMMITTEE
DECEMBER 3, 2024

ATTENDANCE: James Frayer, Chairman; Barbara Smyth, Heather Dunn; Ann Wennerstrand, Nora Niedzielski-Eichner, Dajuan Wiggins

STAFF: Vanessa Valadares, Chief of Operations and Public Works; James Meehan, Principal Engineer; Paul Sotnik, Senior Civil Engineer; Thomas Szabo, Waste Programs Manager; Benjamin Yeung, Senior Traffic Engineer TMP; Troy Deering, Road Construction Project Manager TMP; Jim Travers, Director TMP

OTHERS: Johan Lopez, Common Council Member; Nicole Eaddy, Common Council Member

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Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.

Members of the public who wish to provide public comments 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's start time. Please email Monique Cipriano at mcipriano@norwalkct.gov to provide written public comment prior to the meeting

I. CALL TO ORDER

Chairman Frayer called the meeting to order at 7:01p.m.

II. ROLL CALL

Chairman Frayer called the Roll: James Frayer, Barbara Smyth, Heather Dunn, Ann Wennerstrand, Nora Niedzielski-Eichner, Dajuan Wiggins

At Roll Call there were six (6) Committee members present constituting a quorum. Darlene Young was not present.

III. PUBLIC PARTICIPATION

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.)

Ms. Diane Lauricella greeted the Committee. She stated she is interested in hearing the MSW report and the Food Scrap report. She encouraged the council to look to the future to include the assistance of the public to help the city. She suggested a blue-ribbon task force that will include interested citizens and businesses to help educate the public and not wait until the next Win Waste contract. She said they could recycle more with better education. She noticed the revenues in the food scrap program were down 20 to 30 percent. She doesn't understand the deal with Win Waste. The food scrap program needs to end the pilot program and reduce their prices. They need to rethink how they handle leaves. She said she looks forward to meeting with the Chairman to discuss things.

Chairman Frayer closed public participation at 7:07p.m.

IV. ACCEPTANCE OF MINUTES

A. Special Meeting: November 12, 2024
There was no report on this item.

****MS. DUNN MOVED THE ITEM**
****MR. WIGGINS ABSTAINED**
****MOTION PASSED WITH ONE (1) ABSTENTION**

V. NEW BUSINESS

A. ACKNOWLEDGE THE RECEIPT OF THE REQUEST FOR THE HONORARY NAMING OF THE PORTION OF WOODWARD AVENUE FROM SOUTH MAIN STREET TO BURRITT AVENUE TO BE NAMED REVEREND RAMON FIGUEROA WAY.
Chairman Frayer stated that DPW has reached out to the church several times and he has also made several calls to Reverend Luis and received no response. A discussion ensued about whether they should table this item. The Committee reached a decision to acknowledge the receipt of the request and to table the scheduling of the public hearing until they hear from the Pastor/Church.

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

B. SCHEDULE A PUBLC HEARING FOR THE HONORARY NAMING OF THE PORTION OF WOODWARD AVENUE FROM SOUTH MAIN STREET TO BURRITT AVENUE TO BE NMAED REVEREND RAMON FIGUEROA WAY. THE PUBLIC HEARING SHALL BE CONDUCTED IN ORDER TO HEAR ALL PARTIES INTERESTED IN COMMENTING ON THE PORPOSED HONORARY STREET NAMING AND TO TAKE SUCH ACTION ON SAID NAMING THAT THE COMMITTEE MAY DEEM ADVISABLE. THE PUBLIC HEARING IS SCHEDULED FOR TUESDAY, JANUARY 7, 2025 AT 7:00P.M. VIA ZOOM.

****MS. SMYTH MOVED TO TABLE THE ITEM UNTIL THEY HAVE SPECIFIC CONTACT WITH REVEREND RIVERA**
****MOTION PASSED UNANIMOUSLY**

C. **AUTHORIZE THE PURCHASING AGENT TO AUTHORIZE A SOLE SOURCE PURCHASE ORDER TO MILLENIUM PRODUCTS INC. FOR THE PURCHASE OF A 10 YEAR WANCO SERVICE PLAN, WANCO SETUP, FLEET PROGRAMS, AND CELLULAR SERVICE FOR FOUR (4) WANCO MESSAGE SIGNS OPERATED BY DPW AND REC AND PARKS DEPARTMENTS FOR AN AMOUNT NOT TO EXCEED $5,980.00.**

ACCOUNT NO. 01 40 45 5462

Ms. Valadares reported on this item. She explained how the signs would work. Due to the procurement of the signs, a ten-year contract, the authorization from the committee is warranted.

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

Chairman Frayer read items D1 and D2 together.

D1. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SECOND AMENDMENT TO THE FEBRUARY 6, 2024 AGREEMENT BETWEEN THE CITY OF NORWALK AND M. RONDANO, INC. FOR PROJECT DRG2023-3 ON-CALL DRAINAGE IMPROVEMENTS AT VARIOUS LOCATIONS, FOR A SUM NOT TO EXCEED $1,071,063.00.**

ACCOUNT NO.
09 24 4062 5777 C0361
09 20 4062 5777 C0361
09 24 4062 5777 C0361
09 24 4021 5777 C0302
09 25 4021 5777 C0302
09 24 4021 5777 C0021
09 25 4021 5777 C0021
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 24 4021 5777 C0440
09 25 4021 5777 C0440
09 20 4027 5777 C0643
09 21 4021 5777 C0643
09 22 4021 5777 C0643
09 25 4021 5777 C0643
13 31 10 5796 ARP05
13 40 10 5796 APW05
13 40 10 5796 APW10

D2. **AUTHORIZE THE CHIEF OF OPERATIONS AND PUBLIC WORKS, TO EXECUTE ORDERS ON THE CONTRACT BETWEEN THE CITY OF AND M. RONDANO, INC. FOR PURCHASING PROJECT 4322, DRG2023-3 ON-CALL DRAINAGE IMPROVEMENTS AT VARIOUS LOCATIONS, FOR A SUM NOT TO EXCEED $107,106.30.**

ACCOUNT NO. 09 24 4062 5777 C0361

09 20 4062 5777 C0361
09 24 4062 5777 C0361
09 24 4021 5777 C0302
09 25 4021 5777 C0302
09 24 4021 5777 C0021
09 25 4021 5777 C0021
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 24 4021 5777 C0440
09 25 4021 5777 C0440
09 20 4027 5777 C0643
09 21 4021 5777 C0643
09 22 4021 5777 C0643
09 25 4021 5777 C0643
13 31 10 5796 ARP05
13 40 10 5796 APW05
13 40 10 5796 APW10

Ms. Valadares reported on these items. She stated that this is the drainage contract that goes before the paving they complete in the city. They use M. Rondano a lot for smaller projects. There is an option for two (2) one-year extensions.

**MS. NIEDZIELSKI-EICHNER MOVED THE ITEM
**MOTION PASSED UNANIMOUSLY

E. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FIRST AMENDMENT TO THE AUGUST 8, 2024 AGREEMENT BETWEEN THE CITY OF NORWALK AND THE GRASSO COMPANIES, LLC FOR PROJECT 4359, RD2024-3 CURBS AND SIDEWALKS FOR BEACON STREET FOR A SUM NOT TO EXCEED $75,000.00.

ACCOUNT NO. 03 00 00 2602
09 23 7100 5777 C0583
09 24 4021 5777 C0318
09 25 4021 5777 C0318
09 24 4021 5777 C0021
09 25 4021 5777 C0021
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 24 4021 5777 C0440
09 25 4021 5777 C0440
09 24 4062 5777 C0361

Mr. Meehan reported on this item. Some pipes needed to be adjusted. This project is mostly sanitary lines. They are installing sidewalks on Beacon Street then it will be followed by paving. This will not delay any projects as paving will not resume for some time. It makes sense to put in the sanitary lines prior to paving.

**MS. DUNN MOVED THE ITEM

**MOTION PASSED UNANIMOUSLY

F. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ALL NECESSARY DOCUMENTS FOR CITY PURCHASING DEPARTMENT PROJECT 4402 - PROJECT BR2024-2 – STATE PROJECT 102-366 REPLACEMENT OF THE WEST CEDAR STREET #2 BRIDGE OVER THE FIVE MILE RIVER – BRIDGE NUMBER 04152.**

Ms. Valadares reported on this. This project is part of their federal bridge program. This bridge was considered to be in poor condition two years ago. It has been under design with their consultant Benesch to replace the bridge. The designs and permits were finalized. Then they advertised the project to bid. The State will reimburse the city a very good amount. In past years the split was 80 to 20 percent share now it may become 100 percent. To expedite the process, they are waiting for DOT to finalize and accept the bids. They are waiting for the acceptance letter. They would like to begin this project during the next construction season.

**MS. NIEDZIELSKI-EICHNER MOVED THE ITEM
**MOTION PASSED UNANIMOUSLY

G1. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH DAYTON CONSTRUCTION COMPANY, INC. FOR CITY PURCHASING DEPARTMENT PROJECT 4402 – PROJECT BR2024-2 – STATE PROJECT 102-366 REPLACEMENT OF THE WEST CEDAR STREET #2 BRIDGE OVER THE FIVE MILE RIVER - BRIDGE NUMBER 04152, FOR A SUM NOT TO EXCEED $4,463,188.00.**

ACCOUNT NO. **09 20 4021 5777 C0642**
09 21 4021 5777 C0642
09 22 4021 5777 C0642
09 23 4021 5777 C0642
09 24 4021 5777 C0642
09 20 4021 5799 C0642

Ms. Valadares stated there may be 100% reimbursed by the state for this project. There was a presentation given in October for that neighborhood explaining the project. There will be a closure during construction. The bridge will be wider and safer.

**MS. NIEDZIELSKI-EICHNER MOVED THE ITEM
**MOTION PASSED UNANIMOUSLY

G2. **AUTHORIZE THE CHIEF OF OPERATIONS AND PUBLIC WORKS TO EXECUTE ORDERS ON THE CONTRACT WITH DAYTON CONSTRUCTION COMPANY, INC. FOR CITY PURCHASING DEPARTMENT PROJECT 4402 – PROJECT BR2024-2 – STATE PROJECT 102-366 REPLACEMENT OF THE WEST CEDAR STREET #2 BRIDGE OVER THE FIVE MILE RIVER - BRIDGE NUMBER 04152, FOR A SUM NOT TO EXCEED $446,318.80.**

ACCOUNT NO. **09 20 4021 5777 C0642**

09 21 4021 5777 C0642
09 22 4021 5777 C0642
09 23 4021 5777 C0642
09 24 4021 5777 C0642
09 20 4021 5799 C0642

There was no report on this item.

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

H. AUTHORIZE THE MAYOR, HARRY W. RILING, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORWALK AND LANGAN CT, INC. TO PROVIDE DESIGN DEVELOPMENT AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE ABOVE REFERENCED PROJECT, FOR A SUM NOT TO EXCEED $100,000.00.

ACCOUNT NO. 09 24 7100 5777 C0836

Mr. Meehan reported on this. He gave a brief background of the project. This is for the new SONO School. They are trying to resolve the flooding/drainage problem in that area.

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

I. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF NORWALK AND ALFRED BENESCH & COMPANY DATED DECEMBER 10, 2019, TO PROVIDE PROFESSIONAL SERVICES FOR THE REPLACEMENT DESIGN OF THE WEST CEDAR STREET BRIDGE OVER THE FIVE MILE RIVER IN NORWALK, CTDOT PROJECT NO. 102-366, FOR A SUM NOT TO EXCEED $458,700.00.

ACCOUNT NO. 09 20 4021 5777 C0642
09 21 4021 5777 C0642
09 22 4021 5777 C0642
09 23 4021 5777 C0642
09 24 4021 5777 C0642
09 20 4021 5799 C0642

There was no report on this item.

**MS. NIEDZIELSKI-EICHNER MOVED THE ITEM
**MOTION PASSED UNANIMOUSLY

J. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO A MAINTENANCE AGREEMENT NO. 11.05-01(24) WITH THE CONNECTICUT DEPARTMENT OF TRANSPORTATION UNDER STATE ENCROACHMENT PERMIT NO. 3026270 FOR TREE PLANTING IMPROVEMENTS WITHIN THE

STATE RIGHT-OF-WAY ALONG RIVERSIDE AVENUE (STATE ROUTE 809) AND THE NORWALK RIVER VALLEY TRAIL.

Mr. Yeung reported on this item. He stated that they plan on planting 26 trees along the recently completed section of the NRVT between Belden Avenue and New Canaan Avenue. He said many people are using the trail on a daily basis. They noticed room for improvement alongside Riverside Avenue. There are sections that are a bit exposed and lack shade. They want to put in a buffer between the high-speed vehicular roadway and the trail itself. They want to use the City's on-call contract with Almstead, the tree planting contractor. They need approval from CDOT to do this because it is in the state's right-of-way. The maintenance agreement states the city will plant and maintain these trees going forward. He said that the maintenance of the trees would be part of the city's DPW operation crews like they do on other local streets. There are a variety of trees going in that area.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

K. **AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE A EVENTH AMENDMENT TO THE WOODARD & CURRAN AGREEMENT DATED AUGUST 12, 2019, TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR FLOOD REMEDIATION AT SPECIFIC LOCATIONS IN ACCORDANCE WITH PROFESSIONAL SERVICES TASK ORDER 24-1 DATED AUGUST 22, 2024 AND PROFESSIONAL SERVICES TASK ORDER 25-1 DATED NOVEMBER 25, 2024, FOR A SUM NOT TO EXCEED $43,000.00.**

ACCOUNT NO. 13 40 10 5796 APW06
09 24 4062 5777 C0361

Mr. Meehan reported on this item. He gave a brief background. There are two (2) areas. The first area is in the Ponus area, to extend the current line in conjunction with the future sewer separation. The other area is by Lloyd St. The residents in that area have been complaining about flooding. Woodard and Curran are being retained to see if there is a remediation factor there. The residents have been updated. One of these areas came out of a resident meeting.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

L. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FIRST AMENDMENT TO THE AUGUST 8, 2024 AGREEMENT BETWEEN THE CITY OF NORWALK AND FGB CONSTRUCTION COMPANY FOR PURCHASING PROJECT 4378. RNP2024-1 CALF PASTURE BEACH ROAD REALIGNMENT FOR A SUM NOT TO EXCEED $300,000.00.**

ACCOUNT NO. 09 25 6030 5777 C0365
09 22 6030 5777 C0588
09 23 6030 5777 C0588
09 24 6030 5777 C0588

09 25 6030 4862 C0365
09 25 6030 5796 C0365
09 24 4021 5777 C0021
09 25 4021 5777 C0021

Ms. Valadares reported on this item. She explained to the Committee what this project entails. They are trying to accommodate a bike lane at the beach and make the sidewalk a bit wider. Curb changes and widening of the sidewalk need to be done. They needed to excavate a bit more than expected. There is a bike lane there already but there have been safety concerns about where it is now. She explained where the bike lanes would be.

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

M. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO AWARD A CONTRACT TO RELIABLE EXCAVATING CO. INC FOR THE AMOUNT OF $423,242.00 WITH 10% OF CONTINGENCY AT $42,324.20 FOR SOUNDVIEW AVE SIDEWALK CONNECTION-PROJECT # TMP 2024-08.

ACCOUNT NO. 133110-5796-ATM01
133710-5796-AE23

Mr. Deering reported on this item. This project will connect the three (3) schools on Highland Avenue.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

N. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO AWARD A CONTRACT TO A VITTI EXCAVATORS. LLC FOR THE AMOUNT OF $844,032.00 WITH 10% OF CONTINGENCY AT $84,403.20 FOR PROJECT NUMBER SONO SCHOOL SIDEWALK CONNECTIVITY # TMP 2024-09.

ACCOUNT NO. 133710-5796-AE23

Mr. Deering reported on this item. This is related to the sidewalks around the SONO School. He gave a description of the areas. The goal of the project is to close all the gaps and install sidewalks for the entire corridor. The residents and students in the area would benefit from this project. There was a public meeting about the one-way roads, in the neighborhood at a church on Lexington Avenue and they were in support of this. Their biggest concern was wintertime. They were informed how things would be handled during the wintertime. They discussed the possibility of rehabilitating other sidewalks in the area the students may encounter.

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

O. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE AN AMENDMENT TO THE WESTON & SAMPSON AGREEMENT DATED MAY 20,

2024, TO PROVIDE PROFESSIONAL ENGINEERING SERVICES ON AN AS-NEEDED BASIS FOR A SUM NOT TO EXCEED $80,000.00

ACCOUNT NO. **09 19 4021-5777 C0021**
09 24 4021-5777 C0021
09 25 4021-5777 C0021
09 25 4021-5777 C0318
09 21 4021-5777 C0440
09 22 4021-5777 C0440

Mr. Meehan reported on this item. He explained what they are going to do. He said that many residents have requested this work. This project is to repave and provide sidewalks around Highland and Washington. This is part of the Complete Streets project.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

P. APPROVE THE 2025 PUBLIC WORKS COMMITTEE MEETING DATES
There was no report on this item.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

VI. REPORTS

A. TREE OPERATIONS AND PROGRAMMING
They did not have many trees planting in the fall. They have been removing the tree of heaven in the right-of-way only.

B. MONTLY SOLID WASTE REPORT
There was no discussion on this item.

C. FOOD SCRAP DROP-OFF REPORT
There was no discussion on this item.

D. UPCOMING PROJECTS STATUS
There was no discussion on this item.

VII. DISCUSSION
There was no report on this item.

VIII. ADJOURNMENT: Ms. Smyth moved to adjourn.
Motion passed unanimously.
The meeting was adjourned at 8:22p.m.

NEXT MEETING: **TUESDAY, JANUARY 7, 2025**
PUBLIC WORKS COMMITTEE
7:00 P.M. LOCATION TBD

I ♥ NORWALK

DEPARTMENT OF
ENGINEERING

City of Norwalk
Paul Sotnik, P.E.
Senior Civil Engineer / Department of Engineering
125 East Avenue
Norwalk, CT 06856-5125
Office Telephone: (203) 854-7891
www.norwalkct.gov
E-Mail: psotnik@norwalkct.gov

MEMORANDUM

TO: Vanessa Valadares, P.E. - Chief of Operations and Public Works

FROM: Paul L. Sotnik, P.E. - Senior Civil Engineer - Department of Engineering

CC: James Meehan, P.E. - Principal Engineer - Department of Engineering

REF: Item To Be Included On October 1, 2024 Public Works Committee Agenda

DATE: September 26, 2024

Per our conversation, we have received a request to have the portion of Woodward Avenue from South Main Street to Burritt Avenue named Reverend Ramon Figueroa Way in memory of Reverend Figueroa. Reverend Figueroa was the founder of John 3:16 Pentecostal Church in South Norwalk and passed away in 2013. In accordance with Chapter 95, Article II, Section 95-39 B (See attached), a Public Hearing is required. I would like to request that the following two (2) items be included on the agenda for the October 1, 2024 Public Works Committee meeting. I have listed the two items below.

1.) Acknowledge the receipt of the request for the Honorary naming of the portion of Woodward Avenue from South Main Street to Burritt Avenue to be named Reverend Ramon Figueroa Way.

2.) APPROVAL/AUTHORIZATION

Schedule a Public Hearing for the Honorary naming of the portion of Woodward Avenue from South Main Street to Burritt Avenue to be named Reverend Ramon Figueroa Way. The Public Hearing shall be conducted in order to hear all parties interested in commenting on the proposed Honorary street naming and to take such action on said naming that the Committee may deem advisable. The Public Hearing is scheduled for Tuesday, December 3, 2024 at 7:00 P.M. via Zoom.

I am sending enclosed, a copy of the request letter from Reverend Luis A. Rivera for your use.

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

Pentecostal Church "John 3:16" Inc.

Affiliated to the Assembly of God
8 Woodward Avenue
South Norwalk, CT 06854

September 16, 2024

Norwalk Public Works
125 East Avenue
Norwalk, CT 06851
Paul L Sotnik
Public Works Director

RE: HONONARY AND HISTORIC NAMING OF STREETS
PETITION TO ADD "REVEREND RAMON FIGUEROA WAY" TO THE WOODWARD AVENUE STREET

Dear Mr. Paul L Sotnik:

On behalf of the Pentecostal Church John 3:16, members, the leadership and the Church Trustees we are wiriting this letter to make a petition that, to the Woodward Avenue be added "Rev. Ramon Figueroa Way".

As a person who worked for over 10 years by his side, I can talk about him as a great and very valuable member of this community and how much he contributed in the years of his ministry. His commitment, passion and example was remarkable.

Reverend Ramon Figueroa arrived to the city of Norwalk, CT on October 2nd, 1954. He arrived obeying God's calling to his life to communicate the Good News of Salvation in the midst of this community. What we know today, as the John 3:16 Pentecostal Church was born, a non-profit organization that has been serving the community and providing community services in the heart of South Norwalk, CT for the past 70 years.

Reverend Ramon Figueroa came to the City of Norwalk with his wife, Gloria Figueroa. They raised Five children of their own in this community. They started conducting services at a friend's house, then moved to a garage, later on to So. Main Street, then to our present location: 8 Woodward Avenue. Reverend Ramon Figueroa opened up the first Spanish Church in this area. Church that was built with the hard work and collaboration of all the church members working together. He pastored the church for 45 years. On the month of August 7th, 2013, he was called by God to be on His presence. His passion, commitment and obedience to his calling was so strong that he extended his service to others cities, such as Stamford, Bridgeport and others.

During the period of the years of service in this community he served in differents areas but specially as a Commissioner of Norwalk Housing and a Chaplain of the Norwalk Police Departement. He dedicated practically all his life in this community as a pastor, and was recognized by the Norwalk Library as one of the hispanic in this community that gave his all (100%) serving the community, his 100% of Love, Passion, Care, Time, Energy, ect.

RECEIVED
SEP 17 2024
PUBLIC WORKS

Therefore, by naming or adding his name to the path he walked for many years, will be remember for ever. It will be great if the name can be placed at the corner of Concord St and Woodward Avenue and be extended up to Woodward Avenue and Meadow Street. The great example they (Mr. & Mrs Figueroa) left within this community is a great and honor legaccy to follow.

Sincerely Yours,

Pentecostal Church John 3:16
Rev. Luis A Rivera – Pastor

I ♥ NORWALK

DEPARTMENT OF ENGINEERING

CITY OF NORWALK
Wilber Giron, P.E.
Permit Engineer
Department of Engineering
125 East Avenue
Norwalk, CT 06856
Office: 203 -854 7801
Email: wgiron@norwalkct.gov

MEMORANDUM

TO: Vanessa Valadares, P.E. – Chief of Operations and Public Works

CC: James Meehan, P.E. – Principal Engineer

FROM: Wilber Giron – Permit Engineer

RE: Easement Agreement Acceptance at 12 Lubrano Place

DATE: January 29, 2025

The Department of Public Works (DPW) has reviewed and approved the development plans for 15 Olean Street, which include the construction and installation of a contractor yard parking area. As part of this approval—and to enhance the City's drainage system while facilitating infrastructure maintenance—the project required the abandonment and relocation of an existing City of Norwalk storm drain culvert at no cost to the City.

As a result, the culvert at 15 Olean Street was removed, and a new 24" HDPE storm drain pipe was installed across 12 Lubrano Place, reconfiguring the City's storm drain system and rerouting stormwater flow. The property owner of 12 Lubrano Place will grant the City an easement over the new 24" HDPE pipe to ensure access for maintenance.

For reference, attached are the "As-Built Map" (dated 10/20/2023, revised 11/14/2023) prepared by Landtech, along with the Storm Water Easement Agreement.

Therefore, I request that the following items be included on the agenda for the February 4, 2025, Public Works Committee meeting:

1. Authorize Mayor Harry W. Rilling to execute any and all documents necessary to accept an easement over 12 Lubrano Place, Norwalk, Connecticut, for purposes of access and maintenance.
2. P&Z 8-24 Referral: Referral of the proposed easement over 12 Lubrano Place, Norwalk, Connecticut, for purposes of access and maintenance, for review and report.

STORM WATER EASEMENT

TO ALL PEOPLE TO WHOM THESE PRESENTS SHALL COME, GREETING:

KNOW YE, that **K-5 Realty the Bungalow Portfolio,LLC** of Loudon TN (the "Grantor"), owner of property located at 12 Lubrano Place , City of Norwalk, County of Fairfield and State of Connecticut, for good and valuable consideration received to its full satisfaction of the **CITY OF NORWALK**, its successors and assigns (the "Grantee"), hereby grants and conveys a perpetual right of way and permanent storm water easement in, over, under, through and upon a certain parcel of land located in the City of Norwalk, County of Fairfield and State of Connecticut, located on 12 Lubrano Place (the "Property"), the location and area of said easement being described as follows

The area identified is on file in the office of the Town Clerk of said City of Norwalk as Map No. __8250____ (hereinafter referred to as the "Easement Area")

The right of way and storm water easement are hereby conveyed together with all rights reasonably necessary or incident thereto, including the right in the Grantee, its officers, agents, employees, representatives, and contractors of ingress and egress at all reasonable times to and from the lands of the Grantor lying within the above-described Easement Area for the purposes of locating, laying, installing, constructing, replacing, reconstructing, operating, maintaining, inspecting, altering and repairing therein the public storm water drainage facilities and related appurtenances, the size thereof to be at the discretion of the Grantee. Whenever practical, the Grantee will give reasonable notice to the Grantor prior to its entrance upon the Grantor's property. The Grantee exercise of the rights herein shall be at its sole cost and expense.

The Grantee is responsible for restoring any area of the property within the Easement Area that is disturbed as a result of work performed by Grantee hereunder as close as is practicable to its condition immediately preceding the commencement of Grantee's work thereon. Such restoration shall include placement of topsoil upon and seeding of any lawn area disturbed by Grantee. The restoration shall not include the replacement of any trees and repair or replacement of any driveway improvements. The Grantee shall not plant any additional trees in, on or upon the Easement Area at any time. Said restoration will be completed within a reasonable time period following completion of any work performed hereunder. The extent of said restoration will be subject to and will accommodate the reasonable need and requirements of the Grantee in installing and maintaining its storm sewer pipeline.

Except as otherwise provided herein, reserves the right to make any use of the Property that does not unreasonably interfere with the use and enjoyment of the easement granted herein to the Grantee.

The Grantor hereby knowingly, willing and voluntarily irrevocably waives any and all claims for just compensation relating to the easement granted herein.

The corresponding obligations and promises of the Grantor shall run with the land of perpetuity and be binding upon the Grantor's successors and assigns in interest with respect to the subject property of the easement.

TO HAVE AND TO HOLD the above granted rights of way and easements and the rights and privileges hereinbefore described to the **CITY OF NORWALK,** its successors and assigns forever.

IN WITNESS WHEREOF, the Grantor has caused these presents to be signed this _____ day of _____

Signed, Sealed and Delivered
In the Presence of:

Edward Montoya

Claire Chandler
Witness: Elaine Chandler

By: _____
Edward Montoya
Duly Authorized Member

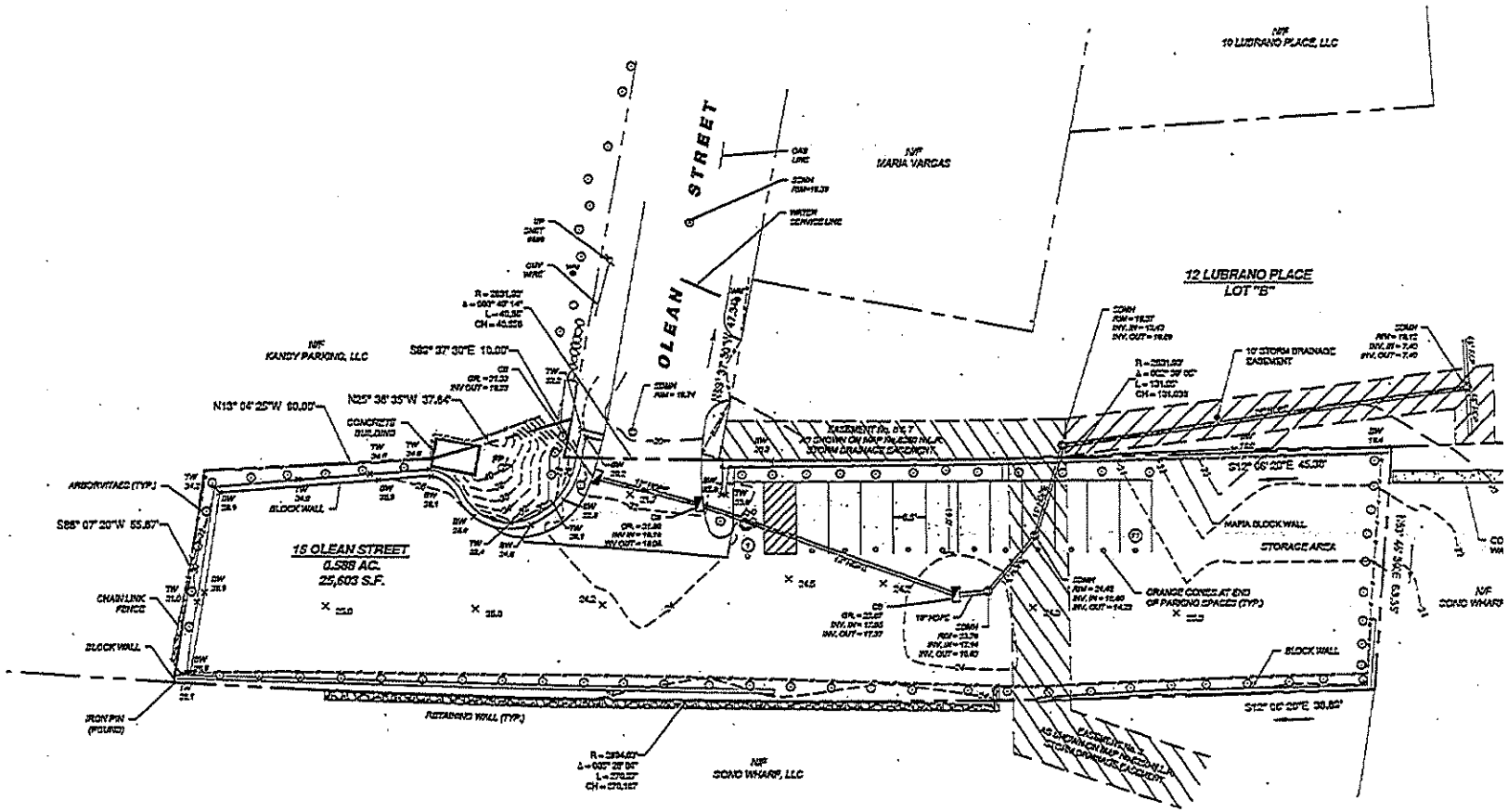
_____
Witness: Deirdre Robertson

STATE OF CONNECTICUT)
)
COUNTY OF FAIRFIELD)

On this 26 day of July, before me, the undersigned officer, personally appeared Edward Montoya , who acknowledged himself to be a Member of K-5 Realty the Bungalow Portfolio,LLC, a Tennessee limited liability company, and that he, as such Member, being duly authorized to do so, executed the foregoing instrument for the purposes contained, by signing the name of the company by himself as such Member, and as the free act and deed of said 12 Lubrano Place.

_____
Notary Public
My Commission Expires: _____

ZONING DATA - 15 OLEAN STREET			
ZONING DISTRICT: INDUSTRIAL #1			
DIMENSIONAL		REQUIRED/ALLOWED	EXISTING
LOT AREA		3,000 SF	25,603 SF
LOT WIDTH		30'	40.54'
COVERAGE	MAX.	20% (12,801 SF)	0.24% (62 SF)
YARDS	FRONT	20' FROM CENTERLINE	N/A
	SIDE	N/A	N/A
	ACCESSORY	N/A	N/A
	REAR	N/A	N/A
BUILDING HEIGHT	MAXIMUM	4 STORIES 50'	N/A



LEGEND ABBREVIATIONS:

BW	BOTTOM OF WALL
CB	CATCH BASIN
FP	FLAG POLE
GR	GRATE
HDPE	HIGH DENSITY POLYETHYLENE PIPE
INV.	INVERT
LP	LIGHT POLE
N/F	NOW OR FORMERLY
RCP	REINFORCED CONCRETE PIPE
SDMH	SANITARY SEWER MANHOLE
SDMH	SANITARY DRAIN MANHOLE
TW	TOP OF WALL
TYP	TYPICAL

LEGEND	
SYMBOLS	DESCRIPTION
○	IRON PIN (FOUND)
ⓢ SDMH	STORM MANHOLE
ⓢ SSMH	SEWER MANHOLE
CB	CATCH BASIN
UP	UTILITY POLE
○ WM	WATER METER
	PROPERTY LINE

I ♥ NORWALK

DEPARTMENT OF ENGINEERING

CITY OF NORWALK
Wilber Giron, P.E.
Permit Engineer
Department of Engineering
125 East Avenue
Norwalk, CT 06856
Office: 203 -854 7801
Email: wgiron@norwalkct.gov

MEMORANDUM

TO: Vanessa Valadares, P.E. – Chief of Operations and Public Works

CC: James Meehan, P.E. – Principal Engineer

FROM: Wilber Giron – Permit Engineer

RE: Easement Agreement Acceptance at 12 Lubrano Place

DATE: January 29, 2025

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Therefore, I request that the following items be included on the agenda for the February 4, 2025, Public Works Committee meeting:

1. Authorize Mayor Harry W. Rilling to execute any and all documents necessary to accept an easement over 12 Lubrano Place, Norwalk, Connecticut, for purposes of access and maintenance.
2. P&Z 8-24 Referral: Referral of the proposed easement over 12 Lubrano Place, Norwalk, Connecticut, for purposes of access and maintenance, for review and report.

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The area identified is on file in the office of the Town Clerk of said City of Norwalk as Map No. __8250____ (hereinafter referred to as the "Easement Area")

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Except as otherwise provided herein, reserves the right to make any use of the Property that does not unreasonably interfere with the use and enjoyment of the easement granted herein to the Grantee.

The Grantor hereby knowingly, willing and voluntarily irrevocably waives any and all claims for just compensation relating to the easement granted herein.

The corresponding obligations and promises of the Grantor shall run with the land of perpetuity and be binding upon the Grantor's successors and assigns in interest with respect to the subject property of the easement.

TO HAVE AND TO HOLD the above granted rights of way and easements and the rights and privileges hereinbefore described to the **CITY OF NORWALK,** its successors and assigns forever.

IN WITNESS WHEREOF, the Grantor has caused these presents to be signed this _____ day of _____

Signed, Sealed and Delivered
In the Presence of:

Edward Montoya

Claire Chandler
Witness: Elaine Chandler

By: _____
Edward Montoya
Duly Authorized Member

Witness: Deirdre Robertson

STATE OF CONNECTICUT)
)
COUNTY OF FAIRFIELD)

On this 26 day of July, before me, the undersigned officer, personally appeared Edward Montoya , who acknowledged himself to be a Member of K-5 Realty the Bungalow Portfolio,LLC, a Tennessee limited liability company, and that he, as such Member, being duly authorized to do so, executed the foregoing instrument for the purposes contained, by signing the name of the company by himself as such Member, and as the free act and deed of said 12 Lubrano Place.

_____
Notary Public
My Commission Expires: _____

ZONING DATA - 15 OLEAN STREET			
ZONING DISTRICT: INDUSTRIAL #1			
DIMENSIONAL		REQUIRED/ALLOWED	EXISTING
LOT AREA		5,000 SF	25,603 SF
LOT WIDTH		50'	40.24'
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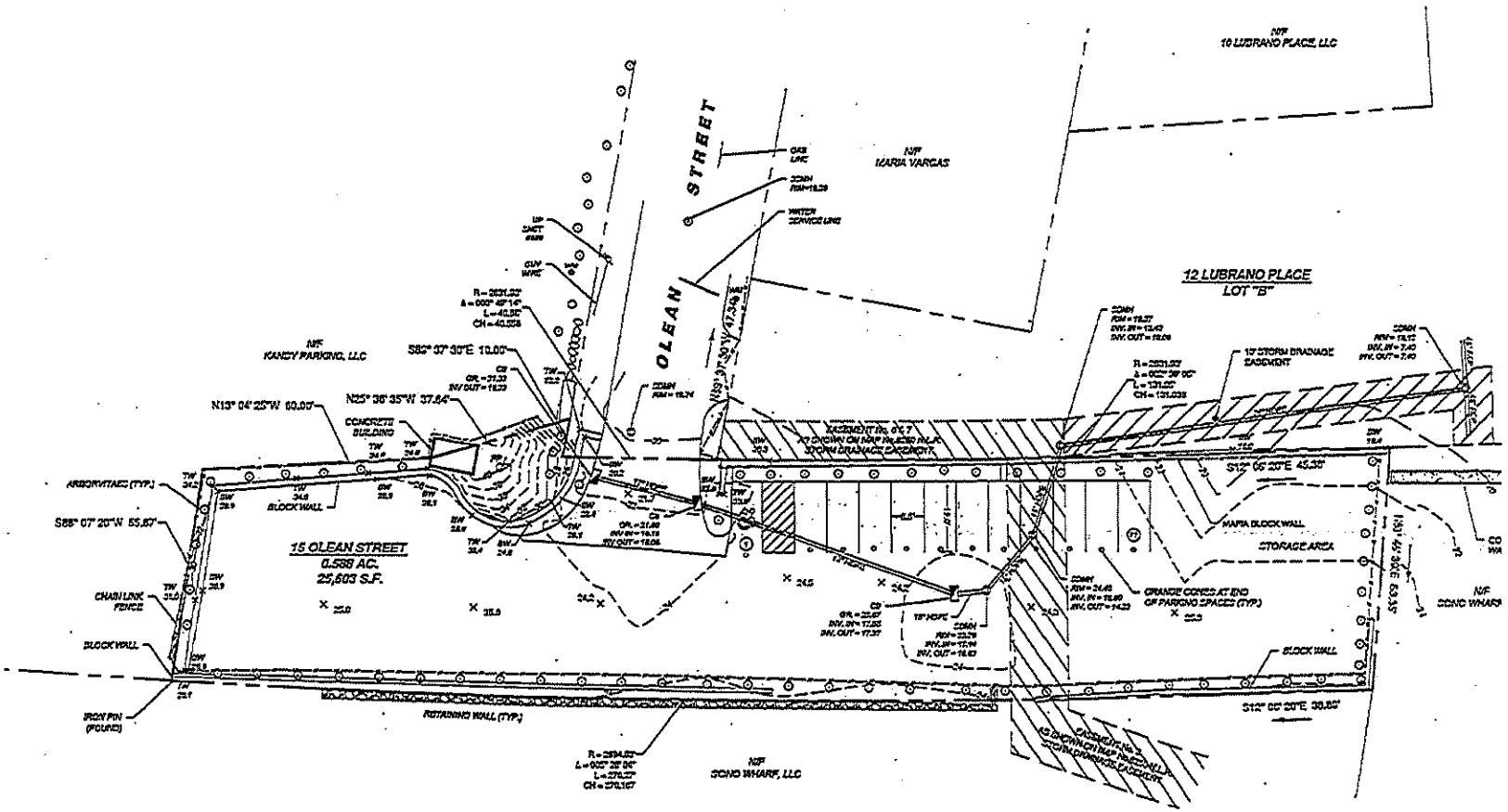
YARDS	FRONT	25' FROM CENTERLINE	N/A
	SIDE	N/A	N/A
	AGGREGATE	N/A	N/A
	REAR	N/A	N/A
BUILDING HEIGHT	MAXIMUM	4 STORIES 50'	N/A



LEGEND ABBREVIATIONS:

BW	BOTTOM OF WALL
CB	CATCH BASIN
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LEGEND	
SYMBOLS	DESCRIPTION
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UP	UTILITY POLE
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	PROPERTY LINE

I ♥ NORWALK

DEPARTMENT OF ENGINEERING

CITY OF NORWALK
Aaron Ho
Assistant Civil Engineer
Department of Engineering
125 East Avenue
Norwalk, CT 06856
Office: 203 -854 7739
aho@norwalkct.gov

MEMORANDUM

TO: Vanessa Valadares, P.E. – Chief of Operations and Public Works

CC: James Meehan, P.E. – Principal Engineer

FROM: Aaron Ho – Assistant Civil Engineer

RE: Project PSC2023-1 On-Call Surveying Services – AI Engineers Contract Extension

DATE: January 29, 2025

On December 12, 2023, Common Council approved the action item to authorize the Mayor, Harry W. Rilling to execute an Agreement between the City of Norwalk and AI Engineers, Inc, for Project PSC2023-1 On-Call Surveying and Mapping Services, for a sum not to exceed $200,000.00. Within Article 4, section 4.01 of the Contract 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 be governed by the Proposed Fee Schedule, shown in Exhibit 2.

Considering that the Contract was executed on February 6, 2024, and that the Surveyor, AI Engineers, Inc, has expressed their interest in extending the Contract per the correspondence dated January 9, 2025, I recommend we use the option to extend the Contract an additional one (1) year, for a sum not to exceed $200,000.00, with the option to extend an additional one (1) year term come February 2026. AI Engineers, Inc. has not only met their obligations in providing the City with survey data and maps, but has also shown their commitment to best practices and professional standards in performing their duties. They have also demonstrated their willingness to ensure that their services fully meet the City's expectations.

I would like to request that the following items be included on the agenda for the February 2025 Public Works Committee meeting.

1.) Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the February 6, 2024 Agreement between the City of Norwalk and AI Engineers Inc. for Project PSC2023-1 On-Call Surveying and Mapping Services. The Amendment is to extend the Agreement for a period of one (1) year at a sum not to exceed $200,000.00 with an option to extend for one (1) additional term for one (1) year.

I ♥ NORWALK

DEPARTMENT OF ENGINEERING

CITY OF NORWALK
Aaron Ho
Assistant Civil Engineer
Department of Engineering
125 East Avenue
Norwalk, CT 06856
Office: 203 -854 7739
aho@norwalkct.gov

Account No.

09 25 4021 5777 C0318
09 25 4021 5777 C0021
09 25 4021 5777 C0302

CITY OF NORWALK
PURCHASING DEPARTMENT

1.1 PROPOSAL RESPONSE FORM

Vendor Name - AI Engineers, Inc.		
Address - 919 Middle Street, Middletown, CT 06457		
Phone - 860-635-7740	**Fax -** 860-635-7312	**Email -** rpradhan@aiengineers.com
Manager - Rohit Pradhan, PE	Senior Vice President	**Fed ID#** 06-1327598

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

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

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

A. **PROPOSED FEES SCHEDULE:** The project fees will be paid based upon the number of hours to complete the work with an expected sum not to exceed $200,000 on a yearly basis.

	BILLING CATEGORY	HOURLY BILLING RATE		
		YEAR 1	OPTIONAL YEAR 2	OPTIONAL YEAR 3
1	Chief of Survey	$178.20	$187.11	$196.47
2	Licensed Land Surveyor	$172.80	$181.44	$190.51
3	Survey Technician/Draftsperson	$86.40	$90.72	$95.26
4	Person Survey Crew - Person 1	$129.60	$136.08	$142.88
5	Person Survey Crew - Person 2	$94.50	$99.23	$104.19
6	Reimbursable (not to exceed)	$ 5,000.00	$ 5,000.00	$ 5,000.00

B. **CERTIFICATION**

Submitted By: AI Engineers, Inc.	**Signature:** Rohit Pradhan
Authorized Agent of Company (Name & Title):	
Rohit Pradhan, PE - Senior Vice President	**Date:** 9/26/2023

Outlook

RE: Norwalk On-Call Surveying - First Extension of Contract with AI Engineers

From Jeremy Oskandy, PE, LS, F.A.A. Part 107 <JOskandy@aiengineers.com>
Date Thu 1/9/2025 2:36 PM
To Ho, Aaron <aho@norwalkct.gov>
Cc Meehan, James <jmeehan@norwalkct.gov>

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

Hi Aaron,
AI Engineers is happy to agree to extending our contract. Please let me know if there is anything further you need from us regarding the extension.

Thanks,

Jeremy Oskandy, PE, LS, F.A.A. Part 107

Associate Vice President

AI Engineers

919 Middle Street

Middletown, CT 06457

Phone: (860) 635-2740 ext. 168

Fax: (860) 635-7312

www.aiengineers.com

From: Ho, Aaron <aho@norwalkct.gov>
Sent: Thursday, January 9, 2025 2:07 PM
To: Jeremy Oskandy, PE, LS, F.A.A. Part 107 <JOskandy@aiengineers.com>
Cc: Meehan, James <jmeehan@norwalkct.gov>
Subject: Norwalk On-Call Surveying - First Extension of Contract with AI Engineers

CAUTION: THIS IS AN EXTERNAL EMAIL - Do not open attachments or click on links from unknown senders or unexpected emails.

Hi Jeremy,

As discussed yesterday, the base Contract period for Norwalk's On-Call Surveying Contract will end on February 6th, 2025, and there is an option for the City to extend the contract for an additional year. Prior to us beginning the process of seeking approval for the extension, we want to confirm that AI Engineers is in agreement with extending the Contract. A response to this email would be sufficient.

Thank you,

Aaron Ho
Assistant Civil Engineer / Department of Engineering
City of Norwalk
125 East Avenue
Norwalk, CT 06856
Office: (203) 854-7268
www.norwalkct.gov
aho@norwalkct.gov
I ♥ NORWALK
DEPARTMENT OF ENGINEERING

Article 3. City's Responsibilities

3.01. The City shall provide the Engineer with information in its possession regarding requirements for the Services and shall use commercially reasonable efforts to obtain such other information as may be requested by the Engineer to perform the Services required under a Task Order issued pursuant to this Agreement. If necessary, the City shall assist the Engineer in obtaining any other information necessary for the Engineer to perform said Services. However, the City shall not be responsible for and shall not warrant the accuracy or content of any of the information or data set forth in the documents that it provides or assists the Engineer in obtaining. The Engineer expressly agrees that it shall make no claim against the City for any alleged damages arising out of the information or data provided or obtained by the City. The Engineer shall be responsible at its own expense to make all reasonable and necessary field inspections and to perform such other tasks needed to verify all information provided or obtained by the City.

Article 4. Time Provisions

4.01. This Agreement shall commence upon the Effective Date and continue for a period One (1) year therefrom (the "Initial Term"). The City shall have of the option to extend the Agreement for two (2) consecutive terms of one (1) year each ("Extension Period") on the same terms and conditions of this Agreement by providing written notice thereof in advance of the applicable Extension Period, except that the Engineer's Year 2 and 3 Hourly Rate Schedule set forth in Exhibit 2 shall apply to any such Extension Period, as applicable. The Initial Terms and Extension Period collectively referred to herein as the "Term."

4.02. Notwithstanding the above, this Agreement shall remain in effect until all outstanding Task Orders issued prior to the end of the Term are complete, unless earlier terminated by either Party pursuant to the terms of this Agreement.

Article 5. Compensation

5.01. Compensation. The City shall compensate the Engineer for the satisfactory performance of the Services under each Task Order issued pursuant to this Agreement based on the Hourly Rate Schedule set forth in Section 8, Proposal Response Form, of Exhibit 2 (the Engineer's Proposal Response Form) up to the not to exceed amount stipulated in the Task Order. Notwithstanding the foregoing, the total amount of fees payable under this Agreement, inclusive of reimbursable expenses, shall not exceed **TWO HUNDRED THOUSAND DOLLARS AND 00/100 CENTS (200,000.00) per year for each year of the Term.** Any increase in Compensation must be memorialized by written agreement signed by all parties hereto.

5.02. Payment Terms. For the Services performed under a Task Order issued pursuant to this Agreement, the City shall pay the Engineer on the basis of a monthly itemized invoice, certified by a principal of the Engineer, setting forth the Services covered by the invoice and the compensation due to the Engineer based upon the applicable Hourly Rates set forth in Engineer's Proposal Response Form. The City may, prior to making any payment under this Section, require the Engineer to submit such additional information as is reasonably requested. Acceptance by the Engineer of final payment for the Services performed under a Task Order issued pursuant to this Agreement shall constitute a full and complete release of the City, its officers and agents, of all

Contract Staff Summary

Department/Staff Contact	Department of Public Works
Common Council Committee	Public Works Committee
Date Approved by Committee	March 12, 2024
Purpose/Scope	An extension of the PM2024-2 Permanent Roadway Repairs and Surface Restoration Agreement for one additional year, as permitted under the original contract. The extension, contingent on budget availability and approvals, would not exceed $350,000, based on restoration fees collected for 2024 road work.
Vendor (Indicate if new or existing vendor)	Burns Construction Company, Inc.
Term of Contract	One (1) year
Method of Procurement (Indicate if sole source)	Apparent Low Bidder
Cost of Contract	Base Contract: $626,607.50. 10% Contingency: $62,660.75 1St Amendment: $350,000.00
Funding Source/Account Number	03 00 00 2602
Additional Information/Other Details	

I ♥ NORWALK

DEPARTMENT OF ENGINEERING

CITY OF NORWALK
Wilber Giron, P.E.
Permit Engineer
Department of Engineering
125 East Avenue
Norwalk, CT 06856
Office: 203 -854 7801
wgiron@norwalkct.gov

MEMORANDUM

TO: Vanessa Valadares, P.E. – Chief of Operations and Public Works

CC: James Meehan, P.E. – Principal Engineer

FROM: Wilber Giron, P.E. – Permit Engineer

RE: PM2024-2 Permanent Roadway Repairs and Surface Restoration – 1st Amendment

DATE: January 29, 2025

As part of the original contract, the Department of Public Works has the option to extend the PM2024-2 Permanent Roadway Repairs and Surface Restoration Agreement for up to two (2) additional one-year terms, contingent upon budget availability and necessary approvals.

In accordance with this provision, I am requesting that the existing agreement be amended to extend the contract for an additional year, for an amount not to exceed $350,000.00. This extension is based on the restoration fees collected for road work performed in 2024.

Therefore, I respectfully request that the following item be included on the agenda for the February 4, 2025, Public Works Committee meeting:

1. Authorize Mayor Harry W. Rilling to execute the First Amendment to the April 9, 2024, Agreement between the City of Norwalk and Burns Construction Company, Inc., for Project PM2024-2 – Permanent Roadway Repairs and Surface Restoration, for an amount not to exceed $350,000.00.

   Account No.: 03 00 00 2602

DEPARTMENT OF ENGINEERING

CITY OF NORWALK
Mario Pizighelli, P.E.
Stormwater Systems Manager
Department of Public Works & Operations
15 South Smith Street
Norwalk, CT 06850
Office: (203) 854-4162
Mobile: (203) 216-1463
www.norwalkct.gov
mpizighelli@norwalkct.gov

MEMORANDUM

To: Vanessa Valadares, P.E. – Chief of Operations and Public Works
CC: James Mehan, P.E. – Principal Engineer
Ralph Kolb, P.E. – Senior Environmental Engineer

From: Mario Pizighelli, P.E. – Stormwater Systems Manager
RE: DRG 2023-2 Engineering Design Services for Municipal Separate Storm Sewer Systems
Date: January 28, 2025

CDM Smith Inc., recently completed an initial investigation into the feasibility of a Stormwater Utility for the City of Norwalk under their original July 20th, 2023 Agreement. This included a preliminary evaluation of the City's existing stormwater expenditures, a parcel analysis of residential impervious areas by type, summation of non-residential impervious area based on available UCONN data (developed in 2012), development of a preliminary rate model to forecast revenues, and the identification of future steps towards consideration of fee implementation.

The initial results were presented to the Public Works Committee on November 12th, 2024. As a result of the presentation, the consensus was to progress the study into the next phase. The next phase will focus on public outreach and education, billing methodologies, and finalizing the proposed rate model. I would like to request the following item be included on the agenda for the February 2025 meeting of the Public Works Committee of the Common Council for approval.

1. Authorize the Mayor, Harry W. Rilling, to execute a 2nd Amendment to the July 20th, 2023 Agreement between the City of Norwalk and CDM Smith Inc., for Project Nos. 4240 and 4240A, DRG2023-2 Engineering Design Services for Municipal Separate Storm Sewer Systems, for a sum not to exceed $272,710.00

Account Nos.
09 25 4027 5777 C0425
09 24 4027 5777 C0440
09 25 4027 5777 C0440

CDM Smith
101 East River Drive, Suite 1A
East Hartford, CT 06108
tel: 860-529-7615

January 24, 2025

Vanessa Valadares, P.E.
Chief of Public Works and Operations
City of Norwalk Public Works and Operations
125 East Avenue
Norwalk, Connecticut 06856-5125

Subject: Project No. 4240 and 4240A Engineering Design Services for Municipal Separate Storm Sewer System (MS4) – Proposal for Stormwater Utility Implementation

Dear Ms. Valadares:

CDM Smith Inc. (CDM Smith) appreciates the opportunity to submit this proposal to assist the City of Norwalk (Norwalk, or City) with additional services related to the implementation of a stormwater utility. CDM Smith has developed the following proposed scope of services, schedule, and compensation to perform such services. Terms and conditions from the Agreement by and between Norwalk and CDM Smith (the Agreement) dated July 20, 2023, shall apply.

Scope of Services

Task 1 – Stormwater Advisory Committee

- CDM Smith will assist with the formation and facilitation of a Stormwater Advisory Committee (SWAC) group that will assist Norwalk with the selection of a consensus-based level of service, funding mechanism, and fee for stormwater services. CDM Smith will facilitate six SWAC meetings. The intended outcome of the meetings will be to gain a consensus opinion among the stakeholders regarding the level of service that Norwalk provides to its citizens and the way program improvements, if any, should be funded in the future. The meetings will cover the following general topics:
  - Introduction to stormwater management concepts;
  - Introduction of the level of service concept and NPDES Phase II program;
  - Current activities and level of service and possible future programs;
  - Funding options for stormwater management;
  - Utility rate structures, credits and adjustments; and
  - Recommended level of service and funding mechanism.
- CDM Smith will assist Norwalk with the identification of potential SWAC stakeholder participants. The City will be responsible for securing the commitment of these individuals to participate.
- For each meeting, CDM Smith will:

- Provide a trained, in-person facilitator and will prepare a PowerPoint presentation on the relevant subject matter.
- Prepare information for stakeholders and Norwalk staff to include presentations and background information to be provided via email.
- Prepare minutes of each meeting for distribution to the stakeholder group via email.
- Prepare a one-page summary of the meeting to be distributed to Norwalk staff.

- At the conclusion of the process, CDM Smith will prepare a presentation and will present the presentation with a spokesperson from the SWAC at two Norwalk City Meetings.
- Assumption: The City will be responsible for providing the location of the stakeholder meetings.
- CDM Smith will provide day-to-day project management to administer, coordinate, and manage all work by the team. CDM Smith will maintain regular communications with the City throughout the 18-month project and facilitate regular project status meetings.

Task 2 - Level of Service Analysis

To build upon the Phase 1 study and support the public stakeholder effort in the previous task, CDM Smith will update the prior analysis with additional information provided by the City regarding existing and future level of service options. This analysis will be augmented by CDM Smith's experience with similar sized communities within our portfolio of clients. CDM Smith will develop up to three optional Levels of Service in order to compare program alternatives and solicit input from stakeholders and staff on the services that may be provided by the City's stormwater management program. The three levels of service will be developed including the existing program, a moderate increase in the programs to meet regulatory compliance and minimal customer expectations, and a significant increase in the programs to include all of the elements that are desirable to the City.

Based on information provided by the City through existing documents or anecdotal information from staff, CDM Smith will develop planning-level cost estimates for the increased levels of service to be used for the feasibility evaluation. The cost estimates will be tied to specific regulatory requirements, desired programs as identified by staff, and programs recommended as an element of a comprehensive stormwater management program. These costs will provide the basis for the updated rate study evaluation.

CDM Smith will conduct a workshop with City staff to discuss priorities for different stormwater programs and budget targets. Annual budget estimates for all these services and recommended improvements to services will be developed. The plan will include estimates of expenditures for the fiscal year leading up to the implementation of the stormwater utility and for the first full fiscal year of utility implementation. These estimates will be a lump sum allocation by major activity or department/division to the capital budget or debt service for the City's budget.

Task 3 - Update/Finalize Rate Model

A preliminary rate model was developed in Phase 1 of the study using existing GIS data on impervious area from the University of Connecticut. This UCONN GIS dataset was developed in 2012. While the data was sufficient for the preliminary analysis, updates are necessary to provide more refined rates and to support the various level of service estimates identified in Task 2. The following updates will be performed.

- Compare the 2012 GIS impervious layer to current aerial photos to identify non-residential impervious areas that are not captured in the 2012 dataset
- Digitize impervious areas for all non-residential properties that do not have existing measurements in the UCONN dataset
- Acquire updated parcel and land use information to estimate current number of residential dwelling units
- Update rate model to include new residential dwelling unit counts and current impervious area measurements for non-residential properties
- Perform revenue analysis using updated rate model to match various level of service options identified above
- Incorporate preliminary fee credits into rate model to estimate revenue loss

Task 4 - Establish Policies and Procedures

- CDM Smith will develop a Policy and Procedures Manual that will address the following items:
  - Identifying revenues and charges related to stormwater management
  - How delinquent payments will be managed and enforced, including delinquencies from well and septic tank users or others that do not currently receive utility services from the City
  - Guidance for developing policies and procedures for handling multiple parcels/accounts;
  - Computation of fees and billing;
  - Guideline recommendations for developing policies and procedures for other special cases;
  - Processes to update the City's database with the new stormwater utility information;
  - File and information maintenance procedures for the stormwater utility information in the City's computer system;
  - Data transfer procedures for billing the stormwater utility fees; and
  - Procedures for credits:
    - CDM Smith will assess potential credit options for utility customers who provide a stormwater management facility that benefits the service area in ways similar, in whole or in part, to City stormwater programs and activities (along with exemptions). CDM

Smith will also consider methods to ensure proper construction and periodic maintenance of best management practices that may be offered a credit. CDM Smith will suggest the amount of such credits as well as the procedure whereby a credit may be obtained.

- Credit policy will include the length of time that a credit is granted, and the frequency that the credit should be evaluated and conditions that should be attached to the credited facilities (e.g., maintenance, inspection reports, etc.).
- CDM Smith will consider options related to federal, state, City/County, holders of utility easements, or other tax-exempt land or undeveloped property.

- CDM Smith will prepare a draft copy of the manual and submit to the City for comment. CDM Smith will facilitate a workshop with City staff to review the City's comments. CDM Smith will then finalize and submit an electronic copy of the Policy and Procedures Manual to the City, as well as one electronic copy in PDF format
- CDM Smith will provide training to City staff related to utility startup issues, utility records maintenance, and customer service and response.

Task 5 - Conduct Public Education and Outreach

- CDM Smith will provide technical support to Norwalk for the development of a public information/education/involvement campaign for the stormwater utility implementation. CDM Smith will provide the following services to Norwalk to support this effort:
  - Facilitate one public information strategy workshop with key City staff.
  - Develop a schedule of key milestones for public information, education, and outreach based on input from the City's public information staff.
  - Develop a standard PowerPoint presentation that will be used by City staff to educate public groups on the stormwater utility.
  - Assist the City in the development of technical content for print materials that will be created by the City for up to three billing inserts and up to three flyers/brochures.
  - Assist the City with the development of letters to the Top 50 utility customers. CDM Smith will draft the letter and identify the 50 largest utility customers. The City will be responsible for mailing and postage of the notifications.
  - Provide editorial reviews for technical accuracy for all materials related to the stormwater utility fee prepared by the City for public consumption during the project.
  - Review the City's current webpage and provide recommendations for improving content relative to the stormwater utility.
- CDM Smith will attend two Public Outreach meetings alongside the City and assist in presenting and answering questions.

- Assumption: The City will be responsible for arranging and advertising the two Public Outreach meetings, including providing a location.

Task 6 - Establish Ordinances

- CDM Smith will provide technical assistance to Norwalk Corporate Counsel for the development and adoption of a stormwater utility ordinance that is the foundation of the legally adopted stormwater fee.
- CDM Smith will provide sample stormwater utility ordinances used in Connecticut and/or by other stormwater utility programs with similar requirements. CDM Smith will prepare a draft ordinance consistent with State law and inclusive of the rate structure and policy options selected above. The ordinance will be provided to Norwalk Corporate Counsel for review for consistency with local regulations.
- The ordinance generally includes the following elements:
  - Statement of the authority to impose the fee;
  - Listing of findings and determinations defining the relationship between service and fees and between runoff, as measured by imperviousness, and service;
  - List of definitions for clarity;
  - Declaration of the establishment of the utility along with a definition of the budget process;
  - Clear definition of the rate structure including fees for residential and non-residential customers and exemptions;
  - Identification of billing protocols with frequencies of collection, approach to partial payments or delinquent fees, and program for dealing with developed property with no associated current utility bill;
  - Complete statement of appeals and adjustments, authorizing multiple tiers for handling of appeal requests;
  - Definition of credits, noting when they are authorized, the conditions under which the credit is maintained, and the amount of credit offered; and
  - Limitations on the spending of the utility revenues to specifically listed stormwater activities.

Task 7 - Evaluate Billing Methods

- Based on prior discussions, it is assumed that the City wishes to create a new billing platform that includes WPCA billing, a garbage/sanitation fee, and a stormwater fee. CDM Smith will familiarize itself with the current City billing system and will meet with associated individuals involved in the billing process to define the required information, actions, and responsibilities to modify the system to incorporate the stormwater charge. CDM Smith will prepare a

memorandum to document the specific requirements for billing system software and staffing, which include the following topics:

- Review of the billing method for sewer customers and recommended enhancements to include billing and collection of stormwater charges.
- Analysis of current utility accounts and preparation of recommendations for handling multiple accounts, master meters, master accounts and inactive accounts.
- Preparation of recommendations for handling unbilled properties and undeveloped properties.

- CDM Smith will assist the City with soliciting quotes and technical information from up to three billing system vendors based on the specific requirements defined above.
- CDM Smith will assist the City in evaluating up to three billing system software options, and will prepare a matrix of pro's and con's as well as a checklist based on Norwalk's specific billing system requirements. CDM Smith will meet with City staff to review the billing system software evaluation.
- Assumption: at the end of this task, Norwalk will engage with a billing software vendor to purchase, setup, and configure a new billing software.

Task 8 - Develop Master Billing File Data

- Assumption: Norwalk's property tax database (Assessor's parcel data) is currently used for Norwalk WPCA billing and will be used as the basis for the new billing system accounts.
- Finalize the impervious data by parcel by reviewing all non-residential parcels and validating the impervious data from Task 3.
- CDM Smith will assist the City with finalizing the selection of the billing methodology for the fee. Selection of the billing method can impact the level of effort necessary to develop the master billing file.
- Using the GIS data developed in Task 3, CDM Smith will assign a number of billing units to all parcels within the City. The billing unit(s) will be based upon dwelling unit counts for residential properties and measured impervious area for non-residential properties
- Assumption: If the City chooses a rate structure that requires measurement of impervious area on ALL residential parcels (which is atypical), an additional level of effort will be required to complete the billing file and would be negotiated outside of this agreement.
- CDM Smith will perform a computer cross-reference between the property assessor's data file (i.e. parcels) and the Norwalk WPCA billing (or alternative based on billing platform selected) with the assigned billing units by performing the following:

- Computer Matching – CDM Smith will link the property assessor database with the utility billing unit database.
- Address Refinement – CDM Smith will correct obvious address errors (misspellings, extensions, inclusion of street numbers in the road name field, etc.) for non-matching accounts between the two databases and update the matching. Parcels and addresses that cannot be matched to utility accounts by the computer will be matched manually by modifying address field information to develop a consistent record that can be used as a basis for comparison.
- Impervious Area Assignment – In instances where multiple utility accounts are associated with one parcel, CDM Smith will assist in designing a mail merge letter requesting customer allocation information from the owner. Percentages of impervious area to be applied to parcels will be recorded in the master billing database by CDM Smith. Postage for any mailings will be the responsibility of the City.

- CDM Smith will provide the database to the City or its billing vendor. CDM Smith will coordinate with the City or it's vendor on the process of importing the master billing file into the billing platform and will perform appropriate quality control procedures to verify the accuracy of the parcel/utility billing information. The master billing file will be furnished to the City and/or vendor in a format that meets the file format specification identified by the City's new billing software (selected during Task 4 and implemented by the City).
- Assumption: the City will load CDM Smith's master billing data file into its new utility billing system. The City will be responsible for making appropriate alterations to its own hardware and software systems such as computer programming changes to merge any existing and new billing files.

Owner's Responsibilities

Norwalk will be responsible for the following:

- City will be primarily responsible for recruiting SWAC members, providing SWAC meetings locations, and providing any special accommodations for the SWAC meetings.
- Providing meeting locations for any City meetings and Public Outreach meetings.
- Purchasing, setting-up, and implementing a new billing software, inclusive of all hardware and software required.
- Uploading the master billing file to the new billing software.
- Finalizing and implementing a new stormwater utility ordinance.
- City will be primarily responsible for public education campaign, with support from CDM Smith as described in Task 8. City will be responsible for all printing, mailing, posting, digital posting, etc.

Schedule

CDM Smith shall commence work upon receipt of a signed contract. The estimated schedule of completion for all tasks is approximately 18 months. The actual schedule of completion will be dependent on a variety of factors, primarily SWAC scheduling and the City's schedule for implementation of billing software.

Compensation

Compensation shall be in accordance with Article 5 and Article 6 of the Agreement. CDM Smith shall invoice Norwalk monthly using standard hourly rates. CDM Smith proposes to update the existing bill rates as follows:

Classification	Hourly Rates ($)	
	Existing	Proposed
Technical Expert	No changes	
Senior Project Manager		
Principal-In-Charge		
Senior Technical Engineer		
Senior Project Engineer		
Project Engineer		
Engineer		
Junior Engineer		
Technical Writer	90	100
Admin	90	100
GIS Technician	110	125
Junior GIS Technician*	n/a	90
Senior Communications Specialist*	n/a	225
Communications Specialist*	n/a	150

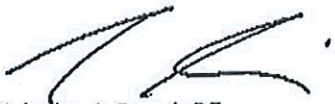
*New Classification

Subcontractors and other direct charges shall be billed at cost times a factor of 1.1. The attached table provides a breakdown of estimated costs and hours by task. CDM Smith may adjust staff and hours between tasks as long as the total project upper limit is not exceeded. The total cost of the services described above shall not exceed $272,710.00 without prior authorization.

In the performance of these services, CDM Smith may use personnel and other resources from CDM Smith affiliated companies. The personnel from CDM Smith affiliated companies will be billed at the hourly billing rates provided in this agreement. Other costs from CDM Smith affiliated companies will be reimbursed as provided herein.

We look forward to continuing assisting the City of Norwalk in this important undertaking. Please do not hesitate to call me at (860) 808-2306 or email me at rossinj@cdmsmith.com if you have any questions or wish to discuss the work.

Sincerely,



Nicholas J. Rossi, PE
Principal-in-Charge
CDM Smith Inc.

Attachments:
Anticipated Meeting Plan
Budget Breakdown

Anticipated Meeting Plan

Task	Meeting Description	CDM Smith Attendance
1	Project Status Meetings	virtual
1	SWAC Meeting 1	in-person
1	SWAC Meeting 2	in-person / hybrid
1	SWAC Meeting 3	in-person / hybrid
1	SWAC Meeting 4	in-person / hybrid
1	SWAC Meeting 5	in-person / hybrid
1	SWAC Meeting 6	in-person
1	City Meeting 1	in-person
1	City Meeting 2	in-person
2	LOS Workshop	in-person / hybrid
4	Policies Manual Workshop	in-person / hybrid
5	Outreach Strategy Workshop	in-person / hybrid
5	Public Outreach Meeting 1	in-person
5	Public Outreach Meeting 2	in-person
7	Billing Method Requirements	virtual
7	Billing Software Recommendations	virtual

CDM Smith
101 East River Drive, Suite 1A
East Hartford, CT 06108
tel: 860-529-7615

City of Norwalk
Project No. 4240 and 4240A Engineering Design Services for Municipal Separate Storm Sewe
Proposal for Stormwater Utility Implementation
Level of Effort

Task	Personnel / Description	Principal-in-Charge	Senior Project Manager	Technical Expert	Technical Expert (QA/QC)	Senior Technical Engineer	Senior Project Engineer	Project Engineer	Engineer	Junior GIS	GIS Analyst	Senior Communicatio
		Rossi	Roberts	Mason	Baumann			Silcox	Rudi		Adams	Michelis
	Billable Hourly Rate	$225.00	$250.00	$275.00	$275.00	$200.00	$175.00	$150.00	$125.00	$90.00	$125.00	$225.00
1	Stormwater Advisory Committee (SWAC)	8	86	62	8				24			72
2	Level of Service (LOS) Analysis		44	28	16			72				
3	Finalize Rate Model		10	24	8				12	60	32	
4	Establish Policies and Procedures	4	26	24	6			32	68	320		
5	Conduct Public Education and Outreach	6	24	12	8							48
6	Establish Ordinances		8	8	2							
7	Evaluate Billing Methods	2	14	12	4				48			
8	Master Billing File Data		12	24	12						72	
	TOTAL ALL TASKS	***20***	***224***	***194***	***64***	***0***	***0***	***104***	***152***	***380***	***104***	***120***

Updated 1/24/2025

Contract Staff Summary

Department/Staff Contact	Transportation, Mobility, and Parking Greg Pacelli, gpacelli@norwalkct.gov
Common Council Committee	Public Works Committee of the Common Council
Date Approved by Committee	
Purpose/Scope	The purpose of this agreement is to award Safety Markings, LLC the contract to restore and install new pavement markings on existing roadway surfaces. Pavement markings installation on newly paved roadways are performed through the Pavement Management Contract.
Vendor (Indicate if new or existing vendor)	Safety Markings LLC (Existing Vendor)
Term of Contract	1 (One) Year
Cost of Contract	ITB for Construction
Funding Source/Account Number	0918 4120 5777 C0598 0920 4120 5777 C0598 0921 4120 5777 C0598 0924 3750 5777 C0562 0925 3750 5777 C0562 363751 5345 G0017

Additional Information/Other Details	The Capitol Region Purchasing Council (CRPC) was responsible for the bid advertisement through the Traffic Guidelines bid opening which closed on December 17th, 2024. Norwalk is a member of the CRPC, which serves as a supplemental procurement office for member municipalities across the state. The department participated in CRPCA's bid process in order to receive the best unit prices available.

Transportation Mobility & Parking
P: 203-854-7260
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

TO: Public Works Committee of the Common Council

FROM: Jim Travers, Director Transportation, Mobility, and Parking

CC: Garrett Bolella, P.E., PTOE, RSP1 Assistant Director Transportation
Greg Pacelli, Transportation Planner

REF: Authorize the Mayor, Harry W. Rilling to execute an agreement with Safety Markings LLC for TMP2025-1, Pavement Markings, Symbols, and Legends at Various Locations for an amount not to exceed $250,000.00 annually.

DATE: January 28th, 2025

Memorandum

A bid opening was held on December 17th, 2024, for **Bid Number 772 - Traffic Guidelines**, as part of the Capitol Region Council of Governments – Capitol Region Purchasing Council (CRPC). The CRPC is a cooperative council of over 135 towns and other entities in Connecticut. The CRPC offers programs and services for member cities to save money, time, and create efficiencies. The city participated in the CRPC's bid process in order to get the best price for the installation of new and ongoing maintenance of pavement markings on existing roadways.

As a member city of the CRPC, the city of Norwalk was included as part of the Invitation to Bid under the Traffic Guidelines category. This contract will consist of the installation of various types of new and refurbished pavement markings on existing asphalt roadway surfaces. Pavement markings on newly paved roadways is performed through the Pavement Management contract. All work performed as part of this contract shall be done in conformance with federal requirements that are applicable with sections of the latest version of the Manual of Uniform Traffic Controls (MUTCD).

Two (2) valid bids were received by the CRPC's Invitation to Bid advertisement. Based on various factors, such as past performance, availability to deliver an on time and quality product, familiarity with the city, and proximity to the city, Transportation, Mobility, and Parking is recommending entering a contract with Safety Markings, LLC.

Any new or maintenance project undertaken under this contract may involve various components related to pavement markings. The city is mandated by the Federal Highway Administration (FHWA) to maintain pavement markings in a state of good repair.

The Department of Transportation, Mobility, and Parking requests adding the following items to be on the February 6th meeting of the Public Works Committee.

a. Authorize the Mayor, Harry W. Rilling to execute an agreement with Safety Markings, LLC for Project TMP2025-1 Pavement Markings, Symbols, and Legends at Various Locations for an amount not to exceed $250,000.00

Account No.

0918 4120 5777 C0598

0920 4120 5777 C0598

0921 4120 5777 C0598

0924 3750 5777 C0562

0925 3750 5777 C0562

363751 5345 G0017

Additional Information on the CRPC's Traffic Guidelines Bid can be found at -

Capitol Region Purchasing Council (CRPC) | CRCOG

The Unit Pricing Sheet from the CRPC's 2025 Traffic Guidelines Bid can be found at –

772-Traffic-Guidelines-RESULTS-BidTable_BT-17ER_1734446652.969415.xlsx

CITY OF NORWALK
Jose Ortiz
Road Supervisor & Deputy Tree Warden
jortiz@norwalkct.org
15 South Smith Street
Norwalk, CT 06855

NORWALK
Public Works

MEMORANDUM

TO: Chris Torre, Highway Superintendent & Tree Warden

FROM: Jose Ortiz, Road Supervisor & Deputy Tree Warden

DATE: November 2, 2024, 2024- December 1, 2024

RE: November 1, 2024, through December 1– Monthly Tree Status Report

Monthly Tree Status Report

- Tree Care & Maintenance: Trees located on Citywide Right-of-Way (Streets Trees), Parks, Beach, Schools, and City Vacant Land / Open spaces.

Summary of Work Completed

1. **Removals**
   a. Parks Property: 1 Trees Removed – 1 Oak
   b. School Property: 1 Trees Removed – 1 Oak
   c. City Right-of-Way: 20 Trees Removed – 1 Oak, 6 Maples, 3 Cherry, 6 Tree of heaven, 1 Cherry

2. **Tree Safety Pruning**
   a. Parks Property: 3 Trees Pruned – 3 Oaks
   b. School Property: 2 Trees Pruned – 2 Maples
   c. City Right-of-Way: 17 Trees Pruned – 1 Oak, 8 Maples, 5 Tulip, 2 Locust, 1 Cherry, 1 Sycamore
3. **Young Tree Training**
   a. Parks Property: N/A
   b. School Property: N/A
   c. City Right-of-Way: N/A
4. **Debris Removal from Storm Cleanup or High Wind Event**
   a. Date of High Wind Event (11/21) Rain Event (11/21)

b. Tree debris: 12 Locations
c. Date of Storm (11/21) Minor

5. **Tree Stump Grinding**
   a. Parks Property: 4 Stumps
   b. School Property: 0 Stumps
   c. City Right-of-Way: 2 Stumps
6. **Prune for Street Clearance**
   a. Parks Property: N/A
   b. School Property: N/A
   c. City Right-of-Way: 2 Trees Pruned
7. **Prune for line of sight on Streets.**
   a. Parks Property: N/A
   b. School Property: N/A
   c. City Right-of-Way: N/A
8. **Prune for sidewalk clearance.**
   a. Parks Property: N/A
   b. School Property: N/A
   c. City Right-of-Way: N/A

<u>Summary of Work Completed Parks Property</u>

1. 165 Flax Hill Rd – (SR # 264476) Tree debris removed
2. 61 Crescent St – (SR # 264529) Stumps ground down
3. Calf Pasture Beach Rd – (SR # 264624) Tree debris removed.
4. 25 Pogany Rd – (SR # 264757) Trees removed other pruned

<u>Summary of Work Completed City Right of Way</u>

1. 1 Monroe St – (SR # 264455) Trees removed others pruned
2. 120 Old Saugatuck Rd – (SR # 264349) Tree removed
3. 7 Orange St – (SR # 263804) Trees removed, and others pruned
4. 80 William St – (SR # 264229) Tree pruned
5. 7 Orange St – (SR # 264490) Stump ground down
6. 12 Ridge St – (SR # 264345) Trees removed
7. 1 Garfield St – (SR # 264529) Tree pruned
8. Old Rock Ct – (SR # 264591) Tree debris removed
9. 18 Meeker Ct – (SR # 264664) Tree debris removed
10. 13 Sunset Hill Rd – (SR # 264631) Tree removed
11. 14 Jackson Dr – (SR # 264548) Tree removed
12. 13 Farm Creek Rd – (SR # 264548) Tree pruned
13. 2 Harvann Rd – (SR # 264387) Tree pruned
14. 2 Buda St – (SR # 264447) Trees removed

15. 12 Witch La – (SR # 264612) Tree pruned
16. 2 Truman Ct – (SR # 264401) Tree pruned
17. 23 Allview Ave – (SR # 264655) Tree pruned
18. 11 Caesar St – (SR # 264675) Tree pruned
19. Hendricks Ave – (SR # 264713) Tree debris removed
20. 1 Singing Woods Rd – (SR # 264734) Tree debris removed
21. 22 Avenue B – (SR # 264789) Tree debris removed
22. 26 Pequot Dr – (SR # 264787) Tree debris removed
23. 6 Sasqua Rd – (SR # 264808) Tree debris removed
24. 2 Derby Rd – (SR # 264809) Tree debris removed
25. 20 Anderson Rd – (SR # 264720) Trees removed
26. 13 Sunset Hill Ave – (SR # 264735) Tree pruned
27. 63 Gregory Blvd – (SR # 264702) Tree pruned
28. 272 Fillow St – (SR # 264861) Tree debris removed
29. West Ave – (SR # 264871) Trees pruned
30. St Mary's La – (SR # 264872) Tree debris removed.

Summary of Work Completed by Contractor (Almstead Tree & Shrub Care Co.)

1. 7 Stonybrook Rd – (SR # 263748) Tree removed
2. 35 Maher Dr – (SR # 262101) Tree removed, and others pruned
3. Old Saugatuck Rd & Raymond St – Removed by Utility Company
4. 49 Nursery St – (SR # 261118) Trees pruned

CITY OF NORWALK
Jose Ortiz
Road Supervisor & Deputy Tree Warden
jortiz@norwalkct.org
15 South Smith Street
Norwalk, CT 06855

NORWALK
Public Works

MEMORANDUM

TO: Chris Torre, Highway Superintendent & Tree Warden

FROM: Jose Ortiz, Road Supervisor & Deputy Tree Warden

DATE: December 1, 2024- January 1, 2025

RE: December 1, 2024, through January 1, 2025– Monthly Tree Status Report

Monthly Tree Status Report

- Tree Care & Maintenance: Trees located on Citywide Right-of-Way (Streets Trees), Parks, Beach, Schools, and City Vacant Land / Open spaces.

Summary of Work Completed

1. **Removals**
   a. Parks Property: 7 Trees Removed – 1 Ash, 4 Locust, 2 Tree of heaven
   b. School Property: 1 Trees Removed – 1 Maple
   c. City Right-of-Way: 18 Trees Removed – 1 Oak, 1 Cherry, 5 Maple, 1 Locust, 8 Tree of heaven

2. **Tree Safety Pruning**
   a. Parks Property: 5 Trees Pruned – 5 Maple
   b. School Property: 0 Trees Pruned –
   c. City Right-of-Way: 0 Trees Pruned –
3. **Young Tree Training**
   a. Parks Property: N/A
   b. School Property: N/A
   c. City Right-of-Way: N/A
4. **Debris Removal from Storm Cleanup or High Wind Event**
   a. Date of High Wind Event (12/11) Rain Event (12/11)
   b. Tree debris: 5 Locations

15. 10 Knowalot La – (SR # 265098) Tree debris removed
16. 10 Knowalot La – (SR # 265097) Tree debris removed
17. Brenner Rd & Brenner La – (SR # 265113) Tree debris removed
18. 100 Seaview Ave – (SR # 264744) Trees removed
19. 10 Knowalot La – (SR # 265284) Tree debris removed

Summary of Work Completed by Contractor (Almstead Tree & Shrub Care Co.)

1.

I ♥ NORWALK
DEPARTMENT OF PUBLIC WORKS

To: Vanessa Valadares , Chief of Operations and Public Works
Chris Torre, Superintendent of Operations
Thomas Szabo, Waste Programs Manager
Monique Cipriano, Administrative Assistant

From: Dilene Byrd, Administrative Assistant

Date: 12/26/2024

Re: MSW and Recycling Report - November, 2024

	MSW Collection and Disposal			
Municipal Solid Waste (MSW)	Previous FY: Nov-23	Current FY: Nov-24	Change	FY 24/25 Cumulative
Curbside tonnage	1,251.58	1,173.95	-6.2%	6,318.63
MSW tonnage out	2,041.05	1,972.47	-3.4%	11,108.97
Transfer station operating fee	$73,000.00	$76,650.00	5.0%	$383,250.00
Transport and disposal fee	$197,981.85	$200,896.07	1.5%	$1,131,448.59
Curbside collection fee	$176,250.00	$185,062.50	5.0%	$925,312.50
Total operating costs (less curbside)	$270,981.85	$277,546.07	2.4%	$1,514,698.59

MSW Consolidated Budget	
FY 24/25 Budget	$5,552,400.00
Amount expended	$2,440,011.09
Percent remaining	56.1%

	Recycling Collection			
Recycling Collection	Previous FY: Nov-23	Current FY: Nov-24	Change	FY 24/25 Cumulative
Curbside tonnage	760.04	701.62	-7.7%	701.62
Transfer station tonnage	27.74	29.43	6.1%	29.43
Total monthly tonnage	787.78	731.05	-7.2%	731.05
Curbside collection fee	$161,825.66	$155,423.85	-4.0%	$737,375.97

Recycling Budget	
FY 24/25 Budget	$2,322,480.00
Amount expended	$737,375.97
Percent Remaining	68.3%

	MSW and Recycling Revenues			
MSW and Recycling Revenues	Previous FY: Nov-23	Current FY: Nov-24	Change	FY 24/25 Cumulative
Transfer station tip fees	$58,296.95	$45,662.70	-21.7%	$254,182.68
Total revenues	$58,296.95	$45,662.70	-21.7%	$254,182.68

I ♥ NORWALK
DEPARTMENT OF PUBLIC WORKS

To: Vanessa Valadares , Chief of Operations and Public Works
Chris Torre, Superintendent of Operations
Thomas Szabo, Waste Programs Manager
Monique Cipriano, Administrative Assistant

From: Dilene Byrd, Administrative Assistant

Date: 1/23/25

Re: MSW and Recycling Report - December, 2024

	MSW Collection and Disposal			
Municipal Solid Waste (MSW)	Previous FY: Dec-23	Current FY: Dec-24	Change	FY 24/25 Cumulative
Curbside tonnage	1,417.84	1,324.58	-6.6%	7,643.21
MSW tonnage out	2,019.21	2,325.73	15.2%	13,434.70
Transfer station operating fee	$73,000.00	$76,650.00	5.0%	$459,900.00
Transport and disposal fee	$195,863.37	$236,875.60	20.9%	$1,368,324.20
Curbside collection fee	$176,250.00	$185,062.50	5.0%	$1,110,375.00
Total operating costs (less curbside)	$268,863.37	$313,525.60	16.6%	$1,828,224.20

MSW Consolidated Budget	
FY 24/25 Budget	$5,552,400.00
Amount expended	$2,938,599.20
Percent remaining	47.1%

	Recycling Collection			
Recycling Collection	Previous FY: Dec-23	Current FY: Dec-24	Change	FY 24/25 Cumulative
Curbside tonnage	813.11	779.33	-4.2%	779.33
Transfer station tonnage	35.76	26.74	-25.2%	26.74
Total monthly tonnage	848.87	806.07	-5.0%	806.07
Curbside collection fee	$161,301.41	$146,382.07	-9.2%	$883,758.04

Recycling Budget	
FY 24/25 Budget	$2,322,480.00
Amount expended	$883,758.04
Percent Remaining	61.9%

	MSW and Recycling Revenues			
MSW and Recycling Revenues	Previous FY: Dec-23	Current FY: Dec-24	Change	FY 24/25 Cumulative
Transfer station tip fees	$60,405.85	$45,171.98	-25.2%	$299,354.66
Total revenues	$60,405.85	$45,171.98	-25.2%	$299,354.66

City of Norwalk
FY 2022-2023
Pilot Food Scrap Drop-Off Program

Date of Collection	Location of Collection	Service Fee	Number of Toters	Weight of Food Scraps (lbs)	Per Toter Fee	Total Collection Cost	Total Monthly Cost	Total Monthly Weight (Lbs)	Total Monthly Weight (Tons)	%
7/2/2024	Norwalk Transfer	65	3	900	10	$95				
7/2/2024	Cranbury Park	65	3	900	10	$95				
7/2/2024	Rowayton Community Center	65	4	1,200	10	$105				
7/9/2024	Norwalk Transfer	65	4	1,200	10	$105				
7/9/2024	Rowayton Community Center	65	5	1,500	10	$115				
7/9/2024	Cranbury Park	65	3	900	10	$95				
7/16/2024	Rowayton Community Center	65	6	1,800	10	$125				
7/16/2024	Cranbury Park	65	3	900	10	$95				
7/16/2024	Norwalk Transfer	65	5	1,500	10	$115				
7/23/2024	Rowayton Community Center	65	5	1,500	10	$115				
7/23/2024	Norwalk Transfer	65	4	1,200	10	$105				
7/23/2024	Cranbury Park	65	3	900	10	$95				
7/30/2024	Rowayton Community Center	65	6	1,800	10	$125				
7/30/2024	Cranbury Park	65	2	600	10	$85				
7/30/2024	Norwalk Transfer	65	4	600	10	$105				
8/6/2024	Norwalk Transfer	65	5	1,500	10	$115	*TS*	*5,400*	*2.70*	*31%*
8/6/2024	Rowayton Community Center	65	6	1,800	10	$125	*RCC*	*7,800*	*3.90*	*45%*
8/6/2024	Cranbury Park	65	3	900	10	$95	CRANBURY PARK	*4,200*	*2.10*	*24%*
8/13/2024	Rowayton Community Center	65	6	1,800	10	$125	$1,575.00	17,400	8.70	*100%*
8/13/2024	Cranbury Park	65	6	1,800	10	$125				
8/13/2024	Norwalk Transfer	65	3	900	10	$95				
8/20/2024	Rowayton Community Center	65	6	1,800	10	$125				
8/20/2024	Norwalk Transfer	65	4	1,200	10	$105				
8/27/2024	Rowayton Community Center	65	6	1,800	10	$125				
8/27/2024	Norwalk Transfer	65	4	1,200	10	$105				
8/27/2024	Cranbury Park	65	6	1,800	10	$125				
09/03/24	Cranbury Park	65	6	1,800	10	$125	*TS*	*4,800*	*2.40*	*29%*
09/03/24	Norwalk Transfer	65	5	1,500	10	$115	*RCC*	*7,200*	*3.60*	*44%*
09/03/24	Rowayton Community Center	65	6	1,800	10	$125	CRANBURY PARK	*4,500*	*2.25*	*27%*
09/10/24	Rowayton Community Center	65	6	1,800	10	$125	$1,265.00	16,500	8.25	*100%*
09/10/24	Norwalk Transfer	65	5	1,500	10	$115				
09/10/24	Cranbury Park	65	3	900	10	$95				
09/18/24	Cranbury Park	65	1	300	10	$75				
09/18/24	Norwalk Transfer	65	3	900	10	$95				
09/18/24	Rowayton Community Center	65	5	1,500	10	$115				
09/24/24	Rowayton Community Center	65	6	1,800	10	$125				
09/24/24	Norwalk Transfer	65	5	1,500	10	$115				
09/24/24	Cranbury Park	65	6	1,800	10	$125				
10/01/24	Cranbury Park	65	4	1,200	10	$105	*TS*	*5,400*	*2.70*	*32%*

City of Norwalk
FY 2022-2023
Pilot Food Scrap Drop-Off Program

Date of Collection	Location of Collection	Service Fee	Number of Toters	Weight of Food Scraps (lbs)	Per Toter Fee	Total Collection Cost	Total Monthly Cost	Total Monthly Weight (Lbs)	Total Monthly Weight (Tons)	%
10/01/24	Norwalk Transfer	65	4	1,200	10	$105	*RCC*	*6,900*	*3.45*	*40%*
10/01/24	Rowayton Community Center	65	6	1,800	10	$125	CRANBURY PARK	*4,800*	*2.40*	*28%*
10/8/2024	Cranbury Park	65	3	900	10	$95	$1,225.00	17,100	8.55	*100%*
10/8/2024	Norwalk Transfer	65	4	1,200	10	$105				
10/8/2024	Rowayton Community Center	65	6	1,800	10	$125				
10/15/2024	Rowayton Community Center	65	6	1,800	10	$125				
10/15/2024	Cranbury Park	65	3	900	10	$95				
10/15/2024	Norwalk Transfer	65	5	1,500	10	$115				
10/22/2024	Rowayton Community Center	65	6	1,800	10	$125	*TS*	*6,300*	*3.15*	*31%*
10/22/2024	Norwalk Transfer	65	4	1,200	10	$105	*RCC*	*10,200*	*5.10*	*50%*
10/22/2024	Cranbury Park	65	3	900	10	$95	CRANBURY PARK	*3,900*	*1.95*	*19%*
10/29/2024	Norwalk Transfer	65	4	1,200	10	$105	$1,655.00	20,400	10.20	*100%*
10/29/2024	Rowayton Community Center	65	5	1,500	10	$115				
10/29/2024	Rowayton Community Center	65	5	1,500	10	$115				
11/5/2024	Cranbury Park	65	5	1,500	10	$115				
11/5/2024	Norwalk Transfer	65	7	2,100	10	$135				
11/12/2024	Cranbury Park	65	7	2,100	10	$135				
11/12/2024	Norwalk Transfer	65	4	1,200	10	$105				
11/12/2024	Rowayton Community Center	65	11	3,300	10	$175				
11/19/2024	Cranbury Park	65	5	1,500	10	$115				
11/18/2024	Rowayton Community Center	65	8	2,400	10	$145				
11/19/2024	Cranbury Park	65	5	1,500	10	$115				
11/20/2024	Norwalk Transfer	65	4	1,200	10	$105				
11/25/2024	Norwalk Transfer	65	3	900	10	$95				
11/26/2024	Rowayton Community Center	65	12	3,600	10	$185				
11/27/2024	Cranbury Park	65	5	1,500	10	$115	*TS*	*5,400*	*2.70*	*24%*
							RCC	*9,300*	*4.65*	*41%*
							CRANBURY PARK	*8,100*	*4.05*	*36%*
							$1,540.00	22,800	11.40	*100%*
FY 24/25 Totals				94,200		$7,385			47.10	

FY 24/25 (July 1, 2024- June 30 2025)	$7,385	94,200	47.10	100.0%
Transfer Station		*27,300*	*13.65*	*29.0%*
Rowayton Community Center		*41,400*	*20.70*	*43.9%*

City of Norwalk
FY 2022-2023
Pilot Food Scrap Drop-Off Program

Date of Collection	Location of Collection	Service Fee	Number of Toters	Weight of Food Scraps (lbs)	Per Toter Fee	Total Collection Cost	Total Monthly Cost	Total Monthly Weight (Lbs)	Total Monthly Weight (Tons)	%
				Cranbury Park				*25,500*	*12.75*	*27.1%*
							FY 23/24 (July 1, 2023- June 30 2024)	**$6,650**	**199,950**	**99.98**	**100.0%**
							Transfer Station		*70,500*	*35.25*	*35%*
							Rowayton Community Center		*87,300*	*43.65*	*44%*
							Cranbury Park		*42,150*	*21.08*	*21%*
							FY 22/23 (July 1, 2022 - June 30 2023)	**$6,740**	**159,750**	**79.88**	**100.0%**
							Transfer Station		*60,600*	*30.30*	*38%*
							Rowayton Community Center		*75,750*	*37.88*	*47%*
							Cranbury Park		*23,400*	*11.70*	*15%*
							FY 21/22 (July 1, 2021 - June 30 2022)	**$8,225**	**118,500**	**59.25**	**100%**
							Transfer Station		*39,000*	*19.50*	*33%*
							Rowayton Community Center		*79,500*	*39.75*	*67%*

City of Norwalk
FY 2022-2023
Pilot Food Scrap Drop-Off Program

Date of Collection	Location of Collection	Service Fee	Number of Toters	Weight of Food Scraps (lbs)	Per Toter Fee	Total Collection Cost	Total Monthly Cost	Total Monthly Weight (Lbs)	Total Monthly Weight (Tons)	%
7/2/2024	Norwalk Transfer	65	3	900	10	$95				
7/2/2024	Cranbury Park	65	3	900	10	$95				
7/2/2024	Rowayton Community Center	65	4	1,200	10	$105				
7/9/2024	Norwalk Transfer	65	4	1,200	10	$105				
7/9/2024	Rowayton Community Center	65	5	1,500	10	$115				
7/9/2024	Cranbury Park	65	3	900	10	$95				
7/16/2024	Rowayton Community Center	65	6	1,800	10	$125				
7/16/2024	Cranbury Park	65	3	900	10	$95				
7/16/2024	Norwalk Transfer	65	5	1,500	10	$115				
7/23/2024	Rowayton Community Center	65	5	1,500	10	$115				
7/23/2024	Norwalk Transfer	65	4	1,200	10	$105				
7/23/2024	Cranbury Park	65	3	900	10	$95				
7/30/2024	Rowayton Community Center	65	6	1,800	10	$125				
7/30/2024	Cranbury Park	65	2	600	10	$85				
7/30/2024	Norwalk Transfer	65	4	600	10	$105				
8/6/2024	Norwalk Transfer	65	5	1,500	10	$115	*TS*	*5,400*	*2.70*	*31%*
8/6/2024	Rowayton Community Center	65	6	1,800	10	$125	*RCC*	*7,800*	*3.90*	*45%*
8/6/2024	Cranbury Park	65	3	900	10	$95	CRANBURY PARK	*4,200*	*2.10*	*24%*
8/13/2024	Rowayton Community Center	65	6	1,800	10	$125	$1,575.00	17,400	8.70	*100%*
8/13/2024	Cranbury Park	65	6	1,800	10	$125				
8/13/2024	Norwalk Transfer	65	3	900	10	$95				
8/20/2024	Rowayton Community Center	65	6	1,800	10	$125				
8/20/2024	Norwalk Transfer	65	4	1,200	10	$105				
8/27/2024	Rowayton Community Center	65	6	1,800	10	$125				
8/27/2024	Norwalk Transfer	65	4	1,200	10	$105				
8/27/2024	Cranbury Park	65	6	1,800	10	$125				
09/03/24	Cranbury Park	65	6	1,800	10	$125	*TS*	*4,800*	*2.40*	*29%*
09/03/24	Norwalk Transfer	65	5	1,500	10	$115	*RCC*	*7,200*	*3.60*	*44%*
09/03/24	Rowayton Community Center	65	6	1,800	10	$125	CRANBURY PARK	*4,500*	*2.25*	*27%*
09/10/24	Rowayton Community Center	65	6	1,800	10	$125	$1,265.00	16,500	8.25	*100%*
09/10/24	Norwalk Transfer	65	5	1,500	10	$115				
09/10/24	Cranbury Park	65	3	900	10	$95				
09/18/24	Cranbury Park	65	1	300	10	$75				
09/18/24	Norwalk Transfer	65	3	900	10	$95				
09/18/24	Rowayton Community Center	65	5	1,500	10	$115				
09/24/24	Rowayton Community Center	65	6	1,800	10	$125				
09/24/24	Norwalk Transfer	65	5	1,500	10	$115				
09/24/24	Cranbury Park	65	6	1,800	10	$125				
10/01/24	Cranbury Park	65	4	1,200	10	$105	*TS*	*5,400*	*2.70*	*32%*

City of Norwalk
FY 2022-2023
Pilot Food Scrap Drop-Off Program

Date of Collection	Location of Collection	Service Fee	Number of Toters	Weight of Food Scraps (lbs)	Per Toter Fee	Total Collection Cost	Total Monthly Cost	Total Monthly Weight (Lbs)	Total Monthly Weight (Tons)	%
10/01/24	Norwalk Transfer	65	4	1,200	10	$105	*RCC*	*6,900*	*3.45*	*40%*
10/01/24	Rowayton Community Center	65	6	1,800	10	$125	CRANBURY PARK	*4,800*	*2.40*	*28%*
10/8/2024	Cranbury Park	65	3	900	10	$95	**$1,225.00**	**17,100**	**8.55**	*100%*
10/8/2024	Norwalk Transfer	65	4	1,200	10	$105				
10/8/2024	Rowayton Community Center	65	6	1,800	10	$125				
10/15/2024	Rowayton Community Center	65	6	1,800	10	$125				
10/15/2024	Cranbury Park	65	3	900	10	$95				
10/15/2024	Norwalk Transfer	65	5	1,500	10	$115				
10/22/2024	Rowayton Community Center	65	6	1,800	10	$125	*TS*	*6,300*	*3.15*	*31%*
10/22/2024	Norwalk Transfer	65	4	1,200	10	$105	*RCC*	*10,200*	*5.10*	*50%*
10/22/2024	Cranbury Park	65	3	900	10	$95	CRANBURY PARK	*3,900*	*1.95*	*19%*
10/29/2024	Norwalk Transfer	65	4	1,200	10	$105	**$1,655.00**	**20,400**	**10.20**	*100%*
10/29/2024	Rowayton Community Center	65	5	1,500	10	$115				
10/29/2024	Rowayton Community Center	65	5	1,500	10	$115				
11/5/2024	Cranbury Park	65	5	1,500	10	$115				
11/5/2024	Norwalk Transfer	65	7	2,100	10	$135				
11/12/2024	Cranbury Park	65	7	2,100	10	$135				
11/12/2024	Norwalk Transfer	65	4	1,200	10	$105				
11/12/2024	Rowayton Community Center	65	11	3,300	10	$175				
11/19/2024	Cranbury Park	65	5	1,500	10	$115				
11/18/2024	Rowayton Community Center	65	8	2,400	10	$145				
11/19/2024	Cranbury Park	65	5	1,500	10	$115				
11/20/2024	Norwalk Transfer	65	4	1,200	10	$105				
11/25/2024	Norwalk Transfer	65	3	900	10	$95				
11/26/2024	Rowayton Community Center	65	12	3,600	10	$185				
11/27/2024	Cranbury Park	65	5	1,500	10	$115	*TS*	*5,400*	*2.70*	*24%*
12/3/2024	Rowayton Community Center	65	14	4,200	10	$205	*RCC*	*9,300*	*4.65*	*41%*
12/4/2024	Cranbury Park	65	3	900	10	$95	CRANBURY PARK	*8,100*	*4.05*	*36%*
12/4/2024	Norwalk Transfer	65	7	2,100	10	$135	**$1,540.00**	**22,800**	**11.40**	*100%*
12/10/2024	Norwalk Transfer	65	6	1,800	10	$125				
12/10/2024	Cranbury Park	65	5	1,500	10	$115				
12/10/2024	Rowayton Community Center	65	9	2,700	10	$155				
12/17/2024	Cranbury Park	65	3	900	10	$95				
12/17/2024	Norwalk Transfer	65	4	1,200	10	$105				
12/17/2024	Rowayton Community Center	65	8	2,400	10	$145				
12/24/2024	Cranbury Park	65	2	600	10	$85				
12/24/2024	Rowayton Community Center	65	5	1,500	10	$115				

City of Norwalk
FY 2022-2023
Pilot Food Scrap Drop-Off Program

Date of Collection	Location of Collection	Service Fee	Number of Toters	Weight of Food Scraps (lbs)	Per Toter Fee	Total Collection Cost	Total Monthly Cost	Total Monthly Weight (Lbs)	Total Monthly Weight (Tons)	%
12/27/2002	Norwalk Transfer	65	6	1,800	10	$125				
12/31/2024	Rowayton Community Center	65	6	1,800	10	$125	*TS*	*6,900*	*3.45*	*29%*
							RCC	*12,600*	*6.30*	*54%*
							CRANBURY PARK	*3,900*	*1.95*	*17%*
							$1,625.00	23,400	11.70	*100%*
				117,600		$9,010			58.80	

FY 24/25 Totals					
FY 24/25 (July 1, 2024- June 30 2025)	**$9,010**	**117,600**	**58.80**	**100.0%**
Transfer Station		*34,200*	*17.10*	*29.1%*
Rowayton Community Center		*54,000*	*27.00*	*45.9%*
Cranbury Park		*29,400*	*14.70*	*25.0%*

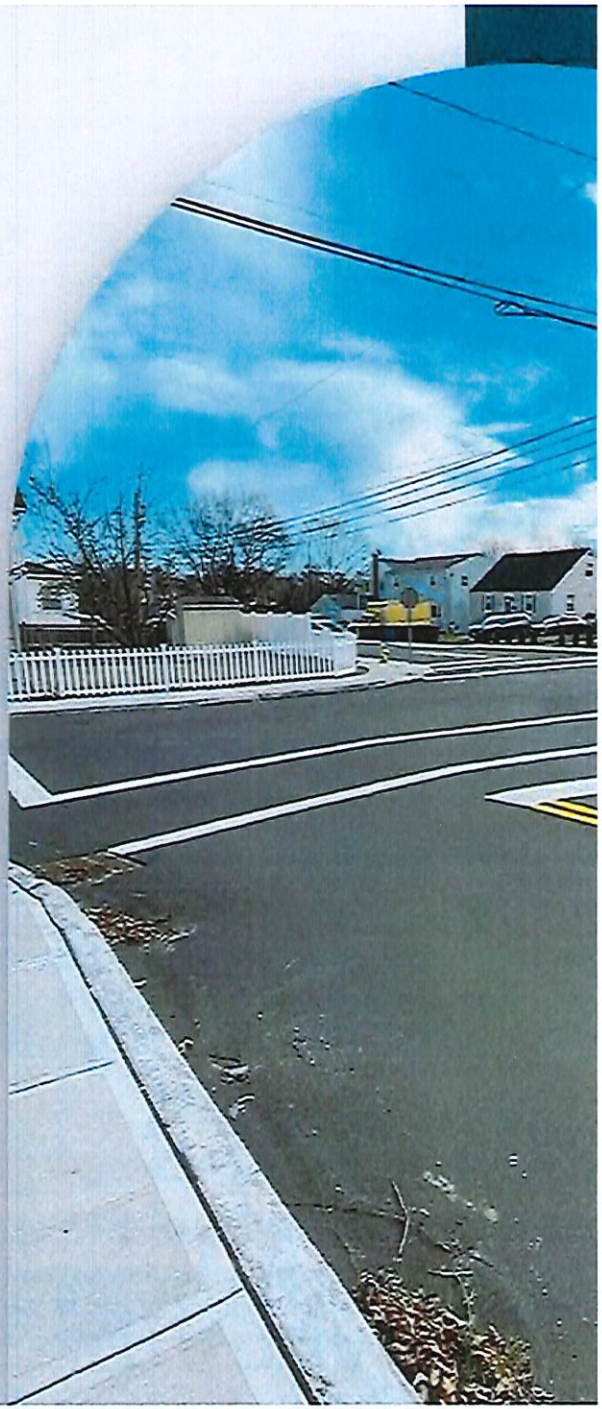
FY 23/24 (July 1, 2023- June 30 2024)	**$6,650**	**199,950**	**99.98**	**100.0%**
Transfer Station		*70,500*	*35.25*	*35%*
Rowayton Community Center		*87,300*	*43.65*	*44%*
Cranbury Park		*42,150*	*21.08*	*21%*

FY 22/23 (July 1, 2022 - June 30 2023)	**$6,740**	**159,750**	**79.88**	**100.0%**
Transfer Station		*60,600*	*30.30*	*38%*
Rowayton Community Center		*75,750*	*37.88*	*47%*
Cranbury Park		*23,400*	*11.70*	*15%*

FY 21/22 (July 1, 2021 - June 30 2022)	**$8,225**	**118,500**	**59.25**	**100%**
Transfer Station		*39,000*	*19.50*	*33%*
Rowayton Community Center		*79,500*	*39.75*	*67%*

THE CITY OF NORWALK DEPARTMENT OF PUBLIC WORKS

2024 METRICS



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DEPARTMENT OF
PUBLIC WORKS & OPERATIONS

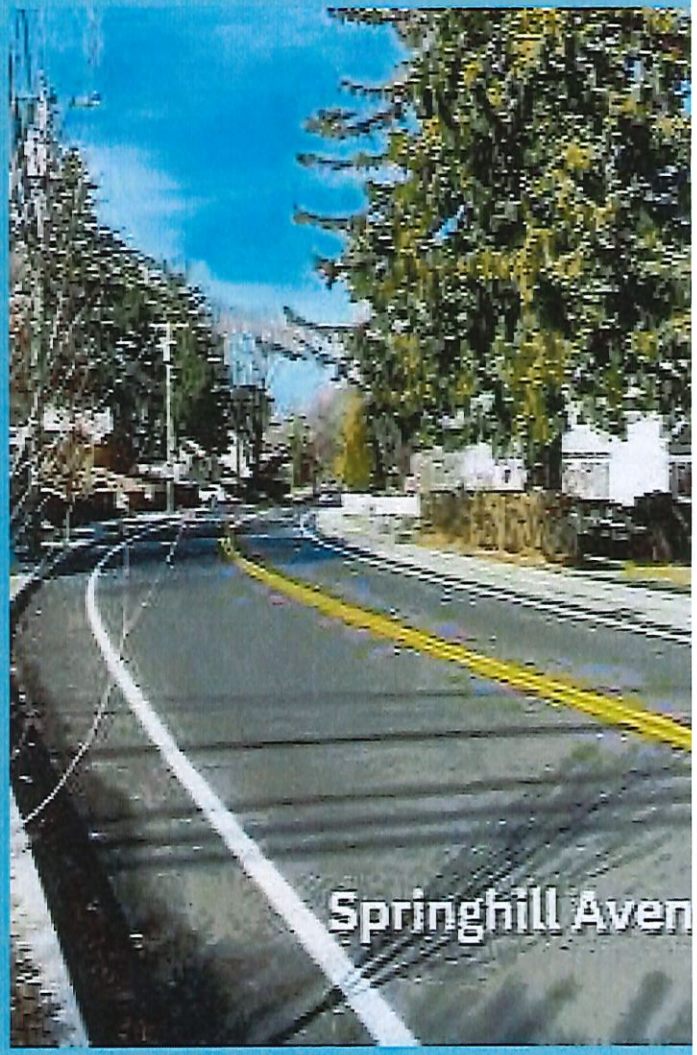
PAVING PROGRAM 2024

DEPARTMENT OF
PUBLIC WORKS & OPERATIONS

STREETS PAVED

STREETS PAVED IN 2023	
# of Roads	34
Linear Ft Paved	53,154 ft
Center Lane Miles Paved	10.07 mi

STREETS PAVED IN 2024	
# of Roads	38
Linear Ft Paved	57,288 ft
Center Lane Miles Paved	10.85 mi



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DEPARTMENT OF
PUBLIC WORKS & OPERATIONS

COMPLETED SIDEWALKS 20

Asphalt Sidewalk	2 mi
Concrete Sidewalk	1.2 mi
Total:	**3.2 mi**

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DEPARTMENT OF
PUBLIC WORKS & OPERATIONS

CONCRETE SIDEWALKS IN THE BERKLE

I ♥ NORWALK

DEPARTMENT OF
PUBLIC WORKS & OPERATIONS

DPW PERMITS

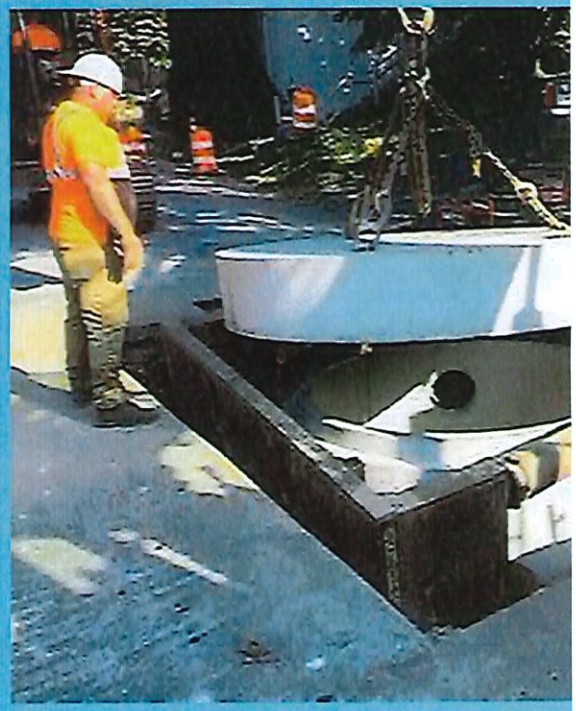
Encroachment Permits Issued	454
Encroachment Permits Reviewed	524
Driveway Permits Issued	144
Driveway Permits Reviewed	169

DEPARTMENT OF
PUBLIC WORKS & OPERATIONS

2024 DRAINAGE

Dreamy Hollow/Betts Brook Storm, W
Main & Sanitary Improvements Proj

- Estimated Cost: $10.2 M
- Total Completed Cost: $9 M



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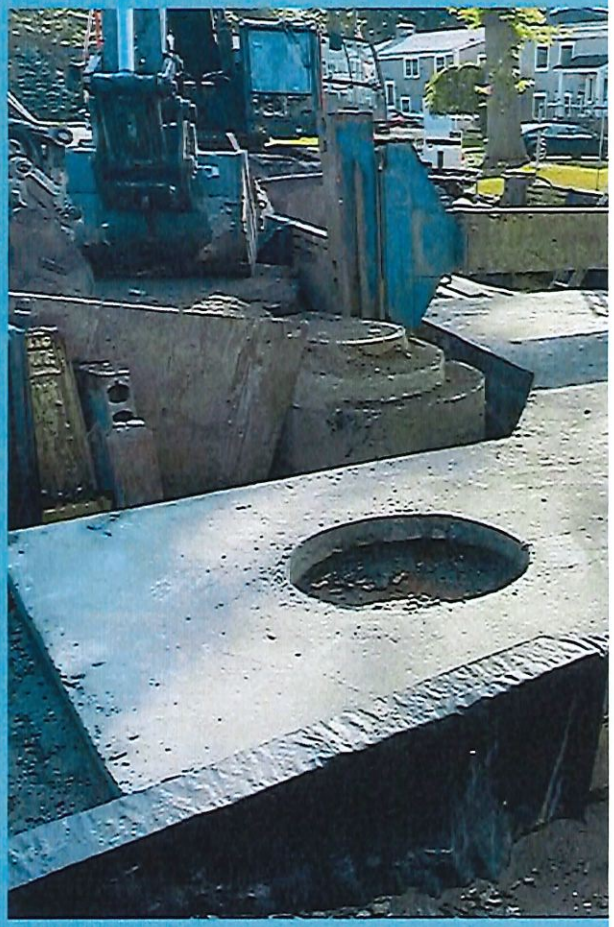
2024 DRAINAGE

- Over $1.8 Million in improvements Drainage
- Over 4,000 Feet of New Pipe installed
- Installed 51 New Catch Basin Structures
- 6 Combined Sanitary/Storm Systems disconnected



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51,486 linear feet of pipes were inspected by video this year.

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2024 TREE PLANTING PROGR

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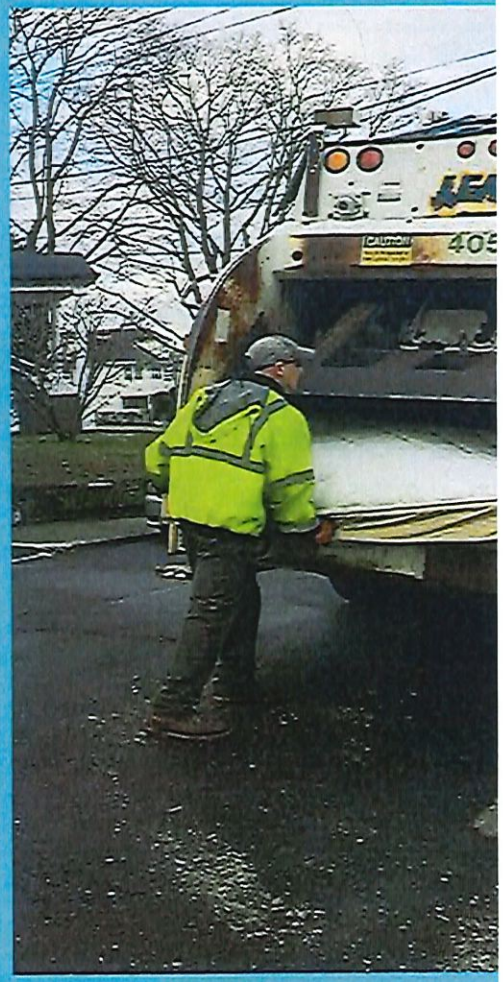
SPRING CYCLE	221
FALL CYCLE	233
TOTAL # OF TREES PLANTED	454

SOLID WASTE 2024

Pounds of Food Scraps Dropped-off	103 Tons
Tons of Recycling	9,022 Tons
Tons of Yard Waste Collected	7,008 Tons
Tons of Solid Waste Collected at the Transfer Station	11,335.05 Tons
Tons of Solid Waste Curb Collected	12,660.16 Tons
Tons of Bulky Waste Collected	129.08 Tons
Number of Bulky Waste Collections	1092 Tons



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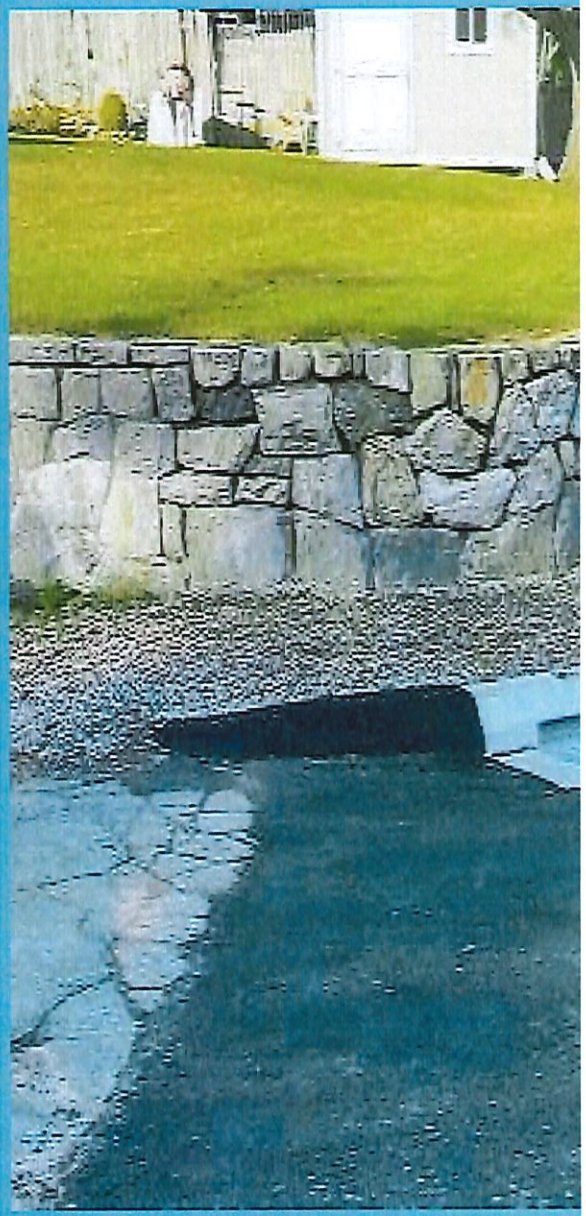
OPERATIONS 2024

# Catch Basins Cleaned	1,739
# of Catch Basins Repaired or Replaced	86
# of Road Repairs	1,076
Miles of Streets Sweeping	10,127 mi
Miles of Sight Lines Cleared	161 mi
# of Cul-de-sacs Mowed	254
# of Trees Pruned	341
# of Trees Removed	251



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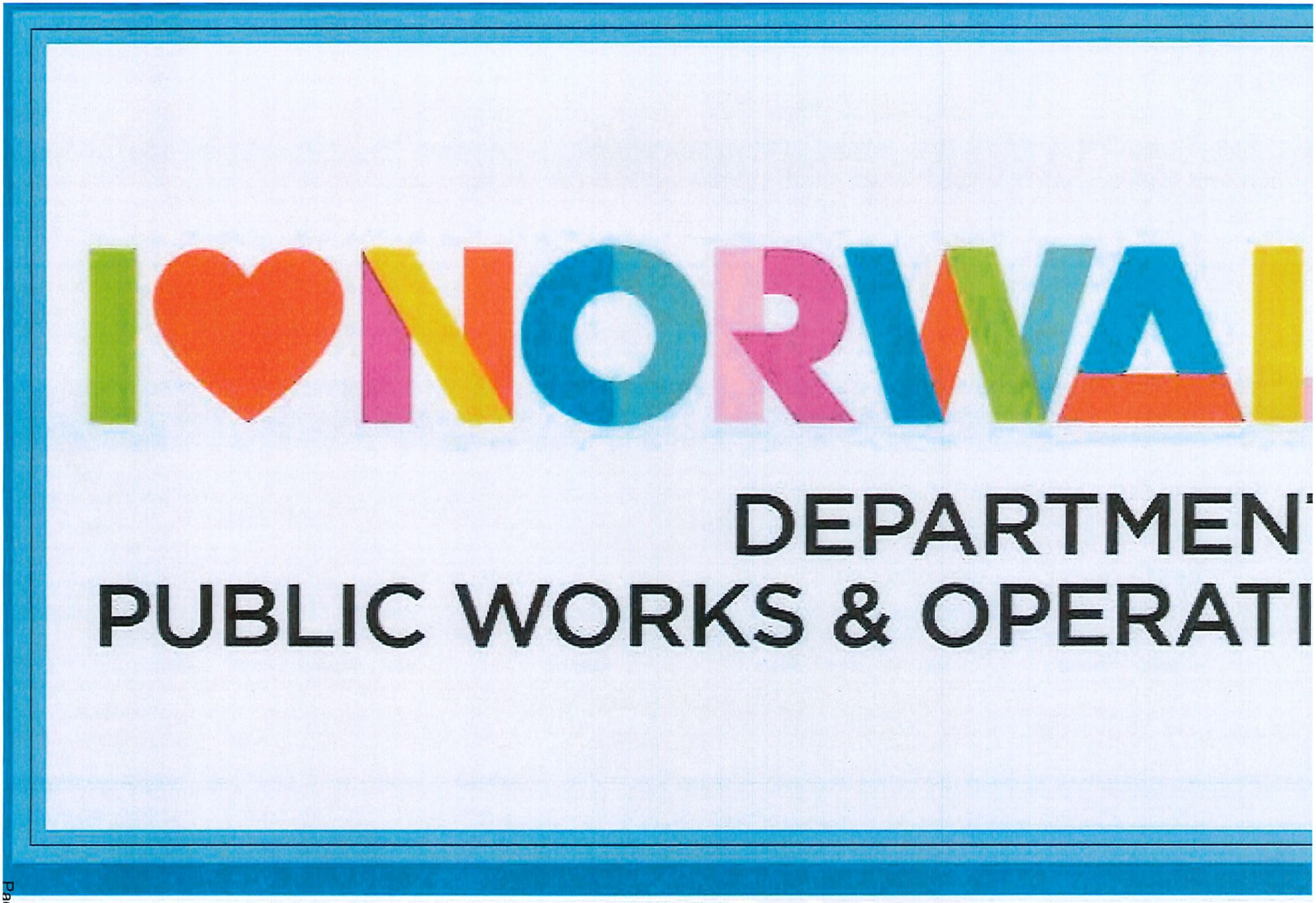
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