



Norwalk City Hall,
Recreation and Parks
Department
125 East Avenue, PO Box 5125
Norwalk, CT 06851-5125
203-854-7806

**RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE
WEDNESDAY, JUNE 8, 2022
7:00 PM**

<https://www.norwalkct.org/Meetings>



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



Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.



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 comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Dilene Byrd at dbyrd@norwalkct.org to provide written public comment prior to the meeting.

- I Roll Call
- II Minutes of May 11, 2022
- III Public Participation
- IV **Old Business**
- V **New Business**

The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.

1. Approve the use of Cranbury Park Pavilion and immediate surrounding grounds by Norwalk High School Baseball for their Banquet-Baseball event to be held on Monday, June 13, 2022 from 6:00 PM to 8:30 PM. Set-up to begin at 4:00 PM with tear-down at 9:00 PM. Approximately 110 people.

2. Approve the use of Tracey School Parking Lot and immediate surrounding grounds by VFW Post 603 for their AAA Bike Rodeo event to be held on Saturday, June 18, 2022 from 9:00 AM to 1:00 PM. Set-up to begin at 7:30 AM with tear-down at 1:00 PM. Approximately 100 people.
3. Approve the use of Cranbury Park Pavilion and immediate surrounding grounds by Factset Research Systems for their Analytics & Trading Summer Kick-Off event to be held on Wednesday, June 29, 2022 from 12:00 PM to 4:00 PM. Set-up to begin at 11:00 AM with tear-down at 5:00 PM. Approximately 150 people.
4. Approve the use of Cranbury Park and immediate surrounding grounds by Stew Leonard's for their Annual Summer Picnic event to be held on Monday, July 11, 2022 from 11:00 AM to 6:00 PM. Set-up to begin at 8:00 AM with a tear-down at 7:00 PM. Rain date: Monday, July 18, 2022. Approximately 200-350 people.
5. Approve the use of Norwalk High School and immediate surrounding grounds by ELS H.E.A.R.T. for their Walk for Elijah event to be held on Saturday, July 16, 2022 from 10:00 AM to 12:00 PM. Set-up to begin at 8:00 AM with tear-down at 1:00 PM. Approximately 100 people.
6. Approve the use of Mathews Park and immediate surrounding grounds by The Norwalk Conservatory of the Arts for their Broadway in the Park event to be held on Saturday, August 13, 20 and 27, 2022 from 3:30 PM to 8:30 PM. Set-up to begin 9:00 AM with tear-down at 9:00 PM. Rain date: Sunday, August 14, 21 and 28, 2022 (Rain Date). Approximately 500 people.
7. Approve the use Cranbury Park Pavilion and immediate surrounding grounds by Stamford HS Reunion Committee for their Reunion event to be held on Saturday, August 27, 2022 from 11:00 AM to 7:00 PM. Set-up to begin at 10:00 AM with tear-down at 8:00 PM. Approximately 150 people.
8. Authorize the Mayor, Harry W. Rilling, to enter into a three year contract with Geese Relief LLC for geese management services at Calf Pasture Beach and Veterans Memorial Park, for an amount not to exceed \$33,900.00
9. Authorize the Recreation and Parks director or designee to issue the two 1 year contract extensions on the Geese Relief LLC contract.

VI Discussion



**CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE
WEDNESDAY, MAY 11, 2022.
REGULAR MEETING
7:00PM.**

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ATTENDANCE: Darlene Young, Chair; Thomas Keegan; John Kydes; Nicol Ayers; Jenn McMurrer; Lisa Shanahan

ABSENT: Josh Goldstein

STAFF: Robert Stowers, Director, Recreation and Parks; Ken Hughes, Superintendent, Recreation and Parks

OTHERS: Marvedia Tyson; Janet Evelyn; Dajuan Wiggins; Michael Riley; Jerry Toni; Jeff Steadman

I. MINUTES OF APRIL 13, 2022

**** MS. MC MURRER MOVED TO APPROVE THE MINUTES AS SUBMITTED.**

**** THE MOTION PASSED WITH ONE (1) ABSTENTION- MS. SHANAHAN.**

II. PUBLIC PARTICIPATION

There was no public participation this evening.

IV. OLD BUSINESS

There was no old business discussed this evening.

V. NEW BUSINESS

The City of Norwalk reserves the right to cancel the event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the event. The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.

1. APPROVE THE USE OF MATHEWS PARK AND IMMEDIATE SURROUNDING GROUNDS BY TYSON TOURS & ENTERTAINMENT FOR THEIR BACK TOGETHER AGAIN WITH FAMILY & FRIEND FUNDRAISER EVENT TO BE HELD ON SATURDAY, JULY 2, 2022, FROM 2:30 PM TO 7:00 PM. SET-UP TO BEGIN AT 12:00 PM WITH TEAR-DOWN AT 7:30 PM. APPROXIMATELY 200 PEOPLE.

Ms. Tyson said the July 2, 2022, date that is on the agenda is not the correct date and is the tentative rain date, and the actual date of the event is June 25, 2022. Ms. Young asked if July 2, 2022, is not available will there be an alternative rain day. Ms. Tyson said "yes" she would choose another date that is available. Ms. Tyson provided a brief overview of the event and said it is to get family and friends back

together after the pandemic. Ms. Ayers asked if the event is a public event. Ms. Tyson said “yes”. Ms. Ayers said since this is a new event how they would handle it if the attendance went over what is stated on the permit. Ms. Tyson said she is in control of the tickets and if she gets close to that number, she would announce through social media that no tickets would be sold at the gate. Ms. Ayers requested that staff work with Ms. Tyson on developing a plan for traffic and parking.

****MS. MC MURRER MOVED TO APPROVE THE USE OF MATHEWS PARK AND IMMEDIATE SURROUNDING GROUNDS BY TYSON TOURS & ENTERTAINMENT FOR THEIR BACK TOGETHER AGAIN WITH FAMILY & FRIEND FUNDRAISER EVENT TO BE HELD ON SATURDAY, JULY 2, 2022, FROM 2:30 PM TO 7:00 PM. SET-UP TO BEGIN AT 12:00 PM WITH TEAR-DOWN AT 7:30 PM. APPROXIMATELY 200 PEOPLE.
** THE MOTION PASSED UNANIMOUSLY.**

2. APPROVE THE USE OF OYSTER SHELL PARK AND IMMEDIATE SURROUNDING GROUNDS BY NICE INC. FOR THEIR SIXTH ANNUAL NICE FESTIVAL EVENT TO BE HELD ON SATURDAY, JULY 9, 2022, FROM 11:00 AM TO 10:00 PM. SET-UP TO BEGIN AT 5:00 AM WITH TEAR-DOWN AT 11:59 PM. APPROXIMATELY 500 + PEOPLE.

Ms. Evelyn provided a brief overview of the event and said it is the sixth annual festival and thanked the City of Norwalk for all the work that has been done at Oyster Shell Park. She said last year there were over 24 cultural performances across both stages and are looking to do the same this year and are expecting a large number of attendees. Ms. Young said that Ms. Evelyn has done an amazing job keeping the festival going and it is a great event for the City of Norwalk.

**** MS AYERS MOVED TO APPROVE THE USE OF OYSTER SHELL PARK AND IMMEDIATE SURROUNDING GROUNDS BY NICE INC. FOR THEIR SIXTH ANNUAL NICE FESTIVAL EVENT TO BE HELD ON SATURDAY, JULY 9, 2022, FROM 11:00 AM TO 10:00 PM. SET-UP TO BEGIN AT 5:00 AM WITH TEAR-DOWN AT 11:59 PM. APPROXIMATELY 500 + PEOPLE
** THE MOTION PASSED WITH FIVE (5) IN FAVOR AND ONE (1) ABSTENTION-
MS. MC MURRER.**

3. APPROVE THE USE OF NORWALK HIGH SCHOOL TRACK AND IMMEDIATE SURROUNDING GROUNDS BY NORTHEASTERN CONFERENCE FOR THEIR CHURCH TRACK MEET EVENT TO BE HELD ON SUNDAY, JULY 17, 2022, FROM 9:30 AM TO 5:00 PM. SET-UP TO BEGIN AT 8:00 AM WITH A TEAR-DOWN AT 5:30 PM. APPROXIMATELY 150 PEOPLE.

Mr. Edwards provided a brief overview of the event and said it has been taking place for past 38 years in many different locations and is scheduled to be held in Norwalk for July 17, 2022, and they will have medical staff on site.

**** MS. MC MURRER MOVED TO APPROVE THE THE USE OF NORWALK HIGH SCHOOL TRACK AND IMMEDIATE SURROUNDING GROUNDS BY NORTHEASTERN CONFERENCE FOR THEIR CHURCH TRACK MEET EVENT TO BE HELD ON SUNDAY, JULY 17, 2022, FROM 9:30 AM TO 5:00 PM. SET-UP TO BEGIN AT 8:00 AM WITH A TEAR-DOWN AT 5:30 PM. APPROXIMATELY 150 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

4. APPROVE THE USE OF VETERANS PARK AND IMMEDIATE SURROUNDING GROUNDS BY YOUTH BUSINESS INITIATIVE FOR THEIR COMMUNITY DAY BASKETBALL TOURNAMENT EVENT TO BE HELD ON SATURDAY, JULY 23, 2022, FROM 10:00 AM TO 5:00 PM. SET-UP TO BEGIN AT 7:00 AM WITH TEAR-DOWN AT 6:00 PM. RAIN DATE: SUNDAY, JULY 24, 2022. APPROXIMATELY 300 PEOPLE.

Mr. Wiggins provided a brief overview of the event and said this will be the third year the event has been held and there will be community providers on site to speak on what they do, and last year raised over \$14,000 and all the proceeds go to programming. Mr. Hughes said that Ripkas Café' will need to be contacted if any food will be onsite because they have the vendor rights at Calf Pasture Beach and Veteran's Park, but he will allow other vendors for types of food, they he does not serve.

**** MS. AYERS MOVED TO APPROVE THE USE OF VETERANS PARK AND IMMEDIATE SURROUNDING GROUNDS BY YOUTH BUSINESS INITIATIVE FOR THEIR COMMUNITY DAY BASKETBALL TOURNAMENT EVENT TO BE HELD ON SATURDAY, JULY 23, 2022, FROM 10:00 AM TO 5:00 PM. SET-UP TO BEGIN AT 7:00 AM WITH TEAR-DOWN AT 6:00 PM. RAIN DATE: SUNDAY, JULY 24, 2022. APPROXIMATELY 300 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

5. APPROVE THE USE OF VETERANS PARK AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK SEAPORT ASSOCIATION FOR THEIR SEAPORT FESTIVAL LOBSTER BAKE EVENT TO BE HELD ON SATURDAY AUGUST 27, 2022, FROM 2:00 PM TO 10:00 PM. SET-UP TO BEGIN AT 9:00 AM WITH TEAR-DOWN AT 11:00 PM. APPROXIMATELY 500 PEOPLE.

Mr. Riley and Mr. Toni provided a brief overview of the event and said they will be using the local entertainment tent and hold a lobster bake that will be open to the public and tickets will be sold in advance and can comfortably seat 200 people at a time and are hoping to have two seating's. Mr. Stowers said that a garbage plan will need to be provided and requested that they be responsible for cleaning the bathroom facilities. Ms. Young asked if there will be ample parking available. Mr. Toni said "yes" there will be plenty of parking available and will not interfere with the boaters at the docks.

**** MS. SHANAHAN MOVED TO APPROVE THE USE OF VETERANS PARK AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK SEAPORT ASSOCIATION FOR THEIR SEAPORT FESTIVAL LOBSTER BAKE EVENT TO BE HELD ON SATURDAY AUGUST 27, 2022, FROM 2:00 PM TO 10:00 PM. SET-UP TO BEGIN AT 9:00 AM WITH TEAR-DOWN AT 11:00 PM. APPROXIMATELY 500 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

**6. APPROVE THE USE OF CALF PASTURE BEACH AND IMMEDIATE SURROUNDING
GROUNDS BY WILLIAM RAVEIS CHARITABLE FUND FOR THEIR RAVEIS RIDE AND
WALK 2022 EVENT TO BE HELD ON SUNDAY, SEPTEMBER 18, 2022, FROM 7:00 AM TO
2:00 PM. SET-UP TO BEGIN AT 5:00 AM WITH TEAR-DOWN AT 3:00 PM.
APPROXIMATELY 400 PEOPLE.**

Mr. Ronzadi provided a brief overview of the event and said this is an annual event that has been held since 2015 and is a ride that supports a charitable fund.

**** MS. MC MURRER MOVED TO APPROVE THE USE OF CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY WILLIAM RAVEIS CHARITABLE FUND FOR THEIR RAVEIS RIDE AND WALK 2022 EVENT TO BE HELD ON SUNDAY, SEPTEMBER 18, 2022, FROM 7:00 AM TO 2:00 PM. SET-UP TO BEGIN AT 5:00 AM WITH TEAR-DOWN AT 3:00 PM. APPROXIMATELY 400 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

**7. APPROVE THE INSTALLATION OF THE JAMAICAN HERITAGE WALL
PLAQUE, AT HERITAGE WALL, PRESENTED BY JANET EVELYN.**

Ms. Evelyn said that Norwalk has a large group of Jamaicans in the community and Jamaica is celebrating its 60th anniversary on August 6, 2022, and Jamaicans are the largest group of foreign-born immigrants in the state of Connecticut and thought it would be an opportune time to acknowledge the Jamaican diaspora and the goal is to have the plaque installed to commemorate Jamaica's 60th anniversary and requested that the park cleaned up and the monuments be restored prior to the installation. Ms. Young asked what the timeline is. Ms. Evelyn said approximately 12 weeks. Mr. Stowers said that a drawing of the plaque has been sent to the Art Commission and they have approved it. Ms. Young asked what the maintenance schedule is for Heritage Park. Mr. Hughes said it is treated just like all the other sites and is mowed and trimmed weekly and the litter is picked up, but the restoration of the monuments is beyond staff's scope and would need to hire a company that specializes in cleaning monuments. Ms. Evelyn said the company she spoke to regarding the plaque installation does work in restoration and cleaning of monuments and she will forward him the contact information. Ms. Ayers said she does not think the timeline is feasible on the city's side and does not think it is appropriate to add an additional installation to that park until due diligence is done. Mr. Hughes said there are a few existing monuments on site that Ms. Evelyn would like to see cleaned for the dedication but in terms of the look of the park is cleaned and maintained. Mr. Stowers said if the monuments need to be cleaned up, they will hire a contractor to be sure that is done prior to the installation of the plaque. Ms. Evelyn said she would like to have the ceremony held of August 6, 2022. Mr. Hughes said that she will need to work with Ms. Kovacs on the special permit and bring it to the Recreation and Parks committee for approval.

**** MR. KEEGAN MOVED TO APPROVE THE INSTALLATION OF THE JAMAICAN HERITAGE WALL PLAQUE, AT HERITAGE WALL, PRESENTED BY JANET EVELYN.**
****THE MOTION PASSED UNANIMOUSLY.**

8. APPROVE THE MOORING PERMIT FEE CHANGES

Mr. Stowers said the mooring fees have not been raised since 2010 and the proposed increase in fees will be effective on January 1, 2023. Mr. Steadman said the last time there was an increase was on January 12, 2010, and this proposed increase will bring Norwalk in line with what other towns are charging and if passed the revenue will increase for the city. He said the current rate for private moorings, managed fields and private yacht clubs currently is \$3.00 per foot and the proposed increase is \$5.00 per foot and current commercial vessel fee is also \$3.00 per foot and are proposing an increase \$200 per vessel. He said last year there were 107 moorings that were registered online and there are also have three managed fields which are the Norwalk Yacht Club, the Rowayton Yacht Club and the Sprite Island Yacht Club and they would also be charged the \$5.00 per foot. He said the revenue last year was \$27,537 and if the amount and size of the boats stays the same after the proposed increase the revenue would increase to \$45,895.

Ms. Mc Murrer asked what do surrounding towns do in terms of a timeline rate increases and how we intend to increase rates moving forward. Mr. Steadman said the Chairman of the Harbor Management Commission had discussed doing these every two years.

Mr. Kydes asked if all the moorings in the harbor are controlled by the Harbor Management. Mr. Steadman said "yes". Mr. Kydes asked if the commercial vessels are the only ones that would be going to a flat fee. Mr. Steadman said "yes" that is correct. Mr. Kydes asked if Norwalk has moorings that can be rented. Mr. Steadman said anyone can get a mooring if they apply for a mooring permit, but they are currently in discussions to put in transient moorings. Mr. Romeo said there were always approved transient mooring spots there were south of the visitors dock but the last time it was dredged all the tackle was removed and was never put back in and they will now try to put at least five of the seven moorings back and are also seeing if there is an appropriate place near the islands to put transient moorings.

**** MS. MC MURRER MOVED TO APPROVE THE MOORING PERMIT FEE CHANGES
** THE MOTION PASSED UNANIMOUSLY.**

VI. DISCUSSION

Ms. Young requested an update on the master plan. Mr. Stowers said the timeline for the survey for the data collection has ended and will be briefing the mayor's office in late May and will be working closely with the Board of Education. He said that in mid-July staff will brief the Recreation and Parks committee and on July 26, 2022, will brief the Common Council and is hoping to have a draft of the plan ready by late fall. Mr. Stowers said one of the things he is trying to add to the master plan is to add a location study for the welcoming center at Veterans Park and are hoping to have it completed within the next 60 days. Mr. Kydes asked how this came to fruition because the marine police unit is not currently paying any rent and have the use of the dock and asked who made the request to build a facility and have them moved from the current location. Mr. Stowers said he does not know the history but as far as he knows the idea has been in discussions for a few years. Mr. Kydes asked if there is grant funding available for this. Mr. Stowers said they have \$35,000 available that will be used for the study and their hope is to go to the Port Authority to request funding and he will keep the committee updated.

Mr. Stowers provided an update on the accreditation and said there are five teams that are identifying which standards, policies, and procedures that we currently do not have and is hoping to submit the application in late fall or early winter.

Mr. Stowers said they have been working more closely with the Board of Education and are establishing a joint use agreement and he has just completed the first draft and was sent to them today for their review. He said they are also looking for a new scheduling platform that will tie in with the joint use agreement and also compliments and integrates with the financial and IT system.

Ms. Mc Murrer asked that as this relationship with the Board of Education is opened that they keep the school grounds in mind because there is always a question of what the responsibility is of the custodians versus, the city.

Ms. Young as for an update on the status of the Healing Wall. Mr. Stowers said it is moving forward and that Mr. DeWitt is doing a fantastic job and there has been good communication and will be a great event.

Mr. Ayers expressed her concerns regarding the procedures for new events and those who made need additional support. Mr. Stowers agreed and said that staff is needed to be onsite for some of the events so he will be looking at the overtime budget.

Mr. Kydes said with the new budget approval that there will be two additional employees for field maintenance and asked when the hiring process will begin. Mr. Stowers said once the summer camp registration winds down they will begin the hiring process and there was also an electrician and Supervisor of Recreation position approved by using budget adjustments and will soon begin to write those job descriptions.

Ms. Young thanked Mr. Stowers for all the good work that is being done and thanked Ms. Korkatzis for the work that she has put in and has made some significant changes and impact on our summer camp and how we operate.

ADJOURNMENT

**** MS. AYERS MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 9:15PM.

Respectfully submitted,

Dilene Byrd

City of Norwalk Recreation & Parks Department
Facility Rental Event Application Form

PLEASE PRINT PERSONAL/
ORGANIZATION NAME: Norwalk High School Baseball FAMILY COMPANY/BUSINESS
NON-PROFIT (501C3) Yes No
NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes No # of years _____
NAME OF CORPORATE OFFICER AUTHORIZED
TO EXECUTE THE LICENSE AGREEMENT: _____ TITLE: _____
YOUR NAME: Monica Osorio TITLE: parent/ Realtor
ADDRESS: 97 George Ave E-MAIL ADDRESS: monicaosorio50@gmail.com
CITY: Norwalk STATE: CT ZIP CODE: 06851
HOME PHONE: _____ BUSINESS PHONE: _____ CELL: 203 943 8831

FACILITY REQUESTED: Cranbury Park - Cran. Pavillion FACILITY & EVENT INFORMATION
OF PARTICIPANTS 100-110
EVENT: Banquet - Baseball DATE REQUESTED: 6/13/22
SET UP TIME: 4pm STARTING TIME: 6pm BREAKDOWN TIME: 8:30 END TIME: 9:00pm RAIN DATE: _____
(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☒ NO ☐ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *WILL TENT BE 10x10 FEET OR LARGER? ☐ *ANY TENT (STRUCTURE) 10 x 10
FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE
PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT.

ADDITIONAL EQUIPMENT, i.e. NON-INTERACTIVE INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF
APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON
ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN
THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☐ NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☐ NO ☒

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☒

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☒

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS
ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐

If yes, name of person(s) _____. Each group should have accessible a list with all the children's names that are attending the outings for
accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: Monica Osorio DATE: 5/10/22

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 6/8 YES NO N/A
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES NO N/A

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME: VFW Post 603 PERSONAL/FAMILY COMPANY/BUSINESS NON-PROFIT (501C3) Yes ☒ No ☐

NAME OF BENEFICIARY: _____ Is this an Annual Event Yes ☐ No ☒ If years _____

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: _____ TITLE: _____

YOUR NAME: Jeff DeWitt TITLE: Adjutant

ADDRESS: 28 Holiday Drive E-MAIL ADDRESS: jeffde1121@gmail.com

CITY: Norwalk STATE: CT ZIP CODE: 06851

HOME PHONE: _____ BUSINESS PHONE: _____ CELL: 480-266-5729

FACILITY REQUESTED: Tracey School Parking Lot FACILITY & EVENT INFORMATION % OF PARTICIPANTS 100

EVENT: AAA Bike Rodeo DATE REQUESTED: 5/16/2022 6/18/22

SET UP TIME: 7:30 STARTING TIME: 9:00 BREAKDOWN TIME: 1:00 END TIME: 1:00 RAIN DATE: _____

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO: ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, I.E. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

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WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

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If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: [Signature] DATE: 5/16/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 6/8 YES ☐ NO ☐ N/A ☐

COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES ☐ NO ☐ N/A ☐

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME

FACTSET RESEARCH SYSTEMS

PER A QUAL FAMILY
COMMUNITY BUSINESS
NON-PROFIT (501)(C)(3) YES ☒ NO ☒

NAME OF BENEFICIARY
NAME OF CORPORATE OFFICER AUTHORIZED
TO EXECUTE THE LICENSE AGREEMENT

FACTSET RESEARCH SYSTEMS
ROBERT ROBE

Is this an Annual Event? Yes ☒ No ☐

TITLE CEO, ANALYTICS & TRADING

YOUR NAME

CATHERINE KUZIN

TITLE DIRECTOR, STRATEGIC BUSINESS OPERATIONS

ADDRESS

45 GLOVER AVE 7TH FLOOR

E-MAIL ADDRESS

CKUZIN@factset.com

CITY

NORWALK

STATE

CT

ZIP CODE

06851

HOME PHONE

BUSINESS PHONE

203-810-1000

CELL 203-246-0084

FACILITY REQUESTED CRANBURY PARK PAVILION

OF PARTICIPANTS 200 (150 or less)

EVENT ANALYTICS & TRADING SUMMER KICK OFF

DATE REQUESTED 6/29

SET UP TIME 11AM

STARTING TIME 12PM

BREAKDOWN TIME 4PM

END TIME 5PM

RAIN DATE

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☒ NO ☐

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☒ NO ☐

ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒

NAME

ARE YOU REQUESTING A TENT? YES ☒ NO ☐ - ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO: ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC. REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?

YES ☐ NO ☒

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?

YES ☐ NO ☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?

YES ☐ NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☒ NO ☐

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach? YES ☐ NO ☐

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐

If yes, name of person(s): _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE Catherine Kuzin

DATE 5/12/22

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 6/8 YES ☐ NO ☐ N/A ☐
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES ☐ NO ☐ N/A ☐

City of Norwalk Recreation & Parks Department
Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME: Stew Leonard's PERSONAL/FAMILY COMPANY/BUSINESS ☒ NON-PROFIT (501C3) Yes ☐ No ☒
NAME OF BENEFICIARY: Stacey Kalmanidis Is this an Annual Event: Yes ☒ No ☐ # of years 30
NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Stacey Kalmanidis TITLE: H.R. manager
YOUR NAME: Stacey Kalmanidis TITLE: H.R. manager
ADDRESS: 100 Westport Ave E-MAIL ADDRESS: SKalmanidis@stewleonards.com
CITY: Norwalk STATE: CT ZIP CODE: 06851
HOME PHONE: N/A BUSINESS PHONE: 203.750.6143 CELL: 203.984.1188

FACILITY REQUESTED: Cranbury Park FACILITY & EVENT INFORMATION # OF PARTICIPANTS 200-350 *throughout day*
EVENT: Annual Summer Picnic DATE REQUESTED: July 11, 2022
SET UP TIME: 8:00 AM STARTING TIME: 11 AM BREAKDOWN TIME: 6 PM END TIME: 7 PM RAIN DATE: July 18, 2022
(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☒ NO ☐

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK.

SERVING FOOD: YES ☒ NO ☐ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ NAME: _____

ARE YOU REQUESTING A TENT? YES ☒ NO ☐ *ANY TENT (STRUCTURE) 10x10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY.

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☒ NO ☐
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☐ NO ☒
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☐ NO ☒
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☒ NO ☐

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐
WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☐

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐
If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: [Signature] DATE: 05.20.2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 6/9 YES ☐ NO ☐ N/A ☐
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES ☐ NO ☐ N/A ☐

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME:

Els H.E.A.R.T

PERSONAL/FAMILY

COMPANY/BUSINESS

NON-PROFIT (501C3) Yes ☒ No ☐

NAME OF BENEFICIARY:

Fritzsareth Gilmore

Is this an Annual Event: Yes ☒ No ☐ # of years

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT:

Tremain Gilmore

TITLE: Co-Executive Director

YOUR NAME:

Fritsa Gilmore

TITLE:

Co-Executive Director

ADDRESS:

6 N Star Dr

E-MAIL ADDRESS:

elsheartinc@gmail.com

CITY:

Seymour

STATE:

CT

ZIP CODE:

06483

HOME PHONE:

BUSINESS PHONE:

CELL:

203.952.5525

FACILITY REQUESTED:

Norwalk High School

OF PARTICIPANTS

100

EVENT:

Walk for Elijan

DATE REQUESTED:

July 16, 2022

SET UP TIME:

8am

STARTING TIME:

10am

BREAKDOWN TIME:

12pm

ENDTIME:

1pm

RAIN DATE:

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☐ NO ☒

ARE YOU USING A FOOD TRUCK? YES ☒ NO ☐

NAME:

Planet Pizza

ARE YOU REQUESTING A TENT? YES ☐ NO ☒

*ANY TENT (STRUCTURE) 10x10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO: ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC. REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☐ NO ☐

YES ☐ NO ☐

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☒ NO ☐

YES ☒ NO ☐

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☐ NO ☒

YES ☐ NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☒ NO ☐

YES ☒ NO ☐

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach? YES ☐ NO ☐

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IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐

If yes, name of person(s) Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE:

Fritsa Gilmore

DATE:

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE:

6/8

YES

NO

N/A

COMMON COUNCIL APPROVAL:

DATE TO COMMITTEE:

YES

NO

N/A

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

PERSONAL/FAMILY _____

COMPANY/BUSINESS _____

ORGANIZATION NAME: The Norwalk Conservatory of the Arts

NON-PROFIT (501C3) Yes ☒ No _____

NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes ☒ No _____ #of years 2

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Daniel Loftus George TITLE: President

YOUR NAME: Julia Orosz TITLE: Director of Operations

ADDRESS: 130 W Norwalk Road E-MAIL ADDRESS: julia.o@thenorwalkconservatory.org

CITY: Norwalk STATE: CT ZIP CODE: 06850

HOME PHONE: _____ BUSINESS PHONE: _____ CELL: 8608787123

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Matthews Prk # OF PARTICIPANTS 500

EVENT: Broadway in the Park DATE REQUESTED: August 13, 20, 27

SET UP TIME: 9AM STARTING TIME: 3:30PM BREAKDOWN TIME: 9PM ENDTIME: 8:30PM RAIN DATE: August 14, 21, 28

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☒ NO ☐

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☒ NO ☐ ARE YOU USING A FOOD TRUCK? YES ☒ NO ☐ NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO: ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☒ NO ☐

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☒ NO ☐

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☒ NO ☐

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

WILL THE GROUP HAVE ANY ACITIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☐

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: Julia Orosz

DATE: May 25th, 2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____

COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

PERSONAL/FAMILY ☒

COMPANY/BUSINESS ☐

ORGANIZATION NAME: Stamford HS Reunion Comm NON-PROFIT (501C3) Yes ☐ No ☒

NAME OF BENEFICIARY: Ralph Battinelli Is this an Annual Event: Yes ☒ No ☐ # of years 5

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Mike Battinelli TITLE: Treasurer

YOUR NAME: Ralph Battinelli TITLE: Committee Chairman

ADDRESS: 16 Parallel St E-MAIL ADDRESS: R Batt 59 @ AOL.com

CITY: Norwalk STATE: CT ZIP CODE: 06850

HOME PHONE: _____ BUSINESS PHONE: _____ CELL: 203 667 2744

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Cranbury pavilion # OF PARTICIPANTS 150

EVENT: Reunion DATE REQUESTED: Aug 27 2022

SET UP TIME: _____ STARTING TIME: 11:00 BREAKDOWN TIME: 7:00 END TIME: 5:00 RAIN DATE: _____
(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☒ NO ☐

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☒ NO ☐ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☐ NAME: Jeff's Catering
Jeff Esaw

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC. REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☐ NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☐ NO ☐

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☒

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☒

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☒
If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: [Signature]

DATE: 4/26/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____

05/16/2022

NORWALK PURCHASING DEPARTMENT

RESPONSE SUMMARY - PROJECT #4200

Canadian Geese Control-Management

Thank you for your response to our Bid. The following pages are a summary of the responses received.

VENDOR	ELECTRONIC SUBMISSION (ATTACHED)	HARD COPY SUBMISSION	Licenses	Site Size (Acres)	Price per Site Size, per Month Year 1	Price per Site Size per Month Year 2	Price per Site Size per Month Year 3
Geese Chasers Long Island NY LLC	NO	Yes	NO-CT Business Registration NO-NWCO	1 -5 Acres	\$400.00	\$400.00	\$400.00
				5-10 Acres	\$400.00	\$400.00	\$400.00

VENDOR	ELECTRONIC SUBMISSION (ATTACHED)	HARD COPY SUBMISSION	Licenses	Site Size (Acres)	Price per Site Size, per Month Year 1	Price per Site Size per Month Year 2	Price per Site Size per Month Year 3
Geese Relief LLC	NO	Yes	YES-CT Business Registration YES-NWCO	1 -5 Acres	\$1300.00	\$1300.00	\$1300.00
				5-10 Acres	\$1525.00	\$1525.00	\$1525.00

*Non-confirming bid: did not submit a Bid Security and/or did not submit the other required forms and/or submission requirements

05/16/2022

NORWALK PURCHASING DEPARTMENT

RESPONSE SUMMARY - PROJECT #4200
Canadian Geese Control-Management
 Thank you for your response to our Bid. The following pages are a summary of the responses received.

VENDOR	ELECTRONIC SUBMISSION (ATTACHED)	HARD COPY SUBMISSION	Site Size (Acres)	Price per Site Size, per Month Year 1	Price per Site Size per Month Year 2	Price per Site Size per Month Year 3
Geese Chasers Long Island NY LLC	NO	Yes	1 -5 Acres	\$400.00	\$400.00	\$400.00
			5-10 Acres	\$400.00	\$400.00	\$400.00

VENDOR	ELECTRONIC SUBMISSION (ATTACHED)	HARD COPY SUBMISSION	Site Size (Acres)	Price per Site Size, per Month Year 1	Price per Site Size per Month Year 2	Price per Site Size per Month Year 3
Geese Relief LLC	NO	Yes	1 -5 Acres	\$1300.00	\$1300.00	\$1300.00
			5-10 Acres	\$1525.00	\$1525.00	\$1525.00

*Non-confirming bid: did not submit a Bid Security and/or did not submit the other required forms and/or submission requirements

CITY OF NORWALK
PURCHASING DEPARTMENT

SECTION 1 – FORMS OF PROPOSAL

CITY OF NORWALK PURCHASING DEPARTMENT

1.1 RESPONSE FORM – BID #4200 Canadian Geese Control-Management

Vendor Name - <i>Geese Relief LLC</i>		
Address - <i>759 Danbury Road Wilton CT 06897</i>		
Phone - <i>203-943-4734</i>	Fax - <i>—</i>	Email - <i>Chris@geeserelief.com</i>
Manager - <i>Chris Santapietro</i>		Fed ID# <i>06-1508177</i>

The bidder shall provide complete pricing below as specified. All parties shall include all cost and shall remain firm fixed for the duration of this contract (three years). The City reserves the right to award this contract on a line-by-line basis or as a lump sum. The city reserves the right to add or delete work locations during the term of the contract if necessary.

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

The following unit prices shall apply to this project:

A. Site Aversion Program

Site Size (Acres)	Price per Site Size per Month Year 1	Price per Site Size per Month Year 2	Price per Site Size per Month Year 3
1-5 Acres <i>Wets</i>	\$1300.00	\$1300.00	\$1300.00
5-10 Acres <i>Catf/Shady</i>	\$1525.00	\$1525.00	\$1525.00

Site Size (Acres)	Price per Site Size per Month OPTIONAL Year 4	Price per Site Size per Month OPTIONAL Year 5
1-5 Acres <i>Wets</i>	\$1300.00	\$1320.00
5-10 Acres <i>Catf/Shady</i>	\$1525.00	\$1545.00

**CITY OF NORWALK
PURCHASING DEPARTMENT**

B. OPTIONAL Geese Control/management Programs: Please use this section to provide pricing and description of services of other successful geese control/management programs:

Site Size (Acres)	Price Per Site Size, Per Month	Description of Service
1-5 Acres		
5-10 Acres		

C. REQUIRED: Other Required Documentation to be included in the Bid Submission:

- A complete list of all trained handlers for this project.
- A copy of the Certificate of Health from a licensed veterinarian for each dog for each project.
- A copy of the contractor's Certificate of Registration (i.e. CT DEEP NWCO license).

* I don't typically price by acreage. I price according to distance from our home base in Wilton, Distance from other clients and just experience.

If you were to add other properties the pricing would be different than the pricing for Vets Park and calf pasture / Shady Beach.

Ch Jett

CITY OF NORWALK PURCHASING DEPARTMENT

PROJECT:	4200 Canadian Geese Control-Management
VENDOR NAME:	Geese Relief LLC

Submitted by:

Print Name <i>Christopher Santopietro</i> of Authorized Agent of Company	
<i>Chris Santopietro</i> Signature of Authorized Agent of Company	
Date <i>5/8/2022</i>	

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

Addendum #	1	Dated	4/29/2022	Addendum #		Dated	
Addendum #	2	Dated	5/23/2022	Addendum #		Dated	
Addendum #	3	Dated	4/25/2022	Addendum #		Dated	

CITY OF NORWALK PURCHASING DEPARTMENT

1.2 STATEMENT OF BIDDERS QUALIFICATIONS

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

1.	Number of years in business:	25	
2.	Number of personnel employed:	Part Time	Full Time
		2	9

3. Project List: Provide a list of at least three (3) current or previous clients in which your firm provides the same size and scope of services requested by the City. Highlight how it's directly related to City of Norwalk. The City, at its discretion may check references in order to determine the Offeror's experience and ability to provide services described in the Scope of Work. All client reference information must be documented and verifiable. Reference contacts must be aware that they are being used as a reference and agreeable to City interview for follow up. References shall include the following, in this order:

- a. Client/Agency Name
- b. Contact Name and Title (project manager role preferred), Telephone, and Email
- c. Number of Projects Completed for Client/Agency
- d. Project Names
- e. Project Descriptions
- f. Project Approach and Methodology
- g. Year of Project and Length of Project
- h. Project Budgets and Final Invoiced Amount
- i. Contractor Personnel Assigned to Project and Project Role

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

COMPANY NAME	ADDRESS	PRINCIPAL	PHONE	PORTION/SECTION OF WORK

CITY OF NORWALK PURCHASING DEPARTMENT

5. ORGANIZATIONAL STRUCTURE OF BIDDER (check which applies)		general partnership
		limited partnership
	☒	limited liability corporation
		limited liability partnership,
		corporation doing business under a trade name
		individual doing business under a trade name
		other (specify)

6. STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE'S OFFICE; e.g., are all required filings current and in good standing or has the entity been withdrawn or canceled	<u>Connecticut corporations</u> - Will the Secretary of State be able to issue a Certificate of Good Standing within 30 days of the bid opening?	Yes	No
		☒	
	<u>Out-of-State corporations</u> - Do you have a valid license to do business in the State of Connecticut? (Evidence in the form of a Certificate of Authority from the Connecticut Secretary of State will be required within 30 days of the bid opening.)	Yes	No
7. CT LICENSE (eLicense) & Business ALEI # <u>058 2311</u>			
8. Is your local organization an affiliate of a parent company? If so, indicate the principal place of business of your company and the name of the agent for service if different from what has been indicated on the response form:			
Business Name			
Address			
City	State	Zip	
Name of Agent			

CITY OF NORWALK PURCHASING DEPARTMENT

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

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

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

All information should be supported with appropriate audited financials.

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

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

1.3 CITY OF NORWALK VENDOR RECORDS

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

1.4 INSURANCE

Insurance Agency Name: <i>William Carroll Insurance</i>	Tel: <i>914-337-5201</i>
Agency Address: <i>37 Main St. Norwalk CT 06850</i>	Email: <i>mfcley@fcleycorp.com</i>

CITY OF NORWALK PURCHASING DEPARTMENT

1.5 CITY OF NORWALK VENDOR QUESTIONNAIRE – IT INFORMATION SECURITY

Information Technology Department



City of Norwalk Vendor Questionnaire

Rev 11.12.2021

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

NA

2. System and Equipment Access:

Will your organization need access to the City's information systems, technology equipment and/or network to perform the services? (Yes or No; if Yes, please explain. Note that a NO answer means you will solely use your own systems and networks to perform the service.)

NO

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

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

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

4. **Description of Services/Products:** What services/products will your organization provide to the City?

Canada Goose Control using Trained Working Border Collies.

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

① 755 Danbury Road
Wilton CT 06897

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

NA

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

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

LLC

8. **How many employees and contingent workers do you have in your organization?** Use a scale. *Example: 1-10, 10-50, 50-100, 100-500, 500-1000, 1000 or more

10-50

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

Yes

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

NA

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

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

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

NA

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

NA

- 13. Independent Attestations:** Does your organization have independent attestations such as (i.e. ISO 27001, SSAE-18 SOC-1, SOC-2, PCI-DSS, ISO9001)?

NA

14. Information Security

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

NO

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

NA

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

NA

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

NO

e) How often are the privacy policies and procedures updated?

NA

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

NA

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

NA

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

NA

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

yes

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

yes

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

yes

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

yes - Criminal, credit, Drug testing

m) Does your organization utilize multi-factor authentication, Single sign-on (SSO), role-based access, or custom password policy?

Custom password

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

NA

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

NA

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

NA

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

NA

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

NA

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

NA

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

NA

u) Are all the Vendor laptops encrypted?

NA

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

NA

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

NA

15. Risk Management

- a) Does your organization have an enterprise risk management framework implemented at your organization?
NO
- b) Does your organization have documented enterprise risk management policies and procedures?
NO
- c) Who in the organization is responsible for reviewing the enterprise risk management policies and procedures?
NA
- d) Does your organization utilize an outside third-party to provide services/products to the client?
NO
- e) Does your organization have a third-party risk management program (TPRM)?
NA
- f) Does your organization include right-to audit clauses in contracts with third-parties?
NA
- g) Does your organization have a certificate of insurance (COI)?
Yes

16. Business Continuity/Disaster Recovery

- a) Does your organization have a business continuity plan?
Yes
- b) How often is the business continuity plan updated?
Yearly

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

NO

d) Does your organization have a disaster recovery plan?

NO

e) How often is the disaster recovery plan updated?

NA

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

NA

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

NO

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

NA



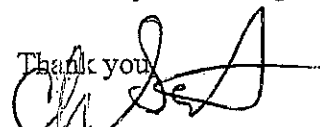
To whom it may concern,

Geese Relief LLC doesn't typically formulate pricing on a per acre format. We calculate our pricing based on distance from our kennel in Wilton, distance from current clients, access to the sites and using 25 years of experience.

Therefore, if the 3 other sites were added they would not be the same pricing as Vets park and Calf Pasture/ Shady Beach.

I know these sites well and they will not have to be serviced 12 month a year. They would be seasonal.

My pricing would be \$1200.00 per month for all three sites per month when they are active. My educated guess is we would need to service them for 6-8 months.

Thank you

Chris Santopietro



Project Lists Current Clients

City of Norwalk CT:

Ken Hughes 203-505-5681, khughes@norwalkct.org

Canada goose management at Veterans Park and Calf Pasture Beach/Shady Beach

With trained working border collies

We have serviced the sites for five plus years consecutively

Price for project is \$31200.00 per year

Chris Santopietro is project manager and we utilize up to 3 different handlers for this project.

Town of Greenwich CT

Sarah Coccoaro, sarah.coccoaro@greenwichct.org, 203-241-3238

Canada goose management at 10 sites. Schools, Parks and 2 beaches with trained working border collies.

We have been servicing these sites for approximately 20 years consecutively

Price for project is \$52,000.00 to \$60,000.00 per year

Chris Santopietro is project manager and we utilize 3-4 dog handlers for this project.

Town of Westport CT:

Jennifer Fava 203-341-5091, jfava@westportct.org

Canada goose Management at Compo Beach and Longshore Park Golf Course

With trained working border collies

We have been servicing these site for 4.5 years consecutively

Price for Project is approximately \$30,000.00 per year

Chris Santopietro is the project manager and we utilize 3 different dog handlers for this project



NUISANCE WILDLIFE CONTROL OPERATOR (NWCO) LICENSE



Under authority of CGS Sect. 26-47 the person named below is licensed to provide nuisance wildlife control in accordance with 26-47-1(a-f) of the Regulations of Connecticut Agencies and all policies and procedures pursuant thereof.

License Type: **Commercial**

NWCO License#: **N0519**

CHRISTOPHER SANTOPIETRO, GEESE RELIEF LLC (Dog Hazing)

PMB #213, 15 EAST PUTNAM AVE.

GREENWICH, CT, 06830-5424

(203) 847-4939

DOB: 8/13/1965	EYES: BLUE	SEX: M	HAIR: BLONDE	HEIGHT: 6'2"	WEIGHT: 220
--------------------------	----------------------	------------------	------------------------	------------------------	-----------------------

DATE ISSUED: **01/21/2021**

EXPIRATION DATE: **12/31/2022**

Operator Signature

Jenny Dickson, Director

THIS LICENSE IS ISSUED UNDER THE FOLLOWING CONDITIONS AND AUTHORIZATIONS:

1. Relocation of raccoons, skunks and foxes (Rabies Vector Species – RVS) is prohibited.
2. Authorized to take the following Special Permit species:

Flying Squirrels*: Yes	Canada Geese (nests/eggs**): Yes	Beaver ***: No
----------------------------------	--	--------------------------

* May take Southern Flying squirrels using cage traps and rat-sized snap traps set in or on buildings.

** May take Canada goose nests/eggs only if landowner has a USFWS (Federal) nest/egg registration number and NWCO is listed on registration. Canada goose eggs/nests may be controlled by addling (pin holing), shaking, replacement with dummy egg or removal of nest/eggs. Visit <https://epermits.fws.gov/eRCGR> to register.

*** May trap beaver during the regulated trapping season (December 1 – March 31) using smooth wire and cage traps. No beaver may be relocated. A special permit report of all beaver taken during the above period is required by April 15th.

3. Submit an annual report of Activities by December 31st to: **chris.vann@ct.gov** or mail to: **DEEP, Wildlife Division, 79 Elm Street, Hartford, CT 06106**. Questions can be directed to: **chris.vann@ct.gov** or 860-424-3011.



City of Norwalk Canada Goose Control- Management
Project # 4200

Trained Handlers:

Chris Santopietro
Jared Marinelli
Liz Shepard
Jim Stevensen
Bob Morone

North Wilton Animal Hospital
555 DANBURY RD
WILTON, CT 06897
(203) 762-6655

Health Certificate

5/12/2022

Client Name: Chris Santopietro
Travel from 759 Danbury Rd
Address: Wilton, CT 06897

Patient: Chip
Species: Canine

Phone Number: (203) 943-4734

Breed: Collie, Border
Sex: Neutered Male
Color: Black/White
Weight: 49 pounds

Date Given	Vaccine Description	Date Due
3/15/2022	Rabies Vaccination Canine 3 year	3/15/2025
3/15/2022	Bordetella Vaccination	3/15/2023
3/15/2022	Leptospirosis Vaccination	3/15/2023
3/15/2022	Lyme Disease Vaccination	3/15/2023
8/31/2020	Distemper/Adenovrs/Parainfluenza/Parvo	8/31/2023

I hereby certify that the animal listed above has been examined by me and found to be free from contagious and infectious disease, and to the best of my knowledge has not been exposed to rabies, or other communicable diseases.

Staff Signature: _____

Lori B. Brault, DVM

Date: 5/12/22

License Number: 2542

North Wilton Animal Hospital
555 DANBURY RD
WILTON, CT 06897
(203) 762-6655

Health Certificate

5/12/2022

Client Name: Chris Santopietro
Travel from 759 Danbury Rd
Address: Wilton, CT 06897
Phone Number: (203) 943-4734

Patient: Dod
Species: Canine
Breed: Collie, Border
Sex: Male
Color: Black/White
Weight 40 pounds

Date Given	Vaccine Description	Date Due
12/7/2021	Rabies Vaccination Canine 3 year	12/7/2024
12/7/2021	Bordetella Vaccination	12/7/2022
12/29/2021	Leptospirosis Vaccination	12/29/2022
12/29/2021	Lyme Disease Vaccination	12/29/2022
00/00/00	Distemper/Adenovrs/Parainfluenza/Parvo	6/20/2022

I hereby certify that the animal listed above has been examined by me and found to be free from contagious and infectious disease, and to the best of my knowledge has not been exposed to rabies, or other communicable diseases.

Staff Signature: Lori B. Brault, DVM Date: 5/12/22
License Number: 2542

North Wilton Animal Hospital
555 DANBURY RD
WILTON, CT 06897
(203) 762-6655

Health Certificate

5/12/2022

Client Name: Chris Santopietro
Travel from Address: 759 Danbury Rd
Wilton, CT 06897
Phone Number: (203) 943-4734

Patient: Kirk
Species: Canine
Breed: Collie, Border
Sex: Neutered Male
Color: Black/White
Weight: 42.5 pounds

Date Given	Vaccine Description	Date Due
9/15/2021	Rabies Vaccination Canine 3 year	9/15/2024
9/15/2021	Bordetella Vaccination	9/15/2022
9/15/2021	Leptospirosis Vaccination	9/15/2022
9/15/2021	Lyme Disease Vaccination	9/15/2022
9/15/2021	Distemper/Adenovrs/Parainfluenza/Parvo	9/15/2024

I hereby certify that the animal listed above has been examined by me and found to be free from contagious and infectious disease, and to the best of my knowledge has not been exposed to rabies, or other communicable diseases.

Staff Signature: Lori B. Brault, DVM Date: 5/12/22
License Number: 2542

North Wilton Animal Hospital
555 DANBURY RD
WILTON, CT 06897
(203) 762-6655

Health Certificate

5/12/2022

Client Name: Chris Santopietro
Travel from 759 Danbury Rd
Address: Wilton, CT 06897

Patient: Lanie
Species: Canine

Phone Number: (203) 943-4734

Breed: Collie, Border
Sex: Spayed Female
Color: Black/White
Weight: 56.5 pounds

Date Given	Vaccine Description	Date Due
3/20/2020	Rabies Vaccination Canine 3 year	3/20/2023
3/11/2022	Bordetella Vaccination	3/11/2023
3/11/2022	Leptospirosis Vaccination	3/11/2023
3/11/2022	Lyme Disease Vaccination	3/11/2023
3/20/2020	Distemper/Adenovrs/Parainfluenza/Parvo	3/20/2023

I hereby certify that the animal listed above has been examined by me and found to be free from contagious and infectious disease, and to the best of my knowledge has not been exposed to rabies, or other communicable diseases.

Staff Signature: _____

Lori B. Brault, DVM

Date: 5/12/22

License Number: 2542

North Wilton Animal Hospital
555 DANBURY RD
WILTON, CT 06897
(203) 762-6655

Health Certificate

5/12/2022

Client Name: Chris Santopietro
Travel from Address: 759 Danbury Rd
Wilton, CT 06897
Phone Number: (203) 943-4734
Patient: Rhev
Species: Canine
Breed: Collie, Border
Sex: Neutered Male
Color: Black/White
Weight: 40.5 pounds

Date Given	Vaccine Description	Date Due
2/10/2022	Rabies Vaccination Canine 3 year	2/10/2025
2/10/2022	Bordetella Vaccination	2/10/2023
2/10/2022	Leptospirosis Vaccination	2/10/2023
2/10/2022	Lyme Disease Vaccination	2/10/2023
2/25/2021	Distemper/Adenovrs/Parainfluenza/Parvo	2/25/2024

I hereby certify that the animal listed above has been examined by me and found to be free from contagious and infectious disease, and to the best of my knowledge has not been exposed to rabies, or other communicable diseases.

Staff Signature: Lori B. Brault, DVM Date: 5/12/22
License Number: 2542



GEESE-1

OP ID: JBRE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/12/2022

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

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

PRODUCER William Carroll Insurance 34 Wall St Norwalk, CT 06850 Michael Faley	914-337-5201	CONTACT NAME: Michael Faley PHONE (A/C, No, Ext): 914-337-5201 FAX (A/C, No): 914-337-5029 E-MAIL ADDRESS: mfaley@faleycorp.com
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Nautilus Insurance Company		17370
INSURER B: Progressive Insurance Company		24260
INSURER C: Hartford Casualty Ins Co		29424
INSURER D: ShelterPoint Life Ins Co		81434
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSP WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ CONTRACTUAL GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	Y	Y	NN1228244	03/21/2022	03/21/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☒ WAIVESUBRO	Y	Y	7646014-3	10/20/2021	10/20/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10000	Y	Y	AN1236597	03/21/2022	03/21/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	6S60UB9F36817	08/13/2021	08/13/2022	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D	NYS DISABILITY			D181074	05/08/2022	05/08/2023	STATUTORY
D	NYS PFL			D181074	05/08/2022	05/08/2023	STATUTORY

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

CITY OF NORWALK NAMED AS ADDITIONAL INSURED ON THE GENERAL LIABILITY, BUSINESS AUTO AND EXCESS LIABILITY

WAIVER OF SUBROGATION APPLIES TO GENERAL LIABILITY, BUSINESS AUTO, EXCESS LIABILITY AND WORKERS COMPENSATION POLICIES

CERTIFICATE HOLDER

CANCELLATION

CITYNPU

CITY OF NORWALK
125 EAST AVENUE
NORWALK, CT 06856

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

AUTHORIZED REPRESENTATIVE



The #1 NAME
in Canada
Goose Control

SCOPE OF WORK FOR THE **CITY OF NORWALK PARKS**

My name is Michael Maliek, and I am the proud owner of Geese Chasers Long Island NY LLC. We are a franchise and have been established on Long Island since 2014. We currently service properties in Queens, Nassau & Suffolk Counties. We take pride in providing the **GREATEST** customer experience in our industry and having the **BEST** Border Collies on the East Coast. We are excited to announce that we have expanded our business into Southern Connecticut this spring 2022.

Our team will be servicing your five parks - 7 days a week & offering **FREE ON-CALL**. We are known for doing whatever it takes to get the job done. If we need to increase our visits to 3x - 4x per day temporarily to combat the influx of larger migratory flocks of geese, we will do so at **no additional cost**. We believe in going the extra mile and providing the best customer experience in our industry.

OUR TEAM:

We are currently a **TEAM** of 8 Dog-Handlers.

Anton, Dave, and I will be the handlers servicing your parks daily.

We have 7 Professionally Trained Border Collies

(Sterling, Cub, Nellie, Tessa, Jackson, Luna & Jam)

and 7 company vehicles with our company magnets on both sides.

I am a dog handler, dog trainer, owner & operator. I love working with my Border Collies, as well as, dealing with my clients personally. I am on a first name basis with **EVERY** client. I manage all the properties that we service to make sure our handlers are doing the best job possible.

I am also responsible for training the dogs, housing them and giving them the best life, a working dog can have. This ensures that the dogs are healthy, happy, well trained, can be handed off to multiple dog handlers and work confidently in any environment safely.

My dog handlers are encouraged to get to know our clients. They will provide their **PERSONAL** cell phone number for clients who request it for **FASTER ON-CALL** services.

ON-CALL Service:

Any **ON-CALL** services requested, as well as, scheduled night runs will be handled by one of our dog-handlers or myself. **ON-CALL can be used 7 days a week, dusk to dawn.** We will arrive within **60-90 minutes** of the call or text. **ON-CALL service is FREE!**

You can reach my cell directly 7 days a week via text, 844 number or by calling my direct number. I am personally available to all my clients **24/7/365**. Advice is *always FREE* so if you have any questions do not hesitate to reach out to me directly.

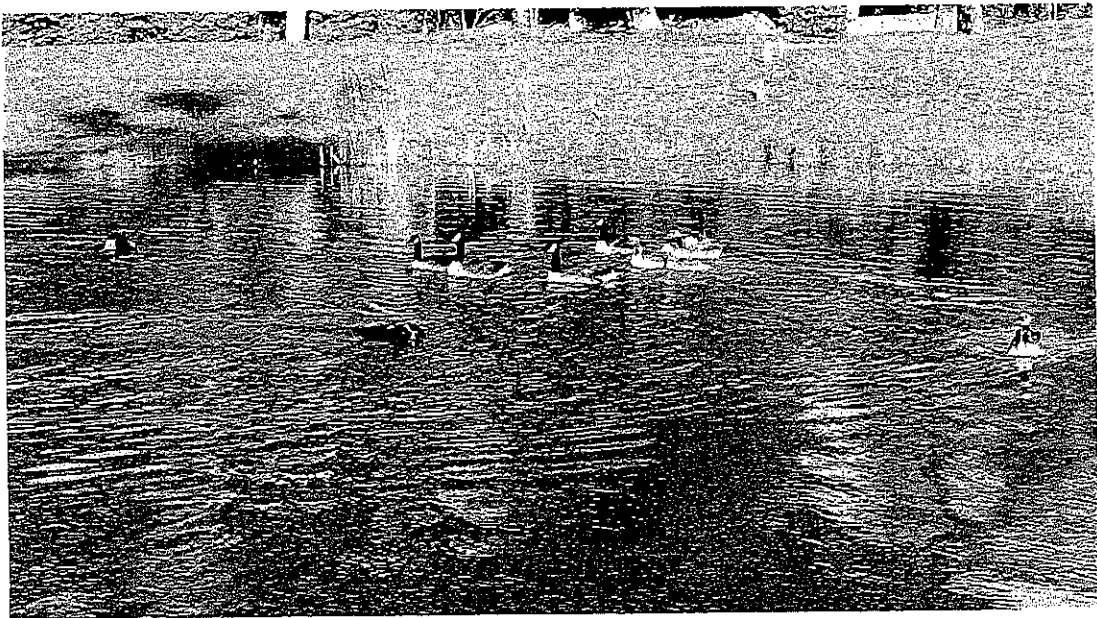
Again, I am an owner & operator. I am personally out in the field managing my client's properties 7 days a week ensuring that our sites are clear of geese and our customers are happy!

OUR VEHICLES:

The 7 cars we have are all grey/silver with magnets on both sides of the vehicle. We are fully insured with commercial liability insurance. Our magnets clearly list the company name, logo, phone number and website. Our staff's uniforms are custom yellow shirts that clearly show our logo on the front left chest as well as **CLEARLY** stating **WORKING BORDER COLLIES** in large print on the back of their shirts / sweatshirts.

The 7 cars we currently have are as follows:
(IF you need VINS, plates, pictures, etc. I can provide any & all information necessary IF awarded the bid.)

2012 HONDA INSIGHT - GREY
2021 HONDA INSIGHT - GREY
2021 HONDA INSIGHT - GREY
2021 HONDA INSIGHT - GREY
2022 HONDA INSIGHT - GREY
2022 HONDA INSIGHT - GREY
2021 HONDA ACCORD - SILVER



“TESSA & STERLING”

References for
GEESE CHASERS LONG ISLAND NY LLC



The W. C. H. H. H.
in Canada
Geese Control

SETAUKET MEADOWS HOA

PROPERTY MANAGER

DAVE MORSE

(631) 476 - 8805

hpmlt@aol.com

STONEBRIDGE GOLF LINKS & CC

GOLF OPERATIONS MANAGER

WAYNE ZATYK

(631) 724 - 7500 EXT. 114

wayne@stonebridgeglcc.com

TOWN OF NORTH HEMPSTEAD

COMMISSIONER - PARKS & RECREATION

KELLY GILLEN

(516) 739 - 3049

gillenk@northhempsteadny.gov

WEST BABYLON SCHOOL DISTRICT

FACILITY MANAGER

JEFF VITKUN

(631) 379 - 8185

jvitkun@wbschools.org

SUNY COLLEGE at OLD WESTBURY

DIRECTOR OF FACILITIES & RENTALS

DIVISION OF BUSINESS & FINANCE

MICHAEL P. DOLAN

(516) 876 - 3483

dolanmi@oldwestbury.edu

The contents of this reference sheet is considered

Geese Chasers Long Island NY LLC
PROPERTY and is **STRICTLY CONFIDENTIAL**

[\(/DEEP\)](#)

Connecticut Department of Energy and Environmental Protection

[CT.gov Home](#) [/0 Department of Energy and Environmental Protection](#) [\(/DEEP\)](#) [Wildlife](#) [\(/DEEP/Wildlife/Wildlife-in-Connecticut\)](#) [How to Become a NWCO](#)

How to Become a Nuisance Wildlife Control Operator (NWCO)

Connecticut law, CGS 26-47(b)(1), requires an individual to obtain a Nuisance Wildlife Control Operator (NWCO) license prior to engaging in the business of wildlife control. Town employees, such as Animal Control Officers (ACO), are also required to obtain a NWCO license if they provide wildlife control services as part of their duties for town residents. However, ACOs or local/state police are not required to be licensed NWCOs to respond to emergency rabies situations or to destroy animals suffering from disease or posing a public safety threat.

To obtain a NWCO license, an individual must first:

- Attend an approved Nuisance Wildlife Control Operator's training course;
- Pass the DEEP NWCO licensing exam; and
- Submit an application ([fillable PDF](#) [Word file](#)) for a NWCO license.

For information and to register for the next Nuisance Wildlife Control Operator training class, visit the Connecticut NWCO Association website at <http://www.ctnwcoa.com> (<http://www.ctnwcoa.com>) (<http://www.ctnwcoa.com>).

Note: The CT DEEP Wildlife Division is no longer handling registration or providing training materials for the CT NWCO Association sponsored training class. Therefore, persons who wish to register for the training class should register directly with the NWCO Association.

The CT NWCO Association will provide all persons registered for the next NWCO training class important training materials to help prepare them for the class and state exam. This information will include, but not be limited to:

- Copies of the CT NWCO Policies and Procedures Booklet, and
- CT NWCO regulations that all licensed NWCOs must adhere to when providing wildlife control work in Connecticut.

The DEEP NWCO licensing exam will be given within a week of the NWCO training class - the date and time of the next exam is indicated on the training notice. Like the training, the DEEP NWCO exam is comprehensive and will cover a wide range of subjects, including but not limited to:

- Wildlife biology and behavior;
- Damage identification;
- Recommended control strategies;
- Humane handling;
- Approved euthanasia methods;
- Rabies policies; and
- Applicable laws and regulations.

Only those persons who have attended approved NWCO training will be admitted into the exam.

If you need further information concerning the NWCO training class, please contact Jeff May, CT NWCO Association Training Coordinator, at [475-202-9283](tel:475-202-9283) (<tel:475-202-9283>). For NWCO exam and licensing information, please contact the CT DEEP Wildlife Division, at [860-424-3011](tel:860-424-3011) (<tel:860-424-3011>) or deep.wildlife@ct.gov (<mailto:deep.wildlife@ct.gov>).

The Connecticut DEEP Wildlife Division issues commercial NWCO licenses for a two-year period at a cost of \$250. A non-commercial (municipal) NWCO license is issued at no cost.



[\(http://wildlifehelp.org/\)](http://wildlifehelp.org/)

Licensed NWCOs are encouraged to register on the website www.WildlifeHelp.org (<http://www.wildlifehelp.org/>) to help people find the wildlife conflict prevention and control assistance they need. *WildlifeHelp.org is supported by the Northeast Association of Fish and Wildlife Agencies and the Northeast Wildlife Damage Management Cooperative.*

CITY OF NORWALK

PURCHASING DEPARTMENT

TITLE OF BID: CANADIAN GEESE CONTROL-MANAGEMENT

PROJECT NUMBER: 4200

HARD COPY SUBMISSION DATE: 2:00PM 5/16/2022

BIDDER: GEESE CHASERS LONG ISLAND NY LLC

EXCEPTIONS:

We are asking for an exception for the following:

1.) CT DEEP NWCO LICENSE

It is our understanding that the NWCO License is only required for individuals that trap, physically remove or euthanize wildlife, ranging from racoons to birds. Since we do not trap, physically remove or euthanize geese we are not required to obtain an NWCO license. Our method is 100% humane and we only deal with Canada Geese, we are not an exterminator service. The only time we obtain permits is to remove/addle a nest, however, it is clearly stated in the addendum below that the city is not looking for nest management.

Our company has been open on Long Island since 2014. We service over 150 properties a day and have extensive experience with working our professionally trained border collies on various properties. We are currently on contract to service 30 town parks in Nassau County, many of which are waterfront. If you would still like us to obtain the NWCO license, we could register for the next class which is being offered next month. However, for the reasons above we believe we should be exempt from this requirement due to the nature of our service. Thank you for taking the time to read this.

See below: Addendum #2

23 Question: Is nest management quoted separately?

Response: At this time, nest management is not needed or in scope of this Invitation to Bid.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Geese Chavers Long Island NY LLC	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☒ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ▶	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
5 Address (number, street, and apt. or suite no.) See instructions. 25 Oak Meadow Road	Requester's name and address (optional) City of Norwalk
6 City, state, and ZIP code Commack, NY 11725	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
4	6	-	4	8	1	6	1	25

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ▶

Date ▶ **5/8/2022**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its Instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Smithtown Animal Hospital
891 West Jericho Turnpike
Smithtown, NY 11787-3229
(631) 543-0333

Owner: Michael Mallek
25 Oak Meadow Road
Commack, NY 11725

Patient: Jackson
Species: Canine
Breed: Border Collie
Weight: 39 lbs.
Color: Black/White
Sex: MN

VACCINATIONS

EXPIRATION

Distemper, Hepatitis, Parainfluenza, Parvo, Corona	02/10/2023
Rabies	02/10/2023
Leptospirosis	02/10/2023
Bordetella	
Lyme	03/03/2022*
Influenza	

Date Given: 02/10/2022
Tag Number: 12160
Serial No.: A1317358
Duration: 1-Year
Vaccine Type: Killed
Vac. Name: Defensor-1
Producer:

TESTING PROCEDURES

EXPIRATION

Heartworm Blood Test	02/10/2023
Fecal Exam	04/08/2022*

I hereby certify that I have examined the above described animal
and find same to be clinically free of infectious, contagious or
communicable disease. (Last examination date: 03/07/2022)

Signature _____

Dr. Scott Kaplan

Smithtown Animal Hospital
891 West Jericho Turnpike
Smithtown, NY 11787-3229
(631) 543-0333

Owner: Michael Mallek
25 Oak Meadow Road
Commack, NY 11725

Patient: Nellie
Species: Canine
Breed: Border Collie
Weight: 35 lbs.
Color: Black/White
Sex: FS

VACCINATIONS	EXPIRATION
Distemper, Hepatitis, Parainfluenza, Parvo, Corona	02/10/2023
Rabies	02/10/2023
Leptospirosis	05/14/2019*
Bordetella	
Lyme	05/14/2019*
Influenza	

Date Given: 02/10/2022
Tag Number: 12133
Serial No.: A1317358
Duration: 1-Year
Vaccine Type: Killed
Vac. Name: Defensor-1
Producer:

TESTING PROCEDURES	EXPIRATION
Heartworm Blood Test	04/22/2020*
Fecal Exam	04/22/2020*

I hereby certify that I have examined the above described animal
and find same to be clinically free of infectious, contagious or
communicable disease. (Last examination date: 04/14/2022)

Signature: _____

Dr. Scott Kaplan

SMITHTOWN ANIMAL HOSPITAL

Smithtown NY

(631) 543-0333

Client : Michael Mallek
25 Oak Meadow Road
Commack, NY 11725

Phone : (609) 410-5880

Patient : Nellie
Species : Canine
Sex : FS
DOB : 01/11/2017

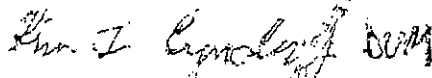
Acct No. : 6882 E
Breed : Border Collie
Color : Black/White

RABIES VACCINATION INFORMATION

Rabies Defensor-1
Date Vaccinated 02/10/2022
Serial No. A1317358
Vaccine Type 1-Year

Tag No. 12133
Expires 02/10/2023
Producer

I hereby certify that I have vaccinated this animal in accordance with the company's recommendation for the vaccine used on the above date.



Signature of licensed veterinarian administering vaccine.

Scott Kaplan
BK0705600

American Border Collie Association, Inc.

ABC No: **449337**

Certificate of Registration

Name **NELLIE**

Sex **Female**

Date of Birth **1/11/2017**

Tran. No. **1**

Litter Females **5**

Owner

**R. WAYNE WEST
401 SULPHUR SPRINGS RD
PAULINE, SC
29374**

Breeder: **R. WAYNE WEST**

**401 SULPHUR SPRINGS RD
PAULINE, SC
29374**

Color and Markings: **BLACK W/WHITE BLAZE, SPOT/**

Sire **CUZ ABC 322075**

Owner:

**R. WAYNE WEST
PAULINE, SC**

Breeder:

**LOREN & SUE HOLMES
RED BLUFF, CA**

BROKENCIR-LEO ABC 263387

**LOREN HOLMES
RED BLUFF, CA**

**ROBIN NUFFER BROWN
INDIAN VALLEY, ID**

PUZZEL ABC 144348

**SUE HOLMES
PERRIS, CA**

**LOREN HOLMES
PERRIS, CA**

CASH ABC 140387

**EARL MOLYNEUX
KIMBERLY, ID**

**BROKEN CIRCLE SUE ABC 156435
A. QUINN/ROBIN NUFFER
MESA, ID**

RUSSELL ABC 113815

**KATHY/JOE KAWALEC
MANHATTAN, IL**

LUCKY ABC 97380

**LOREN & SUE HOLMES
RED BLUFF, CA**

CHARLEY B. ABC 364135

**JACK O'BRYANT
INMAN, SC**

**JASMINE EDEN ABC 293264
JACK & SANDRA O'BRYANT
INMAN, SC**

ROPER ABC 332034

**IONI FARMER-GRAY
UNION, SC**

MEG ABC 233337

**R. WAYNE WEST
PAULINE, SC**

Dam **NAN ABC 407442**

Owner:

**R. WAYNE WEST
PAULINE, SC**

Breeder:

**HAROLD L. LEWIS
JONESVILLE, SC**

JACK ABC 391264

**HAROLD L. LEWIS
JONESVILLE, SC**

**JACK O'BRYANT
INMAN, SC**

MEG ABC 363081

**HAROLD L. LEWIS
JONESVILLE, SC**

**R. WAYNE WEST
PAULINE, SC**

Transfer of Ownership To:

Name:

Michael Makuk Menn

Address:

25 Oak Meadow Road, NY 11725

This the

27th day of **March**, **2019**

SIGNATURE OF PREVIOUS OWNER(S)

This is to certify that the above named and described dog is being registered in the Stud Book of the American Border Collie Association. This certificate is valid in accordance with the rules and regulations of the American Border Collie Association. The owner of this dog is hereby notified that the American Border Collie Association is not responsible for any loss or damage to the dog or its offspring. If this dog is transferred to another owner, the new owner must register the dog with the American Border Collie Association. If this dog is transferred to another owner, the new owner must register the dog with the American Border Collie Association. If this dog is transferred to another owner, the new owner must register the dog with the American Border Collie Association.

Signature

This the

at

CITY OF NORWALK
PURCHASING DEPARTMENT



SEALED BIDS MUST BE RECEIVED BY THE OFFICE OF THE PURCHASING AGENT, 125 EAST AVENUE
NORWALK, CT 06856 BY THE DATE AND TIME OF BID OPENING

PROJECT NUMBER:	4200
REQUESTING DEPARTMENT:	Recreation and Parks
DATE OF BID ISSUANCE:	04/25/2022
TITLE OF BID:	Canadian Geese Control-Management
ELECTRONIC SUBMISSION DEADLINE:	2:00 PM 5/12/2022
HARD COPY SUBMISSION DEADLINE:	2:00 PM 5/16/2022
MANDATORY WALKTHROUGH:	YES () NO ()
DATE, TIME AND LOCATION OF WALKTHROUGH	N/A
TIME/DATE OF BID OPENING:	2:00 PM 05/16/2022
BID DEPOSIT REQUIRED: IF YES, AMOUNT REQUIRED	YES () NO (X)
SUCCESSFUL BIDDERS ONLY: PERFORMANCE & PAYMENT BOND REQUIRED: IF YES, AMOUNT REQUIRED	YES (X) NO (X)
SUCCESSFUL BIDDERS ONLY: MAINTENANCE BOND REQUIRED:	YES (X) NO (X)

ALL TERMS AND CONDITIONS, SPECIFICATIONS AND BID FORMS ARE ATTACHED HERETO.

NOTE: THE FOLLOWING DOCUMENTS WILL BE REQUIRED FOR A BID TO BE COMPLIANT

1. BIDDER'S INFORMATION AND ACKNOWLEDGEMENT FORM
2. BID FORMS, INCLUDING PRICING SHEETS AND ADDENDA ACKNOWLEDGMENT FORMS (ONE ORIGINAL PLUS TWO (2) COPIES)
3. EXCEPTIONS (IF ANY)

CITY OF NORWALK
PURCHASING DEPARTMENT
NOTICE TO BIDDERS

- A. ALL BIDS WILL BE OPENED PROMPTLY AT THE ADVERTISED TIME OF OPENING. THERE WILL BE NO DELAYS OR POSTPONEMENTS WHICH ARE NOT PUBLICLY ADVERTISED. ANY BID RECEIVED AFTER THE ADVERTISED TIME OF OPENING WILL NOT BE ACCEPTED.
- B. IF A BIDDER USES A COURIER SERVICE FOR BID DELIVERY, IT SHALL BE THE BIDDER'S RESPONSIBILITY THAT THE BID REACHES THE PURCHASING DEPARTMENT BY THE DATE AND TIME SPECIFIED HEREIN.
- C. ALL BIDS SUBMITTED TO THE CITY MUST BE IN A CLEARLY MARKED AND SEALED ENVELOPE. REFERENCE THE PROJECT NUMBER ON THE OUTSIDE OF THE ENVELOPE.
- D. OBLIGATION OF BIDDERS:
 - a. AT THE TIME OF OPENING BIDS, EACH BIDDER SHALL BE PRESUMED TO HAVE INSPECTED THE SITES AND TO HAVE MADE HIM/HERSELF THOROUGHLY FAMILIAR WITH THE PLANS AND CONTRACT DOCUMENTS, INCLUDING ALL ADDENDA. THE FAILURE OR OMISSION OF ANY BIDDER TO RECEIVE OR EXAMINE ANY FORM, INSTRUMENT OR DOCUMENT SHALL IN NO WAY RELIEVE ANY BIDDER FROM ANY OBLIGATION IN RESPECT TO THEIR BID.
 - b. EACH BIDDER MUST FULLY INFORM HIM/HERSELF OF THE CONDITIONS RELATING TO THE WORK WHICH WILL BE PERFORMED. FAILURE TO DO SO WILL NOT RELIEVE THE SUCCESSFUL BIDDER OF HIS/HER OBLIGATION TO FURNISH ALL LABOR AND MATERIALS NECESSARY TO CARRY OUT THE PROVISIONS OF THE CONTRACT DOCUMENTS AND TO COMPLETE THE CONTEMPLATED WORK. IN AS MUCH AS POSSIBLE, THE CONTRACTOR MUST, IN CARRYING OUT HIS/HER WORK, EMPLOY SUCH MEANS AND METHODS AS WILL NOT CAUSE ANY INTERRUPTIONS OR INTERFERENCE WITH THE WORK OF ANY OTHER CONTRACTOR.
- E. TIME IS OF THE ESSENCE (IF APPLICABLE):
 - a. IF THE PROJECT IS NOT COMPLETED BY THE DATE SPECIFIED AS THE SUBSTANTIAL COMPLETION DATE IN THE CONTRACT ENTERED INTO BY THE CITY AND THE CONTRACTOR, THE CONTRACTOR WILL BE SUBJECT TO CONSEQUENTIAL AND/OR LIQUIDATED DAMAGES.

CITY OF NORWALK
PURCHASING DEPARTMENT
GENERAL INFORMATION

1.1 INTRODUCTION

The City of Norwalk Purchasing Department hereby invites qualified Firms to submit sealed bids for Canada Goose Control/Management for Recreation and Parks Department. The requirements of this project are outlined in greater detail under Section 2 Scope of Work/Project Specifications.

1.2 BID DOCUMENTS

All Bid documents for this invitation are available over the internet at <http://www.norwalkct.org>. Adobe Acrobat reader is required to view this document. If you do not have this software you may download it for free from Adobe.

1.3 ADDENDA

All addenda, if issued will be available over the internet at <http://www.norwalkct.org>. We strongly suggest that you check for any addenda a minimum of forty-eight hours in advance of the bid deadline. It is the responsibility of the bidder to check for issuance of any addenda.

1.4 BIDDER'S LIST

Bidder's list for this solicitation will not be published.

1.5 QUESTIONS CONCERNING THIS BID

All questions concerning this solicitation must be directed, via e-mail, to Sharon Conners, Purchasing Agent at sconners@norwalkct.org. The deadline for the submission of questions is 2:00 pm May 5, 2022.

1.6 SUBMISSION OF BID

The City of Norwalk is requesting electronic submission along with hard copy submission. All participants are **required to submit both** by the said date and time. Hard copy submission must match the electronic submission and will be the official accepted submission. The City of Norwalk has the right to reject any submission that does not meet this criteria.

All sealed electronic submissions must be submitted in Bonfire no later than May 12, 2022, at 2:00PM.

All sealed hard copy Bids should be submitted to the City of Norwalk's Purchasing Department no later than May 16, 2022 at 2:00 PM at the address listed below:

City of Norwalk Purchasing Department
125 East Avenue, Room 211

CITY OF NORWALK PURCHASING DEPARTMENT

Norwalk, CT 06856-5125

1.7 SUMMARIES

A list of the proposing firms will be available any time after 5:00 pm on the day of the opening at Purchasing-Bid Postings. Results will not be provided over the phone.

SPECIAL NOTES:

- 1.) Contractors are hereby advised that the determination of the lowest responsible bidder will be based on the sum of the Base Bid(s). Said determination by the City would be final.
- 2.) **IMPORTANT Submission Information:** As of 08/10/2020, a new interior Customer Service window opened inside City Hall that will help serve the public during the ongoing COVID-19 pandemic. The window is staffed by Customer Service representatives Monday – Friday from 9 a.m. – 3:00 p.m. If you are planning to use the Customer Service window to drop off your submission, it is recommended to drop off the submission as early as possible since the team will be serving other customers.

It is still recommended to use a courier service (i.e. FedEx, UPS, USPS, DHL, etc.) to deliver the submission to the above address by the due date and time.

- 3.) **Public Opening:** Per the City of Norwalk Purchasing Guidelines (<https://www.norwalkct.org/DocumentCenter/View/334/City-Procurement-Guidelines?bidId=>). Bids shall be opened publicly by the Purchasing Agent or his designee, in the presence of one or more witnesses at the time and place designated in the Invitation for Bids. The amount of each bid, and such other relevant information as may be specified by the bid, together with the name of each bidder shall be recorded; the record and each bid shall be open to public inspection. If you wish to hear the bid/RFP opening, please join us through a teleconference.

Access Number: (866) 640-4044 or (678) 302-3554

Participant Code: 968 704

The City of Norwalk is an Affirmative Action/Equal Opportunity Employer; Minority/Women's Business Enterprises are encouraged to apply

**CITY OF NORWALK
PURCHASING DEPARTMENT**

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INVITATION TO BID

SECTION 1 FORMS OF PROPOSAL

- 1.1 RESPONSE FORMS
- 1.2 BIDDERS QUALIFICATIONS
- 1.3 CITY OF NORWALK VENDOR RECORDS
- 1.4 INSURANCE
- 1.5 CITY OF NORWALK VENDOR QUESTIONNAIRE – IT INFORMATION SECURITY

SECTION 2 – PROJECT SPECIFICATIONS/SCOPE OF WORK

SECTION 3– GENERAL BIDDING INFORMATION

SECTION 4 N/A

SECTION 5– NORWALK LIVING WAGE ORDINANCE INFORMATION

CITY OF NORWALK
PURCHASING DEPARTMENT

SECTION 1 – FORMS OF PROPOSAL

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

<i>Geese Chasers Long Island NY LLC</i>
Bidder's Name

<i>25 Oak Meadow Road</i>
Street Address

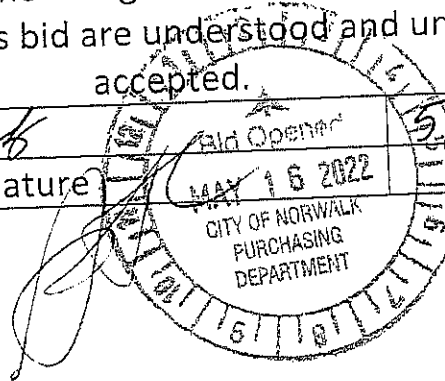
<i>Commack</i>	<i>NY</i>	<i>11754</i>
City	State	Zip

Business Telephone: <i>(609) 410-5880 / (844) 544-3373</i>
--

Email Address: <i>mike.geesechasers@gmail.com</i>

<i>Michael Mallek</i> <i>Owner / CEO</i>
Printed Name and Title of Individual Submitting Bid

The undersigned acknowledges that the terms, conditions and specifications of this bid are understood and unconditionally accepted.	
<i>Michael Mallek</i>	<i>5/8/2022</i>
Signature	Date



CITY OF NORWALK
PURCHASING DEPARTMENT

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

1.) CT DEEP NWCO LICENSE

It is our understanding that the NWCO License is only required for individuals that trap, physically remove or euthanize wildlife, ranging from racoons to birds. Since we do not trap, physically remove or euthanize geese we are not required to obtain an NWCO license. Our method is 100% humane and we only deal with Canada Geese, we are not an exterminator service. The only time we obtain permits is to remove/addle a nest, however, it is clearly stated in the addendum below that the city is not looking for nest management.

Our company has been open on Long Island since 2014. We service over 150 properties a day and have extensive experience with working our professionally trained border collies on various properties. We are currently on contract to service 30 town parks in Nassau County, many of which are waterfront. If you would still like us to obtain the NWCO license, we could register for the next class which is being offered next month. However, for the reasons above we believe we should be exempt from this requirement due to the nature of our service. Thank you for taking the time to read this.

See below: Addendum #2

23 Question: Is nest management quoted separately?

Response: At this time, nest management is not needed or in scope of this Invitation to Bid.

Michael M. M. - Owner

**CITY OF NORWALK
PURCHASING DEPARTMENT**

1.1 RESPONSE FORM – BID #4200 Canadian Geese Control-Management

Vendor Name - <i>Geese Chasers Long Island NY LLC</i>		
Address - <i>25 Oak Meadow Road, Commack, NY 11725</i>		
Phone - <i>(844) 544-3373</i>	Fax - <i>N/A</i>	Email - <i>mike.geechasers@gmail.com</i>
Manager - <i>Michael Mallek</i>		Fed ID# <i>46-4816125</i>

The bidder shall provide complete pricing below as specified. All parties shall include all cost and shall remain firm fixed for the duration of this contract (three years). The City reserves the right to award this contract on a line-by-line basis or as a lump sum. The city reserves the right to add or delete work locations during the term of the contract if necessary.

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

The following unit prices shall apply to this project:

A. Site Aversion Program

Site Size (Acres)	Price per Site Size, per Month Year 1	Price per Site Size per Month Year 2	Price per Site Size per Month Year 3
1-5 Acres	\$400.00	\$400.00	\$400.00
5-10 Acres	\$400.00	\$400.00	\$400.00

Site Size (Acres)	Price per Site Size per Month OPTIONAL Year 4	Price per Site Size per Month OPTIONAL Year 5
1-5 Acres	\$400.00	\$400.00
5-10 Acres	\$400.00	\$400.00

CITY OF NORWALK
PURCHASING DEPARTMENT

B. OPTIONAL Geese Control/management Programs: Please use this section to provide pricing and description of services of other successful geese control/management programs:

Site Size (Acres)	Price Per Site Size, Per Month	Description of Service
1 -5 Acres		
5-10 Acres		

C. REQUIRED: Other Required Documentation to be included in the Bid Submission:

- A complete list of all trained handlers for this project.
- A copy of the Certificate of Health from a licensed veterinarian for each dog for each project. *Jackson + Nellie (Certificates included)*
- A copy of the contractor's Certificate of Registration (i.e. CT DEEP NWCO license).

See Exception page.

Dog Handlers:

*Anton Silkowski
David Trow
Michael Mallett*

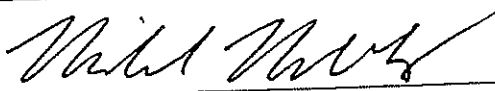
*For this
Job.*

MM

CITY OF NORWALK PURCHASING DEPARTMENT

PROJECT:	4200 Canadian Geese Control-Management
VENDOR NAME:	Geese Chasers Long Island NY LLC

Submitted by:

Print Name of Authorized Agent of Company	Michael Mallett
Signature of Authorized Agent of Company	
Date	5/8/2022

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

Addendum #	1	Dated	4/29/2022	Addendum #		Dated	
Addendum #	2	Dated	5/3/2022	Addendum #		Dated	
Addendum #	3	Dated	5/5/2022	Addendum #		Dated	

CITY OF NORWALK PURCHASING DEPARTMENT

1.2 STATEMENT OF BIDDERS QUALIFICATIONS

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

1.	Number of years in business:	8+	
2.	Number of personnel employed:	Part Time	Full Time
		2	6

3. Project List: Provide a list of at least three (3) current or previous clients in which your firm provides the same size and scope of services requested by the City. Highlight how it's directly related to City of Norwalk. The City, at its discretion may check references in order to determine the Offeror's experience and ability to provide services described in the Scope of Work. All client reference information must be documented and verifiable. Reference contacts must be aware that they are being used as a reference and agreeable to City interview for follow up. References shall include the following, in this order:

- a. Client/Agency Name
- b. Contact Name and Title (project manager role preferred), Telephone, and Email
- c. Number of Projects Completed for Client/Agency
- d. Project Names
- e. Project Descriptions
- f. Project Approach and Methodology
- g. Year of Project and Length of Project
- h. Project Budgets and Final Invoiced Amount
- i. Contractor Personnel Assigned to Project and Project Role

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

COMPANY NAME	ADDRESS	PRINCIPAL	PHONE	PORTION/SECTION OF WORK

CITY OF NORWALK PURCHASING DEPARTMENT

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

6. STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE'S OFFICE; e.g., are all required filings current and in good standing or has the entity been withdrawn or canceled	Connecticut corporations - Will the Secretary of State be able to issue a Certificate of Good Standing within 30 days of the bid opening?	Yes	No
	Out-of-State corporations - Do you have a valid license to do business in the State of Connecticut? (Evidence in the form of a Certificate of Authority from the Connecticut Secretary of State will be required within 30 days of the bid opening.)	Yes	No

7. CT LICENSE (eLicense) & Business ALEI #		New York State 4521559	
8. Is your local organization an affiliate of a parent company? If so, indicate the principal place of business of your company and the name of the agent for service if different from what has been indicated on the response form:			
Business Name	Geese Chasers, LLC		
Address	4 Milton Drive		
City	Medford	State	New Jersey
		Zip	08055
Name of Agent	Robert W. Young - President		

CITY OF NORWALK PURCHASING DEPARTMENT

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

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

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

All information should be supported with appropriate audited financials.

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

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

1.3 CITY OF NORWALK VENDOR RECORDS

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

1.4 INSURANCE

Insurance Agency Name: USI Insurance Services, LLC	Tel: (732) 905-5564
Agency Address: 1433 Hooper Avenue, Suite 110, Toms River, NJ 08753	Email: Christopher.machado@usi.com

CITY OF NORWALK PURCHASING DEPARTMENT

1.5 CITY OF NORWALK VENDOR QUESTIONNAIRE – IT INFORMATION SECURITY

Information Technology Department



City of Norwalk Vendor Questionnaire

Rev 11.12.2021

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

Geese Chasers Long Island NY LLC
25 Oak Meadow Road, Commack, NY 11725
Michael Mallett / 609-410-5880 / mike.geesechasers@gmail.com

2. System and Equipment Access:

Will your organization need access to the City's information systems, technology equipment and/or network to perform the services? (Yes or No; if Yes, please explain. Note that a NO answer means you will solely use your own systems and networks to perform the service.)

NO

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

NO

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

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

NO

4. **Description of Services/Products:** What services/products will your organization provide to the City?

Geese Control

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

Two
25 Oak Meadow Road, Commack, NY 11725
89 Hillside Lane, Monroe, CT 06468

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

NONE

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

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

Individual / Sole proprietor / Single member LLC

8. **How many employees and contingent workers do you have in your organization?** Use a scale. *Example: 1-10, 10-50, 50-100, 100-500, 500-1000, 1000 or more

1-10

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

Yes

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

We don't. N/A

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

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

We are a Geese Control Company..

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

N/A

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

N/A

13. **Independent Attestations:** Does your organization have independent attestations such as (i.e. ISO 27001, SSAE-18 SOC-1, SOC-2, PCI-DSS, ISO9001)?

N/A

14. **Information Security**

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

N/A

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

N/A

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

N/A

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

N/A

e) How often are the privacy policies and procedures updated?

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

Yes. Driving Records.

m) Does your organization utilize multi-factor authentication, Single sign-on (SSO), role-based access, or custom password policy?

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

- u) Are all the Vendor laptops encrypted?

N/A

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

N/A

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

N/A

15. Risk Management

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

N/A

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

N/A

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

N/A

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

NO.

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

N/A

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

NO.

- g) Does your organization have a certificate of insurance (COI)?

Yes.

16. Business Continuity/Disaster Recovery

- a) Does your organization have a business continuity plan?

Yes. Hustle. Provide customers with excellent experiences!

- b) How often is the business continuity plan updated?

Every - Day ☺

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

N/A

d) Does your organization have a disaster recovery plan?

We survived pandemic w/o PPP.
e) How often is the disaster recovery plan updated? We have a loyal base of customers and are active

N/A

f) Does your organization conduct disaster recovery tests once per year? looking to help others

N/A

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

N/A

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

N/A

SECTION 2 – SCOPE OF WORK / PROJECT SPECIFICATIONS

2.1 Introduction

The City of Norwalk Purchasing Department hereby invites qualified Firms to submit sealed bids for Canada Goose Control/Management for Recreation and Parks Department, at various locations within the City of Norwalk. Below is an outline of some of the requirements that apply to this project.

2.2 Background

The City of Norwalk has implemented a management program to control Canada geese in some of its parks. This program is run by the Department of Parks and Recreation. The site aversion program is being run in accordance with protocol developed by GeesePeace Inc. This protocol involves the use of border collies and kayak or other small watercraft to haze the geese both from land and water resources (<https://www.geesepeace.com/siteaversion.html>).

Since the program implementation, only the use of border collies on land has been used on land to haze the geese.

2.3 Scope of Services

- A. Site Aversion Program: The site aversion program is part of an overall geese management project. The site aversion project will run year-round with a break in the winter as determined by the weather. The project locations will vary. The goal of the program is to eliminate geese from the parks and designated private areas during the fall, after summer molt and before they molt in late June so that the designated parks are geese-free for the summer. The contractor will report directly to the Director of Recreation and Parks.

During the summer molt, Canada geese need a water body to retreat to for safety. The Geese peace protocol recommends first hazing the geese from land to their water safety zone and then also, taking away the water. This is accomplished by using border collies both on land and in water using kayaks, in essence bringing the predator to the geese.

Since the program implementation, only the use of border collies on land has been used on land to haze the geese. However, if needed the hazing via kayak the contractor shall comply with all the protocol described below when providing services for the City of Norwalk:

1. Necessary Resources/Equipment: border collie(s) with floatation jacket, kayak(s), and /or other small, agile watercraft, life jacket for handlers, radio.
2. Hazing will begin in late winter until the geese molt and suspend as needed during the molt and begin in late winter until the geese molt and suspend as needed during the molt and begin again in August as the geese come out of the molt and continue until snow

cover/winter conditions. Any geese with goslings will be 'walked' to a designated safe zone in the parks.

3. Hazing will take place at random times during the daylight hours to ensure that geese are not habituated to certain schedules.
4. Geese will be moved from land by border collies and directed to water body.
5. Geese will then be hazed from water body using kayak with border collie on board. On occasion a dog may enter the water directly from land, but the kayak provides for a more effective program and may be used to block or herd the geese in support of the border collie. Geese without goslings are expected to take flight and should move from the 'unsafe' exclusion area.
6. Each area will have a zero tolerance for geese, with the flush/hazing continuing until all uninjured geese without goslings are out of the area. All injured geese should be reported to a wildlife rehabilitator.
7. A designated safe zone for goslings will be established by the City of Norwalk.

B. Additional Contractor Responsibilities

- The Contractor shall provide a copy of daily and monthly data collection forms.
- The Contractor shall be available via twenty-four (24) hour phone number and be able to service a call from the City of Norwalk within an hour and half (1 1/2) hour of request.
- The Contractor shall vary the time of the site visits between the hours of 6:00AM and 10:00PM during daylight hours. Random site visits shall be at least four (4) hours apart and may be stipulated to be specific given times determined by the City of Norwalk based on goose activity.
- The Contractor shall check the entire site and have the dog(s) chase all geese from the site on each visit.
- The Contractor shall provide a summary of data monthly which includes daily service visits, goose counts for each site visit and related activity.
- Only highly trained working border collies will be used for service.
- Border collies will always be in the control of their trained handler.
- Contractor must have multiple trained working border collies. (Norwalk Recreation and Parks must be assured that contractor has back- up dogs in case of injury).

- Each park will be visited four (4) times daily Monday through Saturday and twice on Sundays.
- Contractor will be required to be always on call and must be able to respond within ninety(90) minutes if requested by the City.
- Contactor will be available to educate the community regarding Canada geese control when called upon.
- Contractor must addle all eggs on site in accordance with Federal Fish and Wildlife guidelines.
- Contractor must be a licensed Nuisance Wildlife Control Officer with the Connecticut DEEP. License must be active and in good standing.
- **Permits:** The contractor shall ascertain what permits may be required to perform the work described in the specifications. All required permits shall be obtained and paid for by the contractor. Permits may be obtained at the Building Department.

2.4 Availability of Funds

The contract award under this bid is contingent upon the availability of funds to the City of Norwalk for this project. In the event that funds are not available, any contract resulting from this bid will become void and of no force and effect.

2.5 Payment & Invoices

The proposer will bill the City of Norwalk based on the submission of monthly invoices in a format to be determined by the City. All invoices must reference the project number and the City of Norwalk Purchase Order number.

2.6 Contract Agreement(s) and Contract Period(s)

The selected proposer will be required to agree to and sign a formal written contract between the City of Norwalk and the proposer, prepared by the Law Department of the City of Norwalk. A sample of the contract, is provided in a separate section to illustrate the type of contract the City will use to contract for this project.

It is the intention of the City of Norwalk to enter into an agreement for three (3) years with the option of two (2), one-year extensions for a potential total contract length of five (5) years. Any renewal is contingent upon satisfactory performance by the contractor and the City of Norwalk's desire to continue with these services.

2.7 Right of Set-Off

The undersigned bidder hereby authorizes the City to set off against monies payable hereunder by the City to the bidder, an amount equal to any unpaid real and personal property taxes and assessments (the collection of which is not barred by the State of Limitations), owing by the bidder to the City, including all interest and lien charges in connection with such paid taxes.

2.8 Insurance Coverage Requirements

INSURANCE RIDER – STANDARD SERVICES

The Contractor shall provide and maintain insurance coverage related to its services in connection with the Project in compliance with the following requirements.

The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the Contractor's policies.

The insurance obligations under this agreement shall be (1) all the insurance coverage and/or limits carried by or available to the Contractor; or (2) the minimum insurance coverage requirements and/or limits shown in this agreement, whichever is greater.

Minimum Scope and Limits of Insurance:

Workers' Compensation Insurance: With respect to all operations the Contractor performs, it shall carry Workers' Compensation Insurance in accordance with the requirements of the laws of the State of Connecticut, and Employer's Liability limits of One Hundred Thousand Dollars (\$100,000) coverage for each accident, One Hundred Thousand Dollars (\$100,000) coverage for each employee by disease, Five Hundred Thousand (\$500,000) policy limit coverage for disease.

Commercial General Liability: With respect to all operations the Contractor performs it shall carry Commercial General Liability insurance providing for a total limit of One Million Dollars (\$1,000,000) coverage per Occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The Annual Aggregate limit shall not be less than Two Million Dollars (\$2,000,000).

Automobile Liability: With respect to each owned, non-owned, or hired vehicles the Contractor shall carry Automobile Liability insurance providing One Million Dollars (\$1,000,000) coverage per accident for bodily injury and property damage.

Umbrella/Excess Liability: With respect to all operations the Contractor performs, the insurance limits required can be provided with a combination of Umbrella or Excess Liability insurance that would "follow form" of the underlying required terms and conditions.

"Tail" Coverage: If any of the required liability insurance is on a "claims made" basis, "tail" coverage may be required at the completion of the Project for a duration of seven years or the maximum time period reasonably available in the marketplace. Contractor shall furnish certification of "tail" coverage as described or continuous "claims made" liability coverage for twenty-four (24) months following Project completion. Continuous

"claims made" coverage will be acceptable in lieu of "tail" coverage, provided its retroactive date is on or before the effective date of this Agreement. If continuous "claims made" coverage is used, Contractor shall be required to keep the coverage in effect for a duration of not less than twenty-four (24) months from the date of final completion of the Project.

Acceptability of Insurers: The Contractor's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or better. Additionally, all carriers are subject to approval by the City of Norwalk.

Subcontractors: The Contractor shall require all subcontractors to provide the same "minimum scope and limits of insurance" as required herein. All Certificates of Insurance shall be provided to the City's Corporation Counsel and to the City's Finance Department (Attn: Risk Manager) as required herein.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the Contractor to pay and/or to indemnify.

Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided, cancelled, or reduced in coverage or in limits before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the Contractor is primarily responsible for providing such written notice to the City thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the event of any such change the Contractor shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the City related to the Contractor's Basic Services or Additional Services.

Waiver of Governmental Immunity: Unless requested otherwise by the City, the Contractor and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

Additional Insured: The liability insurance coverage, (excluding Workers' Compensation & Professional Liability, if included) required for the performance of the Services shall include the City as an Additional Insured with respect to the Contractor's activities to be performed under this Agreement. Contractor's insurance shall be primary and shall not seek contribution from any other insurance carried by the additional insured in the payment of a claim.

Waiver of Subrogation: The Contractor hereby waives the right to subrogate or seek recovery from City of Norwalk and its insurance carriers.

Certificate of Insurance: Prior to the commencement of services under this Contract, the Contractor shall furnish Certificate(s) of Insurance to the City. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insureds (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be provided prior to expiration but no more than fifteen (15) days after policy renewal.

All insurance documents required should be mailed to the City's Corporation Counsel and to the City's Finance Department (Attn: Risk Manager), P.O. Box 5125, Norwalk, Connecticut 06856-5125.

Waiver of requirements: The Corporation Counsel may vary these insurance requirements at Corporation Counsel's sole discretion if Corporation Counsel determines that the City's interests will be adequately protected by the provision of different types or other amounts of coverage.

2.9 Sample Contract

1.1 SAMPLE CONTRACT

The following document is the City's standard Independent Contractor contract. Please be advised that the substantive terms and requirements outlined therein may be revised only with the approval of Norwalk's Corporation Counsel. Additionally, the terms of the final contract may vary at the City's option and, this sample agreement has been included to provide you with the general contract terms and conditions typically utilized by the City in the hiring of an independent contractor for consultant services

AGREEMENT WITH INDEPENDENT CONTRACTOR
BY AND BETWEEN
CITY OF NORWALK
AND
«VendorName»
FOR «Project»

THIS AGREEMENT made and entered into this _____ day of _____, 2020, by and between the **CITY OF NORWALK**, a municipal corporation organized and existing under the laws of the State of Connecticut (the "City"), acting herein by «ContractAuthorizer», its «ContractAuthorizerTitle», and «VendorName», a corporation authorized and licensed to do business in the State of «LicenseState», having a principal place of business at «VendorAddress1», «VendorAddress2», «VendorCity», «VendorState» «VendorZip», acting herein by «VendorAuthorizer», its «VendorAuthorizerTitle», duly authorized (the "Contractor").

WITNESSETH:

WHEREAS, the City is in need of «Notes» (the "Project"); and

WHEREAS, the City desires to retain the services of the Contractor based on the Contractor's representations that it is qualified and capable of performing the needed services in a professional and timely manner and in accordance with the goals and requirements of the Project;

WHEREAS, Contractor has agreed to perform the services described herein for the compensation and in compliance with the terms and conditions set forth in this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. **ENGAGEMENT OF Contractor**

A. Based on the representations of the Contractor set out in its proposal dated «ProposedDate», a copy of which is annexed hereto and incorporated herein as **Exhibit**

2, the City hereby retains the Contractor to perform the services described herein in accordance with the terms and conditions and for the consideration set out in this Agreement.

B. The person in charge of administering this Agreement on behalf of the City shall be «DepartmentHead», Department of «Department», or such other person as may be designated in writing.

C. The person responsible for the services to be performed by the Contractor hereunder shall be «VendorAuthorizer», «VendorAuthorizerTitle».

2. SERVICES TO BE PERFORMED

A. The scope and details of the Services to be performed by the Contractor and the specifications to which such Services should conform are described in the City's Bid Invitation dated _____, a copy of which annexed hereto and incorporated herein as **Exhibits 1**. The Contractor shall perform such Services as may be required by the Director in a professional and timely manner in accordance with the terms and requirements of this Agreement, in order to meet the City's needs. Services will be requested on an as needed basis with no minimum or maximum scope.

B. The parties understand that Contractor is retained solely for the purposes of performing the Services described herein. The Contractor's relationship to the City and its agencies shall, during the period(s) of this Agreement, be that of an independent contractor. The Contractor shall not be considered, under the provisions of this Agreement or for any purposes hereunder, as having an "employee" status or as being entitled to participate in any benefits accrued by or given to City employees.

C. In performing the Services and otherwise meeting its duties and obligations hereunder, Contractor shall ensure that its employees and subcontractors observe high standards of professional and business ethics observed by like professionals in the same or similar business, including, but not limited to, following the requirements, rules and regulations of the City, acting with integrity, and creating a workplace atmosphere free of discrimination and harassment.

D. The City may, from time to time, request changes in the Services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between the City and the Contractor, shall be valid only when incorporated in written amendments signed by both parties to this Agreement.

3. COMPENSATION

A. The Contractor shall be compensated for its performance of this Agreement, a maximum amount not to exceed the sum of «ContractBudgetInEnglish»(\$«ContractBudget») payable in accordance with the terms

of the Contractor's bid.

B. The compensation provided under this Agreement constitutes full and complete payment for all costs and expenses assumed by the Contractor in performing this Agreement including but not limited to labor, materials, product, tools and machinery, salaries, meetings, and all similar expenses. No costs in excess of this stated amount shall be paid or reimbursed by the City without specific prior written approval of the Director.

C. Payments to the Contractor under this Agreement shall be made by the City on approval of payment requisitions certified by the Contractor and submitted not more often than once a week. Each requisition shall be in a form acceptable to the City and shall set forth the hours of work performed and the tasks completed. The City may, prior to making any payment under this Agreement, require the Contractor to submit to it such additional information and/or documentation as it may deem necessary.

D. The acceptance by the Contractor, its successors or assigns, of any payment made on the final requisition under this Agreement, or of any final payment due on termination of this Agreement, shall constitute a full and complete release of the City from any and all claims, demands and causes of action whatsoever which the Contractor, its successors or assigns have or may have against the City under the provisions of this Agreement.

4. TIME PROVISIONS

A. The term of this Agreement shall commence effective _____ and conclude on _____. The Contractor shall perform its Services throughout this period.

B. This Agreement shall remain in effect until the services required hereunder are fully completed to the satisfaction of the City, unless otherwise terminated by the parties hereto.

5. TERMINATION AND SUSPENSION

The City may at any time and for any reason, with or without cause, terminate this Agreement by written notice specifying the termination date, which shall be not less than fifteen (15) days from the date such notice is given. In the event of such termination, the Contractor's Services shall be paid for in such amount as shall compensate the Contractor for the Services satisfactorily completed prior to termination. Such amount shall be fixed by the City after consultation with the Contractor, and shall be subject to audit by the City's Comptroller. Termination under this section shall not give rise to any claim against the City for damages or for compensation in addition to that provided hereunder.

6. INSURANCE AND INDEMNIFICATION

The Contractor agrees to obtain at its own cost and expense all insurance required

by the attached Insurance Rider and to keep the same in continuous effect for a period of two (2) years following the date on which the Director indicates the termination of the Contractor's responsibilities hereunder. Before commencing performance of its Services hereunder, the Contractor shall furnish the City's Corporation Counsel a certificate of insurance, and shall thereafter provide renewal certificates, as appropriate, evidencing such coverage written by a company or companies acceptable to the City. Each insurance certificate shall be endorsed to name the City of Norwalk as an additional insured party and shall provide that the insurance company providing coverage shall notify the City by certified mail at least thirty (30) days prior to the effective termination of or any change in the policy or policies coverage. No change in the coverage provided hereunder shall be made without the prior written approval of the Director.

The Contractor shall indemnify, defend and save harmless the City, its officers, agents and employees, from and against any and all claims, demands, suits, proceedings, liabilities, judgments, losses, costs or damages, including attorneys' fees, on account of any injury or damage to or destruction of property, or any loss, cost, expense or other aggrievement, which is due, related to or in any way connected with the negligent, willful or wanton performance of this Agreement by the Contractor, its employees, representatives, agents, or subcontractors. This provision shall include all losses, costs, and damages which the City may suffer as a result of a defect in any plan, drawing, design, or specification prepared, acquired, or used by the Contractor, or as a result of any negligent supervision of its services by the Contractor. The Contractor shall and does hereby assume and agree to pay for the defense of all such claims, demands, suits, and proceedings. The provisions of this section shall survive the expiration or early termination of this Agreement; shall be separate and independent of any term or requirement hereof; and shall not be limited by reason of any insurance coverage.

7. GENERAL PROVISIONS

A. By this Agreement the City intends to secure the professional services of qualified, experienced employees of the Contractor. Failure of the Contractor for any reason to make a sufficient number of such employees available to the City to the extent necessary to perform the services required in a skillful, professional and prompt manner shall be cause for termination of this Agreement.

B. This Agreement, being intended to secure the Services of the Contractor, shall not be assigned, delegated, transferred or subcontracted in any manner or to any extent without the prior consent of the City in writing.

C. When the City shall have reasonable grounds for believing that:

(1) The Contractor will be unable to perform this Agreement fully, professionally, and satisfactorily within the time fixed for performance or in accordance with the terms and requirements set forth herein; or

(2) A meritorious claim exists or will exist against the Contractor or the City arising out of the negligent, willful or wanton acts, errors or omissions of the Contractor, its

agents, servants or employees, or the Contractor's breach of any provision of this Agreement; then the City may withhold payment of any amount otherwise due and payable to the Contractor hereunder. Any amount so withheld may be retained by the City for such period as it may deem advisable to protect the City against any loss, expense or damage and may, after written notice to the Contractor, be applied in satisfaction of any claim herein described. This provision is intended solely for the benefit of the City, and no person shall have any right or claim against the City by reason of the City's failure or refusal to withhold monies. No interest shall be payable by the City on any amounts withheld under this provision. This provision is not intended to limit or in any way prejudice any other right of the City.

D. The Contractor shall not assert any claim arising out of any act or omission by any agent, officer or employee of the City in the execution or performance of this Agreement against any such agent, officer or employee. Such claims may be made against the City.

E. No member of the governing body of the City, and no other officer, employee, or agent of the City shall have any personal interest, direct or indirect, in this Agreement, except as permitted by the Code of Ethics of the City of Norwalk; and the Contractor covenants that no person having such interest shall be employed in the performance of this Agreement. The Contractor further covenants that he has no prior personal or business relationship with the City's architect, general contractor, or their consultants, subcontractors, agents, or employees.

F. This Agreement shall be construed in accordance with the laws of the State of Connecticut, and any action or suit at law in connection herewith shall be brought in the Superior Court of the State of Connecticut, Judicial District Stamford/Norwalk.

G. The Contractor shall comply with all applicable laws, ordinances and codes of any governmental body having jurisdiction over any matter related to this Agreement or the services to be performed hereunder, and shall commit no trespass on any private property in performing any of the work embraced by this Agreement.

H. During the performance of this Agreement, the Contractor agrees not to discriminate nor to permit any discrimination against any employee or applicant for employment because of race, color, religion, age, sex, gender identity or expression, marital status, national origin, sexual orientation, ancestry, present or past history of mental disability, intellectual disability, learning disability, physical disability including, but not limited to blindness, unless it is proven that the disability or characteristic prevents proper performance of the work involved.

I. This Agreement incorporates all the understandings of the parties hereto and supersedes any and all agreements reached by the parties prior to the execution of this Agreement, whether oral or written.

J. The City and the Contractor each binds itself and its successors and assigns

to the other party and to its successors and assigns with respect to all covenants of this Agreement. The Contractor shall transfer any interest in this Agreement without the prior written approval of the City.

K. The products of the services performed under this Agreement shall become and remain the property of the City. This shall include all partially completed services in the event that the Agreement is terminated before completion of its term for any reason.

L. If any provision of this Agreement is held invalid, the balance of the provisions shall not be affected thereby if such provisions would then continue to conform to the requirements of applicable laws. The remaining provisions shall thereupon continue in full force and effect.

M. All notices of any nature referred to in this Agreement shall be in writing and sent by registered or certified mail, postage prepaid, to the respective addresses set forth below or to such other addresses as the respective parties hereto may designate in writing:

To the City: «DepartmentHead», «DepartmentHeadTitle»
Department of «Department»
P.O. Box 5125
Norwalk, CT 06856-5125

With a Copy to: Corporation Counsel
City of Norwalk
P.O. Box 5125
Norwalk, Connecticut 06856-5125

To the Contractor: «VendorAuthorizer», «VendorAuthorizerTitle»
«VendorName»
«VendorAddress1»
«VendorAddress2»
«VendorCity», «VendorState» «VendorZip»

Notices shall be deemed to have been duly given, delivered or served either upon personal delivery or three (3) days following the date when they are sent by registered mail with proper postage.

N. No change or modification of this Agreement shall be valid unless it is in writing and executed by all parties to this Agreement.

O. The Contractor represents to the City as follows:

i) That the Contractor is a legally existing corporation under the laws of its respective states of incorporation and has not previously filed, nor is presently contemplating filing, nor has received notice of a petition of, nor contemplates receiving notice of a petition of, bankruptcy, liquidation, receivership or any other action for the

protection of creditors or debtors;

ii) That the Contractor has the financial resources to perform this Contract and that it is not the subject of any litigation or action, pending or threatened, regarding this Contract or which, if resulting in an adverse decision, would affect its ability to perform its duties under this Contract;

iii) That it has, and has exercised, the required corporate power and authority and has complied with all applicable legal requirements necessary to adopt, execute and deliver this Contract and to assume the responsibilities and obligations created hereunder; and

iv) That this Agreement is duly executed and delivered by an authorized corporate officer, in accordance with such officer's powers to bind the Contractor hereunder, and constitutes a valid and binding obligation enforceable in accordance with its terms, conditions and provisions.

Dated at Norwalk, Connecticut, the day and year first above written, and executed in two (2) counterparts.

Signed, Sealed and Delivered
in the Presence of:

Witnesses' signatures:

CITY OF NORWALK

By: _____
«ContractAuthorizer»
Its «ContractAuthorizerTitle»
Duly Authorized

Date signed: _____

Witnesses' signatures:

«VendorName»

By: _____
«VendorAuthorizer»
Its «VendorAuthorizerTitle»
Duly Authorized

Date signed: _____

APPROVED AS TO FORM:
OFFICE OF CORPORATION COUNSEL

By: _____

APPROVED AS TO
AVAILABILITY OF FUNDS:

By: _____
Comptroller

Date: _____

INSURANCE RIDER

The Contractor shall provide and maintain insurance coverage related to its services in connection with the Project in compliance with the following requirements.

The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the Contractor's policies.

The insurance obligations under this agreement shall be (1) all the insurance coverage and/or limits carried by or available to the Architect; or (2) the minimum insurance coverage requirements and/or limits shown in this agreement, whichever is greater.

Minimum Scope and Limits of Insurance:

Workers' Compensation Insurance: With respect to all operations the Contractor performs, it shall carry Workers' Compensation Insurance in accordance with the requirements of the laws of the State of Connecticut.

Commercial General Liability: With respect to all operations the Contractor performs it shall carry Commercial General Liability insurance providing for a total limit of One Million Dollars (\$1,000,000) coverage per Occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The Annual Aggregate limit shall not be less than Two Million Dollars (\$2,000,000).

Automobile Liability: With respect to each owned, non-owned, or hired vehicles the Contractor shall carry Automobile Liability insurance providing One Million Dollars (\$1,000,000) coverage per accident for bodily injury and property damage.

Umbrella/Excess Liability: With respect to all operations the Contractor performs, the insurance limits required can be provided with a combination of Umbrella or Excess Liability insurance that would "follow form" of the underlying required terms and conditions.

Environmental Liability: If applicable, based on the Contractor's Scope of Work, the Contractor is required to provide environmental and remediation (Contractor's Pollution Liability –CPL-) insurance in the amount of One Million Dollars (\$1,000,000) per claim limit and One Million Dollars (\$1,000,000) aggregate limit per occurrence. If the insurance is provided with a combination of excess pollution liability policies, the policy shall be written on a follow form coverage wording to its underlying Schedule of insurance.

Errors and Omissions/Professional Liability: With respect to any damage caused by a negligent act, error, or omission of the Architect, the Architect shall carry minimum One

Million Dollars (\$1,000,000) coverage per claim and in the aggregate. With respect to any damage caused by a negligent act, error, or omission of the Architect's subconsultants, the subconsultants shall carry minimum Two Million Dollars (\$2,000,000) coverage per claim and in the aggregate.

"Tail" Coverage: If any of the required liability insurance is on a "claims made" basis, "tail" coverage will be required at the completion of the Project for a duration of twenty-four (24) months, or the maximum time period reasonably available in the marketplace. Contractor shall furnish certification of "tail" coverage as described or continuous "claims made" liability coverage for twenty-four (24) months following Project completion. Continuous "claims made" coverage will be acceptable in lieu of "tail" coverage, provided its retroactive date is on or before the effective date of this Agreement. If continuous "claims made" coverage is used, Contractor shall be required to keep the coverage in effect for a duration of not less than twenty-four (24) months from the date of final completion of the Project.

Acceptability of Insurers: The Contractor's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City.

Subcontractors: The Contractor shall require all subcontractors to provide the same "minimum scope and limits of insurance" as required herein, with the exception of Errors and Omissions/Professional Liability insurance, unless Errors and Omissions/Professional Liability insurance is applicable to the Work performed by the subcontractors. All Certificates of Insurance shall be provided to the City's Corporation Counsel as required herein.

Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the Contractor shall notify the City whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the Contractor agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the Contractor.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the Contractor to pay and/or to indemnify.

Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided, or cancelled in coverage or in limits before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the Contractor is primarily responsible for providing such written notice to the City thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the event of any such change the Contractor shall provide comparable substitute coverage so that there is no lapse in

applicable coverage or reduction in the amount of coverage available to the City related to the Contractor's services.

Waiver of Governmental Immunity: Unless requested otherwise by the City, the Contractor and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

Additional Insured: The liability insurance coverage, except Errors and Omissions, Professional Liability, or Workers' Compensation, if included, required for the performance of the Project shall include the City of Norwalk as an Additional Insured with respect to the Contractor's activities to be performed under this Agreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Waiver of Subrogation: Contractor hereby waives the right to subrogate or seek recovery from City of Norwalk and its insurance carriers.

Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the Contractor shall furnish Certificate(s) of Insurance to Corporation Counsel's Office prior to the Contractor's commencement of services under this Agreement. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insureds (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.

All insurance documents required should be mailed to the City of Norwalk Corporation Counsel, 125 East Avenue, Room 237, P.O. Box 5125, Norwalk, Connecticut 06856-5125.

Waiver of requirements: The Corporation Counsel may vary these insurance requirements at Corporation Counsel's sole discretion if Corporation Counsel determines that the City's interests will be adequately protected by the provision of different types or other amounts of coverage.

SECTION 3 - GENERAL INFORMATION

NOTE: SECTION 3 - GENERAL INFORMATION contains the City's Standard Terms and Conditions. You are responsible for obtaining a copy prior to bidding. If you do not have a revision dated 08/08/2013, or later on file you may obtain a copy over the Internet at <http://www.norwalkct.org>. Adobe Acrobat reader is required to view this document. If you do not have this software you may download it for free from Adobe.

Document number 1002, <http://www.norwalkct.org/documentcenter/view/868>

SECTION 4
NOT APPLICABLE

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SECTION 5

LIVING WAGE ORDINANCE

GENERAL INFORMATION

Rev. 02082022

NOTE: SECTION 5 contains information concerning City's Living Wage Ordinance. You are responsible for obtaining a copy prior to bidding. If you do not have a revision dated 02/08/2022 or later on file you may download a copy of this Ordinance from the Terms and Conditions section of the City of Norwalk's website at <http://www.norwalkct.org>

Document number 1019: <http://www.norwalkct.org/DocumentCenter/Home/View/862>