



Norwalk City Hall,
Recreation and Parks
Department
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125
203-854-7806

**RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE
WEDNESDAY, MARCH 10, 2021
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 February 10, 2021

III Public Participation

IV Old Business

V New Business

1. Authorize the Mayor, Harry W. Rilling, to execute the HGACBuy Interlocal Contract for the City of Norwalk to participate in the Houston-Galveston Area Council (H-GAC) Cooperative Purchasing Program. The agreement allows the City to purchase products and services that have been contracted after having been subjected to either a competitive bid (IFB) or competitive proposal (RFP) process.

2. Authorize the Purchasing Agent to issue a purchase, via sole source order to Kassbohrer All Terrain Vehicles, Inc. for the purchase of one (1) Cherrington Model 5500 Beach Cleaner for a sum not to exceed \$124,010.00. Account #09216030-5777-C0486. Approved FY2021 Capital Fleet Purchase.



CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE
WEDNESDAY, FEBRUARY 10, 2021.
PUBLIC HEARING-DEPARTMENT FEES AND CHARGES 2021-22
6:45PM.
REGULAR MEETING
7:00PM.

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

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Members of the public who wish to provide public comment are encouraged to submit those via e-mail 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 comment prior to the meeting.

ATTENDANCE: Darlene Young, Chair; Thomas Keegan; Kadeem Roberts; John Kydes;
George Theodoridis; George Tsiranides

STAFF: Nick Roberts, Director, Parks and Recreation

OTHERS: Tom Donahue; Dr. Stacey Blau; Joy Brewster; Mike Yeosock, Asst. Director, TMP

PUBLIC HEARING

Ms. Young opened the public hearing at 6:45PM.

Ms. Young closed the public hearing at 7:02PM.

I. ROLL CALL

Ms. Young called the meeting to order at 7:04PM and stated that a quorum was present.

II. MINUTES OF JANUARY 13, 2021.

**** MR. KEEGAN MOVED TO APPROVE THE MINUTES OF JANUARY 13, 2021 AS SUBMITTED.**

**** THE MOTION PASSED UNANIMOUSLY.**

III. PUBLIC PARTICIPATION

Mr. Kydes arrived at 7:10PM.

Jody Sattler- 17 Highland Avenue

Ms. Sadler stated that she has reached out to many members of the Common Council and this committee in regards to the issues we have with field access in the city and youth organizations. She said it is an issue that she has been having for years and she had spent last summer driving her children to Greenwich and Westport while our fields sat empty or used by adult pickup games and by camps that were not permitted, and not providing permits to any organization that are actually providing very good programming for kids. She said she believes it has reached a point where there is a Title 9 liability with the way the fields are permitted and accessed. She provided an example and said if you as a female athlete want to play club soccer is high school in the City of Norwalk there is not a single option to play here because none of the organizations that provide club soccer for female high school athletes are allowed to use the fields in Norwalk. This is an issue that has been going on for many years and nothing has changed. In this pandemic kids are spending so much time in front of their computers and there are

organizations that are providing practices within the safety guidelines of the state but none of those organizations are allowed to use the fields in Norwalk, so anyone who wants to participate in any sports has to leave Norwalk and it is frustrating, and the kids that will really be hurt are the lower income kids that don't have parents that can drive them out of town. She said she does not understand why the turf fields are not being used all day every day and why we don't want to encourage our kids to get out and be active and move.

Diane Cece- Olmstead Place

Ms. CeCe said she hopes the Chair will consider like they have requested from other committees to allow the public to share their cameras.

Ms. Cece said that she is excited and optimistic to see some of the popular events in the summer on the agendas to start to hold their traditional spots at the parks and at the beach. She said she wanted to remind the committee because some of the bookings are being done now for the summer and beyond that in East Norwalk that the advanced utility work for the upcoming DOT work relative to the Walk Bridge Project and East Avenue will start in April, which will be a major disruption in Norwalk on East Avenue at the railroad bridge and throughout East Norwalk due to the detours. She asked that staff and committee follow this closely and work hand in hand with the Walk Bridge Project and the Traffic Authority when they are scheduling these events. She said that representatives from the Walk Bridge Project had attended an East Norwalk Neighborhood Association meeting and the DOT has committed to not doing any closures related to the project on the weekends in July and August, but there could April through June and beyond August. She said that she will forward the presentation that includes timelines to Mr. Roberts. Mr. Roberts said once he receives it he will follow up with DPW.

IV. OLD BUSINESS

There was no old business discussed this evening.

V. NEW BUSINESS

1. APPROVE THE DEPARTMENT FACILITY USAGE AND PARK FEES 2021-2022

Mr. Roberts provided an overview of the fees that are proposed to be increased this year as follows:

- Daily launch and exit pass of \$40
- Unlimited launch boat stickers be \$30 for residents and \$20 for seniors
- The non-resident season launch stickers \$300

- The Norwalk Mariana business launch sticker of \$750

**** MR. KEEGAN MOVED TO APPROVE THE PARK FEES FOR 2020-2021.**

**** THE MOTION PASSED UNANIMOUSLY.**

2. APPROVE THE USE OF THE CITY OF NORWALK VISITOR DOCKS FOR A COLLABORATIVE PILOT PROGRAM FOR THE SUMMER OF 2021 BETWEEN THE UNITED STATES DEPARTMENT OF THE INTERIOR FISH AND WILDLIFE SERVICE AND THE NORWALK RECREATION AND PARKS DEPARTMENT. THE (USFWS) WOULD BE ALLOWED TO KEEP THEIR MANNED VESSEL AT THE DOCKS IN ONE OF THE AREAS NOT USED BY ANYONE DUE TO THE DRAFT IN RETURN FOR:

- Allow island keepers to better serve visitors and provide enhanced public access to islands that are part of the McKinney National Wildlife Refuge.
- Provide 2 fully trained staff in boating safety, operations, first aid and CPR as well as visitors services.
- Extra Watch of City property after normal working hours.
- Collaborative education programs including City Island clean-up and site projects.
- Days of operation May 1- November 1, 2021.

Mr. Roberts said the program has been done for a number of years and they do provide extra eyes and ears on the docks as well as cleanups on the islands which the parks department does not have a boat to get to so this is a very helpful partnership with US Fish and Wildlife.

Mr. Kydes asked how long the program has been running. Mr. Roberts said for at least seven years and they do a very good job and organize at least two to three cleanups per season of the islands. He said it is also helpful to have them in the parking lots to monitor them after staff leaves. Mr. Kydes said he has not heard one negative comment in seven years so he fully supports the project.

**** MR. KYDES MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

Ms. Young said we at the city are mindful that we are still going through this Covid-19 pandemic and just don't know where we are going to be but want to be hopeful and start planning because we are hoping that things will change so we can get back to some of those things we used to enjoy.

Ms. Young said the City of Norwalk reserves the right to cancel any events for public health or safety reasons as determined by the City of Norwalk and its sole discretion and the City of Norwalk will not be liable for the canceling of any events.

3. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH THE NORWALK KARTING ASSOCIATION FOR THE SE OF CALF PASTURE

**BEACH FOR THE SPRING AND FALL 2021 SEASON TO BE HELD ON THE FOLLOWING
DATES FROM 7:00AM-6:00PM.**

Spring 2021-March 13, 20, 27 April 10,17,24 May 1

Fall 2021- October 2, 9, 16, 23, 30 November 6, 13, 20

Please note: Dates may not be available depending on scheduled events.

If rain on Saturday; Sunday may be available. Estimated attendance -50-100

Mr. Donahue provided an overview of the event and said this in the 50th year that the racing has taken place and the participants ages range from five to sixty five and nine people have gone from this club to be professionals in the racing world.

**** MR. TSIRINIDES MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

**4. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT
WITH GREENWICH KENNEL CLUB/LONGSHORE SOUTHPORT KENNEL CLUB FOR THE
USE OF TAYLOR FARM FOR THEIR 89TH GREENWICH KENNEL CLUB AKC DOG SHOW,
OBEDIENCE & RALY TRIALS AND LONGSHORE/SOUTHPORT KENNEL CLUB AKC DOG
SHOW TO BE HELD ON SATURDAY, JUNE 12, 2021 AND SUNDAY, JUNE 13, 2021 FROM
8:30AM-6:30PM. SET UP TO TAKE PLACE AT 6:00AM ON THURSDAY, JUNE 10, 2021
WITH TEAR DOWN NO LATER THAN 12:00 NOON ON MONDAY, JUNE 14, 2021.
ESTIMATED ATTENDANCE 500 OR LESS.**

Ms. Brewster said the show will be completely different this year and normally would have over 300 breeds of dogs but this year there will only be seven breeds each day. She said at this point we are not including spectators and understand we are under the jurisdiction of the City of Norwalk as well as the State of Connecticut. She said we have been having dog shows in several states and have strict regiments that we follow including separate entrances and exits, maintaining social distancing, masks are a requirement and temperatures are checked at the entrance. She also said that in the rings the judge's only judge 25 dogs per hour so even though we are saying there will be 500 attendees but the will most likely be 100 people at a time at the most.

Mr. Roberts asked how many people in any given point of time are estimated to be at the event and at the site. Ms. Brewster said most likely 100 and at the very most 200 but due to the size of the park the social distancing will not be an issue.

Mr. Roberts said that we are currently in phase 2.1 the State of Connecticut's reopening plan and he believes the limitations are 10 people inside and 50 outside for recreational events and suggested they begin to think about how the reduce the numbers to stay within the threshold that may still be in place.

**** MR KEEGAN MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

**5. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE A COOPERATIVE
AGREEMENT WITH THE TOWN OF WILTON AND FRIENDS OF NORWALK RIVER**

**VALLEY TRAIL, INC. CONCERNING THE RETENTION OF A CONSTRUCTION
CONTRACTOR AND POST-CONSTRUCTION MAINTENANCE OF THE WILWALK
SECTION OF THE NORWALK RIVER VALLEY TRAIL, AND ANY AND ALL NECESSARY
DOCUMENTS REQUIRED TO PERFORM THE COOPERATIVE AGREEMENT.**

Mr. Roberts said the Mr. Callahan was scheduled to go over this agreement but he fell ill and will not be able to attend the meeting tonight but Mr. Yeosock is available to discuss and answer any questions.

Mr. Yeosock said a few years ago the Town of Wilton was able to get a grant from the State of Connecticut to construct a trail that will connect into Norwalk and eventually to the NRVF which will ultimately run from Calf Pasture Beach to Danbury. He said this section that they will be constructing will be from Glover Avenue to Wilton and will be a gravel type trail which is currently out to bid. He said this authorization is for them to maintain the section that is Norwalk through the NRVF Friends Committee.

****MR. TSIRINIDES MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Langella thanked Ms. Sadler for sharing her comments and asked Mr. Roberts if there is anywhere we can go to look at a schedule for the fields that will show a weekly or monthly view per organization per day and how much each organization in utilizing the fields and a breakdown of the age group of the organizations. Mr. Roberts said that is something we are working on and realize and understand that is something there is a need for. He said he has been working on that for almost two years but since then the schools had to stagger their schedules and are getting out later which pushes back when they start and end their sports. He said another factor was Covid-19 where everything was shut down and now middle school sports are being reinstated so we have never gotten a chance to set a schedule to determine who is using our fields at any given time, and it is also difficult to do a daily schedule to pin point who is where because everything is weather dependent.

Mr. Roberts said that Ms. Saddler stated that we did not permit any usage of our fields last year but that is not so and when Covid-19 hit last year everything was restricted and nothing was reopened by the state until late June, and had a week between the states announcement and us preparing the fields for athletic games for the upcoming summer season and we did permit our partnering programs last year and did run camps and the typical program for the summer.

Mr. Roberts said as far as new permittees prior to his arrival here he was told there was a moratorium on new permits and contracts coming in to use our fields, but he found that was not the case but we do want to hold off on permitting any new programs until we can first figure out how our fields are currently being used. He discussed the internal ranking of how the field use will be prioritized and said that schools will be number one on the list to use the fields, second on the list will be Parks & Recreation programs, third on the list will be non for profit programming partners, fourth will be adult programs and last will be for the for profit groups.

Mr. Roberts said he does agree that a calendar is needed to show what field are available and not available but there have been a lot of factors over the last two years in why we have not yet developed that calendar but are aware of it, and once the needs of the schools are determined we plan on having a meeting this

month with the youth programming partners to make them aware of the priority ranking and what we will be doing in the next year so that way they are aware in the future.

Mr. Langella thanked Mr. Roberts and his team in advance for the work he will be doing and for everything he has done and he appreciates all the hard work that he has done during Covid-19 but the last thing we want is for someone to have to leave Norwalk to play sports. Mr. Roberts said the reason why people would have had to leave Norwalk to play sports is because each municipality handled the restrictions differently.

Mr. Keegan provided a history behind the moratorium and said it was put into place because there was a supply and demand issue and Mr. Mocciaie had restricted it to those partners that were already using the fields to use the fields going forward. Mr. Roberts said that number increased last year once the high school teams were not allowed to play their season and saw an increase in the number of requests for new users to use the facilities. He said he also went back to the meeting minutes but could not find a formal document putting the moratorium in place.

Mr. Kydes said that the field use has been an issue for years and asked if there are any non-profits that have use of the fields that are not taking advantage of it that don't have any programs. Mr. Roberts said last year was an anomaly because of Covid-19 and there were organizations that had sites that would run their programs but last year the registration was way down. He said prior to that we were trending upwards and field space was limited. He said the new Recreations Superintendent has been speaking with a lot of the coaches and during Covid-19 did determine a lot of unpermitted usage and priority ranking is essential moving forward. He also said the investment into the facilities and with the development of turf fields and the availability to program those spaces for longer days and longer seasons will now have additional programming space and that is why those turf field are critical.

**** MR. LANGELLA MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

**** MR. KYDES MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:05PM.

Respectfully submitted,

Dilene Byrd



INTERLOCAL CONTRACT FOR COOPERATIVE PURCHASING

ILC

No.: _____

Permanent Number assigned by H-GAC

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and * _____, a local government, state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at * _____

WITNESSETH

WHEREAS, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on * _____, and that it desires to contract with H-GAC on the terms set forth below;

NOW, THEREFORE, H-GAC and the End User do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

ARTICLE 2: APPLICABLE LAWS

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

ARTICLE 3: WHOLE AGREEMENT

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

The period of this Contract shall be for the balance of the fiscal year of the End User, which began * _____ and ends * _____. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

ARTICLE 5: SCOPE OF SERVICES

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through HGACBuy.com and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

(over)

ARTICLE 6: PAYMENTS

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H-GAC contractor.

ARTICLE 7: CHANGES AND AMENDMENTS

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 11: VENUE

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:

*

Name of End User (local government, agency, or non-profit corporation)

*

Mailing Address

*

City State ZIP Code

*By: _____
Signature of chief elected or appointed official

*

Typed Name & Title of Signatory

*

Date

Houston-Galveston Area Council

3555 Timmons Lane, Suite 120, Houston, TX 77027

By: _____
Executive Director

Date: _____

**Denotes required fields*

END USER DATA

Please sign and return the Interlocal Contract, along with this completed form, to H-GAC by emailing it to cpcontractfax@h-gac.com or by faxing it to **713-993-2424**. The contract may also be mailed to:

H-GAC Cooperative Purchasing Program
P.O. Box 22777, Houston, TX 77227-2777

Name of End User Agency: _____ County Name: _____
(Municipality/County/District/etc.)

Mailing Address: _____
(Street Address/P.O. Box) (City) (State) (ZIP Code)

Main Telephone Number: _____ FAX Number: _____

Physical Address: _____
(Street Address, if different from mailing address) (City) (State) (ZIP Code)

Web Site Address: _____

Official Contact: _____ Title: _____
(Point of Contact for HGACBuy Interlocal Contract) Ph No. _____

Mailing Address: _____ Fx No. : _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Authorized Official: _____ Title: _____
(Mayor/City Manager/Executive Director/etc.) Ph No.: _____

Mailing Address: _____ Fx No. _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(Purchasing Agent/Auditor/etc.) Ph No.: _____

Mailing Address: _____ Fx No. : _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(Public Works Director/Police Chief/etc.) Ph No.: _____

Mailing Address: _____ Fx No. : _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(EMS Director/Fire Chief/etc.) Ph No.: _____

Mailing Address: _____ Fx No. : _____
(Street Address/P.O. Box) E-Mail Address: _____

(City) (State) (ZIP Code)

* denotes required fields



CITY OF NORWALK
Recreation and Parks Department
125 East Avenue, Room 129
PO BOX 5125
Norwalk, CT 06851-5125

MEMORANDUM

Date: February 25, 2021

To: Sharon Conners, Purchasing Agent
Darin Callahan, Esq. Assistant Corporation Counsel

From: Nick Roberts, Director Recreation & Parks

Subject: Beach Cleaner

The City's Parks Department is seeking to replace its 20+ year old beach cleaner to drag, rake, and sift the sand at Calf and Shady beaches which removes rubbish and other foreign matter. Funding was approved in the FY20-21 Capital Fleet budget for the equipment and we are looking to purchase a self-contained close cab unit. This type of vehicle eliminates the need for a supplemental tractor to pull or drag the cleaner and eliminates the need for staff to walk behind the unit to operate.

There is currently only one self-contained model on the market, the Cherrington Model 5500 beach cleaner, which meets the specs we are looking for. The vendor, Kassbohrer All Terrain Vehicles, Inc, is also the only authorized U.S. dealer who offers this product and we were hoping to utilize the Houston-Galveston Area Council (H-GAC) Cooperative Purchasing Program to make the purchase. However, the HGAC mandates a separate agreement with the City of Norwalk prior to accessing the program benefits and will require approval and authorization from the Rec and Parks Committee and Common Council approval's prior to the contract being drafted by our legal department.

Since the approval and contract process will take a few weeks from the City, as well as the additional lead time for delivery of the cleaner, we are requesting authorization to utilize the sole source transaction method instead to purchase the vehicle. The vendor has agreed to maintain the same price available through the cooperative agreement of \$124,010, and allows the Parks Department to attain and utilize the equipment prior to the beach season being officially open May 15th.

Thank you for your consideration.

SOLE SOURCE PROCUREMENT REQUEST

Date - 2/25/21

Please read the Sole Source procurement Policy printed on page 2 before filling out this request. This form is to be used in conjunction with the Procurement Request Form.

Briefly describe the scope of services or equipment needed. Attach a Procurement Request Form and complete specifications.

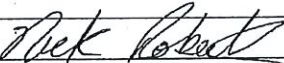
Purchase of a beach cleaner vehicle

This purchase qualifies as a Sole Source procurement for the following reason(s):

- ☐ The compatibility of equipment is of paramount consideration.
- ☐ The compatibility of accessories, replacement parts is of paramount consideration.
- ☒ The sole supplier's item is needed for trial use or testing.
- ☐ The sole supplier's item is to be produced for resale or donation.
- ☐ A Public utility service
- ☐ Other, please explain -

Outline any research you did in determining that this vendor is the only one able to supply this item or service. Be specific as to names and addresses of firms or people contacted. Attach supportive documentation.

There is currently only one self-contained model on the market, the Cherrington Model 5500 beach cleaner, which meets the specs we are looking for. The vendor, Kassbohrer All Terrain Vehicles, Inc., is also the only uthorized U.S. dealer who offers this product and we were hoping to utilize the sole source transaction to purchase the vehicle. (See memo attached as well)



Department Head's Signature

The Purchasing Agent

Corporation Council

☒ Supports

☐ Does not support

☐ Supports

☐ Does not support

Sharon Conners

This request for a sole source purchase
Digitally signed by Sharon

Conners
Date: 2021.03.04 10:56:40 -05'00'

Signature

Signature



KÄSSBOHRER ALL TERRAIN VEHICLES, INC.

City of Norwalk
125 East Avenue
Norwalk, CT 06851
USA

Offer No.: 20014007
Date: 01/15/2021
Customer no.: 73099901

Valid to: 03/20/2021
Contact: Evan Huckaby
Phone: 775-848-8258
Fax:
Your Tax no.:

OFFER

Ken,
Thank you for the opportunity to provide you with a proposal for a Cherrington 5500

Item	Description	Unit price	Quantity	amount in USD
10	700.01.00.003.00.0	124,010.00	1	124,010.00

Cherrington 5500
Beach cleaner, self-propelled

single screen oscillation system
pressurized air conditioned cabin
hydrostatic, all-wheel drive with
3-wheel design, zero turn ability
xxx DEUTZ Turbo Diesel Engine
working width 1.524 m (60")

* cleaning method - variable speed,
oscillating sifting screen with galvanized
screen bed and loading paddles that are
supported by a system of carbide slide

PistenBully *PowerBully* *BeachTech* **SNOWSAT** **PROACADEMY** **KCOMPOSITES**

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www.pistenbully.com

Kässbohrer All Terrain Vehicles, Inc.
8850 Double Diamond Pkwy
Reno, Nevada 89521

Tel: (775) 857-5000
Fax: (775) 857-5010
E-Mail: ar@pistenbullyusa.com



KÄSSBOHRER ALL TERRAIN VEHICLES, INC.

Offer No.:

20014007

Date:

01/15/2021

Item	Description	Unit price	Quantity	amount in USD
	pucks			
	* screening/cleaning depth adjustable from 0 to 152 mm (0 to 6")			
	* cleaning Speed: up to 14 km/h (8.5 mph), with infinite hydrostatic control			
	* variable dumping heights ground up to 2.591 mm (up to 102")			
	* polyurethane Groomer, 2.794 mm (110") wide to remove tire tracks and leave a groomed finish			
	* corrosion & abrasion resistant coatings grit blasted and powder coated with zinc rich epoxy primer and polyester top coat			
	* certified ROPS (Roll Over Protections Structure)			
	* cab mounted video display for 2 cameras (1) rear view (2) sifting screen operation monitoring			
	* ground clearance of 254 mm (10") for road travel. automatic parking brake.			
	* CE certified for safety compliance and clean air compliant for Calif., USA & EU			
	* night working lights & safety visual flashers with audible backup warning signal			
	* changeable high speed sifting screens available in variety of screen hole sizes			

Net amount in USD

124,010.00

Delivery

Within 14 days of P.O. if in stock

Terms of payment

Net 30

PistenBully

PowerBully

BeachTech

SNOWSAT

PRO ACADEMY



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www.pistenbully.com

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Delivery terms

FOB Norwalk, CT

Prices

HGAC RH08-20 Refuse Handling Equipment

Warranty

BeachTech offers a 1 year warranty from date of delivery. Excluded from this warranty are parts subject to wear and tear.

Thanks again Ken, I really appreciate the opportunity to be a part of your beach cleaning team. If you would like any more information, or need anything, please let me know and I'll get it done.

Evan Huckaby
Regional Sales/Branch Operations Manager

PistenBully *PowerBully* *BeachTech* **sn-OWsat** **PRO ACADEMY** **KCOMPOSITES**

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KÄSSBOHRER ALL TERRAIN VEHICLES, INC.

"SCHEDULE B"
BeachTech- "model number"

PHASE 1: INSPECTION

1. Thorough pressure washing
2. Check all mechanical components for wear and breakage
3. Check all frame members for cracks and damage
4. Inspect for loose hydraulic connections, worn hoses and hydraulic tubing
5. Check all accessories: wires, lights, etc.

PHASE 2: GENERAL MAINTENANCE

1. Gear Box

- a. Inspect gear box
- b. Change oil in gear case
- c. Clean relief valve

2. Hydraulics

- a. Check the hydraulic oil cooler for contamination
- b. Clean the cooling surface if necessary
- c. Check hydraulic hoses for any cracks or damage
- d. Verify following hose fittings are fit tightly and sealed:
 - Line connections on reservoirs
 - Oil cooler
 - Return hose and suction filters
 - Variable displacement pumps
 - Hydraulic motors
- e. Drain and replace hydraulic oil
- f. Replace hydraulic filters
- g. Check hydraulic pressures on system

3. Electrical

- a. Inspect all electrical systems, components and lights for proper operation
- b. Check contact and fit of the electrical cable connectors and replace as necessary
- c. Clean the cable connectors as necessary and spray the contacts with contact spray

4. Axle/Wheels

- a. Check the screwed connection of axle
- b. Remove all hubs and clean the tapered roller bearings
- c. Replace damaged bearings if necessary
- d. Lubricate the bearings
- e. Check hub seals
- f. Check tire pressure
- g. Check tires and rims for any damage
- h. Verify that all lug nuts fit tightly

PHASE 2 (CONTINUED)

5. Waste container/ Finisher

- a. Check for damage
- b. Check:
 - Frame
 - Tube couplings
 - Screwed connections
 - Hydraulic cylinders
 - Hydraulic hoses
 - Chafing points
 - Finisher flaps

6. Seperation System

- a. Inspect screening belt: Shorten or replace if needed
- b. Inspect Rollers
 - Drive roller
 - Eccentric rollers
 - Carrier rollers
 - Front roller
 - Inspect rubber on rollers for wear and tear: Replace as needed
- c. Replace eccentric disc as needed
- d. Inspect bearings and bearing housings: Replace as needed

7. Pick Up

- a. Remove tine shaft
- b. Inspect tine shaft support Frame
- c. Inspect tine shaft bearing and bearing housing: Replace as needed
- d. Replace all tines + Hardware
- e. Inspect Coupling flange and Coupling: Replace as needed

Total:
Travel:

\$XXXX.XX
\$XXXX.XX

Note: Please keep in mind that trucking and/or travel time or charges are not included in service. If the customer has request to replace all bearings and/or screening belt, please let service manager know ahead of time to adjust Total.

CHERRINGTON MODEL 5500

Superior Beach Care



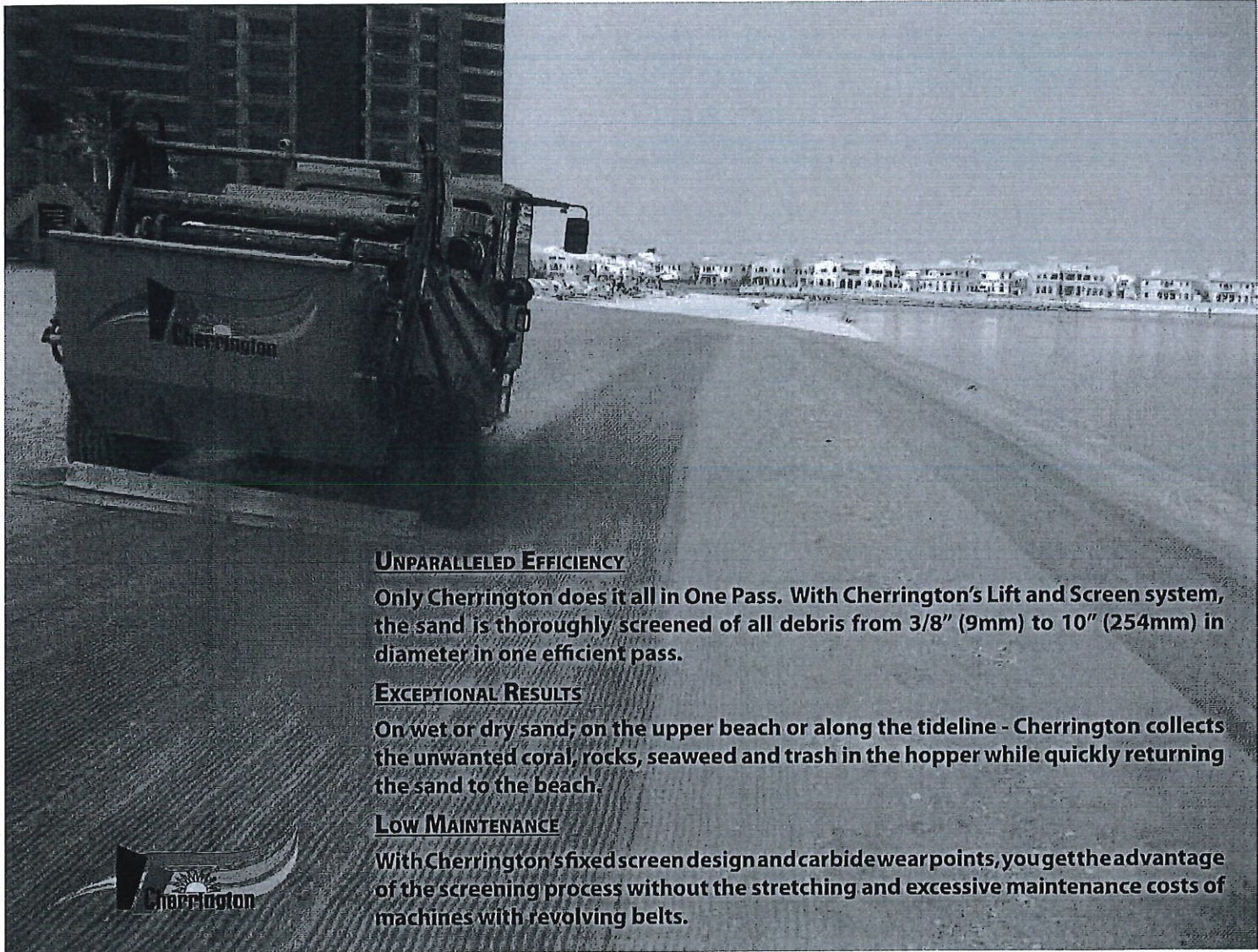
www.cherrington.net



We have combined the proven Cherrington Lift and Screen Method with state of the art technology and a modern, innovative design to bring you the new Model 5500 Beach Cleaner.

Like the Model 5000, the Model 5500 is a self-propelled beach cleaner with unparalleled maneuverability, but now with enhanced operator comfort and ease of operational control. The Model 5500 also has a single screen with a more efficient and quieter oscillating system for debris/sand separation, a larger hopper and improved traction. Pressurized air-conditioned cab. Night-time operating lights.





UNPARALLELED EFFICIENCY

Only Cherrington does it all in One Pass. With Cherrington's Lift and Screen system, the sand is thoroughly screened of all debris from 3/8" (9mm) to 10" (254mm) in diameter in one efficient pass.

EXCEPTIONAL RESULTS

On wet or dry sand; on the upper beach or along the tideline - Cherrington collects the unwanted coral, rocks, seaweed and trash in the hopper while quickly returning the sand to the beach.

LOW MAINTENANCE

With Cherrington's fixed screen design and carbide wear points, you get the advantage of the screening process without the stretching and excessive maintenance costs of machines with revolving belts.

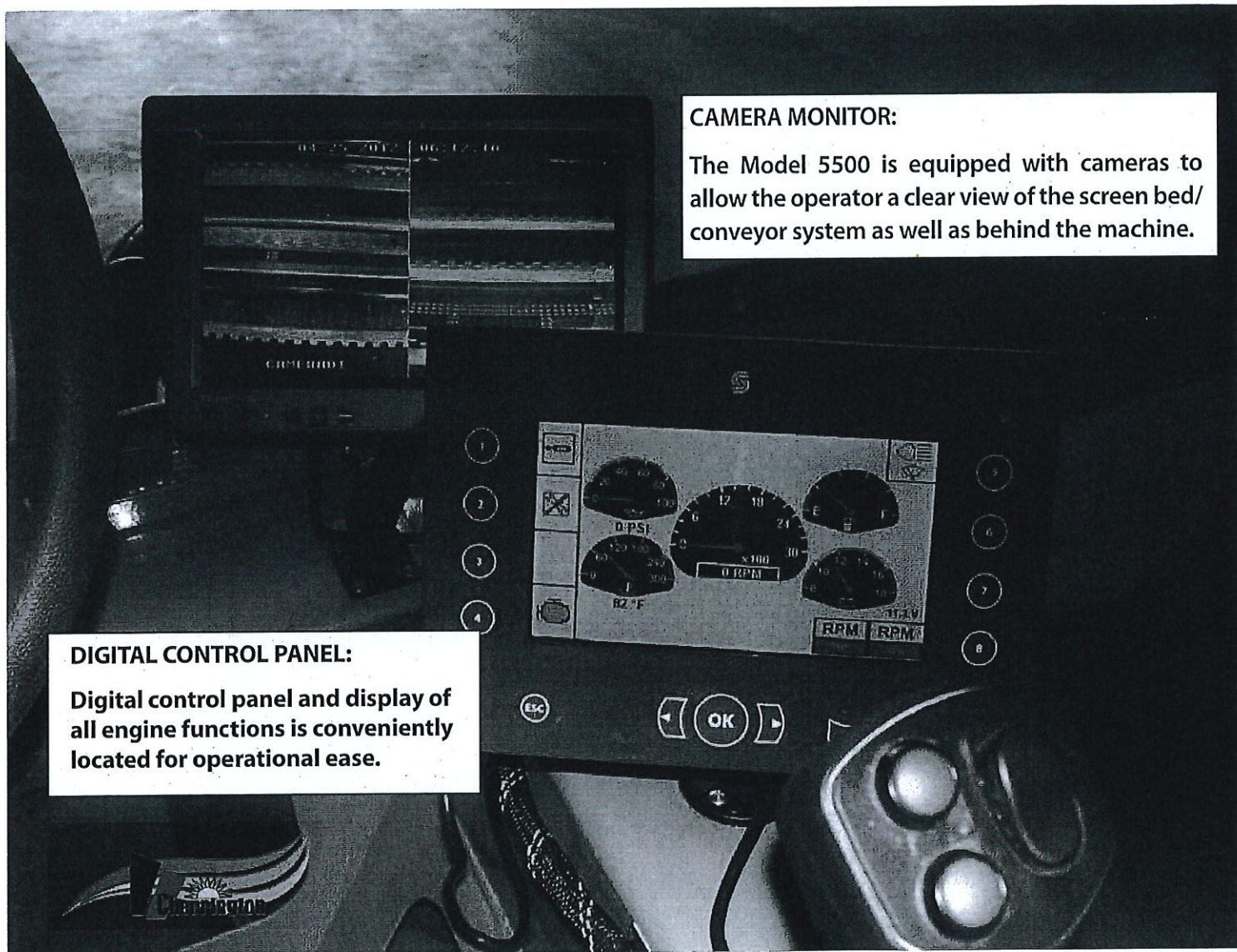


Backup View Camera (Conveyor and
screen camera not visible here)

Drive directly from beach to beach or from
shop to beach with road-legal tail lights,
signal and brake lights.



Standard 1.5 yd³ (1.2 m³) Hopper;
Optional 1.8 yd³ (1.4 m³) Hopper



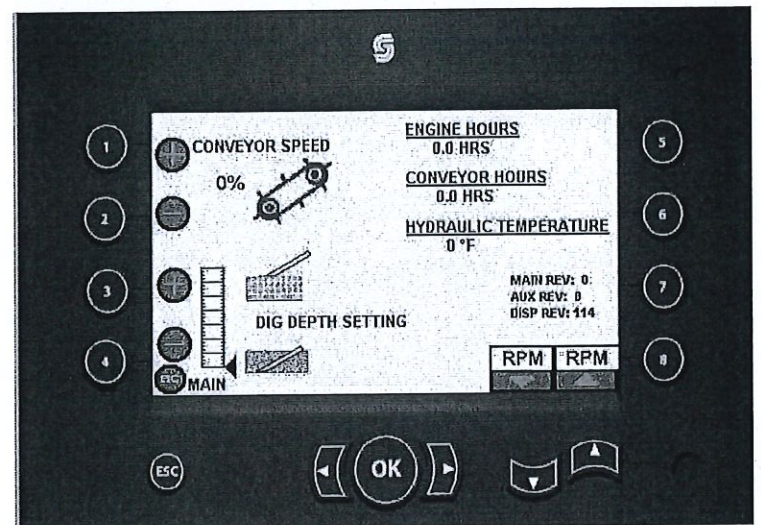
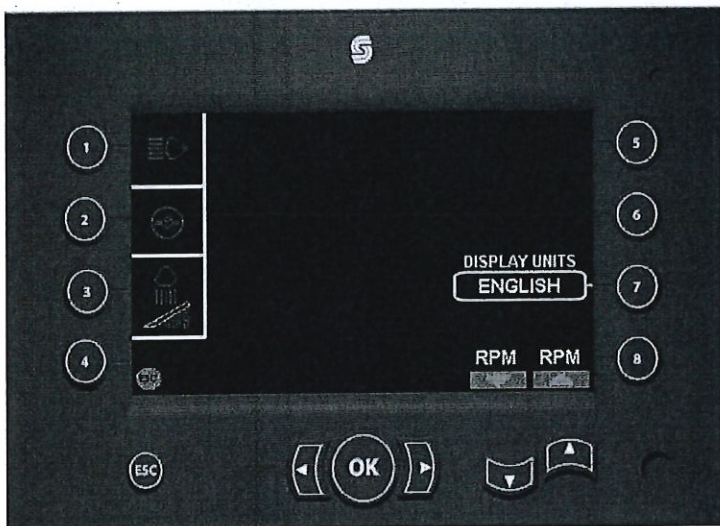
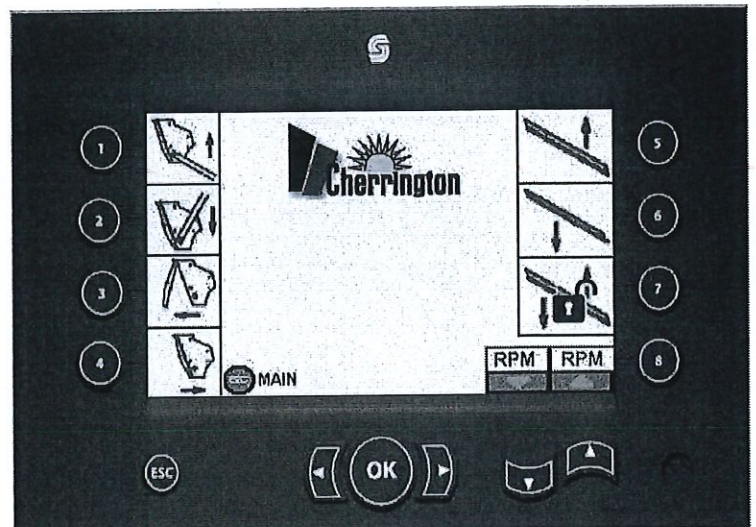
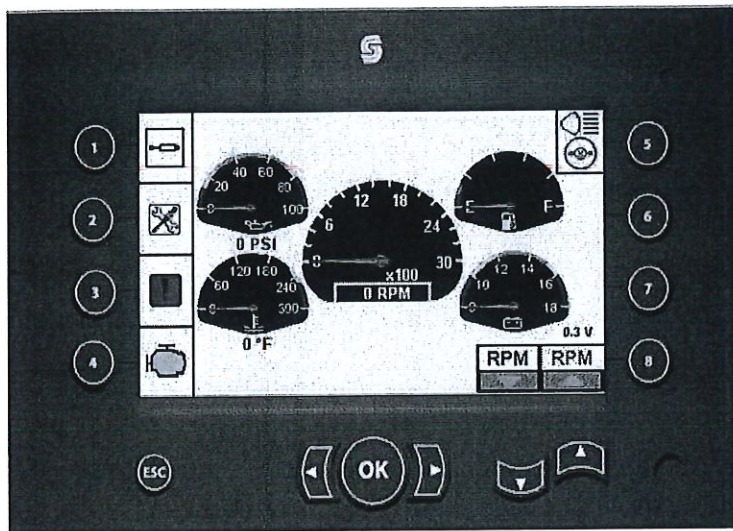
CAMERA MONITOR:

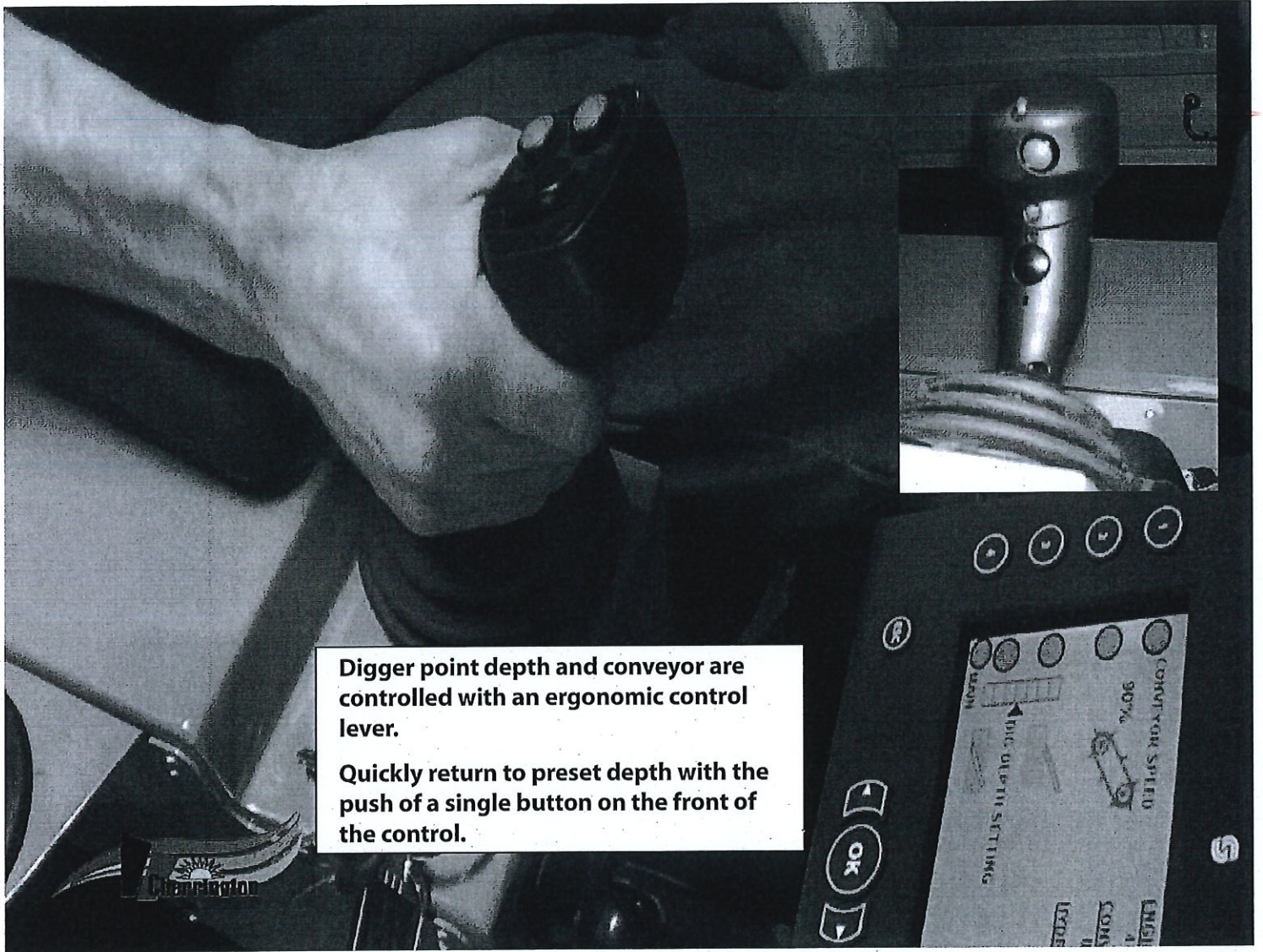
The Model 5500 is equipped with cameras to allow the operator a clear view of the screen bed/conveyor system as well as behind the machine.

DIGITAL CONTROL PANEL:

Digital control panel and display of all engine functions is conveniently located for operational ease.

Interceptor





Digger point depth and conveyor are controlled with an ergonomic control lever.

Quickly return to preset depth with the push of a single button on the front of the control.

CHERRINGTON'S LIFT AND SCREEN RESULTS

Beachcleaning this well can only be done by screening.

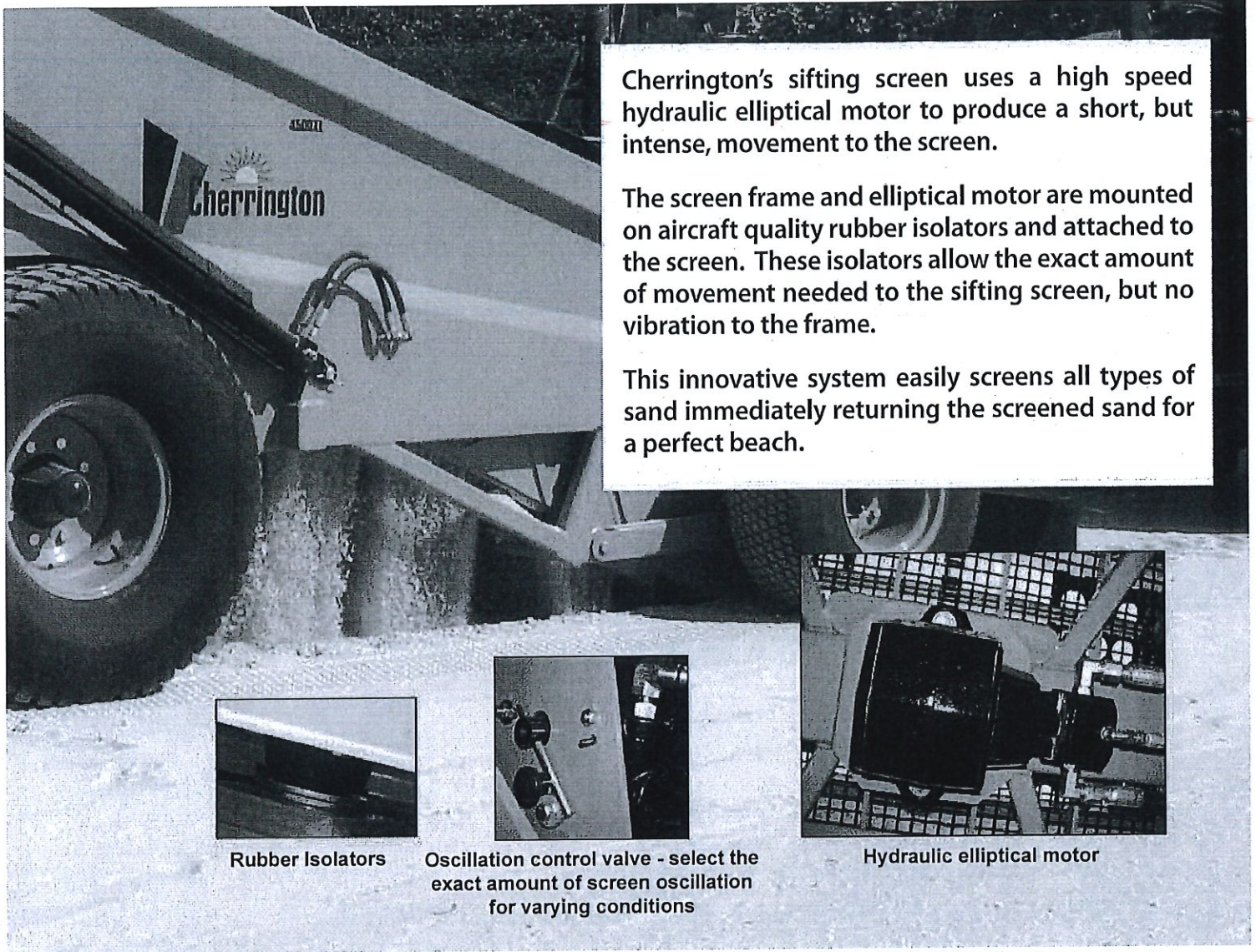
**Cherrington Beach Cleaners have taken beach cleaning to a new level -
Only Cherrington provides deep down Lift and Screen Results.**



www.cherrington.net



THE PROOF
IS IN THE
HOPPER



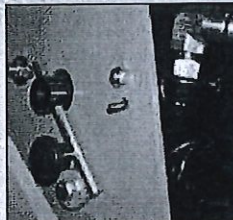
Cherrington's sifting screen uses a high speed hydraulic elliptical motor to produce a short, but intense, movement to the screen.

The screen frame and elliptical motor are mounted on aircraft quality rubber isolators and attached to the screen. These isolators allow the exact amount of movement needed to the sifting screen, but no vibration to the frame.

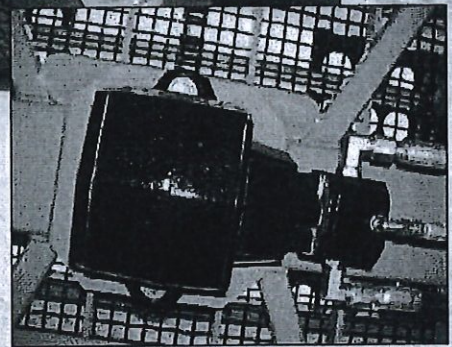
This innovative system easily screens all types of sand immediately returning the screened sand for a perfect beach.



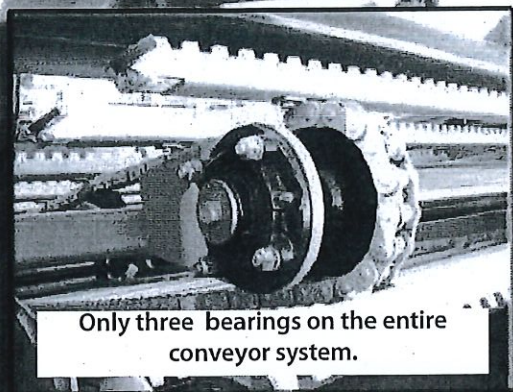
Rubber Isolators



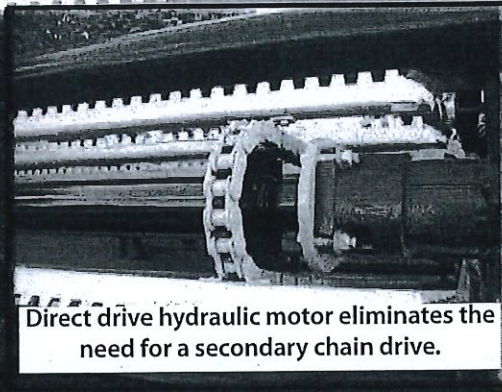
Oscillation control valve - select the exact amount of screen oscillation for varying conditions



Hydraulic elliptical motor



Only three bearings on the entire conveyor system.



Direct drive hydraulic motor eliminates the need for a secondary chain drive.

Carbide wear points

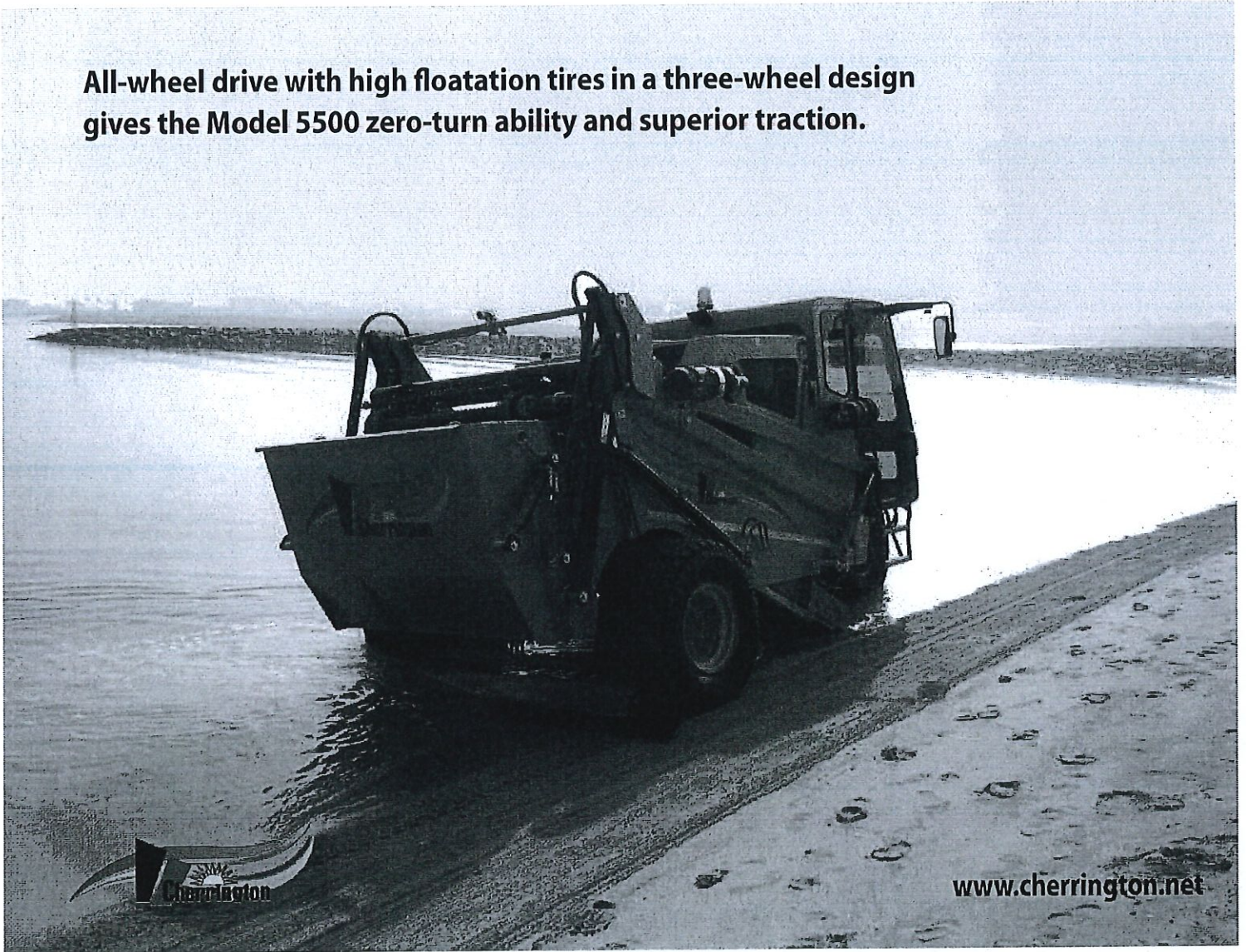
LOW MAINTENANCE

- * Pre-stressed drive chain with only minor slide adjustments required over a lifetime.
- * Solid chrome pin chains and laser cut sprockets, for minimal stretch, quieter operation and a longer life.
- * Fixed screen oscillation design, high-speed sifting screens, galvanized screen bed and loading paddles, with carbide wear points.
- * Only Three (3) Bearings on the entire machine.

Charrington



All-wheel drive with high floatation tires in a three-wheel design gives the Model 5500 zero-turn ability and superior traction.



Cherrington

www.cherrington.net

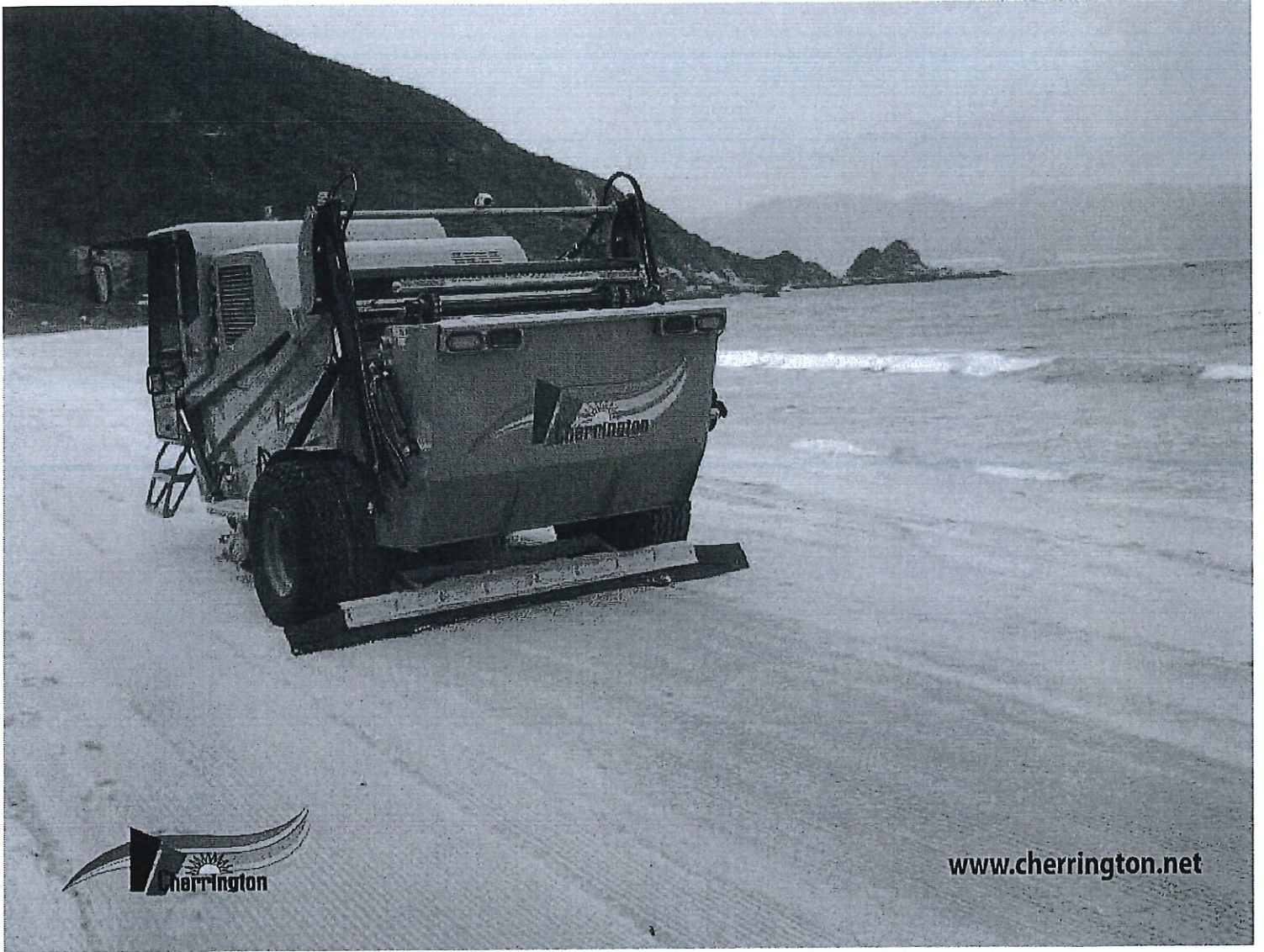
Much of the debris is below the beach surface and only by screening can items like these be removed, such as coral, cigarette filters, glass, and bottle caps.

Photo shows debris removed at a Cherrington demonstration.

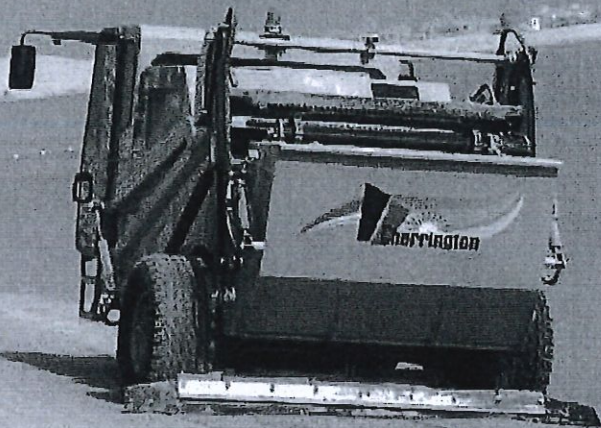


Screens are available in a variety of sizes from 3/8" (9mm) to 1" (25mm).

Screens can be easily changed in 1-2 man hours.



www.cherrington.net



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