



3 Belden Avenue, Norwalk, CT 06850 • 203-854-7810 • norwalkredevelopment.org

TO: Members, Norwalk Redevelopment Agency  
FROM: John Igeneri, Chairman  
DATE: March 13, 2023  
RE: Regular Meeting Notice

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**MARCH 14, 2023  
5:30 P.M.  
REGULAR MEETING AGENDA**

The next meeting of the Norwalk Redevelopment Agency Commissioners will be held on **TUESDAY, MARCH 14, 2023 at 5:30 p.m.** The meeting will be held as a virtual meeting via the Zoom link provided below. The meeting will also be broadcast on the Norwalk Redevelopment Agency YouTube channel: [https://www.youtube.com/channel/UCHMiAZt32k6BnjaKdnUalug?view\\_as=subscriber](https://www.youtube.com/channel/UCHMiAZt32k6BnjaKdnUalug?view_as=subscriber).

**ZOOM Meeting Link:**  
<https://us06web.zoom.us/j/87819590706?pwd=c2dMWnRGcEV2Q0h0Vm5USDdWRjNmQT09>

**I CALL TO ORDER**

**II ROLL CALL**

**III PUBLIC PARTICIPATION**

**IV ADMINISTRATION**

- a) Approval of Minutes
  - i) Approve the minutes of the January 10, 2023 Regular Meeting
- b) Financials
  - i) Approve Norwalk Redevelopment Agency Statement of Revenues and Expenditures and Balance Sheets for all funds for the Year-to-Date December 31, 2022.
  - ii) Approve Norwalk Redevelopment Agency Statement of Revenues and Expenditures for Operating Fund 100 for Year-to-Date January 31, 2023.

**V BUSINESS**

- a) Work Program Update
- b) Design Review
  - i) Consider for approval proposed design work at 31-35 South Main Street.

- c) Project RA2022-2 and Alternate 1 - 467 West Avenue Utility Infrastructure Upgrade and Alternate 1
  - i) Authorize the Executive Director of the Norwalk Redevelopment Agency, Brian Bidolli, to execute an Agreement in accordance with CHRO requirements with Grasso Companies, LLC for Project RA2022-2 and Alternate 1 – 467 West Avenue Utility Infrastructure Upgrade.

**BE IT FURTHER RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY OF NORWALK**

- (1) That the Norwalk Redevelopment Agency is approved as the implementing agency for the aforementioned State financial assistance in an amount not to exceed Two Million Dollars and 00/100 (\$2,000,000).
  - (2) That the Agency's Executive Director is directed to execute any and all agreements and other documents necessary to pass-through the obligations of the Assistance Agreement entered into by and between the Connecticut Department of Economic and Community Development and the City of Norwalk on to the Norwalk Redevelopment Agency, if such an agreement is offered to the City of Norwalk, and to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of City of Norwalk.
- d) Fair Housing Advisory Commission Representative
    - i) Appoint Daisy Franklin as the Redevelopment Agency representative to the Fair Housing Commission
  - e) Election of Officers

**VI NEW BUSINESS**

**VII OLD BUSINESS**

**VIII ADJOURNMENT**

**CITY OF NORWALK  
NORWALK REDEVELOPMENT AGENCY  
REGULAR MEETING  
JANUARY 10, 2023**

**ATTENDANCE:** David Westmoreland, Acting Chairman; Kelly Bloom, Lisa Cooper, Mary Peniston,

**STAFF:** Brian Bidolli, Redevelopment Agency Executive Director; Eugenia Lupinski, Director of Finance; Katie O’Leary, Redevelopment Agency

**I CALL TO ORDER**

Acting Chairman Westmoreland called the meeting to order at 5:30 P.M. There was a quorum present.

**II ROLL CALL**

A roll call of those present was performed.

**III PUBLIC PARTICIPATION**

There were no members of the public who wished to speak at this time.

**IV ADMINISTRATION**

**a) APPROVAL OF MINUTES**

- i) APPROVE THE MINUTES OF THE DECEMBER 13, 2022 REGULAR MEETING

**\*\* MS. BLOOM MOVED TO APPROVE THE MINUTES OF THE MEETING OF DECEMBER 13, 2022 AS SUBMITTED.**

**\*\* MS. COOPER SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**b) FINANCIALS**

APPROVE NORWALK REDEVELOPMENT AGENCY STATEMENT OF REVENUES AND EXPENDITURES FOR OPERATING FUND 100 FOR YEAR-TO-DATE NOVEMBER 30, 2022.

Ms. Lupinski came forward to present this item. The operating Fund 100 had actual revenues of \$601,000 versus budgeted revenues of \$595,000 for a favorable variance of \$6,000. Total actual expenditures of \$695,000 versus budgeted expenditures of \$719,000 resulted in a favorable variance of \$24,000. This is due to a favorable variance of \$35,000 in personnel expenses offset by an unfavorable \$11,000 in administrative expenses. Legal fees of \$38,000 were paid for 15-17 Chestnut Street, and these legal fees will be reimbursed to the Agency after the LDA is signed. The actual operating deficit of \$94,000 versus a budgeted operating deficit of \$124,000 resulted in a favorable variance of \$30,000.

**\*\* MS. COOPER MOVED TO APPROVE NORWALK REDEVELOPMENT AGENCY STATEMENT OF REVENUES AND EXPENDITURES FOR OPERATING FUND 100 FOR YEAR-TO-DATE NOVEMBER 30, 2022.**

**\*\* MS. PENISTON SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

## **V BUSINESS**

### **a) P3 ADVISORY SERVICES**

- i) AUTHORIZE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE ANY AND ALL AGREEMENTS FOR P3ADVISORY SERVICES WITH INFRASTRUCTURE ADVISORS LLC RELATED TO WEBSTER STREET LOT.

Mr. Bidolli came forward to discuss this item. A Request for Qualifications for P3 Advisory Services was released and qualified firms were selected. A subsequent RFP was issued related to the Webster Street Lot. This was driven by the questions being discussed during the developer selection process.

Mr. Bidolli stated they are looking for third party technical assistance due to the size of the project and believes this will be of great value. There is a list of pre-qualified firms and they have received two proposals back. Interviews have been conducted and an infrastructure advisor was selected by them and the City to advance. They are still negotiating but Mr. Bidolli would like to have the approval in place as negotiations with Quarterra are advancing. He noted the project is intended to be funded by City funds and they are still working to figure out what source that will be. They are estimating around \$150,000 in total for the project. They are asking for authorization to negotiate the remaining scope item and then sign any contracts.

**\*\* MS. COOPER MOVED TO AUTHORIZE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE ANY AND ALL AGREEMENTS FOR P3 ADVISORY SERVICES WITH INFRASTRUCTURE ADVISORS LLC RELATED TO WEBSTER STREET LOT.**

**\*\* MS. PENISTON SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

### **b) CLIMATE ACTION PLAN**

- i. AUTHORIZE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE CONTRACT FOR CLIMATE ACTION PLAN WITH SLR.

Mr. Bidolli came forward to discuss this item. The City has allocated resources to do a city-wide Climate Action Plan. They are working with the City to advertise, bid, and procure a consultant for those services. This is, effectively, a multi-faceted work program. The next meeting will be on January 11, 2023 and they desire to have internal authorization to execute the contract. They desire to pass it through their committee to ensure all the scope items are being addressed. They are, effectively, trying to take the work done in May 2022 in the Community Resilience Building Workshop to identify the most pertinent risks, hazards, and infrastructure required to adapt to climate change and improve Norwalk's overall resilience.

They will be looking at the administrative environment in the city to figure out how best to improve and integrate resilience across all departments. There will be an administrative/managerial component to this. There will also be a technical/scientific component in terms of taking a look at flood projects and at various vulnerabilities from a social, economic, and equity perspective. They have gone through an open procurement process and identified SLR as the mutually agreed firm. They are still finalizing the scope of the project. They do not expect to exceed \$150,000 which will be coming from ARPA funding.

The question of whether this would fix the flooding issues on Water Street was raised. Mr. Bidolli said it would be the first step towards that solution.

**\*\* MS. COOPER MOVED TO AUTHORIZE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE THE CONTRACT FOR CLIMATE ACTION PLAN WITH SLR.**

**\*\* MS. PENISTON SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

#### **VI NEW BUSINESS**

There was no New Business at this time.

#### **VII OLD BUSINESS**

There was no Old Business at this time.

#### **VIII ADJOURNMENT**

**\*\* MS. COOPER MOVED TO ADJOURN.**

**\*\* MS. PENISTON SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

*The meeting adjourned at 5:42 P.M.*

Respectfully Submitted

Ian A. Soltes

Telesco Secretarial Services

**Norwalk Redevelopment Agency**  
**Explanation of Statements of Revenues & Expenditures and**  
**Balance Sheets for All Norwalk Redevelopment Agency Funds**  
**Year-To-Date December 31, 2022**

- The Operating Fund 100 has revenues of \$726,388 versus budgeted revenues of \$713,992 which results in a favorable variance of \$12,396. This is mostly due to increased interest income resulting from a higher interest rate received on money market accounts.
- Total operating expenditures of \$863,136 versus a budget of \$878,319 resulted in a \$15,183 favorable variance. This is primarily due to lower personnel expenditures of \$20,840 offset by higher administrative expenses of \$5,657. Legal fees of \$39,267 were paid to Shipman for 15-17 Chestnut Street and should be reimbursed to the Agency by Spinnaker once the Land Disposition Agreement is signed.
- There is an operating deficit of \$136,748 versus a budgeted operating deficit of \$164,327 resulting in a favorable operating variance of \$27,579.
- The Operating Fund 100 Balance Sheet has \$4,335,031 in cash, accounts receivable, grants receivable, due to other funds, property and right of use asset, and \$1,652,275 in net loans receivable. There is \$273,913 in Deferred Revenues which will be earned when expended and \$3,287,243 in Net Assets.

The Agency implemented GASB No. 87 for the fiscal year ended 6/30/22 which required recognition of a certain lease right to use asset and liability which was previously classified as an operating lease. This applies to the Agency's lease for 3 Belden Avenue and as a result the Right of Use Asset and Lease Liability accounts are now included in the Other Assets and Liabilities section of the Balance Sheet.

- The Brookfield Properties Operating Fund 115 has revenues of \$822 and expenditures of \$822 resulting in a breakeven. The Balance Sheet has \$458,972 in cash, and there is \$458,972 in liabilities and net assets.
- CDBG Revolving Loan Fund 200 has revenues of \$8,788 which consists of interest income from notes receivable and expenditures of \$2,895 resulting in an operating surplus of \$5,893. The CDBG Revolving Loan Fund Balance Sheet has \$419,898 in cash and due from other funds, and \$219,036 in net loans receivable. This fund has \$140,636 in liabilities and \$498,298 in net assets.
- CDBG Non-Revolving Loan Fund 300 has revenues of \$253,714 and program expenditures of \$336,566 which results in an operating deficit of \$82,852 which was drawn down and reimbursed in January 2023. The Balance Sheet for CDBG (NRLF) Fund 300 has \$172,689 in cash and due from other funds, \$400,990 in net loans receivable, and \$573,679 in liabilities and net assets.
- Norwalk Redevelopment Agency Project and Program Fund 500 Statement of Revenues and Expenditures includes Capital Budget Grants from the City of Norwalk and grants from the State of Connecticut DECD. This fund has \$389,516 in revenues and \$404,111 in program expenditures resulting in a \$14,595 operating deficit which will be reimbursed from City Capital Budget billing. The NRA Project and Program Fund balance sheet has \$1,325,625 in cash and due from other funds and \$1,325,625 in liabilities and net assets.

**Norwalk Redevelopment Agency Inc.**  
Statement of Revenues and Expenditures - Board 2023 Rev&Exp Comparison-YTD,Budget,Prior YTD  
100 - NRA Operating - Fund 100  
From 7/1/2022 Through 12/31/2022  
(In Whole Numbers)

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>YTD Variance</u>	<u>Prior YTD Actual</u>	<u>Annual Budget</u>	<u>Annual Budget \$ Remaining</u>
<b>REVENUES</b>						
<b>Grant Revenues</b>						
Grants - City Positions	78,532	78,532	0	74,945	157,064	78,532
Grants - City	50,837	61,500	(10,663)	0	123,000	72,163
Grants - NRA Project Funds	272,449	272,449	0	346,994	544,898	272,449
Grants - CDBG City Neighborhoods	146,264	152,000	(5,736)	74,677	304,000	157,336
Grants - CDBG Program Admin	108,266	95,111	13,155	95,937	190,222	81,956
Grants - CDBG CV Admin	0	0	0	9,659	0	0
Grants - Other	0	8,500	(8,500)	0	17,000	17,000
<b>Total Grant Revenues</b>	<u>656,347</u>	<u>668,092</u>	<u>(11,745)</u>	<u>602,211</u>	<u>1,336,184</u>	<u>679,837</u>
<b>Other Revenues</b>						
Interest Income from Notes	43,041	42,000	1,041	42,204	84,000	40,959
Interest Income - Other	19,555	0	19,555	3,553	0	(19,555)
Miscellaneous Revenues	1,594	0	1,594	3,855	0	(1,594)
Rental Income	5,850	3,900	1,950	0	7,800	1,950
<b>Total Other Revenues</b>	<u>70,040</u>	<u>45,900</u>	<u>24,140</u>	<u>49,612</u>	<u>91,800</u>	<u>21,760</u>
<b>Total REVENUES</b>	<u>726,388</u>	<u>713,992</u>	<u>12,396</u>	<u>651,824</u>	<u>1,427,984</u>	<u>701,596</u>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
Salaries	493,576	503,021	9,445	418,185	1,006,042	512,466
Taxes & Benefits	188,477	199,872	11,395	153,634	399,745	211,268
<b>Total Personnel</b>	<u>682,054</u>	<u>702,894</u>	<u>20,840</u>	<u>571,819</u>	<u>1,405,787</u>	<u>723,734</u>
<b>Administrative Expenses</b>						
Professional Fees - Legal	44,560	15,000	(29,560)	11,915	30,000	(14,560)
Professional Fees - Other	7,250	7,500	250	7,000	15,000	7,750
Consultants/Contracted Svcs	3,494	10,000	6,506	7,915	20,000	16,506
Occupancy	86,154	93,175	7,021	57,033	186,350	100,196
Office Expenses	13,374	14,000	625	11,239	28,000	14,626
Insurance	0	9,000	9,000	120	18,000	18,000
I.T. Expense	8,205	7,500	(705)	8,886	15,000	6,795
Training	10,682	6,750	(3,932)	5,588	13,500	2,818
Agency Marketing	6,569	10,000	3,431	10,195	20,000	13,431
Miscellaneous	794	2,500	1,706	844	5,000	4,206
<b>Total Administrative Expenses</b>	<u>181,082</u>	<u>175,425</u>	<u>(5,657)</u>	<u>120,734</u>	<u>350,850</u>	<u>169,768</u>
<b>Total EXPENDITURES</b>	<u>863,136</u>	<u>878,319</u>	<u>15,183</u>	<u>692,553</u>	<u>1,756,637</u>	<u>893,501</u>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<u>(136,748)</u>	<u>(164,327)</u>	<u>27,579</u>	<u>(40,729)</u>	<u>(328,653)</u>	<u>(191,905)</u>

**Norwalk Redevelopment Agency Inc.**  
**Statement of Revenues and Expenditures**  
**100 - NRA Operating - Fund 100**  
**From 12/1/2022 Through 12/31/2022**  
**(In Whole Numbers)**

	<u>Month Actual</u>	<u>Month Budget</u>	<u>Month Variance</u>	<u>Prior Year Month</u>
<b>REVENUES</b>				
Grant Revenues				
Grants - City Positions	13,089	13,089	0	12,491
Grants - City	9,591	10,250	(659)	0
Grants - NRA Project Funds	45,408	45,408	0	57,832
Grants - CDBG City Neighborhoods	25,414	25,333	80	14,401
Grants - CDBG Program Admin	14,338	15,852	(1,514)	16,232
Grants - Other	<u>0</u>	<u>1,417</u>	<u>(1,417)</u>	<u>0</u>
Total Grant Revenues	107,839	111,349	(3,509)	100,956
Other Revenues				
Interest Income from Notes	6,890	7,000	(111)	7,032
Interest Income - Other	8,322	0	8,322	599
Miscellaneous Revenues	923	0	923	427
Rental Income	<u>975</u>	<u>650</u>	<u>325</u>	<u>0</u>
Total Other Revenues	17,109	7,650	9,459	8,058
Total REVENUES	<u>124,948</u>	<u>118,999</u>	<u>5,950</u>	<u>109,014</u>
<b>EXPENDITURES</b>				
Personnel				
Salaries	109,686	96,735	(12,952)	96,880
Taxes & Benefits	<u>34,999</u>	<u>33,312</u>	<u>(1,687)</u>	<u>31,128</u>
Total Personnel	144,685	130,047	(14,638)	128,008
Administrative Expenses				
Professional Fees - Legal	4,180	2,500	(1,680)	0
Professional Fees - Other	1,208	1,250	42	1,167
Consultants/Contracted Svcs	135	1,667	1,532	1,175
Occupancy	14,126	15,529	1,403	10,789
Office Expenses	1,884	2,333	450	1,500
Insurance	0	1,500	1,500	0
I.T. Expense	958	1,250	292	3,031
Training	420	1,125	705	2,653
Agency Marketing	195	1,667	1,472	675
Miscellaneous	<u>134</u>	<u>417</u>	<u>283</u>	<u>132</u>
Total Administrative Expenses	23,240	29,238	5,998	21,122
Total EXPENDITURES	<u>167,925</u>	<u>159,284</u>	<u>(8,640)</u>	<u>149,130</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(42,976)</u>	<u>(40,286)</u>	<u>(2,691)</u>	<u>(40,117)</u>

**Norwalk Redevelopment Agency Inc.**  
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative  
100 - NRA Operating - Fund 100  
From 7/1/2022 Through 12/31/2022  
(In Whole Numbers)

	Year-To-Date Actual	Prior Year-To-Date Actual
<b>REVENUES</b>		
Grant Revenues		
Grants - City Positions	78,532	74,945
Grants - City	50,837	0
Grants - NRA Project Funds	272,449	346,994
Grants - CDBG City Neighborhoods	146,264	74,677
Grants - CDBG Program Admin	108,266	95,937
Grants - CDBG CV Admin	0	9,659
Total Grant Revenues	656,347	602,211
Other Revenues		
Interest Income from Notes	43,041	42,204
Interest Income - Other	19,555	3,553
Miscellaneous Revenues	1,594	3,855
Rental Income	5,850	0
Total Other Revenues	70,040	49,612
Total REVENUES	726,388	651,824
<b>EXPENDITURES</b>		
Personnel		
Salaries	493,576	418,185
Taxes & Benefits	188,477	153,634
Total Personnel	682,054	571,819
Administrative Expenses		
Professional Fees - Legal	44,560	11,915
Professional Fees - Other	7,250	7,000
Consultants/Contracted Svcs	3,494	7,915
Occupancy	86,154	57,033
Office Expenses	13,374	11,239
Insurance	0	120
I.T. Expense	8,205	8,886
Training	10,682	5,588
Agency Marketing	6,569	10,195
Miscellaneous	794	844
Total Administrative Expenses	181,082	120,734
Total EXPENDITURES	863,136	692,553
NET OPERATING SURPLUS/(DEFICIT)	(136,748)	(40,729)

**Norwalk Redevelopment Agency Inc.**  
 Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative  
 100 - NRA Operating - Fund 100  
 As of 12/31/2022  
 (In Whole Numbers)

	Current Year	Prior Year
<b>ASSETS</b>		
Current Assets		
Cash	111,024	198,802
Investments	3,984,385	4,561,854
Accounts Receivable	102,084	204,064
Grants Receivable	5,591	0
Total Current Assets	4,203,083	4,964,721
Other Assets		
Due from (to) Other Funds	(17,892)	(74,897)
Property & Equipment	37,739	36,373
Right of Use Asset	112,101	0
Loans Receivable	1,922,518	1,932,448
Less: Bad Debt Reserve	(279,428)	(282,448)
Other Assets	9,185	15,282
Total Other Assets	1,784,222	1,626,758
<b>Total ASSETS</b>	<b>5,987,305</b>	<b>6,591,479</b>
 <b>LIABILITIES AND NET ASSETS</b>		
Liabilities		
Accounts Payable	23,222	58,011
Payroll & Benefits Payable	293,214	237,117
Other Liabilities	338,219	304,814
Notes Payable	1,659,393	1,678,976
Lease Liability - Right of Use	112,101	0
Deferred Revenues	273,913	844,843
Total Liabilities	2,700,062	3,123,761
Net Assets		
Beginning Fund Balances	3,423,991	3,508,446
YTD Activities	(136,748)	(40,729)
Total Net Assets	3,287,243	3,467,717
<b>Total LIABILITIES AND NET ASSETS</b>	<b>5,987,305</b>	<b>6,591,479</b>

**Norwalk Redevelopment Agency Inc.**  
 Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative  
 115 - Brookfield Operating Fund 115  
 From 7/1/2022 Through 12/31/2022  
 (In Whole Numbers)

	Year-To-Date Actual	Prior Year-To-Date Actual
<b>REVENUES</b>		
Other Revenues		
Contributions - Developer	822	6,482
Total Other Revenues	822	6,482
Total REVENUES	822	6,482
<b>EXPENDITURES</b>		
Administrative Expenses		
Consultants/Contracted Svcs	822	6,482
Total Administrative Expenses	822	6,482
Total EXPENDITURES	822	6,482
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>0</b>

**Norwalk Redevelopment Agency Inc.**  
 Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative  
 115 - Brookfield Operating Fund 115  
 As of 12/31/2022  
 (In Whole Numbers)

	Current Year	Prior Year
<b>ASSETS</b>		
Current Assets		
Cash	22,414	28,148
Investments	436,558	435,240
Total Current Assets	458,972	463,388
Total ASSETS	458,972	463,388
<b>LIABILITIES AND NET ASSETS</b>		
Liabilities		
Accounts Payable	32	1,542
Other Liabilities	458,940	461,846
Total Liabilities	458,972	463,388
Total LIABILITIES AND NET ASSETS	458,972	463,388

**Norwalk Redevelopment Agency Inc.**  
**Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative**  
**200 - CDBG (RLF) - Fund 200**  
**From 7/1/2022 Through 12/31/2022**  
**(In Whole Numbers)**

	Year-To-Date Actual	Prior Year-To-Date Actual
<b>REVENUES</b>		
Other Revenues		
Interest Income from Notes	8,788	10,146
Total Other Revenues	8,788	10,146
Total REVENUES	8,788	10,146
 <b>EXPENDITURES</b>		
Administrative Expenses		
Miscellaneous	2,895	2,936
Total Administrative Expenses	2,895	2,936
Total EXPENDITURES	2,895	2,936
 NET OPERATING SURPLUS/(DEFICIT)	 5,893	 7,210

**Norwalk Redevelopment Agency Inc.**  
**Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative**  
**200 - CDBG (RLF) - Fund 200**  
**As of 12/31/2022**  
**(In Whole Numbers)**

	<u>Current Year</u>	<u>Prior Year</u>
<b>ASSETS</b>		
Current Assets		
Cash	215,653	72,798
Investments	177,430	176,507
Total Current Assets	<u>393,083</u>	<u>249,305</u>
Other Assets		
Due from (to) Other Funds	26,815	80,064
Loans Receivable	1,635,532	1,712,502
Less: Bad Debt Reserve	<u>(1,416,496)</u>	<u>(1,416,496)</u>
Total Other Assets	<u>245,851</u>	<u>376,070</u>
Total ASSETS	<u><u>638,934</u></u>	<u><u>625,375</u></u>
<b>LIABILITIES AND NET ASSETS</b>		
Liabilities		
Accounts Payable	436	436
Other Liabilities	140,200	125,325
Total Liabilities	<u>140,636</u>	<u>125,761</u>
Net Assets		
Beginning Fund Balances	492,405	492,405
YTD Activities	5,893	7,210
Total Net Assets	<u>498,298</u>	<u>499,615</u>
Total LIABILITIES AND NET ASSETS	<u><u>638,934</u></u>	<u><u>625,375</u></u>

**Norwalk Redevelopment Agency Inc.**  
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative  
300 - CDBG (NRLF) - Fund 300  
From 7/1/2022 Through 12/31/2022  
(In Whole Numbers)

	Year-To-Date Actual	Prior Year-To-Date Actual
<b>REVENUES</b>		
Grant Revenues		
Grants - CDBG City Neighborhoods	252,457	583,628
Total Grant Revenues	252,457	583,628
Other Revenues		
Interest Income from Notes	1,242	1,555
Interest Income - Other	16	0
Miscellaneous Revenues	(0)	0
Total Other Revenues	1,258	1,555
Total REVENUES	253,714	585,182
<b>EXPENDITURES</b>		
Administrative Expenses		
Consultants/Contracted Svcs	0	94,551
Office Expenses	0	432
Agency Marketing	1,572	0
Miscellaneous	1,634	1,727
Total Administrative Expenses	3,206	96,710
Project Expenses		
CDBG Program Expenses	78,831	315,739
Other Project Expenses	254,530	180,272
Project Expenses	0	86,127
Total Project Expenses	333,361	582,139
Total EXPENDITURES	336,566	678,849
NET OPERATING SURPLUS/(DEFICIT)	(82,852)	(93,667)

**Norwalk Redevelopment Agency Inc.**  
 Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative  
 300 - CDBG (NRLF) - Fund 300  
 As of 12/31/2022  
 (In Whole Numbers)

	Current Year	Prior Year
<b>ASSETS</b>		
Current Assets		
Cash	167,280	99,594
Investments	3,333	3,317
Grants Receivable	0	160,955
Total Current Assets	170,613	263,866
Other Assets		
Due from (to) Other Funds	2,076	5,906
Loans Receivable	680,565	422,942
Less: Bad Debt Reserve	(279,575)	(279,575)
Total Other Assets	403,066	149,273
Total ASSETS	573,679	413,139
<b>LIABILITIES AND NET ASSETS</b>		
Liabilities		
Accounts Payable	81,804	181,136
Other Liabilities	390,256	141,197
Deferred Revenues	7,000	7,000
Total Liabilities	479,060	329,334
Net Assets		
Beginning Fund Balances	177,472	177,472
YTD Activities	(82,852)	(93,667)
Total Net Assets	94,620	83,805
Total LIABILITIES AND NET ASSETS	573,679	413,139

**Norwalk Redevelopment Agency Inc.**  
Statement of Revenues and Expenditures - Board Qtrly - 2nd Quarter YTD Comparative  
500 - Programs, DECD, Cap Bud - Fund 500  
From 7/1/2022 Through 12/31/2022  
(In Whole Numbers)

	<u>Year-To-Date Actual</u>	<u>Prior Year-To-Date Actual</u>
<b>REVENUES</b>		
Grant Revenues		
Grants - State DECD	(12,219)	926
Grants - Other	16,062	700
Grants - City Capital Budgets	380,455	313,031
Total Grant Revenues	<u>384,298</u>	<u>314,657</u>
Other Revenues		
Interest Income - Other	3,718	67
Miscellaneous Revenues	1,500	(750)
Total Other Revenues	<u>5,218</u>	<u>(683)</u>
Total REVENUES	<u>389,516</u>	<u>313,974</u>
<b>EXPENDITURES</b>		
Administrative Expenses		
Professional Fees - Legal	(5,102)	2,987
Consultants/Contracted Svcs	14,082	0
Year End Zero Out To Breakeven	(37,270)	(1,541)
Agency Marketing	0	5,588
Miscellaneous	45	86
Total Administrative Expenses	<u>(28,245)</u>	<u>7,120</u>
Project Expenses		
Capital Budget Expenses	359,389	250,000
Other Project Expenses	550	1,440
Project Expenses	72,418	74,996
Total Project Expenses	<u>432,357</u>	<u>326,436</u>
Total EXPENDITURES	<u>404,111</u>	<u>333,556</u>
NET OPERATING SURPLUS/(DEFICIT)	<u>(14,595)</u>	<u>(19,582)</u>

**Norwalk Redevelopment Agency Inc.**  
 Balance Sheet - Board Qtrly - 2nd Quarter YTD Comparative  
 500 - Programs, DECD, Cap Bud - Fund 500  
 As of 12/31/2022  
 (In Whole Numbers)

	Current Year	Prior Year
<b>ASSETS</b>		
Current Assets		
Cash	391,468	439,340
Investments	934,157	209,938
Total Current Assets	1,325,625	649,278
Other Assets		
Due from (to) Other Funds	0	(4,125)
Loans Receivable	72,246	82,246
Less: Bad Debt Reserve	(72,246)	(82,246)
Total Other Assets	0	(4,125)
<b>Total ASSETS</b>	<b>1,325,625</b>	<b>645,153</b>
<b>LIABILITIES AND NET ASSETS</b>		
Liabilities		
Accounts Payable	54,192	84,693
Other Liabilities	1,283,043	577,057
Deferred Revenues	2,985	2,985
Total Liabilities	1,340,220	664,735
Net Assets		
YTD Activities	(14,595)	(19,582)
Total Net Assets	(14,595)	(19,582)
<b>Total LIABILITIES AND NET ASSETS</b>	<b>1,325,625</b>	<b>645,153</b>

**Norwalk Redevelopment Agency Inc.**  
**Statement of Revenues and Expenditures - Board Qtrly - 2nd Qtr All NRA Entities Combined**  
 From 7/1/2022 Through 12/31/2022  
 (In Whole Numbers)

	NRA Operating - Fund 100	Brookfield Operating Fund 115	CDBG (RLF) - Fund 200	CDBG (NRLF) - Fund 300	Programs, DECD, Cap Bud - Fund 500	Total
<b>REVENUES</b>						
<b>Grant Revenues</b>						
Grants - City Positions	78,532	0	0	0	0	78,532
Grants - City	50,837	0	0	0	0	50,837
Grants - State DECD	0	0	0	0	(12,219)	(12,219)
Grants - NRA Project Funds	272,449	0	0	0	0	272,449
Grants - CDBG City Neighborhoods	146,264	0	0	252,457	0	398,720
Grants - CDBG Program Admin	108,266	0	0	0	0	108,266
Grants - Other	0	0	0	0	16,062	16,062
Grants - City Capital Budgets	0	0	0	0	380,455	380,455
<b>Total Grant Revenues</b>	<b>656,347</b>	<b>0</b>	<b>0</b>	<b>252,457</b>	<b>384,298</b>	<b>1,293,102</b>
<b>Other Revenues</b>						
Contributions - Developer	0	822	0	0	0	822
Interest Income from Notes	43,041	0	8,788	1,242	0	53,071
Interest Income - Other	19,555	0	0	16	3,718	23,289
Miscellaneous Revenues	1,594	0	0	(0)	1,500	3,093
Rental Income	5,850	0	0	0	0	5,850
<b>Total Other Revenues</b>	<b>70,040</b>	<b>822</b>	<b>8,788</b>	<b>1,258</b>	<b>5,218</b>	<b>86,126</b>
<b>Total REVENUES</b>	<b>726,388</b>	<b>822</b>	<b>8,788</b>	<b>253,714</b>	<b>389,516</b>	<b>1,379,229</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
Salaries	493,576	0	0	0	0	493,576
Taxes & Benefits	188,477	0	0	0	0	188,477
<b>Total Personnel</b>	<b>682,054</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>682,054</b>
<b>Administrative Expenses</b>						
Professional Fees - Legal	44,560	0	0	0	(5,102)	39,458
Professional Fees - Other	7,250	0	0	0	0	7,250
Consultants/Contracted Svcs	3,494	822	0	0	14,082	18,398
Occupancy	86,154	0	0	0	0	86,154
Office Expenses	13,374	0	0	0	0	13,374
I.T. Expense	8,205	0	0	0	0	8,205
Training	10,682	0	0	0	0	10,682
Year End Zero Out To Breakeven	0	0	0	0	(37,270)	(37,270)
Agency Marketing	6,569	0	0	1,572	0	8,140
Miscellaneous	794	0	2,895	1,634	45	5,367
<b>Total Administrative Expenses</b>	<b>181,082</b>	<b>822</b>	<b>2,895</b>	<b>3,206</b>	<b>(28,245)</b>	<b>159,759</b>

**Norwalk Redevelopment Agency Inc.**  
**Statement of Revenues and Expenditures - Board Qtrly - 2nd Qtr All NRA Entities Combined**  
 From 7/1/2022 Through 12/31/2022  
 (In Whole Numbers)

	NRA Operating - Fund 100	Brookfield Operating Fund 115	CDBG (RLF) - Fund 200	CDBG (NRLF) - Fund 300	Programs, DECD, Cap Bud - Fund 500	Total
Project Expenses						
Capital Budget Expenses	0	0	0	0	359,389	359,389
CDBG Program Expenses	0	0	0	78,831	0	78,831
Other Project Expenses	0	0	0	254,530	550	255,080
Project Expenses	0	0	0	0	72,418	72,418
Total Project Expenses	0	0	0	333,361	432,357	765,717
Total EXPENDITURES	863,136	822	2,895	336,566	404,111	1,607,530
NET OPERATING SURPLUS/(DEFICIT)	(136,748)	0	5,893	(82,852)	(14,595)	(228,301)

**Norwalk Redevelopment Agency Inc.**  
 Balance Sheet - Board Qtrly - 2nd Qtr All NRA Entities Combined  
 As of 12/31/2022  
 (In Whole Numbers)

	NRA Operating - Fund 100	Brookfield Operating Fund 115	CDBG (RLF) - Fund 200	CDBG (NRLF) - Fund 300	Programs, DECD, Cap Bud - Fund 500	Total
<b>ASSETS</b>						
<b>Current Assets</b>						
Cash	111,024	22,414	215,653	167,280	391,468	907,839
Investments	3,984,385	436,558	177,430	3,333	934,157	5,535,862
Accounts Receivable	102,084	0	0	0	0	102,084
Grants Receivable	5,591	0	0	0	0	5,591
<b>Total Current Assets</b>	<b>4,203,083</b>	<b>458,972</b>	<b>393,083</b>	<b>170,613</b>	<b>1,325,625</b>	<b>6,551,376</b>
<b>Other Assets</b>						
Due from (to) Other Funds	(17,892)	0	26,815	2,076	0	10,999
Property & Equipment	37,739	0	0	0	0	37,739
Right of Use Asset	112,101	0	0	0	0	112,101
Loans Receivable	1,922,518	0	1,635,532	680,565	72,246	4,310,860
Less: Bad Debt Reserve	(279,428)	0	(1,416,496)	(279,575)	(72,246)	(2,047,745)
Other Assets	9,185	0	0	0	0	9,185
<b>Total Other Assets</b>	<b>1,784,222</b>	<b>0</b>	<b>245,851</b>	<b>403,066</b>	<b>0</b>	<b>2,433,140</b>
<b>Amounts To Be Provided By Governmental Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total ASSETS</b>	<b>5,987,305</b>	<b>458,972</b>	<b>638,934</b>	<b>573,679</b>	<b>1,325,625</b>	<b>8,984,516</b>
<b>LIABILITIES AND NET ASSETS</b>						
<b>Liabilities</b>						
Accounts Payable	23,222	32	436	81,804	54,192	159,686
Payroll & Benefits Payable	293,214	0	0	0	0	293,214
Other Liabilities	338,219	458,940	140,200	390,256	1,283,043	2,610,657
Notes Payable	1,659,393	0	0	0	0	1,659,393
Lease Liability - Right of Use	112,101	0	0	0	0	112,101
Deferred Revenues	273,913	0	0	7,000	2,985	283,897
Compensated Absences	0	0	0	0	0	0
<b>Total Liabilities</b>	<b>2,700,062</b>	<b>458,972</b>	<b>140,636</b>	<b>479,060</b>	<b>1,340,220</b>	<b>5,118,950</b>
<b>Net Assets</b>						
Beginning Fund Balances	3,423,991	0	492,405	177,472	0	4,093,868
Designated Net Assets	0	0	0	0	0	0
YTD Activities	(136,748)	0	5,893	(82,852)	(14,595)	(228,301)
<b>Total Net Assets</b>	<b>3,287,243</b>	<b>0</b>	<b>498,298</b>	<b>94,620</b>	<b>(14,595)</b>	<b>3,865,566</b>
<b>Total LIABILITIES AND NET ASSETS</b>	<b>5,987,305</b>	<b>458,972</b>	<b>638,934</b>	<b>573,679</b>	<b>1,325,625</b>	<b>8,984,516</b>

**Norwalk Redevelopment Agency**  
**Explanation of Statement of Revenues & Expenditures**  
**Year-To-Date January 31, 2023**

- Operating Fund 100 had actual revenues of \$854,214 versus budgeted revenues of \$832,991 for a favorable variance of \$21,223 which is mostly due to increased interest income resulting from a higher interest rate received on Agency's money market accounts.
- Total actual expenditures of \$998,591 versus budgeted total expenditures of \$1,018,256 resulted in a favorable variance of \$19,665. This is due to favorable variances in personnel expenditures of \$19,287 and favorable administrative expenses of \$378. The unfavorable variance in legal fees of \$27,060 is due to legal fees of \$39,267 paid to Shipman for 15-17 Chestnut Street which should be reimbursed to the Agency once the Land Disposition Agreement is signed.
- The actual operating deficit of \$144,378 versus a budgeted operating deficit of \$185,265 resulted in a favorable variance of \$40,887.

**Norwalk Redevelopment Agency Inc.**  
Statement of Revenues and Expenditures - Board 2023 Rev&Exp Comparison-YTD,Budget,Prior YTD  
100 - NRA Operating - Fund 100  
From 7/1/2022 Through 1/31/2023  
(In Whole Numbers)

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>YTD Variance</u>	<u>Prior YTD Actual</u>	<u>Annual Budget</u>	<u>Annual Budget \$ Remaining</u>
<b>REVENUES</b>						
<b>Grant Revenues</b>						
Grants - City Positions	91,621	91,621	0	87,435	157,064	65,443
Grants - City	58,909	71,750	(12,841)	0	123,000	64,091
Grants - NRA Project Funds	317,857	317,857	0	404,827	544,898	227,041
Grants - CDBG City Neighborhoods	172,970	173,333	(4,363)	90,419	304,000	131,030
Grants - CDBG Program Admin	123,608	110,963	12,646	113,891	190,222	66,614
Grants - CDBG CV Admin	0	0	0	9,659	0	0
Grants - Other	0	9,917	(9,917)	0	17,000	17,000
<b>Total Grant Revenues</b>	<u>764,966</u>	<u>779,441</u>	<u>(14,475)</u>	<u>706,231</u>	<u>1,336,184</u>	<u>571,218</u>
<b>Other Revenues</b>						
Interest Income from Notes	50,061	49,000	1,061	49,278	84,000	33,939
Interest Income - Other	29,283	0	29,283	4,142	0	(29,283)
Miscellaneous Revenues	3,078	0	3,078	4,240	0	(3,078)
Rental Income	6,825	4,550	2,275	0	7,800	975
<b>Total Other Revenues</b>	<u>89,248</u>	<u>53,550</u>	<u>35,698</u>	<u>57,660</u>	<u>91,800</u>	<u>2,552</u>
<b>Total REVENUES</b>	<u>854,214</u>	<u>832,991</u>	<u>21,223</u>	<u>763,890</u>	<u>1,427,984</u>	<u>573,770</u>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
Salaries	575,017	580,409	5,392	485,835	1,006,042	431,025
Taxes & Benefits	219,290	233,185	13,895	181,692	399,745	180,455
<b>Total Personnel</b>	<u>794,307</u>	<u>813,593</u>	<u>19,287</u>	<u>667,528</u>	<u>1,405,787</u>	<u>611,480</u>
<b>Administrative Expenses</b>						
Professional Fees - Legal	44,560	17,500	(27,060)	11,915	30,000	(14,560)
Professional Fees - Other	8,458	8,750	292	8,167	15,000	6,542
Consultants/Contracted Svcs	3,679	11,667	7,987	9,200	20,000	16,321
Occupancy	104,564	108,704	4,141	71,490	186,350	81,786
Office Expenses	15,391	16,333	943	13,068	28,000	12,609
Insurance	0	10,500	10,500	120	18,000	18,000
I.T. Expense	8,763	8,750	(13)	9,204	15,000	6,237
Training	10,747	7,875	(2,872)	5,588	13,500	2,753
Agency Marketing	7,214	11,667	4,453	13,856	20,000	12,786
Miscellaneous	910	2,917	2,007	976	5,000	4,091
<b>Total Administrative Expenses</b>	<u>204,285</u>	<u>204,663</u>	<u>378</u>	<u>143,583</u>	<u>350,850</u>	<u>146,565</u>
<b>Total EXPENDITURES</b>	<u>998,591</u>	<u>1,018,256</u>	<u>19,665</u>	<u>811,111</u>	<u>1,756,637</u>	<u>758,046</u>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<u>(144,378)</u>	<u>(185,265)</u>	<u>40,887</u>	<u>(47,221)</u>	<u>(328,653)</u>	<u>(184,275)</u>

**Norwalk Redevelopment Agency Inc.**  
**Statement of Revenues and Expenditures**  
100 - NRA Operating - Fund 100  
From 1/1/2023 Through 1/31/2023  
(In Whole Numbers)

	<u>Month Actual</u>	<u>Month Budget</u>	<u>Month Variance</u>	<u>Prior Year Month</u>
<b>REVENUES</b>				
<b>Grant Revenues</b>				
Grants - City Positions	13,089	13,089	0	12,491
Grants - City	8,073	10,250	(2,177)	0
Grants - NRA Project Funds	45,408	45,408	0	57,832
Grants - CDBG City Neighborhoods	26,706	25,333	1,373	15,742
Grants - CDBG Program Admin	15,342	15,852	(510)	17,954
Grants - Other	0	1,417	(1,417)	0
<b>Total Grant Revenues</b>	<u>108,618</u>	<u>111,349</u>	<u>(2,731)</u>	<u>104,019</u>
<b>Other Revenues</b>				
Interest Income from Notes	7,020	7,000	20	7,073
Interest Income - Other	9,728	0	9,728	588
Miscellaneous Revenues	1,485	0	1,485	386
Rental Income	975	650	325	0
<b>Total Other Revenues</b>	<u>19,208</u>	<u>7,650</u>	<u>11,558</u>	<u>8,047</u>
<b>Total REVENUES</b>	<u>127,826</u>	<u>118,999</u>	<u>8,827</u>	<u>112,066</u>
<b>EXPENDITURES</b>				
<b>Personnel</b>				
Salaries	81,441	77,388	(4,053)	67,650
Taxes & Benefits	30,813	33,312	2,499	28,059
<b>Total Personnel</b>	<u>112,253</u>	<u>110,700</u>	<u>(1,553)</u>	<u>95,709</u>
<b>Administrative Expenses</b>				
Professional Fees - Legal	0	2,500	2,500	0
Professional Fees - Other	1,208	1,250	42	1,167
Consultants/Contracted Svcs	185	1,667	1,482	1,285
Occupancy	18,409	15,529	(2,880)	14,457
Office Expenses	2,016	2,333	317	1,829
Insurance	0	1,500	1,500	0
I.T. Expense	558	1,250	692	318
Training	66	1,125	1,059	0
Agency Marketing	645	1,667	1,022	3,662
Miscellaneous	116	417	301	132
<b>Total Administrative Expenses</b>	<u>23,203</u>	<u>29,238</u>	<u>6,035</u>	<u>22,850</u>
<b>Total EXPENDITURES</b>	<u>135,456</u>	<u>139,937</u>	<u>4,482</u>	<u>118,558</u>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<u>(7,630)</u>	<u>(20,939)</u>	<u>13,309</u>	<u>(6,492)</u>

*Via email*

**To:** Bryan Baker, Principal Planner  
Steven Kleppin, Director  
Norwalk Department of Planning and Zoning

Jonathan Hopkins, Director of Program Development  
Norwalk Redevelopment Agency

**From:** Frank Fish FAICP, Principal  
Taylor Young, AICP, Associate

**Subject:** Peer Review of 31-35 South Main Street

**Date:** January 6, 2023

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As per your request, the following memorandum includes our review of the 31-35 South Main Street application received by the City of Norwalk Planning and Zoning Commission and the Norwalk Redevelopment Agency. We have reviewed the application based off of its conformance with the South Norwalk TOD Redevelopment Plan Design Guidelines.

The Applicant is proposing to construct an addition to the Marriott SoNo Residence Inn (“Marriott hotel”) on the site of the existing Udelman Building at 31-35 South Main Street in South Norwalk (see Figure 1). The proposed addition would be eight stories tall, and would have 29,023 square feet of gross floor area. The hotel expansion would have 48 rooms and 43 off-street parking spaces in the rear of the site which would be accessed through the driveway of the existing Marriott hotel.

The Applicant is proposing to construct the building facade with an industrial design similar to the façade of the existing Marriott hotel. The first two floors are designed with gridded glass panes framed by five painted synthetic lumber pilasters, and the five upper floors feature a brick façade with paned windows.

We reviewed the materials that were posted on the Norwalk Planning and Zoning website, and issued our comments below. We have attached figures to this memorandum that show our comments on the applicant’s drawings and on images from the site and neighboring buildings. The majority of our comments are on the design of the proposed hotel expansion. However, in accordance with the Design Guidelines we have made limited comments about how the proposed expansion and the existing Marriott hotel relate to each other and the pedestrian environment.

## Architectural Guidelines

### A. Building Massing, Façade Design, and Historic Structures

The design guidelines call for designing the building so it emphasizes the primary entrance, visually reducing scale with variations in the façade, using human-scaled façade features, prioritizing facades that are located at intersections, and integrating historic elements from the neighborhood. The intersection location and historic building elements are notable for this site; the proposed project would demolish the Udelman building, which is located on the State Register of Historic Places, and is located at the end of a T-intersection with South Main Street and would be is located at the intersection of South Main Street and Haviland Street.

#### 1. *RECESSED ENTRANCES*

The proposed hotel addition is designed similarly to the existing Marriott hotel with a flat-façade with the entrance flush to the street wall. The Applicant should consider adjusting the entrance design to recess it of the street and to add an awning (or similar pedestrian-scale entrance treatment) to complement the recessed entrances and awnings that are found on the Udelman building and neighboring buildings on South Main Street. **[Comment 1 – see Figure 6 and Photos 2, 5 and 6 on Figures 3 and 5]**

#### 2. *GROUND FLOOR HEIGHT*

The Applicant's drawings show the proposed ground floor as being higher than the ground floor of the existing Marriott hotel. We suggest the Applicant design the proposed ground floor so that it is lower than the ground floor of the existing Marriott hotel so the building steps down to the even lower ground floor at the northerly adjacent building (25 South Main Street). Lowering the architrave should be considered brick between it and the windows above. Please show a detail of all design elements at the street level including pilasters, architrave, store fronts, entrance doors, and any canopies on a revised drawing, and show a portion of 25 South Main Street. **[Comment 2 – see Figure 6]**

#### 3. *COURTYARD BETWEEN EXISTING HOTEL AND PROPOSED BUILDING*

We also suggest the Applicant revise the courtyard area between the existing Marriott hotel and the proposed hotel addition if possible. The Applicant's drawings show a courtyard around a proposed transformer that is closed off by a decorative gate. We suggest the Applicant move the transformer to another part of the site (if possible), and open the courtyard as a public space and outdoor amenity for guests.

We suggest that the Applicant reduce the height of the gate to 7 feet tall and consider an arbor or other element above the gate. The Applicant should present a detailed design of the gate. We also suggest the Applicant move the gate back away from the street wall to create a recessed entrance design that is

common on surrounding buildings. This would help break up the street wall and could create a small pocket-park in front of the gate that could have planters, seating, and/or bicycle parking. This is especially important if the transformer cannot be moved to a different part of the site, and the courtyard must remain closed. **[Comment 3 – see Figure 7]**

We also suggest the Applicant improve the courtyard by wrapping the brick façade around the building into the courtyard. The façade in the courtyard could also improve the courtyard and/or pocket park with a small window or side-door entrance that would complement the side-door entrance at the existing Marriott Hotel (the side entrance should not be designed as a primary entrance, however).

**[Comment 4 – see Figure 6]**

#### *4. FAÇADE DESIGN AND MATERIAL*

The façade's brick material and industrial design complements the existing Marriott Hotel and the different window design helps to signify it as a separate building. We suggest the applicant use a different type of brick and emphasize the fenestration and detailing differences between the buildings to further signify the hotel addition as a separate building. This would help make the pedestrian environment more varied and interesting.

The connection between the two buildings is shown as gray fiber cement panels. We suggest the applicant use brick instead of the panels, or consider a metal finish similar to those found on historic industrial building bridges. **[Comment 5 – see Figure 8]**

#### *5. ENTRANCE AT EXISTING MARRIOTT HOTEL*

The Applicant should also consider slight changes to the entrances at the existing Marriott hotel to improve its connection to the pedestrian realm. We suggest the Applicant use the entrance on South Main Street as a primary entrance along with the side entrance that opens up into the driveway. We reviewed the existing ground-floor plan and think this would work without making big changes to interior spaces.

**[Comment 6 – see Figure 9]**

The South Main Street entrance should be designed with an awning and pedestrian-scale signage. The Applicant should also consider reducing the scale of the driveway entrance to a more pedestrian-scale with a brick arch, or similar treatment. **[Comment 7 – see Figure 4, Photos 3 and 4]**

**B. Building Roof Forms****1. ROOF DESIGN**

We suggest that the Applicant continue the design of the roof around the edge of the recessed connector so the design appears to be building materials instead of simply pasted on the façade.

**[Comment 8 – see Figure 10]**

**C. Building Lighting****1. LIGHTING PLAN**

The Applicant did not submit a lighting plan for review. However, we support the Applicant’s pedestrian-scale lighting on the existing Marriott hotel, and suggest they design lighting fixtures with a different design and a larger size than those on the existing Marriott hotel (the larger size reflects the wider spacing of the proposed building). The lighting should be installed along the façade at a pedestrian scale. Please show the lighting on the façade of the existing Marriott hotel on the elevations for review.

**[Comment 9 – see Figure 10]**

**D. Energy Use****1. SUSTAINABLE DESIGN**

The design guidelines state that new buildings should be designed with best practices for energy efficiency and sustainable building design. The Applicant should present a brief narrative describing sustainable design techniques that are being used in the proposed building. **[Comment 10]**

**Signage Guidelines****1. SIGNAGE PLAN**

The Applicant did not submit a signage plan for review. The Applicant should submit a plan and present its conformance with the guidelines detailed in the South Norwalk TOD Redevelopment Plan.

**[Comment 11]**

Site Improvement Guidelines

A. Site Composition and Mix of Uses

1. *GROUND-FLOOR USE*

The proposed hotel addition has a ground-floor space that could be used for retail (or a similar public-facing use) that would make the addition a mixed-use building. The submitted plans do not show what this space would be used for, and we question how it would be used since a stairwell exits into the space. The applicant should confirm how the ground-floor space would be used and how it would function as part of the overall building circulation. **[Comment 12 – see Figure 11]**

B. Landscaping

1. *LANDSCAPE PLAN*

The Applicant did not submit a landscaping plan for review. The proposed building would have high lot coverage, but meaningful landscaping could be added along the building’s façade and in the courtyard. Landscaping could be potted planters on the ground or window boxes. **[Comment 13]**

2. *SCREENING OF DUMPSTERS AND RECYCLING AREAS*

The proposed building drawings do not show any new dumpsters, recycling areas, or staging areas on the site. The Applicant should discuss how trash, recycling, and linens associated with the proposed hotel rooms are stored on site. If they are stored outside, the Applicant should show how they are screened from the pedestrian realm and views from upper-floor hotel rooms. **[Comment 14]**

C. Pedestrian and Bicycle Connections

1. *SIDEWALK IMPROVEMENTS AND STREET TREES*

The Applicant’s drawings did not show any sidewalk improvements on the architectural drawings. The sidewalk in front of the existing Marriott hotel was reconstructed and improved; the Applicant should improve the sidewalk in front of the proposed building and present drawings for review. We note that street trees exist in front of buildings south of the project site, but not in front of buildings north of the project site, and we understand if the Applicant chooses not to plant street trees in front of the proposed building. **[Comment 15]**

2. *BICYCLE CIRCULATION AND CONNECTIONS*

The Applicant’s drawings did not show any bicycle parking on the plans. We suggest the Applicant designate a place for bicycle parking in the parking garage and along the sidewalk or in the courtyard if possible. **[Comment 16 – see Figure 12]**

D. Building Lot Coverage

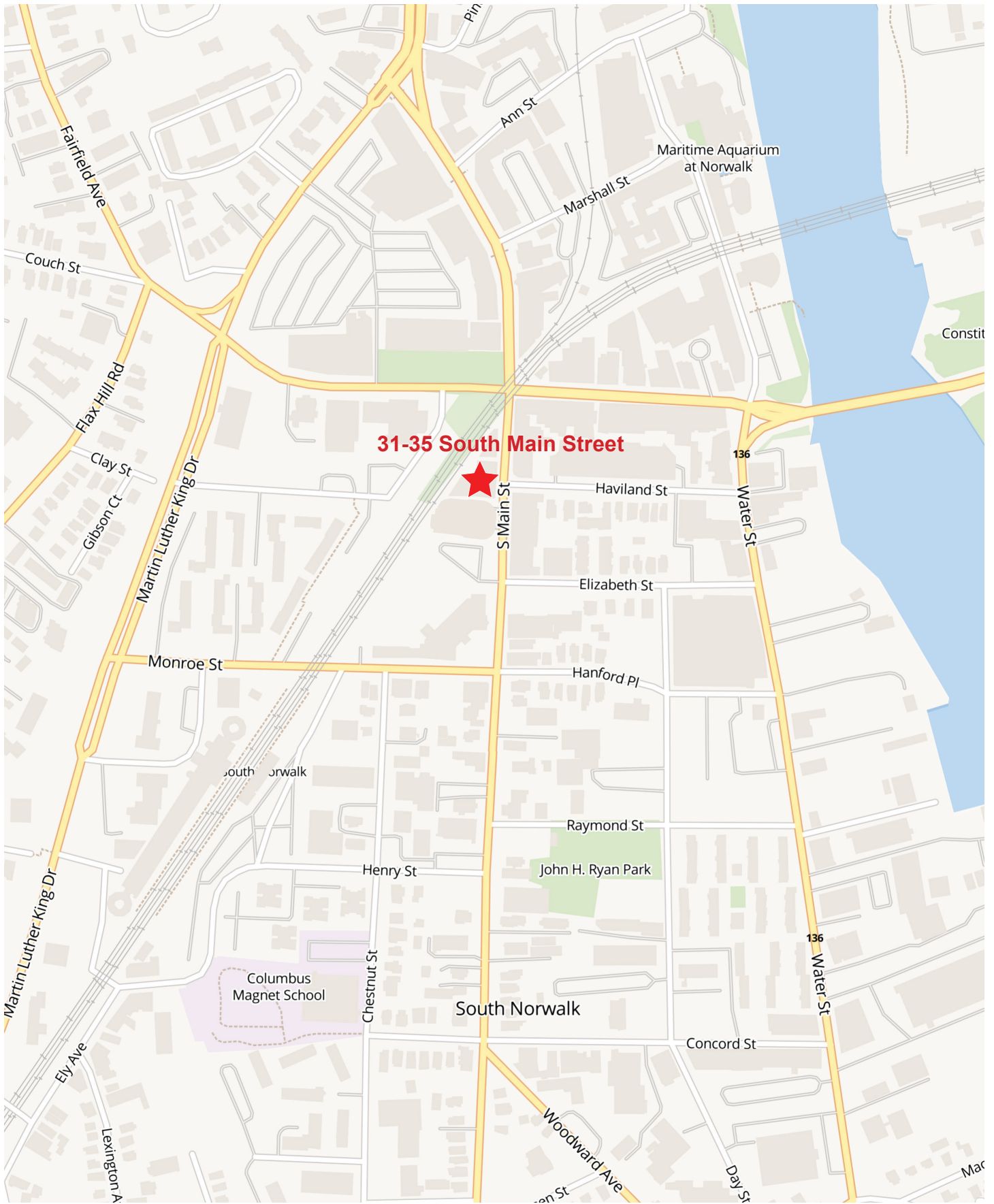
1. *EMPTY SPACE BETWEEN BUILDINGS*

The Applicant’s drawings show an empty space on the ground floor between the proposed building and the northerly adjacent building. The plans show a privacy fence between the two buildings, but don’t show how this space would be restricted from guests. The Applicant should ensure this space is blocked from the sidewalk, and should discuss how this space would be cleaned and maintained and confirm that it would not be accessible to hotel guests through the ground-floor parking lot. **[Comment 17 – see Figure 12]**

**Appendices:**

A. Figures

Appendix A: Figures



## 31-35 SOUTH MAIN STREET

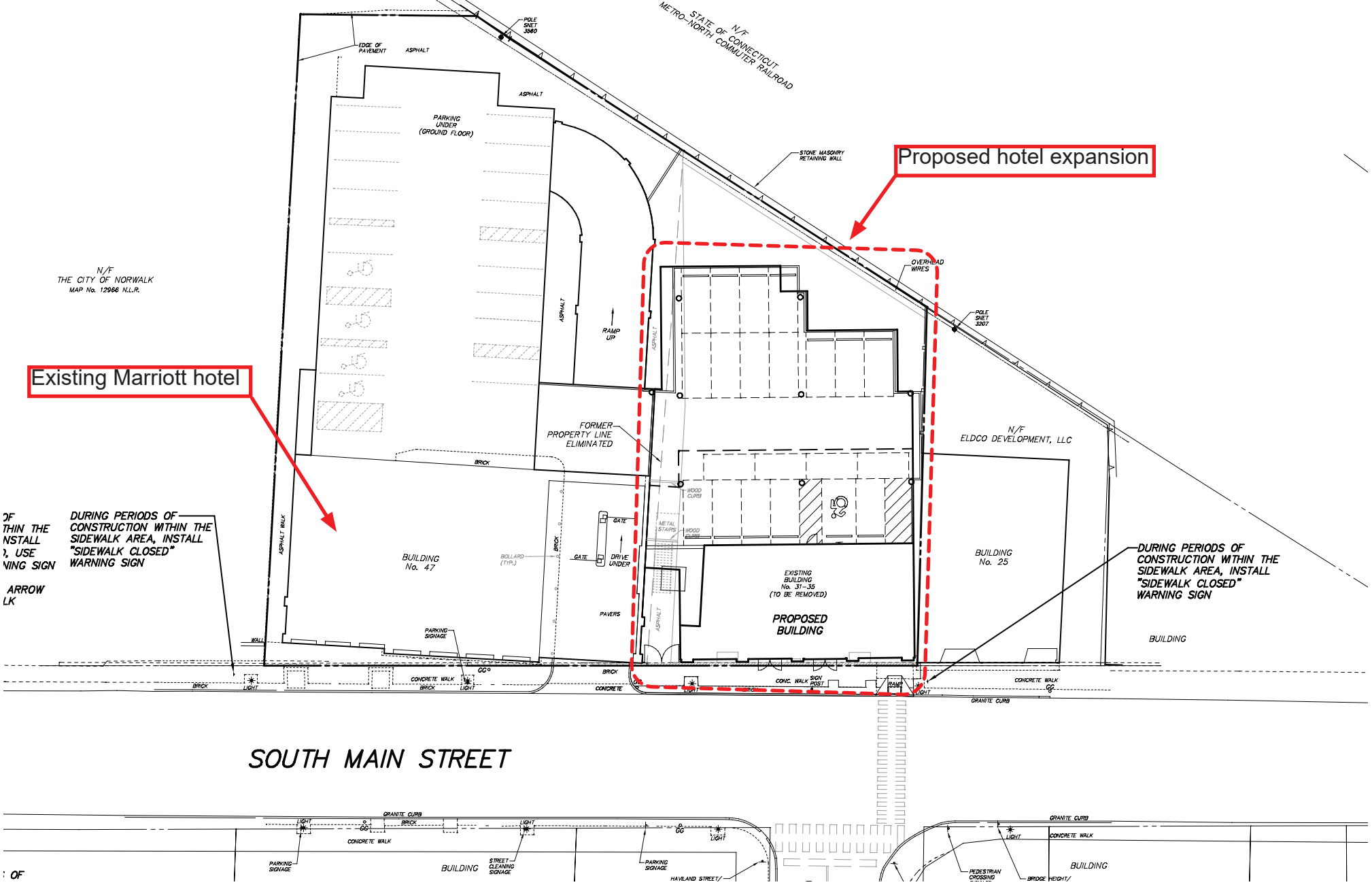
## FIGURE 1: LOCATION MAP

PEER REVIEW

SOURCE: MAPBOX, URBAN FOOTPRINT, 2023

BEJ Planning

... to be used  
 a field survey of the property and areas. Information is not  
 the City of Norwalk Department of



**SOUTH MAIN STREET**

**31-35 SOUTH MAIN STREET**

**FIGURE 2: PROPOSED SITE PLAN**



Photo 1: View of existing building at 31-35 South Main Street looking southwest.



Photo 2: View of existing building at 31-35 South Main Street looking northwest.

**31-35 SOUTH MAIN STREET**

**FIGURE 3: EXISTING BUILDING PHOTOS**



Photo 3: View of Marriott hotel at 45 South Main Street south of the project site.

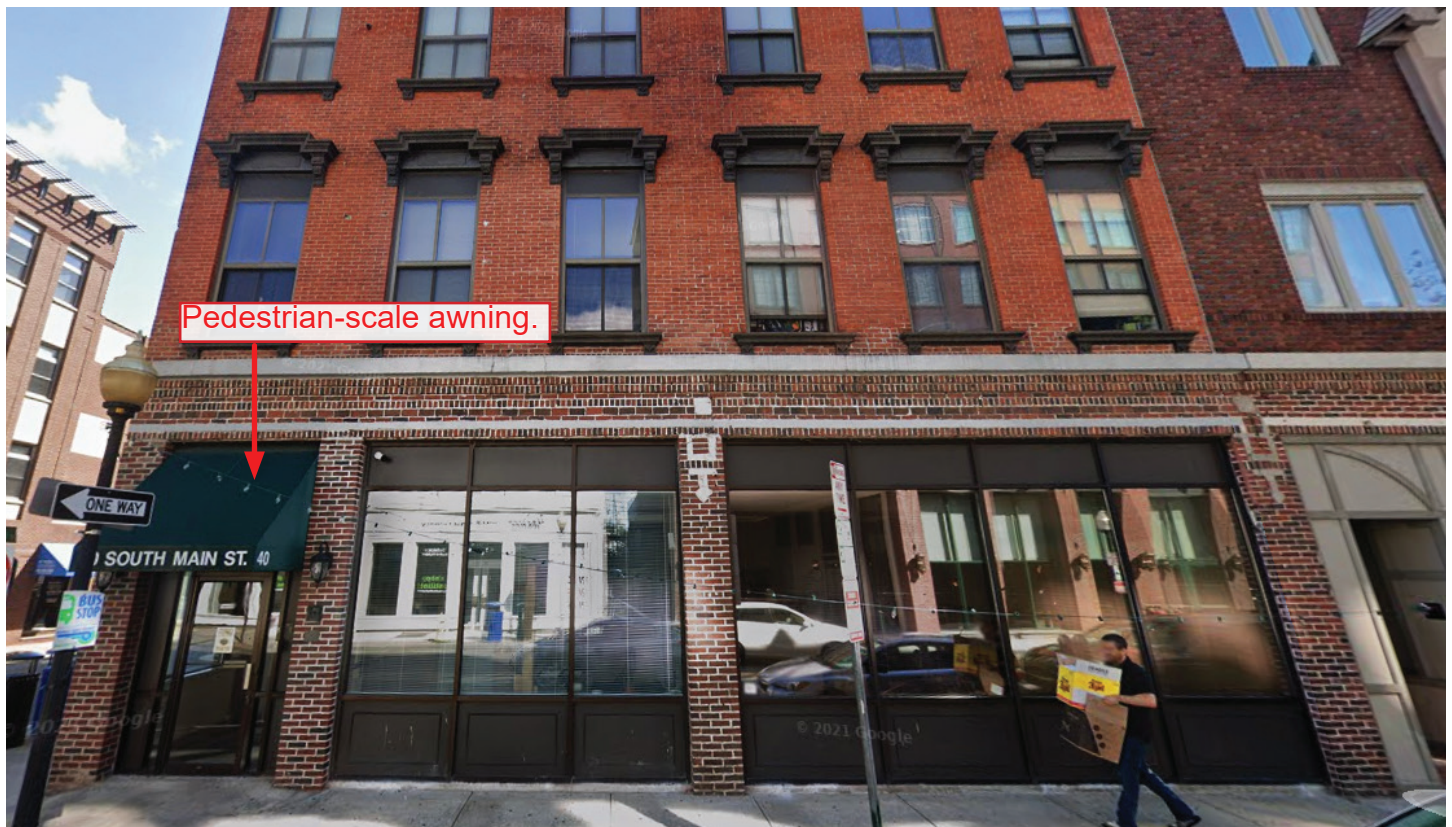


Photo 4: View of unused street entrance to Marriott hotel.



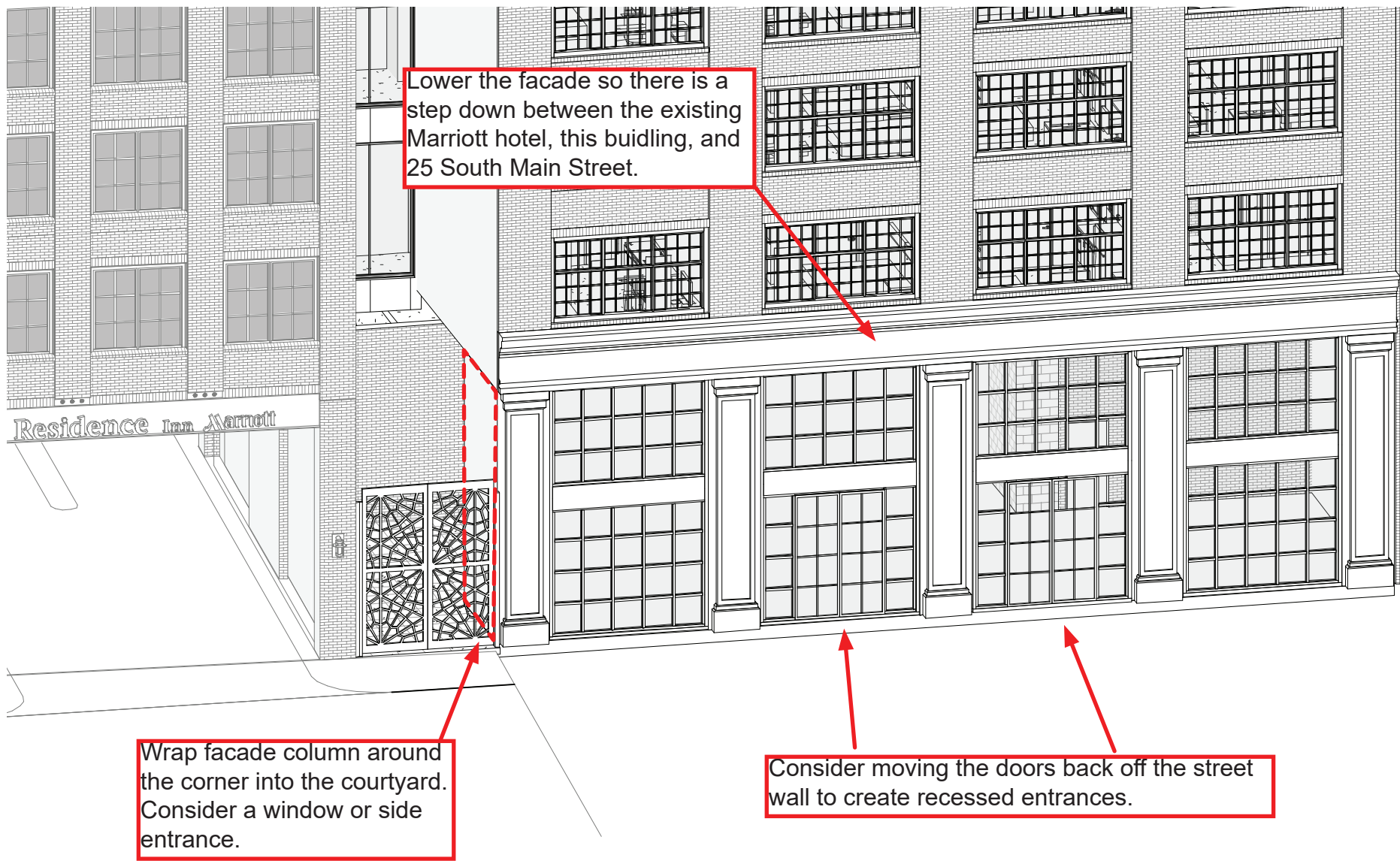
Pedestrian-scale awnings and recessed entrances.

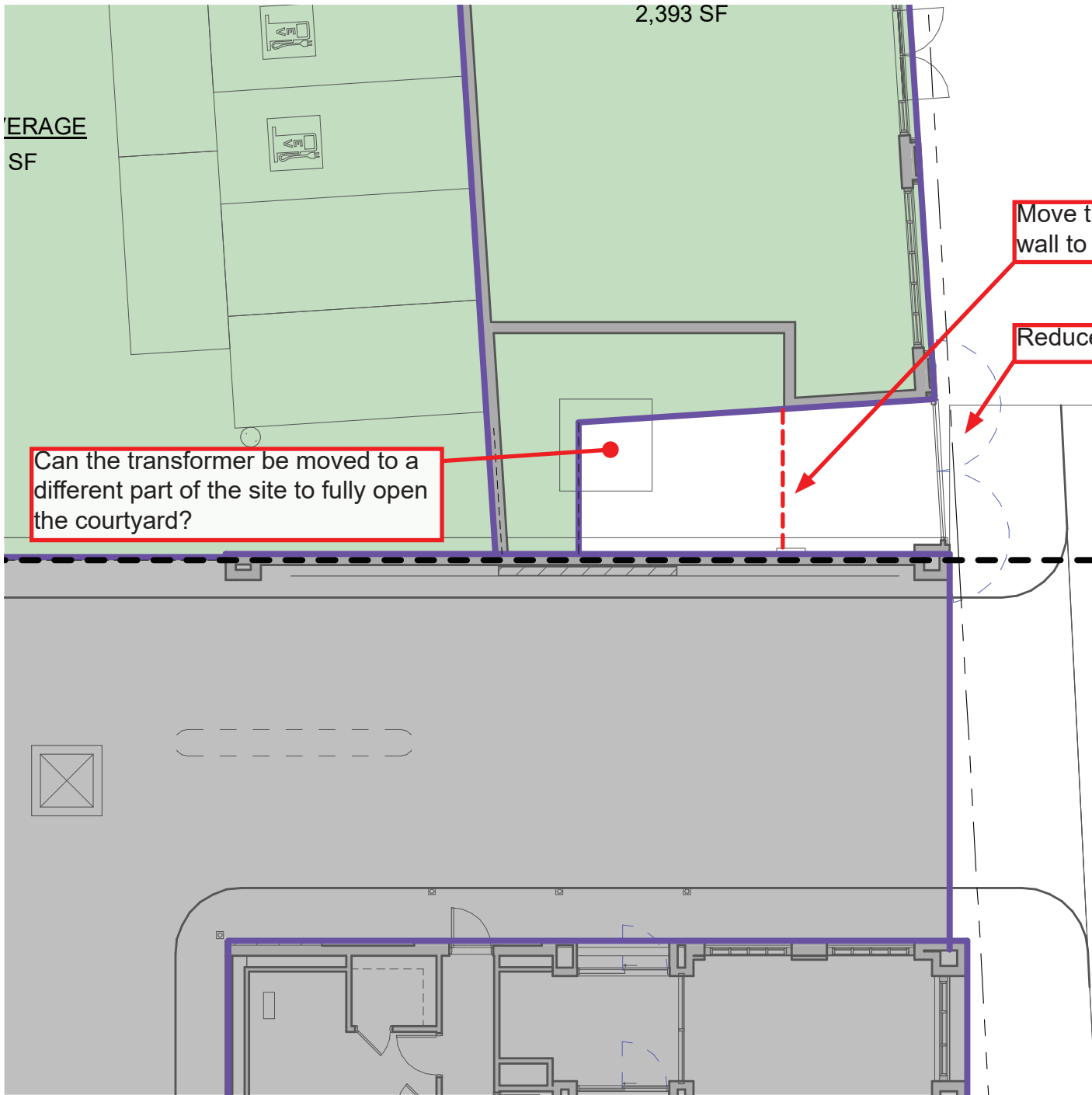
Photo 5: View of building facade at 4 South Main Street.



Pedestrian-scale awning.

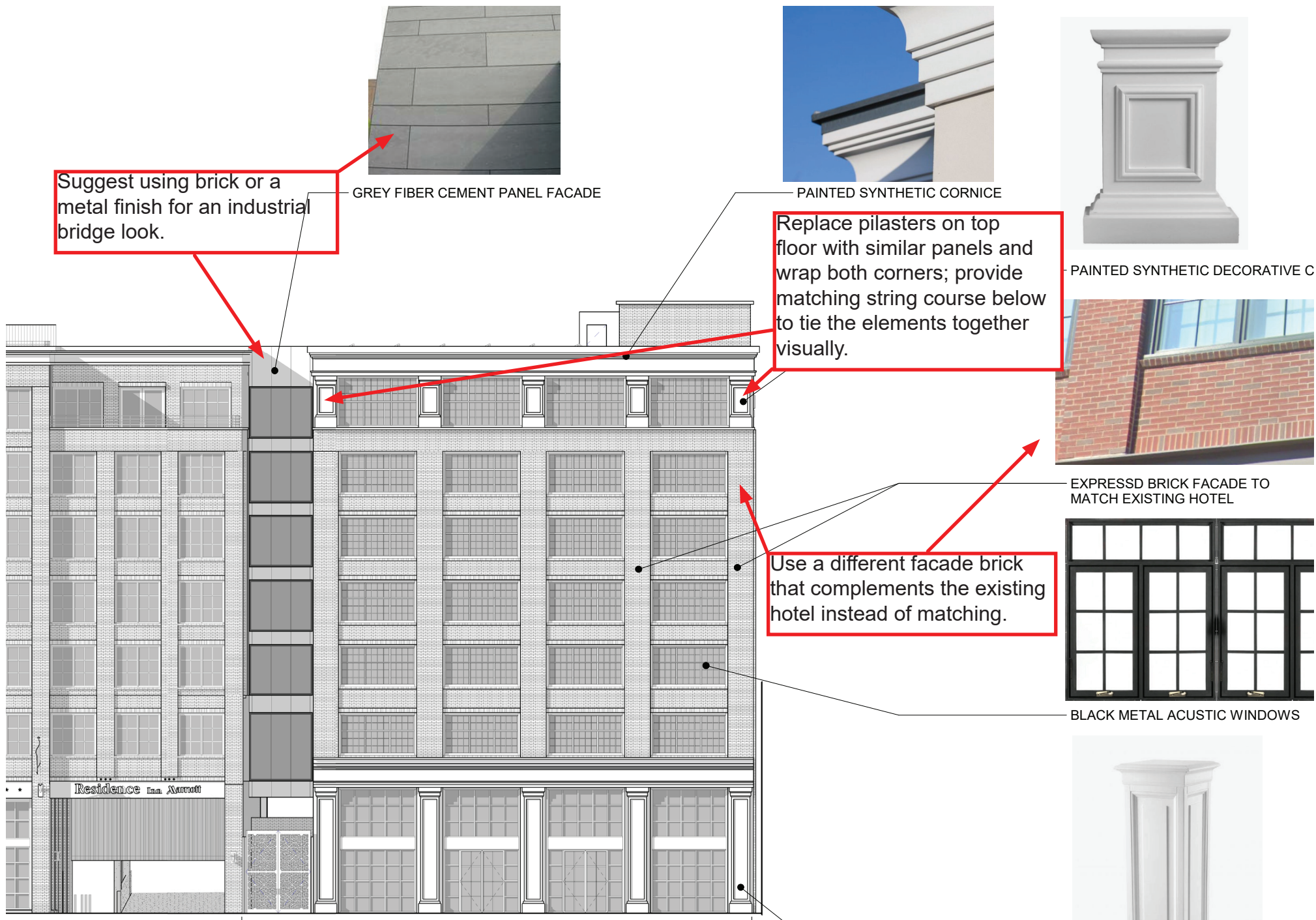
Photo 6: View of building facade at 40 South Main Street.





90% MAX BUILDING COVERAGE = 27,020 SF  
 23,130 SF COVERAGE / 30,078 SF SITE AREA = 76.9

**NEW ADDITION**  
 -----  
**EXISTING HOTEL**



31-35 SOUTH MAIN STREET

FIGURE 8: FACADE MATERIALS



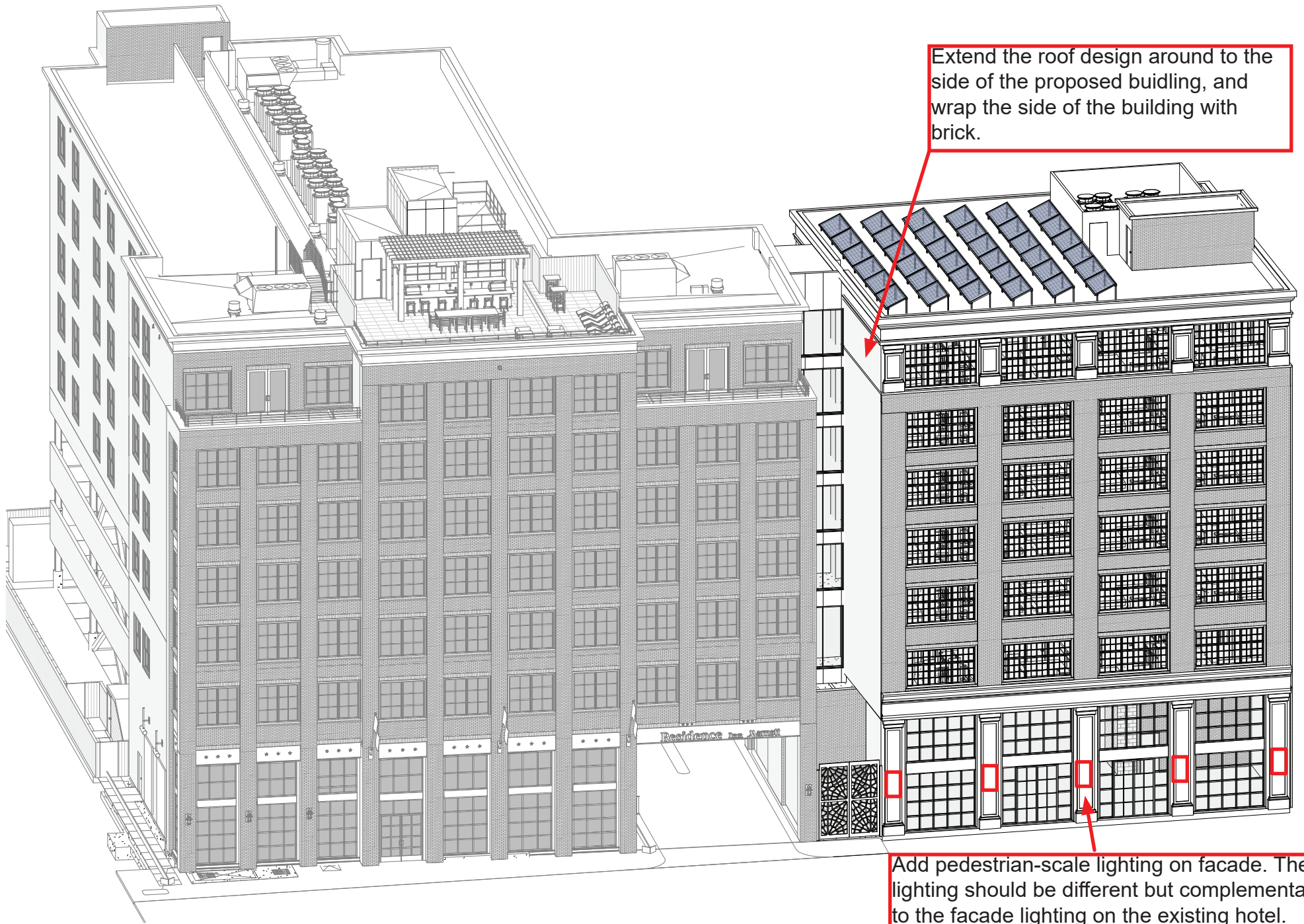
ITION  
HOTEL

NEW ADDITIC  
EXISTING HOTEL



31-35 SOUTH MAIN STREET

FIGURE 9: ENTRANCE AT EXISTING MARRIOTT HOTEL

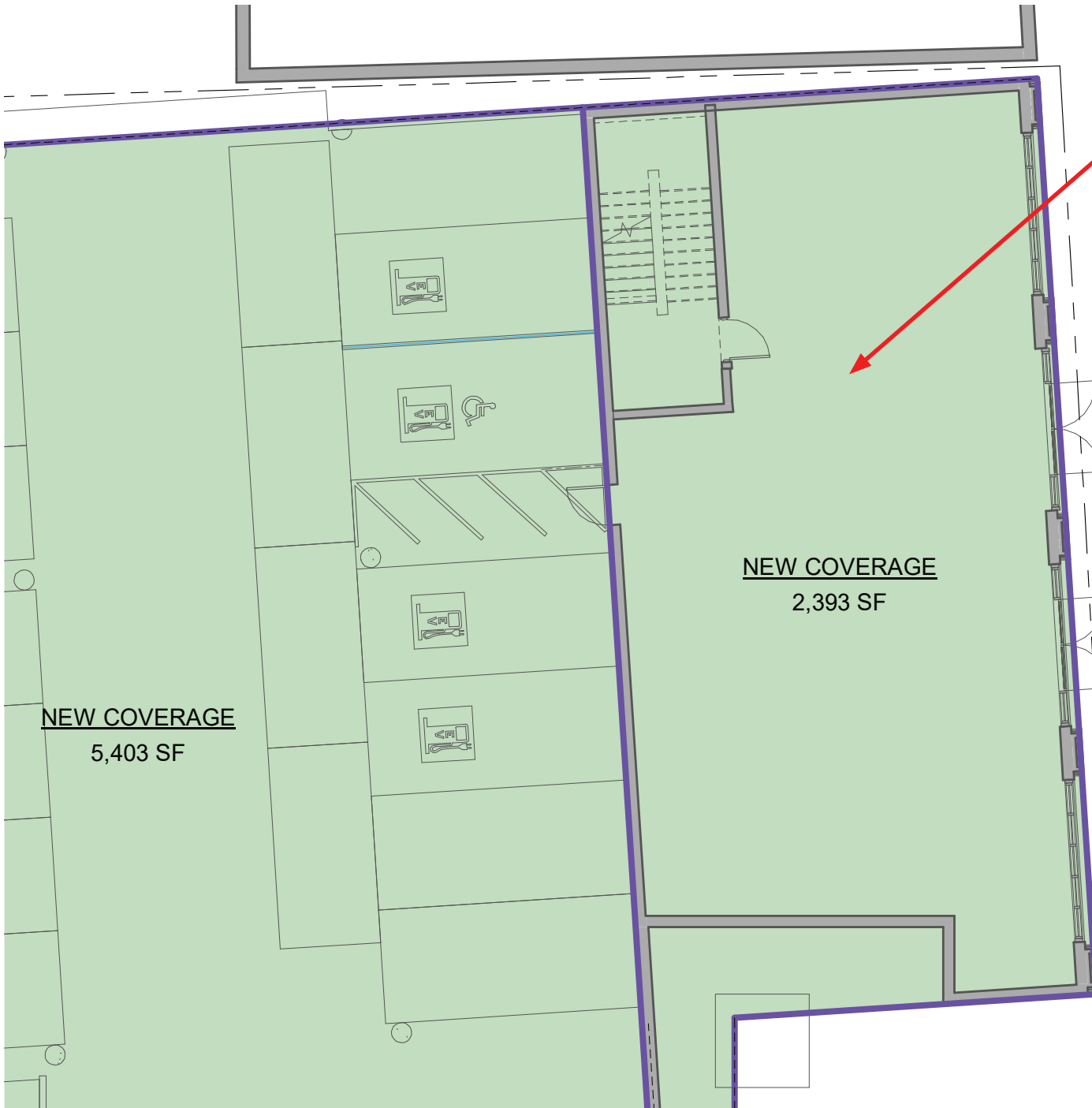


Extend the roof design around to the side of the proposed building, and wrap the side of the building with brick.

Add pedestrian-scale lighting on facade. The lighting should be different but complementary to the facade lighting on the existing hotel.

**31-35 SOUTH MAIN STREET**

**FIGURE 10: ROOF DESIGN AND LIGHTING COMMENTS**



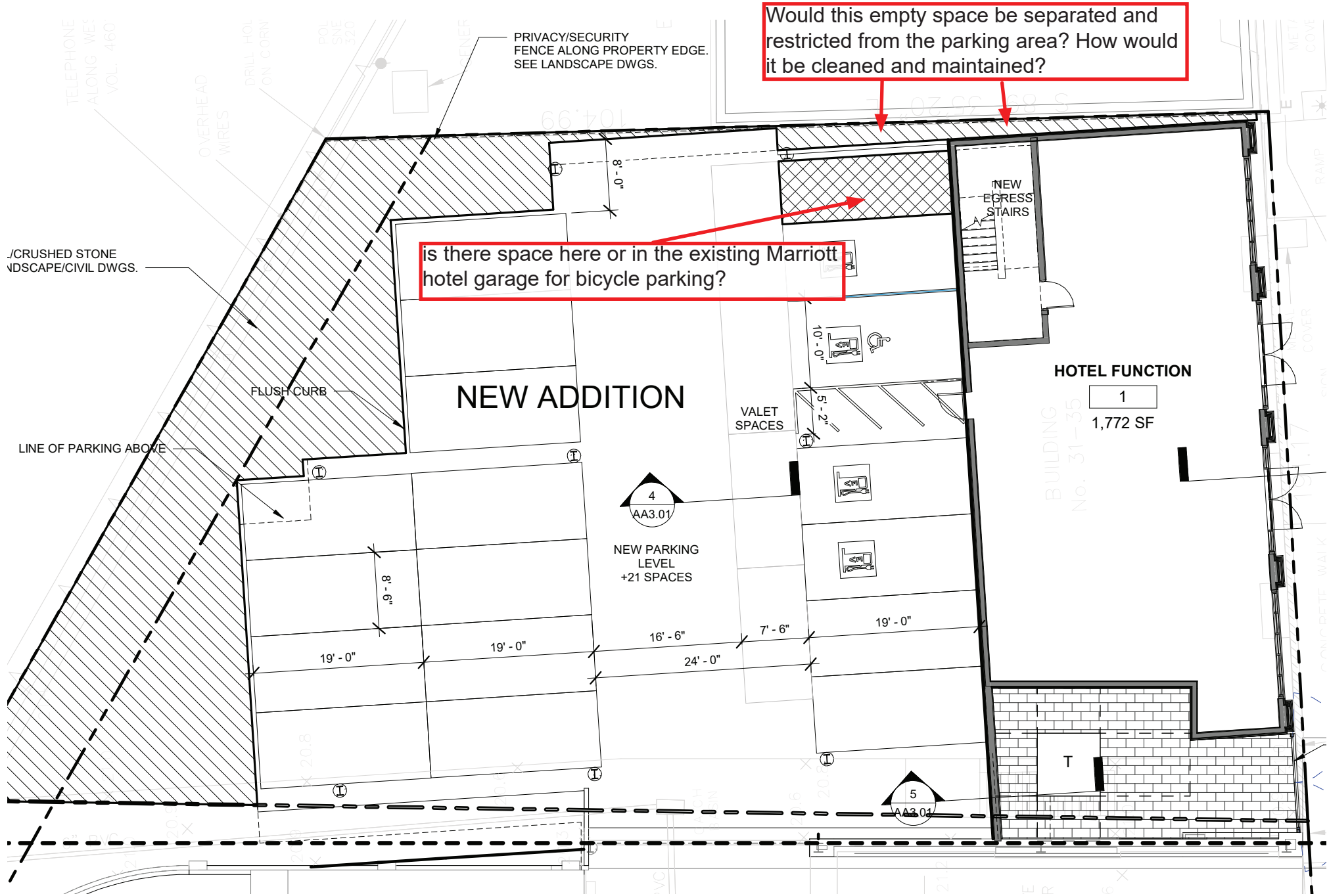
What would this space be used for?  
 How would it work with the stairwell  
 exiting into it? Can it be programmed  
 as retail or other public-facing uses?

Area Schedule (COVERAG	
Name	Area
EXISTING COVERAGE	15,664
	15,664
NEW COVERAGE	7,796
	7,796
	23,460

90% MAX BUILDING COVERAGE =  
 23,130 SF COVERAGE / 30,078 SF

31-35 SOUTH MAIN STREET

**NEW ADDIT**  
**FIGURE 11: GROUND-FLOOR USE**



Would this empty space be separated and restricted from the parking area? How would it be cleaned and maintained?

is there space here or in the existing Marriott hotel garage for bicycle parking?

*Via email*

**To:** Bryan Baker, Principal Planner  
Steven Kleppin, Director  
Norwalk Department of Planning and Zoning

Jonathan Hopkins, Director of Program Development  
Norwalk Redevelopment Agency

**From:** Frank Fish FAICP, Principal  
Taylor Young, AICP, Associate

**Subject:** Peer Review of 31-35 South Main Street - Second Review

**Date:** February 13, 2023

---

As per your request, the following memorandum includes our review of the revised 31-35 South Main Street application received by the City of Norwalk Planning and Zoning Commission and the Norwalk Redevelopment Agency. The Applicant revised their submittal package after we issued the initial Peer Review Memo on January 6, 2023. The Applicant's revised drawings are dated January 31, 2023.

We thank the Applicant for reviewing our memo and for addressing some of our comments. In general, we think the Applicant should give more thoughtful consideration to the ground-floor façade design and the use of the building's ground-floor space. The Udelman Building is a contributing building in the South Main & Washington Historic District (listed on the National Register), and it has a number of features that make South Main Street an interesting walk for pedestrians. We think it is important that the proposed building follow this historic precedent.

The comments below focus on what we think are the most pressing issues with the proposed design.

## Interaction with the Pedestrian Realm

### A. Façade Design and Historic Structures

Our initial comments identified the historic precedent of recessed entrances and pedestrian-scale entrance features of the Udelman Building and many other buildings on South Main Street. The Udelman Building has a set of recessed double doors on each storefront, and has a solid base on the bottom of the ground floor windows to break up the glass façade. The Udelman Building and its neighboring historic buildings also have pedestrian-scale signage on the windows and above the door. We think the proposed building would benefit from a similar design (see Figure 1).

The proposed ground-floor façade has only a single entrance door on South Main Street that is flush with the façade, and does not have a solid base that spans the width of the façade. The revised plans also an entrance and vestibule from the parking garage to the event space, leading us to wonder if the garage would be the main entrance. In this scenario the door on South Main Street is a secondary entrance or exit-only doorway. The Applicant also stated there would be no signage on the façade.

We encourage the Applicant to design the ground floor to complement the pedestrian character of the South Main & Washington Historic District. This could include (as stated in the initial review memo), recessed entrances to break of up the façade, pedestrian entrance treatments like awnings, and a solid base under the glass on the façade. The glass panes could also be broken up with a vertical mullion or two (see Figure 2).

### B. Use of Ground Floor Space

The Applicant's revised submittal shows that the ground-floor space on the proposed building would be used as "hotel function" space that is available for corporate events, wedding receptions, and seminars, etc. It appears the space would not be open to the public, and would mainly be used for events. This event space use may have some benefits, but we agree with comments made by City staff that a retail use, café, or other public-facing use would be much better for the pedestrian environment on South Main Street.

The design of the interior space is somewhat confusing considering its proposed "hotel function" use. The room has a vestibule, but no lobby or coat check space. Would the 'front' of the room be far enough away from the restrooms during a wedding or corporate event?

We are happy to see the new egress stairs have a separate exit corridor, and are wondering how the hallway will be lit so it won't be overly dark. The exit door would be glass, but would there also be additional windows or special design in the hallway so that it does not feel forlorn?

### C. Design of Pocket Park and Transformer Space

We are pleased the Applicant designed a 'pocket park' space for use of event guests. We understand the design of the space was partially determined by agreements between the Applicant and the utility, but we again wonder whether this space could be redesigned so that is more open to the public. Could the transformer be pushed back away from the street, while still providing enough access for the utility company? Could the gate be recessed to open up some space for planters, a bench, or bicycle parking?

#### **Appendices:**

##### A. Figures

Appendix A: Figures



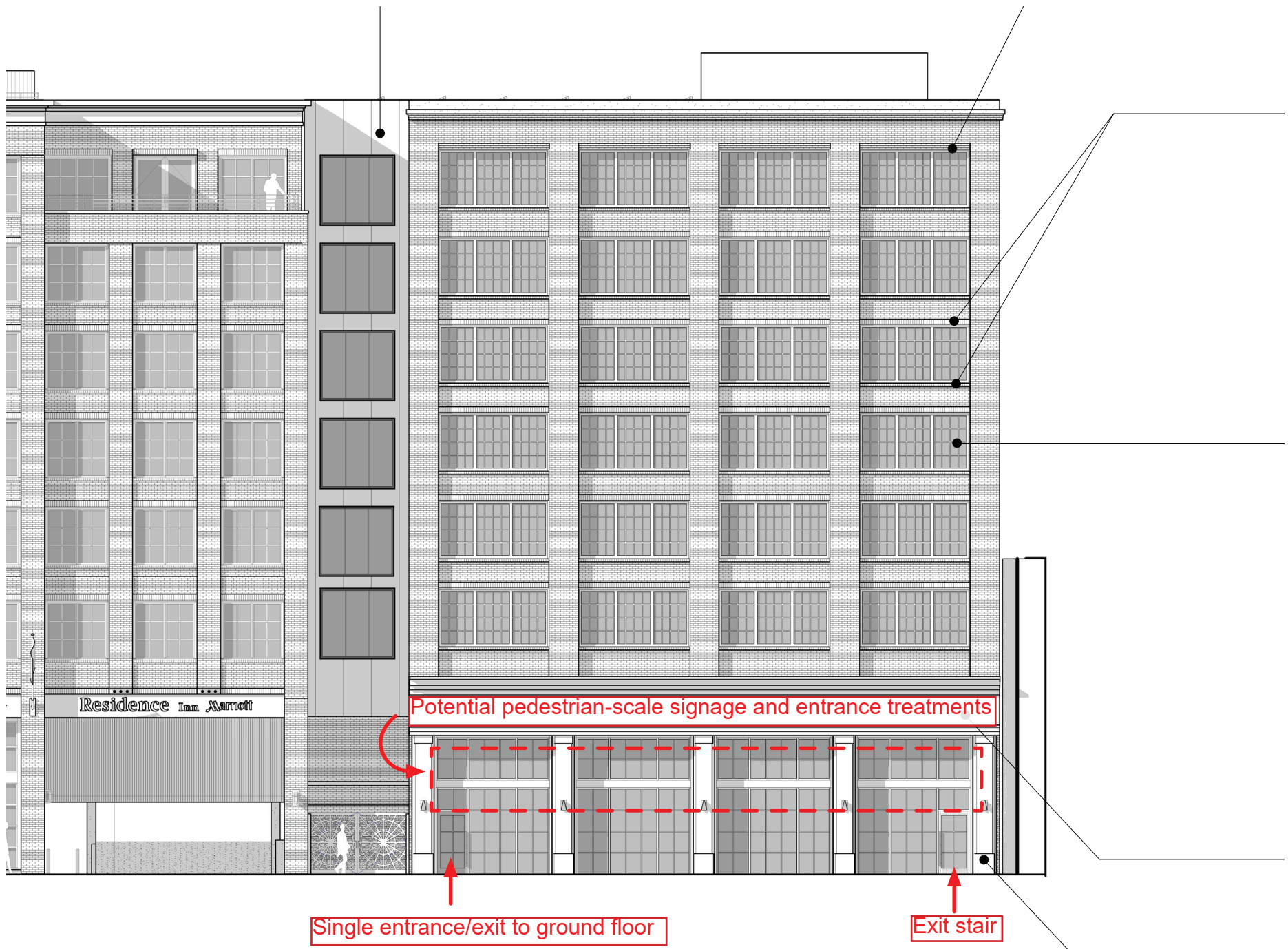
Photo 1: View of existing building at 31-35 South Main Street looking southwest.



Photo 2: View of building facade at 4 South Main Street.

**31-35 SOUTH MAIN STREET**

**FIGURE 1: EXISTING BUILDING PHOTOS**



31-35 SOUTH MAIN STREET

FIGURE 2: PROPOSED FACADE DESIGN



CITY OF NORWALK  
**Paul L. Sotnik, P.E.**  
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P: 203-854-7891 / F: 203-857-0143  
Norwalk City Hall  
125 East Avenue, P.O. Box 5125  
Norwalk, CT 06856-5125

## MEMORANDUM

**TO:** Brian Bidolli – Executive Director Norwalk Redevelopment Agency

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

**CC:** Vanessa Valadares, P.E. – Chief of Operations and Public Works  
James Meehan, P.E. – Principal Engineer

**REF:** Project RA2022-2 and Alternate 1 – 467 West Avenue Utility Infrastructure Upgrade and Alternate 1

**DATE:** March 3, 2023

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The Norwalk Redevelopment Agency contracted with Redniss & Mead to prepare plans and the City of Norwalk Department of Public Works (DPW) prepared the specifications and advertised the above referenced Project for public bids through the City of Norwalk Purchasing Department. This Project consists of upgrading and undergrounding the utility infrastructure on the streets indicated below.

- West Avenue (between Butler Street and Orchard Street)
- Orchard Street (between West Avenue and Quincy Street)
- Butler Street
- Quincy Street
- Maple Street (between West Avenue and Berkeley Street)

In addition to upgrading the utility infrastructure that includes the installation of conduits to facilitate the removal of the existing overhead telephone, electric, and cable wires on the above referenced streets, this Project also includes the upgrading of infrastructure related to storm drainage structures and connections as well. In addition, this Project also includes the installation of Historic Street lights related to previously installed infrastructure on Orchard Street and Quincy Street. Alternate 1 for this Project consists of the undergrounding of the existing overhead utility services at #4 and #6 Quincy Street. The above referenced advance public infrastructure work will support the Pinnacle private mixed-use development to be located at 467 West Avenue.

The City Purchasing Department opened bids for this Project on March 1, 2023 and after reviewing the bid results, it is DPW's recommendation that this contract be awarded to Grasso Companies, LLC, the apparent low bidder, with a bid amount of

\$2,801,964.00 for the Base Project and \$15,500.00 for Alternate 1. The total bid for both the Base Bid and Alternate 1 being \$2,817,464.00.

I have attached a copy of the Bid Sheet with the results received from the two (2) bidders, including an itemized comparison of those two (2) bidders, for your reference. Therefore, I would like to request that the following item be included on the agenda for the March 14, 2023 meeting of the Redevelopment Agency Board for approval.

- 1.) Authorize the Executive Director of the Norwalk Redevelopment Agency, Brian Bidolli, to execute an Agreement with Grasso Companies, LLC for Project RA2022-2 and Alternate 1 – 467 West Avenue Utility Infrastructure Upgrade.

A copy of the bid information for Purchasing Department Project 4266 – DPW Project RA2022-2 and Alternate 1 – 467 West Avenue Utility Infrastructure Upgrade, can be reviewed by following the link below.

<https://www.norwalkct.org/DocumentCenter/Index/1715>

Project Number : RA2022-2

Project Name : 467 WEST AVENUE UTILITY INFRASTRUCTURE UPGRADE

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0201001A	CLEARING AND GRUBBING	1	\$80,000.00	\$80,000.00	\$37,278.00	\$37,278.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00
0202452A	TEST PIT	15	\$1,500.00	\$22,500.00	\$1,334.00	\$20,010.00	\$0.00	\$0.00	\$1,400.00	\$21,000.00
0202529	CUT BITMUNOUS CONCRETE PAVEMENT	10,740	\$1.85	\$19,869.00	\$7.00	\$75,180.00	\$0.00	\$0.00	\$3.00	\$32,220.00
0203004	STRUCTURE EXCAVATION - EARTH	475	\$35.00	\$16,625.00	\$39.00	\$18,525.00	\$0.00	\$0.00	\$35.00	\$16,625.00
0203306	STRUCTURE EXCAVATION - ROCK	95	\$250.00	\$23,750.00	\$173.00	\$16,435.00	\$0.00	\$0.00	\$200.00	\$19,000.00
0205003A	TRENCH EXCAVATION (0' - 10' DEEP)	3,225	\$40.00	\$129,000.00	\$43.00	\$138,675.00	\$0.00	\$0.00	\$35.00	\$112,875.00
0205004A	ROCK IN TRENCH EXCAVATION (0' - 10' DEEP)	645	\$265.00	\$170,925.00	\$145.00	\$93,525.00	\$0.00	\$0.00	\$200.00	\$129,000.00
0219011A	SEDIMENTATION CONTROL AT CATCH BASIN	10	\$130.00	\$1,300.00	\$389.00	\$3,890.00	\$0.00	\$0.00	\$150.00	\$1,500.00
0304002	PROCESSED AGGREGATE BASE	300	\$70.00	\$21,000.00	\$50.00	\$15,000.00	\$0.00	\$0.00	\$60.00	\$18,000.00
0406004A	3" TEMPORARY PAVEMENT REPAIR	1,045	\$40.00	\$41,800.00	\$84.00	\$87,780.00	\$0.00	\$0.00	\$45.00	\$47,025.00
0406009A	5" TEMPORARY PAVEMENT REPAIR	1,065	\$58.00	\$61,770.00	\$132.00	\$140,580.00	\$0.00	\$0.00	\$65.00	\$69,225.00
0406201A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (MAJOR ARTERIAL) MIN BID - SEE SPECIAL NOTES	290	\$185.00	\$53,650.00	\$262.00	\$75,980.00	\$0.00	\$0.00	\$150.00	\$43,500.00
0406203A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (COLLECTOR) MIN BID - SEE SPECIAL NOTES	890	\$100.00	\$89,000.00	\$184.00	\$163,760.00	\$0.00	\$0.00	\$90.00	\$80,100.00
0406204A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (LOCAL) MIN BID - SEE SPECIAL NOTES	865	\$60.00	\$51,900.00	\$150.00	\$129,750.00	\$0.00	\$0.00	\$65.00	\$56,225.00
0406999A	ASPHALT ADJUSTMENT COST	1	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00
0507010	TYPE "C-L" CATCH BASIN TOP	1	\$400.00	\$400.00	\$1,667.00	\$1,667.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00
0507105A	CONNECTION TO EXISTING MANHOLE, CATCH BASIN OR DRYWELL	1	\$1,800.00	\$1,800.00	\$7,556.00	\$7,556.00	\$0.00	\$0.00	\$5,300.00	\$5,300.00
0507449	TYPE "C-M" CATCH BASIN	10	\$2,800.00	\$28,000.00	\$7,778.00	\$77,780.00	\$0.00	\$0.00	\$4,150.00	\$41,500.00
0507493	MANHOLE - 48" DIAMETER	5	\$3,600.00	\$18,000.00	\$5,556.00	\$27,780.00	\$0.00	\$0.00	\$3,500.00	\$17,500.00
0507502	DOGHOUSE MANHOLE - 48" DIAMETER	1	\$4,600.00	\$4,600.00	\$7,223.00	\$7,223.00	\$0.00	\$0.00	\$8,000.00	\$8,000.00
0586775	REMOVE EXISTING CATCH BASIN OR MANHOLE	7	\$900.00	\$6,300.00	\$3,334.00	\$23,338.00	\$0.00	\$0.00	\$1,500.00	\$10,500.00
0651012	15" RCP (CLASS IV)	16	\$190.00	\$3,040.00	\$187.00	\$2,992.00	\$0.00	\$0.00	\$100.00	\$1,600.00
0651656	12" CORRUGATED P.E. PIPE (SMOOTH INTERIOR)	136	\$85.00	\$11,560.00	\$69.00	\$9,384.00	\$0.00	\$0.00	\$90.00	\$12,240.00
0651657	15" CORRUGATED P.E. PIPE (SMOOTH INTERIOR)	305	\$135.00	\$41,175.00	\$73.00	\$22,265.00	\$0.00	\$0.00	\$95.00	\$28,975.00
0651658	18" CORRUGATED P.E. PIPE (SMOOTH INTERIOR)	105	\$170.00	\$17,850.00	\$80.00	\$8,400.00	\$0.00	\$0.00	\$105.00	\$11,025.00
0651659	24" CORRUGATED PE PIPE (SMOOTH INTERIOR)	45	\$200.00	\$9,000.00	\$89.00	\$4,005.00	\$0.00	\$0.00	\$120.00	\$5,400.00
0901002	STEEL BOLLARD	13	\$650.00	\$8,450.00	\$2,056.00	\$26,728.00	\$0.00	\$0.00	\$1,000.00	\$13,000.00

Project Number : RA2022-2

Project Name : 467 WEST AVENUE UTILITY INFRASTRUCTURE UPGRADE

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0921205	PERMEABLE PAVER CROSSWALK REPAIR	55	\$185.00	\$10,175.00	\$195.00	\$10,725.00	\$0.00	\$0.00	\$35.00	\$1,925.00
0922497	TEMPORARY BITUMINOUS CONCRETE SIDEWALK/DRIVEWAY	175	\$35.00	\$6,125.00	\$139.00	\$24,325.00	\$0.00	\$0.00	\$35.00	\$6,125.00
0970006A	TRAFFICPERSON (MUNICIPAL POLICE OFFICER)	1	\$64,000.00	\$64,000.00	\$64,000.00	\$64,000.00	\$0.00	\$0.00	\$64,000.00	\$64,000.00
0970007A	TRAFFICPERSON (UNIFORMED FLAGGER)	100	\$55.00	\$5,500.00	\$65.00	\$6,500.00	\$0.00	\$0.00	\$60.00	\$6,000.00
0971001A	MAINTENANCE AND PROTECTION OF TRAFFIC	1	\$150,000.00	\$150,000.00	\$234,250.00	\$234,250.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00
0975004	MOBILIZATION AND PROJECT CLOSEOUT	1	\$84,000.00	\$84,000.00	\$81,334.00	\$81,334.00	\$0.00	\$0.00	\$125,000.00	\$125,000.00
0980002A	PROJECT SURVEY AND STAKEOUT	1	\$30,000.00	\$30,000.00	\$158,000.00	\$158,000.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00
1003890	REMOVE AND RELOCATE HISTORIC STREET LIGHT POLE AND LUMINAIRE	1	\$4,000.00	\$4,000.00	\$5,178.00	\$5,178.00	\$0.00	\$0.00	\$5,500.00	\$5,500.00
1004004A	HISTORIC ROADWAY PEDESTRIAN LIGHT POLE - WAYPOINTE	16	\$8,000.00	\$128,000.00	\$6,776.00	\$108,416.00	\$0.00	\$0.00	\$4,500.00	\$72,000.00
1004205A	HISTORIC ROADWAY PEDESTRIAN LIGHT POLE LUMINAIRE - WAYPOINTE	16	\$2,550.00	\$40,800.00	\$2,042.00	\$32,672.00	\$0.00	\$0.00	\$2,000.00	\$32,000.00
1008210	CONCRETE ENCASEMENT	327	\$350.00	\$114,450.00	\$567.00	\$185,409.00	\$0.00	\$0.00	\$250.00	\$81,750.00
1010070	CABLEVISION 17"X30"X24" VAULT	3	\$3,500.00	\$10,500.00	\$9,967.00	\$29,901.00	\$0.00	\$0.00	\$3,200.00	\$9,600.00
1010912	ELECTRIC MANHOLE	1	\$7,100.00	\$7,100.00	\$31,723.00	\$31,723.00	\$0.00	\$0.00	\$33,000.00	\$33,000.00
1010920	CABLEVISION SPLIT MANHOLE	4	\$7,000.00	\$28,000.00	\$13,289.00	\$53,156.00	\$0.00	\$0.00	\$10,500.00	\$42,000.00
1015043	SWITCH GRAR VAULT	2	\$8,000.00	\$16,000.00	\$41,139.00	\$82,278.00	\$0.00	\$0.00	\$33,000.00	\$66,000.00
1113075	3 CONDUCTOR NO. 8 CABLE XHHW-2 PLUS 1 CONDUCTOR NO. 10 CABLE XHHW-2 INCLUDING NYLON PULL LINES	1,220	\$10.00	\$12,200.00	\$8.00	\$9,760.00	\$0.00	\$0.00	\$9.00	\$10,980.00
1115001	3" POLYVINYL CHLORIDE CONDUIT	30	\$10.00	\$300.00	\$25.00	\$750.00	\$0.00	\$0.00	\$13.00	\$390.00
1115002	4" POLYVINYL CHLORIDE CONDUIT	6,000	\$60.00	\$360,000.00	\$19.00	\$114,000.00	\$0.00	\$0.00	\$15.00	\$90,000.00
1115010	5" POLYVINYL CHLORIDE CONDUIT	16,990	\$45.00	\$764,550.00	\$24.00	\$407,760.00	\$0.00	\$0.00	\$20.00	\$339,800.00
1115204	2" POLYVINYL CHLORIDE CONDUIT	300	\$10.00	\$3,000.00	\$8.00	\$2,400.00	\$0.00	\$0.00	\$12.00	\$3,600.00
			<b>\$2,801,964.00</b>		<b>\$2,908,023.00</b>		<b>\$0.00</b>		<b>\$1,900,505.00</b>	

Apparent Low Bidder : THE GRASSO COMPANIES LLC

Second Bidder : A.M. RIZZO ELECTRICAL CONTRACTORS INC.

Third Bidder :

Project Number : RA2022-2 ALT 1

Project Name : 467 WEST AVENUE UTILITY INFRASTRUCTURE UPGRADE - ALTERNATE 1

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1017044	UTILITY SERVICES - 4 QUINCY STREET (UNDERGROUND CABLE, ELECTRIC AND TELEPHONE)	1	\$9,000.00	\$9,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00
1017045	UTILITY SERVICES - 6 QUINCY STREET (UNDERGROUND CABLE, ELECTRIC AND TELEPHONE)	1	\$6,500.00	\$6,500.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00
			<b>\$15,500.00</b>		<b>\$30,000.00</b>		<b>\$0.00</b>		<b>\$60,000.00</b>	

Apparent Low Bidder : THE GRASSO COMPANIES LLC

Second Bidder : A.M. RIZZO ELECTRICAL CONTRACTORS INC.

Third Bidder :



CITY OF NORWALK  
 Department of Public Works

P: 203-854-7891 / F: 203-857-0143

Norwalk City Hall  
 125 East Avenue, P.O. Box 5125  
 Norwalk, CT 06856-5125

## BID SHEET

**PROJECT: RA2022-2 and ALTERNATE 1**  
**467 WEST AVENUE UTILITY INFRASTRUCTURE UPGRADE**

<b>DATE:</b> TUESDAY, MARCH 1, 2023 2:00 P.M.
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BIDDER	BID AMOUNT	BID BOND
A.M Rizzo Electrical Contractors, Inc. 64 Triangle Street Danbury, CT 06810	Base: \$2,908,023.00 <u>Alternate 1: \$30,000.00</u> Total: \$2,938,023.00	10% Travelers Casualty and Surety Company of America
Grasso Companies, LLC 485 Pepper Street Monroe, CT 06468	Base: \$2,801,964.00 <u>Alternate 1: \$15,500.00</u> Total: \$2,817,464.00	10% Argonaut Insurance Company
	\$	%
	\$	%
	\$	%