



REGULAR MEETING – COMMUNITY SERVICES COMMITTEE AGENDA

**MAY 21, 2025, 7:00 PM
BY ZOOM VIRTUAL MEETING**

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



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also 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 by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Lamond Daniels at ldaniels@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

I. CALL TO ORDER / ROLL CALL

II. PUBLIC PARTICIPATION

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: March 19, 2025

IV. DISCUSSION

A. Updates from the Chief of Community Services, Lamond Daniels

B. Update from Human Services Director AnaVivian Escalante on the Community Impact Mini-Grant Program; informational only, no Council action required.

V. ACTION ITEMS

- A.** Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with The Open Door Shelter (dba Open Doors) located at 4 Merritt Street Norwalk, CT 06854 in the amount of \$92,000.00 to provide shelter services for persons experiencing homelessness for Norwalk residents. Beginning June 1, 2025 to May 30, 2026. Account#012010-5A0620.

VI. ADJOURNMENT

UPCOMING MEETINGS

June 18, 2025

**CITY OF NORWALK
COMMUNITY SERVICES COMMITTEE
MARCH 19, 2025
VIA ZOOM VIRTUAL MEETING**

ATTENDANCE: Nicol Ayers: Chair, Barbara Smyth, Douglas Sutton, Anne Wennerstrand,
Heather Dunn, Dajuan Wiggins Sr., Greg Burnett

STAFF: Lamond Daniels; Chief of Community Services.

OTHER: Novellette Peterkin, Kelly Tomlinson, Darlene Hoffler, Deanna
D'Amore

I. CALL TO ORDER / ROLL CALL

Ms. Ayers called the meeting to order at 7:01 p.m.. She called the roll as indicated above. A quorum was present.

II. PUBLIC PARTICIPATION

There was no one present from the public for comment.

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: February 19, 2025

**** MS. SMYTH MOVED TO APPROVE THE MINUTES.
** THE MOTION PASSED UNANIMOUSLY.**

IV. DISCUSSION

**CITY OF NORWALK
COMMUNITY SERVICES COMMITTEE
MARCH 19, 2025**

A. Updates from the Chief of Community Services, Lamond Daniels

Chief Daniels thanked the chair for her continued support for their work. He then proceeded to give his update on the Norwalk opioid settlement fund partially funded by the National opioid funding program. He mentioned the RFP draft for the mini-grant program. He informed the committee of the request for additional funding to Staff the Community Resource Hub.

Ms. Smyth asked if they needed help at the BET meeting. Chief Daniels didn't feel it was necessary

Chief Daniels presented a slide show updating the following:

- The Mini Grant Program
- The recommended timeline
- The Opioid Settlement Fund
- The local context
- Their two pronged strategy

Ms. Ayers had a question about the funding for the specialist. Chief Daniels explained they were already paying for two full-time mental health counselors embedded in the police department. This funding would pay for a part-time recovery support specialist.

Ms. Wennerstrand asked if the recovery support specialist was a licensed position. Chief Daniels said he didn't know but added the position would be contracted from the same group they hired the mental health counselors from. He did say the two mental health counselors are master's level and he feels comfortable that the individual would be licensed with the appropriate credentials.

V. ACTION ITEMS

A. COMMUNITY SERVICES

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with Carver Foundation, Inc. to provide financial assistance for the 2025 Summer Enrichment Program in the amount of \$147,000. Account No. 012010-5A0620.

Chief Daniels remarked on the long standing history the city has with the Carver Foundation.

Ms. Smyth thanked Ms. Peterkin for her work, She stated it was a pleasure to support the

**CITY OF NORWALK
COMMUNITY SERVICES COMMITTEE
MARCH 19, 2025**

summer enrichment program, and she wished they could do more.

Chief Daniels confirmed for Mr. Wiggins that this was the same program they funded last year. Ms. Peterkin went into detail about how the funds were dispersed. She described the six-week program, its cost, and its various components e.g. a certified literacy teacher, a math and science teacher. She elaborated further saying they take at least one trip a week, and there's swimming and project-based learning.

**** MS. AYERS MOVED TO APPROVE THE MOTION.
** THE MOTION PASSED UNANIMOUSLY.**

B. HEALTH

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with CINTAS Corporation for a period of five (5) years, in the amount of \$2476.00 for year one (1) increased by 3% for each year thereafter. Account # 0120-70-5276.

Ms. Hoffler explained they were looking to update the services for clinical apparel and laundering services. She indicated they had investigated and received quotes from several companies. She stated agreement before them is standard for the industry.

**** MS. AYERS MOVED TO APPROVE THE MOTION.
** THE MOTION PASSED UNANIMOUSLY**

2. Authorize the Mayor, Harry W. Rilling, to execute agreements with CT State Community College – Norwalk for Health Department staff and volunteers to use space on CT State Norwalk campus for the Know Your Numbers health screening program on various dates between April 1, 2025 and March 31, 2026.

Ms. Tomlinson explained as part of the Know Your Numbers health screening they are looking to partner with CT State to offer screenings to their faculty and staff. She stated as part of that work they asked that a facility and equipment use agreement be signed,

Ms. Ayers wanted clarification on the agreement. Ms. Tomlinson said they were agreeing to have a screening at their location and to use their tables and chairs. The agreement they would be signing was just saying that.

Ms. Wennerstrand wanted a description of the program. Ms. Tomlinson explained they use their staff and ER emergency response team volunteers to offer blood pressure, blood sugar, BMI, and waist circumference screening along with health education. The goal is to help people know and understand their numbers and encourage them to see their healthcare provider regularly.

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** THE MOTION PASSED UNANIMOUSLY**

Mr. Burnett had a technical issue and wanted it noted that he voted in favor for all three action items

VI. ADJOURNMENT

**** MR. WIGGANS MOVED TO ADJOURN THE MEETING.
** THE MOTION PASSED UNANIMOUSLY**

The meeting was adjourned **at 7:30 p.m.**

UPCOMING MEETINGS

April 16, 2025

Respectfully submitted
China Mayhew
Telesco Secretarial Services

**CITY OF NORWALK
COMMUNITY SERVICES COMMITTEE
MARCH 19, 2025
VIA ZOOM VIRTUAL MEETING**

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MARCH 19, 2025**

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UPCOMING MEETINGS

April 16, 2025

Respectfully submitted
China Mayhew
Telesco Secretarial Services

**AGREEMENT
BY AND BETWEEN
CITY OF NORWALK
WITH
THE OPEN DOOR SHELTER, INC.
FOR
HOMELESS SHELTER SERVICES**

This Agreement is entered into this 29th day of May, 2024 (the "Effective Date"), by the **CITY OF NORWALK**, a municipal corporation organized and existing under the laws of the State of Connecticut (hereinafter referred to as "City"), acting by and through Harry W. Rilling, its Mayor, duly authorized, and **THE OPEN DOOR SHELTER, INC.**, a non-profit company organized and existing under the laws of the State of Connecticut, whose principal office is located at 4 Merritt Street, Norwalk, CT 06854, acting herein by Michele Conderino, its Executive Director, duly authorized (hereinafter, the "Non-Profit").

WITNESSETH:

WHEREAS, the mission of the Norwalk Community Services Department is to support individuals experiencing homelessness within the City; and

WHEREAS, the City is committed to ensuring that relevant and critical information is disseminated to community homelessness in a variety of ways including having access to a safe and secure shelter facility;

WHEREAS, to effectively achieve the goal stated above, the City desires to provide additional beds for the shelter; and

WHEREAS, the Non-Profit has requested funding from the City as set forth in Exhibit 1 attached hereto (the "Proposal");

WHEREAS, the Non-Profit has agreed to provide such bedding throughout the term of this Agreement for the compensation and in accordance with the requirements and conditions set forth herein;

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

1. ENGAGEMENT OF NON-PROFIT:

A. The Parties hereby agree that the Non-Profit shall be available to the City throughout the term of this Agreement, in accordance with the terms and conditions and

for the consideration set forth herein.

B. The person in charge of administering this Agreement on behalf of the City shall be Lamond Daniels, Chief of Community Services, or such other person as he may designate in writing to act on his behalf (the "Director").

C. The person authorized to represent and act on behalf of the Non-Profit with regard to this Agreement is Michele Conderino, its Executive Director.

D. The parties understand and agree that the Non-Profit is engaged only for the purposes and to the limited extent set forth in this Agreement. The Non-Profit's relationship to the City and any of its agencies shall, during the term of this Agreement, be that of an independent contractor. Neither the Non-Profit, nor any of its agents, employees or personnel shall be considered, under the provisions of this Agreement or for any purposes hereunder, as having an "employee" status or as being entitled to participate in any benefits accrued by or given to City employees, including, but not limited to, vacation, sick time, holidays, health insurance, Workers' Compensation coverage, and pension. The Non-Profit hereby expressly waives any claim to such benefits.

2. SERVICES TO BE PERFORMED:

A. The Non-Profit shall reserve eight (8) beds which will be available exclusively to Norwalk residents experiencing homelessness during the Term of this Agreement (the "Services") consistent with the Non-Profit's Proposal attached hereto as Exhibit 1. The Non-Profit shall perform the Services in a professional and skillful manner in compliance with all applicable codes, regulations, requirements and standards of practice and care, and the specifications defined by the Director.

3. TIME PROVISIONS:

A. This Agreement shall commence on the Effective Date and continued for a period of one (1) year (the "Term"), unless earlier terminated in accordance with the terms herein.

4. COMPENSATION:

A. The City shall compensate the Non-Profit for the satisfactory completion of the Services and of all of the Non-Profit's duties, obligations and responsibilities under this Agreement, subject to additions and deductions as herein provided, the total sum of **NINETY-TWO THOUSAND DOLLARS AND 00/100 CENTS (\$92,000.00)** in the manner set forth herein.

B. Compensation provided under this Agreement constitutes full and complete payment for all costs assumed by the Non-Profit in performing this Agreement. No direct

costs shall be reimbursed by the City without specific, prior written approval signed by the Director.

C. Payments to the Non-Profit under this Agreement shall be made by the City on a quarterly basis upon City approval of payment requisitions certified by the Non-Profit to be true and accurate. Each requisition shall be in a form acceptable to the City and shall set forth the hours of work performed, a description of the services provided and any other information that may be required by the City.

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

F. The Non-Profit shall keep commercially reasonable records of the Services provided hereunder evidencing performance in compliance with the terms of this Agreement. Such records shall be made available to the City up request.

5. INSURANCE AND INDEMNITY REQUIREMENTS:

A. The Non-Profit shall, at its sole cost, obtain and maintain throughout the effective period of this Agreement the insurance coverage specified by the Insurance Rider attached hereto as **Exhibit 2** and shall keep all such insurance in continuous effect for two (2) years following the date the Director indicates the termination of the Non-Profit's responsibilities hereunder. All insurance shall be taken out and maintained at no cost or expense to the City and the Non-Profit shall be responsible for the full amount of any deductible. Each insurance policy shall be endorsed to name the City as an additional insured party on a primary and noncontributory basis.

Before commencing performance of any Services hereunder the Non-Profit shall furnish to the City a Certificate of Insurance and shall thereafter provide renewal certificates, as appropriate, evidencing such coverage written by a company or companies acceptable to the City. Such certificate and renewal certificates shall provide for a notice of cancellation, lapse or restrictive amendment by certified or registered mail at least thirty (30) days prior to the effective date thereof. With the exception of the professional liability coverage, all required insurance shall not be issued on a per occurrence basis only.

The Non-Profit shall require each of its subcontractors, if any, to procure and maintain until the completion of that subcontractor's services, insurance of the types and in the amounts specified in Exhibit 2. The Non-Profit shall ensure that all its sub-contractors comply with the insurance requirements contained herein relating to such sub-contractors.

B. The Non-Profit shall indemnify, defend and save harmless the City, its officers, agents, servants and employees, from and against any and all third-party claims, suits, proceedings, liabilities, judgments, losses, costs and damages, including reasonable attorneys' fees arising from (i) the negligent acts or omissions or intentional misconduct of the Non-Profit, its agents, servants, representatives, subcontractors, or employees in connection with the performance of this Agreement, or (ii) the Non-Profit's breach of this Agreement. The Non-Profit hereby assumes and agrees to pay for the defense of all such claims, damages, demands, suits and proceedings. The provisions of this paragraph shall survive the expiration or early termination of this Agreement and shall not be limited by reason of any insurance coverage provided.

6. GENERAL PROVISIONS:

A. The City may at any time, and for any reason, direct the suspension of the Services contemplated under this Agreement for a period of time by written notice specifying the suspension date, which shall not be less than five (5) days from the date on which such notice is given. The Services shall be resumed on the dates specified in such direction, or upon such other date as the City may thereafter specify in writing. Any suspension of Services under this paragraph shall not give rise to any claim against the City.

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

C. It is the intent of this Agreement to secure the professional Services of the Non-Profit, including the Non-Profit's personnel and equipment. Failure of the Non-Profit for any reason to make such personnel and equipment reasonably available to the City to the extent required by the City in order to perform the Services required in a professional manner shall be cause for termination of this Agreement.

D. The Non-Profit shall not assign this Agreement or subcontract any portion hereof without prior consent of the City in writing.

E. When the City shall have reasonable grounds for believing that: (1) Non-Profit will be unable to perform this Agreement fully and satisfactorily within the time fixed for performance; (2) a meritorious claim exists or will exist against the Non-Profit or the City arising out of the negligent acts or omissions or intentional misconduct of the Non-Profit, its agents, servants or employees; or (3) the Non-

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

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

G. No member of the governing body of the City, and no other officer, employee, or agent of the City shall have any personal interest, direct or indirect, in this Agreement, except as permitted by the Code of Ethics of the City of Norwalk; and the Non-Profit covenants that no person having such interest shall be employed in the performance of this Agreement

H. The products of the Services performed under this Agreement, including all materials prepared or document or information compiled hereunder, whether in draft or final format, and regardless of the method of storage or state of same, shall become and remain the property of the City and shall be forwarded to the City in digital (and if requested by City, hard copy) format. This shall include all partially completed Services, documents, memoranda, work product or other materials and reports in the event that the Agreement is terminated or Non-Profit is unable or unwilling to complete them for any reason. City shall be the sole and exclusive owner of all right, title and interest in any such work product, including all intellectual property rights therein.

I. The Non-Profit shall comply with all applicable laws, ordinances and codes of the State of Connecticut and the City of Norwalk, and shall conform its performance of the Services to generally prevailing standards of professional care, employed by professionals practicing in the same or similar circumstances and geographical area.

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

K. This Agreement (specifically including all schedules, addenda, riders and exhibits) incorporates all the understandings of the Parties hereto and supersedes any and all agreements reached by the Parties prior to the execution of this Agreement, whether oral or written. If any schedule, addenda, rider or exhibit conflicts with any other provision of the Agreement, such conflict shall be resolved by adopting the provision that imposes the greater obligation upon Contractor.

L. The City and the Non-Profit each binds itself and its successors and assigns to the other party and to its successors and assigns with respect to all covenants of this Agreement. The Non-Profit shall not assign or transfer any interest in this Agreement without the prior written approval of the City.

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

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

O. The Non-Profit represents to the City as follows:

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

(ii) that this Agreement is duly executed and delivered by an authorized corporate representative, in accordance with such representative's powers to bind the Non-Profit hereunder, and constitutes a valid and binding obligation enforceable in accordance with its terms, conditions and provisions.

(iii) that it is a legally existing entity incorporated under the laws of the State of Connecticut and has not previously filed, nor is presently contemplating filing, nor has received notice of a petition of, nor contemplates receiving notice of a petition of, bankruptcy, liquidation, receivership or any other action for the protection of creditors or debtors;

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

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

To the City: Lamond Daniels, Chief of Community Services
Human Services
125 East Avenue
P.O. Box 5125
Norwalk, CT 06856-5125

With a Copy to: Office of Corporation Counsel
City of Norwalk
125 East Avenue
P.O. Box 5125
Norwalk, CT 06856-5125

With a copy to: Finance Department
(For insurance purposes) 125 East Avenue
P.O. Box 5125
Norwalk, CT 06856-5125
Attn: Risk Manager

To the Non-Profit: The Open Door Shelter, Inc.
4 Merritt Street
Norwalk, CT 06854
Attn: Michele Conderino, Executive Director

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

Q. Compliance with Laws

The Non-Profit shall comply with all applicable federal, state or local statutes, regulations, ordinances, rules and other laws in the performance of this Agreement. Without limiting the generality of the foregoing, this Agreement is subject to and Non-Profit shall at all times comply with Chapter 62 of the City of Norwalk Charter, the Living Wage Ordinance. The City shall have all rights and remedies provided therein including without limitation Section 62.8 thereof.

R. Electronic Signature

This Agreement may be executed and delivered via facsimile or electronic mail by either of the parties and the receiving party may rely on the receipt of such document so executed and delivered via facsimile or electronically as if the original had been received.

S. Effective Date:

The Effective Date shall be the date this Agreement is last signed by a Party hereto.

[SIGNATURES ON FOLLOWING PAGE]

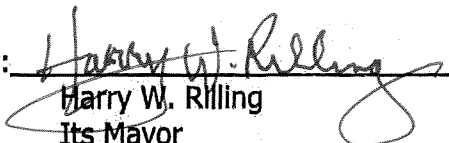
Dated at Norwalk, Connecticut, the day and year first above written, and executed in two (2) counterparts.

Signed, Sealed and Delivered
In the Presence of:

Witnesses' Signatures



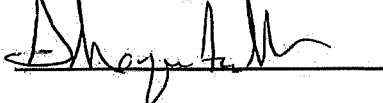

CITY OF NORWALK

By: 
Harry W. Rilling
Its Mayor
Duly Authorized

Date Signed: 5/29/24

Signed, Sealed and Delivered
in the Presence of:

Witnesses' signatures



THE OPEN DOOR SHELTER, INC.

By: 
Michele Conderino
Its Executive Director
Duly Authorized

Date signed: 5/24/24

APPROVED AS TO FORM:
OFFICE OF CORPORATION COUNSEL

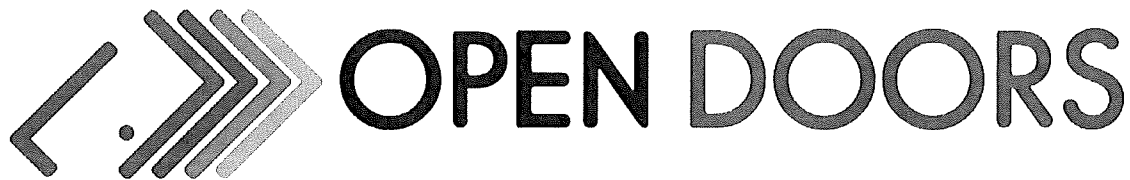
By: 

APPROVED AS TO
AVAILABILITY OF FUNDS:

By: 
Comptroller/Deputy Comptroller

Date: 5-29-24

EXHIBIT 1



4 Merritt Street • Norwalk, CT 06854 • 203-866-1057

The Open Door Shelter, Inc. (DBA Open Doors) has been operating in the city of Norwalk for the last four decades. Since inception, Open Doors has operated the only year round emergency shelter in the city, and currently provides the following beds:

- 21 Male beds
- 8 Female beds
- 8 Family units, 26 beds

Totaling 37 households and 55 beds

Open Doors raises a cold weather strategy each year from November to April that has a varying bed structure depending on community demand and funding available. This past winter, Open Doors provided:

- 4 Male beds
- 4 Female beds
- 5 Family units, 10 beds

Totaling 13 households, 18 beds

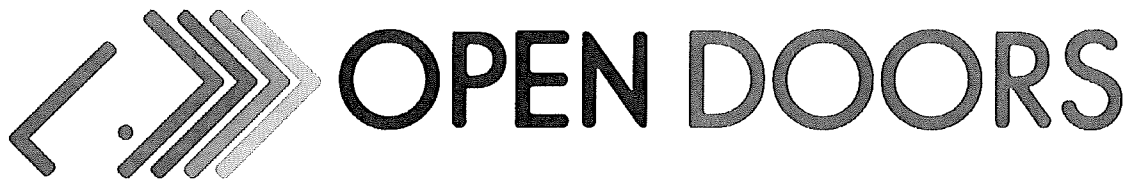
Open Doors shelter is a part of the Open Doors Fairfield County (ODFC) homeless service system and provides shelter capacity for households experiencing homelessness in the Norwalk area first, and then to those experiencing homelessness in Fairfield County. Open Doors operates a low barrier, housing first shelter, to ensure those most at risk, are able to access shelter first.

Open Doors has one of the highest rates of discharge from shelter to permanent housing and one of the lowest discharge rates from shelter to unsheltered in the state of Connecticut. From July 1, 2023, through March 31, 2024, Open Doors has provided accommodations for 157 individuals, encompassing 25 family households and 69 individual households. Of those served, Open Doors placed 84 individuals into permanent housing.

In September of 2023, the state Department of Housing re-bid all homeless service dollars, including the funding allocated to shelter. As part of the re-bid process, the state Department of Housing formulated a statewide cost-per-bed allocation taking into account operational and case management services. This new cost-per-bed was set at \$11,500.

Effective January 1, 2024, Open Doors has been funded by the state Department of Housing for 37 beds and was allocated an additional \$37,500 dollars to return Open Doors to the existing funding level. This has placed Open Doors in a financially challenging place as the cost of operating has increased well beyond the dollar amount received for sheltering services and places the additional 17 beds in jeopardy. Open Doors operates many other critical services, soup kitchen, food pantry, affordable housing, clothing, and enrichment services, Financial

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Legal name: The Open Door Shelter Inc



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Opportunity Center, street outreach, and other case management services and unrestricted dollars must be allocated across the diverse set of services.

Currently Open Doors shelter is at full capacity and the street outreach team is serving 18 households experiencing unsheltered homelessness in Norwalk. Both the shelter and street outreach program are a key element to Open Doors overall strategy to preserve housing stability and drive towards upward economic mobility for low-income Norwalk households.

Homelessness is a complex, systemic issue and one organization cannot hold the full responsibility of responding. Open Doors is deeply committed to serving those in the experience of homelessness and has greatly relied on strategic partnerships to maximize our impact on the lives of Norwalk residents. Open Doors is asking the City of Norwalk to partner by preserving shelter bed availability for Norwalk residents, by providing funding to support an additional 8 beds to assist Open Doors in balancing state funds, non-governmental grants, and general contributions to the organization to operate and serve the homeless shelter. The total funding amount requested is \$92,000.

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EXHIBIT 2

INSURANCE RIDER

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

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

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

Minimum Scope and Limits of Insurance:

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

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

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

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

Environmental Liability: If applicable, based on the Contractor's Scope of Work, the Contractor is required to provide environmental and remediation (Contractor's Pollution Liability –CPL-) insurance in the amount of One Million Dollars (\$1,000,000) per claim limit and Two Million Dollars (\$2,000,000) aggregate limit per occurrence. If the insurance is provided with a combination of excess pollution liability policies, the policy shall be written on a follow form coverage wording to its underlying Schedule of insurance.

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

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

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

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

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

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

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

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

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

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

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

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