

AGENDA

DATE: Tuesday, June 20, 2023

TIME: 5:30 PM

PLACE: By Video Conference and Teleconference

To facilitate access, members of the public may join a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at www.norwalkct.org/meetings.



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



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



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



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

WPCA Regular Meeting:

1. Call to Order
2. Executive Session to discuss Facility Plan Update
3. Approve the minutes from WPCA Meeting held on May 15, 2023. (copy included)
4. Election of Officers and Secretary for period between July 1, 2023 to June 30, 2024
5. Contract Operations Report:
 - a. Veolia Monthly Operating Report – May 2023 (copy included)
 - b. Contract Year 4 – Inflation Adjustment (letters included)
 - c. Blend Tank No. 1 Rehabilitation
 - d. West Gravity Thickener Rehabilitation
 - e. FST #1 Rehabilitation
 - f. 60-inch Interceptor pile removal and repair

- g. Major Repair or Replacement / Out of Scope Items:
 - 1) Building 1 - channel cleaning – Norwalk Marine (copy included)
 - 2) Building 1 - channel cleaning – Inland Waters (copy included)
 - 3) Filtrate pump impeller upgrade (copy included)
 - 4) Keeler Brook PS - force main inspection (copy included)
- 6. Reports:
 - a. FY22/23 Revenues/Expenditures MUNIS Report (copy included)
 - b. Discussion on WPCA Engineering Projects:
 - 1) WPCF Facility Plan Update (letter included)
 - 2) Sammis and Bell Island Sewershed Rehabilitation
 - 3) Keeler Brook PS Replacement
 - c. Discussion on WPCA Construction Projects:
 - 1) Collection – Wall Street / 2 Knight Street Relocation and Improvements
 - 2) Collection – Dreamy Hollow Project
 - 3) PS - Five Mile, Old Trolley Way, Karen Dr., and Woodward Ave. Rehabilitation
 - d. Sewer Use Bill Appeals/Adjustments Update
 - 1) Appeal status
 - e. Information Copies:
 - 1) FEMA Reimbursement Letter (copy included)
- 7. Adjournment

Next WPCA Meeting: **Monday, July 17, 2023, 5:30 PM**
By Video Conference and Teleconference

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**CITY OF NORWALK
WATER POLLUTION CONTROL AUTHORITY VIA ZOOM VIRTUAL
VIDEOCONFERENCE AND TELECONFERENCE
REGULAR MEETING
May 15, 2023**

Attendance: Darren Oustafine, Chairman
Barbara Smyth
John Bove
Greg Burnett
Chris Mannella

Staff: Vanessa Valadares, Chief of Operations and Public Works
Ralph Kolb, WPCA Senior Environmental Engineer
Neyla Bauer, Wastewater Systems Manager

Others: John Marcin, Veolia
Mathew Brown, Project Manager, Veolia



1. CALL TO ORDER

Mr. Oustafine called the meeting to order at 5:30PM.

2. APPROVE THE MINUTES FROM WPCA MEETING HELD ON APRIL 17, 2023. (COPY INCLUDED)

**** MR. MANNELLA MOVED TO APPROVE THE MINUTES AS SUBMITTED.**

**** THE MOTION PASSED UNANIMOUSLY WITH (5) FIVE IN FAVOR AND (1) ONE ABSTENTION- MS. SMYTH**

3. CONTRACT OPERATIONS REPORT:

- a. Veolia Monthly Operating Report- April 2023 (copy included)

Mr. Brown reported and said for the month of April the collections system team completed over two miles of TV inspections, over 3.9 miles of cleaning, 180 manhole inspections, and 5.12 miles of SL-RAT inspections. He also said there were 34 IPP inspections completed.

Mr. Brown said there was a significant rain event at the end of April and there were flows that exceeded 30MGD and had to activate Outfall 002 for a duration of 58 minutes and the facility maintained 30MGD of full treatment throughout the event and were in compliance with all permit requirements. He said they averaged 11.5 MGD for the month of April and for the previous six months have averaged 12.2 MGD. He said that all required reports were submitted to the DEEP and EPA in April.

Mr. Brown said the survey of Webster Lot has been completed and smoke testing was done, and he expects to see the full report early next week.

Mr. Brown said the catch basin disconnection will be completed at the end of this week on Seaview Avenue @ Osbourne Avenue and will connect the catch basin to the storm system beginning tomorrow.

- b. Blend Tank No. 1 Rehabilitation
- c. West Gravity Thickener Rehabilitation
- d. Major Repair or Replacement/ Out of Scope Items:
1. Final Settling Tank No. 1 Repairs (copy included)
 2. Hot Water Coil-Headworks Building (copy included)

Mr. Brown presented photos and provided an update of the blend tank repair, final clarifier number one, and the west gravity thickener and said he expects to have all the repairs completed by July 1, 2023.

4. REPORTS

- a. FY 22/23 Revenues/Expenditures MUNIS Report (copy included)

There was no discussion.

- b. Discussion on sanitary sewer billing FY 23/24

Mr. Kolb said that WPCA staff plans to have a completed file at the end of this week to share with the Tax Collector's office for sewer billing, and that First District Water and SNEW have provided their water data.

- c. Discussion on Engineering Projects:

- 1) WPCF Facility Plan Update

Mr. Kolb said that the team has reviewed the preliminary draft report and has provided comments back to ARCADIS and they are working on incorporating the comments into the final draft report. He said he would like to present it to the WPCA board for their feedback in a special meeting in June and then present it at the regular WPCA meeting in June. Mr. Valadares said that the deadline to file the report is June 30th.

- 2) CB Disconnect Program (copy included)

Mr. Kolb said there is a signed task order that was included as part of the agenda and there are 38 critically identified catch basins that are still connected to the sanitary sewer system that were identified in the modeling of the collections system master plan to disconnect and will be working closely with DPW engineering over the next six months to come up with various projects to accomplish their goals.

- 3) Sammis and Bell Island Sewershed Design

Ms. Bauer said staff had a meeting last week with the consultant to finalize some items and at the end of the month they will be submitting the final specifications and GIS figures for staff to review and are hoping to put the project out to bid in July.

- 4) Keeler Brook PS Replacement (copy included)

Mr. Kolb said last week WPCA staff submitted a Zoning Board of Appeals application for a variance for a one-story structure on Connecticut Avenue due to the high-tension power lines that are above the pump station. He said the goal is to replace the Keeler Brook pump station at a new location on the Eversource property and all parties are in agreement to move this forward. He said that Wright-Pierce has 90 days to complete the design of the pump station and it will be put out to bid later this year.

- d. Discussion on WPCA Construction Projects (photos included)

- 1) Collection- Wall Street / 2 Knight Street Relocation and Improvements

Ms. Bauer presented the updates on the Wall Street/Knight Street relocation and improvements and said the contractor is revisiting the plan to abandon the old sewer main under Wall Street, and the parking lot area where construction work took place has been cleaned up and limited to a smaller area.

2) Collection- Dreamy Hollow Project

Ms. Bauer presented the updates on the Dreamy Hollow project and said there have been some sanitary sewer improvements on Daphne Drive.

3) PS-Five Mile, Old Trolley Way, Karen Dr., and Woodward Ave. Rehabilitation

Ms. Bauer presented the pump station updates on Karen Drive and Woodward Avenue and said the work has been completed at the Karen Drive pump station, and the consultant is working with the contractor on the Woodward Avenue pump station to schedule the lining of three pipe segments that were identified to be in poor condition, and next week will be submitting a bypass plan to WPCA staff to review and the lining work will begin in two to three weeks and will be completed in one day.

4) WWTP-SCADA-Phase III Improvements

Ms. Bauer presented updates on phase II of the SCADA upgrades which included new chemical flow meters, filtrate wet well level instrument, and scum tank instrumentation, mixer, and pump.

e. CTDEEP's Clean Water Fund FY 2024 and FY 2025 Priority List (memo included)

Mr. Kolb said that the DEEP has reached out for a list of priority projects for the 2024-25 Clean Water Fund program and WPCA staff is preparing Clean Water Fund requests for both the wastewater treatment plant and collection system and hope to get some grant monies in the future.

f. Sewer Use Bill Appeals/Adjustments Update

1) Appeal Status

Ms. Bauer said the appeals to date are \$39,693 and have not changed from last month.

g. Informational Copies:

1) Wilton Sewer Invoice FY 22/23 (copy included)

Mr. Kolb said the Wilton sewer use invoice for fiscal year 2022-23 is in the amount of \$836,628.82.

5. ADJOURNMENT

**** MR. BURNETT MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 5:49PM.

Respectfully submitted,

Dilene Byrd

EXECUTIVE SUMMARY

May Highlights

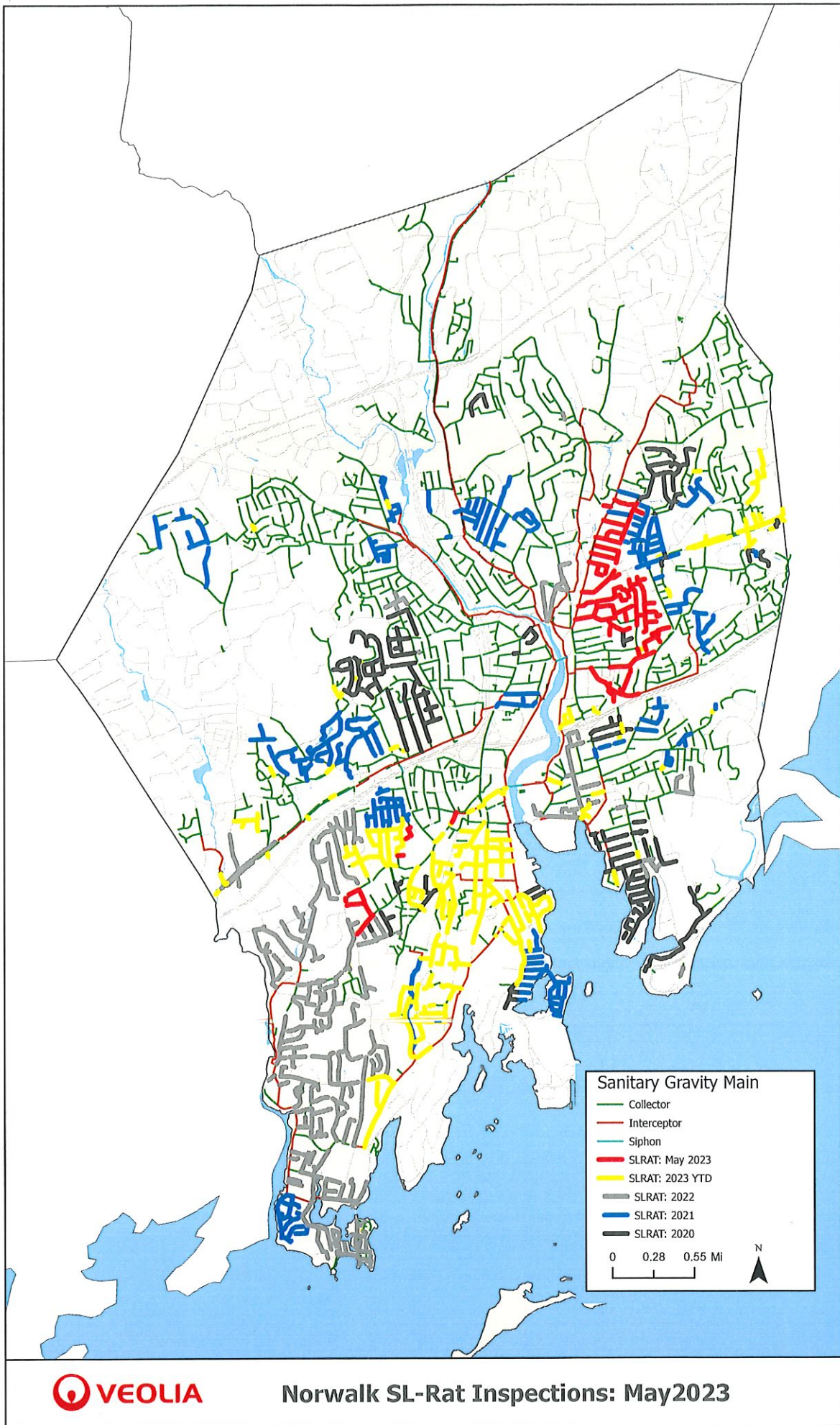
- The Veolia collections system team completed over 1.96 miles of TV inspection along with the cleaning of over 4.87 miles of sewer lines, 228 manhole inspections and over 6.49 miles of SL-RAT inspection.
- The IPP inspection program conducted 22 inspections.
- Smoke testing was completed at Webster lot, the report was shared with the WPCA.
- Final Settling Tank #1 Repair: Northeast Water started the work on FST #1. The turret is installed and the rake arms will be back on site by the 2nd week of June. Traver Electrical will be re-installing the electric the 1st week of June. The unit will be back in operation by June 30, 2023.
- Sludge Blend Tank: Fisher Tank started the replacement of the steel panels for blend tank #1. During the removal of the panels the roof / top of the tank separated from wall panels. Fisher Tank has to remove and replace the roof of the blend tank. We are waiting on a new schedule to complete this new scope of work.

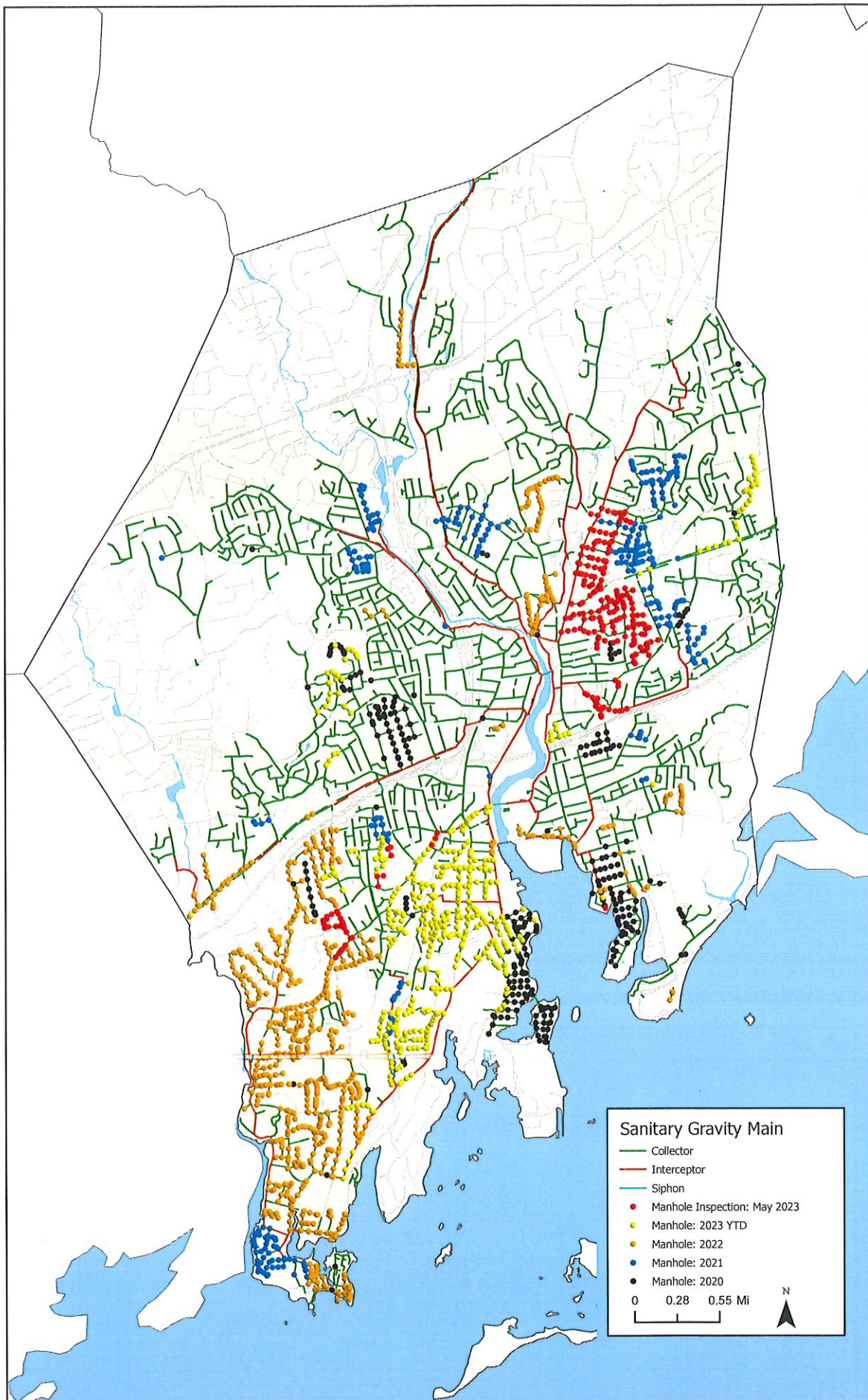
Regulatory Events

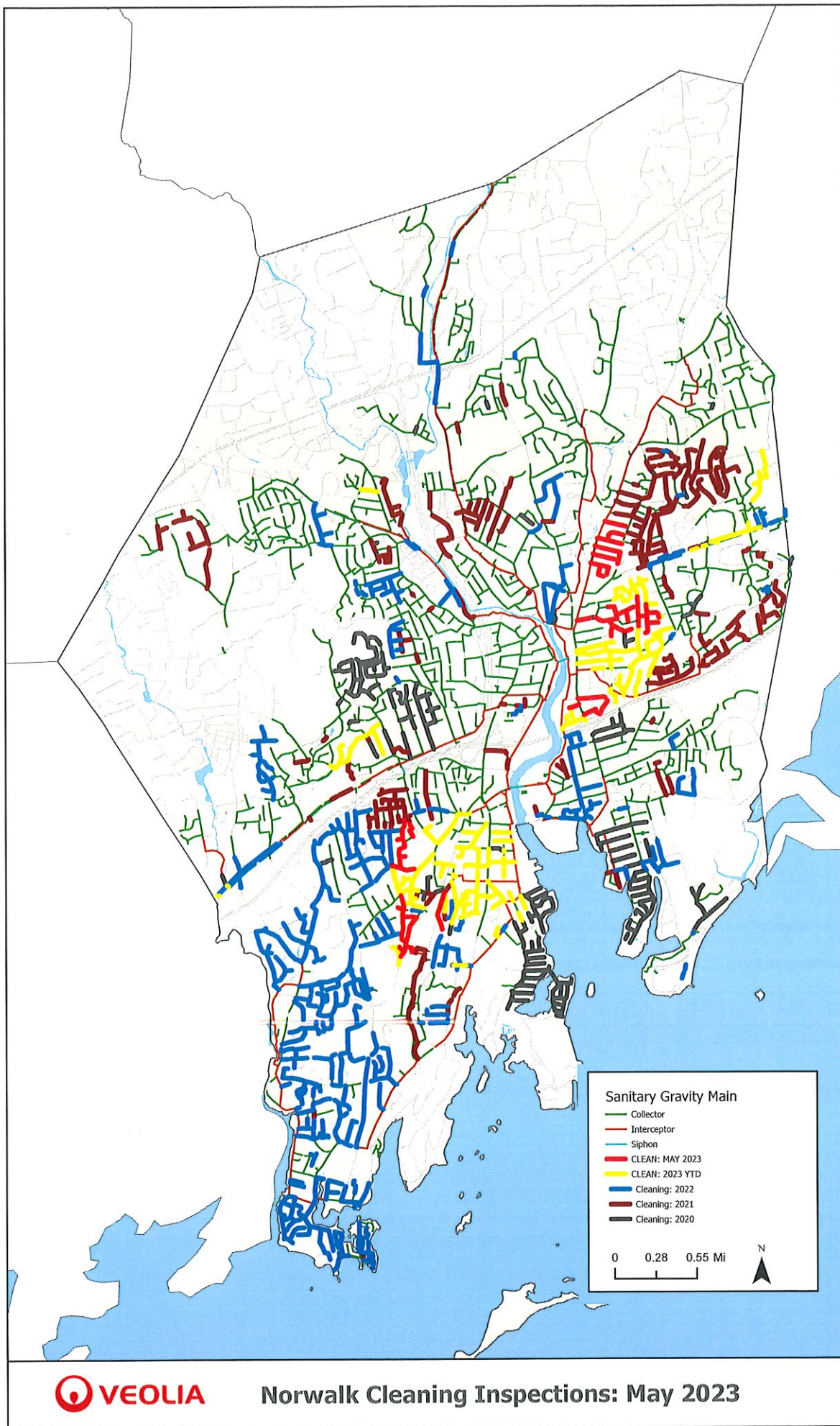
- On May 20th, 2023 a significant rain event was experienced resulting in flows exceeding 30 MGD and the activation of the 002 Outfall for a duration of 58 Minutes. The facility maintained 30 MGD full treatment throughout the event.
- The Facility was in compliance with all permit requirements for the month of May.
- The netDMR, MOR, and NAR reports were submitted to CT-DEEP and EPA in May.

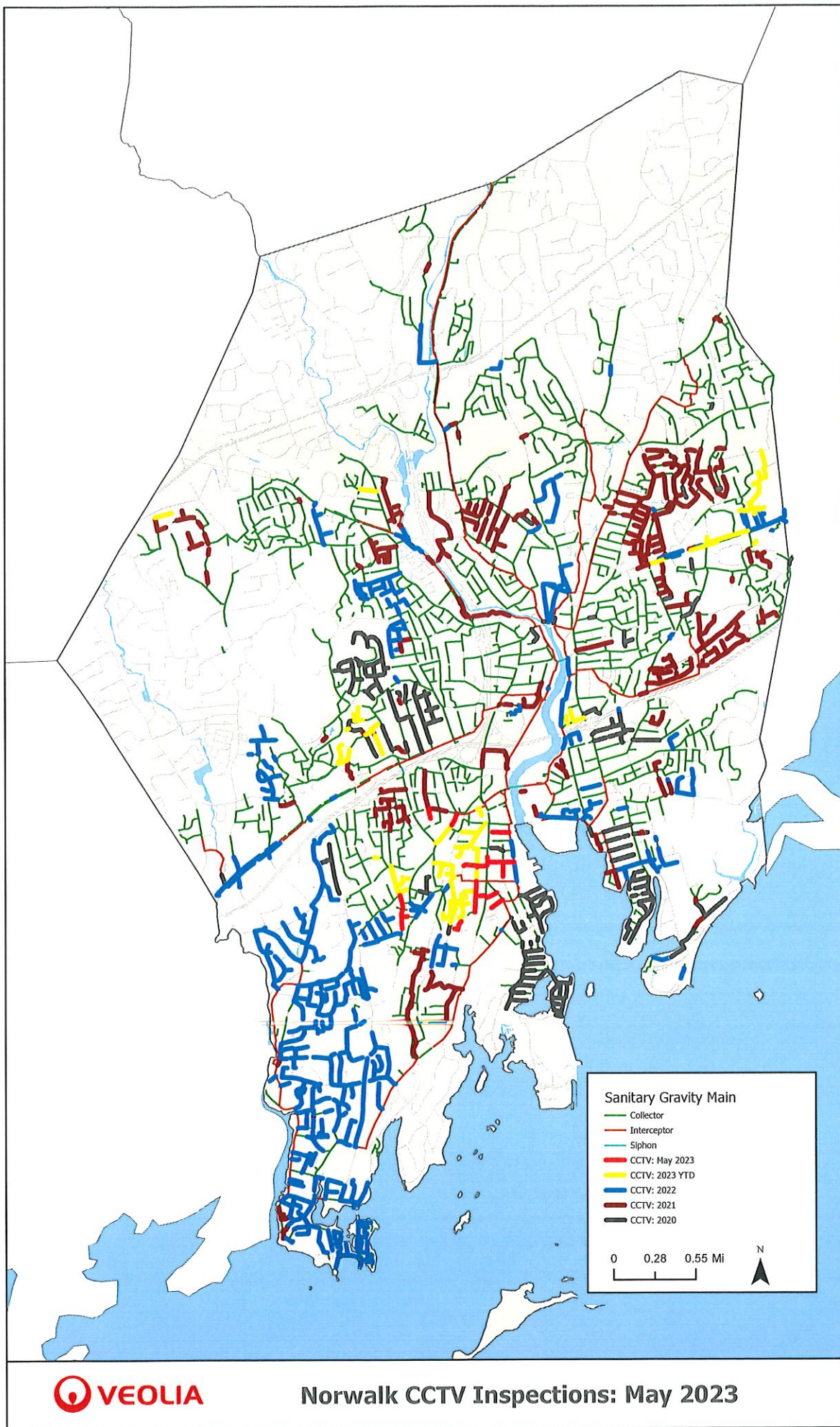
EXECUTIVE SUMMARY - Key Operational Parameters

Parameter	Units	May Result	CYTD Result	Contract Limit
Average Daily Flow	Mgd	13.7	n/a	n/a
180 Day Average Daily Flow	Mgd	12.78	n/a	n/a
Effluent BOD	mg/l	3.7	n/a	10
Effluent TSS	mg/l	4.7	n/a	10
Effluent Fecal Coliform	# / 100 ml	10	n/a	10
Effluent Enterococci	# / 100 ml	14	n/a	30
Effluent Total Chlorine	mg/l	0.01	n/a	0.07
Effluent Total Nitrogen	lbs/day	524	n/a	1,000
Biosolids Quality (cake)	% solids	25	n/a	n/a
Biosolids Disposal (cake)	DT/month	200	n/a	n/a
Biosolids Disposal (liq)	DT/month	39	n/a	n/a
Biosolids Disposal (total)	DT/month	239	n/a	n/a
Grit and Screenings	WT/month	14	n/a	n/a
Chemicals – Hypochlorite	gal/month	11086	n/a	n/a
Chemicals – Bisulfite	gal/month	7629	n/a	n/a
Chemicals – Polymer	gal/month	1258	n/a	n/a
Chemicals – Odor C21ontrol	gal/month	0	n/a	n/a
Sewer Cleaning	Miles	4.87	31.25	3 miles (avg)
CCTV Inspection	Miles	1.96	27.42	2 miles (avg)
Odor Complaints	#	0	n/a	0
SL-RAT Inspection	Miles	6.49	22.34	60 months
Manhole Inspections	#	228	799	50/m
IPP Inspections	#	22	146	Approx. 500/year











June 7, 2023

Mr. Ralph Kolb
Senior Environmental Engineer
City of Norwalk
15 South Smith Street
Norwalk, CT 06855

Subject: Inflation Adjustment of the Annual Base Service Fee – Year 4

Dear Mr. Kolb,

Veolia is pleased to present the following Inflation Adjustment of the Annual Base Service Fee for Year 4 as detailed in Section 10.2 of the Wastewater System Operations, Maintenance & Management Agreement.

Base Service Fee	\$	8,492,402.97
CPI Adjustment (%)		4.30%
ECI-SUM Adjustment (%)		4.83%
Annual Inflation Adjustment		1.046
Current Annual Base Service Fee - Year 3	\$	8,883,053.51
Annual Increase Amount	\$	390,650.54

In addition, the following components of the agreement have been adjusted for contract years 4 as follows:

Contract Item	CY3	AIF	CY4
IPP Adjustment (Sect. 6.24)	\$ 1,617.36	1.046	\$ 1,691.76
Effluent Guarantee Limits(Sect 7.2A)	\$ 539.12	1.046	\$ 563.92
	\$ 10,782.42	1.046	\$ 11,278.41
Odor Non-Compliance (Sect 7.3)	\$ 539.12	1.046	\$ 563.92
	\$ 1,078.24	1.046	\$ 1,127.84
	\$ 1,617.36	1.046	\$ 1,691.76
	\$ 3,234.73	1.046	\$ 3,383.53
	\$ 539.12	1.046	\$ 563.92
Environmental Guarantee (7.4B)	\$ 1,078.24	1.046	\$ 1,127.84
	\$ 1,617.36	1.046	\$ 1,691.76
	\$ 3,234.73	1.046	\$ 3,383.53
	\$ 5,391.21	1.046	\$ 5,639.21
Environmental Guarantee (7.4C and D) -	\$ 10,782.42	1.046	\$ 11,278.41
	\$ 21,564.84	1.046	\$ 22,556.82
	\$ 539.12	1.046	\$ 563.92
Admin Sanctions (Sect 7.7B)	\$ 539.12	1.046	\$ 563.92
Performance Incentive (Sect 7.10A)	\$ 5,391.21	1.046	\$ 5,639.21
Maintenance Repair and Replacement (8.10C)	\$ 10,782.42	1.046	\$ 11,278.41

5.6.



Collection System Repair Fund (8.2E)	\$ 269,560.50	1.046	\$ 281,960.28
End of Term Replacement Fund (8.3A)	\$ 364,984.92	1.046	\$ 381,774.23
Sewer Back-Up Liability (Sect 11.3)	\$ 53,912.10	1.046	\$ 56,392.06
SubContractors (Sect 14.8B)	\$ 26,956.05	1.046	\$ 28,196.03

Attached also for your use are the back-up calculation sheets and BLS statistics used to determine the adjustment. Should you require additional information, please do not hesitate to contact me.

Sincerely,

Matthew Brown
Project Manager
Cc: Jason O'Brien, Veolia
Donna Emberson, Veolia



**Norwalk Water
Pollution Control
Authority**

www.wpcanorwalk.org

June 8, 2023

Mr. Matthew Brown
Project Manager
Veolia
60 South Smith Street
Norwalk, CT 06855

Subject: Inflation Adjustment of the Annual Base Service Fee – Year 4

Dear Mr. Brown:

The Norwalk WPCA is in receipt of your June 7, 2023 letter for Inflation Adjustment of the Annual Base Service Fee for Contract Year 4. WPCA has reviewed the backup calculation sheets and agree with the inflation increase of 4.6 percent reflecting an annual increase amount of \$390,650.54.

Sincerely,

A handwritten signature in black ink that reads "Ralph K. Kolb". The signature is written in a cursive, flowing style.

Ralph K. Kolb, P.E.
Sr. Environmental Engineer

cc: WPCA Board Members
Vanessa Valadares, P.E., Chief of Operations and Public Works
Chris Torre, Superintendent of Operations
Nelya Bauer, P.E., Wastewater Systems Manager
Jason O'Brien, Veolia

A handwritten number "5.6" in blue ink, enclosed within a blue circular stamp or outline.

VEOLIA - Norwalk, CT - Procurement Review Form			
Project Name:		Dredging Building 1 Channel	
BU/Cust :		00401 Veolia Municipal Water - 2159 Norwalk, CT	
Description of Goods/Services:			
Crane and 1/4 cy clamshell bucket and 2 ground men to excavate out the sludge in the head wall building and deposit in a roll off container working nights from			
Subcontractor / Vendor Bid Results Summary (detail below or attach results in spreadsheet)			
Selected Vendor:		Norwalk Marine Contractors	
M/WBE Solicited	No	If no, describe why: MBE supplier not available	
Bidder Names (* = incumbent) Norwalk Ma			
Bidder Names (* = incumbent) H.I.Stone			
Bid Amount		\$21,480.00	
Bid Amount		\$7,500.00	
Total		\$28,980.00	
Subcontractor / Vendor Selection: Provide justification for use of vendor and describe contract benefits			
The client requested the use of Norwalk Marine Contractors to perform the project			
Selected Vendor:		Norwalk Marine Contractors	
Vendor / Subcontractor ()		\$7,500.00	
Vendor / Subcontractor ()		\$0.00	
Contingency (10%)		\$2,898.00	
Veolia Mark Up (15%)		\$4,781.70	
Other Project Costs		\$0.00	
Total Project Cost		\$44,159.70	
City of Norwalk Review			
Reviewed & Approved by:		Signature & Date	
Ralph K Kolb		Ralph K. Kolb 5/18/2023	
Comments			
Subcontractor / Vendor Spend Information			
Contract Type	R&M > \$10,000		
Contract Term		Task Order Value	\$ 44,160
Expense Type	OPEX - PT		
Pricing Format	Cost plus 15%	Single / Sole Source Vendor Selection	
Bond & Liquidated Damages	No	Legal Review	n/a
Prevailing Wage Required	No	SCM Review	n/a
Legal Review			
Reviewed & Approved by (Legal only):		Signature & Date	
SCM Review			
Reviewed & Approved by (SCM only):		Signature & Date	
Project Requester		Required Approvers	Required Approvers
Print Name:		Print Name:	
Sign:		Sign:	

Procurement Review Form Guidelines

Purpose:

- 1) Form will serve as confirmation of SCM review and Legal review as needed.
- 2) Form will ensure compliance with corporate procurement guidelines.

When to Use the Form

This form must be completed for all purchases over \$25,000 and submitted to the Supply Chain Management team.

5.9.1

VEOLIA - Norwalk, CT - Procurement Review Form				
Project Name:		Channel cleaning Building 1		
BU/Cust :		00401 Veolia Municipal Water - 2159 Norwalk, CT		
Description of Goods/Services:				
Tank cleaning in Building #1, Perform cleaning of the tank going north and south at the back of building #1				
Subcontractor / Vendor Bid Results Summary (detail below or attach results in spreadsheet)				
Selected Vendor:		Inland Waters		
M/WBE Solicited	No	If no, describe why:	MBE supplier not available	
Bidder Names (* = incumbent)	Inland Waters	A Quick Pick		
Bidder Names (* = incumbent)				
Bid Amount	\$13,750.00	\$4,350.00		
Bid Amount				
Total	\$18,100.00			
Subcontractor / Vendor Selection: Provide justification for use of vendor and describe contract benefits				
Selected Vendor:		Inland Waters		
Vendor / Subcontractor ()		A Quick Pick		
Vendor / Subcontractor ()		\$18,100.00		
Contingency (10%)		\$0.00		
Veolia Mark Up (15%)		\$2,715.00		
Other Project Costs		\$0.00		
Total Project Cost		\$20,815.00		
City of Norwalk Review				
Reviewed & Approved by:		Signature & Date		
Ralph K Kolb		Ralph K. Kolb 5/18/2023		
Comments RE.3830.07551.WMU.02				
Subcontractor / Vendor Spend Information				
Contract Type	R&M > \$10,000			
Contract Term		Task Order Value	\$	20,815
Expense Type	OPEX - PT			
Pricing Format	Cost plus 15%	Single / Sole Source Vendor Selection		
Bond & Liquidated Damages	No	Legal Review		n/a
Prevailing Wage Required	No	SCM Review		n/a
Legal Review				
Reviewed & Approved by (Legal only):		Signature & Date		
SCM Review				
Reviewed & Approved by (SCM only):		Signature & Date		
Project Requester		Required Approvers		Required Approvers
Print Name:		Print Name:		
Sign:		Sign:		

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5.9.2

VEOLIA - Norwalk. CT - Procurement Review Form			
Project Name:		Hayward Gordan Impeller	
BU/Cust :		00401 Veolia Municipal Water - 2159 Norwalk, CT	
Description of Goods/Services:			
New Impellers to increase flow rate from 400 @ 13.5' TDH to 400 @ 25' TDH			
Subcontractor / Vendor Bid Results Summary (detail below or attach results in spreadsheet)			
Selected Vendor:		Hayward Gordon	
M/WBE Solicited	No	If no, describe why: MBE supplier not available	
Bidder Names (* = incumbent)			
Bid Amount		\$11,919.80	
Bid Amount			
Total		\$11,919.80	
Subcontractor / Vendor Selection: Provide justification for use of vendor and describe contract benefits			
The client has authorized the purchase of the impeller using Hayward Gordon.			
Selected Vendor:			
Vendor / Subcontractor ()		Hayward Gordon	
Vendor / Subcontractor ()		\$0.00	
Contingency (10%)		\$0.00	
Veolia Mark Up (15%)		\$1,787.97	
Other Project Costs		\$0.00	
Total Project Cost		\$13,707.77	
City of Norwalk Review			
Reviewed & Approved by:		Signature & Date	
Ralph K Kolb		Ralph K. Kolb 5/18/2023	
Comments RE.3830.07551.WMU.02			
Subcontractor / Vendor Spend Information			
Contract Type	R&M > \$10,000		
Contract Term		Task Order Value	\$ 13,708
Expense Type	OPEX - PT		
Pricing Format	Cost plus 15%	Single / Sole Source Vendor Selectio	
Bond & Liquidated Damages	No	Legal Review	n/a
Prevailing Wage Required	No	SCM Review	n/a
Legal Review			
Reviewed & Approved by (Legal only):		Signature & Date	
SCM Review			
Reviewed & Approved by (SCM only):		Signature & Date	
Project Requester		Required Approvers	
Print Name:		Print Name:	
Sign:		Sign:	

Procurement Review Form Guidelines

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5.9.3

VEOLIA - Norwalk, CT - Procurement Review Form				
Project Name:		Wright-Pierce Kellerbrook pump station force main		
BU/Cust :		00401 Veolia Municipal Water - 2159 Norwalk, CT		
Description of Goods/Services:				
Wright-Pierce has prepared this letter proposal to conduct a condition assessment of the Keeler Brook Pump				
Stations 14-inch Ductile Iron Force Main to determine the structural condition, integrity and remaining useful				
selected Vendor				
M/WBE Solicited	No	If no, describe why:	MBE supplier not available	
Bidder Names(*=incumbent)				
Bid Amount		\$31,300.00		
Bid Amount				
Total		\$31,300.00		
Subcontractor / Vendor Selection: Provide justification for use of vendor and describe contract benefits				
Perfered contractor				
Selected Vendor:		Wright-Pierce		
Vendor / Subcontractor ()		PICA		
Vendor / Subcontractor ()				
Contingency (10%)		\$3,130.00		
Veolia Mark Up (15%)		\$5,164.50		
Other Project Costs		\$0.00		
Total Project Cost		\$39,594.50		
City of Norwalk Review				
Reviewed & Approved by:		Signature & Date		
Ralph K Kolb		Ralph K. Kolb 5/22/2023		
Comments RE.3830.07551.WMU.02				
Subcontractor / Vendor Spend Information				
Contract Type		R&M > \$10,000		
Contract Term		Task Order Value		\$ 39,595
Expense Type		OPEX - PT		
Pricing Format		Cost plus 15%		Single / Sole Source Vendor Selectio
Bond & Liquidated Damages		No		Legal Review n/a
Prevailing Wage Required		No		SCM Review n/a
Legal Review				
Reviewed & Approved by (Legal only):		Signature & Date		
SCM Review				
Reviewed & Approved by (SCM only):		Signature & Date		
Project Requester		Required Approvers		Required Approvers
Print Name:		Print Name:		
Sign:		Sign:		

Procurement Review Form Guidelines

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5.9.4

City of Norwalk



YEAR-TO-DATE BUDGET REPORT

FOR 2023 '99

ACCOUNTS FOR:	WATER	POLLUTION	CONTROL	ORIGINAL APPROP	TRANSFERS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
22										
040 PUBLIC WORKS										
224062 WATER POLLUTION CONTROL										
224062 4051 INTEREST				-65,000	0	-65,000	-80,397.81	.00	15,397.81	123.7%
224062 4120 C0613 STATE GRT				0	0	0	-138,369.13	.00	138,369.13	100.0%
224062 4121 NITROGEN				-100,000	0	-100,000	-79,077.00	.00	-20,923.00	79.1%
224062 4451 SEWER PERM				-1,500	0	-1,500	-2,500.00	.00	1,000.00	166.7%
224062 4453 SEPTIC LIC				-1,000	0	-1,000	-1,600.00	.00	600.00	160.0%
224062 4513 SEWER CHRG				-17,044,000	-17,044,000	-17,044,000	-17,484,306.63	.00	440,306.63	102.6%
224062 4516 SPT DIS FE				-175,000	0	-175,000	-207,664.00	.00	32,664.00	118.7%
224062 4521 WILTON SU				-600,000	0	-600,000	.00	.00	-600,000.00	.0%
224062 4522 SEWER USE				-45,000	0	-45,000	-60,991.00	.00	15,991.00	135.5%
224062 452C INDUSTRIAL				-175,000	0	-175,000	-157,617.11	.00	-17,382.89	90.1%
224062 452D SEWER CONN				-150,000	0	-150,000	-163,000.00	.00	13,000.00	108.7%
224062 452E IPP INTERE				-5,000	0	-5,000	-4,299.93	.00	-700.07	86.0%
224062 4807 REIMB EXP				-1,000	0	-1,000	-12,484.63	.00	11,484.63	1248.5%
224062 489F REIMB GF				-143,560	0	-143,560	-143,560.00	.00	.00	100.0%
224062 4901 INV INCOME				-110,000	0	-110,000	-59,754.78	.00	-50,245.22	54.3%
TOTAL WATER POLLUTION CONTROL				-18,616,060	0	-18,616,060	-18,595,622.02	.00	-20,437.98	99.9%
TOTAL PUBLIC WORKS				-18,616,060	0	-18,616,060	-18,595,622.02	.00	-20,437.98	99.9%
TOTAL WATER POLLUTION CONTROL				-18,616,060	0	-18,616,060	-18,595,622.02	.00	-20,437.98	99.9%
TOTAL REVENUES				-18,616,060	0	-18,616,060	-18,595,622.02	.00	-20,437.98	99.9%

6.a.

YEAR-TO-DATE BUDGET REPORT

FOR 2023 '99

ACCOUNTS FOR:	WATER POLLUTION CONTROL	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
22								
040 PUBLIC WORKS								
224062 WATER POLLUTION CONTROL								
224062 5110 WAGES & SA		413,270	0	413,270	383,146.07	.00	30,123.93	92.7%
224062 5120 WAGES & SA		100,000	0	100,000	7,054.49	.00	92,945.51	7.1%
224062 5140 WAGES & SA		36,000	0	36,000	1,957.50	.00	34,042.50	5.4%
224062 5150 LONGEVITY		1,150	0	1,150	1,130.00	.00	20.00	98.3%
224062 5235 MEMBERSHIP		10,000	0	10,000	8,793.00	.00	1,207.00	87.9%
224062 5241 ELECTRIC		1,500,000	0	1,500,000	1,341,281.55	.00	158,718.45	89.4%
224062 5245 TELEPHONE		2,000	0	2,000	.00	.00	2,000.00	.0%
224062 5252 LEGAL SERV		9,882,606	1,091,314	10,973,920	7,111,694.58	906,755.68	121,268.00	51.5%
224062 5258 OMI		32,000	0	32,000	27,197.06	.00	4,802.94	73.1%
224062 5286 BUSINESS E		10,000	0	10,000	12,916.20	.00	-2,916.20	85.0%
224062 5295 SEMINAR&CO		250,000	10,638	260,638	30,969.80	10,637.50	219,030.20	129.2%
224062 5298 OTHER		115,372	0	115,372	.00	.00	115,372.00	.0%
224062 5418 INSURANCE		220,273	0	220,273	.00	.00	220,273.00	.0%
224062 5428 BENEFITS		3,253,588	0	3,253,588	2,981,161.64	.00	272,426.36	91.6%
224062 5521 PRINCIPAL		1,101,898	0	1,101,898	1,046,586.22	.00	55,311.78	95.0%
224062 5522 INTEREST		669,688	0	669,688	669,688.00	.00	.00	100.0%
224062 5651 TO G/F		60,000	0	60,000	34,432.92	.00	25,567.08	57.4%
224062 5741 IT HARDWAR		0	0	0	3,974,551.10	.00	-3,974,551.10	100.0%
224062 5777 CONSTRUCT		708,215	0	708,215	.00	.00	708,215.00	.0%
224062 5789 RESERVE								
TOTAL WATER POLLUTION CONTROL		18,616,060	1,101,952	19,718,012	17,761,292.13	917,393.18	1,039,326.22	94.7%
TOTAL PUBLIC WORKS		18,616,060	1,101,952	19,718,012	17,761,292.13	917,393.18	1,039,326.22	94.7%
TOTAL WATER POLLUTION CONTROL		18,616,060	1,101,952	19,718,012	17,761,292.13	917,393.18	1,039,326.22	94.7%
TOTAL EXPENSES		18,616,060	1,101,952	19,718,012	17,761,292.13	917,393.18	1,039,326.22	



**Norwalk Water
Pollution Control
Authority**

www.wpcanorwalk.org

June 6, 2023

VIA ELECTRONIC MAIL

Ms. Ann Straut
Sanitary Engineer 3
Department of Energy and Environmental Protection
Bureau of Water Protection and Land Reuse
Water Planning & Management Division
79 Elm Street
Hartford, CT 06106-5127

Subject: City of Norwalk, CT, Consent Order
(# COWRMU22001)
Facility Plan Update Extension Request

Dear Ms. Straut:

In accordance with Section B.4 of the above referenced Consent Order, the Norwalk Water Pollution Control Authority ("WPCA") requests a 30-day extension to file its Facility Plan Update. The WPCA requests this extension so that it may conduct further analysis of the most appropriate technology to achieve the greatest water quality benefits in the Norwalk River and Long Island Sound. As requested, the extension would shift the June 30, 2023, submittal date to July 31, 2023 (July 30 is a Sunday). The WPCA intends to timely file its 2022-2023 annual report on or before June 30, 2023, in accordance with Section B.6 of the Consent Order.

So that it may further coordinate efforts relating to this Facility Plan Update, the WPCA respectfully requests a response to this inquiry by Friday, June 9, 2023, at 12:00pm.

Should you have any questions, please feel free to contact me at vvaladares@norwalkct.gov or 203-854-7902.

Sincerely,

A handwritten signature in blue ink, appearing to read "Vanessa Valadares", is written over the word "Sincerely,".

Vanessa Valadares
Chief of Operations and Public Works

Copy: Chris Torre, DPW (*via Electronic Mail*)
Ralph Kolb, WPCA (*via Electronic Mail*)

6.b.1



STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES & PUBLIC PROTECTION
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY



May 13, 2023

Mr. Tom Ellis
Budget Director
City of Norwalk
125 East Avenue
Norwalk, CT 06856

Agency Use Only
DPS-33# - SB176
(FY 2022)

**RE: FEMA Disaster Number DR-4629-CT
Project Worksheet (PW) #067
FEMA Reimbursement: Category D**

Dear Mr. Ellis:

You are hereby notified that FEMA has approved federal funding for the above-referenced Sub-grant application (Project Worksheet). As you know, the Presidential Disaster Declaration of 30 October 2021, entitled your town/agency/organization to a reimbursement for costs incurred for emergency relief and recovery assistance as a direct result of Remnants of Hurricane Ida.

This is considered a SMALL PROJECT since total eligible costs do not exceed FEMA's Small Project threshold of \$1,000,000.

1. Amount of Federal Reimbursement

Federal reimbursement for this project is 90% of total eligible costs. See the attached P.5 Public Assistance Grant Summary form for the total eligible costs and the 90% federal share. This is considered a SMALL PROJECT since total eligible costs do not exceed FEMA's Small Project threshold of \$1,000,000.

- The total eligible amount for Project Worksheet #067 is \$100,000.00
- The 90% Federal Share Reimbursement is \$90,000.00

~~The reimbursement check will be mailed to the Treasurer/Finance Director of your city/town or agency.~~

2. Deadlines and Extensions

FEMA regulations require applicants to complete **Emergency Work** (Categories A and B) within 6 months of the date of the Presidential declaration for your county. The State may grant extensions of up to 6 months for extenuating circumstances or unusual project requirements beyond the applicant's control. **Permanent Work** (Categories C through G) must be completed within 18 months of the date of the Presidential declaration for your county. The State can grant extensions of up to 30 months giving the applicant a total of 48 months in extenuating circumstances or unusual project requirements beyond the applicant's control. After 30 months, only FEMA can grant additional extensions.

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G.e.l

Please contact the SPAC *as soon as the need for an extension becomes apparent*, but in all cases not later than two weeks before the work completion deadline. Extensions must be requested and approved in writing, but please contact the SPAC before submitting an extension request.

Please take careful note of the project completion deadlines:

- Categories C, D, E F and G are for Permanent Work. Permanent Work projects must be completed within **18 months of the date of the Declaration – October 30th, 2021.**
- Categories A and B Emergency Work projects must be completed within **6 months of the date of the Declaration– October 30th, 2021.**

3. Changes In Scope of Work

Project improvements outside the approved Scope of Work (IMPROVED PROJECTS) are done at the applicant's expense and are not eligible for FEMA reimbursement. If it becomes necessary or desirable to deviate from the Scope of Work approved by FEMA in the enclosed Project Worksheet, you must immediately contact the State Public Assistance Coordinator (SPAC) Dana Conover at (860) 883-3904, or dana.conover@ct.gov to obtain written approval to do so. *Failure to do so could jeopardize FEMA funding.*

4. Appeals

You have the right to appeal any decision made by FEMA regarding this project. All appeals must be in writing and made within 60 days of notification of the decision you are appealing. Contact the SPAC before filing an appeal.

5. Records and Audits

The federal program requires that you keep complete records and all supporting documentation for all approved work for three years from the date the State [DESPP/DEMHS] submits the final Federal Financial Report (SF 425) for the entire Disaster to FEMA in compliance with 2 C.F.R. § 200.333. The records should include how you apportioned your time for the completion of this project application [Direct Administrative Costs – DAC].

Under the Single Audit Act, please direct your auditor to CFDA 97.036 Public Assistance Grants. All projects are subject to monitoring, inspection and/or audit by DESPP/DEMHS, FEMA, the Office of the Inspector General, and/or the Government Accounting Office, at their discretion.

Applicants that expend \$750,000 or more in Federal awards during the applicant's fiscal year must have a single audit or a program-specific audit conducted for that year in accordance with the requirements of 2 CFR Part 200 Section 200.501. A copy of that audit must be filed with the DESPP/DEMHS Finance Office at 1111 Country Club Road, Middletown, CT 06457.

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6. Questions and Additional Information

If you have any questions please contact Dana Conover, SPAC, at (860) 883-3904 or dana.conover@ct.gov or Mark Scerra, DPAC, at (860) 250-8285 or mark.scerra@ct.gov. You may also refer to the following FEMA publications distributed at the Applicants Briefings for additional information on the Public Assistance Program:

- FEMA Public Assistance Program and Policy Guide PAPPG

These documents and other Public Assistance references are available on the FEMA website at

<https://portal.ct.gov/DEMHS/Grants/FEMA-Public-Assistance/General-Guidance-and-Forms>

DEMHS is pleased to work in partnership with FEMA to provide this disaster funding.

Sincerely,



Brenda M. Bergeron
Deputy Commissioner

BMB/fap

Attachments

Account Reference:

FUND 12060 / DEPT DPS32990 / SID 22520 / PROGRAM 27580/

BUDGET REFERENCE 2022/ PROJECT DPS000000040185/ CHARTFIELD 190202

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STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
REQUEST FOR GOODS OR SERVICES

SB176

DATE 5/13/23	FROM TROOP OR DIVISION DEMHS 1111 Country Club Road Middletown CT 06457	DEPT CODE: 32990	P.O. NO. _____ SP-10 NO. _____ CORE-10 NO. _____ POSTED _____		
NAME OF VENDOR City of Norwalk			APPROVED		
ADDRESS 125 East Avenue Norwalk, CT 06856			TROOP/UNIT CO. <i>[Signature]</i> 13 May 2023		
FEIN 06-6011881			BUREAU/DISTRICT/DIVISION <i>Branch Bergen</i> 5-15-23		
			FISCAL/GRANTS		
DESCRIPTION			QUANTITY	UNIT PRICE	TOTAL
Public Assistance PA-CT-4629 Remnants of Ida Reimbursement - PW# 067					\$90,000.00

TO BE FILLED IN BY BUSINESS OFFICE

Line#	Amount	Account	Fund	Dept	Program	SID	Budget Ref.	Project	Chartfield 1	Chartfield 2
			12060	DPS32990	27580	22520	2022	DPS40185	190202	