



**REGULAR MEETING – LAND USE & BUILDING MANAGEMENT COMMITTEE
AGENDA
JUNE 4, 2025, 7:00 PM
BY HYBRID VIA ZOOM AND COMMON COUNCIL CHAMBERS**

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 comments are encouraged to submit those via email in advance of the meeting. For these comments to be included in the record, they must be submitted by 12:00 p.m. on the day of the meeting. Please email JoAnn Acquarulo, Buildings and Facilities Manager at jacquarulo@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

ATTENDANCE: Barbara Smyth, Chair; Nicole' Eaddy; Greg Burnett; Heather Dunn; James Frayer

ABSENT: Nicol Ayers; Dajuan Wiggins

OTHERS: Alan Lo, Building and Facilities Manager; James Giuliano, Construction Solutions Group

I. CALL TO ORDER

Ms. Smyth called the meeting to order at 7:04 PM. There was a quorum present.

II. ROLL CALL

Ms. Smyth called the roll, and all those listed in the attendance were present.

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: May 7, 2025

**** MR. BURNETT MOVED TO APPROVE THE MINUTES AS SUBMITTED.
** THE MOTION PASSED UNANIMOUSLY.**

IV. PUBLIC PARTICIPATION

There was no public participation this evening.

IV. OLD BUSINESS

There was no old business discussed this evening.

VI. NEW BUSINESS

A. AUTHORIZE A PUBLIC HEARING AT THE NEXT LAND USE & BUILDING MANAGEMENT COMMITTEE MEETING, IN REFERENCE TO AN EASEMENT FOR EVERSOURCE ENERGY TO PROVIDE NEW ELECTRICAL

SERVICE TO THE NORWALK HIGH SCHOOL PROJECT LOCATED AT 23 CALVIN MURPHY DRIVE

REVIEW AND RECOMMEND APPROVAL OF THE PROPOSED EVERSOURCE ENERGY EASEMENT FOR NEW ELECTRICAL SERVICE TO THE NORWALK HIGH SCHOOL PROJECT LOCATED AT 23 CALVIN MURPHY DRIVE IN ACCORDANCE WITH CONNECTICUT GENERAL STATUTES- SECTION 8-24.

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY FOR THE EVERSOURCE ENERGY EASEMENT FOR THE NEW ELECTRICAL SERVICE TO THE NORWALK HIGH SCHOOL PROJECTED LOCATED AT 23 CALVIN MURPHY DRIVE.

Mr. Lo said that transformers will be installed at the new Norwalk High School, and Eversource requires an easement to permit them on the property in an emergency. A public hearing will need to be scheduled as part of granting the easement.

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

**** THE MOTION PASSED UNANIMOUSLY.**

B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ARON SECURITY INC., DBA ARROW SECURITY TO PROVIDE SECURITY SERVICES AT CITY HALL, HEALTH DEPARTMENT, AND LIBRARIES

CITY HALL BASE CONTRACT FOR DAYTIME SECURITY GUARD AND A NIGHTTIME SECURITY GUARD FY 2025-26 SHALL NOT EXCEED \$106,572; FY 2026-27- \$112,570; FY 2027-28 -\$118,525; WITH TWO (2) ONE-YEAR OPTIONS FOR 2028-29 AND 2029-30.

NORWALK HEALTH DEPARTMENT BASE CONTRACT FOR A DAYTIME SECURITY GUARD SECURITY GUARD FY 2025-26 SHALL NOT EXCEED \$53,286; FY 2026-27- \$56,285; FY 2027-28 \$59,263; WITH TWO (2) ONE-YEAR OPTIONS FOR 2028-29 AND 2029-30.

LIBRARIES BASE CONTRACT FOR A DAYTIME SECURITY GUARD AND AN EVENING SECURITY GUARD FY 2025-26 SHALL NOT EXCEED \$138,319; FY 2026-27- \$146,104; FY 2027-28 \$153,833; WITH TWO (2) ONE-YEAR OPTIONS FOR 2028-29 AND 2029-30.

Mr. Lo said it is a multi-year contract. Every few years, when the existing contracts expire, we put out an RFP, and this is a new company.

Mr. Burnett asked, since it is a new company, if they had provided a volume discount because they are covering three different locations. Mr. Lo said he does not believe a discount was offered as the wages are just slightly over living wages, and less money does not always mean better service, and maintaining staff is challenging. Mr. Burnett said we are not managing the person providing the security service, so his question is not about the individual's hourly rate, but overall, from the company itself, as they are covering three key locations in Norwalk. Mr. Lo said he does not believe a volume discount was offered, as the profit margin of these three contracts is minimal.

Ms. Frayer asked if any other buildings require security and if there is a different security company. Mr. Lo said, "No, there are not, and there has never been an issue at any of the other buildings. The recreation center is the only other building that may require security in the future. Mr. Frayer suggested that adding security in additional buildings should be further investigated.

**** MS. DUNN MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

C. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT TO THE NEWFIELD CONSTRUCTION GROUP. LLC'S CONTRACT FOR THE BRIAN MCMAHON HIGH SCHOOL HAVC/IAQ GRANT IMPROVEMENT PROJECT (STATE PROJECT #103-002HVACN) FOR A TOTAL NOT TO EXCEED \$8,352,277.

**Total trade costs- \$7,771,540.00
CM Fees (2.20%)- \$179,794.61
CM Contingency (1.85%)- \$143,733.49
General Conditions- \$437,168.75**

**Acct.# 09245010 5777 C0839 (City share)
09245010 5799 C0839 (State share)
09025010 5777 C0658 (BMHS/CGS IAQ \$18,595)
09215010 5777 C0688 (BMHS/CGS COOLING PLANT-\$100,000
09245010 5777 C0688 (BMHS/CGS COOLING PLANT- \$100,000
09205010 5777 C0610 (FACILITY MASTER PLAN-\$148,613.03
09175010 5777 C0585 (FACILITY MASTER PLAN- \$337,733.38**

AUTHORIZE OWNER CONTINGENCY ALLOWANCE FOR CHANGE ORDERS TO THE GMP FOR A TOTAL NOT TO EXCEED \$167,045.54

**Acct. # 09245010-5777 C0839 (City share)
09245010 5777 C0839 (State share)
09205010 5877 C0618 (Facility Master Plan)**

09175010 5777 C0585 (Facility Master Plan)

Mr. Lo said the City of Norwalk had received state approval on six HVAC school projects totaling approximately 36 million dollars in construction costs, and the city is eligible to receive 60% reimbursement. The Brookside School project came within budget, but the other five projects were much higher than the budget numbers, so we needed to refine the projects to fit within the budget.

Mr. Lo said that the entire building at Brien McMahon High School is air conditioned except for the main gym, auxiliary gym, weight room, and locker rooms. However, the problem is that Brien McMahon High School is an emergency shelter, and the area they use most is the gym, which is the priority. There is only a single chiller over 20 years old with no backup system, so this project would at least provide air conditioning for the main gym by installing two chillers outside of the building through a modified scope. Two underground storage tanks will still need to be removed, but we will stay within budget with the revised scope.

Mr. Burnett asked, since the bids came in higher than expected, if there was an opportunity to go back to the state to see if they would provide funding. Mr. Lo said it would need to be done through special legislative action, but they would like to start the work this summer, hence, it is his responsibility to begin implementing the project. Thus, this allows us to start the work this summer, so if we want to seek additional money, we will not sign any contracts, and the project will not begin this summer. We have already asked the state for one extension.

Mr. Frayer questioned the breakdown of the costs and asked how much is currently in the budget for this project. Mr. Lo provided a more detailed overview of the project and said the budget is \$8.3 million; the bids came at \$10.8 million. He said the costs are for the construction contract, and in addition to the \$8.3 million, the design services, project management services, and contingency still need to be paid, so an additional \$700,000 will be required, which is not reimbursable, and all of the accounts listed are needed to satisfy the entire project.

Mr. Burnett said not only for the approval for historical purposes, but the language also needs to be clear because this is not the last time we will see these types of changes. He thinks it's important for this particular HVAC project as we know the bids came in higher and that there are six schools to address. We need to have a clear understanding of how each school will be addressed and make sure that the numbers are correct because at some point we will need to ask the state for more money so there needs to be a clear understanding of what has been spent and what we are requesting because right now it is a little confusing. Mr. Frayer suggested removing the dollar amounts from the authorization to make it less confusing.

**** MS. DUNN MOVED TO APPROVE THE ITEM AS AMENDED TO INCLUDE REMOVING THE PERMIT FEE OF \$180,000 AND REMOVING THE DOLLAR AMOUNTS FROM THE AUTHORIZATION.**

**** THE MOTION PASSED UNANIMOUSLY.**

D. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT TO THE

NEWFIELD, CONSTRUCTION GROUP. LLC.'S CONTRACT FOR THE SILVERMINE SCHOOL HVAC/IAQ GRANT IMPROVEMENT PROJECT (STATE PROJECT #103-006HVACN) FOR A TOTAL AMOUNT NOT TO EXCEED \$2,133,205

**Total trade cost- \$1,794,000
CM Fees (2.20%)- \$ 45,920
CM Contingency (1.85%)-\$33,189
General Conditions- \$225,966**

**Account# 09245010 5777 C0842 (City share)
09245010 5799 C0842 (State share)**

AUTHORIZE OWNER CONTINGENCY ALLOWANCE FOR CHANGE ORDERS TO THE GMP FOR A TOTAL NOT TO EXCEED \$101,371

**Acct. # 09245010-5777 C0842 (City share)
09245010 5777 C0842 (State share)**

Mr. Burnett asked what the amount in the budget was and what the bids were. Mr. Lo said the budget is roughly \$3,025,000, and the bids came back at \$5,244,000, but by removing some of the scope, the total project cost is now \$2.6 million, of which the guaranteed master price is \$2.1 million.

****MS. DUNN MOVED TO APPROVE THE ITEM AS AMENDED TO CHANGE THE GENERAL CONDITIONS TO \$260,095.
** THE MOTION PASSED UNANIMOUSLY.**

E. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT TO THE NEWFIELD, CONSTRUCTION GROUP. LLC.'S CONTRACT FOR THE NARAMAKE SCHOOL HVAC/IAQ GRANT IMPROVEMENT PROJECT (STATE PROJECT #103-006HVACN) FOR A TOTAL AMOUNT NOT TO EXCEED \$6,076,633

**Total trade cost- \$5,489,967
CM Fees (2.20%)- \$130,808
CM Contingency (1.85%)-\$101,564
General Conditions- \$504,294**

**Account# 09245010 5777 C0844 (City share)
09245010 5799 C0844 (State share)
09175010 5777 C0585 (Facilities Master Plan)**

AUTHORIZE OWNER CONTINGENCY ALLOWANCE FOR CHANGE ORDERS TO THE GMP FOR A TOTAL NOT TO EXCEED \$121,532 (2%)

**Acct. # 09245010-5777 C0844 (City share)
09245010 5777 C0844 (State share)
09175010 5777 C0585 (Facilities Master)**

Mr. Lo said everything would be done except for the air conditioning in the gym. The budget is \$6.4 million, and the bids were \$9.6 million, but we were able to bring the costs down to \$6,698,000, so we are short by approximately \$300,000, which is why the account of the master plan is included. In July of this year, he intends to go to the BET to request a special appropriation because there is a balance of \$800,000 left from the Brookside School project, and he will request \$320,000 to cover the shortfall.

Mr. Burnett emphasized that we need to make it a priority to return to the state because, just for these three projects alone, there is a \$7.5 million gap, and that is a lot of money. Hence, we need to start the process of requesting additional money because of the unknowns with the bid costs and other factors, so they need to be updated.

Mr. Lo said that only five of the six projects have been discussed because the project at Marvin School is even more complicated. The decision that was made collectively is to rebid the project so it will not move forward this summer. He said the plan is to bid it late fall/early winter and see where we stand financially. We may need to apply for special appropriation to move funds around.

**** MS. DUNN MOVED TO APPROVE THE ITEM AS AMENDED TO INCLUDE REMOVING THE PERMIT FEE OF \$150,000 FROM THE AUTHORIZATION.
** THE MOTION PASSED UNANIMOUSLY.**

VII. DISCUSSION

A. SCHOOL CONSTRUCTION PROJECT UPDATES

Mr. Giuliano provided an update on the school construction projects and said the South Norwalk School project is progressing very well. The concrete sidewalks and curbs are being installed, and the asphalt paving is being placed. The project is beginning to take shape and is scheduling the movers to supply boxes and labels to the current program so the teachers can pack their items and have them moved over the summer. The team has been coordinating with the furniture suppliers for the delivery of the furniture in July. He anticipates the school being open for the new school year.

Mr. Burnett requested that a walk-through be scheduled before the school opening in August. Mr. Lo said that the BET and the Board of Education members have also expressed interest in a tour.

Mr. Giuliano provided an update on Norwalk High School and said the steel and concrete floors are being installed for the auditorium. The mechanical, electrical, and plumbing work has begun on the interiors, as well as the utility work in the driveway. The project is still on schedule to open for the fall of 2027.

Mr. Burnett asked if the athletic center would also open in the fall of 2027. Mr. Giuliano said “No” because the existing school must be removed to create the new athletic fields.

Mr. Giuliano provided an update on the HVAC projects. They are moving forward, have a delivery date for the rooftop units for Brookside School, and will soon start on the other projects, except the Marvin School project.

VIII. ADJOURNMENT

**** MS. EADDY MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:05 PM.

Respectfully submitted,

Dilene Byrd