



REGULAR MEETING – FINANCE & CLAIMS COMMITTEE AGENDA

JUNE 12, 2025, 7:00 PM

HYBRID MEETING - ZOOM AND COMMON COUNCIL CHAMBERS

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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 Chitsamay Lam at clam@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. ACCEPTANCE OF MINUTES**
 - A. Regular Meeting: 04-10-25 and 05-08-25**
- IV. PUBLIC PARTICIPATION**
- V. REPORTS**
 - A. Oak Hills Park Authority Monthly Financial Statements for April 2025**
 - B. Narrative on Tax Collections dated June 2025**
 - C. Monthly Tax Collector's Reports dated May 2025**
 - D. Claims Committee Report dated June 2025**

E. Tax Assessor Report

VI. OLD BUSINESS

VII. NEW BUSINESS

- A. Authorize the Purchasing Agent to issue a purchase order to Softchoice Corporation, in the amount of \$95,099.99 annually for three years, not to exceed a total of \$285,299.97, for the Varonis Data Security Platform. Account Allocation: 011370-574C (Cybersecurity)**
- B. Authorize the Purchasing Agent to issue a purchase order to GovConnection LLC. for VMware licensing and support services in the following amounts: \$77,875.60 for Year 1, \$91,616.80 for Year 2, and \$105,366.80 for Year 3, for a total not to exceed \$274,859.20 over three years. Account Allocation: 011370-574C (Cybersecurity)**
- C. RESOLUTION TO TRANSFER UNEXPENDED FUNDS TO FUND REPLACEMENT FLOOR AT NORWALK FIRE STATION #1**
BE IT RESOLVED, that a special capital appropriation of \$660,064.80 is hereby transferred from the Combined Dispatch Capital Project for the Communications Upgrade (account # 092-13610-5777-C0638) to the City's Fire Department for the Floor Replacement Project at Station #1 (located at 90 New Canaan Avenue). Project specifics are detailed and described in Exhibit A, attached hereto. A new account number will be created upon final approval of this transfer.

VIII. ADJOURNMENT

**CITY OF NORWALK
FINANCE AND CLAIMS COMMITTEE
REGULAR MEETING
APRIL 10, 2025
VIA ZOOM VIRTUAL MEETING**

ATTENDANCE: Greg Burnett; Chair, Douglas Sutton, Heather Dunn, Anne Wennerstrand, James Frayer, Johan Lopez (7:02 p.m.)

OTHERS: Chitsamay Lam, Comptroller; Jared Schmitt, CFO; Sharon Conners, Purchasing Agent; Paul Gorman, Tax Assessor; Lisa Biagiarelli, Tax Collector; Jim Travers, Director of the TMP; Ralph Kolb, WPCA Supervisor; Nelya Bauer, Waste Water Systems Manager.

CALL TO ORDER

Mr. Burnett called the meeting to order at 7:00 p.m.

ROLL CALL

Mr. Burnett called the roll. A quorum was present.

ACCEPTANCE OF MINUTES

A. Special Meeting: 03-20-25

**** MS. WENNERSTRAND MOVED TO ACCEPT THE MINUTES OF THE MARCH 20, 2025 SPECIAL MEETING.**

**** THE MOTION PASSED UNANIMOUSLY.**

PUBLIC PARTICIPATION

No members of the public were present.

Mr. Lopez joined the meeting at 7:02 p.m.

REPORTS

A. Oak Hills Park Authority Monthly Financial Statements for January and February 2025

Mr. Burnett tabled the report until the May meeting.

B. Tax Assessor Report

Mr. Gorman discussed the application period for the program for elderly and disabled homeowners. They are half way through the process. He noted they had three weeks to send out the certified letters to those residents for renewal. Time is running short and residents need to get their applications in or file for an extension.

Mr. Gorman stated they had completed the reopening of the grand list to make adjustments to the motor vehicle depreciation schedule. The City is still working with MTS, the company doing the sweep of the city for vehicles registered out of state. He explained the company was almost done with the first sweep and would be starting the second.

Mr. Gorman said the Board of Assessment had 158 appeals hearings. 115 hearings have already been held.

Ms. Wennerstrand wanted to know when they anticipated the third out of state vehicle sweep to be completed. Mr. Gorman answered sometime in late June or early July. He described what would happen at that point.

Mr. Frayer wanted to know what makes an elderly or disabled person eligible for tax relief. Mr. Gorman explained the two programs they administer and how people would qualify. He noted everything is income-based and listed the requirements. In response to Mr. Frayer, Mr. Gorman replied that the income limits are on the website and the information is also available at the Senior Center.

C. Narrative on Tax Collections dated April 2025

Ms. Biagiarelli explained she hadn't closed out the books the month so there was no spreadsheets or narrative report available on the tax collections. She stated that she will send the committee the spreadsheet and narrative upon completion.

D. Monthly Tax Collector's Reports dated March 2025

Ms. Biagiarelli stated she didn't have an update for the collection percentages because the figures have not yet been finalized.

Ms. Biagiarelli said in the meantime, they have sent out delinquent notices for past due real estate and past due business and personal property taxes. She added they filed the lien continuing certificates for real estate and sewer use. Motor vehicle delinquent notices will be sent out later this month. They are still wrapping up work on the tax sales.

Ms. Biagiarelli discussed the changes in how they assess and bill motor vehicle taxes for the 2024 tax list.

Mr. Burnett asked if narrative explaining the motor vehicle assessment will be included when the tax warrants go out in June. Ms. Biagiarelli said yes.

E. Claims Committee Report dated April 2025

Ms. Biagiarelli presented a special request claim for a real estate tax refund due to an over payment on a property where there was an assessment appeal. She stated the appeal was settled and the customer was entitled to a credit. She went on to describe the full situation. Ms. Biagiarelli had to post the payment and process it as a refund. She asked if the Committee would consider taking a vote and sending it to the full council.

**** MR. SUTTON OVED TO APPROVE THE CLAIMS COMMITTEE REPORT INCLUDING THE ITEM THAT IS OVER THE \$10,000 THRESHOLD FOR \$31,727.90.
** THE MOTION PASSED UNANIMOUSLY.**

F. Purchasing Agent report.

Ms. Conners presented her update as outlined in the agenda packet. She listed and described the line items included.

OLD BUSINESS

There was no old business to address at this time.

NEW BUSINESS

A. Appointment of Auditors to audit Fiscal Year 2025

Mr. Schmitt explained they were coming to the end of their contract with CLA who are the current external auditors. He noted per purchasing guideline requirements they had to do an RFP to select a new one. He indicated they received two proposals, one from CLA and one from another firm. Mr. Schmitt described the selection process and stated that the decision was made to go with CLA for another five years.

Mr. Burnett asked if it was general practice to change audit firms. Mr. Schmitt said there was no hard and fast rule. It was not uncommon at all for a firm to there for more than one term.

In response to Mr. Frayer's question about specific audits, Mr. Schmitt confirmed that CLA has a consulting arm. Mr. Frayer said he was thinking along the lines of an operational audit for a certain department. Mr. Schmitt said CLA would be an option under those circumstances. When asked why only two firms bid, Mr. Schmitt said it's the market in Connecticut.

Mr. Lopez asked if CLA would provide reduced rates for special projects. Mr. Schmitt indicated those cost were figured into their bid and were market based. Mr. Schmitt indicated that in the case of a special project, it would be an independent proposal and there would be a fee increase.

**** MR. FRAYER MOVED TO APPROVE THE APPOINTMENT OF CLA TO AUDIT FISCAL YEAR 2025.**

**** THE MOTION PASSED UNANIMOUSLY.**

B. Discuss and approve FY 2025-2026 Parking Authority Budget.

Mr. Travers presented his budget for the Parking Authority. He stated he worked very hard to create a sustainable balanced budget for the Parking Authority. He indicated they showed some increase in the monthly transit and meter revenue. They are seeing good occupancy rates in the garages. They are showing a slight decrease in revenue from meter violations. He pointed out the facilities are in a good state of repair and the Parking Authority is making aesthetic improvements.

Mr. Burnett wanted more information on the Conditions Assessment Report. Mr. Travers stated these are common in the industry. The Parking Authority would contract with an agency and the agencies go through the garages and assess them in great detail. Mr. Travers said from that assessment the Authority will then base their infrastructure investments on what is considered most critical.

Mr. Frayer wanted to know the value of the assets they have. \$135,000 was being allocated to the Capital Reserve and Replacement account yearly. He also mentioned the debt service principle. Mr. Frayer felt with a capital needs assessment the numbers would be bigger and wanted to know where the capital needs would be reflected.

Mr. Travers explained the conditions assessment numbers are for total improvements in the facilities and are not a requirement. He stated they work to prioritize what needs to be done. In response to Mr. Frayer, Mr. Travers explained the workings of the capital outlay and the “Rainy Day Fund”. He noted the capital outlay was used for capital projects and doesn’t exceed the Fund Balance.

**** MR. FRAYER MOVED TO APPROVE THE FY 2025-2026 PARKING AUTHORITY BUDGET AND MOVE IT FORWARD TO TRHE FULL COMMON COUNCIL.**

**** THE MOTION PASSED UNANIMOUSLY.**

C. Discuss and approve FY 2025-2026 Water Pollution Authority Budget

Ms. Bauer described the WPCA as an enterprise fund that manages the City’s sanitary sewer collection system, pump stations, and the waste water treatment facility. She stated in 2024/25 fiscal year, the WPCA Board approved a yearly 4.4% sewer use charge increase. They work with Woodard and Curran to update the financial model. She indicated the model includes current and future capital operating budget spending, and future bonding.

Ms. Bauer described the entire system and explained their relationship with Veolia Water Contract Operations USA, Inc. (Veolia) for operation and maintenance of that system. She then

went on to discuss the revenues which included the 4.4% usage increase, nitrogen credits, and reimbursement for city support services. The operation and maintenance fee increased 3.3%. She stated their expenditures also include debt service payments due to increasing bond funding for Capital Projects.

Mr. Frayer asked for clarification on the debt service. Mr. Kolb responded that the debt service payment principle goes up but the current interest rate has gone down. He went on to discuss their bonding practices over the years. Mr. Kolb said that the CFO and the finance team would be able to provide Mr. Frayer with more complete details

**** MR. SUTTON APPROVE FY 2025-2026 WATER POLLUTION AUTHORITY BUDGET.
** THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

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

The meeting adjourned at 8:12 p.m.

Respectfully submitted

China Mayhew
Telesco Secretarial Services

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
REGULAR MEETING
MAY 8, 2025**

ATTENDANCE: Greg Burnett, Chair, Heather Dunn, Jim Frayer, Doug Sutton, Anne Wennerstrand, Johan Lopez. Dajuan Wiggins (7:36 p.m.)

OTHERS: Chitsamay Lam, Comptroller; Lisa Biagiarelli, Tax Collector, Jared Schmitt, CFO, Alan Lo, Land Use and Building Management; Robert Stowers, Recreation and Parks.

CALL TO ORDER

Mr. Burnett called the meeting to order at 7:01 p.m.

ROLL CALL

Council Member Burnett called the roll. A quorum was present.

ACCEPTANCE OF MINUTES

A. Regular Meeting: April 10, 2025

Mr. Burnett said that he wished to table these minutes to have them redone and corrected. He noted there was a duplicate entry.

PUBLIC PARTICIPATION

There was no one who wished to comment at this time.

REPORTS

**A. Oak Hills Park Authority Monthly Financial Statements for January, February
And March 2025**

Ms. Denise Brown from Oak Hills greeted everyone. She said that they had very slow finances for January and February. During February, they had to close the course due to the weather conditions. They were able to draw on the reserves from past months. March has picked up and they expect April to be good. There are 24 tournaments scheduled throughout the year. A new software package called FourUP is being used and it appears to be running well. The bunker project is almost completed. The tennis center will be up and running this coming week-end. The restaurant is now open 7 days a week and they have added music and new entries. She said that they hope to have a successful year.

Mr. Frayer asked about the bunker project. Ms. Brown said that there were some areas where they have installed large nets for the practice area. She said that there have been discussions about simulators because of the cost. Those discussion will continue.

Mr. Burnett asked how the staffing was. Ms. Brown said that Mr. Schell had hired two new staff members, a mechanic and a foreman. She noted that there were often considerations about the pay and benefits because Oak Hills is a public course and competing with private clubs. The pro shop, the tennis center and the nature centers are doing well.

B. Tax Assessor Report

Mr. Schmitt said that he was filling in for Paul tonight. He gave a brief overview of the Senior and Disabled Tax Relief program. He said that they were also doing all the other preparation for the tax billing cycle. They are also working on permit inspections and also checking projects that are partially completed for assessment. An online assessment program has been started and the City is shifting from paper filing to the online filing.

MPS is on their way regarding identifying vehicles that are registered out of state, but the owners are Norwalk residents.

Mr. Frayer asked about the partial assessment process. Mr. Schmitt said that it had always been in place.

Mr. Burnett asked about the correction to the growth of the grant list. Mr. Schmitt said that they had communicated with the news outlet and discovered from data from a previous year. They have been given updated data and the grand list has increased with new commercial enterprises and the second phase of the real estate program. There were some reductions in the motor vehicle grand list, but the overall list has increased. The newspaper has corrected it in their manner.

Mr. Burnett noted that the application process for the Senior and Disabled Tax Relief will end next week. Mr. Schmitt said that they send the application out to the current participants and also follow up with them.

C. Narrative on Tax Collections dated May 2025

D. Monthly Tax Collector's Reports dated April 2025

E. Claims Committee Report dated May 2025

Ms. Biagiarelli greeted the Council Members. She explained that there was one item on the April Claims report that requires a vote from the Committee. This is a refund of \$41,395.54 on 2021 and 2022 grand lists payment on 71 Connecticut Avenue, a commercial property which is

an apartment building. This is the result of a stipulated judgement from court. Ms. Biagiarelli gave the details and said that the property has since been sold. The prior owner is entitled to this refund.

**** MS. WENNERSTRAND MOVED TO APPROVE THE MAY 2025 CLAIMS COMMITTEE REPORT AND THE REFUND OF \$41,395.54 AS PRESENTED
** THE MOTION PASSED UNANIMOUSLY.**

This item will be presented to the full Common Council on May 13, 2025 for approval.

Ms. Biagiarelli then presented the following report:

As of the end of April 2025, having completed ten months of our fiscal year, we collected more than \$364 million against our nearly \$372 million adjusted levy. As noted in prior months, the net adjusted levy has been reduced from the original budgeted levy due to stipulated judgments in adjudicated property tax appeal cases related to the 2018 (prior) revaluation. Our net levy increased in December 2024 with the infusion of \$4.6 million in supplemental motor vehicle taxes on the 2023 grand list, billed as of January 1, 2025, but still remains reduced overall by (now) more than \$2.4 million due to stipulated judgments.

As of the end of April 2025, our current collection rate for all tax types, including the supplemental motor vehicle levy, was **97.98%**, up from 97.65% as of the end of March 2025. We also collected **98.78%** of our sewer use levy, more than \$18.7 million, and **87.72%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended April 2025 very slightly behind last year for collection of taxes (-0.15%) and for sewer use (-0.02%) but slightly ahead of last year for the IPP fee (1.45%).

We also collected more than \$7 million in past due taxes, interest and fees, with two months remaining in the fiscal year. This amount is (net) over \$3.5 million more than what had been collected in back taxes during the same period last fiscal year. The increase is due to the tax sale we held on September 9, 2024. All these figures are net of refunds and credits, and in both the current and in the prior fiscal year, a sizeable portion of our past due collections were basically consumed by credits, as noted above.

Since June 2024, the tax collector's office has been responsible for billing and for collecting a monthly municipal tax on gross receipts from cannabis sales within Norwalk. We receive information monthly from the Connecticut Department of Revenue Services on what the gross sales were, and how much tax is owed to the city. The tax rate is 3% of gross sales, and the tax is paid by all cannabis retailers, hybrid retailers and micro cultivators. From April 2024 through the end of the month of April 2025, we have collected more than \$284,000 in municipal cannabis tax. These funds are turned over to

the Comptroller's office. We include cannabis tax receipts in a one- line notation at the bottom of our monthly reports.

Our delinquent tax collector continues to work with the Department of Health to identify establishments with past due taxes that need to be brought current before a new health permit is issued. Many of these permits renewed in January. She also continues filing Uniform Commercial Code (UCC-1) liens with the office of the Secretary of the State of Connecticut to secure payment of past due business personal property taxes.

Our third-party collection agency continues to bill on our behalf for suspended motor vehicle accounts. Through the end of March 2025, in conjunction with their efforts, we had collected nearly \$1.3 million in past due motor vehicle taxes and interest due to the City. At this writing I do not yet have April figures for collection agency accounts. This agency's fees are charged *in addition to* the taxes and interest due to the City and are paid by the taxpayers who owe the past due bills; we collect what is due to us in full, and do not sacrifice any of what is due to the City. We began working with this company in December 2022.

We have mostly concluded our work on the September 2024 tax sale, more than eight months after the actual sale. We collected in excess of \$6.5 million directly on tax sale properties. In April 2025 we collected more outstanding blight fees on a property that had been included in the tax sale, but failed to sell, and we need to recalculate our total collections due to the sale. Out of the original 225 properties, 212 paid in full prior to the day of the sale. On the day of the sale, we were left with 7 properties. The tax sale website remains up:

<https://storymaps.arcgis.com/stories/00d984cac70d4ae49f41a8936c0c638f> ; this site is also reachable from the tax collector's home page. There were four properties that did not redeem, and deeds in the name of the successful bidders were filed in March.

Subsequently, we turned over more than \$800,000 in overbid (excess proceeds) to the Superior Court in Stamford, in accordance with state law, as the City does not make a profit on tax sale properties regardless of how much they sell for.

In March, we issued delinquent notices, called demand for payment notices, for past due real estate and business personal property taxes. We followed up with motor vehicle demand notices in April. We filed our lien continuing certificates in the Norwalk land records on April 7. We will continue to work on collection enforcement, including a wage garnishment initiative for City and Board of Education employees who owe past due Norwalk property taxes. We also anticipate working with the Planning and Zoning Department to assist them in collecting past due zoning violation fees through the tax sale process, in the same manner we now collect blight fees for the Blight Enforcement Division, and are considering holding a tax sale for these properties in the fall of 2025.

Our Board of Estimate and Taxation set our mill rates this week, and the WPCA set their rates on March 17. Accordingly, we are beginning the processes that will result in our

billing the new tax levy for the new fiscal year that begins July 1, 2025. We are working with our Assessor's office and our software provider to implement the significant changes to our motor vehicle assessment and taxation processes brought about by recent state legislation. Information about these changes will be included on the city website, and included with the motor vehicle tax bills we send in June. We will be billing based on the second year of the four year phase-in of assessment values for the 2023 citywide property revaluation of taxable real property and hope to ensure that taxpayers continue to be well informed about the revaluation and the phase-in.

I am concluding this month's report with a reprint of information I provided in last month's report, because I feel it is important in case anyone missed it last month. That information follows below.

At the end of March 2025, a post was made on one of the Norwalk online forums concerning outstanding back taxes. The post referred to the fiscal year end 2024 (June 30, 2024) audit report, and referenced a page showing taxes billed and collected. The poster was dismayed that there was \$4+ million in uncollected taxes and inferred that these revenues could be used to further fund education. I do not read these forums regularly, and will not respond on the forum directly, but will address this issue here.

Every municipality in Connecticut is subject to an annual external audit. Part of the audit report is a fifteen year lookback on taxes billed and collected. Property taxes are collectible for fifteen years. This auditor's report to which the poster referred looked at the current year, as well as fifteen prior years of billed and collected taxes that were payable during the fiscal year that ended on June 30, 2024.

The grand list year that was currently being billed in that fiscal year was the grand list of 2022 (due July 1, 2023 and January 1, 2024). In addition to the 2022 grand list, we were also still collecting on the prior 15 years of taxes. The oldest year included on this report was the 2007 grand list. One of the comments that followed that online post inquired why we still carry an amount from 2007. Taxes are collectible for 15 years. There could be any

number of reasons why we had bills from 2007 that were still uncollected on June 30, 2024. Also, because every year we collect more and more on those back years, that answers the question of why the amounts "ballooned" as the grand list years become more current – because the older the grand list, the less is left still to collect, and vice versa.

To put this in perspective, for the grand list years of 2008 through 2022 inclusive (fifteen years) our revised levies for those fifteen grand list years totaled \$4,630,730,999.12 (**\$4.6 BILLION**). And according to our records, we had a balance due from all those billed years of \$9.4 million. This means there was \$9.4 million remaining uncollected out of \$4.6 BILLION billed . That is an uncollected percentage of **0.203% (two tenths of one**

percent). Our collection rate on the fifteen years of billed and collectible taxes was **99.797%.**

Furthermore, we sent out approximately 1,304,515 (**1.3 MILLION**) tax bills during that time, and operated with a staff of between six and eight full-time staff members, depending on vacancies. And, since that fiscal year ended on June 30, 2024, between then and now April, 2025) we have collected \$3.8 million of the \$9.4 million balance that was still due on June 30, 2024.

Another comment in the online post basically stated that we pursue only some accounts through tax sale, and that we do not collect on commercial properties. This is absolutely false. The tax sale criteria is based on dollar amount owed and / or the number of years in arrears. It makes no difference what type of property it is - residential, commercial, vacant land, etc., and it makes no difference who the property owner is. If a property meets the criteria, it is included in the sale, until the taxes are paid. If we hold a sale, and start with 200+ properties, and on the day of the sale find ourselves with no commercial properties, that means only that the commercial properties that were originally included in the sale have paid prior to the sale. Comments that we target senior citizens and / or residential homeowners are inflammatory and false.

As nearly every monthly report from my division concludes, maintaining a high tax collection rate allows for a more fair distribution of the tax burden. Maintaining a high current and back tax collection rate allows the budget making authority to set lower mill rates, as there can be less of an allowance for “uncollectible” taxes - taxes not timely paid when billed. Conversely, a lower collection rate, and less efficient tax collection, would require higher mill rates, and a correspondingly higher tax levy to be borne by all taxpayers. This principle inspires all our billing and tax collection enforcement activities. Not every billed tax will be collectible, and when you are sending millions of bills, some are never going to be collected. Not every item included in the grand list by the Assessor is a valid bill. Adjustments are made. However, a collection rate of 99.797% over 15 years on a \$4.6 billion levy is excellent. To question our collection rates and enforcement, or claim no one is being held accountable for paying their back taxes, are false claims and needed to be addressed.

Mr. Frayer asked for the analysis for the 15 year period of the delinquent taxes. Ms. Biagiarelli said that she would send the report. Discussion followed about the details.

Mr. Frayer said that there had been some challenges with the software system. Ms. Biagiarelli said that there would be a meeting about this tomorrow. She explained that Norwalk bills their residents carefully because the Water charges are included in the real estate bill and different districts receive different services.

Mr. Wiggins joined the meeting at 7:36 p.m.

OLD BUSINESS

There were no items to consider at this time.

NEW BUSINESS

A. ACTION REQUESTED:

**1a. Recommend the allocation of \$583,668 in Special Capital Appropriation funds to the Recreation and Parks Department for the development and construction of the Norwalk Community Recreation Center at 98 South Main Street as identified Herein this memo and attached documentation.
Current acct. #09256030 5777 C0719**

1b. Recommend the reduction in the amount of \$583,668 from the balance in the middle schools bathroom improvement capital budget Acct. #09225010 5777 C0807

**** MR. FRAYER MOVED THE ITEM.**

Mr. Lo and Mr. Stowers came forward to speak about item. Mr. Lo said that the City has owned the building for a number of years and they have developed this project. They will be renovate the building. He gave an overview of the project and said that once they started renovating the interior walls, they discovered a great deal of mold and water damage. Some of the interior steel infrastructure had rusted away because it is galvanized steel. Today they use stainless steel. He gave the details. Every month that they delay on the work costs them \$40,000.

Mr. Lo said that this request should cover the current conditions. Now that they know that the extent of the problem they can move forward. He does not expect many more problems since the only other thing would be potential soil contamination.

Mr. Burnett asked about the interior wall damage and the damage on the back wall. He wished to know if the building was structurally sound. Mr. Lo said that it was a steel structured building and the contractor has done his due diligence.

The discussion moved to the transfer of the funds from the bathroom renovations. Mr. Lo gave the details. Mr. Schmitt said that the two projects net out and this will not add any debt to the City.

Mr. Lo said that on Monday night, he presented to Land Use and Building Management and the Common Council at the same time. Therefore the Council will have two similar items on the agenda.

Ms. Wennerstrand wished for clarification regarding the decision to transfer the funding from the Board of Education. Mr. Lo said that there had been pressure to upgrade and improve the

bathrooms in the middle schools. Those improvements were made and the funding has been in the account for over a year. Ms. Wennerstrand said that it was important for people to understand that the schools were not losing something. Once the project is completed, the funding can be reallocated to another department project.

Mr. Burnett asked what other kinds of surplus funding had been utilized by the City. Mr. Lo said that he had used some funding from Ponus to drainage and another amount to traffic signals. He also listed a number of school projects where the surplus funding had been used for other major City projects. He noted that the school HVAC projects have been a challenge but would prefer to get into that situation another time.

Mr. Schmitt said that the Charter Commission was in the process of making some changes in the project process for this area. One thing would be that the Capital projects that would dormant for four years would have to be re-authorized. Discussion followed.

**** THE MOTION TO APPROVE THE FOLLOWING ITEMS:**

1A. RECOMMEND THE ALLOCATION OF \$583,668 IN SPECIAL CAPITAL APPROPRIATION FUNDS TO THE RECREATION AND PARKS DEPARTMENT FOR THE DEVELOPMENT AND CONSTRUCTION OF THE NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET AS IDENTIFIED HEREIN THIS MEMO AND ATTACHED DOCUMENTATION.

CURRENT ACCT. #09256030 5777 C0719

1B. RECOMMEND THE REDUCTION IN THE AMOUNT OF \$583,668 FROM THE BALANCE IN THE MIDDLE SCHOOLS BATHROOM IMPROVEMENT CAPITAL BUDGET ACCT. #09225010 5777 C0807

PASSED UNANIMOUSLY.

B. RESOLUTION:

Making Appropriations For Various Public Improvements Aggregating \$74,522,646 For The Fiscal Year 2025-2026 Capital Budget And Authorizing The Issuance Of \$74,522,646 General Obligation Bonds Of The City To Meet Certain Appropriations In The Fiscal Year 2025-2026 Capital Budget

**** MR. LOPEZ MOVED THE ITEM.**

Mr. Schmitt said that the Council had approved the Capital Budget and this is to authorize the issuance of General Obligation Bonds. He explained that they would be speaking with the various departments about what they are going to need over the next 18 months. Something like the Fire Truck needs to be fully authorized for the manufacturing company to start building the

truck, which won't arrive for a three to four years. This same situation is applicable to the WPCA who have projects that take time.

**** THE MOTION TO APPROVE THE RESOLUTION FOR MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$74,522,646 FOR THE FISCAL YEAR 2025-2026 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$74,522,646 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE FISCAL YEAR 2025-2026 CAPITAL BUDGET PASSED UNANIMOUSLY.**

This item will be presented to the Council on May 13th for their approval.

**** MR. SUTTON MOVED SUSPEND THE RULES TO ADD AN ITEM TO THE AGENDA REGARDING AUTHORIZING THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ELECTRIC VOTING LEASE AGREEMENT WITH THE STATE OF CONNECTICUT FOR A LEASE TERM OF APPROXIMATELY TEN (10) YEARS AND A TOTAL LEASE COST OF ONE DOLLAR (\$1.00).
ACCT NUMBER NOTED.**

**** THE MOTION PASSED WITH SIX (6) IN FAVOR (BURNETT, DUNN, FRAYER, LOPEZ, SUTTON AND WENNERSTRAND) AND ONE (1) ABSTENTION (WIGGINS).**

Authorize The Mayor, Harry W. Rilling, To Execute An Electric Voting Lease Agreement With The State Of Connecticut For A Lease Term Of Approximately Ten (10) Years And A Total Lease Cost Of One Dollar (\$1.00).

**** MS. WENNERSTRAND MOVED THE FOLLOWING ITEM:**

TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ELECTRIC VOTING LEASE AGREEMENT WITH THE STATE OF CONNECTICUT FOR A LEASE TERM OF APPROXIMATELY 10 YEARS AND A TOTAL LEASE COST OF \$1.00 (ONE DOLLAR).

Mr. Burnett said that the State of Connecticut has purchased new voting machines and tabulators. The State has mandated that all municipalities in the State to rent the voting machines from the State for the sum of one dollar for a ten year lease. He noted that the City would be responsible for the acquisition of the software to run the machines as well as the maintenance, service, repair and safe storage of the new voting machines is the City's responsibility, which is currently the case with the existing voting machines. The Registrar of Voters has requested that the Common Council approve the lease so they can take delivery of the new voting machines and the appropriate employees may begin training.

**** THE MOTION PASSED UNANIMOUSLY.**

This item will be presented to the Council on May 13th for their approval.

ADJOURNMENT.

**** Mr. FRAYER MOVED TO ADJOURNED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:12 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services

Oak Hills Park Authority

April 2025 Financial Commentary

Operations Updates:

- Golf revenue rounds and cart rounds performed above budget for the first ten months of FY25 but had dropped significantly in December-February due to poor weather. Discount ID Card sales are up and down month by month, currently 5% below budget.
- We are in our fifth and final year of our cart fleet lease and are seeing some expected wear and tear and more electricity usage. However, the lithium batteries are holding up better than the standard batteries in previous leases.
- The fiscal year 2026 budget was presented in our May 15th meeting and is expected to be approved in our June meeting.

YTD Financial Highlights:

- FY25 YTD net operating income was over budget by \$172k and we ended April with a \$646k cash balance which includes \$69k in the capital reserve bank account.
 - Revenue was over-budget by \$175k thanks to strong golf rounds.
 - Expenses were over-budget by \$3k due to many building repairs & maintenance as well as increased utilities rates.
- OHPA made \$110k in repayments to the City for the first ten months of the fiscal year, including our annual 1% of golf revenue.
- OHPA is investing in several capital improvements throughout the course of the year with a focus on bunker refurbishment and rebuilding. We have acknowledged that we will go slightly over-budget in order to make additional improvements since our overage in net operating income can cover the overspend.

Other:

- As part of our initiative of investing and diversifying excess cash, we continue to have money spread out among three banks in various types of interest-bearing accounts.

Updated
through

4/30/2025

Fiscal Year To Date

	Budget	Actuals	Variance	Var %	Comments
Revenue Rounds	29,743	32,061	2,318	7.8%	Dec thru Feb were under budget due to weather / course closure but all other months' rounds beat budget
Non-Revenue Rounds	3,733	3,484	(249)	-6.7%	Less season passholder rounds than anticipated
Total Rounds	33,476	35,545	2,069	6.2%	
Carts	17,614	19,129	1,515	8.6%	Higher golf rounds and a heat wave favorably influenced cart rounds this past summer
ID Cards	916	870	(46)	-5.0%	April membership sales lagged a bit, but this is likely a timing issue

	Budget	Actuals	Variance	Var %	Comments
Golf Revenue	1,629,481	1,820,443	190,962	11.7%	Driven primarily by greens fees
Tennis Revenue	40,400	27,900	(12,500)	-30.9%	An anticipated tennis clinic in September did not occur
Restaurant Revenue	30,800	24,565	(6,235)	-20.2%	Profit sharing has been less than anticipated
Other Revenue	45,422	48,151	2,729	6.0%	Investment and online booking revenue higher than expected, offset by one month loss in tenant rent
Total Revenue	1,746,103	1,921,059	174,956	10.0%	
Management Salary	232,900	228,814	(4,086)	-1.8%	Overall lower staffing
Operations Salary	203,495	217,155	13,660	6.7%	Budget too low; more staffing needed to cover higher revenue volume
Maintenance Salary	411,165	385,942	(25,223)	-6.1%	Overall lower staffing
Employee Benefits	145,487	129,895	(15,592)	-10.7%	Amounts slightly lower across the board, especially in payroll taxes and health insurance
Administrative	174,123	201,265	27,142	15.6%	Overages across the board, specifically utilities and cc fees, offset by underspending in Advertising
Interest & Insurance	115,004	111,956	(3,048)	-2.7%	Insurance expense lower than expected
Sales & Operations	7,688	7,811	123	1.6%	
Park Maintenance	192,331	164,198	(28,133)	-14.6%	Driven mostly by lower maintenance and grass treatment costs, offset by overage in water
Park Equipment	79,024	119,097	40,073	50.7%	Large overspend in Bldg Maint due to unforeseen repairs needed, offset by Equipment Maint
Carts	28,292	29,275	983	3.5%	As the carts are going into the fifth year of use, maintenance and electricity costs are climbing
Tennis	3,000	-	(3,000)	-100.0%	Event canceled per above
Operating Expense	1,592,509	1,595,408	2,899	0.2%	
Net Operating Income	153,594	325,651	172,057	112.0%	
Capital Improvements	(278,000)	(292,861)	(14,861)	5.3%	FY25 bunker project, Building improvements, etc. We will be over-budget this fiscal year
Line of Credit Balance	-	-	-	-	
Capital Reserve Cash Bal	72,344	68,658	(3,686)	-5.1%	Portion of cash restricted for capital improvements per our lease requirements
Cash Balance	339,173	577,482	238,309	70.3%	Net operating income overage, timing on fixed assets

Updated
through

4/30/2025

Rest of Fiscal Year

	Budget		Proj.	Variance		Var %	Comments
Revenue Rounds	12,109	12,836	727	6.0%	Projections are slightly higher than original to stay in line with current trends		
Non-Revenue Rounds	1,467	1,467	-	0.0%	Projections are still in line with Budget		
Total Rounds	13,576	14,303	727	5.4%			
Carts	7,046	7,398	352	5.0%	Projections are slightly higher than original to stay in line with current trends		
ID Cards	284	324	40	14.1%	Projections are still in line with Budget		

	Budget		Proj.	Variance		Var %	Comments
Golf Revenue	639,418	677,783	38,365	6.0%	Projections are slightly higher than original to stay in line with current trends		
Tennis Revenue	19,600	19,600	-	0.0%	Projections are still in line with Budget		
Restaurant Revenue	8,400	7,900	(500)	-6.0%	Projections are slightly lower than original to stay in line with current trends		
Other Revenue	10,328	10,328	-	0.0%	Projections are still in line with Budget		
Total Revenue	677,746	715,611	37,865	5.6%			
Salaries	211,738	215,973	4,235	2.0%	Projections are slightly above Budget based on current trends		
Employee Benefits	34,854	34,854	-	0.0%	Projections are still in line with Budget		
Administrative	42,934	45,934	3,000	7.0%	Projections are slightly above Budget based on current trends		
Debt Service & Insurance	26,196	26,196	-	0.0%	Projections are still in line with Budget		
Sales & Operations	3,512	3,512	-	0.0%	Projections are still in line with Budget		
Park Maintenance	67,569	67,569	-	0.0%	Projections are still in line with Budget		
Park Equipment	22,476	22,476	-	0.0%	Projections are still in line with Budget		
Carts	6,708	7,108	400	6.0%	Projections are slightly above Budget based on current trends		
Tennis	-	-	-		Projections are still in line with Budget		
Operating Expense	415,987	423,622	7,635	1.8%			
Uncategorized Exp/Rev							
Net Operating Income	261,759	291,989	30,230	11.5%			
Capital Improvements	(8,000)	(16,861)	(8,861)	110.8%	Additional capex investment has been approved for this fiscal year		
Line of Credit Balance	-	-	-		We do not expect to borrow during the remainder of this fiscal year.		
Capital Reserve Cash Bal	74,344	72,658	(1,686)	-2.3%	Portion of cash restricted for capital improvements per our lease requirements		
Cash Balance	509,052	752,831	243,779	47.9%			

Oak Hills Park Authority
FY25 Actual vs. Budget

	<u>April Act</u>	<u>April Bud</u>	<u>Var \$</u>	<u>Var %</u>	<u>YTD Act</u>	<u>YTD Bud</u>	<u>Var \$</u>	<u>Var %</u>
REVENUE								
4000 · REVENUES								
4001 · Golf Revenue								
4010 · Golf Fees	\$153,725	\$122,656	\$31,069	25.3%	\$1,191,783	\$1,006,736	\$185,047	18.4%
4020 · I.D. Cards	\$42,269	\$47,086	-\$4,817	-10.2%	\$134,356	\$121,765	\$12,591	10.3%
4025 · Season Pass	\$9,200	\$9,607	-\$407	-4.2%	\$90,314	\$96,817	-\$6,503	-6.7%
4030 · Tournament Fees	\$0	\$5,260	-\$5,260	-100.0%	\$72,324	\$71,788	\$536	0.7%
4050 · Cart Revenue	\$33,854	\$36,907	-\$3,053	-8.3%	\$326,900	\$325,858	\$1,043	0.3%
4060 · Golf Revenue - Gift Certif.	\$2,009	\$1,128	\$881	78.2%	\$18,555	\$17,952	\$603	3.4%
4070 · Gift & Rain Checks Redeemed	-\$3,296	-\$3,021	-\$275	9.1%	-\$13,789	-\$11,434	-\$2,355	20.6%
Total 4001 · Golf Revenue	\$237,761	\$219,622	\$18,139	8.3%	\$1,820,443	\$1,629,481	\$190,962	11.7%
4100 · Tennis Revenue	\$0	\$0	\$0	0.0%	\$27,900	\$40,400	-\$12,500	-30.9%
4101 · Tennis Program Revenue	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4200 · Rental Income	\$2,000	\$1,800	\$200	11.1%	\$17,400	\$18,000	-\$600	-3.3%
4300 · Investment Income	\$1,033	\$1,596	-\$563	-35.2%	\$17,682	\$16,308	\$1,373	8.4%
4400 · Misc. Income	\$10	\$941	-\$931	-98.9%	\$13,069	\$11,113	\$1,956	17.6%
4600 · Restaurant Income	\$2,000	\$2,000	\$0	0.0%	\$24,565	\$30,800	-\$6,235	-20.2%
4700 · Advertising Revenue	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
Total Other Revenue	\$5,043	\$6,337	-\$1,293	-20.4%	\$100,616	\$116,621	-\$16,005	-13.7%
TOTAL REVENUE	\$242,804	\$225,958	\$16,846	7.5%	\$1,921,059	\$1,746,103	\$174,957	10.0%
EXPENSE								
5000 · PERSONNEL EXPENSE								
5010 · Management Salary	\$22,457	\$23,340	\$883	3.8%	\$228,814	\$232,900	\$4,086	1.8%
5030 · Operations	\$28,400	\$29,215	\$815	2.8%	\$216,520	\$203,495	-\$13,026	-6.4%
5040 · Operations O/T	-\$82	\$0	\$82	0.0%	\$635	\$0	-\$635	0.0%
5050 · Course Personnel	\$28,729	\$27,764	-\$965	-3.5%	\$272,315	\$275,767	\$3,453	1.3%
5060 · Course Personnel O/T	\$365	\$0	-\$365	0.0%	\$2,721	\$0	-\$2,721	0.0%
5070 · Seasonal Personnel	\$14,774	\$21,101	\$6,327	30.0%	\$110,315	\$135,397	\$25,082	18.5%
5075 · Outside Seasonal Personnel	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
5080 · Seasonal Personnel O/T	\$98	\$0	-\$98	0.0%	\$592	\$0	-\$592	0.0%
Total 5000 · PERSONNEL EXPENSE	\$94,740	\$101,420	\$6,680	6.6%	\$831,912	\$847,559	\$15,647	1.8%
5200 · EMPLOYEE BENEFITS								
5210 · Payroll Taxes	\$6,662	\$7,659	\$997	13.0%	\$57,701	\$64,009	\$6,308	9.9%
5230 · State Unemployment	\$2,445	\$1,778	-\$667	-37.5%	\$18,164	\$18,078	-\$86	-0.5%
5250 · Health Insurance	\$3,569	\$4,551	\$982	21.6%	\$34,699	\$43,189	\$8,490	19.7%
5260 · Workmans Compensation	\$1,663	\$1,261	-\$402	-31.9%	\$13,969	\$14,564	\$596	4.1%
5270 · Retirement Plans	\$419	\$567	\$148	26.1%	\$5,361	\$5,645	\$284	5.0%
Total 5200 · EMPLOYEE BENEFITS	\$14,758	\$15,816	\$1,058	6.7%	\$129,895	\$145,487	\$15,592	10.7%
5400 · ADMINISTRATIVE EXPENSES								
5420 · Telephone	\$733	\$571	-\$162	-28.4%	\$7,386	\$5,709	-\$1,677	-29.4%
5430 · Professional Fees	\$3,400	\$3,188	-\$213	-6.7%	\$34,223	\$31,875	-\$2,348	-7.4%
5436 · Advertising	\$201	\$790	\$589	74.6%	\$4,308	\$10,225	\$5,917	57.9%
5440 · Office Expense	\$1,338	\$1,480	\$141	9.5%	\$21,713	\$20,096	-\$1,617	-8.0%
5441 · Bank Charges	\$25	\$4	-\$21	-578.7%	\$52	\$90	\$38	42.0%
5442 · Credit Card Fees	\$6,905	\$4,966	-\$1,939	-39.0%	\$42,667	\$36,848	-\$5,819	-15.8%
5445 · Postage	\$0	\$50	\$50	100.0%	\$120	\$200	\$80	40.0%
5450 · Training and Dues	\$205	\$334	\$129	38.6%	\$2,991	\$1,979	-\$1,012	-51.2%
5455 · Meals and Entertainment	\$100	\$0	-\$100	0.0%	\$1,369	\$0	-\$1,369	0.0%
5461 · Authority Secretarial Services	\$120	\$142	\$22	15.3%	\$1,310	\$1,417	\$107	7.5%
5469 · Other Outside Services	\$684	\$778	\$94	12.1%	\$7,447	\$7,409	-\$39	-0.5%
5470 · Other Administrative	\$808	\$958	\$150	15.6%	\$9,070	\$9,583	\$513	5.4%
5480 · Utilities	\$7,526	\$5,768	-\$1,758	-30.5%	\$68,609	\$48,694	-\$19,915	-40.9%
5499 · Bad Debt Expense	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
Total 5400 · ADMINISTRATIVE EXPENSES	\$22,046	\$19,028	-\$3,018	-15.9%	\$201,265	\$174,123	-\$27,142	-15.6%
5500 · DEBT SERVICE AND INSURANCE								
5500 · Liability Insurance	\$9,912	\$11,798	\$1,886	16.0%	\$97,131	\$102,004	\$4,873	4.8%
5520 · Interest	\$1,764	\$1,300	-\$464	-35.7%	\$14,825	\$13,000	-\$1,825	-14.0%

Oak Hills Park Authority
FY25 Actual vs. Budget

	<u>April Act</u>	<u>April Bud</u>	<u>Var \$</u>	<u>Var %</u>	<u>YTD Act</u>	<u>YTD Bud</u>	<u>Var \$</u>	<u>Var %</u>
Total 5500 · DEBT SERVICE AND INSURANCE	\$11,676	\$13,098	\$1,422	10.9%	\$111,956	\$115,004	\$3,048	2.7%
5600 · SALES AND OPERATIONS								
5630 · Golf Genius Software	\$325	\$308	-\$17	-5.4%	\$3,117	\$3,083	-\$33	-1.1%
5640 · Golf Pro Supplies	\$25	\$468	\$443	94.6%	\$3,913	\$2,205	-\$1,708	-77.5%
5680 · Golf Pro Work Clothes	\$0	\$800	\$800	100.0%	\$781	\$2,400	\$1,619	67.5%
Total 5600 SALES AND OPERATIONS	\$350	\$1,577	\$1,226	77.8%	\$7,811	\$7,688	-\$122	-1.6%
5700 · PARK MAINTENANCE								
5710 · Water	\$1,396	\$1,623	\$226	14.0%	\$51,072	\$45,323	-\$5,749	-12.7%
5715 · Nature and Open Space	\$42	\$400	\$358	89.4%	\$2,848	\$2,200	-\$648	-29.5%
5720 · Heating Fuel	\$210	\$1,366	\$1,156	84.6%	\$9,814	\$15,586	\$5,772	37.0%
5730 · Grounds Maintenance	\$2,174	\$7,800	\$5,626	72.1%	\$16,896	\$31,602	\$14,705	46.5%
5740 · Tree Maintenance	\$0	\$0	\$0	0.0%	\$7,416	\$3,000	-\$4,416	-147.2%
5751 · Agriculture&Chemicals-Purch	\$1,070	\$22,259	\$21,189	95.2%	\$91,514	\$78,915	-\$12,599	-16.0%
5752 · Agriculture/Chemicals Utilized	\$2,392	\$0	-\$2,392	0.0%	-\$30,447	\$0	\$30,447	0.0%
5760 · Irrigation Maintenance	\$6,117	\$1,103	-\$5,013	-454.4%	\$11,518	\$9,139	-\$2,378	-26.0%
5770 · Consumable Tools	\$0	\$337	\$337	100.0%	\$441	\$2,413	\$1,973	81.7%
5780 · Tee and Green Supplies	\$0	\$1,189	\$1,189	100.0%	\$3,126	\$3,969	\$843	21.2%
5795 · Janitorial Supplies	\$0	\$0	\$0	0.0%	\$0	\$184	\$184	100.0%
Total 5700 · PARK MAINTENANCE	\$13,402	\$36,077	\$22,675	62.9%	\$164,198	\$192,331	\$28,133	14.6%
5800 · PARK EQUIPMENT								
5800 · Equipment Maintenance	\$5,724	\$1,114	-\$4,610	-413.7%	\$29,388	\$32,418	\$3,030	9.3%
5810 · Equipment Rental		\$250	\$250	100.0%	\$0	\$500	\$500	100.0%
5820 · Building Maintenance	\$5,436	\$3,317	-\$2,119	-63.9%	\$78,858	\$29,554	-\$49,304	-166.8%
5840 · Small Equipment	\$0	\$0	\$0	0.0%	\$420	\$1,971	\$1,551	78.7%
5860 · Gasoline/Diesel Fuel	\$2,130	\$1,150	-\$981	-85.3%	\$10,185	\$13,081	\$2,896	22.1%
5880 · Employee work clothes	\$0	\$0	\$0	0.0%	\$246	\$1,500	\$1,254	83.6%
Total 5800 · PARK EQUIPMENT	\$13,291	\$5,831	-\$7,460	-127.9%	\$119,097	\$79,024	-\$40,072	-50.7%
6000 · CART EXPENSE								
6010 · Cart Lease Expense	\$0	\$0	\$0	0.0%	\$5,140	\$7,200	\$2,060	28.6%
6020 · Electricity	\$871	\$1,250	\$379	30.3%	\$15,609	\$13,308	-\$2,301	-17.3%
6030 · Maintenance	\$0	\$288	\$288	100.0%	\$4,370	\$3,784	-\$586	-15.5%
6050 · Cart Insurance	\$400	\$400	\$0	0.0%	\$4,000	\$4,000	\$0	0.0%
6060 · Misc. Cart Expense	\$0	\$0	\$0	0.0%	\$156	\$0	-\$156	0.0%
Total 6000 · CART EXPENSE	\$1,271	\$1,938	\$667	34.4%	\$29,275	\$28,292	-\$983	-3.5%
6500 · TENNIS								
6510 · Professional Services	\$0	\$0	\$0	0.0%	\$0	\$2,800	\$2,800	
6530 · Supplies	\$0	\$0	\$0	0.0%	\$0	\$200	\$200	100.0%
6570 · Other Expense	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	
Total 6500 · TENNIS	\$0	\$0	\$0	0.0%	\$0	\$3,000	\$3,000	100.0%
TOTAL OPERATIONAL EXPENSE	\$171,535	\$194,784	\$23,249	11.9%	\$1,595,408	\$1,592,509	-\$2,899	-0.2%
TOTAL OPERATIONAL NET INCOME	\$71,269	\$31,174	\$40,095	128.6%	\$325,651	\$153,594	\$172,057	112.0%
Restructured City Debt	\$4,279	\$3,421	-\$858	-25.1%	\$105,596	\$97,380	-\$8,216	-8.4%
Commercial Debt	\$12,892	\$27,000	\$14,108	52.3%	\$78,771	\$122,100	\$43,329	35.5%
Total BS Debt Payments	\$17,171	\$30,421	\$13,250	43.6%	\$184,367	\$219,480	\$35,113	16.0%
NET INCOME BEFORE CAPITAL EXPENSE!	\$71,269	\$31,174	\$40,095	128.6%	\$325,651	\$153,594	\$172,057	112.0%
8000 · OTHER EXPENSE								
8000 · Depreciation/Amortization								
8000 · Depreciation/Amort Non Cash	\$34,551	\$32,500	-\$2,051	-6.3%	\$345,510	\$325,000	-\$20,510	-6.3%
8001 · Capital projects								
8100 - Capital Proj Cash	\$10,220	\$3,000	-\$7,220	-240.7%	\$292,861	\$278,000	-\$14,861	-5.3%
8101 - Capital Proj Financed	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
8006 · Disposed Assets	\$0	\$0	\$0	0.0%	-\$495	\$0	\$495	0.0%
Capital Contribution	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
Total 8000 · OTHER EXPENSE	\$34,551	\$32,500	-\$9,271	-6.3%	\$345,015	\$325,000	-\$34,876	-6.2%
NET INCOME	\$36,718	-\$1,326	\$38,044	-2869.2%	-\$19,364	-\$171,406	\$152,042	-88.7%

OAK HILLS PARK AUTHORITY

Balance Sheet FY24

As of April 30, 2025

	Total			
	As of Apr 30, 2025	As of Apr 30, 2024 (PY)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts				
1000 Cash				
1021 NBT Money Market	160,367.70	133,448.56	26,919.14	20.17%
1022 NBT Payment Account	-24,972.98	-40,031.60	15,058.62	37.62%
1023 NBT Rent Escrow Sec Apt Right	1,801.00	1,801.00	0.00	0.00%
1024 NBT Capital Reserve Savings Account	8,652.57	5,959.35	2,693.22	45.19%
1030 Chase Platinum Checking	10.00	10.00	0.00	0.00%
1031 Chase CD	240,525.26	231,860.00	8,665.26	3.74%
1040 Bankwell Money Market	198,330.80	209,681.03	-11,350.23	-5.41%
1041 Bankwell Capital Reserve Savings Account	60,005.09	45,790.47	14,214.62	31.04%
1050 Petty	1,420.00	1,420.00	0.00	0.00%
Total 1000 Cash	\$ 646,139.44	\$ 589,938.81	\$ 56,200.63	9.53%
Total Bank Accounts	\$ 646,139.44	\$ 589,938.81	\$ 56,200.63	9.53%
Other Current Assets				
1100 Inventory	116,292.00	122,508.42	-6,216.42	-5.07%
1200 Receivables	0.00	2,115.00	-2,115.00	-100.00%
1300 Prepaid Expenses	42,536.01	38,843.68	3,692.33	9.51%
1400 Deposits	0.00	557.00	-557.00	-100.00%
Total Other Current Assets	\$ 158,828.01	\$ 164,024.10	-\$ 5,196.09	-3.17%
Total Current Assets	\$ 804,967.45	\$ 753,962.91	\$ 51,004.54	6.76%
Fixed Assets				
1500 Fixed Assets				
1505 Machinery and Equipment	1,864,743.72	1,738,987.71	125,756.01	7.23%
1510 Accumulated Depreciation/Amort.	-5,155,626.50	-4,734,337.10	-421,289.40	-8.90%
1520 Furniture & Fixtures	47,635.23	47,635.23	0.00	0.00%
1560 Leasehold Improvements	208,813.40	162,997.83	45,815.57	28.11%
1561 Park Improvements	2,412,278.72	2,168,049.89	244,228.83	11.26%
1562 Restaurant	2,277,134.66	2,277,134.66	0.00	0.00%
1565 Amortize Leasehold Improvements	-250,768.27	-226,240.00	-24,528.27	-10.84%
1570 Capital Projects in Progress	113,707.55	104,048.43	9,659.12	9.28%
Total 1500 Fixed Assets	\$ 1,517,918.51	\$ 1,538,276.65	-\$ 20,358.14	-1.32%
Total Fixed Assets	\$ 1,517,918.51	\$ 1,538,276.65	-\$ 20,358.14	-1.32%
TOTAL ASSETS	\$ 2,322,885.96	\$ 2,292,239.56	\$ 30,646.40	1.34%
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				

2000 *Accounts Payable	100,467.16	108,040.85	-7,573.69	-7.01%
Total Accounts Payable	\$ 100,467.16	\$ 108,040.85	-\$ 7,573.69	-7.01%
Other Current Liabilities				
2010 Accounts Payable - Payroll	39,604.94	39,028.35	576.59	1.48%
2051 Accounts Payable - OHMGA Revenue	9,544.00	2,900.00	6,644.00	229.10%
2054 Accounts Payable - OHWGA Revenue	0.00	182.00	-182.00	-100.00%
2100 Accrued Payroll	27,588.03	24,086.38	3,501.65	14.54%
2104 Accrued retirement contribution	2,111.31	1,147.99	963.32	83.91%
2105 Accrued Vacation Pay	23,271.81	21,320.54	1,951.27	9.15%
2200 Accrued Expenses	37,424.50	33,667.50	3,757.00	11.16%
2210 Security Deposits - Tenants				
2212 Security Dep - Apt 2 Right	1,900.00	1,800.00	100.00	5.56%
2213 Sec Deposit - Restaurant	1,208.00	2,997.33	-1,789.33	-59.70%
Total 2210 Security Deposits - Tenants	\$ 3,108.00	\$ 4,797.33	-\$ 1,689.33	-35.21%
2250 Deferred Revenue				
2251 Tournament Deposits	12,250.00	8,280.00	3,970.00	47.95%
2253 Deferred Tennis Revenue	0.00	15,500.00	-15,500.00	-100.00%
2254 Other Deferred	144,063.76	146,373.33	-2,309.57	-1.58%
Total 2250 Deferred Revenue	\$ 156,313.76	\$ 170,153.33	-\$ 13,839.57	-8.13%
2400 Cart Sales Tax Due	2,150.00	3,087.00	-937.00	-30.35%
Total Other Current Liabilities	\$ 301,116.35	\$ 300,370.42	\$ 745.93	0.25%
Total Current Liabilities	\$ 401,583.51	\$ 408,411.27	-\$ 6,827.76	-1.67%
Long-Term Liabilities				
2701 Consolidated City Debt	1,578,396.76	1,712,536.47	-134,139.71	-7.83%
2772 Wells Fargo 2017 Aera-Vator	0.00	197.16	-197.16	-100.00%
2777 DLL Finance Club Car CA502 Utility Cart	0.00	306.57	-306.57	-100.00%
2778 Wells Fargo Used Kubota Tractor Mini Ex	0.00	4,416.29	-4,416.29	-100.00%
2779 Wells Fargo Groundsmaster Mower and Procore Aeration	8,602.79	21,014.87	-12,412.08	-59.06%
2780 DLL Club Car 2021 Cart Fleet	60,815.80	133,794.76	-72,978.96	-54.55%
2781 GPSi Visage Software 2021 Cart Fleet	0.00	24,480.00	-24,480.00	-100.00%
2782 Wells Fargo 2 Reelmaster 3555D Fairway Mowers	71,056.06	94,025.71	-22,969.65	-24.43%
2783 Wells Fargo 2 Baroness LM315GC Greens Mowers	46,805.90	61,225.93	-14,420.03	-23.55%
2784 Wells Fargo 2023 Spreader Trailer Roller	31,200.55	38,360.84	-7,160.29	-18.67%
2785 Wells Fargo Lastec 2023 Rotary Mower	53,447.15	64,738.12	-11,290.97	-17.44%
2786 Wells Fargo AngleMaster 3000 Grinder	14,584.80	0.00	14,584.80	
2787 Wells Fargo Blower Loader Tractor Fairway Mower	54,849.31	0.00	54,849.31	
2788 Wells Fargo Bernhard Dual Reel	43,187.10	0.00	43,187.10	
Total Long-Term Liabilities	\$ 1,962,946.22	\$ 2,155,096.72	-\$ 192,150.50	-8.92%
Total Liabilities	\$ 2,364,529.73	\$ 2,563,507.99	-\$ 198,978.26	-7.76%
Equity				
3900 Retained Earnings	270,581.10	36,165.64	234,415.46	648.17%
Net Income	-312,224.87	-307,434.07	-4,790.80	-1.56%
Total Equity	-\$ 41,643.77	-\$ 271,268.43	\$ 229,624.66	84.65%
TOTAL LIABILITIES AND EQUITY	\$ 2,322,885.96	\$ 2,292,239.56	\$ 30,646.40	1.34%

OAK HILLS PARK AUTHORITY
P&L - Current Month Vs. Prior Year Month
April 2025

	Total			
	Apr 2025	Apr 2024 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	153,725.08	138,713.41	15,011.67	10.82%
4020 I.D. Cards	42,269.00	45,045.00	-2,776.00	-6.16%
4025 Season Pass	9,199.53	9,731.67	-532.14	-5.47%
4030 Tournament Fees	0.00	10,512.00	-10,512.00	-100.00%
4050 Cart Revenue	33,854.00	37,334.00	-3,480.00	-9.32%
4060 Golf Revenue - Gift Certif.	2,009.00	1,271.00	738.00	58.06%
4070 Gift & Rain Checks Redeemed	-3,296.00	-3,659.00	363.00	9.92%
Total 4001 Golf Revenue	\$ 237,760.61	\$ 238,948.08	-\$ 1,187.47	-0.50%
4200 Rental Income	2,000.00	1,800.00	200.00	11.11%
4300 Investment Income	1,033.32	4,849.49	-3,816.17	-78.69%
4400 Misc. Income	9.99	753.23	-743.24	-98.67%
4600 Restaurant Income	2,000.00	1,000.00	1,000.00	100.00%
Total 4000 REVENUES	\$ 242,803.92	\$ 247,350.80	-\$ 4,546.88	-1.84%
Total Income	\$ 242,803.92	\$ 247,350.80	-\$ 4,546.88	-1.84%
Gross Profit	\$ 242,803.92	\$ 247,350.80	-\$ 4,546.88	-1.84%
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	22,457.15	21,758.25	698.90	3.21%
5030 Operations	28,400.07	28,327.02	73.05	0.26%
5040 Operations O/T	-81.87	0.00	-81.87	
5050 Course Personnel	28,729.12	26,709.21	2,019.91	7.56%
5060 Course Personnel O/T	364.50	122.54	241.96	197.45%
5070 Seasonal Personnel	14,774.01	15,825.93	-1,051.92	-6.65%
5080 Seasonal Personnel O/T	97.50	0.00	97.50	
Total 5000 PERSONNEL EXPENSE	\$ 94,740.48	\$ 92,742.95	\$ 1,997.53	2.15%
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	6,662.41	6,515.83	146.58	2.25%
5230 State Unemployment	2,445.18	1,562.25	882.93	56.52%
5250 Health Insurance	3,568.68	8,083.89	-4,515.21	-55.85%
5260 Workmans Compensation	1,662.87	1,265.60	397.27	31.39%
5270 Retirement Plans	418.67	501.30	-82.63	-16.48%
Total 5200 EMPLOYEE BENEFITS	\$ 14,757.81	\$ 17,928.87	-\$ 3,171.06	-17.69%
5400 ADMINISTRATIVE EXPENSES				
5420 Telephone	732.73	644.97	87.76	13.61%
5430 Professional Fees	3,400.00	3,000.00	400.00	13.33%
5436 Advertising	200.81	600.00	-399.19	-66.53%
5440 Office Expense	1,338.33	1,590.52	-252.19	-15.86%

5441 Bank Charges	25.00	0.00	25.00	
5442 Credit Card Fees	6,905.40	5,354.88	1,550.52	28.96%
5450 Training and Dues	205.00	511.00	-306.00	-59.88%
5455 Meals and Entertainment	100.00	0.00	100.00	
5461 Authority Secretarial Services	120.00	260.00	-140.00	-53.85%
5469 Other Outside Services	684.37	668.55	15.82	2.37%
5470 Other Administrative	808.41	860.25	-51.84	-6.03%
5480 Utilities	7,526.13	5,027.64	2,498.49	49.70%
5499 Bad Debt Expense	0.00	7,498.03	-7,498.03	-100.00%
5500 Liability Insurance	9,911.96	10,085.54	-173.58	-1.72%
5520 Interest Expense	1,764.45	1,576.70	187.75	11.91%
Total 5400 ADMINISTRATIVE EXPENSES	\$ 33,722.59	\$ 37,678.08	-\$ 3,955.49	-10.50%
5600 SALES AND OPERATIONS				
5630 Golf Genius Software	325.00	308.33	16.67	5.41%
5640 Golf Pro Supplies	25.48	653.91	-628.43	-96.10%
Total 5600 SALES AND OPERATIONS	\$ 350.48	\$ 962.24	-\$ 611.76	-63.58%
5700 PARK MAINTENANCE				
5710 Water	1,396.40	1,053.50	342.90	32.55%
5715 Nature and Open Space	42.35	0.00	42.35	
5720 Heating Fuel	210.38	1,027.26	-816.88	-79.52%
5730 Grounds Maintenance	2,173.79	1,256.42	917.37	73.01%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	1,070.30	140.00	930.30	664.50%
5752 Agriculture/Chemicals Utilized	2,392.23	17,882.35	-15,490.12	-86.62%
Total 5750 Agriculture and Chemicals	\$ 3,462.53	\$ 18,022.35	-\$ 14,559.82	-80.79%
5760 Irrigation Maintenance	6,116.52	251.63	5,864.89	2330.76%
5770 Consumable Tools	0.00	45.98	-45.98	-100.00%
5800 Equipment Maintenance	5,724.45	504.31	5,220.14	1035.11%
5820 Building Maintenance	5,436.09	2,629.03	2,807.06	106.77%
5860 Gasoline/Diesel Fuel	2,130.33	0.00	2,130.33	
Total 5700 PARK MAINTENANCE	\$ 26,692.84	\$ 24,790.48	\$ 1,902.36	7.67%
6000 CART EXPENSE				
6020 Electricity	871.01	1,108.37	-237.36	-21.42%
6030 Maintenance	0.00	353.13	-353.13	-100.00%
6050 Cart Insurance	400.00	400.00	0.00	0.00%
Total 6000 CART EXPENSE	\$ 1,271.01	\$ 1,861.50	-\$ 590.49	-31.72%
Total Expenses	\$ 171,535.21	\$ 175,964.12	-\$ 4,428.91	-2.52%
Net Operating Income	\$ 71,268.71	\$ 71,386.68	-\$ 117.97	-0.17%
Other Expenses				
8000 Depreciation/Amortization	34,551.00	31,430.00	3,121.00	9.93%
8001 Capital projects				
8100 Capital Projects - Cash	10,220.27	4,167.27	6,053.00	145.25%
Total 8001 Capital projects	\$ 10,220.27	\$ 4,167.27	\$ 6,053.00	145.25%
Total Other Expenses	\$ 44,771.27	\$ 35,597.27	\$ 9,174.00	25.77%
Net Other Income	-\$ 44,771.27	-\$ 35,597.27	-\$ 9,174.00	-25.77%
Net Income	\$ 26,497.44	\$ 35,789.41	-\$ 9,291.97	-25.96%

OAK HILLS PARK AUTHORITY
P&L - Current YTD Vs. Prior YTD
July 2024 - April 2025

	Total			
	Jul 2024 - Apr 2025	Jul 2023 - Apr 2024 (PY)	Change	% Change
Income				
4000 REVENUES				
4001 Golf Revenue				
4010 Golf Fees	1,191,783.24	1,053,367.84	138,415.40	13.14%
4020 I.D. Cards	134,356.00	117,946.00	16,410.00	13.91%
4025 Season Pass	90,313.73	88,083.42	2,230.31	2.53%
4030 Tournament Fees	72,324.00	74,214.00	-1,890.00	-2.55%
4050 Cart Revenue	326,900.41	313,734.85	13,165.56	4.20%
4060 Golf Revenue - Gift Certif.	18,555.00	17,985.00	570.00	3.17%
4070 Gift & Rain Checks Redeemed	-13,789.00	-12,826.00	-963.00	-7.51%
Total 4001 Golf Revenue	\$ 1,820,443.38	\$ 1,652,505.11	\$ 167,938.27	10.16%
4100 Tennis Revenue	27,900.00	26,400.00	1,500.00	5.68%
4101 Tennis Program Revenues	0.00	4,667.34	-4,667.34	-100.00%
Total 4100 Tennis Revenue	\$ 27,900.00	\$ 31,067.34	-\$ 3,167.34	-10.20%
4200 Rental Income	17,400.00	18,000.00	-600.00	-3.33%
4300 Investment Income	17,681.58	15,150.04	2,531.54	16.71%
4400 Misc. Income	13,069.32	8,453.54	4,615.78	54.60%
4600 Restaurant Income	24,565.00	28,200.00	-3,635.00	-12.89%
Total 4000 REVENUES	\$ 1,921,059.28	\$ 1,753,376.03	\$ 167,683.25	9.56%
Total Income	\$ 1,921,059.28	\$ 1,753,376.03	\$ 167,683.25	9.56%
Gross Profit	\$ 1,921,059.28	\$ 1,753,376.03	\$ 167,683.25	9.56%
Expenses				
5000 PERSONNEL EXPENSE				
5010 Management Salary	228,813.64	214,331.69	14,481.95	6.76%
5030 Operations	216,520.12	200,076.43	16,443.69	8.22%
5040 Operations O/T	634.87	85.57	549.30	641.93%
5050 Course Personnel	272,314.61	258,972.12	13,342.49	5.15%
5060 Course Personnel O/T	2,721.35	3,663.42	-942.07	-25.72%
5070 Seasonal Personnel	110,315.30	116,104.70	-5,789.40	-4.99%
5075 Outside Seasonal Personnel	0.00	870.99	-870.99	-100.00%
5080 Seasonal Personnel O/T	592.10	947.66	-355.56	-37.52%
Total 5000 PERSONNEL EXPENSE	\$ 831,911.99	\$ 795,052.58	\$ 36,859.41	4.64%
5200 EMPLOYEE BENEFITS				
5210 Payroll Taxes	57,701.39	55,414.83	2,286.56	4.13%
5230 State Unemployment	18,164.14	18,062.68	101.46	0.56%
5250 Health Insurance	34,698.98	20,440.65	14,258.33	69.75%
5260 Workmans Compensation	13,968.69	13,323.21	645.48	4.84%
5270 Retirement Plans	5,361.43	4,931.30	430.13	8.72%
Total 5200 EMPLOYEE BENEFITS	\$ 129,894.63	\$ 112,172.67	\$ 17,721.96	15.80%

5400 ADMINISTRATIVE EXPENSES

5420 Telephone	7,385.61	7,921.19	-535.58	-6.76%
5430 Professional Fees	34,222.96	30,222.95	4,000.01	13.24%
5436 Advertising	4,308.22	8,536.21	-4,227.99	-49.53%
5440 Office Expense	21,712.96	20,001.01	1,711.95	8.56%
5441 Bank Charges	52.00	73.74	-21.74	-29.48%
5442 Credit Card Fees	42,666.60	38,754.36	3,912.24	10.09%
5445 Postage	120.00	132.00	-12.00	-9.09%
5450 Training and Dues	2,991.05	2,536.00	455.05	17.94%
5451 Travel Expenses	0.00	148.30	-148.30	-100.00%
Total 5450 Training and Dues	\$ 2,991.05	\$ 2,684.30	\$ 306.75	11.43%
5455 Meals and Entertainment	1,369.26	0.00	1,369.26	
5461 Authority Secretarial Services	1,310.00	1,710.00	-400.00	-23.39%
5469 Other Outside Services	7,447.23	7,161.10	286.13	4.00%
5470 Other Administrative	9,069.97	10,542.23	-1,472.26	-13.97%
5480 Utilities	68,608.93	51,627.43	16,981.50	32.89%
5499 Bad Debt Expense	0.00	15,326.95	-15,326.95	-100.00%
5500 Liability Insurance	97,130.97	89,522.16	7,608.81	8.50%
5520 Interest Expense	14,825.03	13,733.43	1,091.60	7.95%
Total 5400 ADMINISTRATIVE EXPENSES	\$ 313,220.79	\$ 297,949.06	\$ 15,271.73	5.13%

5600 SALES AND OPERATIONS

5630 Golf Genius Software	3,116.62	2,166.67	949.95	43.84%
5640 Golf Pro Supplies	3,913.12	2,980.29	932.83	31.30%
5680 Golf Pro Work Clothes	781.05	1,023.69	-242.64	-23.70%
Total 5600 SALES AND OPERATIONS	\$ 7,810.79	\$ 6,170.65	\$ 1,640.14	26.58%

5700 PARK MAINTENANCE

5710 Water	51,072.01	26,592.58	24,479.43	92.05%
5715 Nature and Open Space	2,848.43	0.00	2,848.43	
5720 Heating Fuel	9,813.95	14,299.27	-4,485.32	-31.37%
5730 Grounds Maintenance	16,896.43	28,513.79	-11,617.36	-40.74%
5740 Tree Maintenance	7,415.64	4,750.00	2,665.64	56.12%
5750 Agriculture and Chemicals				
5751 Agriculture&Chemicals-Purchased	91,514.08	101,083.08	-9,569.00	-9.47%
5752 Agriculture/Chemicals Utilized	-30,446.73	-19,194.39	-11,252.34	-58.62%
Total 5750 Agriculture and Chemicals	\$ 61,067.35	\$ 81,888.69	-\$ 20,821.34	-25.43%
5760 Irrigation Maintenance	11,517.59	3,723.89	7,793.70	209.29%
5770 Consumable Tools	440.50	1,628.67	-1,188.17	-72.95%
5780 Tee and Green Supplies	3,126.06	3,416.69	-290.63	-8.51%
5795 Janitorial Supplies	0.00	55.66	-55.66	-100.00%
5800 Equipment Maintenance	29,388.28	35,233.42	-5,845.14	-16.59%
5810 Equipment Rental	0.00	300.81	-300.81	-100.00%
5820 Building Maintenance	78,857.82	48,766.68	30,091.14	61.70%
5840 Small Equipment	419.99	1,019.98	-599.99	-58.82%
5860 Gasoline/Diesel Fuel	10,185.30	13,635.94	-3,450.64	-25.31%
5880 Employee work clothes	245.54	374.33	-128.79	-34.41%
Total 5700 PARK MAINTENANCE	\$ 283,294.89	\$ 264,200.40	\$ 19,094.49	7.23%

6000 CART EXPENSE

6010 Cart Lease Expense	5,140.12	7,302.22	-2,162.10	-29.61%
6020 Electricity	15,609.18	14,175.42	1,433.76	10.11%
6030 Maintenance	4,369.79	3,724.40	645.39	17.33%
6050 Cart Insurance	4,000.00	4,000.00	0.00	0.00%
6060 Misc. Cart Expense	155.83	56.10	99.73	177.77%
Total 6000 CART EXPENSE	\$ 29,274.92	\$ 29,258.14	\$ 16.78	0.06%
6500 TENNIS				
6510 Professional Services	0.00	2,000.00	-2,000.00	-100.00%
6530 Supplies	0.00	513.79	-513.79	-100.00%
6570 Other Expense	0.00	359.00	-359.00	-100.00%
Total 6500 TENNIS	\$ 0.00	\$ 2,872.79	-\$ 2,872.79	-100.00%
Total Expenses	\$ 1,595,408.01	\$ 1,507,676.29	\$ 87,731.72	5.82%
Net Operating Income	\$ 325,651.27	\$ 245,699.74	\$ 79,951.53	32.54%
Other Income				
7002 Capital Contribution	0.00	1,449.81	-1,449.81	-100.00%
Total Other Income	\$ 0.00	\$ 1,449.81	-\$ 1,449.81	-100.00%
Other Expenses				
8000 Depreciation/Amortization	345,510.00	314,300.00	31,210.00	9.93%
8001 Capital projects				
8100 Capital Projects - Cash	292,861.14	240,283.62	52,577.52	21.88%
Total 8001 Capital projects	\$ 292,861.14	\$ 240,283.62	\$ 52,577.52	21.88%
8006 Disposed Assets	-495.00	0.00	-495.00	
Total Other Expenses	\$ 637,876.14	\$ 554,583.62	\$ 83,292.52	15.02%
Net Other Income	-\$ 637,876.14	-\$ 553,133.81	-\$ 84,742.33	-15.32%
Net Income	-\$ 312,224.87	-\$ 307,434.07	-\$ 4,790.80	-1.56%

OAK HILLS SALES ANALYSIS APRIL 2025 FISCAL REPORT

<u>Description</u>	<u>Apr-25</u>	<u>Apr-24</u>	<u>Inc/(Dec)</u>	<u>YTD FY25</u>	<u>YTD FY24</u>	<u>Inc/(Dec)</u>
Revenue Rounds	3,626	3,831	-5.4%	32,061	31,027	3.3%
Season Pass Rounds	397	236	68.2%	2,034	1,641	23.9%
POS System Servicer Rounds	0	273	-100.0%	1,401	1,814	-22.8%
Barter Rounds	0	0	0.0%	0	0	0.0%
Comp Rounds	15	0	0.0%	49	0	0.0%
Total All Rounds	4,038	4,340	-7.0%	35,545	34,482	3.1%
Total Carts	2,172	2,098	3.5%	19,129	17,984	6.4%
Total Golf ID Cards	301	330	-8.8%	870	908	-4.2%
Total Season Passes	1	1	0.0%	50	52	-3.8%
Total Gift Cards	18	35	-48.6%	156	242	-35.5%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total \$ Revenue Rounds	\$153,836	\$148,771	3.4%	\$1,256,813	\$1,127,622	11.5%
Total Carts \$	\$36,004	\$39,725	-9.4%	\$347,640	\$333,675	4.2%
Total Golf ID Cards \$	\$42,269	\$45,045	-6.2%	\$125,141	\$117,986	6.1%
Total Season Pass \$	\$2,675	\$2,100	27.4%	\$108,050	\$115,290	-6.3%
Total Gift Cards \$	\$1,819	\$1,458	24.8%	\$15,811	\$19,119	-17.3%
Total GPS Advertising \$	\$0	\$0	0.0%	\$0	\$0	0.0%
Rain Chks/Gift Cards Redeemed	-\$2,607	-\$3,659	-28.7%	-\$13,045	-\$12,695	2.8%
	\$233,996	\$233,440	0.2%	\$1,840,409	\$1,700,998	8.2%
\$ Revenue/Revenue Round	\$42.43	\$38.83	9.3%	\$39.20	\$36.34	7.9%
Carts/Revenue Round	59.9%	54.8%	9.4%	59.7%	58.0%	2.9%
Cart \$/Revenue Round	\$9.93	\$10.37	-4.2%	\$10.84	\$10.75	0.8%
Cart \$/Cart Round	\$16.58	\$18.93	-12.5%	\$18.17	\$18.55	-2.1%
ID Card \$/Card	\$140.43	\$136.50	2.9%	\$143.84	\$129.94	10.7%
Resident Adult 18 Rounds	522	401	30.2%	2,922	3,622	-19.3%
Resident Senior 18 Rounds	447	366	22.1%	3,315	2,463	34.6%
Junior/HS Golf Team 18 Rounds	232	167	38.9%	2,287	1,693	35.1%
Golf League 18 Rounds	10	10	0.0%	57	106	-46.2%
Employee 18 Rounds	98	79	24.1%	689	564	22.2%
Non Resident 18 Rounds	234	176	33.0%	1,334	1,231	8.4%
Public 18 Rounds	1,482	2,531	-41.4%	19,462	19,789	-1.7%
Total 9 Hole Rounds	601	101	495.0%	1,995	1,559	28.0%
Total Revenue Rounds	3,626	3,831	-5.4%	32,061	31,027	3.3%
Resident Adult 18 Rounds \$	\$22,119	\$15,125	46.2%	\$114,644	\$133,034	-13.8%
Resident Senior 18 Rounds \$	\$15,344	\$11,816	29.9%	\$108,855	\$67,239	61.9%
Junior/HS Golf Team 18 Rounds \$	\$6,820	\$3,507	94.5%	\$48,259	\$34,372	40.4%
Golf League 18 Rounds	\$300	\$280	7.1%	\$1,607	\$2,610	-38.4%
Employee 18 Rounds \$	\$672	\$521	29.0%	\$4,590	\$3,859	18.9%
Non Resident 18 Rounds \$	\$9,189	\$6,300	45.9%	\$48,871	\$41,189	18.7%
Public 18 Rounds \$	\$82,358	\$108,545	-24.1%	\$877,391	\$807,394	8.7%
Total 9 Hole Rounds \$	\$17,034	\$2,677	536.3%	\$52,596	\$37,925	38.7%
Total \$ Revenue Rounds	153,836	148,771	3.4%	1,256,813	1,127,622	11.5%
Senior Non-Resident ID	22	28	-21.4%	88	82	7.3%
Adult Non-Resident ID	18	21	-14.3%	66	50	32.0%
Senior Non-Resident Annual Pass	0	0	0.0%	3	3	0.0%
Adult Non-Resident Annual Pass	0	0	0.0%	7	6	16.7%
Total Non-Resident Members	40	49	-18.4%	164	141	16.3%
City of Norwalk debt paydown	\$8,850.60					

OAK HILLS SALES ANALYSIS APRIL 2025 CALENDAR

<u>Description</u>	<u>Apr-25</u>	<u>Apr-24</u>	<u>Inc/(Dec)</u>	<u>YTD 2025</u>	<u>YTD 2024</u>	<u>Inc/(Dec)</u>
Revenue Rounds	3,626	3,831	-5.4%	5,316	6,105	-12.9%
Season Pass Rounds	397	236	68.2%	651	489	33.1%
POS System Servicer Rounds	0	273	-100.0%	1	666	-99.8%
Barter Rounds	0	0	0.0%	0	0	0.0%
Comp Rounds	<u>15</u>	<u>0</u>	<u>0.0%</u>	<u>25</u>	<u>0</u>	<u>0.0%</u>
Total All Rounds	4,038	4,340	-7.0%	5,993	7,260	-17.5%
Total Carts	2,172	2,098	3.5%	2,862	2,656	7.8%
Total Golf ID Cards	301	330	-8.8%	768	790	-2.8%
Total Season Passes	1	1	0.0%	50	52	-3.8%
Total Gift Cards	18	35	-48.6%	43	57	-24.6%
Total GPS Ad Sales	0	0	0.0%	0	0	0.0%
Total \$ Revenue Rounds	\$153,836	\$148,771	3.4%	\$223,526	\$213,891	4.5%
Total Carts \$	\$36,004	\$39,725	-9.4%	\$47,268	\$50,652	-6.7%
Total Golf ID Cards \$	\$42,269	\$45,045	-6.2%	\$116,196	\$107,700	7.9%
Total Season Pass \$	\$2,675	\$2,100	27.4%	\$108,050	\$115,290	-6.3%
Total Gift Cards \$	\$1,819	\$1,458	24.8%	\$4,772	\$3,888	22.7%
Total GPS Advertising \$	\$0	\$0	0.0%	0	\$0	0.0%
Rain Chks/Gift Cards Redeemed	-\$2,607	-\$3,659	-28.7%	-\$5,246	-\$5,580	-6.0%
	\$233,996	\$233,440	0.2%	\$494,566	\$485,842	1.8%
\$ Revenue/Revenue Round	\$42.43	\$38.83	9.3%	\$42.05	\$35.04	20.0%
Carts/Revenue Round	59.9%	54.8%	9.4%	53.8%	43.5%	23.7%
Cart \$/Revenue Round	\$9.93	\$10.37	-4.2%	\$8.89	\$8.30	7.2%
Cart \$/Cart Round	\$16.58	\$18.93	-12.5%	\$16.52	\$19.07	-13.4%
ID Card \$/Card	\$140.43	\$136.50	2.9%	\$151.30	\$136.33	11.0%
Resident Adult 18 Rounds	522	401	30.2%	743	525	41.5%
Resident Senior 18 Rounds	447	366	22.1%	567	447	26.8%
Junior/Golf Team 18 Rounds	232	167	38.9%	332	293	13.3%
Golf League 18 Rounds	10	10	0.0%	10	10	0.0%
Employee 18 Rounds	98	79	24.1%	123	93	32.3%
Non Resident 18 Rounds	234	176	33.0%	305	214	42.5%
Public 18 Rounds	1,482	2,531	-41.4%	2,372	4,413	-46.2%
Total 9 Hole Rounds	601	101	495.0%	864	110	685.5%
Total Revenue Rounds	3,626	3,831	-5.4%	5,316	6,105	-12.9%
Resident Adult 18 Rounds \$	\$22,119	\$15,125	46.2%	\$31,491	\$19,264	63.5%
Resident Senior 18 Rounds \$	\$15,344	\$11,816	29.9%	\$20,011	\$14,148	41.4%
Junior/Golf Team 18 Rounds \$	\$6,820	\$3,507	94.5%	\$9,553	\$6,117	56.2%
Golf League 18 Rounds	\$300	\$280	7.1%	\$300	\$280	7.1%
Employee 18 Rounds \$	\$672	\$521	29.0%	\$847	\$619	36.8%
Non Resident 18 Rounds \$	\$9,189	\$6,300	45.9%	\$12,007	\$7,444	61.3%
Public 18 Rounds \$	\$82,358	\$108,545	-24.1%	\$125,332	\$163,082	-23.1%
Total 9 Hole Rounds \$	\$17,034	\$2,677	536.3%	\$23,986	\$2,938	716.4%
Total \$ Revenue Rounds	153,836	148,771	3.4%	223,526	213,891	4.5%
Senior Non-Resident ID	22	28	-21.4%	84	71	18.3%
Adult Non-Resident ID	18	21	-14.3%	59	42	40.5%
Senior Non-Resident Annual Pass	0	0	0.0%	3	3	0.0%
Adult Non-Resident Annual Pass	0	0	0.0%	7	6	16.7%
Total Non-Resident ID's	40	49	-18.4%	153	122	25.4%



CITY OF NORWALK

Tax Collector's Office

Department of Finance

125 East Avenue Room 105

Norwalk, CT 06851

Phone: 203- 854-7731 (main line)

Fax: 203-854-7770

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance and Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: June 9, 2025
Re: Tax Collector's Narrative for **May 2025** End of Month report

As of the end of May 2025, with only one month remaining in our current fiscal year, we collected more than \$365 million against our nearly \$372 million adjusted levy. As noted in prior months, the net adjusted levy has been reduced from the original budgeted levy due to stipulated judgments in adjudicated property tax appeal cases related to the 2018 (prior) revaluation. Our net levy increased in December 2024 with the infusion of \$4.6 million in supplemental motor vehicle taxes on the 2023 grand list, billed as of January 1, 2025, but still remains reduced overall by (now) more than \$2.7 million due to stipulated judgments.

As of the end of May 2025, our current collection rate for all tax types, including the supplemental motor vehicle levy, was **98.38%**, up from 97.98% as of the end of April 2025. We also collected **98.9%** of our sewer use levy, more than \$18.7 million, and **88.93%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended May 2025 very slightly ahead of last year for collection of taxes (0.01%) , slightly behind for sewer use (-0.11%) and ahead of last year for the IPP fee (2.30%).

We also collected an additional \$7.8 million in past due taxes, interest and fees, with one month still remaining in the fiscal year. This amount is (net) over \$3.8 million more than what had been collected in back taxes during the same period last fiscal year. The increase is due to the tax sale we held on September 9, 2024. All these figures are net of refunds and credits, and in both the current and in the prior fiscal year, a sizeable portion of our past due collections were basically consumed by credits, as noted above.

Since June 2024, the tax collector's office has been responsible for billing and for collecting a monthly municipal tax on gross receipts from cannabis sales within Norwalk. We receive information monthly from the Connecticut Department of Revenue Services on what the gross sales were, and how much tax is owed to the city. The tax rate is 3% of gross sales, and the tax is paid by all cannabis retailers, hybrid retailers and micro cultivators. From April 2024 through the end of the month of May 2025, we have collected \$293,748 in municipal cannabis tax. These funds are turned over to the Comptroller's office. We include cannabis tax receipts in a one-line notation at the bottom of our monthly reports.

Our delinquent tax collector continues to work with the Department of Health to identify establishments with past due taxes that need to be brought current before a new health permit is issued. She also continues filing Uniform Commercial Code (UCC-1) liens with the office of the Secretary of the State of Connecticut to secure payment of past due business personal property taxes.

Our third-party collection agency continues to bill on our behalf for suspended motor vehicle accounts. Through the end of April 2025, in conjunction with their efforts, we collected nearly \$1.3 million in past due motor vehicle taxes and interest due directly to the City. I do not yet have May figures for collection agency accounts. Please note that this agency's fees are charged *in addition to* the taxes and interest due to the City, and are paid by the taxpayers who owe the past due bills; we collect what is due to us in full, and do not sacrifice any of what is due to the City. We began working with this company in December 2022.

We anticipate working with the Planning and Zoning Department to assist them in collecting past due zoning violation fees through the tax sale process, in the same manner we now collect blight fees for the Blight Enforcement Division and are considering holding a tax sale for these properties in the late fall of 2025.

We have made significant progress on billing the new tax levy for the new fiscal year that begins July 1, 2025. We worked with our Assessor's office and our software provider to implement the significant changes to our motor vehicle assessment and taxation processes brought about by recent state legislation. Information about these changes is posted on the tax collector's page on the city website and is explained on an insert that accompanies the motor vehicle tax bills that are being sent this week. Motor vehicle bills were available online on June 1, and we anticipate the rest of our bills will be available online by the end of this week. We have already begun accepting payments on the new bills even though they are not technically due until July 1.

Regarding real estate, we are now billing based on the second year of the four-year phase-in of assessment values for the 2023 citywide property revaluation of taxable real property. We are including an insert briefly describing this process with the real estate tax bills to ensure that taxpayers continue to be informed about the phase-in. Motor vehicle bills are being mailed on June 11. Real estate and business personal property bills are at the printer, and we expect them to be mailed in about two weeks. The last day on which to pay these bills without penalty is Friday August 1, 2025.

Taxpayers have numerous options for making payment, including paying online, paying by telephone, using an ACH payment (electronic check), paying by mail, paying in person at one of ten participating Norwalk bank branch locations, or paying in person at our office. There is extensive information on our website, and on the back of each tax bill. Our office at City Hall is open 8:30 am – 4 pm and we do not close for lunch. Please note that City Hall is closed on Thursday, June 19 in observance of Juneteenth, and we will not be in the office that day.

As nearly every monthly report from my division concludes, maintaining a high tax collection rate allows for a fairer distribution of the tax burden. Maintaining a high current and back tax collection rate allows the budget making authority to set lower mill rates, as there can be less of an allowance for "uncollectible" taxes - taxes not timely paid when billed. Conversely, a lower collection rate, and less efficient tax collection, would require higher mill rates, and a correspondingly higher tax levy to be borne by all taxpayers. This principle inspires all our billing and tax collection enforcement activities.

I hope this information is helpful. I will continue to keep all stakeholders informed of our progress.

TAX COLLECTOR'S REPORT
MAY 2025

FISCAL YEAR 2024-2025
(2023 GRAND LIST)

	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 24 - MAY 25	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$30,485,520.62	\$27,666,654.80	90.75%	\$28,994,250.20	(\$491,270.42)	92.24%
AUTOMOBILE-SUPPLEMENTAL	\$4,617,948.35	\$3,907,661.26	84.62%	\$4,580,244.04	(\$37,704.31)	85.32%
PERSONAL PROPERTY	\$24,660,647.62	\$23,878,610.33	96.83%	\$24,563,776.03	(\$96,871.59)	97.21%
REAL ESTATE	\$314,512,159.95	\$310,057,250.35	98.58%	\$312,396,081.56	(\$2,116,078.39)	99.25%
TOTAL TAX	\$374,276,276.54	\$365,510,176.74	97.66%	\$371,534,351.83	(\$2,741,924.71)	98.38%
SEWER USE	\$19,044,215.00	\$18,778,741.72	98.61%	\$18,987,406.50	(\$56,808.50)	98.90%
IPP FEE	\$167,750.00	\$173,411.52	103.37%	\$194,999.52	\$27,249.52	88.93%

FISCAL YEAR 2023-2024
(2022 GRAND LIST)

	ORIGINAL LEVY	JUN 23 - MAY 24	COLLECTION %	CORRECTED LEVY	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$30,725,059.50	\$26,982,920.14	87.82%	\$29,433,482.81	(\$1,291,576.69)	91.67%
AUTOMOBILE-SUPPLEMENTAL	\$4,210,689.03	\$3,581,920.39	85.07%	\$4,199,400.25	(\$11,288.78)	85.30%
PERSONAL PROPERTY	\$22,422,652.30	\$21,471,239.04	95.76%	\$22,223,516.15	(\$199,136.15)	96.61%
REAL ESTATE	\$325,927,765.40	\$320,893,787.66	98.46%	\$323,266,714.32	(\$2,661,051.08)	99.27%
TOTAL TAX	\$383,286,166.23	\$372,929,867.23	97.30%	\$379,123,113.53	(\$4,163,052.70)	98.37%
SEWER USE	\$18,240,059.00	\$18,237,561.16	99.99%	\$18,419,672.00	\$179,613.00	99.01%
IPP FEE	\$199,250.00	\$172,179.89	86.41%	\$198,749.84	(\$500.16)	86.63%

TAX DIFFERENCE 2023 G.L. vs. 2022 G.L.
INCREASE/(DECREASE)

	(\$9,009,889.69)	(\$7,419,690.49)	0.36%	(\$7,588,761.70)	\$1,421,127.99	0.01%
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SEWER DIFFERENCE 2023 G.L. vs. 2022 G.L.
INCREASE/(DECREASE)

	\$804,156.00	\$541,180.56	-1.38%	\$567,734.50	(\$236,421.50)	-0.11%
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IPP DIFFERENCE 2023 G.L. vs. 2022 G.L.
INCREASE/(DECREASE)

	(\$31,500.00)	\$1,231.63	16.96%	(\$3,750.32)	\$27,749.68	2.30%
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CUR YR vs. PRIOR YR
INC/(DEC)

	FISCAL YR 2024-2025 (JUL 24 - MAY 25)	FISCAL YR 2023-2024 (JUL 23 - MAY 24)	
BACK TAXES COLLECTED			
PRIOR TAXES	\$4,560,940.22	\$1,283,441.90	\$3,277,498.32
PRIOR SEWER USE FEE	\$166,109.28	\$169,840.10	(\$3,730.82)
PRIOR IPP FEE	\$13,811.57	\$11,086.59	\$2,724.98
TOTAL PRIOR TAX, SEWER & IPP	\$4,740,861.07	\$1,464,368.59	\$3,276,492.48
CURRENT INTEREST	\$1,059,906.10	\$1,098,031.37	(\$38,125.27)
PRIOR INTEREST	\$1,367,484.35	\$1,211,575.65	\$155,908.70
SEWER USE FEE INTEREST	\$92,886.07	\$76,270.89	\$16,615.18
IPP FEE INTEREST	\$8,640.65	\$6,060.64	\$2,580.01
TOTAL INTEREST COLLECTED	\$2,528,917.17	\$2,391,938.55	\$136,978.62
PRIOR LIEN FEE	\$14,841.43	\$11,086.90	\$3,754.53
CURRENT LIEN FEE	\$4,919.17	\$5,151.58	(\$232.41)
TOTAL LIEN FEE COLLECTED	\$19,760.60	\$16,238.48	\$3,522.12
MISC FEES COLLECTED**	\$542,575.20	\$132,144.13	\$410,431.07
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$7,832,114.04	\$4,004,689.75	\$3,827,424.29
TOTAL TAX BILLED/PAID ON GROSS RECEIPTS FROM CANNABIS (2024 YTD)		\$	293,747.63

AGENDA

CLAIMS COMMITTEE MEETING

JUNE 12TH

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:	BILL No & AMOUNT REFUNDED	REASON
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MOTOR VEHICLE

ACAR LEASING LTD	23-MV-300396 \$805.98	PRORATION
	23-MV-300609 \$320.18	PRORATION
ACAR LEASING LTD	23-MV-300357 \$413.54	PRORATION
CABRERA DOMINGO J	23-MV-401688 \$17.20	PRORATION
ENTERPRISE FM TRUST	23-MV-SEE ATTACHED \$5,425.42	PRORATION
ENTERPRISE FM TRUST	23-MV-SEE ATTACHED \$856.96	PRORATION
FINANCIAL SERV VEH TRUST	23-MV-323087 \$622.61	PRORATION
	23-MV-323091 \$635.50	PRORATION
	23-MV-323228 \$755.83	PRORATION
FINANCIAL SERV VEH TRUST	23-MV-404226 \$490.50	PRORATION
	23-MV-404285 \$692.05	PRORATION
HONDA LEASE TRUST	23-MV-332202 \$306.71	PRORATION
HONDA LEASE TRUST	23-MV-332270 \$181.25	PRORATION
MUNOZ CARLOS	23-MV-348760 \$331.48	PRORATION
NISSAN INFINITI LT LLC	23-MV-350261 \$369.40	PRORATION
	23-MV-350538 \$285.55	PRORATION
PATTERSON DOLLY H	23-MV-410229 \$59.54	PRORATION
RATH TIMOTHY D	23-MV-410884 \$83.48	PRORATION
TESLA LEASE TRUST	23-MV-367785 \$1,585.02	ABATEMENT
TOYOTA LEASE TRUST	23-MV-SEE ATTACHED \$1,906.25	PRORATION
TSIROPOULOS ATHANASIOS	23-MV-370328 \$108.83	PRORATION

VAULT TRUST	23-MV-SEE ATTACHED \$1,674.50	PRORATION
VAULT TRUST	23-MV-413688 \$116.89	PRORATION
VAULT TRUST	23-MV-371974 \$854.87	PRORATION
VCFS AUTO LEASING CO	23-MV-372279 \$204.07	PRORATION

PERSONAL PROPERTY

DUCHESS OF NORWALK INC	21-PP-200936 \$278.04	
157 MAIN STREET	22-PP-200914 \$373.70	
661	23-PP-200783 \$160.10	CHANGE DUE TO AUDIT

REAL ESTATE

PARKER KARRI-ANN & SABITO JASON F

16 DONNA DR UNIT #A1

5-68-209-A/01	22-RE-120327 \$1,781.40	ADDTL INTERLOCAL TAX CREDIT
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Inquiry Report
Bill#
Unique_id
Dist

NORWALK TAX COLLECTOR

Name
Address
City/State/Zip

MAY 12 2025

Interest Date : 05/12/2025

Prop Loc/Veh. Info./Plan-Sew
MBL/LINK #

Flags

Page : 1

TOT Inst
TOT Adj
TOT Paid
L/F/Bint Due
Balance
Tax Due
Int Due
Due Now
Discount

2023-03-0321301-00	ENTERPRISE FM TRUST	AT90254/2T3BFRVXFW252987/2015/TOYOT/RAV4 LE	353.49	-324.15	-324.15
321301	2281 BALL DR	LINK # 2023-MV-0046220	-324.15	0.00	-324.15
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-733114-Y	353.49	0.00	0.00
2023-03-0321304-00	ENTERPRISE FM TRUST	B052821/PESED3KASJN048285/2022/POLES/2	819.29	-204.82	-204.82
321304	2281 BALL DR	LINK # 2023-MV-0046220	-204.82	0.00	-204.82
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-6920426-Y	819.29	0.00	0.00
2023-03-0321319-00	ENTERPRISE FM TRUST	C126678/1GCMGAF6H1302597/2017/CHEVR/EXPRESS	537.86	-403.38	-403.38
321319	2281 BALL DR	LINK # 2023-MV-0046222	-403.38	0.00	-403.38
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-4587560-Y	537.86	0.00	0.00
2023-03-0321322-00	ENTERPRISE FM TRUST	C140285/1GCMGAF4H1347201/2017/CHEVR/EXPRESS	537.86	-448.04	-448.04
321322	2281 BALL DR	LINK # 2023-MV-0046222	-448.04	0.00	-448.04
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-4759095-Y	537.86	0.00	0.00
2023-03-0321324-00	ENTERPRISE FM TRUST	C162693/1GCMGAF2J1309402/2018/CHEVR/EXPRESS	624.21	-468.14	-468.14
321324	2281 BALL DR	LINK # 2023-MV-0046222	-468.14	0.00	-468.14
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-5018149-Y	624.21	0.00	0.00
2023-03-0321325-00	ENTERPRISE FM TRUST	C180155/1GCMGAF1J1305051/2018/CHEVR/EXPRESS	624.21	-416.34	-416.34
321325	2281 BALL DR	LINK # 2023-MV-0046222	-416.34	0.00	-416.34
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-5169567-Y	624.21	0.00	0.00
2023-03-0321326-00	ENTERPRISE FM TRUST	C180163/1GCMGAF4J1342773/2018/CHEVR/EXPRESS	624.21	-416.34	-416.34
321326	2281 BALL DR	LINK # 2023-MV-0046222	-416.34	0.00	-416.34
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-5178833-Y	624.21	0.00	0.00
2023-03-0321327-00	ENTERPRISE FM TRUST	C180164/1GCMGAF3J1340982/2018/CHEVR/EXPRESS	624.21	-468.14	-468.14
321327	2281 BALL DR	LINK # 2023-MV-0046223	-468.14	0.00	-468.14
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-5178853-Y	624.21	0.00	0.00
2023-03-0321330-00	ENTERPRISE FM TRUST	C211120/1GCMGAF0K1350693/2019/CHEVR/EXPRESS	678.74	-509.04	-509.04
321330	2281 BALL DR	LINK # 2023-MV-0046223	-509.04	0.00	-509.04
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-5523384-Y	678.74	0.00	0.00
2023-03-0321333-00	ENTERPRISE FM TRUST	C215639/1FTYR2CM/KKB23157/2019/FORD/TRANSIT	720.94	-180.22	-180.22
321333	2281 BALL DR	LINK # 2023-MV-0046223	-180.22	0.00	-180.22
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-5618499-Y	720.94	0.00	0.00
2023-03-0321340-00	ENTERPRISE FM TRUST	C251431/1GCMGAF9J1272464/2020/CHEVR/EXPRESS	808.90	-539.55	-539.55
321340	2281 BALL DR	LINK # 2023-MV-0046224	-539.55	0.00	-539.55
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-6049527-Y	808.90	0.00	0.00
2023-03-0321353-00	ENTERPRISE FM TRUST	C294457/1ZGNAXDEV4K6297528/2019/CHEVR/EQUINOX	454.44	-340.83	-340.83
321353	2281 BALL DR	LINK # 2023-MV-0046225	-340.83	0.00	-340.83
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-5563035-Y	454.44	0.00	0.00
2023-03-0321363-00	ENTERPRISE FM TRUST	C310474/1FMCUG660NUA00575/2022/FORD/ESCAPE S	591.42	-295.71	-295.71
321363	2281 BALL DR	LINK # 2023-MV-0046226	-295.71	0.00	-295.71

M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-6612295-Y	591.42	0.00	0.00
2023-03-0321366-00	ENTERPRISE FM TRUST	C310498/2FMPK4J94KBB22256/2019/FORD/EDGE SEL	493.07	-410.72	-410.72
321366	2281 BALL DR	LINK # 2023-MV-0046226	-410.72	0.00	-410.72
M057	SAINT LOUIS MO 63146-8603	Bank - M057/DWV CIVLS: 105513-6622782-Y	493.07	0.00	0.00
# OF Acct (s) : 14			8,492.85	-5,425.42	-5,425.42
			-5,425.42	0.00	-5,425.42
			8,492.85	0.00	0.00

Inquiry Report
 Bill#
 Unique_id
 Name
 Address
 City/State/Zip

NORWALK TAX COLLECTOR

Interest Date : 05/12/2025

Prop Loc/Veh. Info./Plan-Sew
 MBL/LINK #
 Flags

Page : 1
 Tax Due
 Int Due
 Due Now
 Discount

TOT Inst
 TOT Adj
 TOT Paid

L/F/Bint Due

Balance

MAY 12 2025

2023-03-0321412-00	ENTERPRISE FM TRUST STATUTORY TRUST	1812DE/3N6CMOKN2EK715242/2015/NISSA/NV 200 2	340.18	-113.28	-113.28	
321412	600 CORPORATE PARK DR.	LINK # 2023-MV-0012534	-113.28	0.00	-113.28	
M057	ST LOUIS MO 63105	Bank - M057/DMV CIVLS: 3725692-1960881-Y	340.18	0.00	0.00	
2023-03-0321413-00	ENTERPRISE FM TRUST STATUTORY TRUST	1813DE/1N6BF0KL6FN804357/2015/NISSA/NV 1500/	473.27	-157.60	-157.60	
321413	600 CORPORATE PARK DR.	LINK # 2023-MV-0012534	-157.60	0.00	-157.60	
M057	ST LOUIS MO 63105	Bank - M057/DMV CIVLS: 3725692-758797-Y	473.27	0.00	0.00	
2023-03-0321414-00	ENTERPRISE FM TRUST STATUTORY TRUST	1815DE/1N6BF0KL8FN804425/2015/NISSA/NV 1500/	473.27	-157.60	-157.60	
321414	600 CORPORATE PARK DR.	LINK # 2023-MV-0012534	-157.60	0.00	-157.60	
M057	ST LOUIS MO 63105	Bank - M057/DMV CIVLS: 3725692-758802-Y	473.27	0.00	0.00	
2023-03-0321415-00	ENTERPRISE FM TRUST STATUTORY TRUST	1816DE/1N6BF0KL5FN804382/2015/NISSA/NV 1500/	473.27	-157.60	-157.60	
321415	600 CORPORATE PARK DR.	LINK # 2023-MV-0012534	-157.60	0.00	-157.60	
M057	ST LOUIS MO 63105	Bank - M057/DMV CIVLS: 3725692-758790-Y	473.27	0.00	0.00	
2023-03-0321416-00	ENTERPRISE FM TRUST STATUTORY TRUST	1818DE/3N6CMOKNFK715215/2015/NISSA/NV 200 2	340.18	-113.28	-113.28	
321416	600 CORPORATE PARK DR.	LINK # 2023-MV-0012534	-113.28	0.00	-113.28	
M057	ST LOUIS MO 63105	Bank - M057/DMV CIVLS: 3725692-1961206-Y	340.18	0.00	0.00	
2023-03-0321417-00	ENTERPRISE FM TRUST STATUTORY TRUST	1819DE/1N6BF0KL1FN804265/2015/NISSA/NV 1500/	473.27	-157.60	-157.60	
321417	600 CORPORATE PARK DR.	LINK # 2023-MV-0012534	-157.60	0.00	-157.60	
M057	ST LOUIS MO 63105	Bank - M057/DMV CIVLS: 3725692-758772-Y	473.27	0.00	0.00	
# OF Acct (s) : 6			2,573.44	-856.96	-856.96	
			-856.96	0.00	-856.96	
			2,573.44	0.00	0.00	

Inquiry Report

NORWALK TAX COLLECTOR

Interest Date : 04/30/2025

APR 30 2025

Page : 1

Bill#
Unique_id
Dist

Name
Address
City/State/Zip

Prop Loc/Veh. Info./Plan-Sew
MBL/Link #
Flags

TOT Inst
TOT Adj
TOT Paid
L/F/Birt Due
Tax Due
Int Due
Balance
Due Now
Discount

2023-03-0369002-00
369002
M087

TOYOTA LEASE TRUST
3200 WEST RAY ROAD
CHANDLER AZ 85226

0AHP6/JTHR9JBH3M2047392/2021/LEXUS/UX 250H
LINK # 2023-MV-0046569
Back Taxes/Bank - M087/DMV CIVLS: 139809-6306502-Y
833.90
-208.46
0.00
-208.46
0.00

2023-03-0369466-00
369466
M087

TOYOTA LEASE TRUST
3200 WEST RAY ROAD
CHANDLER AZ 85226

BC06319/2T3F1RFV3MC209668/2021/TOYOT/RAV4 LE
LINK # 2023-MV-0046615
Back Taxes/Bank - M087/DMV CIVLS: 139809-6265195-Y
631.67
-210.34
0.00
-210.34
0.00

2023-03-0369469-00
369469
M087

TOYOTA LEASE TRUST
3200 WEST RAY ROAD
CHANDLER AZ 85226

BC07619/JTHD85EC3M5006277/2021/LEXUS/RC 300 B
LINK # 2023-MV-0046615
Back Taxes/Bank - M087/DMV CIVLS: 139809-6279182-Y
876.42
-584.57
0.00
-584.57
0.00

2023-03-0369473-00
369473
M087

TOYOTA LEASE TRUST
3200 WEST RAY ROAD
CHANDLER AZ 85226

BC10561/JTDS4MCE7MJ070946/2021/TOYOT/COROLLA
LINK # 2023-MV-0046616
Back Taxes/Bank - M087/DMV CIVLS: 139809-6287532-Y
518.71
-172.72
0.00
-172.72
0.00

2023-03-0369519-00
369519
M087

TOYOTA LEASE TRUST
3200 WEST RAY ROAD
CHANDLER AZ 85226

BD23666/JTHP9JBH6M2049130/2021/LEXUS/UX 250H
LINK # 2023-MV-0046620
Back Taxes/Bank - M087/DMV CIVLS: 139809-6360769-Y
820.26
-136.98
0.00
-136.98
0.00

2023-03-0369525-00
369525
M087

TOYOTA LEASE TRUST
3200 WEST RAY ROAD
CHANDLER AZ 85226

BD33355/JM3KFBDM1M0412036/2021/MAZDA/CX-5 GRA
LINK # 2023-MV-0046621
Back Taxes/Bank - M087/DMV CIVLS: 139809-6328704-Y
627.13
-156.78
0.00
-156.78
0.00

2023-03-0369533-00
369533
M087

TOYOTA LEASE TRUST
3200 WEST RAY ROAD
CHANDLER AZ 85226

BD42110/JM3KFBDM5M0417145/2021/MAZDA/CX-5 SPO
LINK # 2023-MV-0046622
Back Taxes/Bank - M087/DMV CIVLS: 139809-6370217-Y
567.08
-94.69
0.00
-94.69
0.00

2023-03-0369536-00
369536
M087

TOYOTA LEASE TRUST
3200 WEST RAY ROAD
CHANDLER AZ 85226

BD43196/5TDC2RBHXM5133278/2021/TOYOT/HIGHLAND
LINK # 2023-MV-0046622
Back Taxes/Bank - M087/DMV CIVLS: 139809-6346115-Y
735.22
-183.79
0.00
-183.79
0.00

2023-03-0369550-00
369550
M087

TOYOTA LEASE TRUST
3200 WEST RAY ROAD
CHANDLER AZ 85226

BD63173/2T3F1RFV0MC227092/2021/TOYOT/RAV4 LE
LINK # 2023-MV-0046623
Back Taxes/Bank - M087/DMV CIVLS: 139809-6366205-Y
631.67
-157.92
0.00
-157.92
0.00

OF Acct (s) : 9

6,242.06
-1,906.25
6,242.06
-1,906.25
0.00
-1,906.25
0.00

Inquiry Report

NORWALK TAX COLLECTOR

Interest Date : 04/16/2025

APR 16 2025

Page : 1

Bill#
Unique_id
Dist

Name
Address
City/State/Zip

Prop Loc/Veh. Info./Plan-Sew
MBI/LINK #
Flags

Page : 1
Tax Due
Int Due
Due Now
Discount

2023-03-0371971-00	VAULT TRUST	AWT17325/1C6SRFF2KN675784/2019/RAM/1500 BIG	781.64	-390.82	-390.82
371971	500 WOODWARD AVE	LINK # 2023-MV-0046683	-390.82	0.00	-390.82
M069	DETROIT MI 48226	Bank - M069/DMV CIVLS: 115263-5663771-Y	781.64	0.00	0.00

2023-03-0371996-00	VAULT TRUST	AX46191/3C4NDCBSIT238747/2020/JEEP/COMPASS	540.78	-495.89	-495.89
371996	500 WOODWARD AVE	LINK # 2023-MV-0046685	-495.89	0.00	-495.89
M069	DETROIT MI 48226	Bank - M069/DMV CIVLS: 115263-5946008-Y	540.78	0.00	0.00

2023-03-0372066-00	VAULT TRUST	BC71559/1C6SRFF2SMN807170/2021/RAM/1500 REB	1,100.39	-183.75	-183.75
372066	500 WOODWARD AVE	LINK # 2023-MV-0046692	-183.75	0.00	-183.75
M069	DETROIT MI 48226	Bank - M069/DMV CIVLS: 115263-6357761-Y	1,100.39	0.00	0.00

2023-03-0372124-00	VAULT TRUST	BG16064/1C6SRFF2LIN216242/2020/RAM/1500 BIG	874.15	-291.10	-291.10
372124	500 WOODWARD AVE	LINK # 2023-MV-0046698	-291.10	0.00	-291.10
M069	DETROIT MI 48226	Bank - M069/DMV CIVLS: 115263-6538632-Y	874.15	0.00	0.00

2023-03-0372161-00	VAULT TRUST	B76569/1C6SRFF2PNS69736/2023/RAM/1500 BIG	1,108.83	-185.18	-185.18
372161	500 WOODWARD AVE	LINK # 2023-MV-0046702	-185.18	0.00	-185.18
M069	DETROIT MI 48226	Bank - M069/DMV CIVLS: 115263-6994510-Y	1,108.83	0.00	0.00

2023-03-0372199-00	VAULT TRUST	PH1A1FA/ZARFANBN9M7643785/2021/ALFA/GIULIA T	765.08	-127.76	-127.76
372199	500 WOODWARD AVE	LINK # 2023-MV-0046706	-127.76	0.00	-127.76
M069	DETROIT MI 48226	Bank - M069/DMV CIVLS: 115263-6411554-Y	765.08	0.00	0.00

# OF Acct (s) : 6	5,170.87	-1,674.50	-1,674.50
	-1,674.50	0.00	-1,674.50
	5,170.87	0.00	0.00

RECEIVED
MAY 01 2025
Ryan LLC



TO: Finance & Claims Committee

FROM: Joyce Liu, City IT Director

RE: Request for Approval: Purchase of Varonis Data Security Platform for the City of Norwalk

DATE: May 24th, 2025

Dear Finance Committee Members,

We are seeking the Finance and Claims Committee's approval to purchase the Varonis Data Security Platform to enhance the City of Norwalk's data protection, insider threat detection, and compliance capabilities. Varonis offers a robust solution for monitoring and securing unstructured data across file systems, email, and cloud applications.

As cyber threats grow in complexity, the City must proactively strengthen its data security posture. Varonis provides real-time alerting, user behavior analytics, access auditing, and data classification. These capabilities are critical to ensuring that sensitive city data is only accessed by authorized users and is protected from potential breaches or misuse.

We are proposing a three-year agreement with Varonis at a total cost of \$282,950.97, with annual payments of \$94,316.99. This agreement ensures cost predictability and sustained protection through ongoing support and updates.

This investment aligns with our strategic cybersecurity goals and will significantly improve our ability to manage risk, respond to threats, and comply with evolving data protection standards.

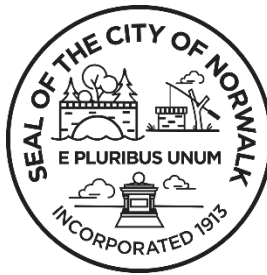
Thank you for considering this request. Please reach out if you have any questions or require further information.

Joyce Liu

City IT Director

ACTION REQUESTED:

Authorize the purchasing agent to issue a purchase order to Softchoice Corporation, in the amount of \$94,316.99 annually for three years, not to exceed a total of \$282,950.97, for the Varonis Data Security Platform. Account Allocation: 011370-574C (Cybersecurity)



DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 5/26/2025

DEPARTMENT: Information Technology

Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

☐	1	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☒	2	After solicitation of several sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	3	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
☐	5	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). Please forward this form and supporting documentation within 48 hours of the Emergency
☐	6	Other, please explain:

TOTAL COST: \$282,950.97 (3 Years) MUNIS Account: 011370-574C

VENDOR: Softchoice Corporation

Purchasing Agent Signature		The Purchasing Agent		Department Head Signature	
Sharon Conners Date: 2025.05.30 10:34:32 -04'00'	Digitally signed by Sharon Conners	☒	Supports	Joyce Liu	
	Purchasing Agent Name	☐	Does Not Support	Department Head Name	
	Date	☐	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Joyce Liu	
				Date 5/26/2025	

JUSTIFICATION:

The City has utilized Varonis since 2018 as a critical security tool to monitor, protect, and manage sensitive data across the City's network. Over the years, Varonis has played a vital role in detecting potential data breaches, enforcing access controls, and maintaining compliance with evolving cybersecurity standards.

This request seeks approval for the renewal of our Varonis license for an additional three years. Continued use of Varonis ensures the ongoing protection of our file systems, email, and user activity, key areas vulnerable to insider threats and data loss. Renewal at this time also secures current pricing and shields the City from anticipated cost increases in the future.

This investment supports the City's long-standing commitment to strengthening cybersecurity defenses and safeguarding public information. Maintaining uninterrupted use of Varonis reinforces our ability to respond proactively to cyber risks and ensures alignment with our broader information security strategy.

PA NOTES/COMMENTS: We investigated further to procure direct with Veronis for better pricing. Their pricing was extremely high for the product we were procuring. Per Veronis "Sure thing, this is expected, Varonis is 100% reseller based so the resellers do retain best customer facing pricing"

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): _____

Vendor 1: Varonis Systems Inc.

Vendor 2: QUALITY & ASSURANCE TECH CORP

EMERGENCY: Explain in detail the nature of the emergency



Softchoice Corporation
314 W Superior St #400
Chicago, IL 60654

Sales/Order desk
Phone: (800) 268-7638
Fax: (800) 268-7639

Quote	Q-2343516
Date	29-May-2025

Quote

Ship To :
Joyce Liu
Norwalk City Hall
125 EAST AVENUE
NORWALK, CT 06851

Bill To:
Joyce Liu
City Of Norwalk
125 EAST AVENUE
NORWALK CT
06856-5125

Quote Prepared For	Joyce Liu City Of Norwalk Phone: 2038547712 Email: jliu@norwalkct.org
Quote Sent By	Michela Da Silva michela.dasilva@softchoice.com Phone: Fax:
Comments	

Year 1

Item #	Mfg Sku #	Description	Qty	Billing Frequency	Start Date	End Date	Unit Price	Extended Price
2001035598	VWCM-751-1000SA	VARONIS WIN + MDDR SAAS SUBSCRIPTION FOR 751 USERS FOR 12 MONTHS	751	Annually	17-Jul-2025	16-Jul-2026	\$121.49	\$91,238.99
2000056384	CL-1-50S	COLLECTOR LICENSE	2	Annually	17-Jul-2025	16-Jul-2026	\$1,539.00	\$3,078.00
GROUP TOTAL								\$94,316.99

Year 2

Item #	Mfg Sku #	Description	Qty	Billing Frequency	Start Date	End Date	Unit Price	Extended Price
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2001035598	VWCM-751-1000SA	VARONIS WIN + MDDR SAAS SUBSCRIPTION FOR 751 USERS FOR 12 MONTHS	751	Annually	17-Jul-2025	16-Jul-2026	\$121.49	\$91,238.99
2000056384	CL-1-50S	COLLECTOR LICENSE	2	Annually	17-Jul-2025	16-Jul-2026	\$1,539.00	\$3,078.00
GROUP TOTAL								\$94,316.99

Year 3

Item #	Mfg Sku #	Description	Qty	Billing Frequency	Start Date	End Date	Unit Price	Extended Price
2001035598	VWCM-751-1000SA	VARONIS WIN + MDDR SAAS SUBSCRIPTION FOR 751 USERS FOR 12 MONTHS	751	Annually	17-Jul-2025	16-Jul-2026	\$121.49	\$91,238.99
2000056384	CL-1-50S	COLLECTOR LICENSE	2	Annually	17-Jul-2025	16-Jul-2026	\$1,539.00	\$3,078.00
GROUP TOTAL								\$94,316.99

SUBTOTAL							\$282,950.97
DELIVERY: Ground - 3 to 5 days							\$0.00
State Tax							\$0.00
All currency in this quote is in (USD).							TOTAL
							\$282,950.97

Lease and Financing payment options are available, please call for special pricing.

Pricing, availability and special offers are subject to change at any time.

This purchase is subject to Softchoice's online terms of sale, unless you have a separate purchase agreement signed by both your company and Softchoice, in which case, that separate agreement will govern. Softchoice's terms of sale can be found at:

<https://www.softchoice.com/softchoice-terms-and-conditions-for-products>

Signature :

Name :

Title :

Date :

PO# : {{PO_es :signer1}}



Varonis Systems Inc.
801 Brickell Ave.
8th Floor
Miami, FL 33131
Varonis Rep: Austin Raab

Main: (877) 292-8767
Fax: (212) 695-7010
Email: orders@varonis.com

Quote #: Q-386143-1
Date: 5/22/2025

First Year

SKU	Description	Quantity	Period	Unit List Price	Extended Price	Discounted Unit Price	Final Price	Comments
VWCM-751-1000SA	Varonis WIN + MDDR SaaS Subscription	751 Users	12 Months	USD 409.00	USD 307,159.00	USD 204.50	USD 153,579.50	36 Months
CL-1-5OS	Collector License	2	12 Months	USD 5,194.10	USD 10,388.20	USD 2,597.05	USD 5,194.10	36 Months

Second Year

SKU	Description	Quantity	Period	Unit List Price	Extended Price	Discounted Unit Price	Final Price	Comments
VWCM-751-1000SA	Varonis WIN + MDDR SaaS Subscription	751 Users	12 Months	USD 409.00	USD 307,159.00	USD 204.50	USD 153,579.50	36 Months
CL-1-5OS	Collector License	2	12 Months	USD 5,194.10	USD 10,388.20	USD 2,597.05	USD 5,194.10	36 Months

Third Year

SKU	Description	Quantity	Period	Unit List Price	Extended Price	Discounted Unit Price	Final Price	Comments
VWCM-751-1000SA	Varonis WIN + MDDR SaaS Subscription	751 Users	12 Months	USD 409.00	USD 307,159.00	USD 204.50	USD 153,579.50	36 Months
CL-1-5OS	Collector License	2	12 Months	USD 5,194.10	USD 10,388.20	USD 2,597.05	USD 5,194.10	36 Months

Please make sure to include the quote # on your PO to prevent delay in processing - number appears on the top right corner of the quote.

In case several quotes are processed on one PO (co-terming or other), please include all relevant quote #'s.

Any professional services and/or training services offered under this quotation shall be deemed provided by Varonis Systems, Inc.

within three (3) months as of the issuance of an invoice by Varonis Systems, Inc. in connection with this quotation, unless the end user advise otherwise in writing to Varonis Systems, Inc. during such period.

****This offer is valid until 6/30/2025.**

Any use of Varonis' on-premises software or SaaS offering shall be subject to Varonis' End User License Agreement or Subscription Services Agreement, as applicable.

Subscriber is subject to additional usage limitations, including limits on Monitored Data for the Authorized Usage, all subject to the Subscription Services Agreement between the parties.

Payment terms: 30 Days

Customer Name	City of Norwalk
Customer Contact	
Customer Phone	

Customer Email	
----------------	--

Software Total	USD 476,320.79
NET TOTAL**	USD 476,320.79

QUALITY & ASSURANCE TECH CORP

5507 Nesconset Hwy Ste 10 PMB 165
Mount Sinai, NY 11766
+16464537119
sales@qnatech.com
http://www.QnAtech.com



Quote

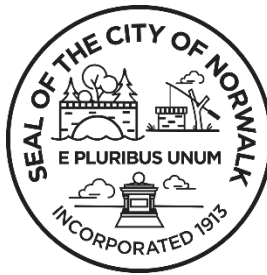
ADDRESS	SHIP TO	QUOTE	26491
City of Norwalk	City of Norwalk	DATE	05/23/2025
125 East Ave	125 East Ave		
Norwalk, CT 06851	Norwalk, CT 06851		

ITEM	QTY	RATE	AMOUNT
VWCM-751-1000SA Varonis WIN + MDDR SaaS Subscription	751	124.30	93,349.30
CL-1-5OS Collector License	2	1,570.00	3,140.00
Year 1 total (7/1/2025 - 6/30/2026): \$96,489.30			
VWCM-751-1000SA Varonis WIN + MDDR SaaS Subscription	751	124.30	93,349.30
CL-1-5OS Collector License	2	1,570.00	3,140.00
Year 2 total (7/1/2026 - 6/30/2027): \$96,489.30			
VWCM-751-1000SA Varonis WIN + MDDR SaaS Subscription	751	124.30	93,349.30
CL-1-5OS Collector License	2	1,570.00	3,140.00
Year 3 total (7/1/2027 - 6/30/2028): \$96,489.30			

Thank you Have a great day!	SUBTOTAL	289,467.90
Please Remit to Address:	TAX	0.00
PMB 165		
5507 Nesconset Hwy., Ste. 10	TOTAL	\$289,467.90
Mount Sinai, NY 11766		

Accepted By

Accepted Date



DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 5/26/2025

DEPARTMENT: Information Technology

Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

☐	1	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☐	2	After solicitation of several sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	3	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☒	4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
☐	5	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). Please forward this form and supporting documentation within 48 hours of the Emergency
☐	6	Other, please explain:

TOTAL COST: \$274,859.20 for 3 years MUNIS Account: 011370-574C

VENDOR: GovConnection, Inc.

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
Sharon Conner Digitally signed by Sharon Conner Date: 2025.05.27 15:27:07 -04'00'	☒ Supports	Joyce Liu
	☐ Does Not Support	Department Head Name
	☐ Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Joyce Liu
Date		Date 5/26/2025

JUSTIFICATION:

Justification for VMware 3-Year Purchase

City IT has been using VMware for the past 10 years to support our virtual server environment. It is critical to running core systems such as finance, permitting, and public safety.

Given the recent price increases following VMware's acquisition by Broadcom, locking in a 3-year license now will help reduce future costs and avoid disruptions.

A 3-year license will save money compared to annual renewals. Locks in current pricing amid rising costs, ensures continued support, updates, and security, and maintains stable and reliable City operations.

This purchase ensures we can continue to deliver secure and uninterrupted services to all departments and residents.

Contract ID # NCPA 01-144

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): _____

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Anthony Forno
Phone: (800) 800-0019 ext. 75004
Fax: 603-683-0827
Email: anthony.forno@connection.com

25764980.01

PLEASE REFER TO THE ABOVE
QUOTE # WHEN ORDERING

Date: 5/20/2025
Valid Through: 6/19/2025
Account #: S01766

Customer Contact: Joyce Liu
Email: jliu@norwalkct.org

Phone: (203) 854-7726
Fax: (203) 857-0143

QUOTE PROVIDED TO:	SHIP TO:
AB#: 12884 CITY OF NORWALK ACCOUNTS PAYABLE/CITY HAL PO BOX 5125 125 EAST AVE, RM 233 NORWALK, CT 06854 US (203) 854-7712	AB#: 14774888 CITY OF NORWALK AnneMarie Silva 125 EAST AVE STE 203 NORWALK, CT 06851 US (203) 854-7849

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	.00 lbs	Net 30	NCPA 01-144

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our NCPA Contract # NCPA 01-144. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
1				Year 1			\$ -
2	440	41992814	VCF-CLD-FND	Corp. Cloud Foundation 1 Year	VMware - Licensing	\$ 176.99	\$ 77,875.60
3				Year 2			\$ -
4	440	41992814	VCF-CLD-FND	Corp. Cloud Foundation 1 Year	VMware - Licensing	\$ 208.22	\$ 91,616.80
5				Year 3			\$ -
6	440	41992814	VCF-CLD-FND	Corp. Cloud Foundation 1 Year	VMware - Licensing	\$ 239.47	\$ 105,366.80
						Subtotal	\$ 274,859.20
						Fee	\$ 0.00
						Shipping and Handling	\$ 0.00
						Tax	Exempt!
						Total	\$ 274,859.20



ORDERING INFORMATION

GovConnection, Inc. DBA Connection

NCPA Contract # [NCPA 01-144](#)

Please contact your account manager with questions.

Ordering Address

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Remittance Address

GovConnection, Inc.
PO Box 536477
Pittsburgh, PA 15253-5906

Please reference the Contract # on all purchase orders.

TERMS & CONDITIONS

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
Delivery Time:	1-30 DAYS ARO
FEIN:	52-1837891
DUNS Number:	80-967-8782
Cage Code:	OGTJ3
Business Size:	LARGE

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our NCPA Contract # NCPA 01-144. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

If you require a hard copy invoice for your credit card order, please visit the link below and click on the Proof of Purchase/Invoice link on the left side of the page to print one: <https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm>

Please forward your Contract or Purchase Order to:

SLEDOPS@connection.com

QUESTIONS: Call 800-800-0019

FAX: 603.683.0374

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Anthony Forno
Phone: (800) 800-0019 ext. 75004
Fax: 603-683-0827
Email: anthony.forno@connection.com

25764663.01
*PLEASE REFER TO THE ABOVE QUOTE #
WHEN ORDERING*
Date: 5/21/2025
Valid Through: 6/20/2025
Account #: S01766

Customer Contact: Joyce Liu
Email: jliu@norwalkct.org

Phone: (203) 854-7726
Fax: (203) 857-0143

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DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	.00 lbs	Net 30	References R210402

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our City of Long Beach Agreement, which references the OMNIA Partners/Region 4 ESC Contract # R210402. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
1	440	41860539	VCF-VSP-FND-1Y	Corp. vSphere Foundation 1 Year Subscription	VMware - Licensing	\$ 216.52	\$ 95,268.80
						Subtotal	\$ 95,268.80
						Fee	\$ 0.00
						Shipping and Handling	\$ 0.00
						Tax	Exempt!
						Total	\$ 95,268.80



ORDERING INFORMATION

GovConnection, Inc. DBA Connection
Referencing the OMNIA Partners/Region 4 ESC Contract #R210402
Contract Expiration: 31 May 2026

Please contact your account manager with any questions.

Ordering Address

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Remittance Address

GovConnection, Inc.
Box 536477
Pittsburgh, PA 15253-5906

Please reference the Contract # on all purchase orders.

TERMS & CONDITIONS

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
FEIN:	52-1837891
DUNS Number:	80-967-8782
CEC:	80-068888K
Cage Code:	OGTJ3
Business Size:	LARGE

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our Agreement with the City of Long Beach, which references the OMNIA Partners/Region 4 ESC Contract #R210402. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

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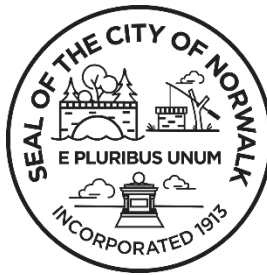
<https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm>

Please forward your Contract or Purchase Order to:

SLEDOPS@connection.com

QUESTIONS: Call 800-800-0019

FAX: 603.683.0374



DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 5/13/2025

DEPARTMENT: Fire

Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

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☐	4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
☐	5	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). Please forward this form and supporting documentation within 48 hours of the Emergency
☒	6	Other, please explain: Phase 2 of active approved project

TOTAL COST: \$660,064.80 MUNIS Account: Unassigned - TBD

VENDOR: AV Tuchy Builders

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
Sharon Conners Digitally signed by Sharon Conners Date: 2025.06.03 10:08:51 -04'00'	☒	Supports	<i>Gino Gatto</i>
	☐	Does Not Support	Department Head Name
	☐	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Gino Gatto Date 5/13/2025

JUSTIFICATION:

The apparatus floor at Station 1, 90 New Canaan Avenue, is failing and has been ordered to be replaced by the Norwalk Building Department. The first phase was approved and performed in May 2024. This phase consisted of test borings and an inspection excavation to determine the proper scope of action to replace the failing floor. Upon receiving the test results, GZA (the contracted Geotechnical Engineering firm) presented three solutions. After discussion, it was determined that the floor should be replaced with a new slab utilizing a helical pile foundation system. The attached quote is for performing the recommended work. AV Tuchy was chosen by GZA and possesses extensive experience installing the recommended helical pile system. They were approved as the contractor at the time of the Phase 1 approval. In an effort to save time and money, Truck 1 will be temporarily relocated to Station 6 on 100 Fairfield Avenue. This relocation will allow the project to be completed in two phases, rather than four, resulting in a \$31,500.00 deduction to the initial construction cost.

The cost breakdown is as follows:

- Original Cost- \$632,148.00
- Phase Deduction- \$31,500.00
- New Cost- \$600,648.00
- 10% Contingency- 60,064.80
- Total Funding Request- \$660,064.80

PA Notes/Review: Quote included to be done with prevailing wages. Due to the unfavorable conditions and the engineers recommendations its a priority to get this project completed as soon as possible.

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): N/A

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

The Norwalk Building Department has ordered the floor to be replaced as soon as possible due to the potential instability of the floor and the soil beneath. The floor shifts upon entry and exit of the fire apparatus. The recommendation from the Building Department is included in the request package.

RE: Station 1- Apparatus Floor Replacement

From Ireland, Bill <WIRELAND@norwalkct.gov>
Date Thu 2/1/2024 11:54 AM
To Conte, Mark <MConte@norwalkct.gov>

Mark, Having witnessed the instability of the floor I STRONGLY advise an in depth engineer's report on what is causing this movement when equipment is driven on the surface.

We want to avoid a catastrophe that could cause the closing of the station and possible injuries. Please keep me advised of the steps that will be taken.

Respectfully,

Bill Ireland

From: Conte, Mark <MConte@norwalkct.gov>
Sent: Wednesday, January 31, 2024 4:27 PM
To: Ireland, Bill <WIRELAND@norwalkct.gov>
Cc: Conners, Sharon <sconners@norwalkct.gov>
Subject: Station 1- Apparatus Floor Replacement

Bill,

Thank you for coming out this morning to investigate the issue with the apparatus floor at Station 1. Please advise what next steps I should take in order to begin assessing the scope of work.

Respectfully,

Mark Conte

Assistant Chief

Fire Department

City of Norwalk

121 Connecticut Avenue

Norwalk, CT 06854

Office- 203.854.0232

Cell- 203.822.2574

Email- MConte@norwalkct.gov





1 McClintock Street
Norwalk, Connecticut 06851
Telephone: 203/847-2461
Fax: 203/847-7116

March 18, 2025

Mr. Mark Conte
Assistant Chief
Fire Department
City Of Norwalk
Norwalk, CT 06854

Re: Slab Renovation – Norwalk Fire Station 1

Dear Mr. Conte:

We propose to furnish all necessary labor, materials, and equipment to complete the concrete slab renovation, in accordance with drawings prepared by GZA dated January 2025 for the sum of **Six Hundred Thirty-Two Thousand One Hundred Forty-Eight Dollars (\$632,148.00) CT Service Sales Tax Exempt.**

SCOPE OF WORK:

General Requirements (Supervision, Clean-up, etc.)
Existing Slab Demolition Phased A-D
Erosion Controls
Drainage System with Cast-in-place Linear Drains
48 Helical Piles Phased A-D
Crushed Stone Subbase
Double Reinforcing Steel Mat
5000 PSI Structural Concrete Slab, Pitched to Drainage
Sitework as Detailed
New Ceiling Grid System with Vinyl Wrapped Gypsum Tiles
Twenty-One 2' x 2' LED Flat Panel Lights
Permit Fees

EXCLUDED: Connecticut Service Sales Tax
Unforeseen Utilities
Rock/Ledge Removal

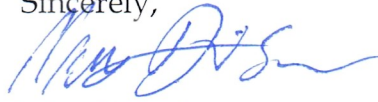
ADD/ALT. #1 – Furnish the project in two phases in place of the four phases as shown on the drawings. **Deduct \$31,500.00**

Add/Alt. #2 – Wire new lights to three new dimmer switched to control each bay.
Add \$3,250.00

*Any pile that exceeds 25' in length, add \$290.00 per 7' extension needed to hit required torque.

Thank you for this opportunity and I hope we may be of further service. If you should have any questions, please feel free to contact me.

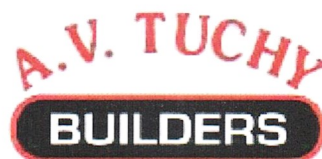
Sincerely,



Matt DiScala
Project Manager



Project name	Norwalk Fire House
Document	Bid
Estimator	Matt D
Labor rate table	AVT Labor w/ Benefit
Equipment rate table	AVT Equipment Table
Job size	3320 SF
Project	Structural Reno
Report format	Sorted by 'Group phase/Phase' 'Detail' summary Paginate



Group	Phase	Description	Takeoff Quantity	Total Cost/Unit	Total Amount
1100.00		GENERAL REQUIREMENTS			
	1101.00	Personnel: Supervision			
		Superintendent	320.00 hr	86.75 /hr	27,759
		Personnel: Supervision		/hr	27,759
	1355.00	Temp: Protection			
		Temp Partitions	145.00 lf	63.00 /lf	9,135
		Temp: Protection		/ls	9,135
	1511.00	Temp: Utilities			
		Temp Phone	2.00 mo	120.00 /mo	240
		Temp Toilet	2.00 mo	140.00 /mo	280
		Internet Connection	2.00 mo	70.00 /mo	140
		Temp: Utilities		/mo	660
	1705.00	Clean Up			
		Current Cleanup	80.00 hr	73.68 /hr	5,895
		Rent Dumpster	2.00 ea	175.00 /ea	350
		Haul Dumpster	10.00 ton	100.00 /ton	1,000
		Final Cleanup	2,500.00 ls	1.00 /ls	2,500
		Clean Up		/wk	9,745
		GENERAL REQUIREMENTS			47,298
2050.00		DEMOLITION			
	2050.01	Demo: Subcontractors			
		Phase A Demolition	18,420.00 ls	1.00 /ls	18,420
		Phase B Demolition	18,420.00 ls	1.00 /ls	18,420
		Phase C Demolition	31,440.00 ls	1.00 /ls	31,440
		Phase D Demolition	31,440.00 ls	1.00 /ls	31,440
		Demo: Subcontractors		/ea	99,720
		DEMOLITION			99,720
2100.00		SITEWORK			
	2100.01	Division 2 Subcontractors			
		Site Drainage -Sub	19,895.00 ls	1.00 /ls	19,895
		Helical Piles - Mobilizations (4)	12,000.00 ls	1.00 /ls	12,000
		Phase A Helical Piles	17,000.00 ls	1.00 /ls	17,000
		Phase B Helical Piles	17,000.00 ls	1.00 /ls	17,000
		Phase C Helical Piles	25,500.00 ls	1.00 /ls	25,500
		Phase D Helical Piles	25,500.00 ls	1.00 /ls	25,500
		Sub - Erosion Controls	19,110.00 ls	1.00 /ls	19,110
		Exterior Site Work	29,540.00 ls	1.00 /ls	29,540
		Division 2 Subcontractors		/ea	165,545
		SITEWORK			165,545
3000.00		CONCRETE			
	3000.01	Division 3 Subcontractors			
		Phase A Slab - Includes rebar mat and cast in place drain	30,325.00 ls	1.00 /ls	30,325
		Phase B Slab - Includes rebar mat and cast in place drain	30,325.00 ls	1.00 /ls	30,325
		Phase C Slab - Includes rebar mat and cast in place drain	56,600.00 ls	1.00 /ls	56,600
		Phase D slab - Includes rebar mat and cast in place drain	56,600.00 ls	1.00 /ls	56,600
		Division 3 Subcontractors		/ea	173,850
		CONCRETE			173,850
9000.00		FINISHES			
	9000.01	Division 9 Subcontractors			
		Acoustical Ceilings	32,000.00 ls	1.00 /ls	32,000
		Division 9 Subcontractors		/ea	32,000
		FINISHES			32,000
16000.00		ELECTRICAL			
	16001.00	Electrical Complete			
		LED Lighting	15,645.00 ls	1.00 /ls	15,645
		Electrical Complete		/ea	15,645
		ELECTRICAL			15,645



Estimate Totals

Description	Amount	Totals	Hours	Rate	Cost Basis	Cost per Unit	Percent of Total
Labor	36,698		436,250 hrs			11.054 /SF	5.81%
Material	6,090					1.834 /SF	0.96%
Subcontract	489,260					147.367 /SF	77.40%
Equipment							
Other	2,010					0.605 /SF	0.32%
Sales Tax on Material					C		
	534,058	534,058				160.861 /SF	84.48% 84.48%
Overhead	42,725			8.000 %	T	12.869 /SF	6.76%
	42,725	576,783				173.730 /SF	6.76% 91.24%
Profit	40,375			7.000 %	T	12.161 /SF	6.39%
	40,375	617,158				185.891 /SF	6.39% 97.63%
Zoning Permit Fee	4,899			7.750 \$ / 1,000	T	1.476 /SF	0.77%
Building Permit	10,091			16.350 \$ / 1,000	T	3.039 /SF	1.60%
CT Service Sales Tax					L		
Total		632,148				190.406 /SF	

We agree to do the above estimated work for the price of 632,148 dollars

Signature _____
Print Name _____
Date _____

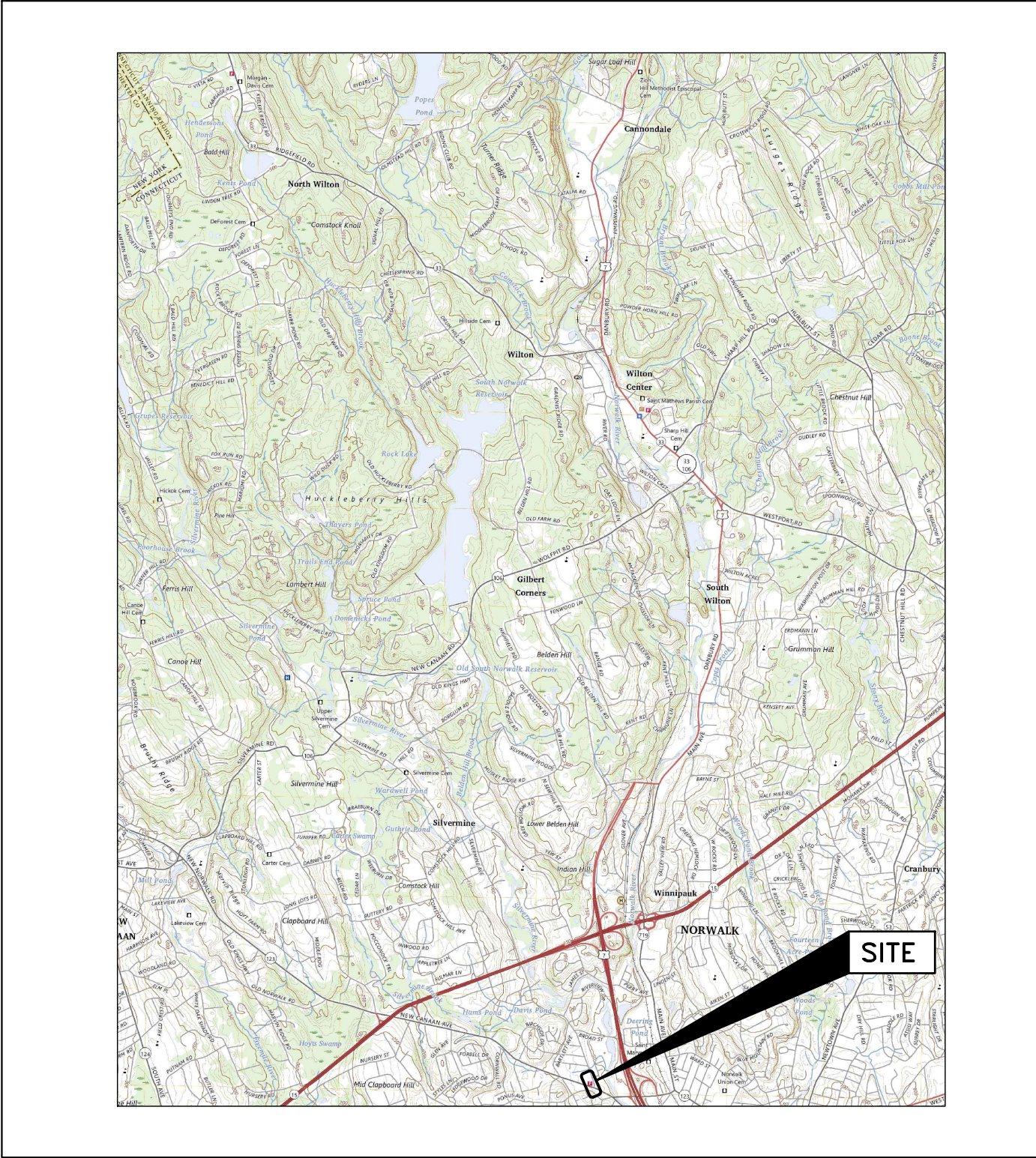
Signature _____
Print Name _____
Date _____

NORWALK FIRE HOUSE

90 NEW CANAAN AVENUE
NORWALK, CONNECTICUT

PREPARED FOR:
CITY OF NORWALK
121 CONNECTICUT AVENUE
NORWALK, CONNECTICUT 06854

DESIGNED BY:
 GZA GEOENVIRONMENTAL, INC.
35 NUTMEG DRIVE
TRUMBULL, CONNECTICUT 06611



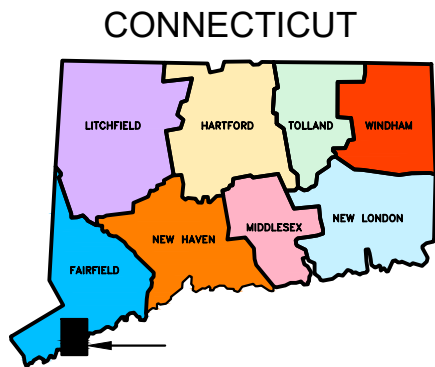
LOCUS PLAN
SCALE: 1" = 2,000'



AERIAL IMAGE
SCALE: NOT TO SCALE

DRAWING INDEX:

- G-1 COVER SHEET
- S1 - NOTES AND TYPICAL DETAILS
- S2 - FOUNDATION PLANS
- S3 - FOUNDATION DETAILS
- G2 - EXTERIOR GRADE BEAM BACKFILL SOIL EROSION PLAN
- G3 - HELICAL PILE AND WALL REPAIR DETAILS
- G4 - DRAINAGE PLAN



PROJECT VICINITY MAP
N.T.S.

SOURCE: AERIAL MAP DEVELOPED FROM A GOOGLE
PROFESSIONAL ELECTRONIC IMAGE FILE. DIGITAL AERIAL
ORTHOGRAPHY WAS PUBLISHED IN JUNE 2018.

DRAFT COPY
NOT FOR CONSTRUCTION

DRAFT COPY
FOR CLIENT REVIEW

NO.	ISSUE/DESCRIPTION	BY	DATE
UNLESS SPECIFICALLY STATED, BY WRITTEN AGREEMENT, THIS DRAWING IS THE SOLE PROPERTY OF GZA GEOENVIRONMENTAL, INC. (GZA). THE INFORMATION SHOWN ON THE DRAWING IS SOLELY FOR USE BY GZA'S CLIENT OR THE CLIENT'S DESIGNATED REPRESENTATIVE FOR THE SPECIFIC PROJECT AND LOCATION IDENTIFIED ON THE DRAWING. THE DRAWING SHALL NOT BE TRANSFERRED, REUSED, COPIED, OR ALTERED IN ANY MANNER FOR USE AT ANY OTHER LOCATION OR FOR ANY OTHER PURPOSE WITHOUT THE PRIOR WRITTEN CONSENT OF GZA. ANY TRANSFER, REUSE, OR MODIFICATION TO THE DRAWING BY THE CLIENT OR OTHERS, WITHOUT THE PRIOR WRITTEN EXPRESS CONSENT OF GZA, WILL BE AT THE USER'S SOLE RISK AND WITHOUT ANY RISK OR LIABILITY TO GZA.			
NORWALK FIRE HOUSE 90 NEW CANAAN AVENUE NORWALK, CT 06850			
COVER SHEET			
PREPARED BY:  GZA GeoEnvironmental, Inc. Engineers and Scientists www.gza.com		PREPARED FOR: CITY OF NORWALK 121 CONNECTICUT AVENUE NORWALK, CT 06854	
PROJ MGR: CGE	REVIEWED BY:	CHECKED BY:	DRAWING G-1
DESIGNED BY: CGE	DRAWN BY: RDS	SCALE: AS NOTED	
DATE: JAN. 2025	PROJECT NO. 05.0047293.01	REVISION NO.	

GENERAL NOTES:

- ALL WORK DESCRIBED HEREIN SHALL BE PERFORMED IN ACCORDANCE WITH LOCAL, STATE, FEDERAL AND APPLICABLE SAFETY CODES IN EFFECT AT THE TIME OF CONSTRUCTION.
- DIMENSIONS AND EXISTING INFORMATION ARE BASED ON THE INFORMATION PROVIDED IN THE EXISTING DRAWINGS TITLED "SILVERMINE AVENUE FIRESTATION NO. 1." THE TWO DRAWINGS PROVIDED INCLUDE THE FIRST-FLOOR PLAN & DETAILS, AND BASEMENT FLOOR PLAN & FOUNDATION PLAN, THE DATE AND DESIGNER ARE UNKNOWN.
- ELEVATIONS ASSUME THAT THE EXISTING SLAB ON GRADE ELEVATION AT THE HIGH POINT IS 70'-0" (ASSUMED DATUM FROM THE EXISTING DRAWINGS).
- THE CONTRACTOR SHALL CONFORM TO NOTES AND ALL OTHER REQUIREMENTS ON THESE DRAWINGS UNLESS OTHERWISE APPROVED IN WRITING BY GZA.
- THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING THE LOCATIONS AND LAYOUT OF ALL EXISTING AND PROPOSED CONSTRUCTION, INCLUDING UTILITIES PRIOR TO CONSTRUCTION. NOTIFY THE ENGINEER OF RECORD IF THE CONDITIONS VARY FROM WHAT IS SHOWN ON THE CONTRACT DOCUMENTS SO THAT THE EFFECT ON THE DESIGN CAN BE EVALUATED.
- DURING DEMOLITION, IF EXISTING CONDITIONS DIFFER FROM WHAT IS SHOWN ON DRAWINGS, CONTACT GZA.
- THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ADEQUATE TEMPORARY SUPPORT AND STABILITY OF EXISTING STRUCTURE DURING ALL PHASES OF CONSTRUCTION.
- COORDINATE THE EXACT SIZE AND LOCATION OF ALL SLEEVES AND OPENINGS THROUGH CONCRETE PRIOR TO BEGINNING CONSTRUCTION AND BRING ANY CONFLICTS TO THE ENGINEER OF RECORD PRIOR TO BEGINNING CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING 'CALL-BEFORE-YOU-DIG' PRIOR TO BEGINNING WORK.

DESIGN CRITERIA:

- THE STRUCTURAL DESIGN IS BASED ON THE DESIGN REQUIREMENTS OF THE 2022 CONNECTICUT STATE BUILDING CODE AND THE 2021 INTERNATIONAL BUILDING CODE.
- FLOOR DESIGN LOADS
FLOOR LIVE LOAD 50 PSF
TRUCK LOAD AASHTO HS-20 TRUCK

CONCRETE:

- CONCRETE FOR THE NEW STRUCTURAL SLAB SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 5,000 POUNDS PER SQUARE INCH AT THE END OF 28 DAYS.
- CONCRETE MIX DESIGN
 - DESIGN CONCRETE MIXES TO BE WORKABLE AND APPROPRIATE FOR EACH APPLICATION, TO BOND READILY TO REINFORCEMENT WITHOUT SEGREGATION OR THE FORMATION OF EXCESSIVE FREE WATER ON SURFACES.
 - DETERMINE PROPORTIONS OF INGREDIENTS IN ACCORDANCE WITH ACI 318, TO PROVIDE REQUIRED STRENGTH, SLUMP, RESISTANCE TO WEATHERING, WORKABILITY, DURABILITY AND SURFACE HARDNESS FOR EACH CLASS OF CONCRETE.
 - PROVIDE ADMIXTURES AS REQUIRED OR APPROPRIATE TO ENHANCE WORKABILITY, CONTROL SET OR IMPROVE STRENGTH.
 - ADMIXTURES SHALL BE FREE OF ALL CHLORIDES.
 - WATER-REDUCING, RETARDING, OR ACCELERATING ADMIXTURES SHALL CONFORM TO ASTM C494, TYPE A (WATER-REDUCING), TYPE D (WATER-REDUCING AND RETARDING), AND TYPE E (WATER REDUCING AND ACCELERATING).
 - AIR-ENTRAINING ADMIXTURES SHALL CONFORM TO ASTM C260. AIR CONTENT SHALL BE 5% PLUS OR MINUS 1%.
 - REQUIRED AVERAGE STRENGTH FOR MIX DESIGN
 - WHERE SUITABLE TEST RECORDS FOR THE CONCRETE PRODUCTION FACILITY ARE AVAILABLE, DESIGN STRENGTH MAY BE TESTED ON THE STANDARD DEVIATION IN ACCORDANCE WITH ACI 318.
 - WHERE STRENGTH TEST RECORDS ARE NOT AVAILABLE, DESIGN STRENGTH SHALL BE 6,400 PSI
 - MIX DESIGNS SHALL BE ADJUSTED AS REQUIRED BY WEATHER AND JOB SITE CONDITIONS TO MAINTAIN SPECIFIED STRENGTHS THROUGHOUT THE COURSE OF THE WORK WITHOUT ADDITIONAL COST TO THE OWNER.
 - THE MAXIMUM SLUMP SHALL BE 4 INCHES WITHOUT A WATER REDUCING ADMIXTURE, AND 8 INCHES WITH A WATER REDUCING ADMIXTURE.
 - FLY ASH SHALL CONFORM TO ASTM C618 AND SHALL BE CLASS C OR F. THE PERCENTAGE OF FLY ASH USED IN THE MIX SHALL NOT EXCEED 20%.
 - FINE AGGREGATES FOR CONCRETE SHALL BE NATURAL SAND CONSISTING OF CLEAN, HARD, DURABLE, UNCOATED PARTICLES, CONFORMING TO ASTM C33. ORGANIC CONTENT SHALL BE DETERMINED ACCORDING TO ASTM C40, AND SUPERNATANT LIQUID ABOVE TEST SAMPLE SHALL SHOW COLOR NO DARKER THAN REFERENCE STANDARD COLOR SOLUTION PREPARED AT SAME TIME. ALLOW NO FROZEN OR PARTIALLY FROZEN AGGREGATE IN THE MIX.
 - COARSE AGGREGATE FOR CONCRETE SHALL BE CRUSHED STONE OR GRAVEL FROM AN APPROVED SOURCE CONFORMING TO ASTM C33. COARSE AGGREGATE SHALL NOT CONTAIN GREATER AMOUNTS OF DELETERIOUS MATERIALS THAN SPECIFIED IN TABLE III, ASTM C33.
 - WATER SHALL BE FROM AN APPROVED SOURCE, POTABLE, CLEAN, AND FREE OF OILS, SALT, ALKALI, ORGANIC MATTER, AND OTHER DELETERIOUS MATERIAL.

REINFORCING STEEL:

- ALL REINFORCING STEEL SHALL BE IN ACCORDANCE WITH ASTM 615 GRADE 60. DESIGN, DETAILING, FABRICATION AND PLACING OF REINFORCING BARS AND BAR SUPPORTS SHALL BE IN ACCORDANCE WITH THE ACI 318 CODE AND DETAILING MANUAL.
- ALL MAT REINFORCING SHALL BE SUPPORTED ON SLAB BOLSTERS OR CONCRETE BRICK SPACED NO FURTHER THAN 4'-0" O.C. EACH WAY. USE "STANDEES" BETWEEN TOP AND BOTTOM LAYERS OF REINFORCING AT 4'-0" O.C. MAXIMUM SPACING EACH WAY.
- LAP LENGTH FOR #7 BARS SHALL BE 30 INCHES MINIMUM.

SUBMITTALS:

- ALL SHOP AND INSTALLATION DRAWINGS SHALL BE P.E. STAMPED BY AN ENGINEER REGISTERED IN THE STATE OF CONNECTICUT.
- PRIOR TO SUBMITTING SHOP AND INSTALLATION DRAWINGS FOR REVIEW, THE CONTRACTOR SHALL HAVE REVIEWED AND APPROVED THE SUBMITTAL. GZA WILL RETURN ANY SUBMITTAL WITHOUT REVIEW IF IT HAS NOT BEEN REVIEWED AND APPROVED (OR APPROVED AS NOTED) BY THE CONTRACTOR.
- DO NOT BEGIN FABRICATION OF MATERIALS PRIOR TO REVIEW OF SHOP DRAWINGS (EITHER AS APPROVED OR APPROVED AS NOTED).
- REVIEW OF SHOP DRAWINGS IS FOR MEMBER SIZES, DETAILS, AND GENERAL COMPLIANCE WITH THE CONTRACT DRAWINGS ONLY.
- MATERIAL QUANTITIES, LENGTHS, FIT, VERIFICATION OF JOB CONDITIONS AND COORDINATION WITH OTHER TRADES ARE THE RESPONSIBILITY OF THE CONTRACTOR.
- ANY DEVIATIONS FROM THE CONTRACT DOCUMENTS SHALL BE FLAGGED. IN ADDITION, MODIFICATIONS SHALL BE DESIGNED AND DETAILED BY A PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF CONNECTICUT. STAMPED DETAILS AND CALCULATIONS SHALL BE SUBMITTED FOR REVIEW.
- AT A MINIMUM, THE STEEL REINFORCEMENT SUBMITTAL SHALL INCLUDE BAR SIZES, LENGTHS, MATERIAL, GRADE, BAR SCHEDULES, STIRRUP SPACING, BENT BAR DIAGRAMS, BAR ARRANGEMENT, SPLICES AND LAPS, MECHANICAL CONNECTIONS, TIE SPACING, HOOP SPACING, AND SUPPORTS FOR CONCRETE REINFORCEMENT.
- AT A MINIMUM, THE CONCRETE MIX DESIGN SUBMITTAL SHALL INCLUDE THE FOLLOWING INFORMATION:
 - PROPORTIONS OF CEMENT, FINE AND COARSE AGGREGATES, AND WATER.
 - WATER-CEMENT RATIO, DESIGN STRENGTH, SLUMP, AND AIR CONTENT.
 - TYPE OF CEMENT AND AGGREGATES.
 - TYPE AND DOSAGE OF ADMIXTURES.
 - PERCENTAGE OF FLY ASH.
 - MATERIAL CERTIFICATES FOR ALL ADMIXTURES AND CEMENTITIOUS MATERIALS.
 - AMOUNT OF MIXING WATER TO BE WITHHELD FOR LATER ADDITION AT PROJECT SITE.
- GZA ANTICIPATES THE FOLLOWING SUBMITTALS, AND REVIEW TIMES (IF IT IS ANTICIPATED THAT ADDITIONAL REVIEW TIME WILL BE REQUIRED, GZA WILL NOTIFY THE ARCHITECT / CONTRACTOR AS SOON AS POSSIBLE):

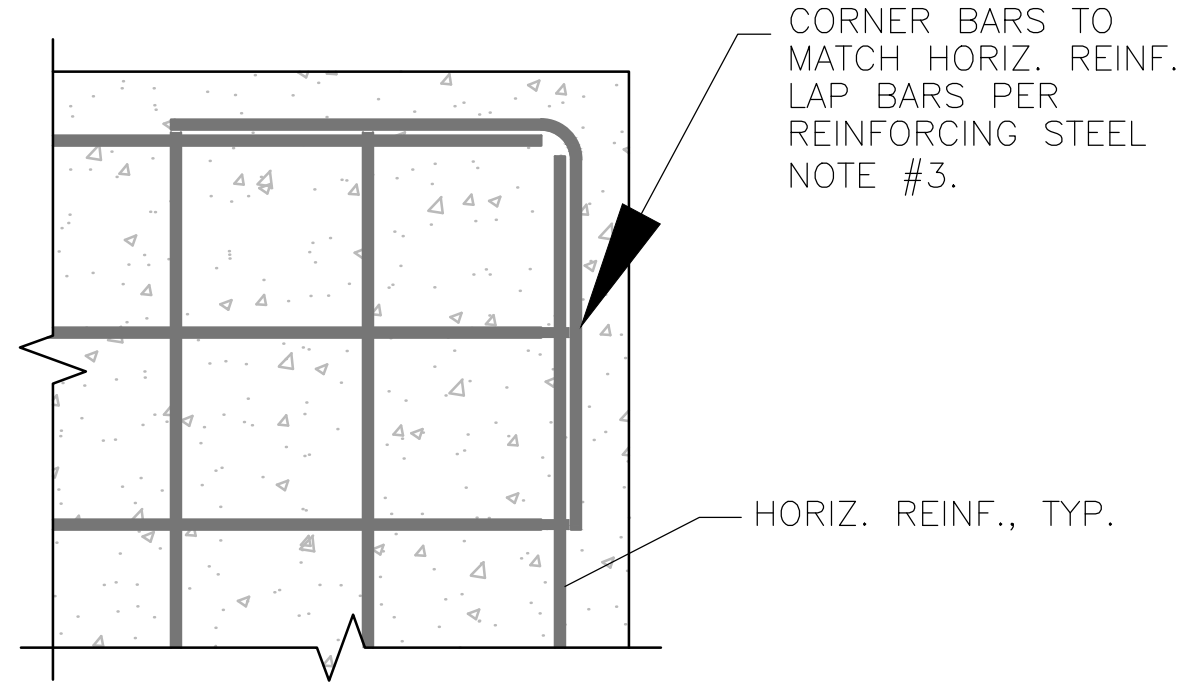
SUBMITTAL	ANTICIPATED GZA REVIEW TIME
STEEL REINFORCEMENT	10 BUSINESS DAYS
CONCRETE MIX DESIGN	5 BUSINESS DAYS
- REVIEW TIME ALLOWANCES ARE APPROXIMATE, ARE FOR A SINGLE ROUND OF REVIEW, ARE SHOWN IN BUSINESS DAYS, AND DO NOT ACCOUNT FOR THE REVIEW TIME OF OTHER REVIEWING PARTIES. THE ACTUAL TIME REQUIRED TO COMPLETE THE REVIEW WILL DEPEND ON THE QUALITY OF SUBMITTAL. THE CONTRACTOR SHOULD PLAN ON A MINIMUM OF TWO ROUNDS OF SUBMITTAL REVIEWS IN THEIR CONSTRUCTION SCHEDULE. IF A SUBMITTAL INCLUDES MODIFICATIONS TO THE EXISTING DESIGN AND/OR CALCULATIONS, ADDITIONAL TIME MAY BE REQUIRED.

SPECIAL INSPECTIONS:

- SPECIAL INSPECTIONS SHALL BE COMPLETED BY AN APPROVED AGENCY(IES) AND SHALL BE IN ACCORDANCE WITH CHAPTER 17 OF THE 2021 INTERNATIONAL BUILDING CODE AND CHAPTER 17 OF THE 2022 CONNECTICUT BUILDING CODE.
- APPROVED AGENCIES SHALL:
 - KEEP RECORDS OF SPECIAL INSPECTIONS AND TESTS.
 - SUBMIT REPORTS TO THE BUILDING OFFICIAL AND GZA
 - REPORT WHETHER THE WORK INSPECTED OR TESTED WAS OR WAS NOT COMPLETED IN CONFORMANCE WITH THE CONTRACT DRAWINGS
 - BRING DISCREPANCIES TO THE IMMEDIATE ATTENTION OF THE CONTRACTOR FOR CORRECTION. IF THEY ARE NOT CORRECTED, THE DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE BUILDING OFFICIAL AND TO GZA PRIOR TO THE COMPLETION OF THAT PHASE OF THE WORK.
 - PROVIDE A FINAL REPORT DOCUMENTING COMPLETION OF ALL REQUIRED SPECIAL INSPECTIONS AND TESTS AND CORRECTION OF ANY DISCREPANCIES NOTED IN THE INSPECTIONS OR TESTS.
- CONCRETE CONSTRUCTION SPECIAL INSPECTIONS SHALL BE IN ACCORDANCE WITH IBC SECTION 1705.3. AT A MINIMUM THEY SHALL INCLUDE:
 - PERIODIC INSPECTION OF REINFORCEMENT INCLUDING PLACEMENT
 - PERIODIC VERIFICATION OF THE REQUIRED CONCRETE MIX DESIGN
 - PRIOR TO CONCRETE PLACEMENT, FABRICATE SPECIMENS FOR STRENGTH TESTS, PERFORM SLUMP AND AIR CONTENT TESTS, AND DETERMINE THE TEMPERATURE OF THE CONCRETE
 - CONTINUOUS INSPECTION OF THE CONCRETE PLACEMENT FOR PROPER APPLICATION TECHNIQUES
 - PERIODIC INSPECTION OF FORMWORK FOR SHAPE, LOCATION, AND DIMENSIONS
- THE CONTRACTOR SHALL PROVIDE ACCESS FOR INSPECTIONS AND TESTING.

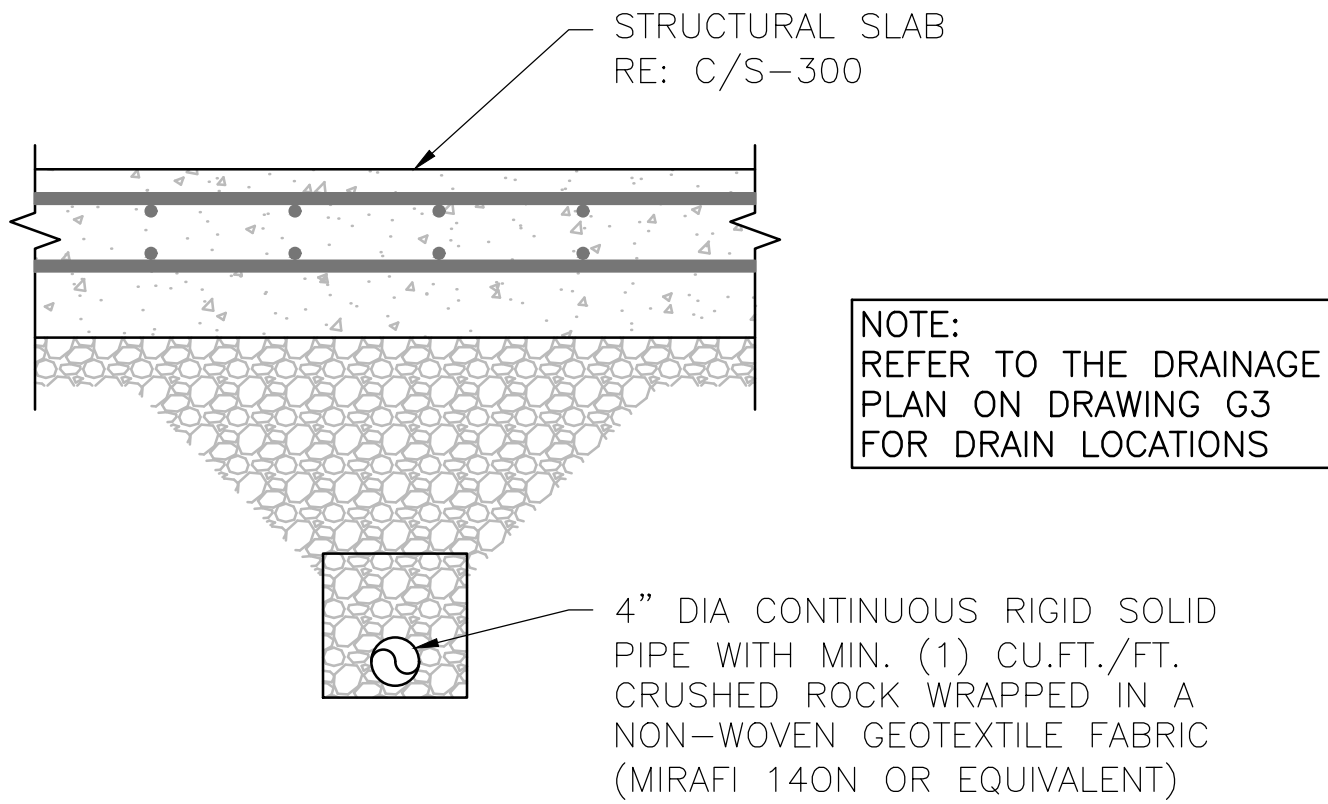
PHASING OF WORK:

- ONLY A SINGLE BAY OF THE GARAGE MAY BE CLOSED AT ANY GIVEN TIME. THE NEW SLAB ON GRADE WAS DESIGNED TO BE CONSTRUCTED IN FOUR PHASES AS SHOWN ON THE FOUNDATION PLAN. EACH PHASE OF WORK SHALL BE FULLY CONSTRUCTED, AND THE CONCRETE REACHED A COMPRESSIVE STRENGTH OF 2,500 PSI PRIOR TO MOVING TO THE NEXT PHASE.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT THE EXISTING STRUCTURE REMAINS STABLE DURING ALL PHASES OF DEMOLITION AND CONSTRUCTION.



CORNER BAR DETAIL

NOT TO SCALE



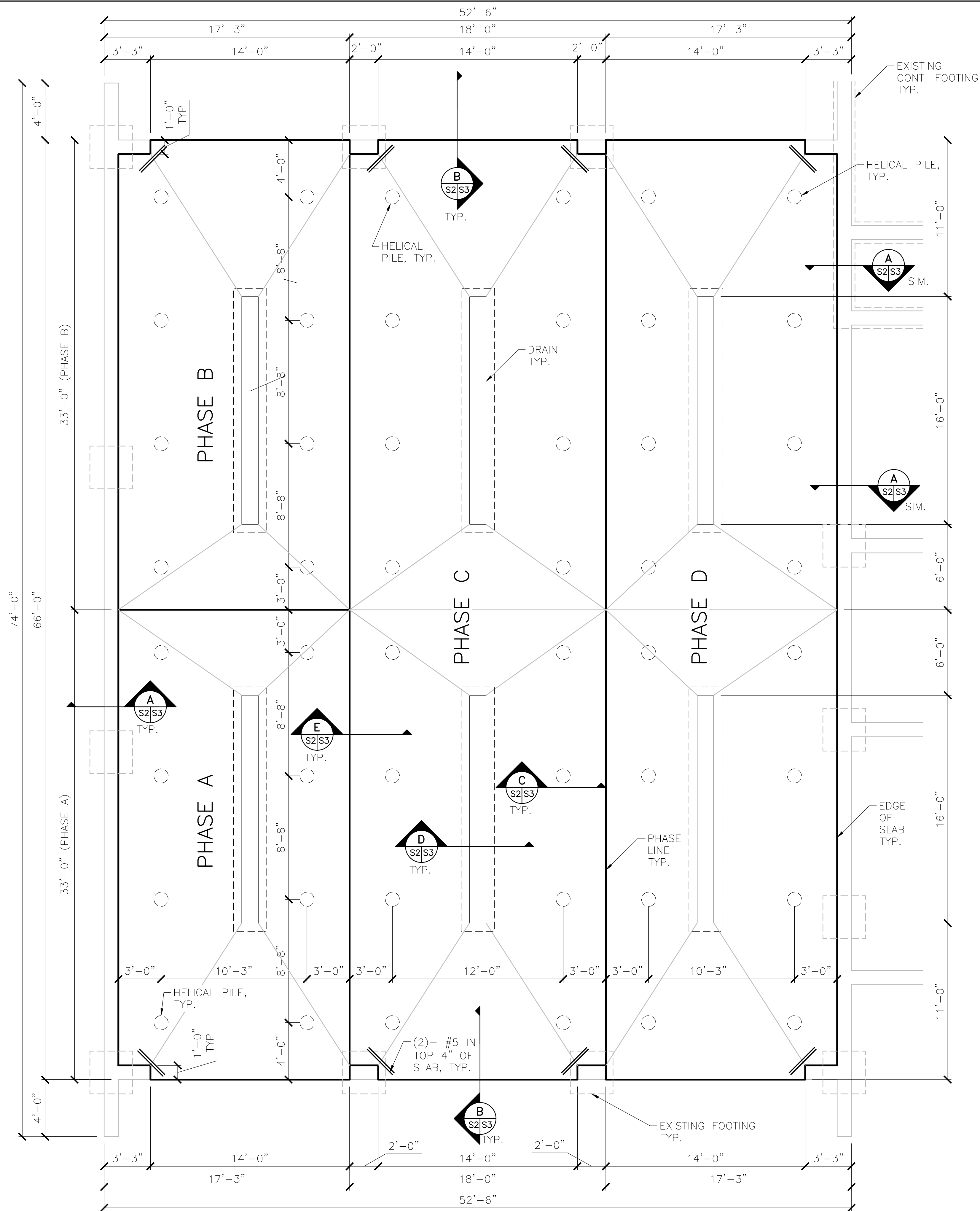
DRAIN DETAIL

SCALE: 3/4" = 1'-0"

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NORWALK FIRE HOUSE 90 NEW CANAAN AVENUE NORWALK, CT 06850					
NOTES AND TYPICAL DETAILS					
PREPARED BY:  GZA GeoEnvironmental, Inc. Engineers and Scientists www.gza.com		PREPARED FOR: CITY OF NORWALK 121 CONNECTICUT AVENUE NORWALK, CT 06854			
PROJ MGR: ATV	REVIEWED BY: ATV	CHECKED BY:	DRAWING		
DESIGNED BY: AK	DRAWN BY: AK	SCALE: AS NOTED	S1		
DATE: JAN. 31, 2025	PROJECT NO. 05.0047293.02	REVISION NO. 0			
			SHEET NO. 1 of 4		

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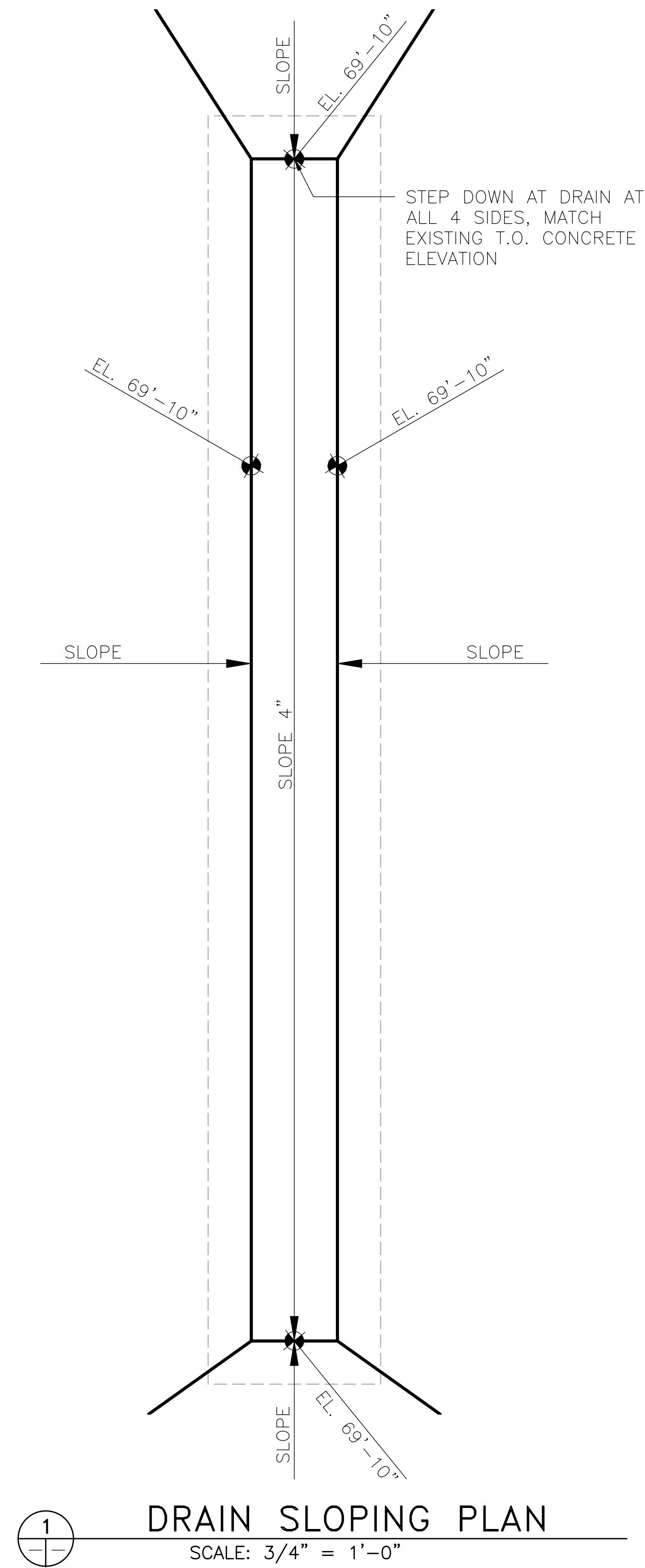
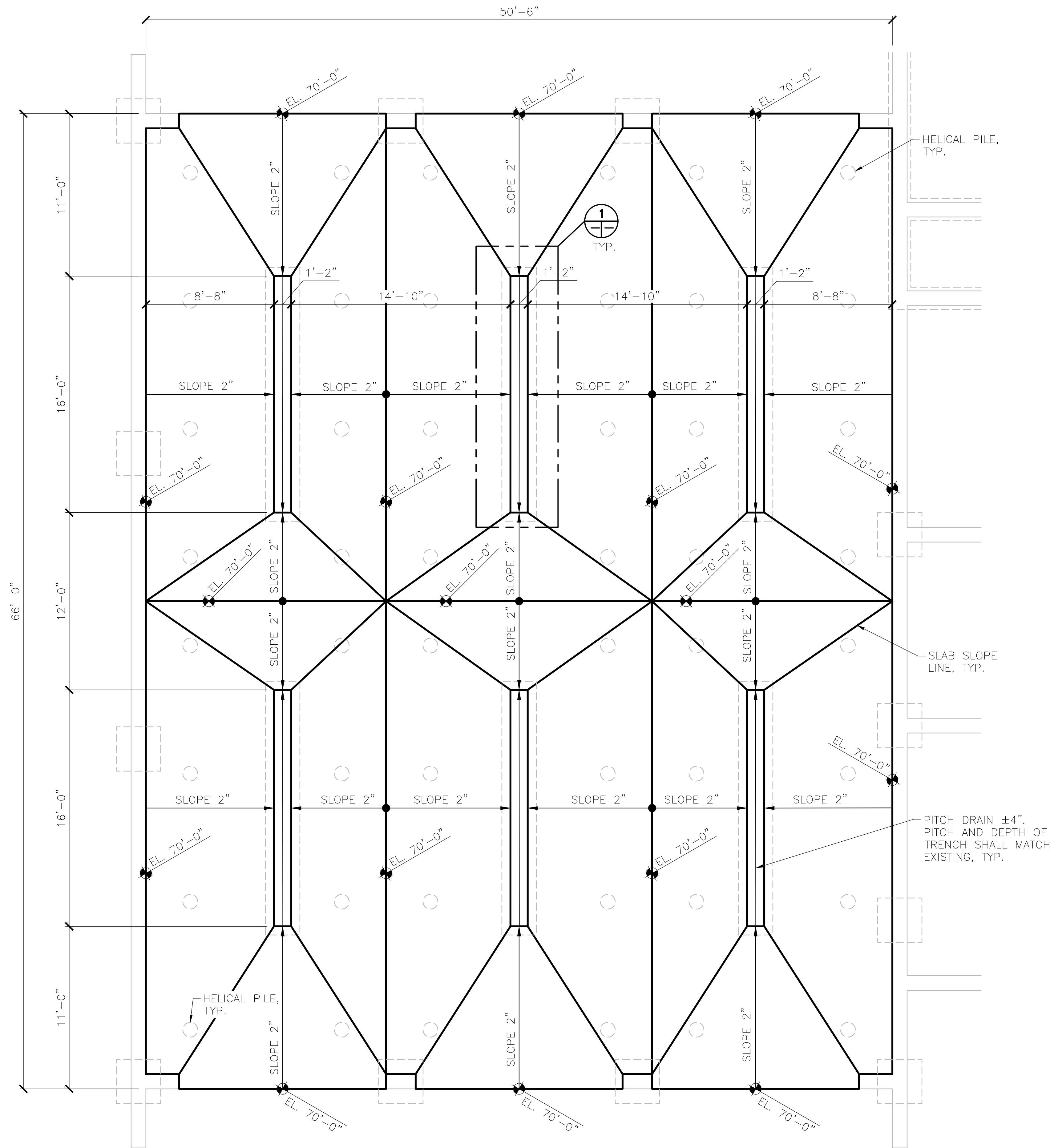
FOUNDATION PLAN

SCALE: 1/4" = 1'-0"

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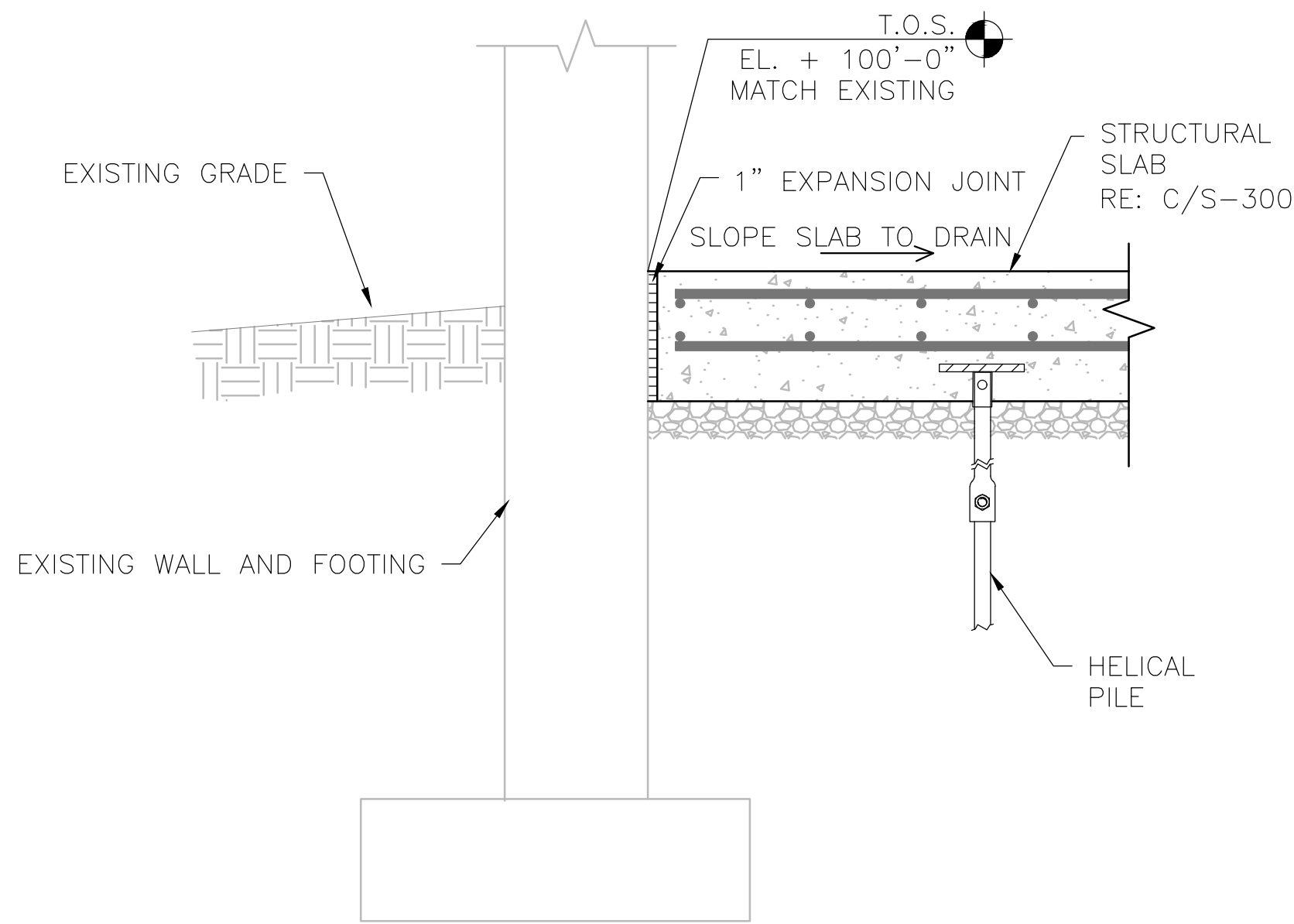
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NORWALK FIRE HOUSE 90 NEW CANAAN AVENUE NORWALK, CT 06850			
FOUNDATION PLANS			
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PROJ MGR: ATV	REVIEWED BY: ATV	CHECKED BY:	DRAWING
DESIGNED BY: AK	DRAWN BY: AK	SCALE: AS NOTED	S2
DATE: JAN. 31, 2025	PROJECT NO. 05.0047293.02	REVISION NO. 0	SHEET NO. 2 of 4

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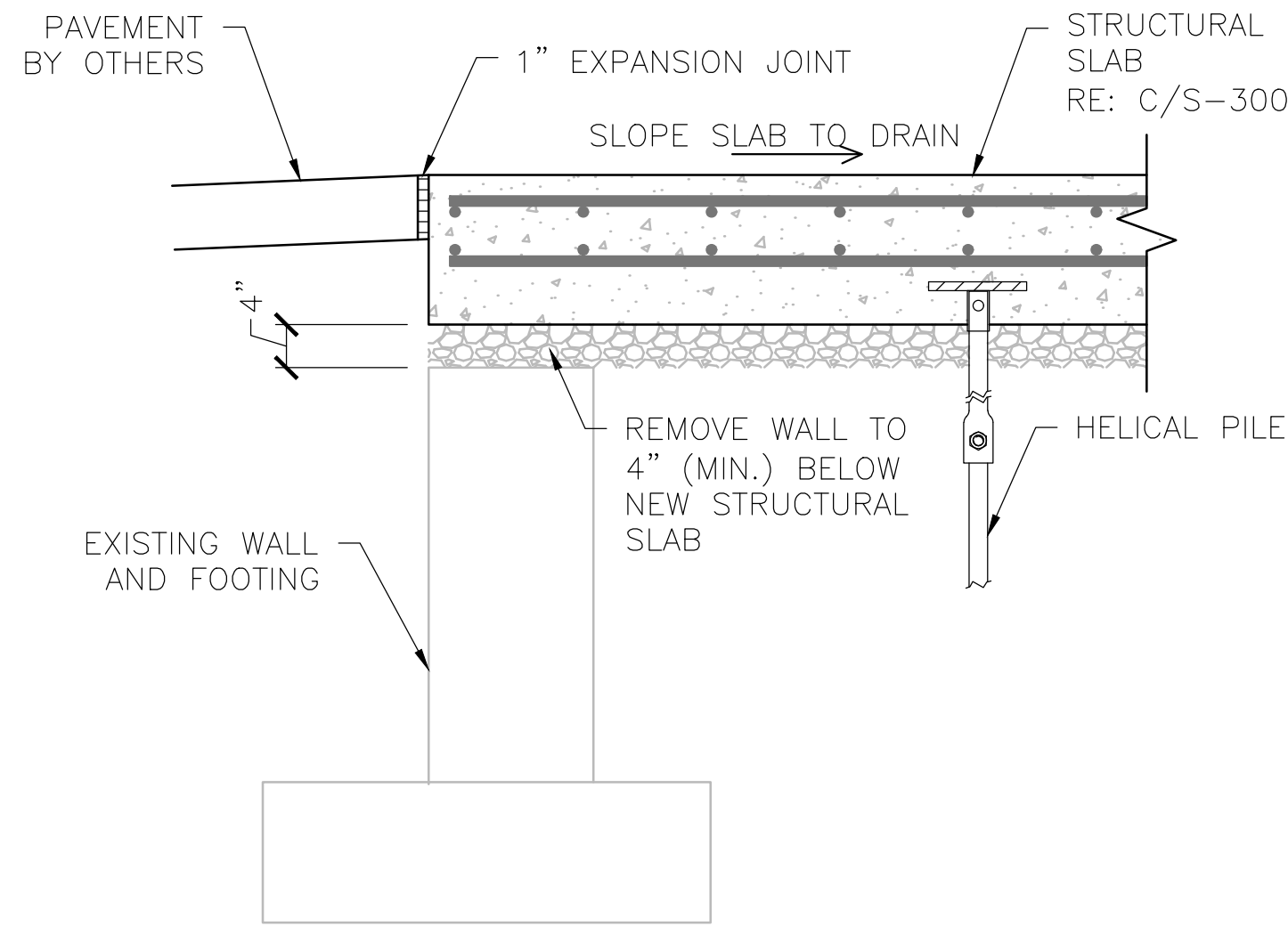
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SLAB PLAN			
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DATE: JAN. 31, 2025	PROJECT NO. 05.0047293.02	REVISION NO. 0	SHEET NO. 3 of 4



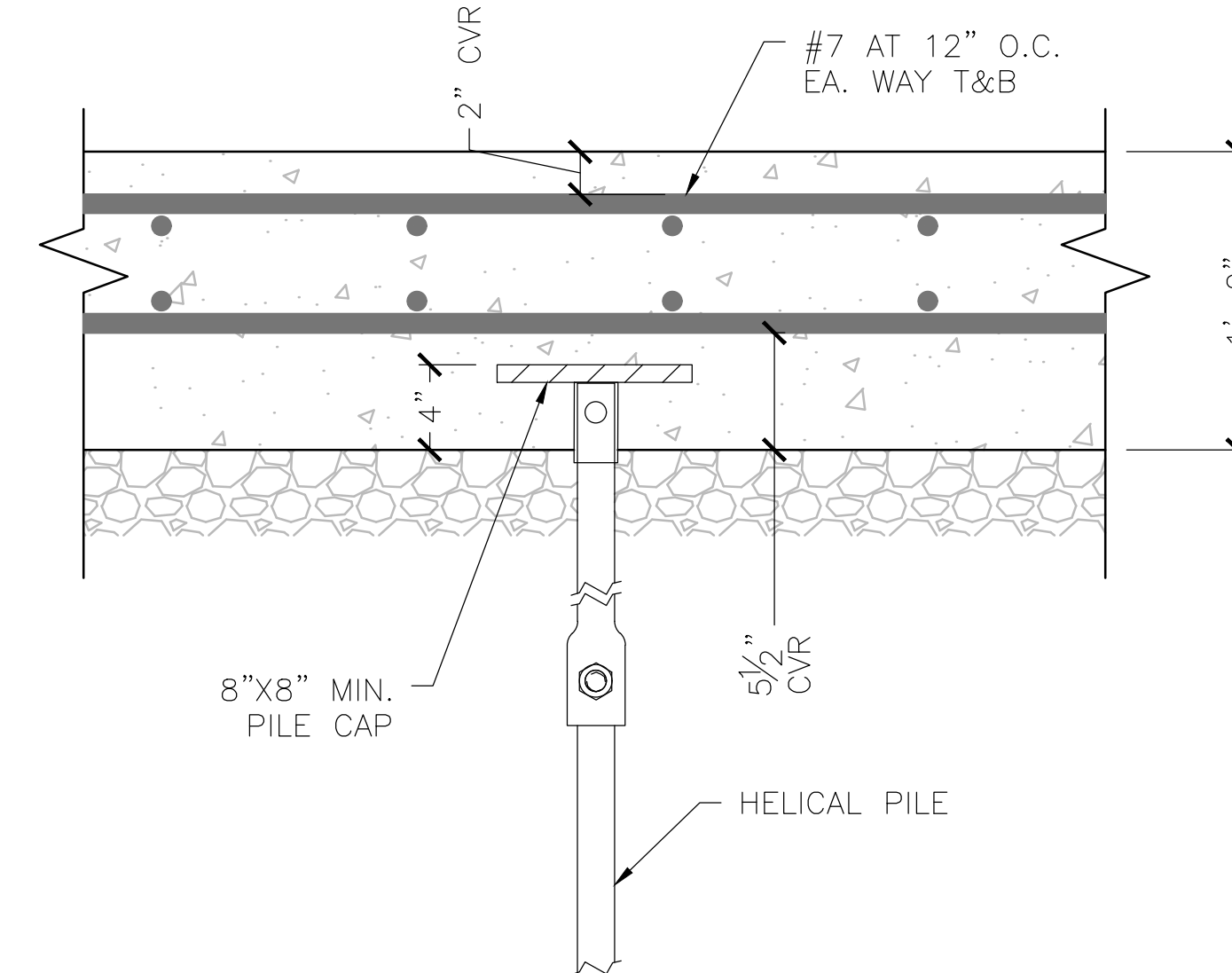
FOUNDATION DETAIL
AT EXISTING WALL

SCALE: 3/4" = 1'-0"



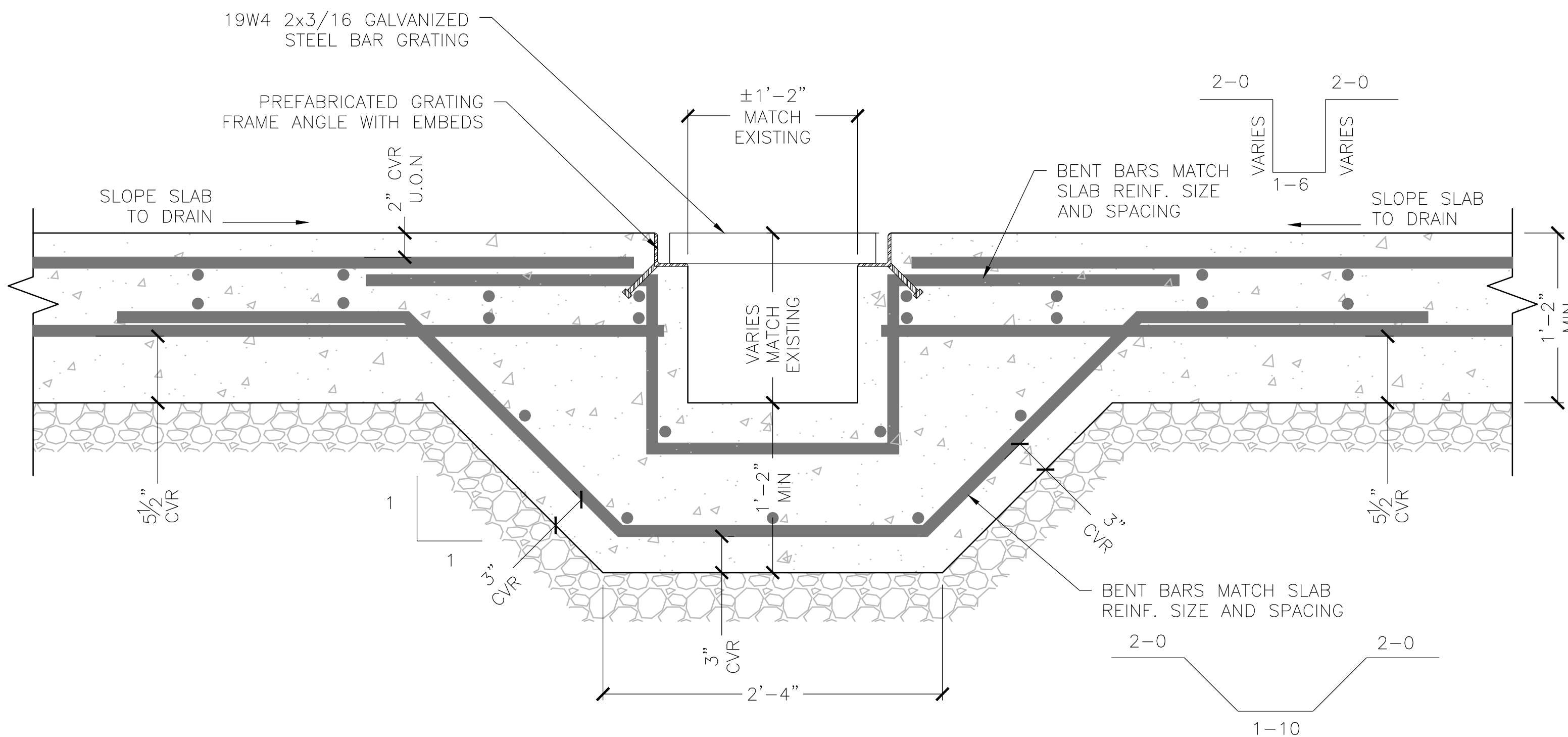
FOUNDATION DETAIL
AT DOOR OPENING

SCALE: 3/4" = 1'-0"



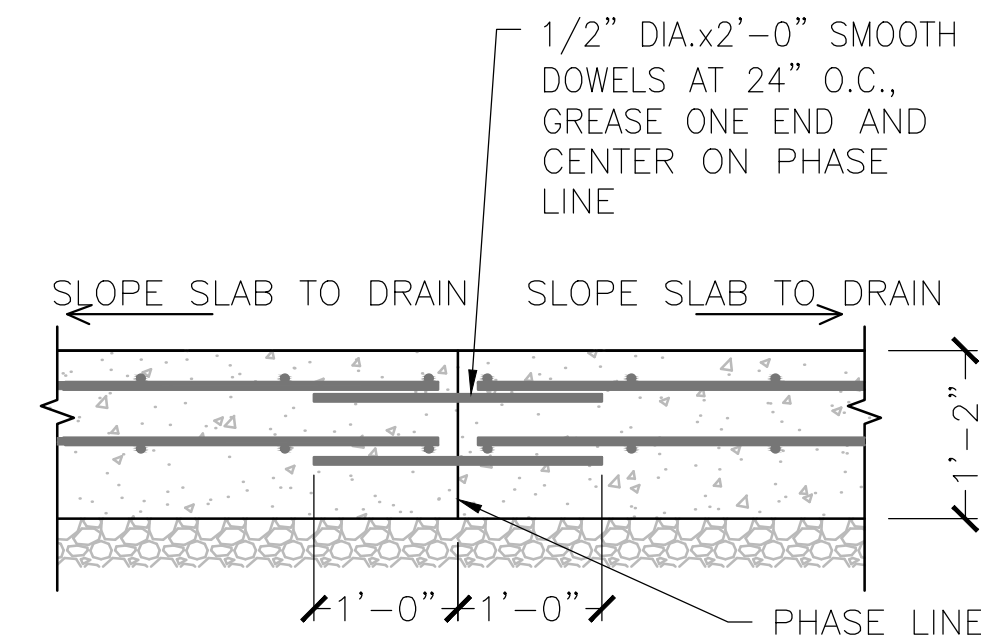
TYPICAL SLAB DETAIL

SCALE: 1-1/2" = 1'-0"



TRENCH DETAIL

SCALE: 1" = 1'-0"



PHASE LINE CONSTRUCTION
JOINT DETAIL

SCALE: 3/4" = 1'-0"

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PROJ MGR: ATV	REVIEWED BY: ATV	CHECKED BY:	DRAWING S3 SHEET NO. 4 of 4
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GENERAL SEDIMENT AND EROSION CONTROL NOTES:

1. TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE, AT MINIMUM, AS REQUIRED BY THE PROJECT PLANS, SPECIFICATIONS, 2022 CONNECTICUT GUIDELINES FOR SOIL EROSION AND SEDIMENT CONTROL, AND PERMIT CONDITIONS.
2. LAND DISTURBANCE SHALL BE KEPT TO THE MINIMUM NECESSARY FOR CONSTRUCTION OPERATIONS.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR IMPLEMENTING AND MAINTAINING ALL TEMPORARY SEDIMENT AND EROSION CONTROL MEASURES NECESSARY TO EXECUTE AND COMPLETE THE WORK OF THE CONTRACT. IN COMPLIANCE WITH THE TERMS AND CONDITIONS CONTAINED IN THE CONTRACT AND PROJECT PERMITS, CONTROLS SHOWN ON THE CONTRACT DRAWINGS SHALL BE CONSIDERED MINIMUM REQUIREMENTS. THE CONTRACTOR SHALL EMPLOY WHATEVER SUPPLEMENTARY MEASURES NECESSARY TO PROTECT ADJACENT AREAS FROM DISTURBANCE. SILT FENCES OR OTHER APPROVED EROSION AND SEDIMENT CONTROL MEASURES ARE TO BE PLACED TO TRAP AND POOL STORMWATER RUNOFF TO ALLOW SETTLEMENT OF SEDIMENT BEFORE THE RUNOFF IS ALLOWED TO FLOW DOWNGRADIENT OF THE CONTROLS AND EXIT THE WORK AREA. IN AREAS WITH EXISTING SIGNS OF CONCENTRATED FLOW AND EROSION, OR SUCH THAT DEVELOP DURING CONSTRUCTION, OR OTHER AREAS WHERE HIGH RUNOFF VELOCITIES OR HIGH SEDIMENT LOADS MAY BE EXPECTED, THE SILT FENCE AND OTHER APPROVED MEASURES ARE EXPECTED TO REQUIRE FREQUENT MAINTENANCE OR REPLACEMENT.
4. THE CONTRACTOR SHALL NOT DISTURB VEGETATED AREAS OUTSIDE OF THE LIMIT OF WORK, WITHOUT WRITTEN APPROVAL FROM THE OWNER.
5. STOCKPILES OF SOIL, RIPRAP, OR REMOVED CONCRETE CREATED DURING CONSTRUCTION ACTIVITIES ARE TO BE SURROUNDED WITH SILT FENCE WHERE POSSIBLE. OTHER ALTERNATIVES UTILIZED MAY INCLUDE STRAW BALES, COMPOST FILTER SOCKS, OR SIMILAR MEASURES LAID AROUND THE PERIMETER OF THE STOCKPILE. STOCKPILES OF ERODIBLE MATERIAL ARE TO BE COVERED WITH A MINIMUM OF 8 MIL POLYETHYLENE SHEETING PRIOR TO INCLEMENT WEATHER.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR RESTORATION OF PREVIOUSLY VEGETATED AREAS DISTURBED BY CONSTRUCTION ACTIVITIES. PREVIOUSLY VEGETATED AREAS INCLUDE AREAS WITHIN ANY TEMPORARY CONSTRUCTION EASEMENTS, WITHIN STAGING AND LAYDOWN AREAS, AND TEMPORARY SITE ACCESS PATHS. RESTORATION SHALL CONSIST OF REPLACEMENT OF TOPSOIL OR PLACEMENT OF IMPORTED TOPSOIL AS NEEDED SUCH THAT A MINIMUM OF 6 INCHES OF SUITABLE TOPSOIL IS PRESENT AND APPROPRIATELY GRADED.
7. WHERE NOT OTHERWISE SPECIFIED, DISTURBED AREAS SHALL BE SEEDED WITH AN APPROVED SEED MIX AND SPREAD IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
8. RESTORED AREAS SHALL BE ROLLED AND THEN APPROPRIATELY MULCHED WITH 100% NATURAL EROSION CONTROL FABRIC TO PROTECT SOIL FROM THE IMPACT OF FALLING RAIN AND TO INCREASE THE CAPACITY OF THE SOIL TO ABSORB WATER.
9. THE CONTRACTOR SHALL POST COPIES OF THE PROJECT PERMITS AND AUTHORIZATIONS PROMINENTLY AT THE SITE.
10. THE CONTRACTOR SHALL MAINTAIN A SUPPLY OF SILT FENCE/HAY BALES AND ANTI-TRACKING CRUSHED STONE ON SITE FOR UNEXPECTED EROSION CONTROL NEEDS.

BEST MANAGEMENT PRACTICES:

INSPECTION AND MAINTENANCE

- SEDIMENT AND EROSION CONTROLS AND BEST MANAGEMENT PRACTICES (BMPs) SHALL BE INSTALLED PRIOR TO COMMENCING CONSTRUCTION AT THE SITE. NO WORK WHICH SHALL DISTURB THE SITE OR CREATE THE POTENTIAL FOR SEDIMENT RELEASE SHALL COMMENCE UNTIL THE SEDIMENT AND EROSION CONTROLS HAVE BEEN INSPECTED AND APPROVED BY THE OWNER, ENGINEER, AND REGULATORY AGENCIES. ALL CONTROLS AND BMPs SHALL BE SUBJECT TO INSPECTION BY THE OWNER, THEIR REPRESENTATIVE, AND REGULATORY AGENCIES AT ANYTIME THEREAFTER.
- PERIODIC INSPECTION, MAINTENANCE, AND CLEANING OF TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES AND BMP FEATURES SHALL BE PERFORMED BY THE CONTRACTOR, AS REQUIRED. ALL CONTROLS AND BMP FEATURES SHALL BE INSPECTED BY THE CONTRACTOR EVERY 7 DAYS AND WITHIN 24 HOURS OF THE END OF A STORM WITH A RAINFALL AMOUNT OF 0.5 INCHES OR GREATER.
- THE FOCUS OF THE INSPECTION WILL BE TO DETERMINE: 1) WHETHER OR NOT THE MEASURE WAS INSTALLED / PERFORMED CORRECTLY; 2) WHETHER OR NOT THERE HAS BEEN ANY DAMAGE TO THE MEASURE SINCE IT WAS INSTALLED OR PERFORMED; AND 3) WHAT SHOULD BE DONE TO CORRECT ANY PROBLEMS WITH THE MEASURE. EACH MEASURE IS TO BE OBSERVED TO DETERMINE IF IT IS STILL EFFECTIVE. IN SOME CASES, SPECIFIC MEASUREMENTS MAY BE TAKEN TO DETERMINE IF MAINTENANCE OF THE MEASURES IS REQUIRED.

SITE MANAGER

- PRIOR TO CONSTRUCTION, A SITE MANAGER WILL BE DESIGNATED BY THE CONTRACTOR TO BE RESPONSIBLE FOR INSTALLATION, MONITORING, INSPECTION, AND CORRECTION OF EROSION AND SEDIMENT CONTROL MEASURES.

REPORTING AND RECORD KEEPING

- IN ADDITION TO THE AFOREMENTIONED INSPECTION AND MAINTENANCE PROCEDURES, THE CONTRACTOR IS TO KEEP A RECORD OF THE FOLLOWING INFORMATION:
 - THE DATES WHEN MAJOR GRADING ACTIVITIES OCCUR IN A PARTICULAR AREA;
 - THE DATES WHEN CONSTRUCTION ACTIVITIES CEASE IN AN AREA, TEMPORARILY OR PERMANENTLY;
 - THE DATES WHEN AN AREAS IS STABILIZED, TEMPORARILY OR PERMANENTLY;

CONSTRUCTION SITE ENTRANCE

- TO REDUCE THE TRACKING OF SEDIMENT FROM THE CONSTRUCTION SITE ONTO OTHER AREAS OF THE PROPERTY AND/OR PUBLIC ROADS, AS WELL AS THE PRODUCTION OF AIRBORNE DUST, A STABILIZED CONSTRUCTION ENTRANCE IS TO BE ESTABLISHED AS SHOWN.
- KEEP ALL ADJACENT PAVED ROADWAYS CLEAN. SWEEP AT THE END OF THE DAY AND PRIOR TO FORECASTED STORMS.

WHEELS AND TREADS OF MACHINERY ARE TO BE CLEANED PRIOR TO EXITING THE WORK AREA.

SITE CLEARING

- PRIOR TO ANY SITE CLEARING ACTIVITIES, SEDIMENT CONTROL BARRIERS SHALL BE INSTALLED ALONG THE OUTER LIMIT OF DISTURBANCE. CLEARING IS TO BE LIMITED TO THOSE AREAS OF PROPOSED WORK. DISTURBED AREAS ARE TO BE KEPT TO A MINIMUM. NO TREE WITH A BREAST HEIGHT DIAMETER OF GREATER THAN 6 INCHES SHALL BE CLEARED FROM STAGING AREAS WITHOUT PRIOR APPROVAL FROM THE OWNER.
- BRUSH SHALL BE CHIPPED AND REMOVED FROM SITE. STUMPS TO BE TRANSPORTED OFF-SITE, DO NOT BURY. TOPSOIL FROM DISTURBED AREAS SHALL BE STRIPPED AND STOCKPILED FOR USE IN FINAL LANDSCAPING.

DUST CONTROL

- STANDARD DUST CONTROL MEASURES, INCLUDING THE USE OF WATER TRUCKS AND MISTING SHALL BE USED AS NECESSARY. CALCIUM CHLORIDE OR OTHER CHEMICALS SHALL NOT BE USED.

STAGING AREAS

- THE CONTRACTOR MAY ESTABLISH LAYDOWN AND STAGING AREAS IN WHICH TO

STORE EQUIPMENT AND MATERIALS IN AREAS SHOWN ON CONTRACTOR'S WORK PLAN AND APPROVED BY THE OWNER. LOCATION OF ADDITIONAL AREAS, IF NEEDED, SHALL BE COORDINATED WITH AND SHALL BE SUBJECT TO APPROVAL BY THE OWNER.

- STAGING AREAS SHALL BE ENCIRCLED WITH APPROPRIATE EROSION CONTROL MEASURES. AT THE CONTRACTOR'S OPTION, OR AS DIRECTED BY THE OWNER, TEMPORARY CHAIN LINK FENCING MAY BE REQUIRED TO LIMIT PUBLIC ACCESS OR VANDALISM.

STOCKPILED MATERIALS

- STOCKPILES OF SOIL CREATED DURING CONSTRUCTION ACTIVITIES ARE TO BE SURROUNDED WITH COMPOST SOCKS, STRAW BALES, AND/OR SILT FENCE WHERE POSSIBLE. OTHER ALTERNATIVES UTILIZED MAY INCLUDE GRAVEL FILTER BERMS OR SIMILAR MEASURES LAID AROUND THE PERIMETER OF THE STOCKPILE. STOCKPILES OF ERODIBLE MATERIAL ARE TO BE COVERED PRIOR TO INCLEMENT WEATHER WITH A MINIMUM OF 20 MIL POLYETHYLENE SHEETING. STOCKPILES LEFT IN PLACE LONGER THAN TWO WEEKS SHALL BE TEMPORARILY STABILIZED AS DESCRIBED HEREIN.

EQUIPMENT FUELING

- EQUIPMENT FUELING AND OTHER ACTIVITIES INVOLVING PETROLEUM, OIL, OR OTHER POTENTIALLY HAZARDOUS SUBSTANCES ARE TO BE PERFORMED AT PRE-APPROVED, DESIGNATED AREAS WITH APPROPRIATE SPILL PREVENTION AND CONTROL MEASURES. THIS AREA IS TO BE LOCATED BEHIND A DIKED OR BERMED AREA, AWAY FROM CATCH BASINS AND OTHER DRAINAGE STRUCTURES. PORTABLE SECONDARY CONTAINMENT IS TO BE USED, AND SORBENT MATERIALS ARE TO BE PLACED AROUND THE PERIMETER OF THE FUELING AREA. FUELING SHALL TAKE PLACE AS FAR AWAY FROM THE LAKE, STREAM, OR OTHER RESOURCE AREAS AS PRACTICABLE.

TEMPORARY STABILIZATION

- WHEN NECESSARY, TEMPORARY SLOPE PROTECTION SHALL BE PROVIDED BY INSTALLING COMPOST FILTER SOCKS AT THE TOE OF FILLS OR CUT SLOPES. IF ADDITIONAL STABILIZATION IS NEEDED, THEN THE CONTRACTOR SHALL INSTALL MATTING, SUCH AS STRAW, JUTE, WOOD FIBER, OR BIO OR PHOTO-DEGRADABLE MESH AT NO ADDITIONAL COST TO THE OWNER.
- IN THE EVENT THAT DISTURBED AREAS OR STOCKPILES AT THE SITE ARE TO BE LEFT UN-WORKED FOR MORE THAN TWO WEEKS, THE AREAS SHALL BE MULCHED WITH STRAW AT A RATE OF 100 LBS. PER 1,000 S.F. TO HELP CONTROL EROSION. TWO INCHES OF WOOD CHIP MULCH MAY ALSO BE USED AS TEMPORARY COVER.
- IN THE EVENT THAT DISTURBED AREAS OR STOCKPILES AT THE SITE ARE TO BE LEFT UN-WORKED FOR MORE THAN ONE MONTH, THE AREAS SHALL BE TOPSOILED AND SEEDED AS PER THE SPECIFICATIONS AND AT NO ADDITIONAL COST TO THE OWNER.
- LEAVE THE SURFACE OF ALL EXCAVATIONS AND FILLS IN A FIRM AND STABLE CONDITION AT THE END OF EACH DAY. ROLL OR OTHERWISE TREAT THE SURFACE AS NEEDED.

SITE RESTORATION

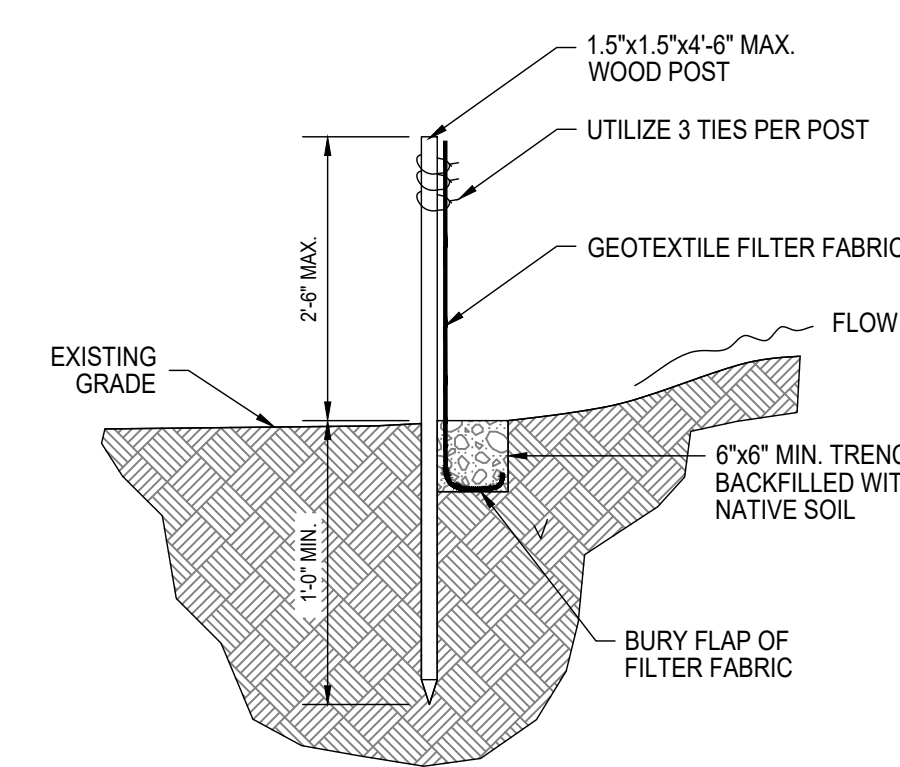
- STABILIZATION OF DISTURBED AREAS OR NEW SOIL FILLS SHALL BE IMPLEMENTED WITHIN 14 DAYS AFTER GRADING OR CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED. APPROPRIATE VEGETATIVE SOIL STABILIZATION IS TO BE USED TO MINIMIZE EROSION. TEMPORARY AND PERMANENT VEGETATIVE COVER IS TO BE ESTABLISHED IN ACCORDANCE WITH THE PROJECT PLANS AND SPECIFICATIONS, USING HYDRO-SEEDING, BROADCASTING, OR OTHER APPROVED TECHNIQUES.

- THE CONTRACTOR SHALL BE RESPONSIBLE FOR RESTORATION OF PREVIOUSLY VEGETATED AREAS DISTURBED BY CONSTRUCTION ACTIVITIES. RESTORATION OF AREAS SHALL CONSIST OF REPLACEMENT OF TOPSOIL OR PLACEMENT OF IMPORTED LOAM AS NEEDED SUCH THAT A MINIMUM OF 6 INCHES OF SUITABLE MATERIAL IS PRESENT AND APPROPRIATELY, LIMED, FERTILIZED, GRADED, AND SCARIFIED.

RESTORED AREAS SHALL BE ROLLED AND THEN APPROPRIATELY MULCHED WITH STRAW, STRAW, WOOD CHIPS OR OTHER APPROVED WEED-FREE MATERIAL. BIO OR PHOTO-DEGRADABLE, EROSION CONTROL FABRIC IS ALSO ACCEPTABLE FOR POST-RESTORATION STABILIZATION. ON FLAT SURFACES AND ON SLOPES OF 3:1 OR FLATTER, MULCH OR EROSION CONTROL MATTING SHALL TO BE USED AFTER PERMANENT SEEDING TO PROTECT SOIL FROM THE IMPACT OF FALLING RAIN AND TO INCREASE THE CAPACITY OF THE SOIL TO ABSORB WATER.

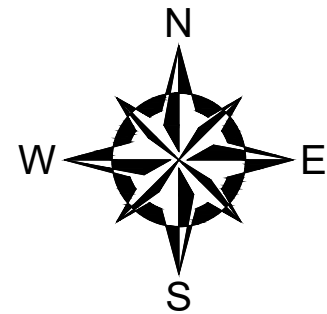
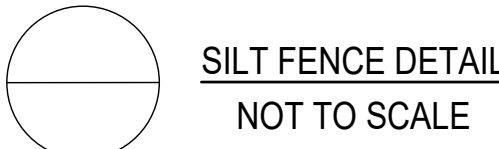
- FINAL STABILIZATION SHALL BE CONSIDERED COMPLETE WHEN ALL SOIL-DISTURBING ACTIVITIES HAVE BEEN COMPLETED AND A UNIFORM, PERENNIAL VEGETATIVE COVER WITH A DENSITY OF EIGHTY PERCENT HAS BEEN ESTABLISHED OR EQUIVALENT STABILIZATION MEASURES (SUCH AS THE USE OF MULCHES OR EROSION CONTROL MATTING) HAVE BEEN EMPLOYED ON ALL UNPAVED AREAS AND AREAS NOT COVERED BY PERMANENT STRUCTURES. ACHIEVEMENT OF FINAL STABILIZATION SHALL BE DETERMINED BY THE OWNER

- THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF ALL VEGETATED SURFACES, INCLUDING WATERING, FERTILIZING, AND RE-SEEDING UNTIL ESTABLISHMENT CONDITIONS ARE MET AND UNTIL THE END OF THE CONTRACTUAL MAINTENANCE PERIOD.

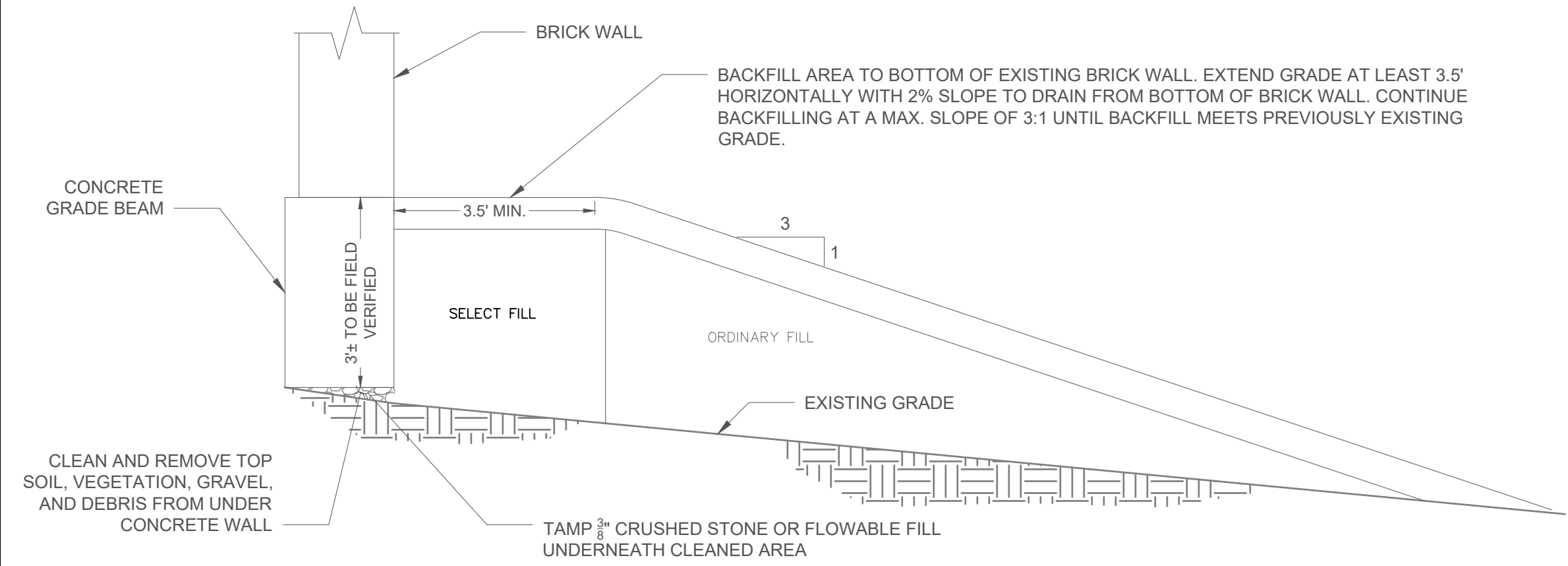


NOTES:

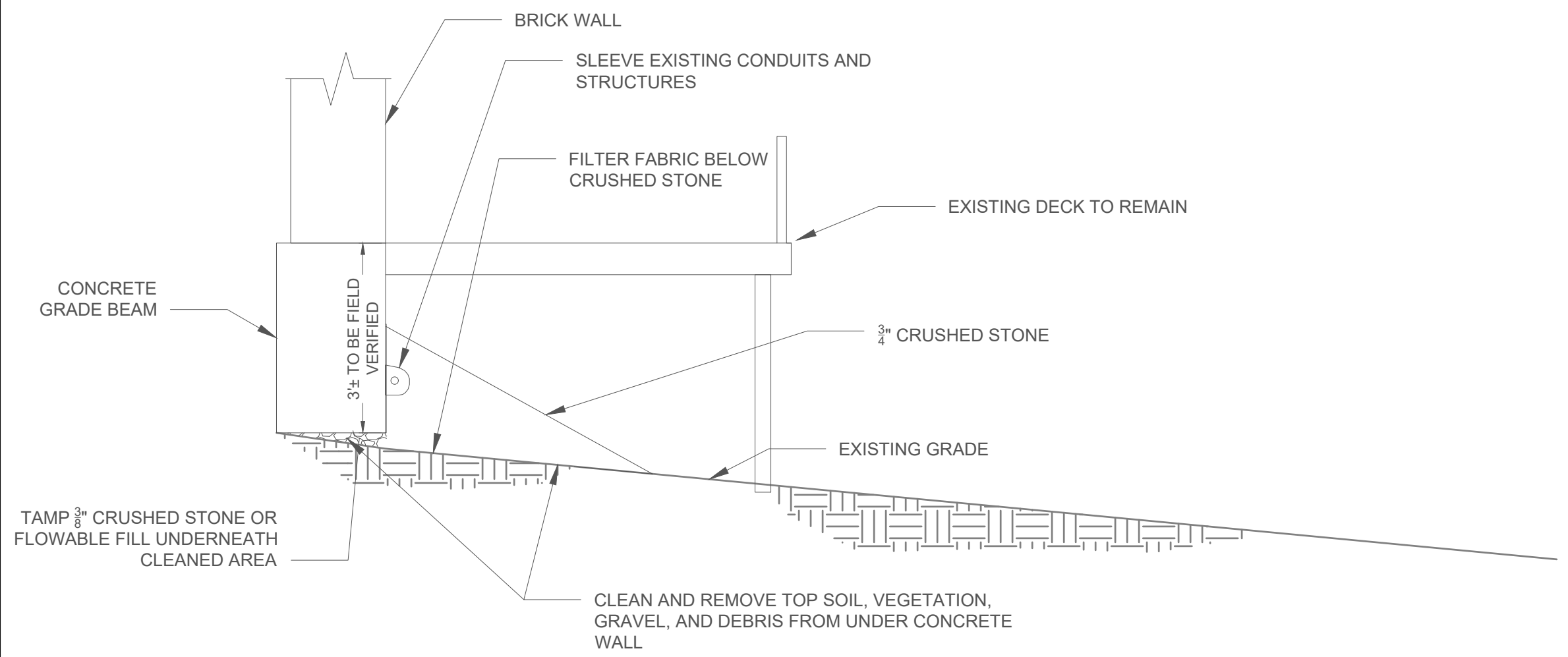
1. SPACING OF WOOD FENCE POST NOT TO EXCEED 10'-0".
2. THE FILTER FABRIC SHOULD BE SECURELY ATTACHED TO THE WOOD POST.



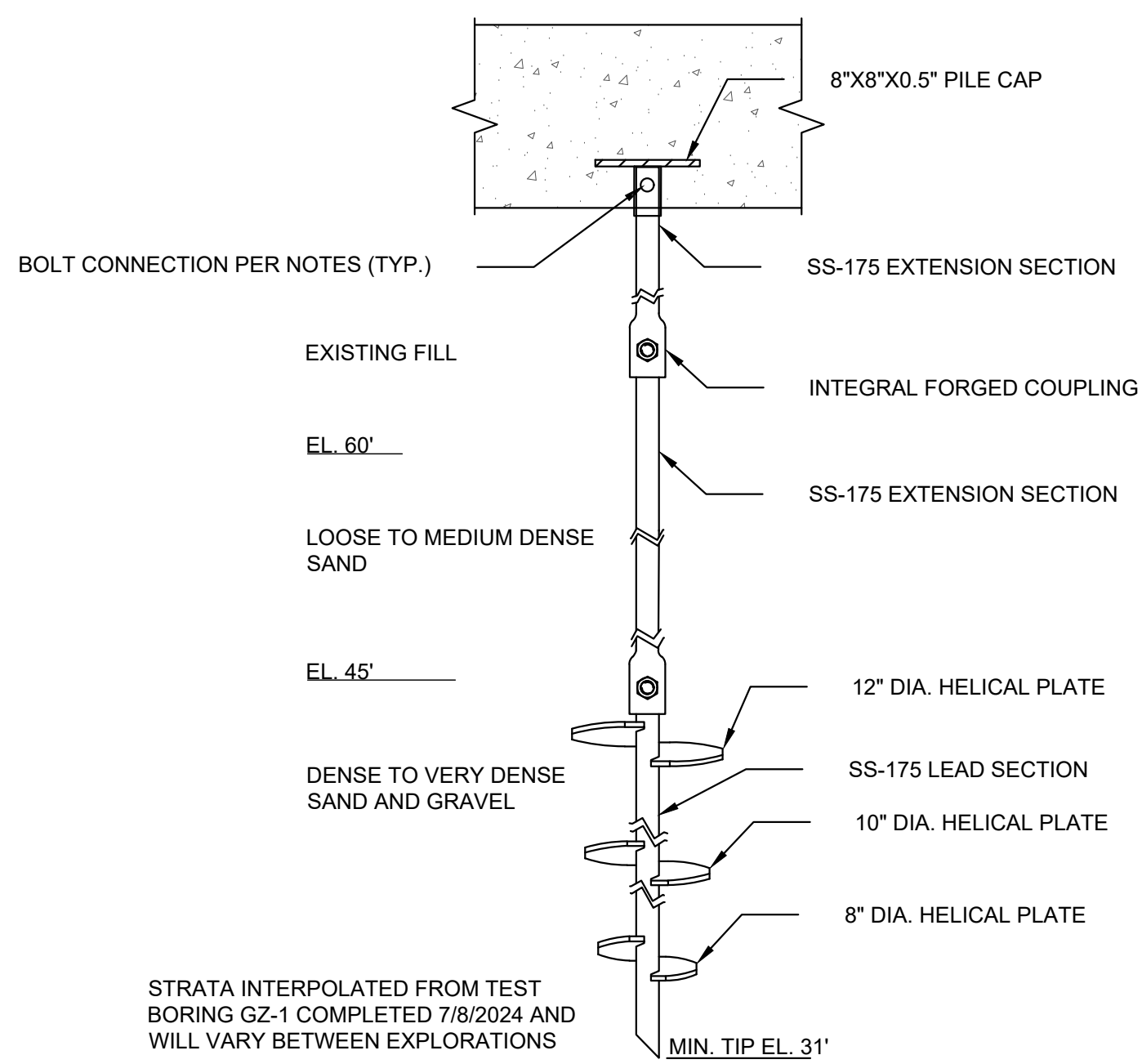
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NORWALK FIRE HOUSE 90 NEW CANAAN AVENUE NORWALK, CT 06850			
EXTERIOR GRADE BEAM BACKFILL SOIL EROSION PLAN			
PREPARED BY:  GZA GeoEnvironmental, Inc. Engineers and Scientists www.gza.com		PREPARED FOR: CITY OF NORWALK 121 CONNECTICUT AVENUE NORWALK, CT 06854	
PROJ MGR: CGE	REVIEWED BY: RDS	CHECKED BY:	DRAWING G2
DESIGNED BY: CGE	DRAWN BY: RDS	SCALE: 1" = 30'	
DATE: JAN. 2025	PROJECT NO: 05.0047293.01	REVISION NO:	



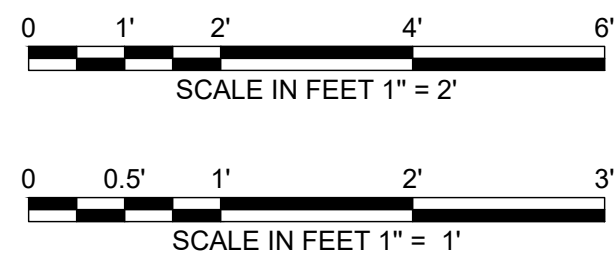
1
1" = 2'



2
1" = 2'



3
1" = 1'



EARTHWORK AND PILE NOTES:

1. THE CONTRACTOR SHALL PROVIDE ALL EQUIPMENT AND MATERIALS TO EXCAVATE AND BACKFILL AS REQUIRED TO COMPLETE THE WORK SHOWN ON THE PLANS.

EARTH MATERIALS

1. THE CONTRACTOR SHALL PROVIDE ENGINEER AND OWNER WITH SUBMITTALS FOR ALL IMPORTED MATERIALS TO BE USED, WHETHER AS PART OF PERMANENT OR TEMPORARY STRUCTURES, AT LEAST TWO WEEKS PRIOR TO IMPORTING THE MATERIAL TO THE PROJECT SITE. SUBMITTALS FOR IMPORTED TOPSOIL, CRUSHED STONE, GRANULAR FILL, FILTER MATERIAL AND RIPRAP SHALL INCLUDE, AT A MINIMUM, PRODUCT INFORMATION, SOURCE, AND GRADATION. GEOTEXTILE FABRIC AND SEED SUBMITTALS SHALL INCLUDE PRODUCT INFORMATION AND SOURCE. GEOTEXTILE, CRUSHED STONE, RIPRAP, GRANULAR FILL, AND TOPSOIL MATERIALS LISTED BELOW ARE INTENDED TO BE IN ACCORDANCE WITH CONNDOT FORM 819.

- 1.1. NON-WOVEN GEOTEXTILE FABRIC – MIRAFI 140N, OR EQUIVALENT – FOR USE AS INDICATED ON THE PROJECT PLANS. ANY CRUSHED STONE THICKER THAN 4 INCHES SHALL BE SEPARATED FROM THE ADJOINING SOIL WITH GEOTEXTILE FILTER FABRIC.

- 1.2. NO. 6 CRUSHED STONE – USED FOR BASE COARSE, AROUND PIPES, OR AS OTHERWISE INDICATED ON THE PROJECT PLANS AS REQUIRING 3/4 INCH CRUSHED STONE. NO. 6 CRUSHED STONE SHALL CONSIST OF DURABLE CRUSHED ROCK OR GRAVEL STONE ESSENTIALLY FREE OF SILT, CLAY, TOPSOIL, OR OTHER DELETERIOUS MATERIALS AND SHALL CONFORM TO SECTIONS M.01.01 AND M.02.01 OF CONNDOT FORM 819 AND THE FOLLOWING GRADATION REQUIREMENTS FOR THE NOMINAL SIZE INDICATED:

SQUARE MESH SIEVES	PERCENT FINER BY WEIGHT
1 INCH	100
3/4 INCH	90 – 100
1/2 INCH	20–55
3/8 INCH	0–15
NO. 4	0–5

- 1.3. NO. 8 CRUSHED STONE – USED AROUND PIPES, OR AS OTHERWISE INDICATED ON THE PROJECT PLANS. NO. 8 CRUSHED STONE SHALL CONSIST OF DURABLE CRUSHED ROCK OR GRAVEL STONE ESSENTIALLY FREE OF SILT, CLAY, TOPSOIL, OR OTHER DELETERIOUS MATERIALS AND SHALL CONFORM TO SECTIONS M.01.01 AND M.02.01 OF CONNDOT FORM 819 AND THE FOLLOWING GRADATION REQUIREMENTS FOR THE NOMINAL SIZE INDICATED:

SQUARE MESH SIEVES	PERCENT FINER BY WEIGHT
1/2 INCH	100
3/8 INCH	85–100
NO. 4	10–30
NO. 8	0–10
NO. 16	0–5

- 1.4. SELECT FILL: SELECT FILL SHALL BE OBTAINED FROM SUITABLE OFFSITE BORROW SOURCES FOR USE AS FILL AS BASE COARSE, BACKFILL WITHIN 3 FEET OF EXISTING BELOW GRADE STRUCTURES, OR WHERE INDICATED ON THE PROJECT PLANS. MATERIAL SHALL CONSISTS OF NATURALLY OR ARTIFICIALLY GRADED, NON-PLASTIC MIXTURE OF DURABLE, SOUND COARSE AND FINE AGGREGATE. THE FILL SHOULD BE FREE OF MAN-MADE MATERIALS, WASTE, FROZEN MATERIALS, AND ORGANIC MATTER, AND SHALL BE WELL-GRADED WITHIN THE FOLLOWING LIMITS:

SQUARE MESH SIEVES	PERCENT FINER BY WEIGHT
3 INCH	100
NO. 10	30–95
NO. 40	10–70
NO. 200	0–6

- 1.5. STRUCTURAL FILL: STRUCTURAL FILL SHALL BE OBTAINED FROM SUITABLE OFFSITE BORROW SOURCES FOR USE AS FILL BELOW STRUCTURES AND PILE CAPS WHERE SELECT FILL IS NOT REQUIRED, OR WHERE INDICATED ON THE PROJECT PLANS. MATERIAL SHALL CONSISTS OF NATURALLY OR ARTIFICIALLY GRADED, NON-PLASTIC MIXTURE OF DURABLE, SOUND COARSE AND FINE AGGREGATE. THE FILL SHOULD BE FREE OF MAN-MADE MATERIALS, WASTE, FROZEN MATERIALS, AND ORGANIC MATTER, AND SHALL BE WELL-GRADED WITHIN THE FOLLOWING LIMITS:

SQUARE MESH SIEVES	PERCENT FINER BY WEIGHT
3 INCH	100
NO. 4	40–85
NO. 40	10–50
NO. 200	0–12

- 1.6. ORDINARY FILL: ORDINARY FILL SHALL BE OBTAINED FROM SUITABLE OFFSITE BORROW SOURCES OR REUSE OF ONSITE MATERIALS FOR USE AS GENERAL FILL AND BACKFILL IN LANDSCAPED AREAS. MATERIAL SHOULD BE FRIABLE INORGANIC SOIL ESSENTIALLY FREE OF TRASH, ICE, SNOW, TREE STUMPS, ROOTS AND ORGANIC MATERIALS. ORDINARY FILL SHALL CONTAIN NO STONE OR RUBBLE EXCEEDING TWO-THIRDS OF THE SPECIFIED LOOSE LIFT THICKNESS FOR MATERIAL PLACEMENT.

- 1.7. TOPSOIL – THE INTENT IS FOR EXISTING TOPSOIL TO BE REUSED TO THE EXTENT POSSIBLE. IF IMPORTED TOPSOIL IS REQUIRED, TOPSOIL SHALL CONFORM TO SECTION M.13.01 OF CONNDOT FORM 819.

EXCAVATION AND BACKFILL

1. PRIOR TO PLACING FILTER FABRIC, FILL OR CRUSHED STONE ON EXPOSED SOIL SUBGRADES, THE SUBGRADE SHALL BE PROOF COMPACTED WITH A LARGE VIBRATORY PLATE COMPACTOR OR HYDRAULICALLY OPERATED VIBRATORY DRUM COMPACTOR. THE ENGINEER SHALL OBSERVE ALL PROOF COMPACTION. ANY WEAK OR UNSTABLE AREAS IDENTIFIED SHOULD BE OVER EXCAVATED AND REPLACED WITH COMPACTED EMBANKMENT FILL. VIBRATIONS SHOULD BE DISCONTINUED IF DISTURBANCE OR WEAVING OF THE SUBGRADE IS OBSERVED OR TO LIMIT DISTURBANCE TO THE EXISTING STRUCTURE. PROOF COMPACTION MAY BE WAIVED OR MODIFIED IF, WITH THE GEOTECHNICAL ENGINEER'S CONCURRENCE, IT IS DETERMINED THAT THIS WILL DISTURB AN OTHERWISE SUITABLE SUBGRADE OR DISTURB EXISTING STRUCTURES BASED ON OBSERVED FIELD CONDITIONS OR IT IS NOT FEASIBLE TO PROVIDE THE SPECIFIED EQUIPMENT IN THE EXCAVATION AREA.
2. VIBRATION CONTROL: THE CONTRACTOR SHALL LIMIT VIBRATIONS AT THE SITE DURING CONSTRUCTION SUCH THAT THE MAXIMUM LEVELS ARE BELOW 0.5 INCH/SECOND PEAK PARTICLE VELOCITY AT THE NEAREST STRUCTURE OR TO THE LIMITS ESTABLISHED BY THE OWNER, WHICHEVER IS MORE STRINGENT. IF VIBRATIONS ARE FOUND TO EXCEED THE MAXIMUM LIMITS, THE CONTRACTOR SHALL REVISE THEIR CONSTRUCTION OPERATIONS AS NECESSARY TO REDUCE VIBRATION LEVELS, AT NO ADDITIONAL COST TO THE OWNER.

3. DO NOT COMPACT FILL ADJACENT TO CONCRETE STRUCTURES UNTIL THE CONCRETE HAS ATTAINED ITS 14-DAY ULTIMATE STRENGTH, AS SPECIFIED.
4. PROVIDE SHEETING, SHORING AND/OR BRACING AT EXCAVATIONS AS REQUIRED TO ASSURE SAFETY AGAINST COLLAPSE OF EARTH AT THE SIDES OF EXCAVATIONS; AS REQUIRED FOR SUPPORT OF ADJACENT

FOUNDATIONS, STRUCTURES, STREETS, OR UTILITIES; OR AS REQUIRED TO COMPLY WITH FEDERAL, STATE OR LOCAL REGULATIONS, CODES OR ORDINANCES.

5. GRADE AND BERM EXTERIOR EXCAVATION TO PREVENT STANDING WATER FROM RUNOFF OR OTHER SOURCES. DEWATER AS NEEDED TO PERFORM WORK IN THE DRY.

6. SNOW REMOVAL: THE CONTRACTOR SHALL, AT THEIR OWN EXPENSE, KEEP THE OPERATIONS UNDER THIS CONTRACT CLEAR AND FREE OF ACCUMULATIONS OF SNOW OR ICE WITHIN THE LIMITS OF THIS CONTRACT, AND AS REQUIRED TO CARRY OUT THE EXTERIOR WORK.

7. DUST CONTROL: THE CONTRACTOR SHALL MONITOR THE CONCENTRATION OF DUST AND OTHER PARTICULATES IN THE EXCAVATION ON A DAILY BASIS AND SHALL MAKE ANY NECESSARY ADJUSTMENTS TO EXCAVATION PROCEDURES TO PROTECT HEALTH AND SAFETY. DEVELOPMENT OF A HEALTH AND SAFETY PLAN, MONITORING, PERSONAL PROTECTIVE EQUIPMENT, AND ANY NECESSARY PROVISIONS TO CONTROL PARTICULATES SHALL BE PROVIDED AT NO ADDITIONAL COST TO THE OWNER. PLASTIC SHEETING OR TEMPORARY PARTITIONS MAY BE USED TO CORDON THE INTERIOR WORK AREAS FROM OPERATIONAL PARTS OF THE BUILDING.

8. EXCAVATE TRENCHES TO THE UNIFORM WIDTH REQUIRED FOR EACH PARTICULAR ITEM TO BE INSTALLED, SUFFICIENTLY WIDE TO PROVIDE AMPLE WORKING ROOM. PROVIDE 6" TO 9-INCH CLEARANCE ON BOTH SIDES OF THE PIPE OR CONDUIT, OR THE MINIMUM CLEARANCE SHOWN ON THE CONTRACT DRAWINGS, WHICHEVER IS GREATER. CARRY THE DEPTH OF TRENCHES FOR PIPING TO ESTABLISH INDICATED FLOW LINES AND INVERT ELEVATIONS.

9. DO NOT BACKFILL TRENCHES UNTIL TESTS AND INSPECTIONS HAVE BEEN MADE AND BACKFILLING IS AUTHORIZED BY ENGINEER, OR UTILITY OWNER. USE CARE IN BACKFILLING TO AVOID DAMAGE OR DISPLACEMENT OF PIPE SYSTEMS.

10. STRUCTURAL SLAB SUBGRADE PREPARATION

A. THE CONTRACTOR SHALL PREPARE PILE SUPPORTED STRUCTURAL SLAB SUBGRADES AS SHOWN ON THE CONTRACT DRAWINGS AND SHALL BE CONSTRUCTED OVER CRUSHED STONE WRAPPED WITH GEOTEXTILE FABRIC OVER:

- I. NATURALLY DEPOSITED SAND MATERIAL,
- II. STRUCTURAL FILL OVER NATURALLY DEPOSITED SAND MATERIAL, OR
- III. EXISTING FILL.

B. THE CONTRACTOR SHALL PROTECT ALL EXPOSED SUBGRADE AREAS AFTER EXCAVATION.

11. EMBANKMENT SUBGRADE PREPARATION

A. ALL EXISTING FILL AND OTHER DELETERIOUS MATERIALS (PAVEMENT, UTILITIES, SLABS, FOUNDATIONS, TOPSOIL/SUBSOIL ETC. IF ENCOUNTERED) SHALL BE REMOVED WITHIN 1.5 FEET VERTICALLY OF THE PROPOSED EMBANKMENT. PRIOR TO ANY FILL PLACEMENT, THE SUBGRADES SHALL BE PROOF COMPACTED WITH FOUR PASSES OF A LARGE VIBRATORY DRUM ROLLER WITH A MINIMUM DYNAMIC FORCE OF 3,000 POUNDS PER FOOT OF DRUM WIDTH OR A VIBRATORY PLATE COMPACTOR WITH A MINIMUM STATIC WEIGHT OF 500 POUNDS UNDER THE OBSERVATION OF THE ENGINEER. ANY WEAK OR UNSTABLE AREAS IDENTIFIED SHALL BE OVER EXCAVATED AND REPLACED WITH COMPACTED STRUCTURAL FILL AT NO ADDITIONAL COST TO THE OWNER. VIBRATIONS SHALL BE DISCONTINUED IF DISTURBANCE OR WEAVING OF THE SUBGRADE IS OBSERVED OR IF REQUESTED TO LIMIT DISTURBANCE WITHIN THE EXISTING BUILDING.

12. PLACEMENT AND COMPACTION OF FILL AND BACKFILL

A. UNLESS OTHERWISE SPECIFIED OR INDICATED ON THE DRAWINGS, THE PRODUCTS SPECIFIED ABOVE SHALL BE EMPLOYED IN VARIOUS FILL AND BACKFILL APPLICATIONS INDICATED IN THAT SECTION.

B. ALL FILL AND BACKFILL MATERIALS SHALL BE PLACED IN HORIZONTAL LAYERS. EACH LAYER SHALL BE SPREAD EVENLY AND THOROUGHLY MIXED DURING SPREADING TO ENSURE UNIFORMITY OF MATERIAL IN EACH LAYER.

C. IN NO INSTANCE PLACE FILL OVER MATERIALS THAT WERE PERMITTED TO FREEZE PRIOR TO COMPACTION OR OVER ICE OR SNOW. IN NO CASE SHALL FROZEN MATERIALS BE USED FOR FILL. NO FILL SHALL BE PLACED OR COMPACTED DURING UNFAVORABLE WEATHER CONDITIONS. WHEN WORK IS INTERRUPTED BY HEAVY RAINS OR SNOW, FILL OPERATIONS SHALL NOT BE RESUMED UNTIL THE MOISTURE CONTENT AND DENSITY OF PREVIOUSLY PLACED FILL ARE SPECIFIED HEREINAFTER.

D. ALLOW THE ENGINEER SUFFICIENT TIME TO MAKE NECESSARY OBSERVATIONS AND TESTS.

E. ALL FILL AND BACKFILL SHALL RECEIVE AT LEAST THE COMPACTION EFFORT GIVEN IN THE TABLE BELOW. LIFT THICKNESS SHALL NOT EXCEED THAT SHOWN FOR THE COMPACTION METHOD SELECTED. APPLICATION OF THE MINIMUM COMPACTION EFFORT DOES NOT RELIEVE THE CONTRACTOR FROM HIS REQUIREMENT TO ACHIEVE THE SPECIFIED DEGREE OF COMPACTION. COMPACTION WITHIN 5- FEET OF FOUNDATION AND EXISTING STRUCTURES SHOULD BE PERFORMED USING HAND-OPERATED ROLLER OR PLATE COMPACTORS TO REDUCE THE POTENTIAL FOR CONSTRUCTION-INDUCED DAMAGE TO THE WALLS.

Compaction Method	Maximum Stone Size	Maximum Loose Lift Thickness		Minimum Number of Passes	
		Below Structures and Pavement	Less Critical Areas	Below Structures and Pavement	Less Critical Areas
Hand-operated vibratory plate or light roller in confined areas	3"	6"	8"	6	4
Hand-operated vibratory drum rollers weighing at least 1,000# in confined areas	6"	8"	10"	6	4
Light vibratory drum roller, minimum dynamic force 3,000# per foot of drum width	6"	10"	14"	6	4
Medium to heavy vibratory drum roller, minimum dynamic force 5,000# per foot drum width	8"	12"	18"	6	4

F. COMPACTION SHALL BE BY MECHANICAL MEANS DESIGNED SPECIFICALLY FOR COMPACTION. THE ARCHITECT OR ENGINEER RESERVES THE RIGHT TO DISAPPROVE ANY DEVICE OF INADEQUATE CAPACITY OR, IN THEIR OPINION, OF TYPE UNSUITED TO THE CHARACTER OF THE MATERIAL BEING COMPACTED. IN AREAS WHICH ARE TOO RESTRICTED TO PERMIT THE USE OF MECHANICAL COMPACTORS, FILL MAY BE PLACED IN 3"AYERS AND COMPACTED BY HAND RAMMER OR PNEUMATIC TOOLS TO THE SPECIFIED DENSITIES.

G. WATER SHALL BE ADDED TO FILL MATERIAL WHICH DOES NOT CONTAIN SUFFICIENT MOISTURE TO BE COMPACTED TO THE SPECIFIED DENSITIES. UNLESS OTHERWISE SPECIFIED, FILL AND BACKFILL MATERIAL CONTAINING EXCESS MOISTURE SHALL BE REQUIRED TO DRY PRIOR TO OR DURING COMPACTION TO A MOISTURE CONTENT NOT GREATER THAN THREE PERCENTAGE POINTS (3%) ABOVE OPTIMUM. MATERIAL WHICH IS TOO WET OR DISPLAYS PRONOUNCED ELASTICITY OR DEFORMATION UNDER FOOT OR UNDER

LOAD SHALL BE REMOVED AND REPLACED WITH SATISFACTORY MATERIAL AT NO ADDITIONAL COST TO THE OWNER. CONTRACTOR IS RESPONSIBLE TO DRY MATERIAL AS REQUIRED.

H. REMOVE FROM SPACES TO BE FILLED OR BACKFILLED, ALL UNSUITABLE MATERIAL, INCLUDING RUBBISH, ORGANIC MATERIALS, MUD, DEBRIS, FORMS, SNOW, ICE AND FROZEN EARTH. DO NOT COMMENCE BACKFILLING OPERATIONS UNTIL THE CONDITION OF THE AREA TO BE BACKFILL HAS BEEN REVIEWED AND APPROVED BY THE ENGINEER.

13. FIELD QUALITY CONTROL

A. IF QUALITY OR DENSITY OF SOIL IS IN QUESTION, ENGINEER MAY TEST COMPACTION OF SOILS IN PLACE ACCORDING TO ASTM D 1556, ASTM D 2167, ASTM D 2937, AND ASTM D 6938, AS APPLICABLE.
B. REQUIRED BCKFILL DENISITY IS 95% OF OPTIMUM

HELICAL PILE SPECIFICATIONS:

1. PILES WERE DESIGNED FOR 40-KIP COMPRESSION SERVICE LOAD; NO LATERAL OR TENSION LOADS INCLUDED.
2. DESIGN BASED ON DATA IN REPORT TITLED "GEOTECHNICAL ENGINEERING REPORT STATION 1 FLOOR SLAB EVALUATION, 90 NEW CANAAN AVENUE, NORWALK, CONNECTICUT" PREPARED BY GZA SEPTEMBER 5, 2024 AND IS AVAILABLE TO THE CONTRACTOR AS INFORMATION ONLY.
3. HELICAL PILES SHALL BE HOT-DIPPED GALVANIZED IN ACCORDANCE WITH ASTM A123, GRADE 75.
4. PILES SHALL BE MANUFACTURED BY A.B. CHANCE OR APPROVED EQUAL. AT A MINIMUM, PROPOSED PILE SUBSTITUTIONS SHALL AT LEAST HAVE THE MINIMUM STRUCTURAL CAPACITY AND STIFFNESS. ANY SUBSTITUTED MATERIAL MUST BE APPROVED BY THE OWNER'S ENGINEER.
5. SHELICES ON THE PILE LEAD SECTION SHALL BE SPACED 3 TIMES THE PRECEDING HELIX DIAMETER.
5. PILE CAPS SHALL BE MANUFACTURED BY PILE MANUFACTURER AND RATED TO THE FULL DESIGN LOAD ON THE PLANS.
6. STEEL SHALL MEET THE FOLLOWING MINIMUM STANDARDS:
 - 6.1. FASTENERS AS INDICATED ON DRAWINGS.
 - 6.2. STEEL PLATES: ASTM A572 GRADE 50
 - 6.3. HELIX PLATES: ASTM A656 OR A1018 WITH MINIMUM YIELD STRENGTH OF 80 KSI
 - 6.4. HELICAL PILE SHAFT: HOT-ROLLED ROUND-CORNERED-SQUARE (RCS) SOLID STEEL BARS PER ASTM A29; MODIFIED AISI 1530 WITH 90 KSI MINIMUM YIELD STRENGTH.
 - 6.5. HELICAL PILE COMPONENTS (BOLTS, EXTENSIONS, LEADS, ETC.) SHALL BE IN ACCORDANCE WITH MANUFACTURER REQUIREMENTS AND SHALL BE PROCURED BY ONE MANUFACTURER. USING MULTIPLE MANUFACTURER COMPONENTS SHALL NOT BE ALLOWED WITHOUT APPROVAL FROM THE OWNERS ENGINEER. INSTALLATION ALLOWANCES:
 - 7.1. PILE LOCATION: WITHIN 3 INCHES OF PLANNED LOCATION.
 - 7.2. VERTICALITY: WITHIN 5 DEGREE OF VERTICAL.
 - 7.3. CUTOFF: TOP OF PILE CAP AND BOTTOM OF STEEL BEAM SHALL NOT BE GREATER THAN 1/8-INCH.
8. INSTALLATION CRITERIA – PILES SHALL BE INSTALLED TO MEET THE FOLLOWING REQUIREMENTS:
 - 8.1. MINIMUM EMBEDMENT OF 25 FEET BELOW GROUND SURFACE.
 - 8.2. INSTALL PRODUCTION PILES TO A MINIMUM DEPTH OF 10 FEET IN SAND & GRAVEL UNLESS A REFUSAL TORQUE OF 6,000 FT-LBS IS ATTAINED IN DENSE SAND & GRAVEL. IN CASES WHERE PILE CANNOT BE ADVANCED AND IS SPINNING, GZA WILL DETERMINE ACCEPTABILITY.
9. DO NOT EXCEED THE MANUFACTURER'S TORQUE RATING OF THE PILE: 10,500 FT-LBS .
10. HELICAL PILE INSTALLATION SHALL BE DOCUMENTED BY OWNER'S ENGINEER. HELICAL PILE LOGS SHALL BE PREPARED FOR EACH PILE, DOCUMENTING PILE TYPE, INSTALLATION TORQUE BY FOOT, HELIX DIMENSIONS, AND NOTES OF ABNORMAL INSTALLATION, AT A MINIMUM.

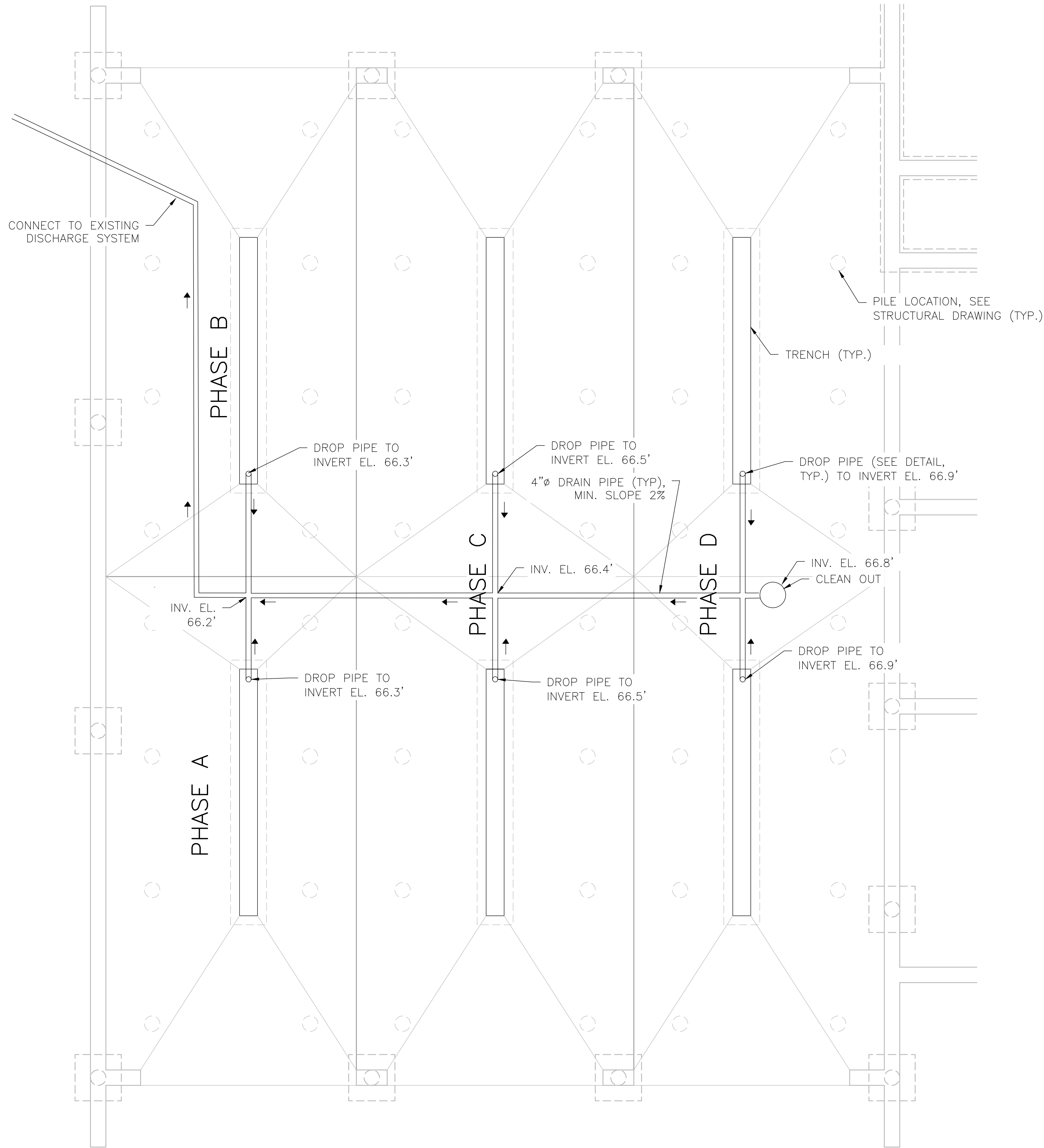
PILE INSTALLATION SEQUENCE AND NOTES:

1. THE FOLLOWING PROVIDES A POSSIBLE INSTALLATION SEQUENCE. ACTUAL SEQUENCE IS UP TO THE CONTRACTOR AND THEIR MEANS AND METHODS.
 - 1.1. INSTALL HELICAL PILE TO MINIMUM DEPTH AND TORQUE REQUIREMENTS.
 - 1.2. CUT TOP OF PILE PER SPECIFICATIONS WITH CONSIDERATION FOR CAP THICKNESS.
 - 1.3. DRILL BOLT HOLES IN SHAFT AT PILE TOP TO CONNECT CAP TO PILE.

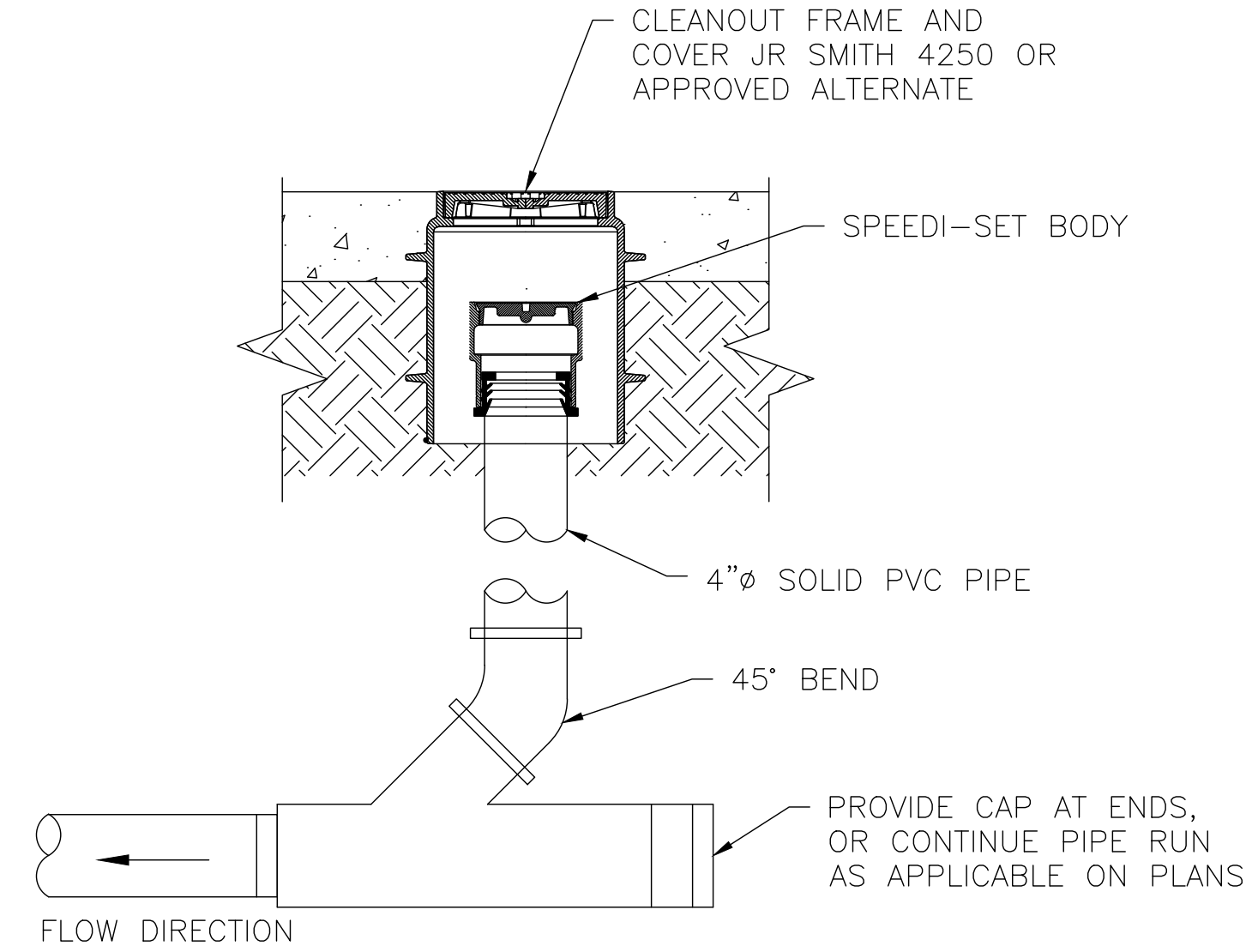
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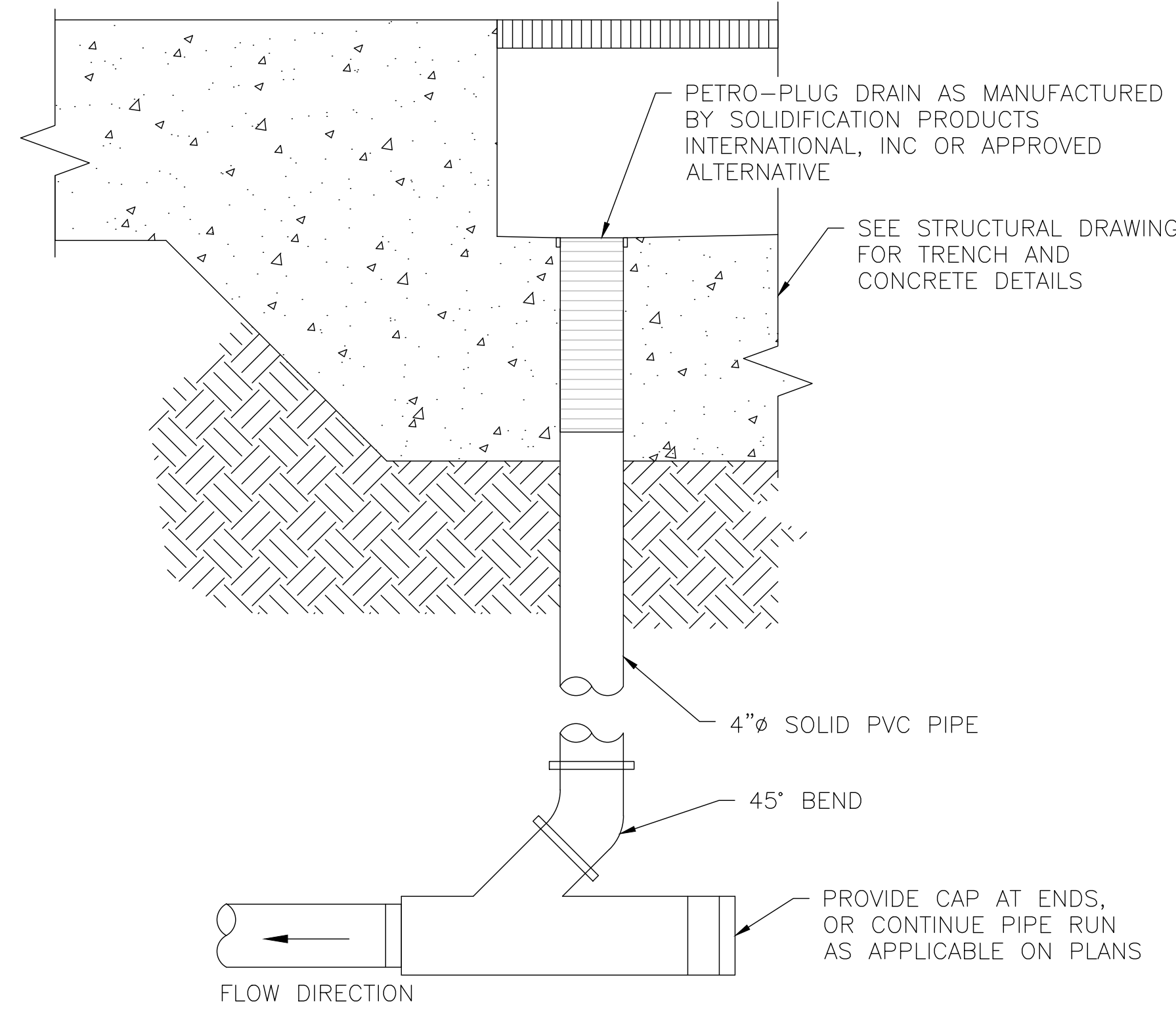
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NORWALK FIRE HOUSE 90 NEW CANAAN AVENUE NORWALK, CT 06850			
HELICAL PILE AND WALL REPAIR DETAILS			
PREPARED BY:  GZA GeoEnvironmental, Inc. Engineers and Scientists www.gza.com		PREPARED FOR: CITY OF NORWALK 121 CONNECTICUT AVENUE NORWALK, CT 06854	
PROJ MGR: CGE	REVIEWED BY:	CHECKED BY:	DRAWING G3
DESIGNED BY: JPW	DRAWN BY: JPW	SCALE: AS NOTED	
DATE: JAN. 2025	PROJECT NO. 05.0047293.01	REVISION NO.	



FOUNDATION PLAN
SCALE: 1/4" = 1'-0"



TYPICAL CLEAN OUT DETAIL
SCALE: 1-1/2" = 1'-0"



TYPICAL DRAIN DETAIL

NOTES:

1. PIPING ELBOWS AND SLEEVES SHALL BE SDR 35 FROM A SINGLE MANUFACTURER AND MEET THE REQUIREMENTS ON THE DRAWINGS.
2. CAP ALL OPEN PIPE ENDS.
3. BACKFLOW PREVENTER (BACKWATER VALVE) TO BE RECTOR SEAL CLEAN CHECK 97026 OR APPROVED EQUIVALENT. INSTALL PER MANUFACTURER'S INSTRUCTIONS.
4. ELEVATION REFERENCE PROJECT DAYUM.

➔ FLOW DIRECTION (TYPICAL)

DRAFT COPY
NOT FOR CONSTRUCTION

DRAFT COPY
FOR CLIENT REVIEW

NO.	ISSUE/DESCRIPTION	BY	DATE
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NORWALK FIRE HOUSE 90 NEW CANAAN AVENUE NORWALK, CT 06850			
DRAINAGE PLAN			
PREPARED BY:  GZA GeoEnvironmental, Inc. Engineers and Scientists www.gza.com		PREPARED FOR: CITY OF NORWALK 121 CONNECTICUT AVENUE NORWALK, CT 06854	
PROJ MGR: CGE	REVIEWED BY:	CHECKED BY:	DRAWING G4
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September 5, 2024
File No. 05.0047293.00

Mark Conte
Fire Department Assistant Chief
City of Norwalk
121 Connecticut Avenue
Norwalk, CT 06854

Re: Geotechnical Engineering Report
Station 1 Floor Slab Evaluation
90 New Canaan Avenue, Norwalk, Connecticut

Dear Mr. Conte:

GZA GeoEnvironmental, Inc. (GZA) has prepared this Geotechnical Engineering Report for the concrete floor slab evaluation performed at the City of Norwalk Fire Station, located at 90 New Canaan Avenue in Norwalk, Connecticut (Site). Our services were performed in general accordance with our proposal dated April 2, 2024. This report summarizes the results of our subsurface exploration program and field testing and presents our geotechnical engineering recommendations. This report is subject to the limitations included in **Appendix A**. Unless noted otherwise, elevations reference an unknown datum from the existing building plans provided by you.

BACKGROUND

The Site is located at 90 New Canaan Avenue in Norwalk, Connecticut at the corner of New Canaan Avenue and Silvermine Avenue. The Site location is shown on **Figure 1 - Site Locus Plan**. The Site consists of an active firehouse for the city of Norwalk which has been in service since 1961. We understand that significant settlement and movement of the ground floor slab in the garage has been observed by the firehouse staff. The slab movement has been noted in all garage bays, with the most severe deflections reported along the west bay. Firehouse staff have been keeping equipment off the existing slab due to the movement in the western bay, while the other garage bays are in regular service.

GZA was provided with two plans from the existing building construction:

- 1) "First Floor Plan & Detailing, Silvermine Avenue Fire Station No. 1, New Canaan & Silvermine Ave., Norwalk, Connecticut", date and designer are unknown; and
- 2) "Basement Floor Plan & Foundation Plan and Alternate No. 1, Silvermine Avenue Fire Station No. 1, New Canaan & Silvermine Ave., Norwalk, Connecticut", date and designer are unknown.

Based on the plans, the Fire Station has a footprint of approximately 11,100 square feet (sf). The garage is located in the western area of the Fire Station and has plan dimensions of approximately 64 feet by 80 feet. The plans indicate that the top of slab in the garage



area ranges from El. 70.0 feet to El. 69.8 feet (unknown datum). There is a basement area in the northeastern corner of the Fire Station with an area of about 2,350 sf and a basement slab at El. 60.5 feet (unknown datum).

The Basement Floor Plan & Foundation Plan has a note in the area of the garage indicating layout and details for “Footings, Piers, & Grade Beams” are provided on Sheet S-1. However, Sheet S-1 was not available. The details including type of footings and piers, depths, and design bearing capacity are not available. The plan title referencing piers may indicate pile foundations or below grade columns extending up through soil from deeper spread footings. No other details were available for the existing foundations or slabs-on-grade. The existing building plans are provided in **Appendix F**.

SUBSURFACE EXPLORATION PROGRAM

GZA conducted and observed a subsurface exploration program consisting of one (1) test boring (GZ-1), one (1) test pit (TP-1), and eight (8) dynamic cone penetrometer tests (DCP; DCP-1 through DCP-8). Subsurface exploration locations are presented on **Figure 2 – Exploration Location Plan**. Ground penetrating radar and utility location services were performed by GZA’s subcontractor Underground Surveying, Inc. of Brookfield, Connecticut on June 26, 2024, prior to the subsurface explorations.

The test boring was advanced by SoilTesting, Inc. of Oxford, Connecticut on July 8, 2024 using a track-mounted drill-rig. The existing concrete slab was cored with a 10-inch diameter core bit. The test boring was drilled to a depth of 35.7 feet with hollow stem augers. Split spoon soil samples were collected semi-continuously through existing Fill and at 5-foot intervals, thereafter, in general accordance with ASTM D1586, the Standard Penetration Test (SPT). The SPT consists of driving a 1-3/8 inch inside diameter standard split spoon sampler at least 18 inches with a 140-pound hammer dropping from a height of 30 inches. The hammer used for split spoon sampling was an automatic hammer. The SPT values, referred to as the “N” value, is the number of blows required to drive the sampler from 6 to 18 inches of penetration. Groundwater measurements were recorded at the times indicated on the test boring log.

The test boring was backfilled with drilling spoils and finished at ground surface with Portland Cement, Type II. GZA personnel coordinated, observed, and logged the test boring. Soil samples were classified according to the modified Burmister classification system. The test boring log and a summary of the modified Burmister classification system are included in **Appendix B**.

A test pit was performed by the City’s contractor A.V. Tuchy on July 1, 2024 using Kubota KX057-4 excavator. The existing concrete slab was jackhammered and removed with an excavator. The test pit was completed to a depth of 3.5 feet below the top of slab which corresponds to the approximate bottom of the grade beam. The pit was backfilled in compacted lifts with 1-1/4 inch processed aggregate material. GZA personnel coordinated, observed, and logged the test pit. Soil stratification was classified according to the modified Burmister classification system. The test pit log is included in **Appendix C**.

Opposite the test pit on the exterior of the building, the bottom of grade beam on the western wall was observed to be near or up to 2 to 3 inches above existing grade. GZA used a tape measure to probe a horizontal length of 16 inches unobstructed below the grade beam. Reportedly, the grade along the western side of the building had been excavated in the past to provide a flat area for recreational use.



GZA personnel performed dynamic cone penetration (DCP) testing at eight locations beneath the existing firehouse concrete slab. The existing slab section was cored with a 4-inch diameter core bit prior to testing. DCP testing was performed on the slab subgrade to a final depth of about 37.6-inches from top of slab, or about 25- to 26-inches below the bottom of the slab. The DCP consists of a 5/8-inch diameter steel rod with a pointed cone tip at the driving end. A 17.6-pound slide hammer dropping 22.6-inches was used to drive the rod into the ground and the penetration per blow(s) was recorded. The DCP field testing was performed in general accordance with standard *ASTM Standard Test Method for Use of the Dynamic Cone Penetrometer in Shallow Pavement Applications*. The testing locations were backfilled and finished at ground surface using Portland Cement, Type II,. The DCP test logs are included in **Appendix D**.

GENERALIZED SUBSURFACE CONDITIONS

Based on the results of our subsurface exploration program, the generalized subsurface conditions at the Site consist, in order of increasing depth, of: existing Fill, naturally deposited Sand, and Sand and Gravel. The subsurface conditions are provided on the test boring log in **Appendix B** and are discussed below.

- CONCRETE SLAB – The concrete slab at the ground surface ranged from 8- to 11-inches thick and contained #6 steel reinforcement bars both ways at approximately 8- to 12-inches on center. A plastic moisture barrier was encountered below the concrete. Piping was observed within the concrete and reportedly was from a past radiant heating system.
- FILL – The bottom of Fill extended to 10 feet below the slab which corresponds to about El. 60 feet (unknown datum). The bottom of Fill approximately correlates to depth of backfill for the existing basement to the northeast. The Fill generally consisted of brown, fine to coarse sand with up to 35% silt, varying amounts of gravel, and up to 10% roots. The relative density of the Fill ranged from loose to dense with SPT N-values of 9 to 31 blows per foot.
- SAND – Natural Sand was encountered below the Fill from 10 to 25 feet below grade. The top of the Sand was at about El. 60 feet and the bottom of the layer was at about El. 45 feet. The relative density of the Sand ranged from loose to medium dense with SPT N-values between 9 and 18 blows per foot.
- SAND AND GRAVEL– Natural Sand and Gravel deposits was encountered below the Sand. The Sand and Gravel deposit extended to boring termination at a depth of 35.7 feet below grade, corresponding to about EL. 34.3 feet (unknown datum). The boring ended on split spoon and drill bit refusal. SPT N-values ranged between 45 to 54 blows per foot and refusal, indicating dense to very dense material. The Sand and Gravel deposits consisted of Gravel with up to 50% fine to coarse Sand, and 10% to 20% silt.
- GROUNDWATER – Groundwater was measured at a depth of 27 feet below ground surface corresponding to about El. 43 feet (unknown datum). It should be noted that future water levels will vary due to seasonal and climatic fluctuations and changes caused by construction and stabilization time.



GEOTECHNICAL TEST RESULTS

GZA personnel performed dynamic cone penetration (DCP) testing at eight locations (DCP-1 through DCP-8) beneath the existing firehouse concrete slab. The DCP penetration was correlated to the California Bearing Ratio (CBR) and subgrade modulus. A CBR of 100% is equivalent to compacted crushed stone. The results of the DCP field testing are summarized in the table below and are included in **Appendix E**.

DCP Location	Slab-on-Grade Thickness (in)	DCP Penetration Depth Below Slab (in)	Correlated Properties			
			Average CBR %, to Bottom of DCP Penetration Below Slab	Average CBR %, to 12-Inches Below Slab	Average Subgrade Modulus, k (pci), to Bottom of DCP Penetration Below Slab	Average Subgrade Modulus, k (pci), to 12-Inches Below Slab
DCP-1	9	25.8	12	4	155	60
DCP-2	10	25.2	6	3	120	75
DCP-3	10	25.4	16	17	250	265
DCP-4	9	24	5	2	90	<25
DCP-5	11	24.4	5	5	110	120
DCP-6	10	24.9	3	2	70	55
DCP-7	10	27.6	16	10	250	190
DCP-8	8.5	25.6	9	2	212	40

NOTES:

1. CBR correlated to DCP field measurements based on U.S. Army Corps of Engineers "Instruction Report GL-92-3".
2. Subgrade modulus correlated to DCP field measurements based on Federal Highway Administration (FHWA) Publication No. FHWA-RD-96-198, dated January 1997. Midrange value of chart ranges used.

GEOTECHNICAL DESIGN RECOMMENDATIONS

The geotechnical design recommendations below are consistent with the 2021 International Building Code (IBC) and the 2022 Connecticut State Amendment, which together constitute the current State of Connecticut Building Code.

GENERAL

The existing Fill density ranged from loose to medium dense with the SPT-N values ranging between 9 and 31 blows per foot. The CBR value in the upper +/- 3-feet of the existing Fill varied between 2% and 17% indicative of loose fill and poor bearing below the slab. Quality granular base and subbase layers below the slab were not readily identifiable within the test pit or test boring.

Based on our explorations, no distinct gaps or voids were observed below the slab. However, loose fill with no defined base course is contributing to poor slab performance. Without improvement, the slab will continue to flex and deform under the weight of the trucks in GZA's opinion, which could lead to increased cracking and deflection. Damaged concrete may result in tire damage, tripping hazards, and similar operational problems. Therefore, permanent measures should be undertaken to improve the existing floor slab. Considering the age of the building (63 years old and in use since about 1961) and disturbance required for the proposed slab work, we recommend



slab improvements consider work sequencing in conjunction with other overall building maintenance plans. Road plates could be used as temporary stabilization measures if additional cracking or damage to the concrete slab occurs within the timeline for repairs.

We have reviewed options to replace and improve the performance of the concrete slab and mitigate the deficiencies associated with flexure and deflection under load. Feasible repair methods include: Over-excavation of existing fill and replacement with controlled Structural Fill; or Installation of a pile supported structural slab.

OVER EXCAVATION AND REPLACEMENT WITH STRUCTURAL FILL

Based on the results of our subsurface exploration program, the upper portions of the existing Fill are loose and are not suitable for support of the existing garage slab-on-grade. GZA recommends over excavation of the existing Fill and replacement with compacted Structural Fill to provide a suitable subgrade for a slab-on-grade. Two approaches are considered. The first option is to over excavate the existing Fill to natural Sand (about 10 feet below grade) and backfill with compacted Structural Fill. The second option is to partially over excavate the existing Fill to 3 feet below the bottom of slab, perform intensive surface compaction on the excavation subgrade, and backfill with compacted Structural Fill.

For complete over excavation of the existing Fill, the excavation must extend down to the naturally deposited Sand and the excavation depth will be about 10 feet below the existing slab. Support of excavation and underpinning will be required to keep the excavation sidewalls from collapsing into the excavation and causing a loss of support of the adjacent building and slabs-on-grade to remain. Support of excavation and underpinning options are described in subsequent sections below. After the existing Fill has been excavated, the excavation subgrade must be proof compacted with a minimum of four passes a large vibratory plate compactor having a minimum static weight of 700 pounds. Any weak or unstable areas identified should be over excavated and replaced with compacted Structural Fill or Select Fill.

Partial over excavation reduces the required excavation depth and the need for support of excavation and underpinning while providing subgrade improvement below the slab. The partial over excavation will stiffen the soil (increasing the CBR or subgrade modulus) and improve slab performance. However, there is a potential for some additional settlement of the existing Fill to remain. Although reduced from current conditions, the Owner must accept this risk if this option is chosen.

For the partial excavation option, the existing Fill must be excavated to at least 3 feet below the bottom of slab and intensive surface compaction must be performed. Intensive surface compaction consists of a minimum of six passes of a large vibratory roller having a minimum dynamic force of 3,000 pounds per foot of drum width or a large vibratory plate compactor having a minimum static weight of 700 pounds. Any weak or unstable areas identified should be over excavated and replaced with compacted Structural Fill or Select Fill.

A vapor barrier and a minimum of 6 inches of base course ($\frac{3}{4}$ " crushed stone or Select Fill) should be placed beneath the new slab-on-grade. For slabs-on-grade, the modulus of subgrade reaction recommended for slab design is 150 pounds per cubic inch (pci).



Vibration and survey monitoring should be performed during existing fill excavation and backfilling operations to monitor for the potential to damage the existing Fire Station from vibrations and settlement.

PILE SUPPORTED STRUCTURAL SLAB

A new structural slab supported by piles can be used to replace the existing slab. The existing Fill would remain in place except as required for gradebeam construction. This option reduces excavation and earth handling volumes compared to the over excavation options and eliminates the need for support of excavation and underpinning if the existing Fill is completely over excavated.

The existing slab would be demolished, piles installed, and new concrete grade beams constructed to connect the piles. A new structural concrete slab would be placed over the grade beams. Pile spacing will likely be on the order of 10- to 12-feet on center. The piles would be installed through the existing Fill and bear in the naturally deposited Sand or Sand and Gravel deposits. Pile options suitable for low headroom and installation near existing structures are Helical Piles, or Ductile Iron Pipe (DIP) Piles. Of these, the helical pile are drilled piles which will produce less vibration and disturbance than a driven pile type such as DIPs. Piles should be designed by a Professional Engineer licensed in the State of Connecticut.

Helical Piles

Helical piles consist of steel shafts with a series of pitched steel plates (i.e., helix) welded on the lead section of the pile. The piles are typically installed with excavator-mounted equipment and are screwed into the ground. The pile installation is typically free of vibrations or spoils. Installation torques are recorded during pile advancement and installed capacities can be estimated in the field based on manufacturer's recommended torque correlations. We recommend a 1.75 inch square shaft helical pile such as SS175 manufactured by A.B. Chance or equivalent. A 1.75-inch square steel shaft helical pile with 8-, 10-, and 12-inch diameter helices provides an estimated allowable compression capacity of 50 kips. The pile should be hot-dipped galvanized to provide corrosion resistance.

Ductile Iron Pipe

Ductile Iron Pipes (DIPs) are specially manufactured ductile iron pipes that are driven into the ground with a high frequency hammer which is mounted to an excavator. The pipes typically range from about 4- to 6.5-inch outside diameter. The pile installation criterion typically consists of a penetration rate, such as less than one inch of penetration in one minute. The piles would develop a combination of end bearing and friction in the naturally deposited Sand or Sand and Gravel. GZA recommends an allowable compression capacity of 60 kips for DIPs.

EXTERIOR GRADE BEAM BACKFILL

We recommend the gap below the existing exterior grade beam be filled by chinking 3/8-inch crushed stone in place below the concrete grade beam or placing flowable fill below the existing grade beam. We recommend that fill be placed along the exterior of the grade beam to a depth of about 3.5 feet, or to the bottom of the existing brick. The fill should extend horizontally at least 3.5 feet past the existing wall and then slope at a maximum of 3 vertical to 1 horizontal to meet existing grades.



SEISMIC

The on-site soils are generally not susceptible to liquefaction during the IBC design earthquake. In accordance with IBC 2021, the site may be classified as Site Class D “Stiff Soil”. The 2022 Connecticut State Building Code indicates the site’s design response spectra be constructed using the following coefficients:

$$S_s = 0.240g \qquad S_1 = 0.056g$$

where:

- S_s is the spectral acceleration coefficient at 0.2-sec period, uncorrected for Site Class.
- S_1 is the spectral acceleration coefficient at 1.0-sec period, uncorrected for Site Class.

TEMPORARY EXCAVATION SUPPORT AND UNDERPINNING

If the existing Fill is completely over excavated to the naturally deposited Sand and replaced with compacted Structural Fill below the existing slab, underpinning of the existing building grade beams will be required to reduce the potential for soils to ravel out from below the adjacent grade beams and slabs-on-grade in the adjacent portions of the Fire Station.

A combination of temporary lateral earth support and underpinning will be required for over excavation and replacement of the existing Fill. Pit underpinning with tiebacks is considered a suitable method for temporary lateral earth support and underpinning. Conventional pit underpinning consists of installing hand-excavated, wood-lagged, dewatered excavations (underpinning pit) below the existing building foundation (grade beams). The underpinning pits are typically 3 to 4 feet wide and extend a foot or two beyond the front of existing foundations. The underpinning pits are excavated in sequences so as not to undermine the entire foundation at once. During the first sequence, a series of underpinning pits are excavated to the design depth and filled with concrete, leaving several inches of space under the bottom of the existing building foundation. Mortar is then packed into the space to provide the load transfer. After the concrete and mortar reach sufficient strength, the next sequence of underpinning pits is constructed, and the process is repeated in as many sequences as needed. If the underpinning pits are also used as temporary earth support, the underpinning pits will be required to resist the lateral earth pressures below existing foundations and soil tiebacks may be required.

Helical piles are also an option for providing support of the existing structures. With the helical piles, brackets may be used to underpin existing footings. For underpinning work, eccentricity on the pile should be considered.

The Contractor should submit plans, cross-sections, and calculations for proposed temporary lateral earth support and underpinning for the project. These documents shall provide sufficient detail to allow for review of the design by the Owner’s Geotechnical Engineer. The Contractor’s designs should be prepared by a Professional Engineer registered in Connecticut. The design should include details for support of utilities and utility penetrations, if required.

The design should include a means of laterally supporting the piers to limit deflection and to support the lateral load due to the retained soils. It is probable that the piers were not originally designed to support a lateral load due to the excavation. A suitable alternative may be a series of wales that span across the piers and connect to adjacent pit underpinning pits and tiebacks



TEMPORARY EXCAVATION SLOPES

The Contractor is responsible for construction site safety and should be aware that slope height, slope inclination and excavation depths should in no case exceed those specified in local, state, or federal safety regulations (e.g. OSHA Health and Safety Standards for Excavations, 29 CFR Part 1926). Temporary cut and fill slopes in soil should be no steeper than 1.5H:1V. As a safety measure, it is recommended that all vehicles and earth stockpiles be kept a lateral distance away feet from the edge of excavations at least equal to the slope height. Protect slope faces against the weather elements.

CONSTRUCTION DEWATERING

Based on the subsurface explorations, groundwater is not anticipated to be encountered in excavations. Stormwater runoff is not expected to affect the work below the existing building roof. If water collects in excavations, dewatering should be performed as necessary to allow excavation and observation of the subgrades in the dry. We anticipate that construction dewatering can be accomplished with sumps located within excavations. Within sumps and pump intakes, filters should be used to prevent migration of the existing soils and destabilization of the existing sandy materials. In addition, constructing small temporary earth berms and grading to allow drainage away from excavations is recommended to control surface water runoff. Discharge of accumulated water should be in accordance with all local, State and Federal regulations.

EARTH MATERIALS AND COMPACTION REQUIREMENTS

Recommended earth materials for use as fill and compaction requirements for this project are provided in **Table 1** and **Table 2**.

REUSE OF ON-SITE SOILS

The excavated soils are anticipated to consist of existing Fill. The existing Fill will not meet the gradation specification and should not be reused as Select Fill. However, the existing Fill may potentially be re-used as Structural Fill, with certain exceptions and limitations. The existing Fill will be sensitive to moisture and if too wet, will be unusable until it has dried. However, the work will be performed in the existing garage and it may be possible to limit the soil exposure to precipitation. Compaction and maintenance of subgrades will be difficult; in particular if it becomes wet.

The construction documents should clearly indicate the variable content of the existing Fill, the expected difficulty re-using this material, and the technical specifications for placement and compaction. Stockpiled existing Fill should be covered with either tarps or polyethylene sheeting to protect the soil from precipitation.

Re-use of onsite soil will likely require processing, culling, screening, and/or crushing boulders and cobbles to meet gradation maximum size requirements.



CLOSING

We appreciate the opportunity to continue to support the Project. We recommend a follow up meeting or call to review the existing conditions and possible repair alternates. Please contact David Barstow (860) 250-2131 or Christopher Eggers (203) 683-2616 if you have any questions.

Very truly yours,

GZA GeoEnvironmental, Inc.


Christopher Eggers, P.E.
Senior Project Manager


James F. Davis, P.E.
Consultant Reviewer


David M. Barstow, P.E.
Associate Principal

Attachments:

- Figure 1 - Site Locus Plan
- Figure 2 - Exploration Location Plan
- Table 1- Recommended Use and Gradation Criteria for Fill Materials
- Table 2- Compaction Methods
- Appendix A - Limitations
- Appendix B - Test Boring Log
- Appendix C – Test Pit Log
- Appendix D - Dynamic Cone Penetrometer (DCP) Testing Logs
- Appendix E – Photographic Log
- Appendix F – Existing Building Plans



Tables

Table 1: Recommended Use and Gradation Criteria For Fill Materials

USE OF FILL MATERIAL

Structural Fill: For use as fill within the structure area, except where Select Fill is specified.

Select Fill: Areas requiring free draining, non-frost susceptible backfill such as retaining walls and slab-on-grade base course.

Crushed Stone: Footing drains, slab-on-grade base course, and in wet conditions to aid in dewatering should consist of 3/8- to ¾-inch minus angular crushed stone and should consist of CTDOT Form 819, Division III, Section M.01.01, No. 8 or No. 6. Where crushed stone is greater than 4 inches thick, the Crushed Stone must be wrapped with Geotextile Fabric.

Processed Aggregate Base below pavements should consist of CTDOT Form 819, Division III, Section M.05.01, Processed Aggregate Base.

Pavement Subbase below pavements should consist of CTDOT Form 819, Division III, Section M.02.06, Grading B.

Geotextile Fabric should be used to separate crushed stone from surrounding soils. The fabric should consist of a filtration-type non-woven geotextile (Mirafi 140N or approved equal).

Ordinary Fill for use as general fill and backfill in landscaped areas should be friable inorganic soil essentially free of trash, ice, snow, tree stumps, roots and organic materials. Ordinary fill shall contain no stone or rubble exceeding two-thirds of the specified loose lift thickness for material placement.

GRADATION REQUIREMENTS

Sieve Size		Percent Finer by Weight
<u>Structural Fill</u>		
		Shall be free from ice and snow, roots, sod, rubbish and other deleterious or organic matter. Structural Fill shall conform to the following gradation requirements:
3 inch		100
No. 4		40 – 85
No. 40		10 – 50
No. 200		0 – 12
<u>Select Fill</u>		
		Shall consist of durable sand and gravel and shall be free from ice and snow, roots, sod, rubbish and other deleterious or organic matter. Select Fill shall conform to the following gradation requirements:
3 inch		100
No. 10		30 – 95
No. 40		10 – 70
No. 200		0 – 6

Table 2: Compaction Methods

The recommended minimum degree of compaction for fill and backfill, based on percentage of maximum dry density as determined by ASTM D1557 (modified Proctor), is:

Below the Foundations and Slab-on-Grade	-	95%
Pavement/Sidewalk Base and Subbase	-	95%
Adjacent to exterior Foundation Walls	-	92%
Within 3ft laterally of Retaining Walls	-	92%
Utility Trenches (within 1½ feet of surface)	-	95%
Utility Trenches (more than 1½ feet below surface)	-	92%
Areas of General Landscape	-	90%

Recommended maximum loose lift thicknesses for soil fill and the minimum number of passes of compaction equipment are summarized on the following table. Specifications should require the contractor to adjust loose lift thicknesses as required to meet the required compaction requirements

Compaction Method	Max. Stone Size*	Maximum Loose Lift Thickness		Minimum Number of Passes	
		Below Structures and Pavement	Less Critical Area	Below Structures and Pavement	Less Critical Area
STRUCTURAL FILL, SELECT FILL, CRUSHED STONE					
Hand-operated vibratory plate or light roller in confined areas	3"	6"	8"	6	4
Hand-operated vibratory drum rollers weighing at least 1,000# in confined areas	6"	8"	10"	6	4
Light vibratory drum roller, minimum dynamic force 3,000# per foot of drum width	6"	10"	14"	6	4
Medium to heavy vibratory drum roller, minimum dynamic force 5,000# per foot of drum width	8"	12"	18"	6	4

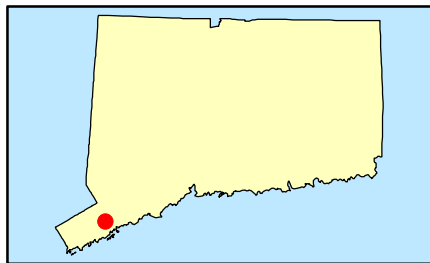
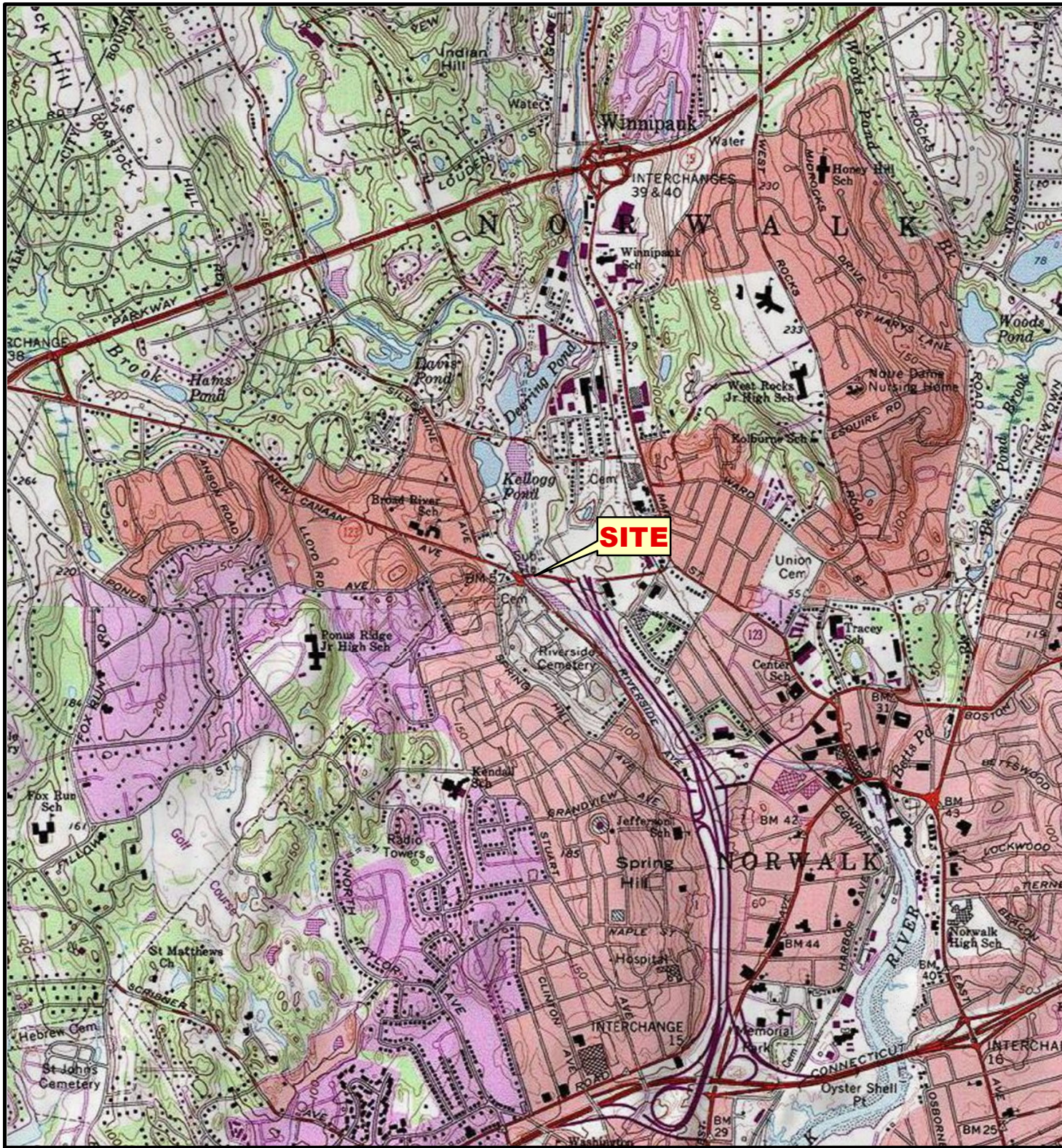
* Indicates not to exceed more than 2/3 the lift thickness

The Contractor should reduce or stop drum vibration if pumping or weaving of the subgrade is observed. Crushed Stone should be compacted to create an unyielding surface.

Compaction within 3-feet of retaining and foundation walls should be performed using hand-operated roller or plate compactors to reduce the potential for construction-induced damage to the walls. Extra care should be used when compacting adjacent to walls.

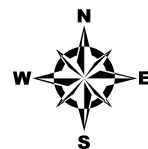


Figures



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REVIEWED BY: CE
OPERATOR: NHM
DATE: 07-03-2024

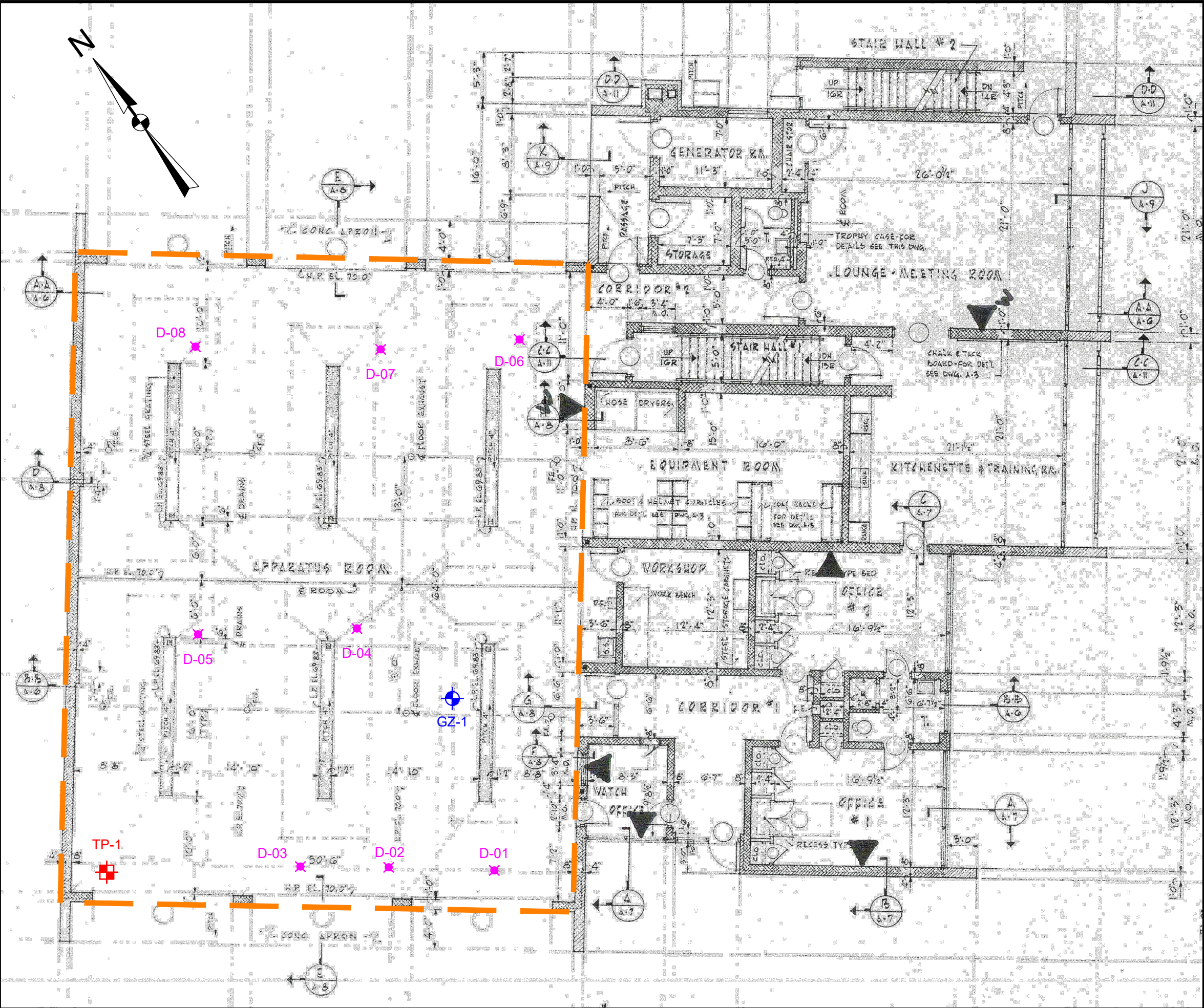
SITE LOCUS

90 NEW CANAAN AVE
NORWALK, CONNECTICUT

JOB NO.
05.0047293.00

FIGURE NO.

1



GENERAL NOTES

1. BASE MAP DEVELOPED FROM PDF ENTITLED "FIRST FLOOR PLAN & DETAILS"
2. LOCATION OF EXPLORATIONS WERE DETERMINED BY TAPE MEASUREMENTS FROM EXISTING SITE FEATURES.
3. THE PURPOSE OF THIS DRAWING IS TO LOCATE, DESCRIBE, AND REPRESENT THE POSITIONS OF SUBSURFACE INVESTIGATIONS IN RELATION TO THE SUBJECT SITE. THIS DRAWING IS NOT CONSIDERED A LAND SURVEY. THE LOCATIONS SHOWN SHOULD BE CONSIDERED ACCURATE ONLY TO THE DEGREE IMPLIED BY THE METHOD USED.
4. VERTICAL DATUM REFERENCES PROJECT DATUM OF PAST PLANS.
5. REFER TO BORING LOG IN APPENDIX B.

LEGEND

- INDICATES TEST PIT PERFORMED BY A.V. TUCHY ON JULY 1, 2024 AND OBSERVED BY GZA PERSONNEL.
- INDICATES TEST BORING PERFORMED BY SOILTESTING, INC. OF OXFORD, CT ON JULY 8, 2024 AND OBSERVED BY GZA PERSONNEL.
- INDICATES CONCRETE CORE PERFORMED BY SOILTESTING, INC. OF OXFORD, CT ON JULY 8, 2024 AND DYNAMIC CONE PENETRATION TEST PERFORMED BY GZA PERSONNEL ON JULY 8, 2024
- INDICATES EXTENT OF EXISTING GARAGE SPACE.



NO.	ISSUE/DESCRIPTION	BY	DATE

UNLESS SPECIFICALLY STATED BY WRITTEN AGREEMENT, THIS DRAWING IS THE SOLE PROPERTY OF GZA GEOENVIRONMENTAL, INC. (GZA). THE INFORMATION SHOWN ON THE DRAWING IS SOLELY FOR USE BY GZA'S CLIENT OR THE CLIENT'S DESIGNATED REPRESENTATIVE FOR THE SPECIFIC PROJECT AND LOCATION IDENTIFIED ON THE DRAWING. THE DRAWING SHALL NOT BE TRANSFERRED, REUSED, COPIED, OR ALTERED IN ANY MANNER FOR USE AT ANY OTHER LOCATION OR FOR ANY OTHER PURPOSE WITHOUT THE PRIOR WRITTEN CONSENT OF GZA. ANY TRANSFER, REUSE, OR MODIFICATION TO THE DRAWING BY THE CLIENT OR OTHERS, WITHOUT THE PRIOR WRITTEN EXPRESS CONSENT OF GZA, WILL BE AT THE USER'S SOLE RISK AND WITHOUT ANY RISK OR LIABILITY TO GZA.

NORWALK FIRE DEPARTMENT
90 NEW CANAAN AVENUE
NORWALK, CT

EXPLORATION LOCATION PLAN

PREPARED BY: GZA GeoEnvironmental, Inc. Engineers and Scientists www.gza.com		PREPARED FOR: CITY OF NORWALK FIRE DEPARTMENT 121 CONNECTICUT AVENUE NORWALK, CT	
PROJ MGR: CE	REVIEWED BY: DMB	CHECKED BY: CE	FIGURE 2
DESIGNED BY: NHM	DRAWN BY: NHM	SCALE: 1" = 10'	
DATE: AUGUST 2024	PROJECT NO. 05.0047293.00	REVISION NO. 0	



Appendix A – Limitations



USE OF REPORT

1. GZA GeoEnvironmental, Inc. (GZA) prepared this report on behalf of, and for the exclusive use of our Client for the stated purpose(s) and location(s) identified in the Proposal for Services and/or Report. Use of this report, in whole or in part, at other locations, or for other purposes, may lead to inappropriate conclusions; and we do not accept any responsibility for the consequences of such use(s). Further, reliance by any party not expressly identified in the contract documents, for any use, without our prior written permission, shall be at that party's sole risk, and without any liability to GZA.

STANDARD OF CARE

2. GZA's findings and conclusions are based on the work conducted as part of the Scope of Services set forth in Proposal for Services and/or Report, and reflect our professional judgment. These findings and conclusions must be considered not as scientific or engineering certainties, but rather as our professional opinions concerning the limited data gathered during the course of our work. If conditions other than those described in this report are found at the subject location(s), or the design has been altered in any way, GZA shall be so notified and afforded the opportunity to revise the report, as appropriate, to reflect the unanticipated changed conditions .
3. GZA's services were performed using the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services, at the same time, under similar conditions, at the same or a similar property. No warranty, express or implied, is made.
4. In conducting our work, GZA relied upon certain information made available by public agencies, Client and/or others. GZA did not attempt to independently verify the accuracy or completeness of that information. Inconsistencies in this information which we have noted, if any, are discussed in the Report.

SUBSURFACE CONDITIONS

5. The generalized soil profile(s) provided in our Report are based on widely-spaced subsurface explorations and are intended only to convey trends in subsurface conditions. The boundaries between strata are approximate and idealized, and were based on our assessment of subsurface conditions. The composition of strata, and the transitions between strata, may be more variable and more complex than indicated. For more specific information on soil conditions at a specific location refer to the exploration logs. The nature and extent of variations between these explorations may not become evident until further exploration or construction. If variations or other latent conditions then become evident, it will be necessary to reevaluate the conclusions and recommendations of this report.
6. In preparing this report, GZA relied on certain information provided by the Client, state and local officials, and other parties referenced therein which were made available to GZA at the time of our evaluation. GZA did not attempt to independently verify the accuracy or completeness of all information reviewed or received during the course of this evaluation.
7. Water level readings have been made in test holes (as described in this Report) and monitoring wells at the specified times and under the stated conditions. These data have been reviewed and interpretations have been made in this Report. Fluctuations in the level of the groundwater however occur due to temporal or spatial variations in areal recharge rates, soil heterogeneities, the presence of subsurface utilities, and/or natural or artificially induced perturbations. The water table encountered in the course of the work may differ from that indicated in the Report.
8. GZA's services did not include an assessment of the presence of oil or hazardous materials at the property. Consequently, we did not consider the potential impacts (if any) that contaminants in soil or groundwater may have on construction activities, or the use of structures on the property.



9. Recommendations for foundation drainage, waterproofing, and moisture control address the conventional geotechnical engineering aspects of seepage control. These recommendations may not preclude an environment that allows the infestation of mold or other biological pollutants.

COMPLIANCE WITH CODES AND REGULATIONS

10. We used reasonable care in identifying and interpreting applicable codes and regulations. These codes and regulations are subject to various, and possibly contradictory, interpretations. Compliance with codes and regulations by other parties is beyond our control.

COST ESTIMATES

11. Unless otherwise stated, our cost estimates are only for comparative and general planning purposes. These estimates may involve approximate quantity evaluations. Note that these quantity estimates are not intended to be sufficiently accurate to develop construction bids, or to predict the actual cost of work addressed in this Report. Further, since we have no control over either when the work will take place or the labor and material costs required to plan and execute the anticipated work, our cost estimates were made by relying on our experience, the experience of others, and other sources of readily available information. Actual costs may vary over time and could be significantly more, or less, than stated in the Report.

ADDITIONAL SERVICES

12. GZA recommends that we be retained to provide services during any future: site observations, design, implementation activities, construction and/or property development/redevelopment. This will allow us the opportunity to: i) observe conditions and compliance with our design concepts and opinions; ii) allow for changes in the event that conditions are other than anticipated; iii) provide modifications to our design; and iv) assess the consequences of changes in technologies and/or regulations.



Appendix B – Test Boring Logs

LOG KEY



GZA
Geo Environmental, Inc.
Engineers and Scientists

BURMISTER SOIL CLASSIFICATION

COMPONENT	NAME	PROPORTIONAL PERCENT BY TERM	WEIGHT	Material	PI	Atterberg Thread Dia.
MAJOR	GRAVEL, SAND, FINES*		>50	SILT	0	Cannot Roll
Minor	Gravel, Sand, Fines*	and	35-50	Clayey SILT	1-5	1/4"
		some	20-35	SILT & CLAY	5-10	1/8"
		little	10-20	CLAY & SILT	10-20	1/16"
		trace	0-10	Silty CLAY	20-40	1/32"
*See identification of fines table.				CLAY	>40	1/64"

Sieve Size	Description
Passing #200	Silts & Clays
#200 - #40	Fine Sand
#40 - #10	Medium Sand
#10 - #4	Coarse Sand
#4 - 3/4"	Fine Gravel
3/4" - 3"	Coarse Gravel
3" - 6"	Cobbles
>6"	Boulders

GRADATION DESIGNATION	PROPORTION OF COMPONENT	PLASTIC SOILS		GRAVEL & SAND	
		Consistency	Blows/Ft. SPT N-Value	Density	Blows/Ft. SPT N-Value
Fine to coarse	All fractions > 10%	Very Soft	< 2	Very Loose	< 4
Medium to coarse	<10% fine	Soft	2 - 4	Loose	4 - 10
Fine to medium	<10% coarse	Medium Stiff	4 - 8	Medium Dense	10 - 30
Coarse	<10% fine and medium	Stiff	8 - 15	Dense	30 - 50
Medium	<10% coarse and fine	Very Stiff	15 - 30	Very Dense	> 50
Fine	<10% coarse and medium	Hard	>30		

UNIFIED SOIL CLASSIFICATION SYSTEM (USCS) (ASTM D 2487)

MAJOR DIVISIONS	Gravel	Clean Gravels	Group Symbols
Coarse Grained Soils			GW
More than 50 % of material larger than No. 200 sieve.	More than 50 % larger than No. 4 sieve.	(Little or no fines)	GP
Gravels with Fines (Appreciable amount of fines)			GM
Sand			GC
		Clean Sands	SW
	More than 50 % smaller than No. 4 sieve.	(Little or no fines)	SP
Sands with Fines (Appreciable amount of fines)			SM
			SC
			ML
		Silts and Clays Liquid Limit <50	CL
Fine Grained Soils			OL
More than 50 % of material smaller than No. 200 sieve.			MH
			CH
Silts and Clays Liquid Limit >50			OH
Highly Organic Soils			Pt

ORGANIC SOIL CLASSIFICATION

Fibrous PEAT (Pt) - Lightweight, spongy, mostly visible organic matter, water squeezes readily from sample. Typically near top of deposit.
 Fine Grained PEAT (Pt) - Lightweight, spongy, little visible organic matter, water squeezes readily from sample. Typically below fibrous peat.
 Organic Silt (OL) - Typically gray to dark gray, often has strong H₂S odor. Typically contains shells or shell fragments. Lightweight. Usually found near coastal regions. May contain wide range of sand fractions.
 Organic Clay (OH) - Typically gray to dark gray, high plasticity. Usually found near coastal regions. May contain wide range of sand fractions.
 Need organic content test for final identification.

ABBREVIATIONS

MR = Mud Rotary HSA = Hollow Stem Auger SSA = Solid Stem Auger SS = Split Spoon Sampler U = Undisturbed Sample (Shelby Tube) MC = Modified California Sampler V = Vibracore M = Macrocure USCS = Unified Soil Classification System (ASTM D2487) NYCBC = New York City Building Code WOR = Weight of Rods WOH = Weight of Hammer SPT = Standard Penetration Test (ASTM D1586) N-Value = Cumulative number of uncorrected blows for the middle two six-inch intervals (blows/foot).	Tv = Field Vane Shear Test (Torvane) Shear Strength PP = Pocket Penetrometer Shear Strength PI = Plasticity Index Wn = Moisture Content CO = Consolidation UC = Unconfined Compression Test UU = Unconsolidated Undrained (Triaxial) Test SI = Sieve Analysis DS = Direct Shear PID = Photoionization Detector ppm = Parts Per Million REC = Recovery RQD = Rock Quality Designation = Measured Water Level
---	--

GZA GeoEnvironmental, Inc. <i>Engineers and Scientists</i>																		90 New Canaan Avenue Norwalk, CT						EXPLORATION NO.: GZ-1 SHEET: 1 of 2 PROJECT NO: 05.0047293.00 REVIEWED BY: D. Barstow						
Logged By: R. Soden Drilling Co.: SoilTesting, Inc. Foreman: A. Covell						Type of Rig: Track Rig Model: CME 55LC Drilling Method: HSA				Boring Location: See Plan Ground Surface Elev. (ft.): 70 Final Boring Depth (ft.): 35.7 Date Start - Finish: 7/8/2024 - 7/8/2024				H. Datum: Project V. Datum: Project																
Hammer Type: Automatic Hammer Hammer Weight (lb.): 140 Hammer Fall (in.): 30 Auger or Casing O.D./I.D Dia (in.): 4.5						Sampler Type: SS Sampler O.D. (in.): 2.0 Sampler Length (in.): 24 Core Barrel Size: N/A				Groundwater Depth (ft.) <table><thead><tr><th>Date</th><th>Time</th><th>Water Depth</th><th>Stab. Time</th></tr></thead><tbody><tr><td>7/8/24</td><td>1130</td><td>27</td><td>15 min</td></tr></tbody></table>								Date	Time	Water Depth	Stab. Time	7/8/24	1130	27	15 min					
Date	Time	Water Depth	Stab. Time																											
7/8/24	1130	27	15 min																											
Depth (ft)	Casing Blows/ Core Rate	Sample						Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	STRATUM Description	Elev. (ft.)																		
		No.	Depth (ft.)	Pen. (in)	Rec. (in)	Blows (per 6 in.)	SPT Value																							
5		SS-1	1-2	12	6	4 4	9	SS-1 : Brown, fine to coarse SAND, little Silt, trace fine Gravel	1 2		CONCRETE	69.0																		
		SS-2	2-4	24	8	7 5 4 6																								
		SS-3	4-6	24	15	6 18 13 7																								
		SS-4	6-8	24	9	11 10 7 5																								
10		SS-5	10-12	24	19	3 5 4 6	9	SS-5 : Loose, light brown, fine to medium SAND, little Silt, trace fine Gravel				60.0																		
		SS-6	12-14	24	14	3 5 7 10																								
15		SS-7	15-17	24	19	7 9 9 10	18	SS-7 : Medium dense, light brown, fine to medium SAND, little Silt, trace fine Gravel																						
		SS-8	20-22	24	18	6 8 7 7																								
20		SS-8	20-22	24	18	6 8 7 7	15	SS-8 : Top 14": Light brown, fine to medium SAND, little Silt Bottom 4": Light brown, Clayey SILT, trace fine Sand																						
		SS-9	25-27	24	24	24 22 23 30																								
25		SS-9	25-27	24	24	24 22 23 30	45	SS-9 : Dense, light brown, fine to coarse Gravel, some fine to coarse Sand, little Silt	3		SAND AND GRAVEL	45.0																		
30																														
REMARKS 1 - Groundwater appears to be approximately 27 feet below ground surface. 2 - Ground surface elevation interpolated from plan titled 'First Floor Plan & Details, Proposed Silvermine Avenue Fire Station No. 1, New Canaan & Silvermine Ave., Norwalk, Connecticut', text of date and author not legible. 3 - Auger chatter at about 24 feet below ground surface.																														
Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual.											Exploration No.: GZ-1																			

TEST BORING LOG



GZA
GeoEnvironmental, Inc.
Engineers and Scientists

90 New Canaan Avenue
Norwalk, CT

EXPLORATION NO.: GZ-1
SHEET: 2 of 2
PROJECT NO: 05.0047293.00
REVIEWED BY: D. Barstow

Logged By: R. Soden
Drilling Co.: SoilTesting, Inc.
Foreman: A. Covell

Type of Rig: Track
Rig Model: CME 55LC
Drilling Method: HSA

Boring Location: See Plan
Ground Surface Elev. (ft.): 70
Final Boring Depth (ft.): 35.7
Date Start - Finish: 7/8/2024 - 7/8/2024

H. Datum: Project
V. Datum: Project

Hammer Type: Automatic Hammer
Hammer Weight (lb.): 140
Hammer Fall (in.): 30
Auger or Casing O.D./I.D Dia (in.): 4.5

Sampler Type: SS
Sampler O.D. (in.): 2.0
Sampler Length (in.): 24
Core Barrel Size: N/A

Groundwater Depth (ft.)

Date	Time	Water Depth	Stab. Time
7/8/24	1130	27	15 min

Depth (ft)	Casing Blows/ Core Rate	No.	Depth (ft.)	Pen. (in)	Rec. (in)	Blows (per 6 in.)	SPT Value	Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	Depth (ft.)	STRATUM Description	Elev. (ft.)
		SS-10	30-32	24	12	22 31 23 21	54	SS-10 : Very dense, brown, fine to coarse SAND, some fine to coarse Gravel, little Silt				SAND AND GRAVEL	
35		SS-11	34.5-35.7	14	10	25 51 50/2"		SS-11 : Very dense, brown, fine to coarse SAND, some Silt, some fine to coarse Gravel			35.7		34.3
								End of exploration at 35.7 feet below grade.					
40													
45													
50													
55													
60													

REMARKS

Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual.

Exploration No.: GZ-1



Appendix C – Test Pit Logs

TEST PIT FIELD LOG

GZA GeoEnvironmental, Inc. Engineers and Scientists			PROJECT Norwalk Fire Department 90 New Canaan Avenue Norwalk, Conneticut				Test Pit No. File No.		TP-1 47293	
							Date		7/1/2024	
GZA Engineer Weather			EXCAVATION EQUIPMENT				Ground Elevation Time Started Time Completed		70 feet 0810 hours 1415 hours	
			Contractor	A.V. Tuchy Builders, Inc./F&G Construction						
			Operator	Ricardo						
			Make	Kubota	Model	KX057-4				
			Capacity	0.25 cu.yd.	Reach	12 ft.				
Depth		SOIL DESCRIPTION						Excav. Effort	Boulder Count Qty. Class.	Remark No.
0.5'		0	Concrete Slab						1	
1'		0.75					M			
1.5'		1.25	Dark Brown, fine to coarse SAND, little Gravel, trace Silt (FILL)				M	2A	2	
2'			Light Brown fine to coarse SAND, some Gravel, little Silt, trace Roots (FILL)				M	3A, 1B		
2.5'							M	3A		
3'							M	2A	3	
3.5'							M		4	
4'										
4.5'			Bottom of test pit at 3.5 feet below top of concrete slab							
5'										
5.5'										
6'										

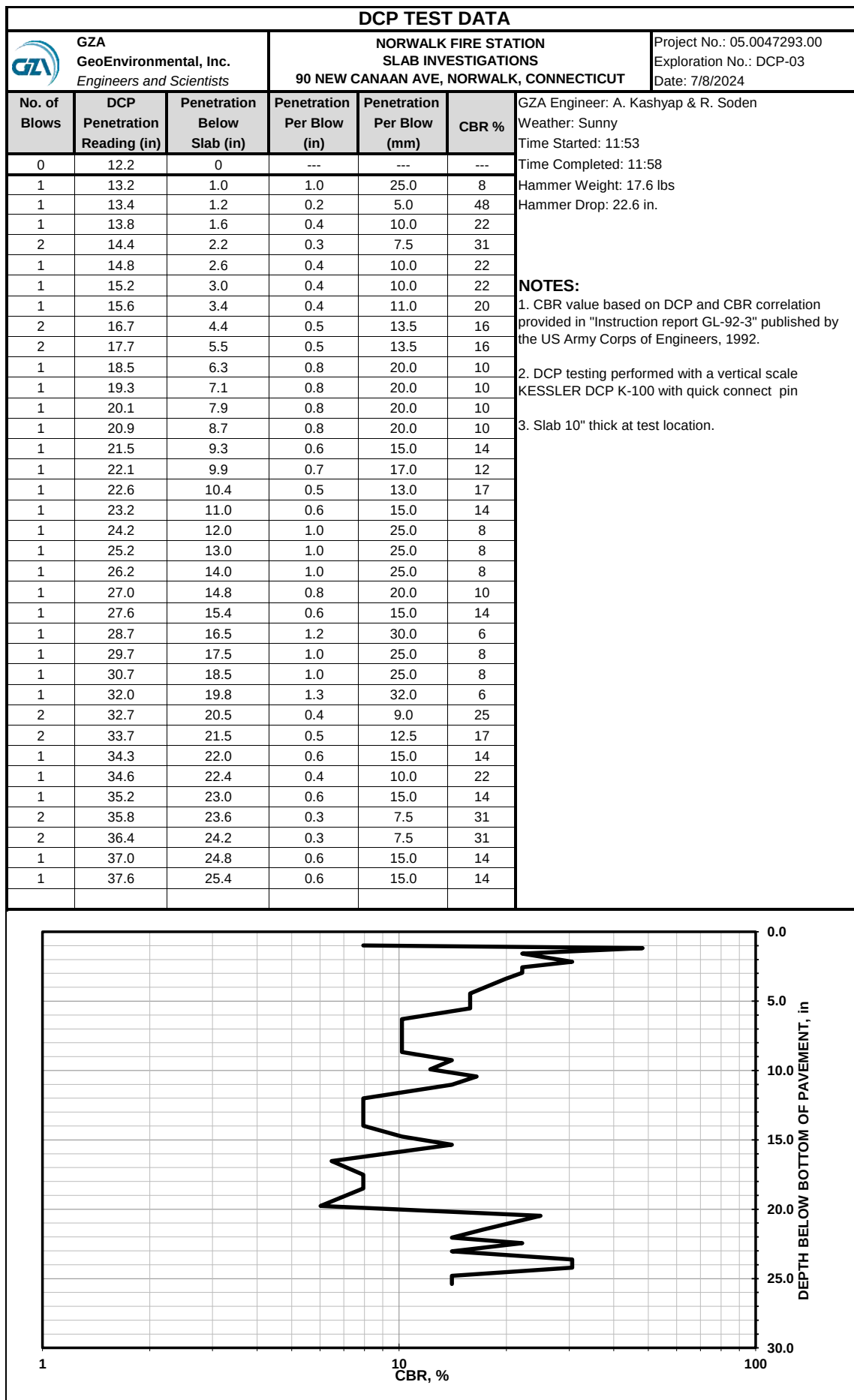
REMARKS:

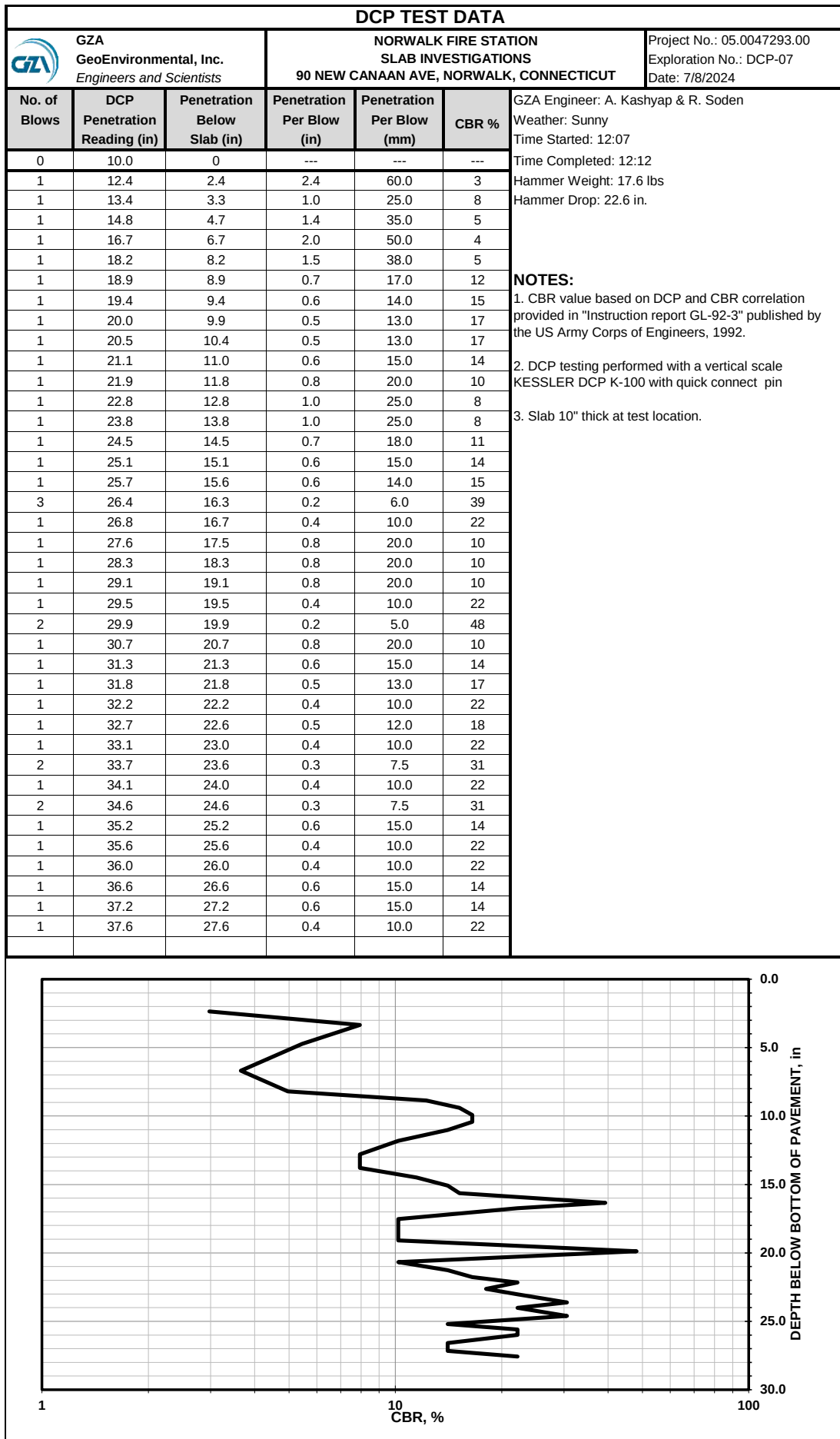
- 1) Ground surface elevation obtained from existing site plans by others.
Elevation references project datum.
- 2) Bottom of concrete for southern garage threshold observed to be 18 inches below top of garage slab.
- 3) Bottom of Southwest exterior grade beam observed to be 31 inches below top of garage slab.
- 4) Test pit backfilled with imported 3/4-inch grey process, compacted in approximately 8-inch-thick lifts.

TEST PIT PLAN		LEGEND				
6.25 ft. </						



Appendix D – DCP Testing Logs







Appendix E – Photographic Log



Photographic Log

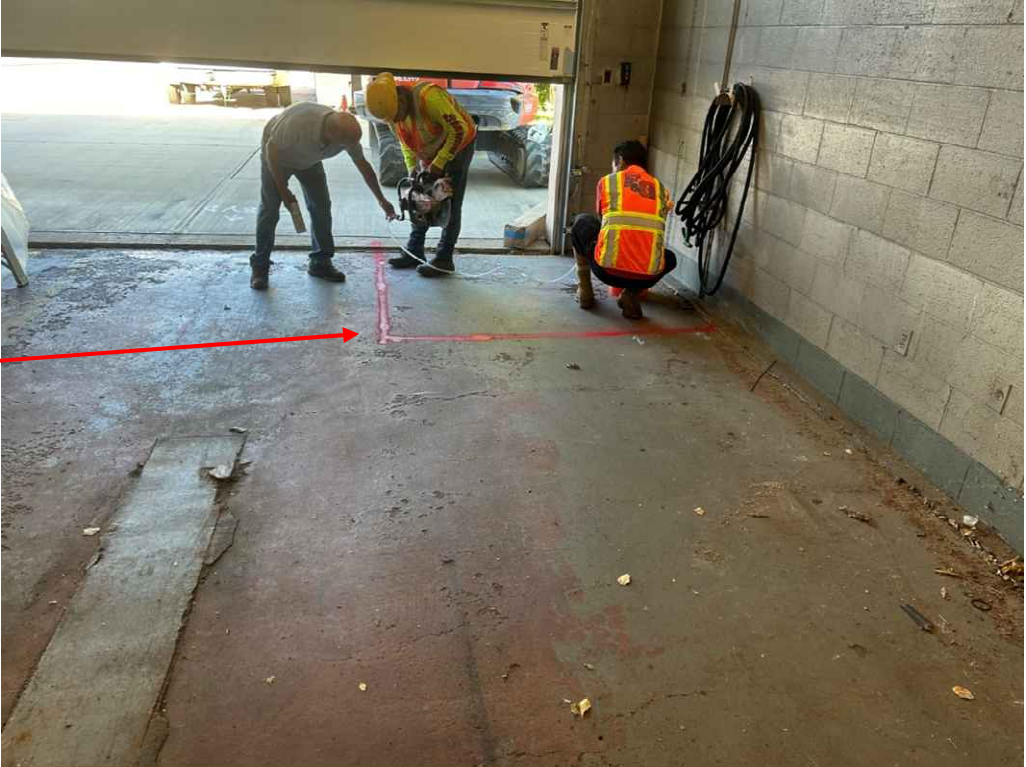
Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 1	Date: 7/1/2024		
Direction Photo Taken: Southerly			
Description: Marking limits of TP-1			

Photo No. 2	Date: 7/1/2024	
Direction Photo Taken: Westerly		
Description: Sawcut concrete slab at TP-1		



Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 3	Date: 7/1/2024		
Direction Photo Taken: Westerly			
Description: Hoe-ramming concrete slab at TP-1			

Photo No. 4	Date: 7/1/2024	
Direction Photo Taken: Downward		
Description: TP-1 with 1/2-inch diameter conduit encountered within concrete slab (running N/S). Conduits spaced at approximately 12" on center.		



Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 5	Date: 7/1/2024		
Direction Photo Taken: Northerly			
Description: Concrete slab side profile at TP-1			

Photo No. 6	Date: 7/1/2024
Direction Photo Taken: Westerly	
Description: Cobble removed from test pit TP-1	





Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 7	Date: 7/1/2024		
Direction Photo Taken: Downward			
Description: Cobble and root removed from test pit TP-1			

Photo No. 8	Date: 7/1/2024	
Direction Photo Taken: Southerly		
Description: Roots observed in sidewalls of test pit below slab at TP-1		



Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 9	Date: 7/1/2024		
Direction Photo Taken: Westerly			
Description: Hand excavation to expose Southwestern exterior strip footing/grade beam 1-inch diameter conduit exposed within concrete slab running around perimeter of test pit TP-1			

Photo No. 10	Date: 7/1/2024	
Direction Photo Taken: Westerly		
Description: Bottom of Southwestern exterior strip footing/grade beam. Bottom of footing/grade beam at 31 inches below top of slab. Foam insulation extended to 36 inches below top of slab at TP-1.		



Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 11	Date: 7/1/2024		
Direction Photo Taken: Westerly			
Description: Bottom of Southwestern exterior strip footing/grade beam. Bottom of footing/grade beam at 31 inches below top of slab. Foam insulation extended to 36 inches below top of slab at TP-1.			

Photo No. 12	Date: 7/1/2024	
Direction Photo Taken: Westerly		
Description: Measurement to bottom of Southwestern exterior strip footing/grade beam at TP-1.		



Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 13	Date: 7/1/2024		
Direction Photo Taken: Southerly			
Description: TP-1 bottom of concrete for Southern garage threshold at 18 inches below top of slab. Foam insulation extended to approximately 24 inches below top of slab.			

Photo No. 14	Date: 7/1/2024	
Direction Photo Taken: Southerly		
Description: TP-1 bottom of concrete for Southern garage threshold at 18 inches below top of slab. Foam insulation extended to approximately 24 inches below top of slab		



Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 15	Date: 7/1/2024		
Direction Photo Taken: Southerly			
Description: TP-1 large cobble removed from against southwestern corner of strip footing/grade beam.			

Photo No. 16	Date: 7/1/2024	
Direction Photo Taken: Southerly		
Description: TP-1 hand excavation to expose southwestern corner of exterior strip footing/grade beam.		



Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 17	Date: 7/1/2024		
Direction Photo Taken: Southwesterly			
Description: No evidence of spread footing at southwestern corner of test pit at TP-1			

Photo No. 18	Date: 7/1/2024	
Direction Photo Taken: Easterly		
Description: Sidewalls of TP-1		



Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 19	Date: 7/1/2024		
Direction Photo Taken: Northerly			
Description: Sidewalls of TP-1			

Photo No. 20	Date: 7/1/2024	
Direction Photo Taken: Westerly		
Description: Bottom of TP-1 at 39 inches below top of slab		



Photographic Log

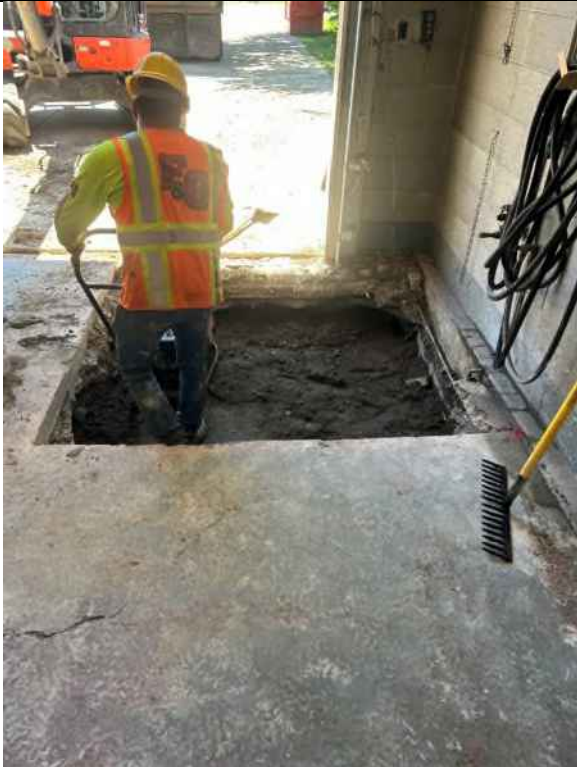
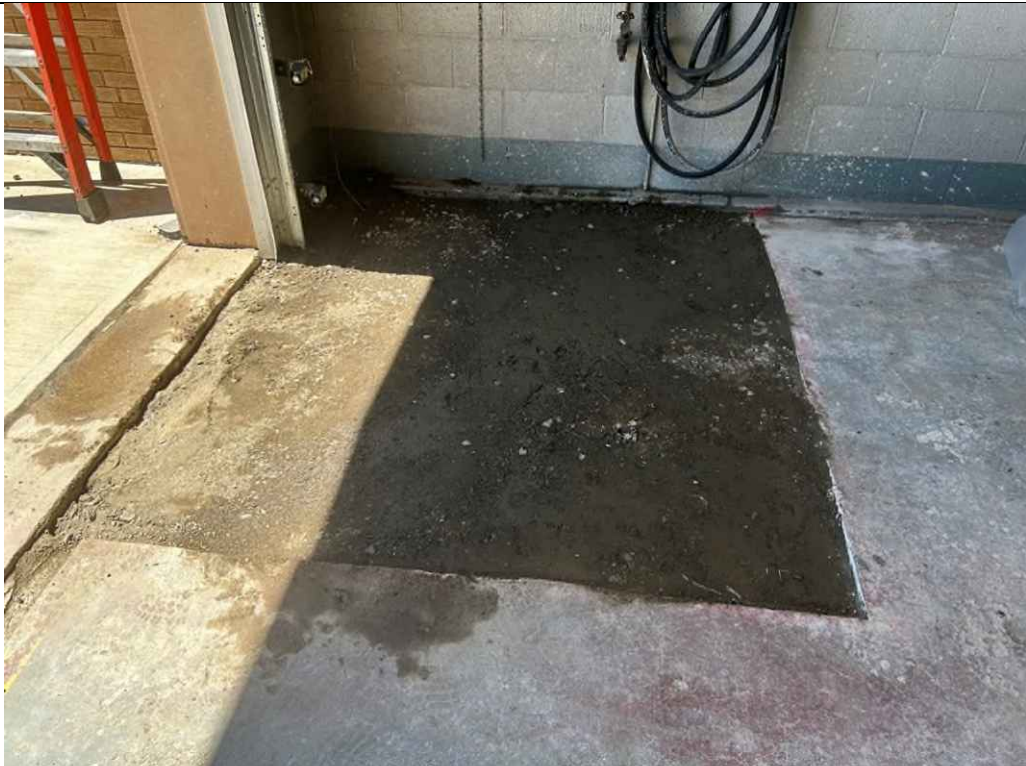
Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 21	Date: 7/1/2024		
Direction Photo Taken: Southerly			
Description: Compacting backfill within TP-1			

Photo No. 22	Date: 7/1/2024
Direction Photo Taken: Westerly	
Description: Test Pit TP-1 backfilled to existing grade/top of slab	

A photograph showing a rectangular test pit (TP-1) that has been backfilled with dark, loose material. The pit is situated on a concrete floor, with a concrete slab visible to the left and a concrete wall in the background. A broom is leaning against the wall on the right side of the image. The backfill material appears to be a dark, granular substance, possibly soil or gravel, and is unevenly distributed within the pit. The surrounding concrete floor is light-colored and shows some signs of wear and staining. The concrete wall in the background is made of large, light-colored blocks and has some black cables or hoses hanging from it. A red ladder is visible on the left side of the image, leaning against the wall. The overall scene is an indoor or semi-enclosed space, possibly a basement or a utility room.



Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 23	Date: 7/1/2024		
Direction Photo Taken: Easterly			
Description: Hand excavation at southwestern corner of fire house, exposing concrete pier below exterior strip footing/grade beam			

Photo No. 24	Date: 7/1/2024	
Direction Photo Taken: Easterly		
Description: Hand excavation at southwestern corner of fire house, exposing concrete pier below exterior strip footing/grade beam		



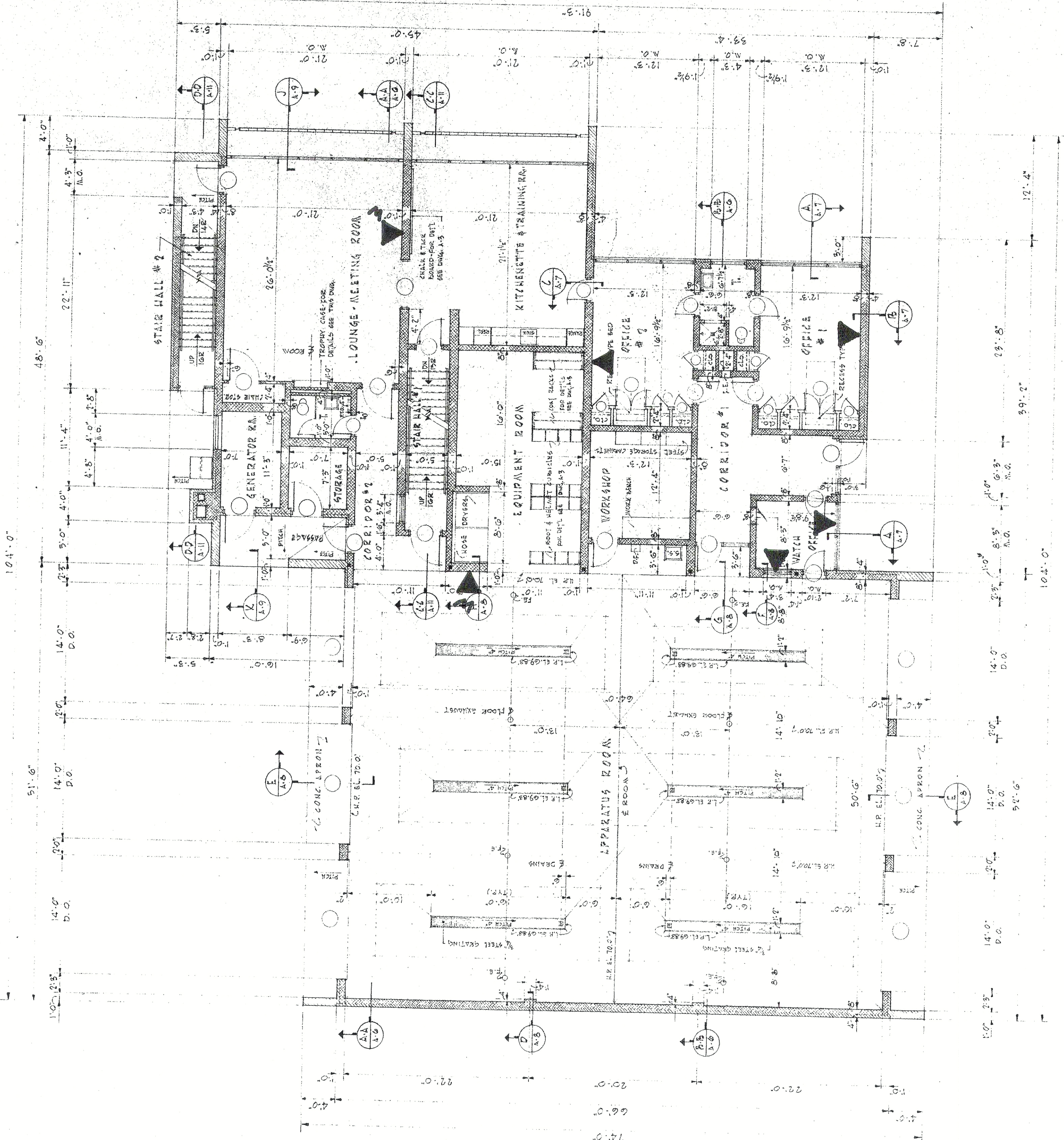
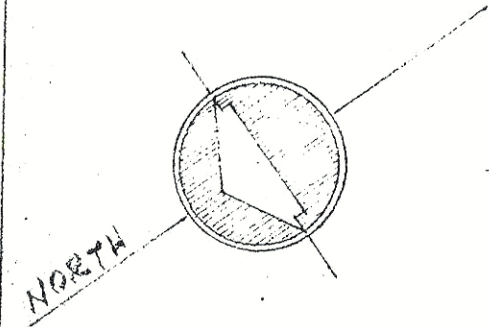
Photographic Log

Client Name: Norwalk Fire Department		Site Location: 90 New Canaan Avenue Norwalk, Connecticut	Project No. 05.0047293.00
Photo No. 25	Date: 7/1/2024		
Direction Photo Taken: Easterly			
Description: Hand excavation on western side of fire house, exposing concrete pier below exterior strip footing/grade beam			

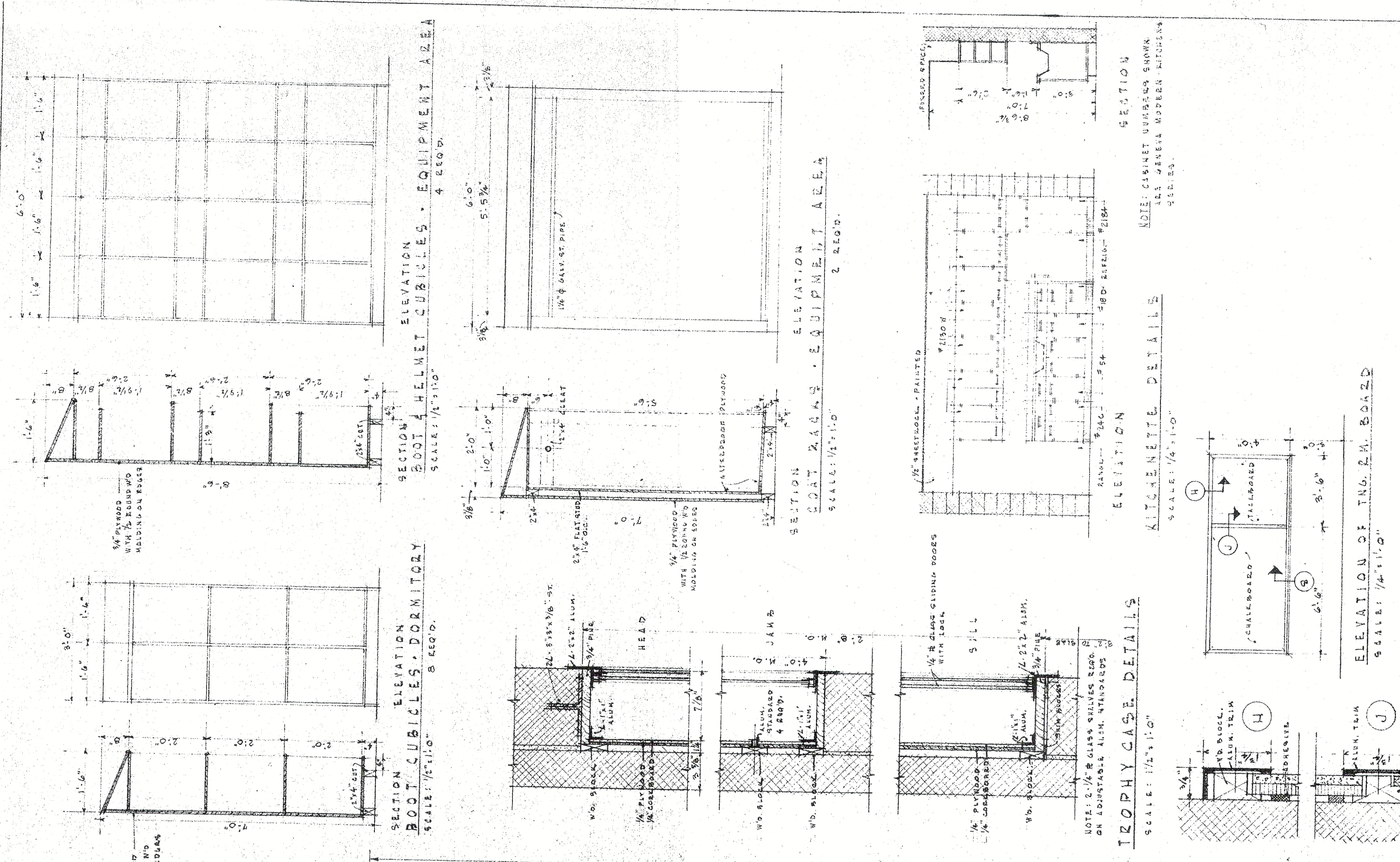
Photo No. 26	Date: 7/1/2024		
Direction Photo Taken: Easterly			
Description: Hand excavation on western side of fire house, exposing concrete pier below exterior strip footing/grade beam			



Appendix F – Past Site Plans



FIRST FLOOR PLAN



THE FIRST FLOOR PLAN & DETAILS
SILVERMAN AVENUE FIRE STATION NO. 1
NEW CANAAN & SHAWMUT AVE. NEWARK, CONNECTICUT

CHALK & WHITE BOARD DETAILS - TROPHY CASE



GZA GeoEnvironmental, Inc.