



**REGULAR MEETING – LAND USE & BUILDING MANAGEMENT COMMITTEE
AGENDA
JULY 2, 2025, 7:00 PM
BY HYBRID VIA ZOOM AND COMMON COUNCIL CHAMBERS**

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



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



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public 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 JoAnn Acquarulo, Buildings and Facilities Manager at jacquarulo@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

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

ABSENT: Nicol Ayers; Dajuan Wiggins; James Frayer

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

I. CALL TO ORDER

Ms. Smyth called the meeting to order at 7:01 PM. There was a quorum present.

II. PUBLIC HEARING

A. Eversource Energy easement for new electrical service to the Norwalk High School Project located at 23 Calvin Murphy Drive.

The public hearing was opened at 7:02 PM.

The public hearing closed at 7:04 PM.

There were no comments made.

III. ROLL CALL

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

IV. ACCEPTANCE OF MINUTES

A. Regular Meeting: June 4, 2025

Change the time of adjournment from 7:05 PM to 9:05 PM.

**** MS. EADDY MOVED TO APPROVE THE MINUTES AS AMENDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

V. PUBLIC PARTICIPATION

There was no public participation this evening.

VI. OLD BUSINESS

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

Ms. Smyth stated that the line for Eversource has already been approved by this committee, and will now need to approve the actual easement.

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

**** THE MOTION PASSED UNANIMOUSLY.**

VII. NEW BUSINESS

- A. AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE WITH GILBANE BUILDING COMPANY FOR THE NORWALK HIGH SCHOOL PROJECT IN AN ADDITIONAL AMOUNT NOT TO EXCEED \$3,159,034 TOGETHER WITH REPROGRAMMING OF SET ASIDE ALLOWANCES IN THE GILBANE BUILDING COMPANY'S GMP FOR BLEACHER/PRESS BOX AND TENNIS COURTS IN ORDER TO ACCEPT THE BID FOR DEMOLITION OF THE EXISTING BUILDING. ACCT. # 09215010 5777**
C0787

Mr. Lo said that when we first established the guaranteed maximum price with Gilbane Construction Company, certain items were included as allowance items. However, we did not bid on them at the time because the project was so extensive, and bidding on the items would have been too early. One of the larger items is the demolition of the existing building, scheduled to occur in the summer of 2027. However, he recently decided to bid on that item, and the projections for demoing the building were roughly between \$9 and \$10 million. However, the bids came back at around \$ 7.1 million, so he would like to lock that in. The challenge is that when we originally approved the GMP there was 3 million dollars' worth of owner contingency. There is approximately \$ 2.7 million still available, so to make a change order for the \$ 7.1 million, the owner contingency needs to be increased. He would like to use the balance of the owner contingency and the allowance that is in Gilbane's contract to make up the \$7.7 million, so there are enough funds available to lock in the demolition price.

Ms. Smyth said essentially money will be shifted around so that this price can be locked in, which is significantly less than what was expected. Mr. Burnett inquired whether the project's bottom-line budget would be affected. Mr. Lo said we will still be somewhat short until we go out to bid for the balance of the items, so it is consistent with what we planned on when we went out to bid for the project with the intention, we would be approaching the state for the balance, which is approximately 5% to 8%. Mr. Burnett asked if the state were to deny the request, it would then fall onto the city to provide that funding. Mr. Lo said, "Yes," but the risk has always been present, and it has been understood that we will need to approach the state when we finalize the bidding for the project's balance, with the difference being approximately 5% to 8%.

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

**** THE MOTION PASSED UNANIMOUSLY.**

VI. DISCUSSION

A. SCHOOL CONSTRUCTION PROJECT UPDATES

Mr. Giuliano provided an update on the school construction projects, stating that the South Norwalk School project is progressing quickly outside the building, with landscaping and site finishes ongoing. The site work on the north rear side of the building is ongoing, and the playground is scheduled to be delivered at the end of this month for installation. The building has permanent power installed with network connectivity, which allows them to continue with the equipment start-up and commissioning. The classroom finishes are substantially complete in almost all of the classrooms, and the furniture is scheduled to be delivered at the end of July. The project is scheduled for completion for the 2025-2026 school year.

Mr. Lo said the teachers from the existing South Norwalk School have packed up their things and are scheduled to move in August. Out of the 29 classrooms, the school will occupy 15 of them this upcoming school year, and each year, the school enrollment is expected to increase. A tour will be scheduled for members of the Common Council, as well as for members of the BET and the Board of Education, at the beginning of August or earlier. A grand opening ceremony will also be held in September. He noted that when school opens, there will not be grass in all areas due to the summer heat, but the trees will be planted, and the grass will be planted in the fall. The project is expected to be substantially completed by the 25-26 school year. However, the basketball court may be delayed, as it was added later in the approval process after the acquisition of the Oxford properties.

Mr. Lo said that TMP is working on sidewalk improvements in the neighborhood and is attempting to incorporate improvements in the railroad spur line area; however, he is unsure of the project's status, as he is not directly involved. However, they will try to get as much done as possible over the summer. Mr. Burnett requested that TMP be invited to the next meeting to provide an update on the flooding remediation, ensuring the area does

not flood. Mr. Lo said that part will most likely be an integral part of the rotary that TMP and DPW intend to undertake, so he will also speak with DPW to get an update. However, this will be a continuing process over the next two to three years.

Mr. Giuliano provided an update on Norwalk High School, stating that the underground utility work on Calvin Murphy Drive is ongoing. As a result, the driveway will be closed for the summer break. They are coordinating with the school for deliveries and the limited summer activities that are being maintained. The site clearing of the multi-use field has been completed and the retaining wall is being constructed. The steel erection continues across the building, and approximately 2/3 of the structure has been erected at this point. The masonry walls are being constructed both inside and outside, in conjunction with the metal framing. The building is still on schedule to be completed by the fall of 2027 semester, with the final completion including the site development, parking lots, and tennis courts by the fall of 2028.

Mr. Lo provided an update on the HVAC upgrades project and stated that, altogether, there are six projects, with five of them moving forward. During the bidding process, the bids came in high, and it required considerable effort behind the scenes to reorganize the project scope and determine the best way to fund it. The contract for the construction of Naramake School has been signed; however, they are short of the contingency amount of approximately \$300,000. Meanwhile, the project for Brookside School has an excess of funds. He will be presenting a special appropriation to the BET next Monday, which will then be referred to the Finance Committee on May 11th and subsequently to the Common Council for final approval.

Mr. Lo said that, despite their efforts, they could not make the project at Mavin School work, so they will need to redo the scope and rebid the entire project in the fall. They intend to complete the project by summer 2026.

Mr. Burnett asked if the state is aware of the gap in the bidding. Mr. Lo said he had a conversation with Senator Duff regarding this, but from an administrative perspective, he has not, as he would like to wait and see how much money will be needed and define what is necessary. Ms. Smyth said many districts made applications to the state for these grants for the HVAC projects and asked if it is possible or likely that there are a lot of HVAC projects going on at the same time, which has created a demand, which is why the bids may be coming in higher than was expected. Mr. Lo said that it is a significant part of the problem, and the number of mechanical contractors focusing on municipal and school construction is somewhat limited. With these projects available all around the state, it becomes even more challenging.

B. EXTERNAL LEASES FOR CITY-OWNED BUILDINGS

Mr. Lo recently stated that a discussion has taken place at the Common Council level regarding city leases, and a question was raised about how these leases are managed. He said we have been examining this for over a year to determine how they can enhance the process, as the system they currently have needs to be upgraded due to its

outdated nature. He stated at the August meeting that staff could discuss the specifics of the leases in more detail.

Ms. Acquarulo discussed the development of the lease terms, which outline the workflow for developing a new lease. Mr. Lo said the new software will help consolidate the leases and track payments. Ms. Acquarulo noted the leases that the city manages. Mr. Lo added that if a lease is missing, they will continue to work with the Recreation and Parks Department to update it.

Ms. Acquarulo presented the INNAGO software program they have found, which is a free program that they have been using to store all the active lease information. It is also stored on the city drive, allowing city employees to access it. Mr. Lo said he thinks this is a step in the right direction in terms of managing the leases that we have.

Ms. Smyth thanked Ms. Acquarulo not only for finding this program but also for finding a free program.

Ms. Acquarulo said we have already obtained all the certificates of insurance, so we have them on file and will be working with the Law Department on the expiring leases, as well as the terms of the leases and online payments.

Mr. Lo said that, as a further conversation, it should be decided who will negotiate the leases and whether this committee should approve them or if the Recreation and Parks Committee should approve the Recreation and Parks leases.

VII. ADJOURNMENT

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

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:10 PM.

Respectfully submitted,

Dilene Byrd