



REGULAR MEETING – LAND USE & BUILDING MANAGEMENT COMMITTEE AGENDA
FEBRUARY 5, 2025, 7:00 PM
BY ZOOM VIRTUAL MEETING

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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 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; Heather Dunn; Dajuan Wiggins; Greg Burnett; Nicol Ayers

OTHERS: Alan Lo, Building and Facilities Manager; Bill Hodel; BOE, Director of Facilities and Maintenance; Dan Philips, Project Manager, Construction Solutions Group; JoAnn Acquarulo; Asst. Building and Facilities Manager; David Westmoreland, Chair, SNEW; Alan Huth, Chief Executive Officer, SNEW

I. CALL TO ORDER

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

II. ROLL CALL

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

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: January 7, 2025

On page 3, change “dates” to “gates”

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

**** THE MOTION PASSED UNANIMOUSLY.**

IV. PUBLIC PARTICIPATION

Diane Lauricella – 21 Little Fox Lane

Ms. Lauricella stated that there is a need for consideration to reinstate the facilities construction committee because in the past that committee included people who were in the business and were community members and often brought very creative suggestions that they had lived experience in the construction business. This would allow us to finally depart from the current bad policy implementation of the use of renewables in public buildings both in the Board of Education as well as the City of Norwalk. She said she is particularly against the re-wording of number one because it makes it sound like any financial viability of PV installation is unworkable in the South Norwalk district and quite frankly that is not true. While she does know that most of South Norwalk’s electricity is sourced from renewable energy sources that should not excuse our city has a stated mission in the POCD and constantly mentions that we want Norwalk to be one of the greenest cities in the state which is a noble goal that she of course is in favor of, and she is tired of the excuses that are always given especially in South Norwalk when it comes to the use of making electrons. There is no way that making electrons could be offset and she is very much opposed to the wording that was modified, and it is not SNEW’s fault but is the City of Norwalk’s bad policy for putting solar both on rooftops and carports throughout the city on public property. She said she feels the financial feasibility is there, but this was not explored. She will wait until next week’s meeting about the bad policy implementation of taking out underground storage tanks and immediately going to gas instead of looking at renewable energy. She thinks if there was a facilities construction committee you could hear from other people in the business and not just the staff and not just the staff’s consultants that want to keep getting contracts.

V. OLD BUSINESS

A. LAND SWAP OF PORTION OF FODOR FARM WITH ADJACENT NEIGHBOR AT 25 POGANY STREET AND REFER RECOMMENDATION TO COMMON COUNCIL FOR FINAL ACTION:

- 1. AUTHORIZE THE MAYOR, HARRY W. WILLING, TO EXECUTE ANY AND ALL DOCUMENTS RELATING TO THE PROPOSED EQUAL LAND SWAP WITH PROPERTY OWNER OF 25 POGANY STREET FOR A PORTION OF FODOR FARM PROPERTY.**

**** MS. AYERS MOVED TO AUTHORIZE ITEM**

Mr. Lo provided an overview of the proposed land swap and said the city had acquired the property and was originally going to move Brookside School onto the property but decided not to, and the property had three houses on it which were badly abandoned, so the city sold two of the three houses to Mr. People’s who bought the property and renovated it and has been living there since and has lived up to the terms and conditions of the original sale of the property. Instead of cutting down trees to create some open space for him to use, he suggested he would swap a portion of this property with a portion of city property so there is no net gain on either side and would be protecting the woods at Fodor Farm and thought that was a good idea in terms of balance.

**** THE MOTION PASSED UNANIMOUSLY.**

B. SOUTH NORWALK SCHOOL - PHOTOVOLTAIC DISCUSSION AND ACTION.

- 1. APPROVE TO DISCONTINUE DISCUSSIONS WITH SNEW/CMEEC ON A PARTNERSHIP TO**

2. **DEVELOP PV RENEWABLE ENERGY GENERATION AT SOUTH NORWALK SCHOOL DUE TO SNEW'S (AS A MUNICIPAL UTILITY COMPANY) COMMITMENT TO PROVIDE FAVORABLE ELECTRIC GENERATION RATES TO THE SOUTH NORWALK COMMUNITY WHICH IMPACTS SIGNIFICANTLY ON THE FINANCIAL VIABILITY OF PV INSTALLATION.**
3. **AUTHORIZE BUILDING MANAGEMENT STAFF TO CONTINUE TO ASSESS THE FINANCIAL FEASIBILITY FOR THE INSTALLATION OF A ROOFTOP PV SYSTEM AT SOUTH NORWALK SCHOOL AS A CAPITAL IMPROVEMENT PROJECT IN THE EVENT THAT RESIDUAL FUNDS ARE AVAILABLE FROM THE SCHOOL CONSTRUCTION PROJECT. UPON DEVELOPMENT OF A FINANCIAL PRO FORMA FOR THIS SCENARIO, STAFF WILL SUBMIT ANALYSIS TO THE COMMITTEE FOR CONSIDERATION.**

**** MR. BURNETT MOVED TO APPROVE ITEM V.B.1. TO DISCONTINUE DISCUSSIONS WITH SNEW/CMEEC ON A PARTNERSHIP TO DEVELOP PV RENEWABLE ENERGY GENERATION AT SOUTH NORWALK SCHOOL DUE TO SNEW'S (AS A MUNICIPAL UTILITY COMPANY) COMMITMENT TO PROVIDE FAVORABLE ELECTRIC GENERATION RATES TO THE SOUTH NORWALK COMMUNITY WHICH IMPACTS SIGNIFICANTLY ON THE FINANCIAL VIABILITY OF PV INSTALLATION AND V.B.2 TO AUTHORIZE BUILDING MANAGEMENT STAFF TO CONTINUE TO ASSESS THE FINANCIAL FEASIBILITY FOR THE INSTALLATION OF A ROOFTOP PV SYSTEM AT SOUTH NORWALK SCHOOL AS A CAPITAL IMPROVEMENT PROJECT IN THE EVENT THAT RESIDUAL FUNDS ARE AVAILABLE FROM THE SCHOOL CONSTRUCTION PROJECT. UPON DEVELOPMENT OF A FINANCIAL PRO FORMA FOR THIS SCENARIO, STAFF WILL SUBMIT ANALYSIS TO THE COMMITTEE FOR CONSIDERATION.**

Ms. Smyth thanked Mr. Lo for his utmost and absolute transparency in everything he does and everything he works on.

Mr. Lo said almost two years ago while working on the property for the South Norwalk School, there was an opportunity to do a ground mounting system in addition to a typical rooftop system and he had approached SNEW and CMEEC to consider this potential partnership and both sides were very proactive. SNEW had gone through the RFP process to have a financial performance developed to see the feasibility of the partnership and when they looked at the proposal determined that there were no cost savings to the city and did not think it would be financially feasible for the city, but he is still committed to finding ways to implement just a rooftop system. He said as they get closer to the end of the project he will look at the total capital budget that is allocated to the project to see if there is any excess dollar amount available and will work with a PV developer to do a calculation and issue an RFP to see if that can be done as a capital budget project so there is another level of value and consideration. He said there is also a potential that the state DAS would consider reimbursement for solar development on a school project, but he will report back to the committee with a financial performance on the possibility of a rooftop system for this project.

Mr. Huth said solar is not free and there is a cost to the equipment, SNEW is in favor of green energy and promotes the purchase of green energy and is in complete support of a smaller-sized rooftop mounted system and will be there when the time comes and want to provide the lowest possible rates to their customers and can't fundamentally subsidize these projects given the diverse makeup of South Norwalk. He said they are here to work with the city on future projects but as Mr. Lo pointed out, the economics of this larger project are not favorable at this time.

Mr. Westmoreland said Eversource which is for-profit has a variety of ways to recover a subsidy so they heavily subsidize solar and it does not impact their business because they include it into their rates to their other customers who don't have solar, and because we are a low-income community we don't feel right about passing subsidy costs for solar to all of their customers of which many are low-income. He went on to say that they have long-term green renewable energy contracts and 67% of the power they supplied to their customers last year was from renewable energy resources and not fossil fuels and the South Norwalk School will be getting near 70% of renewable energy without the solar panels and encouraged the committee to support all solar panel projects in Eversource territory because those are almost always financially viable.

Ms. Smyth said there is no blame here and that is a situation that they both tried to work out to their very best abilities and is just not feasible and clarified there are two separate parts and said the PV renewable energy generation is a separate

project and the second part is the rooftop solar which is what they will continue discussing and try to make happen and it is the ground-mounted energy that just could not be worked out.

Mr. Burnett said looking back at this experience they should have looked at the rooftop solar into the design phase earlier in the process and if there were any lessons learned from this. Mr. Huth said the rooftop system was looked at in conjunction with the ground-mounted system and had plans for both and the lesson learned is the scale of the project was the issue, and the rooftop system would be better suited. Mr. Lo said he thought this would be a good opportunity to do more than just a rooftop system and SNEW had regulations that he did not realize at the time.

Mr. Lo said both city staff and SNEW worked proactively to do this work and thanked Mr. Huth and Mr. Westmoreland for their time and effort.

Ms. Ayers said the city has progressed in the conversations regarding solar and has made substantial efforts to include solar in all conversations and should applaud ourselves for encompassing solar and other cost-saving alternatives in the discussions when talking about buildings in general.

Ms. Smyth echoed Ms. Ayer's comments and there is much more commitment on the city's, and council's part to push for more green energy, which has increased even more so in recent years. She applauded Mr. Lo and members of staff for taking this seriously and making it a priority and at the same time thinking of the taxpayers.

**** THE MOTION PASSED UNANIMOUSLY.**

V. NEW BUSINESS

A. BOARD OF EDUCATION -APPROVE CONTRACTOR FOR THE BROOKSIDE AND TRACEY ELEMENTARY SCHOOL UNDERGROUND FUEL TANK REMOVAL PROJECTS

**** MR. BURNETT MOVED TO APPROVE ITEMS VI A, CONTRACTOR FOR THE BROOKSIDE AND TRACEY ELEMENTARY SCHOOL UNDERGROUND FUEL TANK REMOVAL PROJECTS. VI A.1.A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH B&W PAVING & LANDSCAPING, LLC, FOR THE BROOKSIDE ELEMENTARY SCHOOL OIL TANK REMOVAL PROJECT (STATE PROJ. 103-0266 CV) (\$196,000.00) AND TRACEY ELEMENTARY SCHOOL OIL TANK REMOVAL & BOILER IGNITER CONVERSION PROJECT (STATE PROJ. 103-0267 CV) (\$391,000) FOR A TOTAL NOT EXCEED \$587,000.00. FUNDING IS AVAILABLE IN: ACCT. #09235010 5777 CO789; ACCT. #09245010 5777 CO789; ACCT. #09255010 5777 CO789, AND VI A. 1B TO AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT (BROOKSIDE ELEMENTARY SCHOOL OIL TANK REMOVAL PROJECT (STATE PROJ. 103-0266 CV) (\$19,600.00) AND TRACEY ELEMENTARY SCHOOL OIL TANK REMOVAL AND BOILER IGNITER CONVERSION PROJECT (STATE PROJ. 103-0267 CV) (\$39,100.00) FOR A TOTAL NOT TO EXCEED \$58,700.00. FUNDING IS AVAILABLE IN: ACCT. #09255010 5777 CO789.**

Ms. Smyth asked if the project is fully grant-funded. Mr. Hodel said "yes" at a reimbursement rate of 60%.

Mr. Hodel discussed the item and said it is part of the ongoing program to remove underground oil storage tanks as they reach their end of life, and that Brookside Elementary School is currently using gas, and the tank will be removed since it is not being used.

Mr. Hodel said that gas has been run to the building at Tracey Elementary School at no cost from Eversource and plans to remove the underground storage tank and convert the boilers from oil-fired to gas-fired by replacing the ignitor.

Mr. Burnett asked how many underground storage tanks were left. Mr. Hodel said when he first started there were approximately 20 and there are approximately 4 left.

1a. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH B&W PAVING & LANDSCAPING, LLC, FOR THE BROOKSIDE ELEMENTARY SCHOOL OIL TANK REMOVAL PROJECT (STATE PROJ. 103-0266 CV) (\$196,000.00) AND TRACEY ELEMENTARY SCHOOL OIL TANK REMOVAL & BOILER IGNITER CONVERSION PROJECT (STATE PROJ. 103-0267 CV) (\$391,000) FOR

A TOTAL NOT EXCEED \$587,000.00.

FUNDING IS AVAILABLE IN:

ACCT. #09235010 5777 CO789

ACCT. #09245010 5777 CO789

ACCT. #09255010 5777 CO789

1b. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT (BROOKSIDE ELEMENTARY SCHOOL OIL TANK REMOVAL PROJECT (STATE PROJ. 103-0266 CV) (\$19,600.00) AND TRACEY ELEMENTARY SCHOOL OIL TANK REMOVAL AND BOILER IGNITER CONVERSION PROJECT (STATE PROJ. 103-0267 CV) (\$39,100.00) FOR A TOTAL NOT TO EXCEED \$58,700.00. FUNDING IS AVAILABLE IN: ACCT. #09255010 5777 CO789.

**** THE MOTION PASSED UNANIMOUSLY.**

B. REMOVAL OF ASBESTOS TILES FOR FOX RUN SCHOOL

1. AUTHORIZE THE CHAIRMAN OF THE CITY OF NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE, TO CERTIFY THE CITY OF NORWALK, LAND USE & BUILDING MANAGEMENT COMMITTEE'S APPROVAL OF FINAL PLANS, PROJECT MANUAL, AND COST ESTIMATE FOR THE FOX RUN ELEMENTARY SCHOOL ASBESTOS FLOOR TILE ABATEMENT & REPLACEMENT FLOOR TILE PROJECT – STATE PROJ. #103-0268 CV.

**** MS. EADDY MOVED TO APPROVE**

Mr. Hodel said they have filed an application for state reimbursement for these projects and were granted a project number and moved forward with an environmental consultant to start the process for asbestos removal. They generated plans, specifications, and a professional cost estimate which will be taken to the next step for a preconstruction review with the state. Once that is approved it will go out to bid and generate a contract through the Mayor's office.

**** THE MOTION PASSED UNANIMOUSLY.**

C. REVIEW BIDS FOR THE TRACEY SCHOOL AIR CONDITIONING AND ELECTRICAL UPGRADES PROJECT AND REFER RECOMMENDATION TO COMMON COUNCIL FOR ACTION:

1a. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH OLYMPUS CONSTRUCTION- A DIVISION OF CATTARUZZA, LLC FOR THE TRACEY SCHOOL AIR CONDITIONING AND ELECTRICAL UPGRADES PROJECT FOR A TOTAL NOT TO EXCEED \$526,800.00. FUNDS ARE AVAILABLE IN ACCT. #09215010 5777 C0652.

1b. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$52,680.00 FUNDS ARE AVAILABLE IN ACCT. # 09255010 5777 C0652.

**** MS. AYERS MOVED TO APPROVE ITEMS**

Mr. Hodel said this is following another program in which quite a few schools have been done to date and Tracey Elementary School is next. Unfortunately, this is not a state-reimbursed project, but we were able to provide the plans and specifications through a mechanical, electrical, and plumbing engineer (MEP), the plans were developed, and they went out to bid and received three bids back and Olympus is a construction group that does a lot of work with municipalities and has a good reputation.

Ms. Smyth asked for clarification that this project is part of a planned replacement schedule and is separate from the HVAC grants that were received. Mr. Hodel said that is correct.

Ms. Ayers asked if the school will be getting central air conditioning or if the air conditioning units are being upgraded. Mr. Hodel said they currently have floor-standing inefficient air conditioning that the PTA purchased several years ago and will be installing window air conditioners, but if there is a space that does not have a window, they will be installing a mini-split system which follows the same format that was done at other schools.

**** THE MOTION PASSED UNANIMOUSLY.**

D. APPROVE CONSTRUCTION MANAGER FOR 5 SCHOOL HVAC PROJECTS

**** MS. AYERS MOVED TO APPROVE ITEM**

Mr. Lo said a few years ago the state decided to do the HVAC grants and the city along with the Board of Education submitted six projects and fortunately were awarded all six projects and the total cost of approximately 36 million dollars at a reimbursable rate of 60%. The submission deadline for this project was December 2023 and had gone through the special appropriation process to acquire the city's share of the money to do these projects. With the state's approval in May of last year, they began the process of hiring engineers and began the design phase. He said these construction projects are very complicated in the evaluation phasing. The grant has an expiration date of December 2025 and have since requested an extension of the completion date to December 2026, out of all of the six projects they decided that Brookside School would be the easiest one to do because they are rooftop units and have fast-tracked the project and are trying to develop the design drawings, and went out to bid last month and will be seeking committee and council approval to proceed with contract and implementation for Brookside School. For the other five projects they are looking to hire a construction manager because there is a phasing strategy and have issued an RFP for a construction manager, received two proposals, held interviews, and are recommending Newfield Construction for all five projects.

1. ROWAYTON ELEMENTARY SCHOOL

1a. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH NEWFIELD CONSTRUCTION GROUP, LLC AS THE CONSTRUCTION MANAGER (CM) FOR THE ROWAYTON SCHOOL HVAC IMPROVEMENT PROJECT. TERMS FOR THE AGREEMENT SHALL BE AS FOLLOWS:

Pre-construction Services – \$21,044.00. CM Contingency – 1.85%

CM Fee – 2.20%

General Condition amounts to be determined as part of the GMP

Funds are Available in Acct. #09245010 5777 C0843.

1b. AUTHORIZE ALLOWANCE FOR ADDITIONAL SERVICES FOR PRE-CONSTRUCTION SERVICES PHASE FOR A TOTAL NOT TO EXCEED \$2,500.00. ACCT. #09245010 5777 C0843.

2. NARAMAKE ELEMENTARY

2a. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH NEWFIELD SCHOOL HVAC IMPROVEMENT PROJECT. TERMS FOR THE AGREEMENT SHALL BE AS FOLLOWS:

Pre-construction Services – \$14,029.00 CM Contingency – 1.85%

CM Fee – 2.20%

General Condition amount to be determined as part of the GMP

Funds are available in Acct. #09245010 5777 C0844.

2b. AUTHORIZE ALLOWANCE FOR ADDITIONAL SERVICES FOR PRE-CONSTRUCTION SERVICES PHASE FOR A TOTAL NOT TO EXCEED \$2,500.00. ACCT. #09245010 5777 C0844.

3. MARVIN ELEMENTARY SCHOOL

3a. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH NEWFIELD CONSTRUCTION GROUP, LLC AS THE CONSTRUCTION MANAGER (CM) FOR THE MARVIN SCHOOL HVAC IMPROVEMENT PROJECT. TERMS FOR THE AGREEMENT SHALL BE AS FOLLOWS:

Pre-construction Services – \$9,119.00

CM Contingency – 1.5%

CM Fee – 2.20%

General Condition amount to be determined as part of the GMP

Funds are available in Acct. #09245010 5777 C0841.

3b. AUTHORIZE ALLOWANCE FOR ADDITIONAL SERVICES FOR PRE-CONSTRUCTION SERVICES PHASE FOR A TOTAL NOT TO EXCEED \$2,500.00. ACCT. #09245010 5777 C0841.

4. SILVERMINE ELEMENTARY SCHOOL

4a. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH NEWFIELD CONSTRUCTION GROUP, LLC AS THE CONSTRUCTION MANAGER (CM) FOR THE SILVERMINE SCHOOL HVAC IMPROVEMENT PROJECT. TERMS FOR THE AGREEMENT SHALL BE AS FOLLOWS:

Pre-construction Services – \$7,015.00 CM Contingency – 1.5%

CM Fee – 2.20%

General Condition amount to be determined as part of the GMP Funds are available in Acct. #09245010 5777 C0842.

4b. AUTHORIZE ALLOWANCE FOR ADDITIONAL SERVICES FOR PRE-CONSTRUCTION SERVICES PHASE FOR A TOTAL NOT TO EXCEED \$2,500.00. ACCT. #09245010 5777 C0842.

5. BRIEN MCMAHON HIGH SCHOOL

5a. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH NEWFIELD CONSTRUCTION GROUP, LLC AS THE CONSTRUCTION MANAGER (CM) FOR THE BRIEN MCMAHON HIGH SCHOOL HVAC IMPROVEMENT PROJECT. TERMS FOR THE AGREEMENT SHALL BE AS FOLLOWS:

Pre-construction Services - \$18,939.00 CM Contingency- 1.5%

CM Fee- 2.20%

General Condition amount to be determined as part of the GMP Funds are available in Acct. #09245010 5777 C0839

5b. AUTHORIZE ALLOWANCE FOR ADDITIONAL SERVICES FOR PRE-CONSTRUCTION SERVICES PHASE FOR A TOTAL NOT TO EXCEED \$2,500.00. ACCT.#09245010 5777 C0839

**** THE MOTION PASSED UNANIMOUSLY.**

E. APPROVE BIDS FOR BROOKSIDE SCHOOL HVAC IMPROVEMENT PROJECT - CONTRACTOR RECOMMENDATION OF F&F MECHANICAL ENTERPRISES, INC.

1a. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH *F&F MECHANICAL ENTERPRISES, INC.* FOR THE BROOKSIDE ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (103-005 HVACN) FOR A TOTAL NOT TO EXCEED \$2,084,000.00. FUNDS ARE AVAILABLE IN ACCT. #09245010 5777 C0840.

1b. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$208,400.00. FUNDS ARE AVAILABLE IN ACCT. #09245010 5777 C0840.

**** MR. BURNETT MOVED TO APPROVE ITEMS**

Mr. Lo provided an overview of the project and said that Brookside School is a priority because the rooftop units are in very bad shape, and the project recently went out to bid, and did a scope review and met with the contractor yesterday and

went through the understanding of the project and the challenges they anticipate and are comfortable with F&F Mechanical Enterprises and come highly recommended. He said he is concerned about the delivery time because there is always a risk of the manufacturer not delivering the equipment in a timely fashion and the project would be delayed, so they spoke with the contractor, and they will not be disconnecting any equipment until the delivery of the equipment is guaranteed. He said if there is a manufacturer delay there is an alternate bid item that the contractor would do second shift work or weekend work during the fall to install the units and project the cost to be an additional \$150,000. He said overall the funds are within the budget and are recommending the approval of the project.

**** THE MOTION PASSED UNANIMOUSLY.**

F. APPROVE SOUTH NORWALK SCHOOL TECHNOLOGY PACKAGE

**** MR. BURNETT MOVED TO APPROVE ITEMS**

Mr. Philips provided an overview of the technology package and they did not receive any compliant bids for technology and had the option to go through the state contract for a few of the items and had their consult reach out to several contractors and solicit bids and the numbers came back favorably under the state contract and the estimated value for the four packages was approximately \$258,000 and the bids combined are approximately \$225,000 for an approximate savings of \$33,000 from their estimate.

1a. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO TOTAL COMMUNICATIONS (STATE CONTRACT #18PSX0202) FOR THE TE-01 LAN NETWORK SWITCHES FOR THE SOUTH NORWALK ELEMENTARY SCHOOL FOR A TOTAL SUM OF \$162,831.66. FUNDS ARE AVAILABLE IN ACCT. #0922 5010 5777 C0808.

1b. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON PURCHASE ORDER FOR A TOTAL NOT TO EXCEED \$8,000.

2a. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO CONNECTICUT COMMUNICATIONS (STATE CONTRACT #18PSX0097) FOR THE TE-02 PHONE SYSTEM FOR THE SOUTH NORWALK ELEMENTARY SCHOOL FOR A TOTAL SUM OF \$39,433.00. FUNDS ARE AVAILABLE IN ACCT. #0922 5010 5777 C0808.

2b. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON PURCHASE ORDER FOR A TOTAL NOT TO EXCEED \$2,000.

3a. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO ENVIRONMENTAL SYSTEMS CORPORATION (STATE CONTRACT #19PSX0015) FOR THE TE-03 DISPLAY SIGNAGE FOR THE SOUTH NORWALK ELEMENTARY SCHOOL FOR A TOTAL SUM OF \$14,173.00. FUNDS ARE AVAILABLE IN ACCT. #0922 5010 5777 C0808.

3b. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON PURCHASE ORDER FOR A TOTAL NOT TO EXCEED \$1,000.

4a. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO RAPTOR TECHNOLOGIES FOR THE TE-04 VISITOR MANAGEMENT SYSTEM FOR THE SOUTH NORWALK ELEMENTARY SCHOOL FOR A TOTAL SUM OF \$1,786.91. FUNDS ARE AVAILABLE IN ACCT. #0922 5010 5777 C0808.

4b. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON PURCHASE ORDER FOR A TOTAL NOT TO EXCEED \$500.

**** THE MOTION PASSED UNANIMOUSLY.**

G. REVIEW REQUEST FOR CONSTRUCTION CONTINGENCY ALLOWANCE FOR NORWALK COMMUNITY RECREATION CENTER PROJECT AND REFER THE FOLLOWING ACTION TO COMMON COUNCIL FOR ACTION:

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

1. APPROVE AN OWNER CONSTRUCTION CONTINGENCY ALLOWANCE WITH NEWFIELD CONSTRUCTION GROUP, LLCs FOR THE NEW NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET FOR A TOTAL NOT TO EXCEED \$423,329.00. ACCT. #09256030 5777 C0719

Mr. Lo said last month he brought the approval of the guaranteed maximum price to the committee and the Common Council for approval and was approved but he simply forgot to have the contingency approved.

Mr. Burnett asked for clarification that the contingency was within the budget that was approved. Mr. Lo said confirmed that it is within the approved budget.

**** THE MOTION PASSED UNANIMOUSLY.**

H. REVIEW REQUEST FOR CONSTRUCTION CONTINGENCY ALLOWANCE FOR CRANBURY PARK/GALLAHER MANSION IMPROVEMENT PROJECT AND REFER THE FOLLOWING ACTION TO COMMON COUNCIL FOR ACTION:

**** MS. AYERS MOVED TO APPROVE ITEMS**

Mr. Lo said this is the same as the previous item and the dollar amount is just different.

1. APPROVE AN OWNER CONSTRUCTION CONTINGENCY ALLOWANCE WITH DOWNES CONSTRUCTION COMPANY, LLC FOR THE NEW CRANBURY PARK/GALLAHER MANSION IMPROVEMENT PROJECT FOR A TOTAL NOT TO EXCEED \$125,640. FUNDS ARE AVAILABLE FROM THE STATE DECD GRANT. ACCT #09236030 5782 C0831

**** THE MOTION PASSED UNANIMOUSLY.**

VII. DISCUSSION

A. School Construction Project Update- Norwalk High School, South Norwalk School and HVAC improvement projects

Mr. Philips presented a slide show and provided an update on the following:

South Norwalk Elementary School

- On the east side the interior metal framings and masonry walls continue to progress with the installation of hollow metal frames and the roofing is substantially complete in this area.
- On the west side the exterior framing and sheathing are substantially complete. The roofing is anticipated to be completed in early February.
- The additional properties on Oxford Street and Meadow Street Extension by the city. The expanded scope has been incorporated into the project and the construction manager is proceeding with the demolition of the existing structures.

Norwalk High School/P-Tech

- The building concrete perimeter walls and interior footings are in progress and will continue into early 2025.
- The crane was delivered at the end of last week and the steel erection will begin in February.
- Underground utilities are ongoing across the building footprint

Ms. Ayers asked if the project was on schedule. Mr. Philips said “yes” and are on target.

Mr. Lo said the South Norwalk School is also on target and budget and the project team will notify this committee and the Board of Education Facility Committee by the middle to end of April to confirm the ability to finish the South Norwalk School by August 1st.

Ms. Smyth asked for an update on the taking of the spur line at the South Norwalk School. Mr. Lo said the city now owns the property and TMP is taking the lead together with DPW to start planning the roadway alignment.

HVAC Improvement Projects

Mr. Lo shared the cost of each of the HVAC projects showing both the city and the state's share and will continue to share this information with future updates

B. Continue discussion regarding facility management

Mr. Lo presented the list of facilities that building management currently manages and said that they are responsible for all the infrastructure, but don't provide janitorial services at all the locations. He also presented a list of the buildings that they do not currently manage and are managed independently by other departments via service contracts but has asked for consideration to include them as part of building management services for building systems and equipment. He said he does not think the departments are putting a lot of money into the maintenance and repair of these buildings and thinks it's a good idea for the city to centralize the management of these facilities but as more buildings are added to building management's responsibility at some point will require the need for additional positions.

Ms. Smyth asked if while going through the budget process there is openness or ability to fund an extra position this year. Mr. Lo said he does not want to make the department bigger than what is necessary but does think this is the right thing to do in terms of building management and taking on some of these responsibilities and for this coming budget year, he very much supports the city taking on the responsibility of managing the building system at Lockwood Matthews Mansion, but there will not be an effect on the budget until 98 South Main Street comes on line. Ms. Ayers said she thinks it is inefficient to have just six city buildings that don't have building management services and as a council along with the mayor's office, we need to figure out how to strategically make this happen. Mr. Lo suggested scheduling a meeting to further discuss this in more detail.

VIII. ADJOURNMENT

**** MS. DUNN MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:05 PM.

Respectfully submitted,

Dilene Byrd