

ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS

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

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REVISED AGENDA

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: August 10, 2021

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: Sonia. E. Oliver, Tree Advisory

REAPPOINTMENTS:

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Authorization for discussion: Settlement: Athanasiadis v. City of Norwalk – Claim #A05627

EXECUTIVE SESSION

2. Authorization to Settle Claim: Polite, Nathan v. City of Norwalk, et al, Docket Number FST-CV19-6044446-S

EXECUTIVE SESSION

3. Authorization for discussion: Settlement: O'Leary v. City of Norwalk – Claim #A09424

EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into contract for Tennis and Basketball Court Renovations, Project # 4141 (Mathews Park and Woodward Ave Park), with Sport-Tech Construction Corp., in an amount not to exceed \$427,411. Funds from Capital Accounts # 09226030-5777-C0321, 09216030-5777-C0321, 09206030-5777-C0321.
2. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to consent to an Assignment and Assumption Agreement by and between Norwalk Sailing School LLC, as Assignor, and Norwalk Sailing School and Norwalk Community Sailing, as Assignee, concerning the License Agreement by and between the City of Norwalk, as Licenser, and Norwalk Sailing School LLC, as Licensee, 2021 pursuant to Article 6 of said License Agreement.
3. Authorize the Mayor, Harry W. Rilling, to execute an agreement with TD and Sons, INC. for Project RNP 2021-1-Brien McMahon Athletic Field Conversion for a sum not to exceed \$868,065.00 (Base Bid), \$288,778.00 (Alternate 1 – Sports Lightning), \$77,000.00 (Alternate 3 – Protective Netting). Account #'s 09216030-5777-C0659, 09226030-5777-C059.
4. Authorize the Interim and/or the Director of Recreation and Parks to execute change orders on contract with TD and Sons, Inc. for Project RNP 2021-1 Brien McMahon Athletic Field Conversion for a sum not to exceed \$123,383.40. Account #'s 09216030-5777-C0659, 09226030-5777-C0659.

5. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Field Turf USA Inc. (Sole Source) for the Synthetic Turf Surface at the Brien McMahon Athletic Field Conversion for a sum not to exceed \$220,487.90 (Base Bid), \$40,000.00 (Alternate 2 – Upgrade to FTHD57 with CoolPlay). Account #'s 09216030-5777-C059, 09226030-5777-C0659.
6. Authorize the Interim and/or the Director of Recreation and Parks to execute change orders on contract with Field Turf USA Inc. (Sole Source) for the Synthetic Turf Surface at the Brien McMahon Athletic Field Conversion for a sum not to exceed \$20,000.00. Account #'s 09216030-5777-C0659, 09226030-5777-C0659.
7. Authorize the Mayor, Harry W. Rilling, to execute Addendum No. 1 with Stantec Consulting Services, Inc. for Project # 3985 – Turf Softball Field, dated April 24, 2020, for a sum not to exceed \$16,500.00 for Construction Administration services. Account #'s 09216030-577-C0659, 09226030-5777-C0659

B. LAND USE AND BUILDING MANAGEMENT COMMITTEE

- 1a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Norstan Communications, Inc. DBA Black Box Network Services to provide streaming capabilities and digital content creation upgrades at the Norwalk Main Library and the Sono Branch Library Auditoriums for a total not to exceed \$124,968.00. Acct. #09186210 5777 C0785
- 1b. Authorize the Library Director to issue change orders on Contract for a total not to exceed \$12,000.

C. PUBLIC WORKS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to accept the proposed private sanitary sewer extension at 440 Newtown Avenue / 78 Cranbury Road – Able Construction – Proposed 15 Unit Conservation Development. Through technical analyses, it was confirmed that the City's sanitary sewer collection system and wastewater treatment plant can accommodate the additional sanitary sewer flow generated from the proposed development.
- 2a. Technical Correction of the Common Council Action of July 13, 2021, Item VII.B.3 to add account number 09 20 6030 5777 C0657 designated for Atane Project DPW2021-2, Material Testing:
- 2b. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Atane, for Project DPW2021-2, Material Testing, for a period of one (1) year, billable on a unit price basis, for a sum not to exceed \$30,000.00, with an option to extend for two (2) additional terms of one (1) year each.

Account No. 09 21 4021 5777 C0021
 09 22 4021 5777 C0021
 09 21 4021 5777 C0234
 09 22 4021 5777 C0234
 09 21 4021 5777 C0302
 09 22 4021 5777 C0302
 09 21 4021 5777 C0315

09 22 4021 5777 C0315
09 21 4021 5777 C0318
09 22 4021 5777 C0318
09 21 4021 5777 C0503
09 22 4021 5777 C0503
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 21 4021 5777 C0471
09 22 4021 5777 C0471
09 21 6030 5777 C0365
09 22 6030 5777 C0365
09 20 6030 5777 C0657

3. Authorize the Mayor, Harry W. Rilling, to execute the 1st Amendment to the April 13, 2021 Agreement between the City of Norwalk and The Grasso Companies, LLC, for Project PM2021-1, Pavement Management Program, for an amount not to exceed \$1,000,000.00.

Account No. 09 20 4021 5777 C0021
09 21 4021 5777 C0021
09 21 4027 5777 C0302
09 20 4021 5777 C0503
09 21 4021 5777 C0503
09 20 4021 5777 C0649
09 21 4021 5777 C0318
03 00 00 2602

4. Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Almstead Tree & Shrub Care Company LLC for the supply and planting of trees and shrubs for an amount not to exceed \$130,000 per year. The Agreement is for a period of three (3) years, with an option to extend for two (2) additional terms of one (1) year each.

Account No. 09 22 4021 5777 C0233
09 22 6030 5777 C0370
09 22 4120 5777 C0649

5. Authorize the Mayor, Harry W. Rilling, to execute any and all documents related to State Project 102-364 West Avenue Traffic Adaptive Signal Project:

WHEREAS, the City of Norwalk has initiated a project to upgrade traffic signals on a portion of West Avenue and Belden Avenue to traffic adaptive signals; and

WHEREAS, the City of Norwalk has published a news release, mailed a copy of the news release to required officials and agencies, and mailed a notification letter to abutting property owners, announcing the proposed transportation safety project known as State Project 102-364 West Avenue Traffic Adaptive Signal Project; and

WHEREAS, the construction phase will be funded utilizing 90% Federal Funds and 10% municipal funds; and

WHEREAS, a 30 day public comment period was provided to allow interested parties to voice their concerns; and

WHEREAS, no concerns have been raised by the residents or from the public during the comment period;

Now, therefore, be it resolved by the governing body of the City of Norwalk, find that State Project 102-364 West Avenue Traffic Adaptive Signal Project is in the best interest of the City of Norwalk, and will provide for the convenience and safety of the traveling public.

6. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the September 8, 2020 Agreement between the City of Norwalk and Ahneman Kirby, LLC. for Project No. 4048 On-Call Surveying Services. The Amendment is to extend the Agreement for a period of one (1) year at a sum not to exceed \$150,000.00 with an option to extend for one (1) additional term for one (1) year.

Account No. 09 22 4021 5777 C0302
 09 22 4021 5777 C0315
 09 22 6030 5777 C0365
 09 22 6030 5777 C0367
 09 18 4021 5777 C0599
 09 21 4021 5777 C0659
 09 21 4021 5777 C0234
 01 40 30 5258

D. FINANCE AND CLAIMS COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: August 12, 2021
2. For informational purposes only: Narrative on Tax Collections Dated: August 12, 2021.
3. For informational purposes only: Monthly Tax Collector's Report Dated: July 2021
4. Authorize the Mayor, Harry W. Rilling execute any and all agreements and other documents necessary to apply for and accept the grant award of \$50,818.18 from the FY 2020 FEMA Assistance to Firefighters Grant Program, funds to be used for physical fitness equipment to enhance firefighter health and safety. City Match Responsibility 10% of Grant Award. Account No.013120-5269.
5. Accept and Approve the Report of the Claims Committee Dated: September 9, 2021

6. For informational purposes only: Narrative on Tax Collections Dated September 9, 2021.
7. For informational purposes only: Monthly Tax Collector's Report Dated: August 2021
8. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to consent and approve the food and beverage service License Agreement dated March 30, 2021 by and between Oak Hills Park Authority and Dry Dock Smokin' Aces, LLC CONDITIONED UPON said License Agreement being amended to expressly provide the City of Norwalk with the right to terminate the License Agreement without cause upon 90 days advance written notice to Dry Dock Smokin' Aces, LLC, and such additional terms as Corporation Counsel's Office may require.
9. Authorize the Mayor, Harry W. Rilling, to execute any and all Agreements and other documents with ESO, for the licensing purchase for three years and on-boarding of records management software for the fire department on a sole source procurement basis, for the contract amount not to exceed \$58,665.15 from account # 09221370-5777-C0375.
10. Authorize the Mayor, Harry W. Rilling, to execute agreement with RollKall Technologies, LLC for project 4083 City of Norwalk Police Department Extra Duty Management System.

E. PLANNING COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to sign all forwarding documentation required by HUD for the submission of the PY46 CAPER and approve the advancement of the PY46 CAPER to HUD.

F. HEALTH AND PUBLIC SAFETY

- 1a. Authorize the Mayor, Harry W. Rilling to execute any and all agreements, documents or amendments as may be necessary to implement the Memorandum of Understanding with Stamford, Greenwich and Darien for the Lower Fairfield County Auto Theft Task Force.
- 1b. Authorize the Police Chief to execute any and all agreements, documents, or amendments that may be necessary to implement the Lower Fairfield County Auto Theft Task Force.
2. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funding for Coronavirus Relief Funds (CRF) administered by the Connecticut Office of Policy and Management.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

TREE ADVISORY

M/C

Norwalk Code 112-3B

SONJIA E. OLIVER (D)

Term Expires – 07/01/2024

15 Madison Street

Norwalk, CT 06854

COMMON COUNCIL
NORWALK, CONNECTICUT

REVISED AGENDA
7:30 PM EST

AUGUST 10, 2021
VIA TELECONFERENCE

**ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO
APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND
OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS
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Mayor Rilling called the meeting to order at 7:30 p.m. and led the Assembly in reciting the Pledge of Allegiance.

I. ROLL CALL

Ms. Dixon called the Roll.

At Roll Call the following Common Council members were present:

Council at Large: Mr. Greg Burnett

Ms. Dominique Johnson

Mr. Nicholas Sacchinelli Ms. Barbara Smyth

District A: Mr. David Heuvelman Mr. Kadeem Roberts

District B: Ms. Darlene Young Ms. Diana Revolus

District C: Mr. John Kydes

District D: Mr. Tom Keegan Mr. George Tsiranides

District E: Mr. Thomas Livingston Ms. Lisa Shanahan

At Roll Call thirteen (13) Common Council members were present and two (2) were absent (Mr. Langella and Mr. Theodoridis). A Quorum was present.

Also present were Mayor Harry Rilling, City Clerk, Irene Dixon and Corporation Counsel, Darin Callahan.

II. ACCEPTANCE OF MINUTES

• Regular Meeting: July 27, 2021

**** MR. ROBERTS MOVED THE MINUTES OF THE JULY 27, 2021 COUNCIL MEETING.**

**** THE MOTION TO APPROVE THE MINUTES OF THE JULY 27, 2021 COUNCIL MEETING PASSED WITH TWELVE (12) IN FAVOR (JOHNSON, SACCHINELLI, SMYTH, HEUVELMAN, ROBERTS, YOUNG, REVOLUS, KYDES, KEEGAN, TSIRANIDES, LIVINGSTON AND SHANAHAN) AND ONE (1) ABSTENTION (BURNETT).**

III. PUBLIC PARTICIPATION

There was no member of the public that wished to address the Council at this time.

IV. MAYOR A. RESIGNATIONS AND APPOINTMENTS RESIGNATIONS:

APPOINTMENTS: None

REAPPOINTMENTS: Peter Viteretto, Tree Advisory

**** MR. TSIRANIDES MOVED THE REAPPOINTMENTS OF PETER VITERETTO TO THE TREE ADVISORY COMMITTEE.**

Mr. Tsiranides said that Mr. Viteretto was an experienced landscape architect and one of the original members of the Tree Advisory Committee.

**** THE MOTION TO APPROVE THE REAPPOINTMENTS OF PETER VITERETTO TO THE TREE ADVISORY COMMITTEE PASSED UNANIMOUSLY.**

Mr. Viteretto thanked the Council for their support.

MAYOR'S REMARKS:

The next summer concert, an Elton John Tribute, will be held at the beach on August 11th.

As of August 13th, the City will be re-instituting a mask mandate for public indoors settings. The State of Connecticut is now in a Substantial Transmission level and trending towards High Level of transmission. 75% of the country is now in the red zone with the delta virus. He encouraged people to visit the CDC site and make an informed decision.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

Mr. Sacchinelli thanked the Mayor for putting the health and well-being of the resident in the forefront.

Mr. Sacchinelli reminded everyone that the Council traditionally cancels the second Council meeting in August.

B. CONSENT CALENDAR:

** Mr. Sacchinelli moved the following items as the Consent Calendar:

VII. COMMON COUNCIL COMMITTEES

A. PLANNING COMMITTEE

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORWALK AND VANESSA HANGEN BRUSTLIN, INC. (VHB, INC.) FOR THE HUNT STREET / WITCH LANE SIDEWALK FEASIBILITY FOR AN AMOUNT NOT TO EXCEED \$27,000.00. ACCOUNT NO. 0921 3750 5777 C0775

4. AUTHORIZE THE CHIEF OF OPERATIONS AND PUBLIC WORKS TO EXECUTE ORDERS ON THE CONTRACT WITH TITAN ENTERPRISES, INC. FOR PROJECT TMP 2020-1 ADA ACCESS AND SIDEWALK REPLACEMENT AT CALF PASTURE BEACH FOR A SUM NOT TO EXCEED \$30,000.00.

5. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH STANTEC, INC. FOR CONSTRUCTION INSPECTION SERVICES FOR STATE PROJECT 102-350 NORWALK RIVER VALLEY TRAIL –PHASE 2 FOR AN AMOUNT NOT TO EXCEED \$20,000 (SOLE SOURCE). ACCOUNT NO. 09 22 4037 5777 C0777

C. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO (1) CONVEY TO 3 COLOR LLC 11,443.3 SQ. FT +/- OF PROPERTY AS SHOWN AND DESCRIBED ON A CERTAIN SURVEY MAP DESCRIBED AS MAP SHOWING LAND OF CITY OF NORWALK TO BE ACQUIRED BY 3 COLOR LLC, C/O GINO MATTERA ON WEST CEDAR STREET & SCRIBNER AVENUE INTERSECTION, NORWALK, CONNECTICUT” PREPARED BY THE CITY OF NORWALK DEPARTMENT OF PUBLIC WORKS DATED JULY 3, 2018 (THE “MAP”); AND (2) ACCEPT A CONVEYANCE OF 728.9 SQ. FT +/- OF PROPERTY FROM 3 COLOR LLC AS AND WHERE DESCRIBED ON SAID MAP SUBJECT TO THE EASEMENTS, RESTRICTIONS, RIGHTS AND OBLIGATIONS GENERALLY DESCRIBED IN THE MEMORANDUM OF ALAN LO DATED JULY 29, 2021 FOR THE PURCHASE PRICE OF \$102,921.00.

2A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENTS WITH B & W PAVING & LANDSCAPING LLC. FOR THE KENDALL ELEMENTARY SCHOOL OIL TANK REMOVAL PROJECT (STATE PROJ. 103-0260 CV/OT), NATHAN HALE MIDDLE SCHOOL OIL TANK REMOVAL PROJECT (STATE PROJ. 103-0259 CV/OT), SILVERMINE ELEMENTARY SCHOOL OIL TANK REPLACEMENT PROJECT (STATE PROJ. 103-0255 CV/OT), AND ROWAYTON ELEMENTARY SCHOOL OIL TANK REPLACEMENT PROJECT (STATE PROJ. 103-0257 CV/OT) FOR A TOTAL NOT EXCEED \$441,400. FUNDS ARE AVAILABLE IN ACCT. # 09215010 5777 C0789.

2B. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL OF \$44,140. FUNDS ARE AVAILABLE IN ACCT. #09215010 5777 C0789.

3A. AUTHORIZE TO INCREASE THE CHANGE ORDER ALLOWANCE WITH THE AP/O&G'S CONSTRUCTION MANAGEMENT AGREEMENT FOR THE NORWALK MARITIME AQUARIUM FUNCTIONAL REPLACEMENT PROJECT FOR A TOTAL NOT TO EXCEED \$2,061,569.00 NECESSARY FOR THE CONSTRUCTION OF THE MEERKAT EXHIBIT. FUNDS ARE AVAILABLE FROM THE STATE IN THE MARITIME AQUARIUM FUNCTIONAL REPLACEMENT PROJECT ACCT. #09194031 5799 C0635. ANY FUND SHORTAGE OR EXPENDITURES IN EXCESS OF AVAILABLE FUNDS FROM THE STATE WILL BE PROVIDED BY THE MARITIME AQUARIUM.

3B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE MARITIME AQUARIUM FUNCTIONAL REPLACEMENT ASSISTANCE AGREEMENT BETWEEN THE CITY AND THE STATE OF CONNECTICUT, DOT TO REFLECT THE INCLUSION OF THE IMPLEMENTATION OF THE MEERKAT EXHIBIT AND THE ADJUSTMENT OF THE COMPLETION DATE.

3C. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH MARITIME AQUARIUM FOR THE STATE FUNCTIONAL REPLACEMENT PROJECT FOR THE INCLUSION OF THE MEERKAT EXHIBIT AND RECONFIRM THE MARITIME AQUARIUM'S RESPONSIBILITIES TO COMPENSATE THE CITY FOR ALL EXPENDITURES IN EXCESS OF THE STATE'S FUNCTIONAL REPLACEMENT FUNDS.

3D. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH CONSTRUCTION SOLUTIONS GROUP FOR THE MANAGEMENT OF THE MARITIME AQUARIUM FUNCTIONAL REPLACEMENT PROJECT FOR AN ADDITIONAL THREE MONTHS FOR A TOTAL NOT TO EXCEED \$25,000. FUNDS ARE AVAILABLE FROM THE STATE IN THE MARITIME AQUARIUM FUNCTIONAL REPLACEMENT PROJECT ACCT. #09194031 5799 C0635.

C. PUBLIC WORKS COMMITTEE

1. APPROVE THE INCREASE OF THE SOLID WASTE TIP FEE FROM \$90/TON TO \$95/TON SET BY THE DEPARTMENT OF OPERATIONS AND PUBLIC WORKS FEE SCHEDULE.

**** THE MOTION TO APPROVE THE CONSENT CALENDAR AS PRESENTED PASSED UNANIMOUSLY BY ROLL CALL VOTE.**

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. PLANNING COMMITTEE

1. Authorize the Mayor, Harry W. Rilling to sign any and all documents necessary to extend the Agreement by and between the City of Norwalk, Norwalk Parking Authority, and Dorenburg Group, LLC d/b/a/ Dornenburg, Kallenbach Advertising dated December 10, 2020 for Marketing/Communication Services, Project No. 4029, for a period of 1 Year in an amount not to exceed \$100,000 payable under Norwalk Parking Authority.

**** MR. KYDES MOVED THE ITEM.**

Mr. Kydes gave a brief overview of the item regarding the advertising and increased site traffic provided by the Dorenburg Group. Members of the Economic Development Group were present to answer any questions. There were no questions from the Council Members.

**** THE MOTION PASSED UNANIMOUSLY.**

2. Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Vanessa Hangen Brustlin, Inc. (VHB, Inc.) for the Rowayton Avenue Sidewalk concept and design for an amount not to exceed \$50,000.00. Accounts: 0921 3750 5777 C0774, 0922 3750 5777 C0774; Rowayton Ave Sidewalks

**** MR. KYDES MOVED THE ITEM.**

Mr. Kydes praised the District D representatives who had brought this item forward.

Mr. Livingston thanked the Mayor and a number of others for bringing this item to the fore front. He said that this would help address the residents' concerns about the commuters and other pedestrians walking from the train station down the heavily traveled but narrow Rowayton Avenue. There are no sidewalks along this section of the road. He concluded by saying he supported the item.

Ms. Shanahan agreed and thanked Mr. Garrett who met with the residents in order to understand the situation. She said that they were looking forward to see the design that the group submits.

**** THE MOTION PASSED UNANIMOUSLY.**

D. COMMUNITY SERVICES AND PERSONNEL COMMITTEE

1. Re-authorize the Mayor, Harry W. Rilling, to execute a contract with Mid-Fairfield Child Guidance Center, Inc. in the amount of \$400,000.00 for continued in-home Mental Health and Family Support Services for Public School children under the Community Services Department for the Period July 1, 2021 to June 30, 2022.

**** MS. SMYTH MOVED THE ITEM.**

Ms. Smyth said that she appreciated all the work that the Mid-Fairfield Child Guidance Center has done in the past three years. Ms. Smyth said that Mr. Lamond Daniels was present to give an overview of the history of the program. Ms. Gail Melanson and Ms. Mangol were present to provide information.

Mr. Daniels said that the program was operational for three years, but only two fiscal years. He noted that Ms. Melanson was the Executive Director of the Mid-Fairfield Child Guidance Center. He said that Mid-Fairfield Child Guidance Center was important because it identified ways to support the youngest residents. He spoke about the children who left their home countries and were traumatized when they arrived in Norwalk and did not know the language.

Ms. Mangol said that they had been partnering with the City to provide services to the children who arrived in the City traumatized and not knowing the language. She said they had experienced a lack of educational services. This program is in the home, in the community and in the schools. The pandemic has also provided a high level of stress.

Ms. Melanson thanked the Council for their support and noted that it was great to see how the staff partnered with the City staff and Public School staff to support these families with the resources in the community. The entire team is bi-lingual and able to provide the families with laptops for remote learning. It has been a model program in pulling all the resources together.

Ms. Mangol pointed out that there were other communities that were reviewing Norwalk's programs as a public/private partnership.

Mr. Daniels requested that the Council members' support for the program. The need for services has increased. There are many philanthropies were looking at Norwalk's model to see the investment from the local municipality. The Mid-Fairfield Child Guidance Center has been able to secure additional investment because of the City's participation. This will help in increasing capacity.

**** THE MOTION PASSED UNANIMOUSLY.**

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were no motions postponed to a specific date at this time.

X. SUSPENSION OF RULES

**** MR. LIVINGSTON MOVED TO SUSPEND THE RULES TO ADD THE FOLLOWING ITEM:**

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A DRAINAGE CONNECTION CONCURRENT AGREEMENT (PERMIT # 302-2594) WITH THE STATE DOT AND ANY AND ALL RELATED DOCUMENTS FOR THE JEFFERSON SCHOOL IMPROVEMENT PROJECT TO TIE THE PROPERTY'S STORM SEWER LINES INTO THE STATE'S STORM SEWER SYSTEM ALONG VAN BUREN AVENUE (ROUTE 1).

Mr. Livingston said the item relates to the Jefferson School Renovation. The approval from the State has been granted and it is necessary to keep this project moving forward. There are no additional expenditures.

**** THE MOTION TO SUSPEND THE RULES TO ADD THE ITEM PASSED UNANIMOUSLY.**

Authorize the Mayor, Harry W. Rilling, to execute a Drainage Connection Concurrent Agreement (permit # 302-2594) with the State DOT and any and all related documents for the Jefferson School Improvement Project to tie the property's storm sewer lines into the State's storm sewer system along Van Buren Avenue (Route 1).

**** MR. LIVINGSTON MOVED THE ITEM.**

**** THE MOTION CARRIED UNANIMOUSLY.**

XI. ADJOURNMENT

**** MS. SHANAHAN MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:00 p.m.

Attest: Donna King, City Clerk

City of Norwalk
Common Council
August 10, 2021
Via Teleconference

Sonja E. Oliver
(203) 838-9504 (H)
(203) 856-5705 (C)

Summary

Over thirty years of customer advocacy experience, this includes project management, team player and management. Excellent problem solver with the ability to multitask requires no supervision, can work independently or as a member of a team. Interpersonal skills to achieve objectives and maintain sound relationships with internal and external customers. Resourceful trouble shooter and problem solver with the ability to proactively manage projects and activities. Excellent verbal and written communication skills.

Current Employer

May 2008 - Present

Lightpathfiber
Elmsford New York

Manage the installation of business communication services

Act as Liaison between Customer and all internal departments

Coordinate all internal work between groups

Manage sub-contractors for cabling

Community work

I am an Active voting member of the NDTC, as well as Chairperson of District B Dems.

Serve as a Fair rent commissioner

President of SONO Gardens Board of Directors

Justice of the Peace.



Document A310™ - 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)
Sport-Tech Construction Corporation
410 Route 22, Brewster, NY 10509

SURETY:
(Name, legal status and principal place of business)
The Ohio Casualty Insurance Company
20 Riverside Road, MS03AN, Weston, MA 02493
State of New Hampshire

OWNER:
(Name, legal status and address)
City of Norwalk
125 East Avenue, Norwalk, CT 06856

BOND AMOUNT: ***Ten Percent (10%) of the Amount Bid***

PROJECT:
(Name, location or address, and Project number, if any)
Tennis and Basketball Court Renovations Project No. 4141

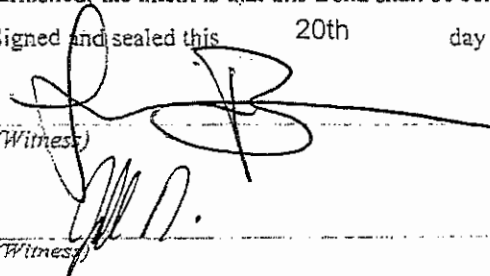
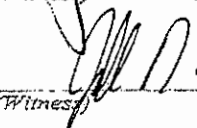
This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.
Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

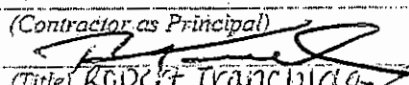
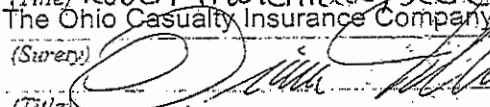
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 20th day of July, 2021

(Witness) 
(Witness) 

Sport-Tech Construction Corporation
(Contractor as Principal) (Seal)

(Title) Robert Tranchida, Secretary
The Ohio Casualty Insurance Company
(Surety) (Seal)

(Title) Diana Toledo, Attorney-in-Fact



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8200596-8200596

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Jeffrey P. Deldin; Christopher Greene; Raegan Guglielmo; Diana Toledo

all of the city of Brewster state of NY each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 22nd day of February, 2019.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By:

David M. Carey
David M. Carey, Assistant Secretary

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 22nd day of February, 2019 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By:

Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 20th day of JULY, 2021.



By:

Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.



THE OHIO CASUALTY INSURANCE COMPANY
FINANCIAL STATEMENT — DECEMBER 31, 2019

Assets		Liabilities	
Cash and Bank Deposits	(\$3,063,860)	Unearned Premiums	\$1,281,143,437
*Bonds — U.S Government	1,006,099,793	Reserve for Claims and Claims Expense.....	3,445,256,612
*Other Bonds	3,994,316,104	Funds Held Under Reinsurance Treaties	0
*Stocks	192,977,450	Reserve for Dividends to Policyholders	183,012
Real Estate	0	Additional Statutory Reserve	0
Agents' Balances or Uncollected Premiums	762,342,997	Reserve for Commissions, Taxes and	
Accrued Interest and Rents	33,878,311	Other Liabilities	196,783,603
Other Admitted Assets	919,548,302	Total.....	\$4,923,366,664
		Special Surplus Funds	\$ 5,242,951
		Capital Stock	4,500,000
		Paid in Surplus	738,183,897
		Unassigned Surplus	1,234,805,586
		Surplus to Policyholders	1,982,732,434
Total Admitted Assets.....	<u>\$6,906,099,097</u>	Total Liabilities and Surplus	<u>\$6,906,099,098</u>



* Bonds are stated at amortized or investment value; Stocks at Association Market Values.
The foregoing financial information is taken from The Ohio Casualty Insurance Company's financial statement filed with the state of Ohio Department of Insurance.

I, TIM MIKOLAJEWSKI, Assistant Secretary of The Ohio Casualty Insurance Company, do hereby certify that the foregoing is a true, and correct statement of the Assets and Liabilities of said Corporation, as of December 31, 2019, to the best of my knowledge and belief.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Corporation at Seattle, Washington, this 27th day of March, 2020.

TAMIKOLAJEWSKI

Assistant Secretary

State of _____
County of _____

ss.

On this _____ day of _____, before me personally came _____

_____ to me known, and known to me to be the individual described in and who executed the foregoing instrument, and acknowledged to me that he executed the same.

INDIVIDUAL
ACKNOWLEDGEMENT

My commission expires _____

Notary Public

State of _____
County of _____

ss.

On this _____ day of _____, before me personally came _____

_____ to me known and known to me to be a member of the firm of _____ described in and who executed the foregoing instrument, and he thereupon acknowledged to me that he executed the same as and for the act and deed of said firm.

PARTNERSHIP
ACKNOWLEDGEMENT

My commission expires _____

Notary Public

State of New York
County of Putnam

ss.

On this 19th day of July, 2021, before me personally came Robert Tranchida, to me known,

CORPORATE
ACKNOWLEDGEMENT

who being by me duly sworn, did depose and say that he is the Secretary of Sport-Tech Construction Corp.

the corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation, and that he signed his name thereto by like order.

My commission expires 2/1/2022

Beth Golden
Notary Public New York
Reg. No. 01GO6216912

Notary Public Commission Expires Feb. 1 2022

State of New York
County of Putnam

ss.

On this 20th day of JULY, 2021, before me personally came Diana Toledo

_____ to me known, who, being by me duly sworn, did depose and say that he is an attorney-in-fact of The Ohio Casualty Insurance Company the corporation described in and which executed the within instrument; that he knows the corporate seal of said corporation; that the seal affixed to the within instrument is such corporate seal, and that he signed the said instrument and affixed the said seal as Attorney-in-Fact by authority of the Board of Directors of said corporation and by authority of this office under the Standing Resolutions thereof.

SURETY
ACKNOWLEDGEMENT

My commission expires _____

RM # 13

Raegan A. Guglielmo
Notary Public
RAEGAN A. GUGLIELMO
Notary Public, State of New York
No. 01GU62707380
Qualified in Putnam County
Term Expires 6/15/ 23

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772
19

CITY OF NORWALK
PURCHASING DEPARTMENT
BIDDER'S INFORMATION AND ACKNOWLEDGMENT FORM

Sport-Tech Construction Corp.
Bidder's Name

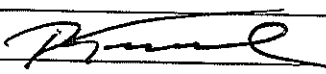
410 Route 22
Street Address

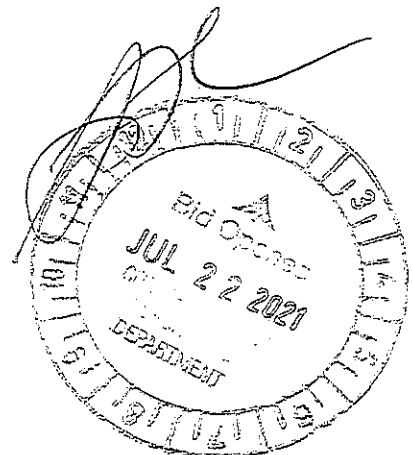
Brewster	NY	10509
City	State	Zip

Business Telephone: 914-232-1640	
----------------------------------	---

Email Address: rob @ sporttechconstruction.com
--

Robert Tranchida, Secretary
Printed Name and Title of Individual Submitting Bid

The undersigned acknowledges that the terms, conditions and specifications of this bid are understood and unconditionally accepted.	
	July 19, 2021
Signature	Date



CITY OF NORWALK
PURCHASING DEPARTMENT

Exceptions: Note any vendor(s) responding to this proposal shall indicate any/all exceptions (if any) taken to language in this proposal. Exceptions must be declared below in order to be considered by the City:

NIA

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

CITY OF NORWALK PURCHASING DEPARTMENT

1.1 RESPONSE FORM – BID #4141 Tennis and Basketball Court Renovations

Vendor Name - Sport-Tech Construction Corp.		
Address - 410 Route 22 Brewster, NY 10509		
Phone - 914-232-1640	Fax - 914-232-1802	Email - rob@ sporttechconstruction.com
Manager - Robert Tranchida, Secretary		Fed ID# 27-4836836

The undersigned hereby declares that he has or they have carefully examined the plans, specifications and project site and has satisfied himself as to all the quantities and conditions, and understands that in signing this proposal he waives all right to plead any misunderstanding regarding the same.

The undersigned further understands and agrees that he will furnish and provide all the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the work necessary under the aforesaid conditions, to carry out the contract and to accept in full compensation therefore the amount of the contract as agreed to by the Contractor and the City.

The undersigned further agrees, in case of variations of quantities from those shown or specified, the following unit prices will be used in adjusting the contract price. If quantities are authorized by the City, the following amount will be added to the contract as required. Unless otherwise noted, each UNIT PRICE shall include all equipment, tools, labor, permits, fees, etc., incidental to the installation and completion of the work involved.

It is further understood and agreed that all the information included in, and attached to, or required by the Request for Bid shall become public record upon delivery to the City.

The following shall apply to this project:

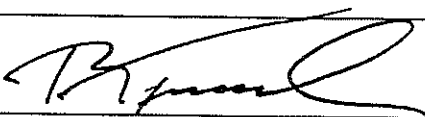
1.	Mathews Park – 295 West Ave., Norwalk, CT	Site Cost
	Tennis Court Renovation (3 courts)	\$ 236,135.00
2.	Corner of Wooward Ave. and Dock Rd., Norwalk, CT	Site Cost
	Tennis Court Renovation	\$ 149,844.00
3.	Corner of Wooward Ave. and Dock Rd., Norwalk, CT	Site Cost
	Basketball Court Renovation	\$ 41,432.00
4.	Total Lump Sum Bid (Sites 1-3)	\$ 427,411.00
Total Lump Sum Bid in Words: Four hundred twenty seven thousand four hundred eleven dollars and zero cents.		

**CITY OF NORWALK
PURCHASING DEPARTMENT**

PROJECT:	4141 Tennis and Basketball Court Renovations
VENDOR NAME:	Sport-Tech Construction Corp.

Bid Security in the form of a (check one) is attached.	☒ Bond	☐ Certified Check
Cost for performance bond <u>included in lump sum</u>	\$8,550. ⁰⁰	total per thousand dollars
Insurance Agency Name -	BNC Insurance Agency	Tel.- 914-937-1230
Agency Address -	90 South Ridge St. Suite VL-2 Rye Brook, NY 10573	

Submitted by:

Print Name of Authorized Agent of Company	Robert Tranchida, Secretary
Signature of Authorized Agent of Company	
Date	July 19, 2021

The above signatory acknowledges receipt of the following addenda issued during the bidding period and understands that they are a part of the bidding documents (if applicable):

Addendum #	1	Dated	07/06/2021	Addendum #		Dated	
Addendum #		Dated		Addendum #		Dated	
Addendum #		Dated		Addendum #		Dated	

CITY OF NORWALK PURCHASING DEPARTMENT

1.2 STATEMENT OF BIDDERS QUALIFICATIONS

Please answer the following questions regarding your company's past performance. Failure to reply to this instruction may be regarded as justification for rejecting a bid.

1.	Number of years in business:	10 years	
2.	Number of personnel employed:	Part Time	Full Time
		0	18

3. List projects of this type/size your firm has completed within the last three (3) years: **please see attache Reference List **

Project	Date	Contact Person	Phone No.

4. SUBCONTRACTORS: If subcontractors are to be used, please list firm name, address, name of principal, and phone number below or on a separate sheet. Also, indicate the portion or section of work a subcontractor will be performing. *N/A*

COMPANY NAME	ADDRESS	PRINCIPAL	PHONE	PORTION/SECTION OF WORK

CITY OF NORWALK PURCHASING DEPARTMENT

5. ORGANIZATIONAL STRUCTURE OF BIDDER (check which applies)	☐	general partnership
	☐	limited partnership
	☐	limited liability corporation
	☐	limited liability partnership,
	☒	corporation doing business under a trade name
	☐	individual doing business under a trade name
	☐	other (specify)

6. STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE'S OFFICE; e.g., are all required filings current and in good standing or has the entity been withdrawn or canceled	Connecticut corporations - Will the Secretary of State be able to issue a Certificate of Good Standing within 30 days of the bid opening?	Yes	No
	Out-of-State corporations - Do you have a valid license to do business in the State of Connecticut? (Evidence in the form of a Certificate of Authority from the Connecticut Secretary of State will be required within 30 days of the bid opening.)	Yes	No
7. CT LICENSE/REGISTRATION NUMBER		HIC. 0041830	
8. Is your local organization an affiliate of a parent company? If so, indicate the principal place of business of your company and the name of the agent for service if different from what has been indicated on the response form: NIA			
Business Name			
Address			
City	State	Zip	
Name of Agent			

NOTE: In the case of a Limited Liability Corporation or a Limited Liability Partnership a certified copy of the Articles of Organization certified as valid and in effect as of the date of the bid opening will be required within 30 days of the bid opening.

CITY OF NORWALK PURCHASING DEPARTMENT

A listing of the corporate officers, in the case of a corporation; the general or managing partners, in the case of a partnership; or the managers and members in the case of either a limited liability partnership or company will be required within 30 days of the bid opening.

9. The awarded contractor may be required to submit one copy of the following information relative to its company's financial statements prior to contract signing. This information must represent the current circumstance which surrounds the financial position of the bidding organization. Note: This information will be kept confidential if provided in a separate envelop from your bid pricing.

All information should be supported with appropriate audited financials.

- a. Book Value (Total Assets (-) Total Liabilities)
- b. Working Capital (Current Assets (-) Current Liabilities)
- c. Current Ratio (Current Assets/Current Liabilities)
- d. Debt to Equity Ratio (Long Term Debt/Shareholder's Equity)
- e. Return on Assets (Net Income/Total Assets)
- f. Return on Equity (Net Income/Shareholder's Equity)
- g. Return on Invested Capital (Net Income/Long Term Debt + Shareholders' Equity)

All responses to this questionnaire are understood to be proprietary to the vendor, and will be considered confidential. Additional information may be requested subsequent to your responding to this bid request.

1.3 CITY OF NORWALK VENDOR RECORDS

If you have not done business with the City of Norwalk as a vendor, your business information needs updating or your vendor record has not been updated over three (3) years. Please complete and include the latest Internal Revenue Service (IRS) W-9 Form with your submission. Here is the URL to the IRS website: <https://www.irs.gov/forms-pubs/about-form-w-9>

1.4 INSURANCE

Insurance Agency Name: <i>BNC Insurance Agency</i>	Tel: <i>914-937-1230</i>
Agency Address: <i>90 South Ridge Street, Suite UL-2, Rye Brook, Ny 10573</i>	Email: <i>jsalvatore@bncagency.com</i>



City of Norwalk Vendor Questionnaire IT Information Security

Rev 5.20.20

1. **Third-Party Contact Information** (please provide the POC for follow-up questions to this questionnaire):
Vendor Name, Address, Point-of-Contact Name, Phone Number and Email
Right Click Solutions 914-242-3212
2. **System and Equipment Access:** Will your organization need access to the City's information systems, technology equipment and/or network to perform the services? (Yes or No; if Yes, please explain. Note that a NO answer means you will solely use your own systems and networks to perform the service.) *NO*
3. **Description of Data:** Are you using data from the City in order provide the services/product to the City (Yes or No, if Yes proceed to 3.1) *NO*
 - a. What data is needed to provide the services/products to the City?
Example: Name, Social Security Number, Trade Information, Source Code, Payroll or Accounts Payable data, student or patient data, Law Enforcement data, any Personally Identifiable Information (PII), etc.

If your answers to Questions 2 and 3 are BOTH "NO", thank you for completing the IT Information Security Questionnaire.

If one or both Questions 2 and 3 are "YES" please complete the remaining questions.

-
4. **Description of Services/Products:** What services/products will your organization provide to the City?
 5. **Office Locations:** How many office locations does your organization have? *Please include the locations of your organization.*
 6. **Data Center Locations:** How many data centers does your organization utilize to provide services/products to the City? *Please include the locations of the data centers utilized by your organization.*
 7. **Business Entity:** What is your business entity type?
**Example: Sole Proprietorship, Partnership, C Corporation, S Corporation, Limited Liability Corporation (LLC), Limited Liability Partnership (LLP)*
 8. **How many employees and contingent workers do you have in your organization?** Use a scale.

**Example: 1-10, 10-50, 50-100, 100-500, 500-1000, 1000 or more*

9. **Physical Access:** Does your organization need to be onsite or offsite to provide services/products to the City?

10. **Access to Data:** How is your organization accessing City data?

**Example: Is the data supposed to be sent to your organization via email or will the data need to be uploaded to an application?*

**Note: For third-parties that are providing an application to perform the services, please specify whether the application will be an internally hosted solution, cloud-based solution (i.e. SaaS, IaaS, PaaS), or a traditional web-based application (i.e. eBay, WebEx, online banking application)*

11. **Data Storage:** Does your organization outsource data storage or does your organization utilize its own databases to store data? Does your organization store data outside of the United States?

12. **Segregation of Data:** Does your organization's database structure allow segregation of sensitive client data?

13. **Independent Attestations:** Does your organization have independent attestations such as (i.e. ISO 27001, SSAE-18 SOC-1, SOC-2, PCI- DSS, ISO 9001)?

14. Information Security

- a. Does your organization have written information security policies and procedures (WISP)?
- b. How often are the information security policies and procedures reviewed and updated?
- c. Who in the organization is responsible for reviewing and updating the information security policies and procedures?
- d. Does your organization have privacy policies and procedures?
- e. How often are the privacy policies and procedures updated?
- f. Who in the organization is responsible for reviewing and updating the privacy policies and procedures?
- g. What methods of encryption are utilized for data at rest and in transit?
- h. Are the encryption methods utilized FIPS 140-2 approved?
- i. Does your organization utilize firewalls to filter incoming data and information from the internet into your company network?
- j. Does your organization perform penetration testing at least once per year to determine if unauthorized access to the computer network and malicious activity is possible externally?

- k. Does your organization perform vulnerability testing at least once per year in order to identify vulnerabilities within the internal network?
- l. Does your organization perform background checks on employees and contingent workers prior to onboarding them? Describe the nature of these background checks (ie, criminal, credit, international, etc).
- m. Does your organization utilize multi-factor authentication?
- n. Does your organization utilize scan cards or biometric scans to grant employees and contingent workers access to the building and data centers where data is stored?
- o. If offering a technology product, does the organization utilize software development life cycle (SDLC) or Agile to build and maintain technological product?
- p. Does the technological product undergo information security testing and quality assurance testing prior to deployment?
- q. Does the Vendor provide annual Cybersecurity Awareness training to their employee?
- r. Does the Vendor provide annual phishing simulations for their employee?
- s. Have users been educated on how to report suspected security violations or vulnerabilities?
- t. Does the Vendor have an employee identified as the Chief Information Security Officer?
- u. Are all the Vendor laptops encrypted?
- v. Are all Vendor computers (workstations, notebooks) required to join the Company's domain and receive Group Policies?
- w. Does the Vendor meet the NIST 800-63 password guidelines?

15. Risk Management

- a. Does your organization have an enterprise risk management framework implemented at your organization?
- b. Does your organization have documented enterprise risk management policies and procedures?
- c. Who in the organization is responsible for reviewing the enterprise risk management policies and procedures?
- d. Does your organization utilize an outside third-party to provide services/products to the client?
- e. Does your organization have a third-party risk management program (TPRM)?
- f. Does your organization include right-to audit clauses in contracts with third-parties?

- g. Does your organization have a certificate of insurance (COI)? *Please attach a copy of your COI.*

16. Business Continuity/Disaster Recovery

- a. Does your organization have a business continuity plan?
- b. How often is the business continuity plan updated?
- c. Does your organization conduct business continuity tests once per year?
- d. Does your organization have a disaster recovery plan?
- e. How often is the disaster recovery plan updated?
- f. Does your organization conduct disaster recovery tests once per year?
- g. Does your organization have business continuity and/or disaster recovery sites?
- h. Are the business continuity/disaster recovery sites located in the United States or outside the United States? *Please include the locations of business continuity/disaster recovery sites?*



410 Route 22, Brewster, NY 10509 - Phone: (914) 232.1640 – Fax (914) 232-1802 - www.sporttechconstruction.com

Valhalla Union Free School District

Construction of New Parking Lots, Play Ground and Athletic fields - \$1,533,013.00

Started: 7/2017

Completed: 10/2017

Virginia Road Elementary

86 Virginia Road

White Plains, NY 10595

Mr. Peter Kelly, Director of Facilities

pkelly@valhallaschools.org

914-683-5040

City of Norwalk

150,000 sq./ft. Multi-Purpose synthetic turf field @ Brein McMahon HS – \$1,027,899.25

Started: 10/2016

Completed: 4/2017

Mike Moccia, Director of Recreation and Parks

125 East Avenue

Norwalk, CT 06851

mmoccia@norwalkct.org

203-854-7725

EF Academy

Construction of 4 Tennis Courts - \$246,932.00

Started: 7/2016

Completed: 9/2016

New construction of 76,000 sq/ft Synthetic Turf Field and new Parking Lot - \$2,795,109.03

Started: 10/2018

Completed: Ongoing with changes to plans

Bev Garth, Executive VP, EF Properties

582 Columbus Avenue

Thornwood, NY 10594

Bev.Garth@ef.com

914-495-6028



Pelham Union Free School District

Friendship – Conversion of Natural Grass to Synthetic turf field - \$200,000.00

Started: 4/2018

Completed: 8/2018

Glover Field – Conversion of 160,00SF of Natural grass to synthetic Turf on two baseball fields and Reconstruction of 4 Tennis Courts - \$1,764,312.98

Started: 7/2019

Completed: Ongoing

Joe Kral, Landscape Architect

575 Colonial Avenue

Pelham, NY 10803

jkral@thelagroup.com

607-277-4000

Mt Vernon

Phase 1-Track Resurfacing and Construction of 6 Tennis Courts - \$1,183,187.38

Started: 10/2018

Completed: 7/2019

Phase 2-Reconstruction of Baseball Field, Softball Field, Soccer Field, Practice Field, and Approx. 2 miles of Walking Trails around Athletic Campus - \$2,468,533.52

Started: 7/2018

Completed: Ongoing with Changes Orders

Chris Tramutola, Architect

165 North Columbus Avenue

Mount Vernon, NY 10553

ctramutola@petergisolfassociates.com

914-478-3677 ext.320

Rye Country Day

Replacement of 148,860 sf of synthetic Turf on Both Baseball & Softball Field - \$1,321,000.00

Started: 7/2018

Completed: 03/2019

Dion Beard, Facilities Manager

3 Cedar Street

Rye, NY 10580

Facilities_manager@ryecountryday.org

914-967-1417

Manhattanville College

Replacement of Turf and Extension of Lacrosse Field – \$252,751.00

Started: 4/2016

Completed: 8/2016

Cheryl Dobson, Manager

Email: Cheryl.Dobson@mville.edu

2900 Purchase Street

Purchase, NY 10577

Cheryl.dobson@mville.edu

Phone: 914-323-5177

Enlarged City School District of Middletown CSD

Reconstruction of 8 Tennis Courts with Shade shelter - \$1,814,644.21

Started: 4/2017

Completed: 6/2018

Frank Arturi, Project Manager

233 Wisner Avenue

Middletown, NY 10940

farturi@tritonconstruction.net

212-388-5700

Briarcliff Manor UFSD

Athletic Field Renovation of natural grass fields - \$ 446,325.00

Started 7/2015

Completed 9/2015

45 Ingham Rd

Briarcliff Manor, NY 10510

Ron Tetelman, Landscape Architect

Email: eberlinpe@aol.com

914-232-9431

ASSIGNMENT AND TRANSFER AGREEMENT

This Assignment and Transfer Agreement ("**Agreement**") is made as of 22 July, 2021 ("**Effective Date**") between Norwalk Community Sailing Inc. ("**Assignee**"), and Norwalk Sailing School LLC ("**Assignor**"). In consideration of the mutual promises and covenants contained in this Agreement, the parties agree as follows:

1. Definitions

1.1 "**Assigned Property**" means the property listed in **Exhibit A** and all Intellectual Property and Intellectual Property Rights forming a part of, embodied, in or necessary for use of the property.

1.2 "**Intellectual Property**" means all technology and intellectual property, regardless of form, including without limitation: published and unpublished works of authorship, including without limitation audiovisual works, collective works, computer programs, compilations, databases, derivative works, literary works, and sound recordings ("**Works of Authorship**"); inventions and discoveries, including without limitation articles of manufacture, business methods, compositions of matter, improvements, machines, methods, and processes and new uses for any of the preceding items ("**Inventions**"); words, names, symbols, devices, designs, and other designations, and combinations of the preceding items, used to identify or distinguish a business, good, group, product, or service or to indicate a form of certification, including without limitation logos, product designs, and product features ("**Trademarks**"); and information that is not generally known or readily ascertainable through proper means, whether tangible or intangible, including without limitation algorithms, customer lists, ideas, designs, formulas, know-how, methods, processes, programs, prototypes, systems, and techniques ("**Confidential Information**").

1.3 "**Intellectual Property Rights**" means all rights in, arising out of, or associated with Intellectual Property in any jurisdiction, including without limitation: rights in, arising out of, or associated with Works of Authorship, including without limitation rights in maskworks and databases and rights granted under the Copyright Act ("**Copyrights**"); rights in, arising out of, or associated with Inventions, including without limitation rights granted under the Patent Act ("**Patent Rights**"); rights in, arising out of, or associated with Trademarks, including without limitation rights granted under the Lanham Act ("**Trademark Rights**"); rights in, arising out of, or associated with Confidential Information, including without limitation rights granted under the Uniform Trade Secrets Act ("**Trade Secret Rights**"); rights in, arising out of, or associated with a person's name, voice, signature, photograph, or likeness, including without limitation rights of personality, privacy, and publicity ("**Personality Rights**"); rights of attribution and integrity and other moral rights of an author ("**Moral Rights**"); and rights in, arising out of, or associated with domain names ("**Domain Name Rights**").

2. Assignment. Assignor hereby perpetually, irrevocably, and unconditionally assigns, transfers, and conveys to Assignee and its successors and assigns, all of Assignor's right, title, and interest in and to the Assigned Property. Assignor further perpetually, irrevocably, and unconditionally assigns, transfers, and conveys to Assignee and its successors and assigns all claims for past, present and future infringement or misappropriation of the Intellectual Property

Rights included in the Assigned Property, including all rights to sue for and to receive and recover all profits and damages accruing from an infringement misappropriation prior to the Effective Date as well as the right to grant releases for past infringements. Assignor hereby waives and agrees not to enforce all Moral Rights and all Personality Rights that Assignor may have in the Assigned Property.

3. Consideration. In consideration for assignments made by Assignor under this Agreement, Assignee will pay Assignor \$ 2 dollars.

4. Confidentiality. Assignor must not use any Confidential Information assigned as part of the Assigned Property except for the benefit of Assignee. Assignor must not disclose such Confidential Information to third parties. Assignor must take reasonable steps to maintain the confidentiality and secrecy of such Confidential Information and to prevent the unauthorized use or disclosure of such Confidential Information. Any breach of these restrictions will cause irreparable harm to Assignee and will entitle Assignee to injunctive relief in addition to all applicable legal remedies.

5. Representations and Warranties. Assignor represents and warrants to Assignee that: Assignor exclusively owns all right, title, and interest in and to the Assigned Property; Assignor has not granted and will not grant any licenses or other rights to the Assigned Property to any third party; the Assigned Property is free of any liens, encumbrances, security interests, and restrictions on transfer; to Assignor's knowledge, the Intellectual Property that is assigned as part of the Assigned Property does not infringe Intellectual Property Rights of any third party; and there are no legal actions, investigations, claims, or proceedings pending or threatened relating to the Assigned Property.

6. Indemnification. Assignor will defend, indemnify, and hold harmless Assignee, and Assignee's officers, directors, shareholders, successors, and assigns, from and against all losses, liabilities, and costs including, without limitation, reasonable attorneys' fees, expenses, penalties, judgments, claims and demands of every kind and character that Assignee, its officers, directors, shareholders, successors, and assigns may incur, suffer, or be required to pay arising out of, based upon, or by reason of: the breach by Assignor of any of the representations or warranties made by Assignor under this Agreement; Assignor's use of the Assigned Property prior to the date of this Agreement; or Assignor's failure to perform its obligations under this Agreement.

7. Further Assurances

7.1 Assistance. Assignor will take all action and execute all documents as Assignee may reasonably request to effectuate the transfer of the Assigned Property and the vesting of complete and exclusive ownership of the Assigned Property in Assignee. In addition, Assignor will, at the request and sole cost and expense of Assignee, but without additional compensation, promptly sign, execute, make, and do all such deeds, documents, acts, and things as Assignee may reasonably require:

(a) to apply for, obtain, register, maintain and vest in the name of Assignee alone (unless Assignee otherwise directs) Intellectual Property Rights protection relating to any

or all of the Assigned Property in any country throughout the world, and when so obtained or vested, to renew and restore the same;

(b) to defend any judicial, opposition, or other proceedings in respect of such applications and any judicial, opposition, or other proceedings or petitions or applications for revocation of such Intellectual Property Rights; and

(c) to assist Assignee with the defense and enforcement of its rights in any registrations issuing from such applications and in all Intellectual Property Rights protection in the Intellectual Property.

7.2 Power of Attorney. If at any time Assignee is unable, for any reason, to secure Assignor's signature on any letters patent, copyright, or trademark assignments or applications for registrations, or other documents or filings pertaining to any or all of the Assigned Property, whether because of Assignor's unwillingness, or for any other reason whatsoever, Assignor hereby irrevocably designates and appoints Assignee and its duly authorized officers and agents as its agents and attorneys-in-fact, to act for and on its behalf and stead to execute and file any and all such applications, registrations, and other documents and to do all other lawfully permitted acts to further the prosecution thereon with the same legal force and effect as if executed by Assignor.

8. Miscellaneous

8.1 Injunctive Relief. A breach of this Agreement may result in irreparable harm to Assignee and a remedy at law for any such breach will be inadequate, and in recognition thereof, Assignee will be entitled to injunctive and other equitable relief to prevent any breach or the threat of any breach of this Agreement by Assignor without showing or proving actual damages.

8.2 Binding on Successors. This Agreement will inure to the benefit of, and be binding upon, the parties, together with their respective representatives, successors, and assigns, except that Assignor may not assign this Agreement without the consent of Assignee. Assignee may assign this Agreement in its discretion.

8.3 Governing Law and Jurisdiction. This Agreement will be governed by, and construed in accordance with, the laws of the State of Connecticut without reference to its conflict of laws provisions. With respect to any dispute arising out of or related to this Agreement, the parties consent to the exclusive jurisdiction of, and venue in, the federal and state courts located in the State of Connecticut.

8.4 Amendment and Waiver. This Agreement may not be amended or modified unless mutually agreed upon in writing by the parties and no waiver will be effective unless signed by the party from whom such waiver is sought. The waiver by any party of a breach of any provision of this Agreement will not operate or be construed as a waiver of any subsequent breach.

8.5 Severability. If any provision of this Agreement is held invalid by any court of competent jurisdiction, such invalidity will not affect the validity or operation of any other provision, and the invalid provision will be deemed severed from this Agreement.

8.6 Entire Agreement. This Agreement is the entire agreement concerning the subject matter hereof. It supersedes all prior and contemporaneous agreements, assurances, representations, and communications between the parties.

Norwalk Sailing School LLC

By: NODIRA Isamiddinova

Title: Sole member

Norwalk Community Sailing Inc.

By: NODIRA Isamiddinova

Title: President

EXHIBIT A

PROPERTY

1. Kayaks
2. Sailboats
3. Motor boats
4. Sailboat trailers
5. Motorboat trailers
6. Electronics
7. Tools and hardware
8. Sail parts
9. Paddleboards
10. Paddles
11. Kayak paddles
12. US Sailing training texts
13. DBA "Norwalk Sailing School"
14. Phone number (203)852-1857
15. www.norwalksailingschool.com
16. Email : hello@norwalksailing.org
17. Customer lists
18. Staff contacts
19. Management systems and related programs and applications
20. Point of sale processes and accounts

ADDENDUM 1

Assignor herewith agrees to discharge all current staff members in order for them to be hired by Norwalk Community Sailing Inc. The Assignor's staff employment termination date will be the Assignee's effective hiring date resulting in no lapse of employed days.

Project No. RNP2021-1
Brien McMahon Athletic Field Conversion

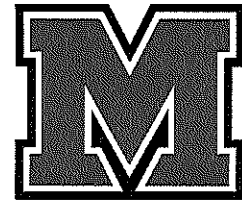
Bid Comparison	R.A.D. Corp. d/b/a R.A.D. Sports	Liberty Landscapes, LLC	Mountain View Landscapes & Lawncare, Inc.	Richards Corporation	TD and Sons, Inc.	Deering Construction, Inc.	H.I. Stone & Son, Inc.	Engineer's Estimate
Base Bid								
Brien McMahon Athletic Field Conversion (Base Bid)	\$ 1,146,700.00	\$ 1,070,715.00	\$ 1,124,750.00	\$ 1,379,998.00	\$ 868,056.00	\$ 1,144,000.00	\$ 1,143,000.00	\$ 1,273,418.00
Alternates								
1.) Sports Light (See Section 012300-3.1A)	\$ 235,630.00	\$ 201,995.00	\$ 213,000.00	\$ 225,000.00	\$ 288,778.00	\$ 210,000.00	\$ 215,000.00	\$ 293,523.00
2.) Press Box (See Section 012300-3.1B)	\$ 155,055.00	\$ 19,784.00	\$ 165,000.00	\$ 180,000.00	\$ 251,200.00	\$ 168,000.00	\$ 166,000.00	\$ 137,425.00
3.) Protective Netting (See Section 012300-3.1B)	\$ 85,285.00	\$ 61,718.00	\$ 110,000.00	\$ 133,000.00	\$ 77,000.00	\$ 125,000.00	\$ 112,000.00	\$ 63,000.00
Sum Alternates	\$ 475,970.00	\$ 283,497.00	\$ 488,000.00	\$ 538,000.00	\$ 616,978.00	\$ 503,000.00	\$ 493,000.00	\$ 493,948.00
Total	\$ 1,622,670.00	\$ 1,354,212.00	\$ 1,612,750.00	\$ 1,917,998.00	\$ 1,485,034.00	\$ 1,647,000.00	\$ 1,636,000.00	\$ 1,767,366.00

Low Bidder

PRICING PROPOSAL



BRIEN MCMAHON HIGH SCHOOL



July 2, 2021

FieldTurf USA, Inc. is pleased to present the following proposal. FieldTurf pricing is based on the Capital Region Education Council (CREC) program. CREC is a member of The Association of Educational Purchasing Agencies (AEPA) program. The AEPA is a purchasing co-op that provides member schools with pre-determined preferential pricing by approved vendors. Since the product has already been bid at the national level, individual schools do not have to duplicate the formal bid process. AEPA IFB #020

BASE BID

FIELD NAME	Brien McMahon Softball
TURF SYSTEM	XT-57 2.25"
SQUARE FOOTAGE	48,745 SF
FIELD MARKINGS	Softball and Field Hockey
TOTAL PRICE	\$ 217,957.80
BONDS	\$ 2,530.10

ALTERNATE PRICE

ADD Alternate No. 1: Grooming Equipment	LUMP SUM
FieldTurf Groomer and Sweeper	\$ 8,160.00

ADD Alternate No. 2: Upgrade to FTHD57 with CoolPlay	LUMP SUM
FTHD 2.25" with 6.2 lbs sand/1.65 lbs/0.6 lbs CoolPlay	\$ 40,000.00

PRICING PROPOSAL



PRODUCT DETAILS

FieldTurf, the worldwide leader in artificial turf, is pleased to offer the FieldTurf XT-57 2.25" system, with the following product characteristics:

- ▶ **Pile Height:** 2.25 Inches
- ▶ **Infill Weight:** 3lbs sand & 3lbs ambient rubber per sq.ft.
- ▶ **Pile Weight:** 33 oz/yd²
- ▶ **Total System Weight:** 920 oz/yd²

PRICE INCLUDES:

- a) Installation of the artificial in-filled grass surface upon a suitable base
- b) Softball inlays
- c) Practice Field Hockey inlays
- d) (1) GMAX test at installation
- e) An 8 year 3rd party pre-paid insured warranty on the FieldTurf artificial grass surface; with exception on the home plate area, base paths and pitcher's mound which shall be 2 years instead of 8 years and there is no third party insurance.

PRICE DOES NOT INCLUDE:

- a) The base upon which the FieldTurf artificial turf surface will be placed. FieldTurf shall not be responsible for the planarity, stability, porosity, nor the approval of the base upon which the FieldTurf surface will be installed, the drainage system, nor any construction or modification of existing installations around the fields.
- b) Any costs associated with necessary changes relating to delineation of the field.
- c) The supply or installation of the field edging and perimeter nailer board.
- d) Unless otherwise specified, the price does not include any G-max testing.
- e) The supply of or adjustment to manholes or clean-outs, grates and supply of the manhole covers.
- f) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
- g) Site security.
- h) Repair or resurfacing existing asphalt parking lot if damaged by truck traffic.
- i) Site restoration, sodding, landscaping or grow-in.
- j) Permit fees, Inspection fees.
- k) A vehicle to tow FieldTurf maintenance equipment.
- l) All applicable taxes, prevailing wages, union labor and other labor law levies.
- m) Performance and Payment Bond fees.
- n) Anything not explicitly noted in the inclusions.

PRICING PROPOSAL



The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction.

Please feel free to reach out to any member of our project team with questions about our offer:

Sacha De Rubeis

Project Manager

514-375-3579

Sacha.DeRubeis@fieldturf.com

Andrew Dyjak

Regional Vice President - New England

860-333-7839

Andrew.Dyjak@fieldturf.com

Thank you again for your interest in FieldTurf, we look forward to working with you.

Per

Marie-Christine Raymond, Director of Operations
FieldTurf USA, Inc. /Tarkett Sports Canada Inc.



Click on the following AEPA hyperlink for more information: [AEPA IFB #20](#)

FieldTurf USA, Inc. holds the Cooperative Purchase contract, any PO for Contract must be made out to FieldTurf USA, Inc. 175 N Industrial Blvd NE, Calhoun, GA 30701

If you have questions regarding the FieldTurf and Beynon SmartBuy Cooperative Purchasing Program, please contact Eric Fisher at: Eric.Fisher@smartbuycooperative.com.



PRICING PROPOSAL



CONDITIONS

Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- a) This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and *force majeure*.
- b) FieldTurf's preferred payment terms are as follows: (i) 50% of the Price upon Customer's execution of contract; (ii) 40% of the Price upon shipment of materials from FieldTurf's manufacturing facility; and (iii) Remaining balance of ten percent (10%) upon substantial completion of the field, which shall be achieved when Customer is able to use the field for its intended purpose, even if punchlist items remain and the Certificate of Completion has not been executed by Customer.
- c) Accounts overdue beyond 30 days of invoice date will be charged at an interest rate of 10% per annum.
- d) FieldTurf requires a minimum of 21 days after receiving a fully executed contract or purchase order and final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under typical field size and scenario, FieldTurf further requires a minimum of 28 days per field to install the Product subject to weather and force majeure
- e) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 feet wide by 15 feet high, and, no more than 100 ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles. Staging area surface shall be suitable for passage with motor vehicles used to transport materials to the site and/or staging area. FieldTurf shall not be liable for any damages to the staging area or its surface unless such damages are caused by FieldTurf's intentional misconduct or negligence.
- f) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- g) Upon substantial completion of FieldTurf's obligations, the Customer shall sign FieldTurf's Certificate of Completion in the form currently in force; to accomplish this purpose, the Customer will ensure that an authorized representative is present at the walk-through to determine substantial completion and acceptance of the field, which may include a list of punch list items.
- h) FieldTurf shall not be a party to any penalty clauses and/or liquidated damages provisions.
- i) FieldTurf shall be entitled to recover all costs and expenses, including attorney fees, associated with collection procedures in the event that FieldTurf pursues collection of payment of any past due invoice.
- j) All colors are to be chosen from FieldTurf's standard colors.

THE TARKETT SPORTS FAMILY - LEADERS IN SPORTS SURFACING





Stantec Consulting Services Inc.
55 Church Street Suite 601, New Haven CT 06510-3014

August 4, 2021
File: 192411141

Attention: Vanessa Valadares
Principal Engineer
City of Norwalk
125 East Avenue
Norwalk, CT 06851

Dear Ms. Valadares,

Reference: Brien McMahon Athletic Field Conversion – Construction Administration

We are pleased to provide you this scope and fee proposal for construction administration services for converting the existing natural turf softball field at Brien McMahon High School to an artificial turf field. The following represents our understanding of the project scope and the services that will be performed by Stantec Consulting Services Inc.

Scope

The scope below is based on an anticipated construction duration of four (4) months. Stantec's services during construction and our construction administration support are anticipated to include:

- Provide assistance in the Administration of the Construction Contract including the following:
 - Review of Contractor Submittals and Shop Drawings
 - Review of Schedule of Values and Applications for Payments
 - Review of the proposed Construction Schedule
- The Consultant will attend the following meetings/site visits during the construction period:
 - One (1) pre-construction meeting.
 - Ten (10) site visits including at the following critical times:
 - a) Field layout staking
 - b) Turf concrete curb installation
 - c) Turf drainage system
 - d) Turf finishing stone fine grades and compaction
 - e) Turf seaming and inlays prior to infilling
 - f) Turf rubber/sand infill
 - g) One (1) visit to review site work
 - h) Perform two (2) site visits to prepare a Preliminary and Final Punch List and, per results, issue certification of Substantial Completion
 - i) Upon completion of all outstanding items on the final punch list and notification by the contractor, perform one (1) final site visit for certification of Final Completion for the scope of work described in the specifications, contract documents, and any associated revisions.

August 4, 2021
Vanessa Valadares
Page 3 of 3

Reference: Brien McMahon Athletic Field Conversion – Construction Administration

By signing this proposal, City of Norwalk authorizes Stantec to proceed with the services herein described and the Client acknowledges that it has read and agrees to be bound by the terms of the original contract.

This proposal is accepted and agreed on the 4 day of August, 2021.

Per: City of Norwalk

Vanessa Valadares – Principal Engineer, City of Norwalk

Print Name & Title

Signature





NORWALK PUBLIC LIBRARY



TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: SHERELLE HARRIS, LIBRARY DIRECTOR

DATE: AUGUST 24, 2021

RE: AUDITORIUM UPGRADES FOR THE NORWALK PUBLIC LIBRARIES

From May 10 to June 8, 2021, The City of Norwalk solicited bids for the auditorium upgrades at Norwalk Public Library's main library and SoNo branch, which include the supply and install of streaming capabilities and digital content creation. This capital project was approved in the amount of \$143,000. The estimated cost for this part of the project is in the range of \$125,000 to \$134,000. The current systems in both buildings are dated, being over 10 years old. Technology has changed and the COVID-19 pandemic certainly heightened the need for program attendance flexibility. Having streaming capabilities will allow the libraries to stream programs and to have hybrid attendance, with both in-person and remote attendance. The upgrades will be ADA compliant. The project contingencies, streaming capabilities, and scope of work are attached, herewith.

Four (4) contractors submitted proposals to provide the service. One contractor, Sound Stage Systems, was disqualified for not submitting a bid security and/or did not submitting the other required forms and/or submission requirements. The lowest bidder came within the budget parameters and were the most responsive to our needs.

PROSPECTIVE FIRMS		
VENDOR	HEADQUARTERS	FEE
Comnet Communications LLC	Hamden, CT	\$168,235
Norstan Communications, Inc DBA Black Box Network Services	Stamford, CT	\$124,968
DNR Laboratories LLC	White Plains, NY	\$130,910

ACTION REQUESTED:

Authorize the Honorable Mayor, Harry W. Rilling, to execute an agreement with Black Box to provide auditorium upgrades for the Norwalk Public Libraries, the Main Library, One Belden Ave. and the South Norwalk (SoNo) Branch at 10 Washington Street.

The one-time fee for \$124,968 is to be expended by December 2021. Funds for this service are available in the capital budget account 09186210 5777 C0785 for the Norwalk Public Library South Norwalk Branch.

MAIN LIBRARY
1 Belden Ave. • Norwalk, CT 06850 • 203.899.2780
www.norwalkpl.org



SONO BRANCH
10 Washington St. • Norwalk, CT 06854 • 203.899.2790
www.norwalkpl.org/sono

South Norwalk Library

The Square Footage of the Auditorium is Estimated at +/- 1,600 Square Feet

Qty Description

- 1 VIDEO:**
- 1 Extron DTP Crosspoint**
- 1 DTP Receivers**
- 1 Barco Click Share w/2 Buttons**
- 1 Apple TV**
- 1 Blu Ray Player**
- 1 Extron 10" Touch Panel**
- 1 Chief Projector Mounts**
- 1 Chief Projector Ceiling Brackets**
- 1 Hitachi Projectors 6000 Lumen Laser**
- 1 DaLite Tensioned Contour Electrol Screen 78"X139"**
Model #38796L
- 1 Extron Wall Plate Transmitter w/HDMI, VGA, & Audio**

- 1 AUDIO:**
- 6 W/Less Sennheiser Mics**
 - 3-Lavalier Mics**
 - 3-Hand Held Mics**
- 1 Digital Mackie Rack Mount Mixer**
- 1 QSC 204V 4 Ch Amp**
- 10 Evid Ceiling Speakers 8"**
- 2 Evid 12.2 Ceiling Subwoofers**
- 1 Symetrix Jupiter Audio Processor**

- 1 STREAMING:**
- 1 PTZ Optics Producer Kit 30X Zoom Includes:**
 - 2 PTZ Cameras**
 - 1- Joy Stick Controller**
 - 1 Monitor**
 - 1 Key Board**
 - 1 Mouse**

- 1 Installation Labor**
- 1 Extron Programming**
- 1 Shipping**

Awarded vendor will need to provide training materials, warranty and product specification sheets please include any fees for this in the total lump sum bid price.

We will be allowing for substitutions. Please document and submit variations in your bid submission. Please see Section 3 General Bidding Information for Construction 3.10 Acceptable Brands for more information.

Norwalk Public Library

The Square Footage of the Auditorium is Estimated at 2,444 Square Feet

QTY DESCRIPTION

- 1 VIDEO:**
- 1 Extron DTP Crosspoint**
- 2 DTP Receivers**
- 1 Barco Click Share w/2 Buttons**
- 1 Apple TV**
- 1 Blu Ray Player**
- 1 Extron 10" Touch Panel**
- 2 Chief Projector Mounts**
- 2 Chief Projector Ceiling Brackets**
- 2 Hitachi Projectors 6000 Lumen Laser**
- 1 DaLite Tensioned Contour Electrol Screen 78"X139"**
Model #38796L
- 1 DaLite Tensioned Contour Electrol Screen 58"X104"**
- 1 AUDIO:**
- 2 Extron Wall Plate Transmitter w/HDMI, VGA, & Audio**
- 6 W/Less Sennheiser Mics**
 - 3-Lavalier Mics**
 - 3-Hand Held Mics**
- 1 Digital Mackie Rack Mount Mixer**
- 1 QSC 204V 4 Ch Amp**
- 16 Evid Ceiling Speakers 8"**
- 2 Evid 12.2 Ceiling Subwoofers**
- 1 Symetrix Jupiter Audio Processor**
- 1 STREAMING:**
- 1 PTZ Optics Producer Kit 30X Zoom Includes:**
 - 2 PTZ Cameras**
 - 1 - Joy Stick Controller**
 - 1 Monitor**
 - 1 Keyboard**
 - 1 Mouse**
- 1 Installation Labor**
- 1 Extron Programming**
- 1 Shipping**

Awarded vendor will need to provide training materials, warranty and product specification sheets please include any fees for this in the total lump sum bid price.

We will be allowing for substitutions. Please document and submit variations in your bid submission. Please see Section 3 General Bidding Information for Construction 3.10 Acceptable Brands for more information.



CITY OF NORWALK
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06851-5125
 P: 203-854-7791 / F: 203-857-0143

MEMORANDUM

To: Vanessa Valadares, P.E. – Principal Engineer

From: Wilber Giron, P.E. – Permit Engineer

Cc: Anthony R. Carr, PE, CFM – Chief of Operations and Public Works
 Ralph Kolb, P.E. – Sr. Environmental Engineer

RE: 440 Newtown Avenue / 78 Cranbury Road – Private Sanitary Sewer Extension

Date: July 29, 2021

The Department of Public Works (DPW) for the City of Norwalk has reviewed the supportive documents associated with the proposed redevelopment at 440 Newtown Avenue / 78 Cranbury Road.

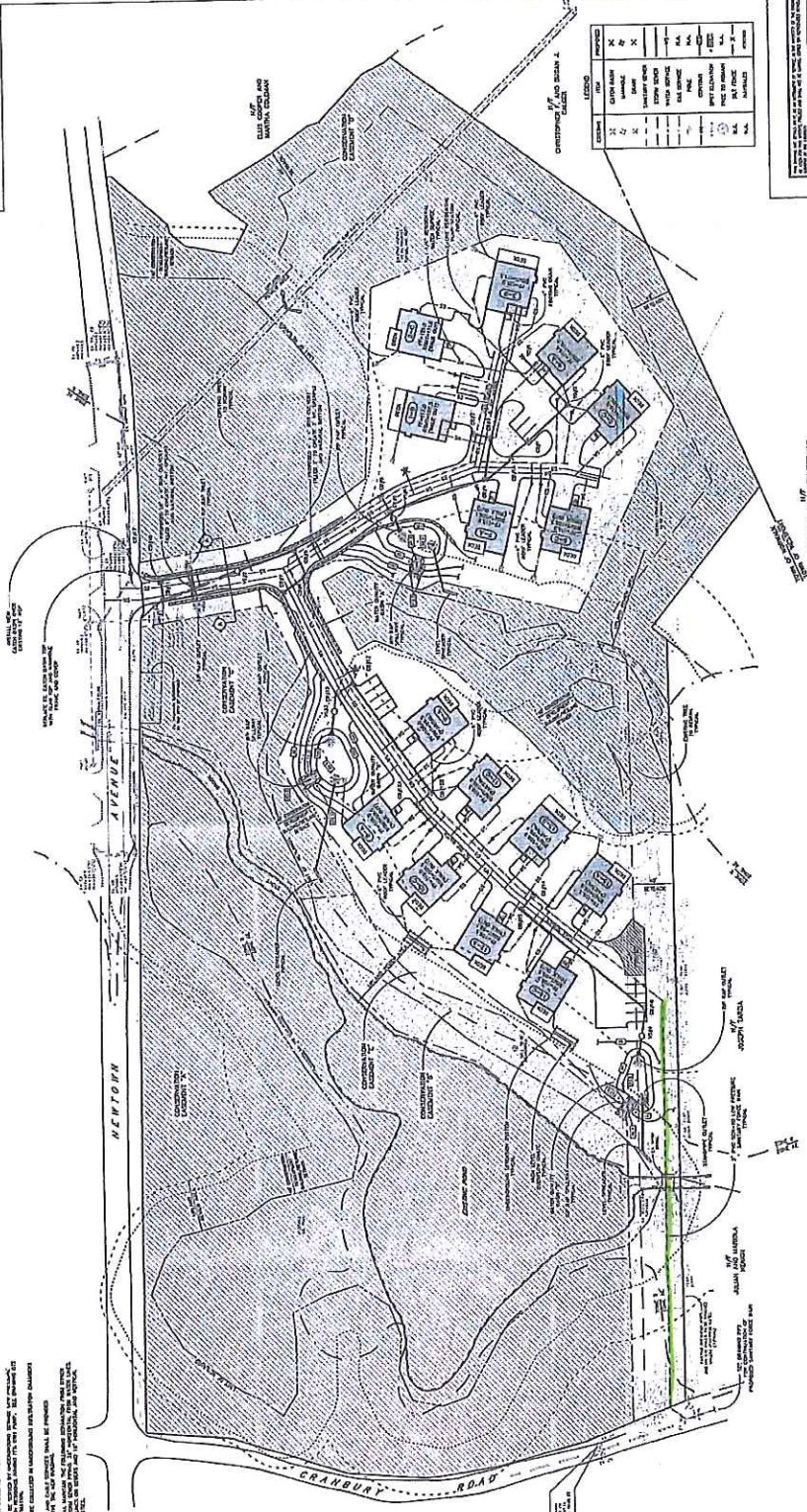
The total site 15.415-acre and is currently developed with the former White Barns Theatre, a single-family residence, detached garage, numerous sheds, parking lot, tennis court, a network of driveways and associated lawn and landscaped areas. The property currently gains access from both Cranbury Road and Newtown Avenue. The underdeveloped areas of the property consist of woodlands and wetlands.

The proposed project consists of demolition of the former theater, residence, garage, sheds, parking lot, and driveways and the subsequent construction of a 15 unit conservation development and associated roadway network. Access from Cranbury Road will be eliminated and the access from Newtown Avenue will be widened to accommodate two-way traffic. The single family units will be served by underground utilities, including municipal water and sewer.

Through technical analyses, it was confirmed that the City's sanitary sewer collection system and wastewater treatment plant can accommodate the additional sanitary sewer flow generated from the proposed development. Therefore, the proposed private sanitary sewer extension has been approved and recommended for acceptance by the WPCA and the DPW.

I would like to request that the following items be included on the agenda for the August 3, 2021 Public Works Committee meeting:

- A. Authorize the Mayor Harry W. Rilling to accept the proposed private sanitary sewer extension at 440 Newtown Avenue/78 Cranbury Road – Able Construction – Proposed 15 Unit Conservation Development. Through technical analyses, it was confirmed that the City's sanitary sewer collection system and wastewater treatment plant can accommodate the additional sanitary sewer flow generated from the proposed development. Therefore, the proposed private sanitary sewer extension has been approved and recommended for acceptance by the Water Pollution Control Authority (WPCA) and the Department of Public Works (DPW).
- B. Referral of item A to Planning Commission for Report and recommend action pursuant to Conn. Gen. Stat. § 8-24

[illegible][illegible]

This document contains neither recommendations nor conclusions of the FBI. It is the property of the FBI and is loaned to your agency; it and its contents are not to be distributed outside your agency.	SEARCHED _____ INDEXED _____ SERIALIZED _____ FILED _____ MAR 1964 FBI - NEW YORK	SE3  G-43376 1-1-64	SPECIAL AGENT IN CHARGE
	This report is based on information received on 10/10/64.		

SES

6-03374
4-7-20

CONSERVATION DEVELOPMENT SITE UTILITY PLAN
WHITE BARNS
440 NEWTOWN AVENUE
NORWALK, CONNECTICUT

PLAN PREPARED FOR
ABLE CONSTRUCTION
NEW CANAAN, CONNECTICUT

McChord Engineering Associates, Inc.
Civil Engineers and Land Planners
1 Grumman Hill Road
Willon, Ct 06897 (203) 834-0509





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McClint Engineering Associates, Inc.
Civil Engineers and Land Planners
1 Gorman Hill Road
Tollan, CT 06087 (860) 641-6569

PLAN PREPARED FOR
STATE OF CONNECTICUT
NEW CANAAN, CONNECTICUT

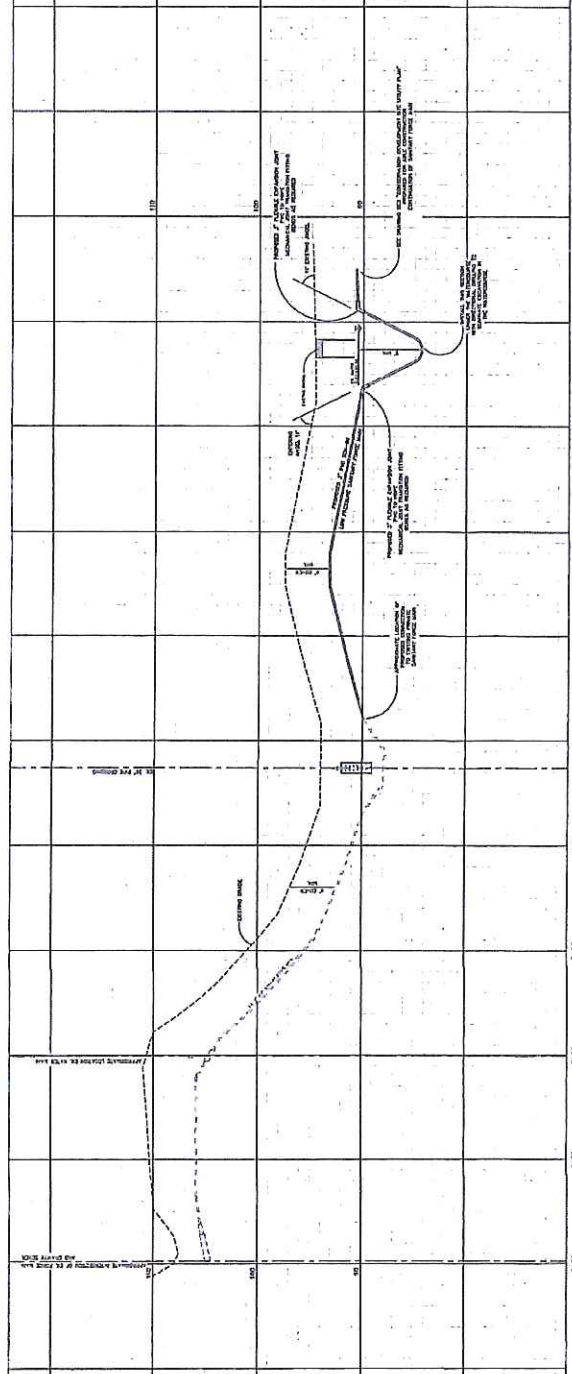
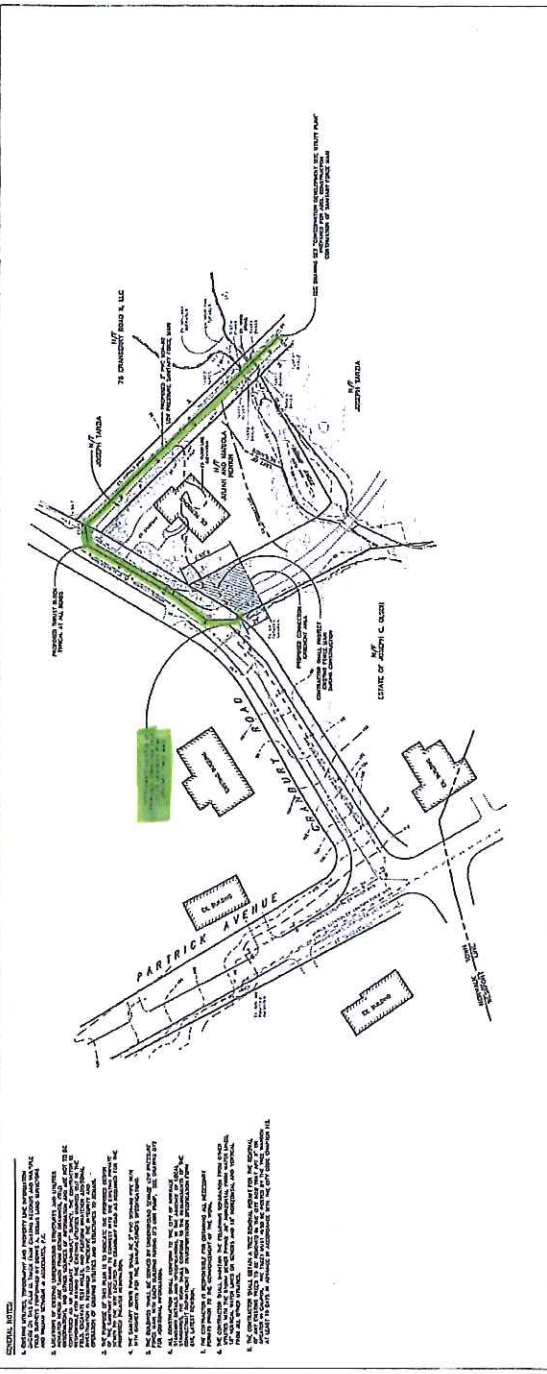
FORCE MAIN PLAN AND PROFILE
WHITE BARNS
440 NEWTOWN AVENUE
NORWALK, CONNECTICUT

DATE: 10-2-1
SCALE: 1"=100' HORIZ.
SCALE: 1"=10' VERT.

DATE: 10-2-1
SCALE: 1"=100' HORIZ.
SCALE: 1"=10' VERT.

DATE: 10-2-1
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PP2



Cipriano, Monique

From: Ho, Aaron
Sent: Thursday, August 19, 2021 3:20 PM
To: Valadares, Vanessa; Cipriano, Monique
Subject: Re: Ahneman Kirby On Call Surveying - Amounts Paid for Seaview Ave. and Calf Pasture Beach

Vanessa & Monique,

Per our discussion, the amount that the PO for the Ahneman Kirby On-Call Surveying Contract (PO #02100579-00) has to be increased is \$4,948.21. The current remaining balance in the PO is \$38,758.87 and the amount needed to pay the invoice for the Calf Pasture Beach survey is \$43,707.08.

Thanks,

Aaron Ho, E.I.T.
Assistant Civil Engineer



City of Norwalk
Department of Public Works
P.O. Box 5125
125 East Avenue
Norwalk, CT 06851-5125

(203) 854-7268

From: Ho, Aaron
Sent: Wednesday, August 4, 2021 1:52 PM
To: Valadares, Vanessa <VValadares@norwalkct.org>; Cipriano, Monique <MCIPRIANO@norwalkct.org>
Subject: Ahneman Kirby On Call Surveying - Amounts Paid for Seaview Ave. and Calf Pasture Beach

Vanessa and Monique,

These are the dollar values we've paid so far for the surveying work done at Seaview Ave. and Calf Pasture Beach under the On-Call Surveying Contract:

Seaview Ave. - \$5,967.94 (Total quoted value was \$6,950)

Calf Pasture Beach - \$515.95

Thanks,

Aaron Ho, E.I.T.
Assistant Civil Engineer



City of Norwalk
Department of Public Works
P.O. Box 5125
125 East Avenue
Norwalk, CT 06851-5125

(203) 854-7268

**COMMON COUNCIL
NORWALK, CONNECTICUT**

**ACTION
7:30 PM EST**

**JULY 13, 2021
VIA TELECONFERENCE**

09 21 4021 5777 C0021
09 22 4021 5777 C0021
09 20 4027 5777 C0643
09 21 4027 5777 C0643
09 22 4027 5777 C0643
09 6 4021 5777 C0315

AUTHORIZED

- 2a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Sealcoating Inc., DBA Indus, for Project PM2021-3, Crack Seal at Various Location, for an amount not to exceed \$300,720.00.

Account No. 09 21 4021 5777 C0021
09 21 4021 5777 C0021

AUTHORIZED

- 2b. Authorize the Chief of Operations and Public Works, to execute Orders on Contract with Sealcoating, Inc., DBA Indus, for Project PM2021-3, Crack Seal at Various Locations, for an amount not to exceed \$30,072.00.

Account No. 09 21 4021 5777 C0021
09 2 4021 5777 C0021

AUTHORIZED

3. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Atane, for Project DPW2021-2, Material Testing, for a period of one (1) year, billable on a unit price basis, for a sum not to exceed \$30,000.00, with an option to extend for two (2) additional terms of one (1) year each.

Account No. 09 21 4021 5777 C0021 09 22 4021 5777 C0021
09 21 4021 5777 C0234 09 22 4021 5777 C0234
09 21 4021 5777 C0302 09 22 4021 5777 C0302
09 21 4021 5777 C0315 09 22 4021 5777 C0315
09 21 4021 5777 C0318 09 22 4021 5777 C0318
09 21 4021 5777 C0503 09 22 4021 5777 C0503
09 21 4021 5777 C0440 09 22 4021 5777 C0440
09 21 4021 5777 C0471 09 22 4021 5777 C0471
09 21 6030 5777 C0365 09 22 6030 5777 C0365

AUTHORIZED

4. Authorize the Mayor, Harry W. Rilling, to execute an Amendment with Priority Landscaping, LLC, to Project DPW 2019-1, Removal & Disposal of Deposited Sediment within the Watercourse, contract dated November 22, 2019 for an amount not to exceed \$175,000.00.

Account No. 09 18 4027 5777 C0440
09 21 4021 5777 C0440
09 22 4021 5777 C0440

AUTHORIZED

- 5a. Approve the use of White Barns Lane as the name of the private streets within the White Barns Subdivision.

APPROVED

COMMON COUNCIL
NORWALK, CONNECTICUT

ACTION
7:30 PM EST

APRIL 13, 2021
VIA TELECONFERENCE

B. PLANNING COMMITTEE

1. Approve the 2021-2022 Capital Budget of the City of Norwalk with modifications as outlined in the attached Memo. **APPROVED**

C. PUBLIC WORKS COMMITTEE

1. Technical Correction of the Common Council Action of September 8, 2020, Item VII.A.6 to add accounts designated for On-Call Surveying Services. Account No. 09 18 4021 5777 C0599.

Account No. 09 10 4027 5777 C0302
09 20 4027 5777 C0302
09 21 4027 5777 C0302
09 18 4021 5777 C0021
09 19 4021 5777 C0021
09 20 4021 5777 C0021
09 19 4021 5777 C0318
09 21 4021 5777 C0318
09 06 4021 5777 C0315
09 20 4027 5777 C0643
01 40 30 5258
09 18 4021 5777 C0599

AUTHORIZED

- 2a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with The Grasso Companies, LLC, for Project PM 2021-1, Pavement Management Program, for an amount not to exceed \$3,008,196.40.

Account No. 09 20 4021 5777 C0021
09 21 4021 5777 C0021
09 21 4027 5777 C0302
09 20 4021 5777 C0503
09 21 4021 5777 C0503
09 20 4021 5777 C0649
09 21 4021 5777 C0318

AUTHORIZED

- 2b. Authorize the Chief of Operations and Public Works, to execute orders on Contract with The Grasso Companies, LLC, for Project PM 2021-1, Pavement Management Program, for an amount not to exceed \$300,819.64.

Account No. 09 20 4021 5777 C0021
09 21 4021 5777 C0021
09 21 4027 5777 C0302
09 20 4021 5777 C0503
09 21 4021 5777 C0503
09 20 4120 5777 C0649
1 4021 5777 C0318

AUTHORIZED



MEMORANDUM

TO: Anthony Carr, P.E. – Chief of Operations & Public Works

FROM: Mateo Arias – Junior Engineer

CC: Vanessa Valadares, PE – Principal Engineer
Drew Berndlmaier, PE – Senior Engineer

REF: Public Works Committee Agenda Item – Project PM 2021-1 Pavement Management Program

DATE: September 2, 2021

I would like to request that the following items be included on the agenda for the September 7, 2021 Public Works Committee meeting.

1. Authorize the Mayor, Harry W. Rilling to execute the 1st Amendment to the April 13, 2021 Agreement between the City of Norwalk and The Grasso Companies, LLC, for Project PM2021-1, Pavement Management Program, for an amount not to exceed \$1,000,000.00.

Account No.	09 20 4021 5777 C0021
	09 21 4021 5777 C0021
	09 21 4027 5777 C0302
	09 20 4021 5777 C0503
	09 21 4021 5777 C0503
	09 20 4021 5777 C0649
	09 21 4021 5777 C0318
	03 00 00 2602

Based on the original bid documents, there were potential streets that would be added to the original scope based on their conditions.



CITY OF NORWALK
Paul L. Sotnik, P.E.
Senior Civil Engineer
psotnik@norwalkct.org
P: 203-854-7891 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

TO: Anthony R. Carr, P.E., C.F.M. – Chief of Operations and Public Works

FROM: Paul L. Sotnik, P.E. - Senior Civil Engineer *P.L.S.*

CC: Vanessa Valadares, P.E. – Principal Engineer
Christopher Torre – Superintendent of Highway Operations, Tree Warden
Ken Hughes – Interim Director, Recreation and Parks
Jim Travers – Director, Transportation, Mobility and Parking

REF: Item To Be Included On September 7, 2021 Public Works Committee Agenda

DATE: August 31, 2021

As you are aware, representatives from the Purchasing Department and the Department of Public Works opened responses to the 2021 Request For Proposals (RFP) for the Supply and Planting of Trees and Shrubs (Project #4130) on August 19, 2021. A selection Committee interviewed two (2) of the four (4) companies that responded to the RFP on August 27, 2021. Based upon the results of those interviews and the RFP submissions, it is the recommendation of the Committee that Almstead Tree & Shrub Care Company, LLC be awarded the contract for the Supply and Planting of Trees and Shrubs.

Therefore, I would like to request that the following item be included on the agenda for the September 7, 2021 meeting of the Public Works Committee of the Common Council for approval.

- 1.) Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Almstead Tree & Shrub Care Company LLC for the supply and planting of trees and shrubs for an amount not to exceed \$130,000 per year. The Agreement is for a period of three (3) years, with an option to extend for two (2) additional terms of one (1) year each.

Account No.: 0922 4021 5777 C0233 – D.P.W. \$65,000 per year
0922 6030 5777 C0370 – Rec. & Parks \$50,000 per year
0920 4120 5777 C0649 – Transportation, Mobility and Parking
\$15,000 per year

If you have any questions, please do not hesitate to contact me.



CITY OF NORWALK
Paul L. Sotnik, P.E.
Senior Civil Engineer
psotnik@norwalkct.org
P: 203-854-7891 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

TO: Public Works Committee of the Common Council

FROM: Paul L. Sotnik, P.E. - Senior Civil Engineer, Deputy Tree Warden
Christopher Torre – Superintendent of Highway Operations, Tree Warden *P.L.S.*

CC: Anthony R. Carr, P.E., CFM – Chief of Operations and Public Works
Vanessa Valadares, P.E. – Principal Engineer

REF: 2021 Tree Planting RFP/RFQ Results and Recommendation (Project #4130)

DATE: August 27, 2021

On August 19, 2021 representatives from the Purchasing Department and the Department of Public Works opened responses to the 2021 Request For Proposals (RFP) for the Supply and Planting of Trees and Shrubs (Project #4130). Based upon those results, a Committee consisting of Richard Whitehead, Vice Chairman of the Tree Advisory Committee, Chris Torre and Paul Sotnik interviewed two of the four companies that responded to the RFP on August 27, 2021. Based upon the results of those interviews and the RFP submissions, it is the recommendation of the Committee that Almstead Tree & Shrub Care Company, LLC be awarded the contract for the Supply and Planting of Trees and Shrubs. There were seven criteria used to evaluate the responses to the RFP. A copy of the Contractor Proposal Evaluation Criteria has been attached for your reference.

We will be glad to answer any questions that the Committee members may have.



CITY OF NORWALK
Department of Public Works

Norwalk City Hall
125 East Avenue, PO Box 5125
Room 225
Norwalk, CT 06856-5125

P: 203-854-7791 / F: 203-857-0143

Contractor Proposal Evaluation Criteria

The criteria that were used to determine the successful Contractor that will be awarded this Contract are as indicated below.

- 1.) Qualifications and experience of the Contractor, concerning comparable municipal, governmental and/or private sector projects of similar size and scope as this project.
- 2.) Overall experience and expertise of the Contractor's proposed project team and any others key to the success of the project. A Contractor with an Arborist licensed in the State of Connecticut on their staff is highly desirable, but not required. A Contractor having Tree Care Industry Association (T.C.I.A.) accreditation is highly desirable, but not required.
- 3.) Ability of the Contractor to provide and implement the proposed services being requested to ensure the success of the project.
- 4.) Total number of years the Contractor has been in business and the financial stability of the firm.
- 5.) Responsiveness and thoroughness of the proposal submission.
- 6.) Ability and willingness of the Contractor to participate in Tree related community events during the year such as the Norwalk celebration of National Arbor Day, Open House and other community educational events.
- 7.) Proposed Fees.



CITY OF NORWALK
Department of Public Works

Norwalk City Hall
125 East Avenue, PO Box 5125
Room 225
Norwalk, CT 06856-5125

P: 203-854-7791 / F: 203-857-0143

BID SHEET

PROJECT: 2021 SUPPLY & PLANTING OF TREES – RFP #4130

DATE: THURSDAY, AUGUST 19, 2021 2:00 P.M.

BIDDER	BASE PERIOD BID AMOUNT	OPTION PERIODS BID AMOUNT
AJ's Landscaping Servis LLC 142 North Taylor Avenue Norwalk, CT 06854	\$647,400.00 \$216,800.00 (Corrected Amount – Math Error)	\$508,400.00 \$254,700.00 (Corrected Amount – Math Error)
Almstead Tree & Shrub Care Co., LLC 547 Hope Street Stamford, CT 06907	\$58,068.30 \$58,068.80 (Corrected Amount – Math Error)	\$60,984.47 \$60,984.53 (Corrected Amount – Math Error)
Diamond Landscapes & Athletic Fields, Inc. 1.5 Islandbrook Avenue Bridgeport, CT 06610	\$74,028.00 \$74,028.00	\$81,445.80 \$81,458.30 (Corrected Amount – Math Error)
Oman's Garden Center P.O. Box 2300 111 Harbor Avenue Norwalk, CT 06852	\$60,505.00 \$60,505.00	\$69,418.94 \$69,419.54 (Corrected Amount – Math Error)



CITY OF NORWALK
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06851-5125
P: 203-854-7791 / F: 203-857-0143

MEMORANDUM

To: Vanessa Valadares, PE – Principal Engineer
From: Aaron Ho, EIT – Assistant Civil Engineer
CC: Anthony Carr, P.E. – Chief of Operations & Public Works
RE: Project No. 4048 On-Call Surveying Services – Ahneman Kirby Contract Extension
Date: September 1, 2021

On September 8, 2020, Common Council approved the action item to authorize the Mayor, Harry W. Rilling to execute an Agreement between the City of Norwalk and Ahneman Kirby, LLC, for Project No. 4048 On-Call Surveying Services, for a sum not to exceed \$120,000.00. Within Section 2.1 of the original Request for Proposal, it states that the City has an option to extend this Agreement for two (2) additional terms of one (1) year each. In the event that the City chooses to extend the contract for additional years, the hourly billing rates will remain identical to those of year 1.

Considering that the Contract was executed on October 30, 2020, and that the Surveyor, Ahneman Kirby, LLC, has expressed their interest in extending the Contract per the correspondence dated August 16, 2021, I recommend we use the option to extend the Contract an additional one (1) year, for a sum not to exceed \$150,000.00, with the option to extend an additional one (1) year term come October 2022. Ahneman Kirby, LLC, has not only met their obligations in providing the City with survey data and maps conforming to professional standards, but has also been prompt in responding to inquiries, and attentive to the City's needs. The recommended value of the Contract extension is greater than the value of the original contract, but is necessary due to the following reasons: DPW previously had an in-house Professional Land Surveyor. That Professional Land Surveyor has retired, reducing the Department's in-house surveying capacity. Meanwhile, the Department's surveying needs have remained largely unchanged, or in some respects, have even increased. Additionally, DPW has assisted other City departments in their surveying needs through the On-Call Surveying Contract, and the original Contract value has proven to be insufficient to cover the work requested by other departments while still leaving the funds necessary to complete all work needed by DPW. Finally, DPW's design consultants, performing work through the on-call engineering contracts, often require surveys as part of their design processes. Due to increased demand for surveyors industry-wide, it is sometimes difficult for those consultants to have surveys performed in time to meet their deadlines. As a result, DPW has found it useful to utilize the On-Call

Surveying Contract to provide survey data to its third party consultants. All these factors contribute to the assessment that the value of the On-Call Surveying Contract should be increased.

I would like to request that the following items be included on the agenda for the July 2021 Public Works Committee meeting.

- 1.) Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the September 8, 2020 Agreement between the City of Norwalk and Ahneman Kirby, LLC. for Project No. 4048 On-Call Surveying Services. The Amendment is to extend the Agreement for a period of one (1) year at a sum not to exceed \$150,000.00 with an option to extend for one (1) additional term for one (1) year.

Account No.

09 22 4021 5777 C0302
09 22 4021 5777 C0315
09 22 6030 5777 C0365
09 22 6030 5777 C0367
09 18 4021 5777 C0599
09 21 6030 5777 C0659
09 21 4021 5777 C0234
014030 5258

2.1 Introduction

The City of Norwalk, through the Department of Public Works (DPW) is soliciting proposals from qualified surveying firms to provide surveying and mapping services on an as-needed or "on-call" basis for the following project:

ON-CALL SURVEYING AND MAPPING

The selected Company may assist the Department of Public Works (DPW) with various land surveying assignments including, but not limited to, the following:

- Performing field surveys of control nets and lines, boundary lines, topography and existing facilities or structures.
- Performing various types of surveying tasks on all types of construction projects.
- Performing Quality Assurance work associated with various types of land surveying work.
- Performing volume calculations and associated field surveys.
- Preparation of legal descriptions, plats, records of survey, and right-of-way maps.
- Preparation of and setting-up photogrammetric surveys.
- Reviewing, suggesting corrections, and making recommendations on the checking of parcel maps, records of survey, right of way cases, minor land cases, and final subdivision maps.
- Performing field monument inspections on parcel maps and final subdivision maps.
- Other associated professional services that may be requested.

The term of the contract will be for a period of one (1) years with an option to extend for two (2) additional terms for one (1) year each.

Work shall be prepared in accordance with City of Norwalk – DPW standards, practices, regulations, policies, procedures and manuals as appropriate.

2.2 Background

DPW, as part of its Pavement Management Program, administers an annual paving contract for the resurfacing of City roads, as well as an annual concrete curbs and sidewalks contract, for the repair or replacement of curbs and sidewalks in advance of paving. DPW typically paves 18 miles of street centerline and installs 4 miles of sidewalk on an annual basis.

As a part of these contracts, DPW also works to resolve any grading or drainage issues prior to the paving of a given road. Often times, these issues require topographic surveys, engineering design work, and ultimately the production of engineered grading and drainage design drawings.

Of the roads paved, approximately 40% will require surveying, and of the roads requiring sidewalk and curb replacement, approximately 60% require surveying.

For illustrative purpose, below is the list of roads included in the 2020 concrete curbs and sidewalks contract:

- Elmwood Avenue from Cedar street to Hillside Street

Re: Norwalk On-Call Surveying - Extension of Contract

Thomas Ahneman <tga@ahnemankirby.com>

Mon 8/16/2021 6:01 PM

To: Ho, Aaron <aho@norwalkct.org>

Cc: Kristian Fontanilla <kbf@ahnemankirby.com>; Valadares, Vanessa <VValadares@norwalkct.org>

CAUTION: EXTERNAL Email: Don't open links or attachments from untrusted senders

Dear Aaron,

Ahneman Kirby, LLC would like to extend our on-call surveying contract with the City of Norwalk. We are in agreement and prepared to hold the existing rates, terms, and conditions in place.

Thank you for providing us the opportunity to serve the City for the upcoming year.

We find the work challenging and satisfying. We are pleased and impressed with the professionalism that DPW staff puts forth on each project.

Very truly yours,
Tom Ahneman

Sent from my iPad

On Aug 16, 2021, at 4:54 PM, Ho, Aaron <aho@norwalkct.org> wrote:

Ahneman Kirby Team,

We are beginning the process of seeking approval for an extension to Norwalk's On-Call Surveying Contract with Ahneman Kirby. As part of the process, we require you to confirm in writing that you are in agreement with extending the Contract. Please confirm whether you are in agreement. A response to this email would be sufficient.

Thank you,

Aaron Ho, E.I.T.
Assistant Civil Engineer

<Outlook-qhplnpql.png>

City of Norwalk
Department of Public Works
P.O. Box 5125
125 East Avenue
Norwalk, CT 06851-5125

**COMMON COUNCIL
NORWALK, CONNECTICUT**

**ACTION
7:30 PM EST**

**SEPTEMBER 8, 2020
VIA TELECONFERENCE**

09 20 4021 5777 C0021
09 19 4021 5777 C0318
09 21 4021 5777 C0318

AUTHORIZED

- 5b. Authorize the Chief of Operations and Public Works, to execute orders on the contract with M. Rondano, Inc. for project DRG2020-1 On-Call Drainage Improvements at Various Locations for a sum not to exceed \$95,500.00.

Account No. 09 10 4027 5777 C0302
09 20 4027 5777 C0302
09 21 4027 5777 C0302
09 18 4021 5777 C0021
09 19 4021 5777 C0021
09 20 4021 5777 C0021
09 19 4021 5777 C0318
09 21 4021 5777 C0318

AUTHORIZED

6. Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Ahneman Kirby, LLC for On-Call Surveying Services. The Agreement is for a period of one (1) year at a sum not to exceed \$120,000.00 with an option to extend for two (2) additional terms for one (1) year each.

Account No. 09 10 4027 5777 C0302
09 20 4027 5777 C0302
09 21 4027 5777 C0302
09 18 4021 5777 C0021
09 19 4021 5777 C0021
09 20 4021 5777 C0021
09 19 4021 5777 C0318
09 21 4021 5777 C0318
09 06 4021 5777 C0315
09 20 4027 5777 C0643
01 40 30 5258

AUTHORIZED

7. Authorize the Mayor, Harry W. Rilling, to execute a Maintenance Agreement between the City of Norwalk and Metropolitan Reality Associates, LLC for the maintenance of the fence installed on the existing retaining wall within the City Right-of-Way along the length of the frontage of the property located at 1 Bates Court adjacent to Dr. Martin Luther King, Jr. Drive.

AUTHORIZED

8. Authorize the Mayor Harry W. Rilling, to execute the Gift Letter in order to demonstrate formal acceptance of the gift of the Fence from the Lockwood Mathews Mansion Museum.

AUTHORIZED

B. HEALTH AND PUBLIC SAFETY COMMITTEE

- 1a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the Department of Justice under the FY2020 Edward Byrne Memorial Justice Assistance Grant, in the amount of \$33,741.00.

AUTHORIZED

AGENDA

AUGUST 12TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:

BILL No & AMOUNT REFUNDED

REASON

SPAHR MARTIN JEFFRY

19-MV-363412 \$17.96

PRORATION



**CITY OF NORWALK, DEPARTMENT OF FINANCE
Tax Collector's Office**

P: 203-854-7731 / F: 203-854-7770

125 East Avenue Room 105
Norwalk, Connecticut 06851
www.norwalkct.org

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: August 10, 2021
Re: Narrative for July 2021 Tax Collector's Report

There are two spreadsheets for the month of July 2021, reporting collections on the immediately prior fiscal year (FYE June 30, 2021) as well as the current, new fiscal year (ending June 2022).

Relative to the immediately prior fiscal year: as of the end of July 2021, we collected in excess of \$347 million, or **99.09%** of the \$350.5 million adjusted current tax levy on the 2019 grand list. We also collected more than \$16.6 million of our sewer use levy, or **98.67%**, and **89.05%** of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority. We track July and August collections against the prior grand list year for purposes of the annual external audit; collections against the immediately prior levy that are received within the sixty days following the close of the fiscal year can be used to pay liabilities of the prior period under modified accrual accounting rules. It basically means we track our collections for 14 months rather than 12. Compared to the prior year, we are slightly ahead, which stands to reason, since last July we were still in the midst of the COVID 19 pandemic.

With regard to the new fiscal year: our 2020 grand list property tax bills were mailed beginning on June 21. These bills came due July 1, 2021, and the last day to pay without interest was August 2, 2021, as August 1 fell on a Sunday. There were no COVID 19 related extensions this year, and no major issues with the billing. We are now reporting for July, but because the last day to pay was August 2, there was also a lot of activity during the first week of August that is not included in the July 2021 report. We will know better where we stand at the end of August 2021. Nonetheless, as of the end of July 2021, we had collected in excess of \$152 million against our \$350 million adjusted levy, or **43.52%**. We also collected **41.48%** of our sewer use levy, nearly \$6.8 million, and **60.29%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA.

Compared with the prior fiscal year, we ended July 2021 significantly ahead with regard to taxes (6.82%), sewer use (2.47%), and the IPP fee (18.86%). Last year was an odd year and it's difficult to make comparisons, since last year, the City did allow taxpayers until October 1 to pay what normally is payable by August 1.

With regard to prior years' collections, through July 2021, we show a net collection of \$868,224. This amount is slightly less (\$46,152) than what we collected in the prior fiscal year. We sometimes "lose" prior year collections in some cases when assessment appeals brought by taxpayers are settled. In some of these cases, refunds or credits are given in accordance with the judgments of the court or the agreements between the parties. The taxpayers have already paid their tax bills for prior years. They challenged their assessments; their appeals have subsequently been adjudicated; and when appropriate, bills they've already paid are now being adjusted accordingly.

We have made significant progress on our tax sale since last month's report. Earlier this month we made the decision to move the sale from Monday, September 20 to Monday, October 18. We have collected in excess of **\$6.7 million** since November 2019 on properties originally slated for tax sale, and we have 54 properties remaining in the sale. This sale was put on hold in the spring of 2020 due to COVID 19 and has been rescheduled several times. **Nearly 200 of the accounts have since been paid in full.**

Information on the tax sale, as well as a brief synopsis of the bidding process, can be viewed online here :

[City of Norwalk Tax Sale 2021 \(arcgis.com\)](https://arcgis.com)

This website provides information about the properties, including recent photographs; allows users to download field cards with property information; and shows the locations of the properties on a map, among other features. I am grateful to the city I.T. Department for providing me with this website / application, which is unique among Connecticut municipal taxing entities. It is useful, customer friendly, and comprehensive.

We also posted display boards in the lobby of City Hall with photographs of the properties and other information in order to publicize the sale. Two legal notices concerning the sale have been published in the newspaper, and a third will be published this week. We continue to do mailings in compliance with the state laws governing tax sales. The tax sale is a public auction and anyone who is interested is welcome to attend. More information, as well as details and instructions on applicable COVID 19 compliance, will be provided as the sale draws nearer. The Tax Collector's office will close at 2 pm on Monday, October 18, in order to move our operations to the Concert Hall and prepare for the tax sale.

Our budgeted collection goals for the recently concluded fiscal year, as well as for the new fiscal year ending 2022, are both predicated on the infusion of revenue generated by the tax sale. Maintaining high current and back tax collection rates promotes budgetary stability and allows the Board of Estimate and Taxation to set lower mill rates for all taxpayers. A higher current collection rate enables less of an allowance for “uncollectible” taxes, and correspondingly lower mill rates.

I am available to respond to questions, inquiries and concerns about the tax sale or related issues, and will continue to provide updates as we move closer to October.

Our office is still short staffed, as we still have a vacancy in our cashier position; we anticipate filling that position this fall. All the employees in the tax collector's division work on site for a 37.5 hour workweek. Our hours are now **Monday through Friday, from 8:30 am to 4 pm.** No appointment is needed, and we do not close for lunch. We also continue to offer other payments options, including on line payment, pay-by-phone, and paying by mail.

**TAX COLLECTOR'S REPORT
JULY 2021**

FISCAL YEAR 2021-2022 (2020 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 21 - JUL 21	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$21,672,160.18	\$14,025,347.52	64.72%	\$21,551,565.79	(\$120,594.39)	65.08%
PERSONAL PROPERTY	\$22,966,731.64	\$4,289,748.04	18.68%	\$22,942,684.84	(\$24,046.80)	18.70%
REAL ESTATE	\$308,716,745.40	\$134,198,295.28	43.47%	\$305,973,624.04	(\$2,743,121.36)	43.86%
TOTAL TAX	\$353,355,637.22	\$152,513,390.84	43.16%	\$350,467,874.67	(\$2,887,762.55)	43.52%
SEWER USE	\$16,488,685.00	\$6,796,204.75	41.22%	\$16,384,524.00	(\$104,161.00)	41.48%
IPP FEE	\$187,000.00	\$114,548.84	61.26%	\$190,000.00	\$3,000.00	60.29%

FISCAL YEAR 2020-2021 (2019 GRAND LIST)	ORIGINAL LEVY	JUN 20 - JUL 20				
AUTOMOBILE-REGULAR	\$20,760,190.24	\$9,961,463.59	47.98%	\$20,694,029.51	(\$66,160.73)	48.14%
PERSONAL PROPERTY	\$20,000,411.00	\$2,739,694.13	13.70%	\$19,994,939.02	(\$5,471.98)	13.70%
REAL ESTATE	\$310,928,205.46	\$115,933,805.08	37.29%	\$309,825,421.47	(\$1,102,783.99)	37.42%
TOTAL TAX	\$351,688,806.70	\$128,634,962.80	36.58%	\$350,514,390.00	(\$1,174,416.70)	36.70%
SEWER USE	\$16,883,967.00	\$6,589,859.00	39.03%	\$16,894,924.00	\$10,957.00	39.00%
IPP FEE	\$200,500.00	\$83,488.53	41.64%	\$201,500.00	\$1,000.00	41.43%

TAX DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	\$1,666,830.52	\$23,878,428.04	6.59%	(\$46,515.33)	(\$1,713,345.85)	6.82%
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SEWER DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	(\$395,282.00)	\$206,345.75	2.19%	(\$510,400.00)	(\$115,118.00)	2.47%
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IPP DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	(\$13,500.00)	\$31,060.31	19.62%	(\$11,500.00)	\$2,000.00	18.86%
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	FISCAL YR 2021-2022 (JUL 21 - JUL 21)	FISCAL YR 2020-2021 (JUL 20 - JUL 20)	CUR YR vs. PRIOR YR INC/(DEC)
BACK TAXES COLLECTED			
PRIOR TAXES	\$587,026.77	\$686,454.95	(\$99,428.18)
PRIOR SEWER USE FEE	\$43,254.73	\$50,144.04	(\$6,889.31)
PRIOR IPP FEE	\$1,398.12	\$1,250.00	\$148.12
TOTAL PRIOR TAX, SEWER & IPP	\$631,679.62	\$737,848.99	(\$106,169.37)
CURRENT INTEREST	\$0.00	\$0.00	\$0.00
PRIOR INTEREST	\$209,872.80	\$155,532.17	\$54,340.63
SEWER USE FEE INTEREST	\$10,572.33	\$6,956.61	\$3,615.72
IPP FEE INTEREST	\$267.64	\$282.39	(\$14.75)
TOTAL INTEREST COLLECTED	\$220,712.77	\$162,771.17	\$57,941.60
PRIOR LIEN FEE	\$3,093.21	\$2,721.65	\$371.56
CURRENT LIEN FEE	\$0.00	\$0.00	\$0.00
TOTAL LIEN FEE COLLECTED	\$3,093.21	\$2,721.65	\$371.56
MISC FEES COLLECTED	\$12,737.99	\$11,033.99	\$1,704.00
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$868,223.59	\$914,375.80	(\$46,152.21)

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 07/28/2021



albert Bassett
NORWALK, CITY OF
125 EAST AVENUE
NORWALK, CT 06856

EMW-2020-FG-18756

Dear albert Bassett,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2020 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of \$50,818.18 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 10.0% of the Federal funds awarded, or \$5,081.82 for a total approved budget of \$55,900.00. Please see the FY 2020 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2020 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher Logan", with a stylized flourish at the end.

Christopher Logan
Acting Assistant Administrator
Grant Programs Directorate

Summary Award Memo

Program: Fiscal Year 2020 Assistance to Firefighters Grant

Recipient: NORWALK, CITY OF

DUNS number: 075410415

Award number: EMW-2020-FG-18756

Summary description of award

The purpose of the Assistance to Firefighters Grant program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for FY 2020 Fiscal Year (FY) 2020 Assistance to Firefighters Grants funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Amount awarded table

The amount of the award is detailed in the attached Obligating Document for Award.

The following are the budgeted estimates for object classes for this award (including Federal share plus your cost share, if applicable):

Object Class	Total
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$55,900.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$0.00
Indirect charges	\$0.00
Federal	\$50,818.18
Non-federal	\$5,081.82
Total	\$55,900.00
Program Income	\$0.00

Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2020 AFG NOFO.

Approved request details:

Wellness and fitness programs

Exercise Equipment

DESCRIPTION

C900 Elliptical will provide a low impact core workout. This machine will allow for a better cardio and flexibility workout for the firefighters starting the program.

QUANTITY	UNIT PRICE	TOTAL
2	\$5,000.00	\$10,000.00

BUDGET CLASS

Equipment

CHANGE FROM APPLICATION

Price from \$7,250.00 to \$5,000.00

JUSTIFICATION

This reduction is because the cost you requested for Ellipticals exceeds the average price range calculated from market research and prior awards for the same item.

Exercise Equipment

DESCRIPTION

True Envision 16 Treadmills. The treadmills will be assigned to each station for the firefighters to complete the fitness trainer's assigned cardio training. They will also be used in coordination with SCBA conditioning at the company level as assigned by the trainer.

QUANTITY	UNIT PRICE	TOTAL
5	\$5,000.00	\$25,000.00

BUDGET CLASS

Equipment

CHANGE FROM APPLICATION

Price from **\$10,500.00** to **\$5,000.00**

JUSTIFICATION

This reduction is because the cost you requested for Treadmills exceeds the average price range calculated from market research and prior awards for the same item.

Exercise Equipment

DESCRIPTION

Jacobs Ladders will provide a cardio workout while the firefighter works on balance and stability during ladder climbing. The trainer will use the device to rehabilitate injured members with turnout gear and SCBA donned.

QUANTITY	UNIT PRICE	TOTAL
2	\$5,250.00	\$10,500.00

BUDGET CLASS

Equipment

Exercise Equipment

DESCRIPTION

CRW800 Rower will provide a core cardio workout and will assist with the firefighter's flexibility.

QUANTITY	UNIT PRICE	TOTAL
2	\$1,950.00	\$3,900.00

BUDGET CLASS

Equipment

Exercise Equipment

DESCRIPTION

Southampton Trainer will be used for strength training. The machine will assist in increasing the firefighters endurance and teach proper joint motions. This unit will is compact and will reduce the number of free weights needed for strength training

QUANTITY	UNIT PRICE	TOTAL
2	\$3,250.00	\$6,500.00

BUDGET CLASS

Equipment

Agreement Articles

Program: Fiscal Year 2020 Assistance to Firefighters Grant

Recipient: NORWALK, CITY OF

DUNS number: 075410415

Award number: EMW-2020-FG-18756

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Article 1**Assurances, Administrative Requirements, Cost Principles, Representations and Certifications**

DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002. By accepting this agreement, the recipient and its executives, as defined in 2 C.F.R. § 170.315, certify that the recipient policies are in accordance with OMB guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

Article 2**DHS Specific Acknowledgements and Assurances**

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. 1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS. 2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance. 3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. 4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance. 5. Recipients of federal financial assistance from DHS must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award or, for State Administrative Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. After the initial submission for the first award under which this term applies, recipients are required to provide this information once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article 3**Acknowledgement of Federal Funding from DHS**

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article 4**Activities Conducted Abroad**

Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article 5	Age Discrimination Act of 1975 Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.
Article 6	Americans with Disabilities Act of 1990 Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101–12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.
Article 7	Best Practices for Collection and Use of Personally Identifiable Information Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance at http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_guidance_june2010.pdf and Privacy Template at https://www.dhs.gov/sites/default/files/publications/privacy_pia_template_2017.pdf as useful resources respectively.
Article 8	Civil Rights Act of 1964 – Title VI Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article 9**Civil Rights Act of 1968**

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

Article 10**Copyright**

Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article 11**Debarment and Suspension**

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article 12**Drug-Free Workplace Regulations**

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).

Article 13**Duplication of Benefits**

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article 14	Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.
Article 15	Energy Policy and Conservation Act Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.
Article 16	False Claims Act and Program Fraud Civil Remedies Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§ 3729-3733, which prohibit the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)
Article 17	Federal Debt Status All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)
Article 18	Federal Leadership on Reducing Text Messaging while Driving Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.
Article 19	Fly America Act of 1974 Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article 20	Hotel and Motel Fire Safety Act of 1990 In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, (codified as amended at 15 U.S.C. § 2225.)
Article 21	Limited English Proficiency (Civil Rights Act of 1964, Title VI) Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited and additional resources on http://www.lep.gov .
Article 22	Lobbying Prohibitions Recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.
Article 23	National Environmental Policy Act Recipients must comply with the requirements of the National Environmental Policy Act of 1969 (NEPA), Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.
Article 24	Nondiscrimination in Matters Pertaining to Faith-Based Organizations It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article 25	Non-Supplanting Requirement Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.
Article 26	Notice of Funding Opportunity Requirements All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.
Article 27	Patents and Intellectual Property Rights Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.
Article 28	Procurement of Recovered Materials States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.
Article 29	Rehabilitation Act of 1973 Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973) (codified as amended at 29 U.S.C. § 794) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article 30	Reporting of Matters Related to Recipient Integrity and Performance If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.
Article 31	Reporting Subawards and Executive Compensation Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.
Article 32	SAFECOM Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.
Article 33	Terrorist Financing Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.
Article 34	Trafficking Victims Protection Act of 2000 (TVPA) Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference.
Article 35	Universal Identifier and System of Award Management Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

Article 36	USA PATRIOT Act of 2001 Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), Pub. L. No. 107-56, which amends 18 U.S.C. §§ 175-175c.
Article 37	Use of DHS Seal, Logo and Flags Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.
Article 38	Whistleblower Protection Act Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.
Article 39	Acceptance of Post Award Changes In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@fema.dhs.gov if you have any questions.
Article 40	Prior Approval for Modification of Approved Budget Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. § 200.308. FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. § 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article 41**Disposition of Equipment Acquired Under the Federal Award**

When original or replacement equipment acquired under this award by the recipient or its subrecipients is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

Article 42**Environmental Planning and Historic Preservation (EHP) Review**

DHS/FEMA funded activities that may require an EHP review are subject to the FEMA Environmental Planning and Historic Preservation (EHP) review process.

This review does not address all federal, state, and local requirements.

Acceptance of federal funding requires recipient to comply with all federal, state, and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders. To access the FEMA EHP screening form and instructions, go to the DHS/FEMA website at:

<https://www.fema.gov/media-library/assets/documents/90195>. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive order, regulations, and policies. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered, applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article 43**Award Performance Goals**

FEMA will measure the recipient's performance of the grant by comparing the number of items requested in its application, the numbers acquired (ordered, paid, and received) within the period of performance. In order to measure performance, FEMA may request information throughout the period of performance. In its final performance report submitted at closeout, the recipient is required to report on the recipients compliance with the applicable industry, local, state and national standards described in the NOFO.

Obligating document

1. Agreement No. EMW-2020-FG-18756	2. Amendment No. N/A	3. Recipient No. 066011881	4. Type of Action AWARD	5. Control No. WX00641N2021T
6. Recipient Name and Address NORWALK, CITY OF 125 E AVE NORWALK, CT 06851	7. Issuing FEMA Office and Address Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 1-866-927-5646		8. Payment Office and Address FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20742	
9. Name of Recipient Project Officer albert Bassett	9a. Phone No. 2039528364	10. Name of FEMA Project Coordinator Assistance to Firefighters Grants Grant Program		10a. Phone No. 1-866-274-0960
11. Effective Date of This Action 07/28/2021	12. Method of Payment OTHER - FEMA GO	13. Assistance Arrangement COST SHARING	14. Performance Period 08/04/2021 to 08/03/2023 Budget Period 08/04/2021 to 08/03/2023	

15. Description of Action a. (Indicate funding data for awards or financial changes)						
Program Name Abbreviation	Assistance Listings No.	Accounting Data(ACCS Code)	Prior Total Award	Amount Awarded This Action + or (-)	Current Total Award	Cumulative Non-Federal Commitment
AFG	97.044	2021-F0- GB01 - P410-xxxx- 4101-D	\$0.00	\$50,818.18	\$50,818.18	\$5,081.82
Totals			\$0.00	\$50,818.18	\$50,818.18	\$5,081.82
b. To describe changes other than funding data or financial changes, attach schedule and check here: N/A						
16.FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address) This field is not applicable for digitally signed grant agreements						
17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)					DATE	
18. FEMA SIGNATORY OFFICIAL (Name and Title) Christopher Logan, Acting Assistant Administrator Grant Programs Directorate					DATE 07/28/2021	

Fiscal Year (FY) 2020 Assistance to Firefighters Grants

Application ID: EMW-2020-FG-18756

OMB number: 1660-0054, Expiration date: 11/30/2022 [View burden statement](#)

System for Award Management (SAM.gov) profile

Please identify your organization to be associated with this application.

All organization information in this section will come from the System for Award Management (SAM) profile for that organization.

NORWALK, CITY OF

Information current from SAM.gov as of:	02/07/2021
DUNS (includes DUNS+4):	075410415
Employer Identification Number (EIN):	066011881
Organization legal name:	NORWALK, CITY OF
Organization (doing business as) name:	
Mailing address:	125 EAST AVENUE NORWALK, CT 06856-5125
Physical address:	125 E AVE NORWALK, CT 06851-5702
Is your organization delinquent on any federal debt?	N
SAM.gov registration status:	Active as of 01/30/2021
☒ We have reviewed our bank account information on our SAM.gov profile to ensure it is up to date	

Applicant information

Please provide the following additional information about the applicant.

Applicant name	Norwalk Fire Department
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Main address of location impacted by this grant

Main address 1	121 Connecticut Ave
----------------	---------------------

Main address 2

City **Norwalk**State/territory **CT**Zip code **06854**Zip extension **1523**In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located? **Fairfield**

Applicant characteristics

The Assistance to Firefighters Grants Program's objective is to provide funding directly to fire departments and nonaffiliated EMS organizations or a State Fire Training Academy for the purpose of protecting the health and safety of the public and first responder personnel against fire and fire-related hazards. Please review the Notice of Funding Opportunity Announcement (NOFO) for information on available program areas and for more information on the evaluation process and conditions of award. Please provide the following additional information about the applicant.

Applicant type: **Fire Department/Fire District**

Is this grant application a regional request? A regional request provides a direct regional and/or local benefit beyond your organization. You may apply for a regional request on behalf of your organization and any number of other participating eligible organizations within your region. **No**

What kind of organization do you represent? **All Paid/Career**How many active firefighters does your department have who perform firefighting duties? **132**How many of your active firefighters are trained to the level of Firefighter I or equivalent? **132**How many of your active firefighters are trained to the level of Firefighter II or equivalent? **132**

Are you requesting training funds in this application to bring 100% of your firefighters into compliance with NFPA 1001? **No**

Which of the following standards does your organization meet regarding physicals? If physicals are not required then do not select any option. (optional)

☒ Meets NFPA or 1582 standard

☒ Meets NTSB or DOT standard☒ Meets State/Local standard

How many members in your department are trained to the level of EMR or EMT, Advanced EMT or Paramedic? **125**

Does your department have a Community Paramedic program? **No**

How many stations are operated by your department? **5**

Does your organization protect critical infrastructure of the state? **Yes**

Please describe the critical infrastructure protected below.

The loss or disruption of this infrastructure would detrimentally impact the lives of millions, as well as the economic wellbeing of many states. This responsibility creates severe physical and financial strains on the City and all its agencies, particularly the Fire Department. Examples of critical infrastructure located throughout the City of Norwalk includes, but are not limited to: 1.) Four main thoroughfares that run through the city, three of which are divided highways, including two major routes for those traveling in the northeast between New York and Boston. The Merritt Parkway (Rte. 15), with over 70,000 people/day, and Interstate-95, with over 146,000 people/day. In all, approximately 300,000 people travel through Norwalk daily via these four main routes. 2.) A large active chemical manufacturing facility located next to, and directly under, Interstate 95. 3.) The Tennessee Natural Gas pipeline. A 24-inch, natural gas pipeline which runs through Norwalk en-route to Canada. 4.) The Metro-North commuter train service, transporting over 100,000 people weekly from New York City, to and from Fairfield County and beyond. Amtrak's Northeast corridor service also travels through Norwalk. Norwalk has 3 active railroad stations directly on this critical Metro-North line, with another station servicing the Merritt 7 office and residential complex, on a spur line. 5.) Norwalk Hospital. With 366 beds, and over 1300 employees and 420 physicians respectfully, Norwalk Hospital services residents throughout both Fairfield (CT) and Westchester (NY) Counties. As a teaching hospital, they are associated with Yale University School of Medicine, University of Vermont College of

Medicine, and Ross University School of Medicine. 6) Utilities (water storage and power generation) serving Norwalk and surrounding towns

Do you currently report to the National Fire Incident Reporting System (NFIRS)? You will be required to report to NFIRS for the entire period of the grant. **Yes**

Please enter your FDIN/FDID. **05140**

Operating budget

What is your organizations operating budget (e.g., personnel, maintenance of apparatus, equipment, facilities, utility costs, purchasing expendable items, etc.) dedicated to expenditures for day-to-day activities for the current (at time of application) fiscal year, as well as the previous two fiscal years?

Current fiscal year: **2021**

Fiscal Year	Operating budget
2021	\$19,569,495.00
2020	\$19,568,250.00
2019	\$18,948,120.00

What percentage of the declared operating budget is dedicated to personnel costs (salary, benefits, overtime costs, etc.)?

91

What percentage of the declared operating budget is derived from the following	2021	2020	2019
Taxes	100	100	100
Bond issues	0	0	0
EMS billing	0	0	0
Grants	0	0	0

What percentage of the declared operating budget is derived from the following	2021	2020	2019
Donations	0	0	0
Fund drives	0	0	0
Fee for service	0	0	0
Other	0	0	0
Totals	100 %	100 %	100 %

Describe your financial need and how consistent it is with the intent of the AFG Program. Include details describing your organization's financial distress such as summarizing budget constraints, unsuccessful attempts to secure other funding, and proving the financial distress is out of your control.

Norwalk, suffers from severe economic realities that have greatly reduced the City's revenue and ability to purchase. The reasons for us for turning to the Assistance to Firefighters Grant: 1. The city budget has been limited to an increase of less than 1.0% Over the past decade, over 110 positions have been eliminated city wide due to a tough state and federal economy. 2. A \$2,272,025 decrease in Intergovernmental Revenue due to loss of the Municipal Revenue Sharing grant, and a \$1,617,007 decrease in departmental receipts driven primarily by the decrease in Building Permit revenue. 3. A \$125,083 decrease in the expenses for which Water Pollution Control Authority reimburses the city; a \$72,043 decrease in the sale of merchandise at Calf Pasture Beach due to closing of the operations; and a \$37,953 decrease in reimbursement of expenses from DPW. 4. Investment Income remains flat based on the expected rate of return for the fiscal year 2018-19. 5. Supplemental Auto revenue remains flat for the taxes collected. 6. Back Tax Collections are expected to continue to remain flat. 7. Departmental Receipts have decreased by \$1,617,007 or -11.9% 8. Intergovernmental revenues decreased by \$2,272,025 due to the loss of \$4,896,511 from the elimination of the Municipal Revenue Sharing grant; \$475,165 from the In Lieu of Taxes for the Elderly grant; and \$232,016 from the Mashantucket Pequot Fund grant. 9. The Protection of Persons & Property budget increased by \$3,257,960 or 7.5% 10. The Police budget increased \$1,372,602 or 6.4% 11. There was a \$2.5 million increase in the Debt Service budget. 12. There was a \$1.6 million dollar increase in the Employee Benefits budget. 13. A \$1 million dollar increase in the Public Works budget. 14. An increase of close to \$500,000 in the General Government budget. 15. The State of Connecticut is projecting a deficit of nearly \$1.3 billion dollars for each of the next 2 years (including this year). This creates a trickle-down effect to local city and towns in a reduction in state aid. The result is a cut in services and expenditures for the City of Norwalk. 16. State aid continues to decline as a share of the City budget. This year alone, Norwalk faced a cut of over \$352,000. 17. The Board of Education has increased their budget this year by over \$6.4 million or 3.5% This is close to 60% of the City's total budget. The result is less money for other department's personnel, programs, and equipment. 18. There was a 9.2% (\$239,792) increase in the Combined Dispatch budget. 19. There is a 55% decrease in the fire department's discretionary spending compared to fiscal year 2000. 20. Other important increases include an increase of 9.3% (\$337,659) to the Finance budget, 3.7% (\$313,859) to the Recreation, Arts, and Culture budget, and a \$672,216 increase to the Water Pollution Control Authority budget. 21. And finally, a decrease of over \$36 million to the Capital Budget of which the Board of Education, Water Pollution Authority, DPW, and Park and Recreation make up over 92% of it. This year, the Norwalk Fire Department was allocated \$45,000 out of the \$83 million Capital Budget. As stated above, we do not have the money to fund

our program and its why we're turning to the Assistance to Firefighters grant. While the examples above might be able to be easily absorbed by larger cities, for Norwalk it is devastating. There is no longer money available for any new purchases nor additional equipment that we identify as a priority to keep members safe but that the city administrators see as not directly benefiting a resident. As with all other city departments, we are expected to make do with what we have. The numbers above show why The Assistance to Firefighters Grant is needed to help our department purchase these physical fitness equipment to maintain our priority of health and fitness to directly support the residents.

In cases of demonstrated economic hardship, and upon the request of the grant applicant, the FEMA Administrator may grant an Economic Hardship Waiver. Is it your organization's intent to apply for an Economic Hardship Waiver?

No

Other funding sources

This fiscal year, are you receiving Federal funding from any other grant program for the same purpose for which you are applying for this grant?

No

This fiscal year, are you receiving Federal funding from any other grant program regardless of purpose?

No

Applicant and community trends

Please provide the following additional information about the applicant.

Injuries and fatalities	2020	2019	2018
What is the total number of fire-related civilian fatalities in your jurisdiction over the last three calendar years?	0	0	0
What is the total number of fire-related civilian injuries in your jurisdiction over the last three calendar years?	1	6	2
What is the total number of line of duty member fatalities in your jurisdiction over the last three calendar years?	0	0	0
What is the total number of line of duty member injuries in your jurisdiction over the last three calendar years?	36	38	33

How many vehicles does your organization have in each of the type or class of vehicle listed below? You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession.



Seated riding positions

The number of seated riding positions must be equal or greater than the total number of frontline and reserve apparatus. If there are zero frontline and zero reserve apparatus, the number of seated riding positions must be zero..

Type or class of vehicles	Number of frontline apparatus	Number of reserve apparatus	Number of seated riding positions
Engines or pumpers (pumping capacity of 750 gallons per minute (GPM) or greater and water capacity of 300 gallons or more): pumper, pumper/tanker, rescue/pumper, foam pumper, CAFS pumper, type I, type II engine urban interface.	5	3	25
Ambulances for transport and/or emergency response.	0	0	0
Tankers or tenders (water capacity of 1,000 gallons or more).	0	0	0
Aerial apparatus: aerial ladder truck, telescoping, articulating, ladder towers, platform, tiller ladder truck, quint.	2	1	8
Brush/quick attack (pumping capacity of less than 750 GPM and water carrying capacity of at least 300 gallons): brush truck, patrol unit (pickup w/ skid unit), quick attack unit, mini-pumper, type III engine, type IV engine, type V engine, type VI engine, type VII engine.	0	0	0
Rescue vehicles: rescue squad, rescue (light, medium, heavy), technical rescue vehicle, hazardous materials unit.	1	1	3
Additional vehicles: EMS chase vehicle, air/light unit, rehab units, bomb unit, technical support (command, operational support/supply), hose tender, salvage truck, ARFF (aircraft rescue firefighting), command/mobile communications vehicle.	1	1	2

Is your department facing a new risk, expanding service to a new area, or experiencing an increased call volume?

Yes

Please explain how your department is facing a new risk, expanding service to a new area, or experiencing an increased call volume.

The Norwalk Fire Department has experienced an increase in call volume of an average of 3%. There has been a shift from single family homes to multifloor apartment buildings. Incidents, both fire and EMS, has become more physical demanding on our firefighters

Community description

Please provide the following additional information about the community your organization serves.

Type of jurisdiction served

City

What type of community does your organization serve? **Urban**

What is the square mileage of your first due response zone/jurisdiction served? **27**

What percentage of your primary response area is protected by hydrants? **91**

What percentage of your primary response area is for the following:	Percentage (must sum to 100%)
Agriculture, wildland, open space, or undeveloped properties	15
Commercial and industrial purposes	25
Residential purposes	60
Total	100

What is the permanent resident population of your first due response zone/jurisdiction served? **89000**

Do you have a seasonal increase in population? **Yes**

What is your seasonal increase in population (number of people)? **15000**

Please describe your organization and/or community that you serve.

The City of Norwalk, located along the Long Island Sound, is the sixth largest city in the State of Connecticut. Located in the lower portion of Fairfield County along the I-95 corridor, it is approximately 30 miles northeast of New York City. Norwalk Harbor is one of the most important centers of recreational boating, commercial shell fishing, and other water-dependent activities in western Long Island Sound. Water-dependent facilities include: 15 marinas, 13 private clubs with boating facilities, five commercial port facilities, over 1,800 berthing spaces, and over 500 Harbor mooring locations serving recreational vessels in the Harbor. In addition, Norwalk is home to both the Norwalk River and the Five Mile River, several creeks, and approximately 2-dozen stationary bodies of water. In all, Norwalk is home to roughly 35 miles of shoreline. The Norwalk Fire Department is called upon by both its citizens as well as its neighbors for fire emergencies, emergency medical services, Haz-Mat, rapid

intervention teams, confined space rescue, trench rescue, collapse rescue, and vehicle rescue/extrication. The Norwalk Fire Department is a career department consisting of 132 line firefighters and officers, deployed into 4 shifts manning 5 stations. Front line apparatus consists of 5 engines, 2 trucks, 1 heavy rescue, and a command car. The department also contains 12 staff personnel consisting of the Fire Marshals Office, Training division, Apparatus Maintenance, the Fire Chief, and two Assistant Fire Chiefs respectively. The department protects over 89,000 residents, numerous visitors to its coastal recreational areas, and uncounted travelers on the I-95 corridor. Within this city of 27 square miles can be found: 12 elementary schools, 4 middle schools, 3 high schools, 2 colleges, 1 hospital, and more than 100 churches and synagogues. Along with many attractions, Norwalk is a working community with over 1000 businesses.

Call volume

Summary	2020	2019	2018
Fire - NFIRS Series 100	241	254	266
Overpressure Rupture, Explosion, Overheat (No Fire) - NFIRS Series 200	15	14	12
Rescue & Emergency Medical Service Incident - NFIRS Series 300	4150	4595	4271
Hazardous Condition (No Fire) - NFIRS Series 400	355	376	430
Service Call - NFIRS Series 500	335	327	410
Good Intent Call - NFIRS Series 600	408	486	445
False Alarm & Falls Call - NFIRS Series 700	1149	1152	1272
Severe Weather & Natural Disaster - NFIRS Series 800	11	8	5
Special Incident Type - NFIRS Series 900	9	16	22

Summary	2020	2019	2018
Total	6673	7228	7133

Fire

How many responses per year per category?	2020	2019	2018
"Structure Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 111-120)	102	134	137
"Vehicle Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 130-138)	37	44	36
"Vegetation Fire" (Of the NFIRS Series 100 calls, NFIRS Codes 140-143)	41	27	33
Total	180	205	206

Total acreage per year	2020	2019	2018
Total acreage of all vegetation fires	14	16	29

Rescue and emergency medical service incidents

How many responses per year per category?	2020	2019	2018
"Motor Vehicle Accidents" (Of the NFIRS Series 300 calls, NFIRS Codes 322-324)	302	398	371
"Extrications from Vehicles" (Of the NFIRS Series 300 calls, NFIRS Code 352)	9	1	4
"Rescues" (Of the NFIRS Series 300 calls, NFIRS Code 300, 351, 353-381)	615	70	80
EMS-BLS Response Calls	3211	4098	3785
EMS-ALS Response Calls	0	0	0
EMS-BLS Scheduled Transports	0	0	0
EMS-ALS Scheduled Transports	0	0	0
Community Paramedic Response Calls	0	0	0

How many responses per year per category?	2020	2019	2018
Total	4137	4567	4240

Mutual and automatic aid

How many responses per year per category?	2020	2019	2018
Amount of times the organization received Mutual Aid	2	11	7
Amount of times the organization received Automatic Aid	6	7	10
Amount of times the organization provided Mutual Aid	26	18	21
Amount of times the organization provided Automatic Aid	5	7	9
Of the Mutual and Automatic Aid responses, amount that were structure fires	6	7	14
Total	45	50	61

Grant request details

Are you requesting a Micro Grant? A Micro Grant is **No**
limited to \$50,000 in federal resources.

Grant request details Grand total: \$87,900.00

Program area: Operations and safety

**Total requested for Wellness and fitness
programs activity: \$87,900.00**

**Total requested for Formal fitness and injury
prevention program project: \$87,900.00**

Exercise Equipment

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
2	\$7,250.00	\$14,500.00	Equipment

DESCRIPTION

C900 Elliptical will provide a low impact core workout. This machine will allow for a better cardio and flexibility workout for the firefighters starting the program.

Exercise Equipment

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
5	\$10,500.00	\$52,500.00	Equipment

DESCRIPTION

True Envision 16 Treadmills. The treadmills will be assigned to each station for the firefighters to complete the fitness trainer's assigned cardio training. They will also be used in coordination with SCBA conditioning at the company level as assigned by the trainer.

Exercise Equipment

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
2	\$5,250.00	\$10,500.00	Equipment

DESCRIPTION

Jacobs Ladders will provide a cardio workout while the firefighter works on balance and stability during ladder climbing. The trainer will use the device to rehabilitate injured members with turnout gear and SCBA donned.

Exercise Equipment

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
2	\$1,950.00	\$3,900.00	Equipment

DESCRIPTION

CRW800 Rower will provide a core cardio workout and will assist with the firefighter's flexibility.

Exercise Equipment

QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
2	\$3,250.00	\$6,500.00	Equipment

DESCRIPTION

Southampton Trainer will be used for strength training. The machine will assist in increasing the firefighters endurance and teach proper joint motions. This unit will be compact and will reduce the number of free weights needed for strength training

More Details for Formal fitness and injury prevention program.

Does your organization currently offer this activity? **Yes**

Will this program be mandatory? **Yes**

Will this program be offered to all? **Yes**

More Details for Wellness and fitness programs.**Narrative****Project Description**

The Norwalk Fire Department continues to make firefighter operations and firefighter safety its primary objective in achieving the mission. The department established a health and safety committee to identify the needs of the department with the following objective: **Positively increase firefighter safety as the department achieves the mission to the community.** The health and safety committee is responsible for reviewing incidents, injury reports and close-calls with the department. The Health and safety committee was formally established in 2016. Over the four year period we have identified cardiovascular incidents with 4% of our members. Strain and sprain injuries average about 75 occurrences per year. Slip and fall injuries average 55 occurrences per year. The committee also analyzed the data from our annual medical program that stated there was a high percentage of obesity in the department. The committee and the department recognized the need to establish a fitness and injury prevention program for the firefighters. The program that was initially developed was a video based program. A trainer working with our committee developed a weekly workout that the firefighters could watch and follow on their electronic devices. This provided positive results, but only minimally decreased our injury status. One year ago the

department and the City of Norwalk's Risk Management department enhanced the fitness and injury prevention program by contracting with a physical fitness trainer that provides in-person workouts and personal exercise consultation. This program is meeting the intent of NFPA 1500 the standard on Fire Department Occupational Safety and Health and NFPA 1583 Standard on Health-Related Fitness Programs for Fire Department Members. The workout program uses many of the current fitness machines. Multiple machines are being used simultaneously. The trainer has incorporated a fitness warm-up into the training schedule which is mandatory. This includes stretching and cardio. There is a lack of equipment for the program exercises the trainer would like the firefighters to accomplish. The current equipment is also over 10 years old and is at the end of its serviceable life. The trainer has requested us to remove some equipment from the station. We recognize that the Assistance to Firefighters Grant would be a major factor in our success. We propose the following purchase described below, with the goal of increasing the protection of the health and safety of firefighting personnel against personal fitness and firefighting related hazards in both the City of Norwalk and the surrounding 13 mutual aid communities. The Norwalk Fire Department is requesting \$87,900 to purchase fitness equipment to continue and enhance our NFPA 1583 fitness program. The purchase will include five treadmills to have one in each station for firefighters to complete the cardio portion of the workout program in their assigned district. Also purchase two of each of the following pieces of equipment for our multi-piece stations where the fitness trainer has the daily scheduled classes, two Jacobs Ladder Stairway, two elliptical, two rowing machines, and two Southampton trainers.

Cost/Benefit

Because of the financial restraints stated earlier, the Norwalk Fire Department is looking to the Assistance to Firefighters Grant to help obtain this fitness equipment needed so our firefighters can achieve our health and fitness goals. This will also allow the fire department to reduce injuries and provide a longer

career. The Norwalk Fire Department is requesting financial assistance in the sum of \$87,900 from the Assistance to Firefighters Grant. The department will fund its 10% match through money allocated in next years operating budget. The immediate and long-term benefits from this grant will be felt for years to come by both the Norwalk Fire Department and the surrounding firefighting communities. These benefits include: 1. A direct increase to our Firefighters safety while operating in and around an incident. 2. An increase in firefighter efficiency on the fireground by reducing the potential strain and sprain injuries. 3. The reduction to cardiovascular related medical conditions. 4. The cities match of \$8,790 equates to a savings of approximately \$79,000 for the City and its taxpayers. 5. Allocated to each resident, the match of \$8,790 comes out to approximately only 10 cents per resident. The non-monetary value is in-measurable.

Statement of Effect

The Norwalk Fire Department protects over 89,000 residents and responds to 13 communities for mutual aid. The lack of support to a health and fitness program will place health and safety of our firefighters and those in the surrounding communities in jeopardy. The potential of a fireground injuries causing the need for additional firefighters to aid the individual will limit the firefighters to perform critical operations. Firefighter fireground strain and sprain injuries have decreased since the inception of the program. Without this grant, we will continue with our health and fitness program using the current equipment. As the status of equipment declines the assumption is that there will be less participation in the program. There is the potential that the equipment itself can cause injury. The trainer makes recommendations to remove the equipment from the fire stations.

Project	Does your organization currently offer this activity?	Will this program be mandatory?	Will this program be offered to all?
Initial Physical Exam	Yes	Yes	Yes

Project	Does your organization currently offer this activity?	Will this program be mandatory?	Will this program be offered to all?
Job Related Immunization Program	Yes	No	Yes
Periodic Physical Exam/Health Screening	Yes	Yes	Yes
Behavioral Health NFPA 1500 or equivalent	Yes	Yes	Yes
Cancer Screening Program/Equipment	Yes	Yes	Yes

Grant request summary

The table below summarizes the number of items and total cost within each activity you have requested funding for. This table will update as you change the items within your grant request details.

Grant request summary

Activity	Number of items	Total cost
Wellness and fitness programs	5	\$87,900.00
Total	5	\$87,900.00

Is your proposed project limited to one or more of the following activities  : Planning and development of policies or processes. Management, administrative, or personnel actions. Classroom-based training. Acquisition of mobile and portable equipment (not involving installation) on or in a building.

No

Please download the EHP Screening form available at <https://www.fema.gov/media-library/assets/documents/90195>. Once you have been awarded the grant and have accepted the award, please complete and send your screening form and attachments to GPDEHPinfo@fema.dhs.gov.

Filename	Date uploaded	Uploaded by	Label	Description	Action

Budget summary

Budget summary

Object class categories	Total
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$87,900.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$0.00
Total direct charges	\$87,900.00
Indirect charges	\$0.00
TOTAL	\$87,900.00
Non-federal resources	
Applicant	\$7,990.91
State	\$0.00
Other sources	\$0.00
Remarks	This will be taken out of operating budget. (probably over two budget years)
Total Federal and Non-federal resources	
Federal resources	\$79,909.09
Non-federal resources	\$7,990.91
TOTAL	\$87,900.00
Program income	\$0.00

Contact information

Yes

Application participants

Please add all individuals or organizations who assisted with the application.

Include all individuals or organizations who assisted with the development, preparation, or review of the application to include drafting or writing the narrative and budget, whether that person, entity, or agent is compensated or not and whether the assistance took place prior to submitting the application or not.

Mark Conte mconte@norwalkct.org	Primary phone 2038540222 Work Fax	Mailing address 121 Connecticut Ave Norwalk CT 06854
Josh Morgan jmorgan@norwalkct.org	Primary phone 2038547894 Work Fax	Mailing address 125 East Ave Norwalk CT 06854

Secondary point of contact

Please provide a secondary point of contact for this grant.

The Authorized Organization Representative (AOR) who submits the application will be identified as the primary point of contact for the grant. Please provide one secondary point of contact for this grant below. The secondary contact can be members of the fire department or organizations applying for the grant that will see the grant through completion, are familiar with the grant application, and have the authority to make decisions on and to act upon this grant application. The secondary point of contact can also be an individual who assisted with the development, preparation, or review of the application.

MR albert Bassett Assistant Chief	Primary phone 2038540232 Work Fax	Additional phones 2038222574 Mobile
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abassett@norwalkct.org

AGENDA

SEPTEMBER 9TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
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MOTOR VEHICLE

ACAR LEASING LTD	19-MV-300599	\$946.98	PRORATION
ACAR LEASING LTD	20-MV-300403	\$91.98	PRORATION
	20-MV-300422	\$177.41	PRORATION
AHMADI SEYEDEH ZAHRA	20-MV-301311	\$59.71	PRORATION
ALBERINO GIOVANNI CHRISTOPHER	20-MV-400308	\$60.33	PRORATION
BEGLEY JOHN J	20-MV-305166	\$89.17	PRORATION
BERKOWITZ HENRY D	20-MV-305608	\$29.22	PRORATION
BERMUDEZ KATHERINE RUBY	20-MV-305643	\$24.59	PRORATION
BHATT PREETI PRADIP	20-MV-305862	\$280.60	PRORATION
BOWLBY LINDA A	20-MV-307100	\$120.16	PRORATION
BROADHURST WALTER NELSON JR	19-MV-307585	\$37.64	PRORATION
BROWN JENNIFER GEERTZ	20-MV-307500	\$62.49	PRORATION
CAB EAST LLC	19-MV-SEE ATTACHED	\$2,226.81	PRORATION
CAMPOS OSCAR ARMANDO	20-MV-309370	\$10.33	PRORATION
CANNELLA CYNTHIA M	20-MV-309536	\$43.54	PRORATION
CARDENAS HENRY A	20-MV-309796	\$65.84	PRORATION
CARVAJAL CLAUDIA	19-MV-310738	\$80.18	PRORATION
CCAP AUTO LEASE LTD	20-MV-311639	\$416.34	PRORATION
CHAVARRIA-DAVILA RONALD G	20-MV-311970	\$59.05	PRORATION
CHAVARRIA-URENA MARCO	20-MV-338187	\$73.58	PRORATION
CLEMMONS JOSEPH DANIEL	19-MV-313346	\$124.42	PRORATION
CONTI DEBORAH ANN	20-MV-313636	\$42.41	PRORATION
CRUZ-DELAINEZ SUYAPA	19-MV-315296	\$34.30	PRORATION

AGENDA

SEPTEMBER 9TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

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<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
CUMMINGS MARY ELIZABETH	19-MV-315472 \$35.12	PRORATION
CURRAN SHARON A	20-MV-315019 \$85.34	PRORATION
DAIMLER TRUST	20-MV-315281 \$142.47	PRORATION
	20-MV-315382 \$251.81	PRORATION
	20-MV-315398 \$332.91	PRORATION
DAIMLER TRUST	20-MV-313636 \$157.70	PRORATION
DEFALA STEVEN P	20-MV-316341 \$101.97	PRORATION
DELLINGER ROSEMARY M	20-MV-317228 \$25.24	PRORATION
DESMONTS MARCIA	20-MV-317077 \$97.59	PRORATION
DICK STEVEN	20-MV-317523 \$116.78	PRORATION
	20-MV-317525 \$137.56	PRORATION
DIJOSEPH CHRISTOPHER	20-MV-317677 \$33.67	PRORATION
DINARDO ROBERT PETER	20-MV-317780 \$357.22	PRORATION
DIOGO JOAO M	20-MV-317814 \$113.71	PRORATION
ENTERPRISE FM TRUST	18-MV-320710 \$484.81	PRORATION
	19-MV-320790 \$441.86	PRORATION
FANA JAIME ALEXANDER	19-MV-321736 \$87.96	PRORATION
FARMER JASPER	19-MV-403548 \$343.23	PRORATION
FIGUEROA-MONTANEZ ISAI	20-MV-321534 \$25.19	PRORATION
FIRE PREVENTION SERV INC	19-MV-SEE BACK UP \$551.02	PRORATION
FITZGERALD MARY E	20-MV-322235 \$138.63	PRORATION
FLORA ANDERSON JUNIO	20-MV-323378 \$23.43	PRORATION
FLORES-OLVERA RICARDO	20-MV-322498 \$46.40	PRORATION
FRANKS DWAYNE	20-MV-323041 \$397.70	PRORATION

AGENDA

SEPTEMBER 9TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
FREEDMAN ROXANNE SABRINA	20-MV-323132 \$15.26	PRORATION
GARCIA FELIPE	20-MV-323905 \$17.00	PRORATION
GARCIA VICTOR R	20-MV-324069 \$67.82	PRORATION
GARCIA-REYES GEISY G	20-MV-324196 \$28.24	PRORATION
GIOFFRE KATHLEEN MARY	20-MV-325285 \$93.16	PRORATION
GREENE KERRY	19-MV-327890 \$333.39	PRORATION
GRIMM STEVEN THOMAS	20-MV-326837 \$118.24	PRORATION
HANLON JASON B	20-MV-327791 \$311.37	PRORATION
HARRIS FREDERICK L ST	20-MV-327962 \$34.94	PRORATION
HARRIS KIM	20-MV-327981 \$110.39	PRORATION
HART ALEXANDER B	20-MV-328052 \$12.46	PRORATION
HELLAS AIR TEMP CO	20-MV-328422 \$134.36	PRORATION
HERMAN CHRISTINE A	19-MV-329952 \$50.65	PRORATION
HERNANDEZ MAYRA BEATRIZ	20-MV-330090 \$15.71	PRORATION
HEYDT BRANDIE E	19-MV-330384 \$20.72	PRORATION
	20-MV-329009 \$62.40	PRORATION
HICKS ROBERT L	19-MV-900075 \$118.83	PRORATION
	20-MV-329051 \$182.80	PRORATION
HONDA LEASE TRUST	20-MV-330421 \$88.33	PRORATION
HONDA LEASE TRUST	20-MV-330481 \$76.93	PRORATION
	20-MV-330046 \$389.22	PRORATION
	20-MV-329565 \$112.03	PRORATION
HONDA LEASE TRUST	19-MV-405099 \$79.82	PRORATION
HONDA LEASE TRUST	19-MV-331249 \$225.99	PRORATION

AGENDA**SEPTEMBER 9TH 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
HONDA LEASE TRUST	20-MV-SEE BACK UP \$2,033.45	PRORATION
HORNAK GAVIN S	20-MV-330612 \$310.49	PRORATION
HYUNDAI LEASE TITLING TRUST	20-MV-331165 \$236.33	PRORATION
	20-MV-331520 \$99.57	PRORATION
INGRAHAM ROBERTS S	20-MV-333347 \$140.07	PRORATION
JLM CAR SERVICE LLC	20-MV-334468 \$183.31	PRORATION
JONES JOETTA	20-MV-333068 \$24.59	PRORATION
KAUR RAJWINDER	20-MV-334852 \$17.86	PRORATION
LAMBRACHT KAITHLIN ELIZABETH	20-MV-338619 \$446.63	PRORATION
LAVECCHIA VINCENZO	20-MV-337404 \$15.33	PRORATION
LEGERE MICHAEL G	20-MV-337794 \$82.10	PRORATION
LOPEZ JEANETTE	20-MV-338899 \$15.54	PRORATION
LOPEZ-GUDIEL ADELMO	20-MV-339037 \$286.33	PRORATION
LOPEZ-MARIN JESUS	19-MV-340882 \$25.79	PRORATION
	19-MV-340880 \$17.68	PRORATION
LOUKREZIS KONSTANTINA	20-MV-339222 \$68.80	PRORATION
MAGNUSEN VIDA NAADEEDEI	19-MV-341928 \$150.90	PRORATION
MALLOY CHRISTINA CARLUCCI	18-MV-341772 \$314.29	PRORATION
MARTINELLI JOSEPHINE PATRICIA	20-MV-341139 \$19.14	PRORATION
MCCLLENAGHAN WILLIAM TRAVERS	20-MV-342058 \$106.27	PRORATION
MCEWAN LISA	20-MV-342232 \$16.21	PRORATION
MIAH MOHAMMED Y	20-MV-343471 \$34.64	PRORATION
MILLER WILLIAMS H JR	20-MV-343819 \$73.18	PRORATION

AGENDA**SEPTEMBER 9TH 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>		<u>REASON</u>
MINICHINI STEPHEN PAUL	19-MV-407560	\$253.67	PRORATION
	20-MV-343869	\$725.69	PRORATION
MULHEARN ELLEN VICKERS	20-MV-345509	\$95.97	PRORATION
NISSAN INFINITI LT	20-MV-347254	\$380.68	PRORATION
	20-MV-347205	\$122.51	PRORATION
NISSAN INFINITI LT	19-MV-349235	\$257.77	PRORATION
NISSAN INFINITI LT	19-MV-348885	\$283.78	PRORATION
NYILAS ANN M	20-MV-348113	\$26.26	PRORATION
OCHOA ARACELI	19-MV-350304	\$52.66	PRORATION
OHASHI YUMI	20-MV-348455	\$62.67	PRORATION
PARENTEAU MICHAEL	20-MV-350075	\$20.13	PRORATION
PARTIDA RICARDO	20-MV-350233	\$106.12	PRORATION
PASARD CHRISTOPHER	20-MV-350256	\$114.65	PRORATION
PASARD FARAH	20-MV-351850	\$657.44	PRORATION
PATINO JESUS	20-MV-350434	\$18.83	PRORATION
PENTECOSTAL CHURCH JOHN 3:16	19-MV-408763	\$532.19	PRORATION
PRESCOTT LEAH	20-MV-352534	\$147.04	PRORATION
PRESCOTT TREVOR	20-MV-352540	\$118.64	PRORATION
RAMIREZ-TECORRAL FAUSTINO	20-MV-353475	\$20.93	PRORATION
RAPFOGEL MARK STEPHEN	20-MV-355903	\$41.63	PRORATION
RAPHAEL JEAN RICHELET	20-MV-353695	\$16.30	PRORATION
RIVAL CONSTANTIN	20-MV-354747	\$17.09	PRORATION
ROBBINS ALLISON W	20-MV-355049	\$207.37	PRORATION
ROESCH JOSEPH O	20-MV-355631	\$43.21	PRORATION

AGENDA**SEPTEMBER 9TH 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>		<u>REASON</u>
RYAN ALEXANDER SAENZ	20-MV-356770	\$41.04	PRORATION
S & S REALTY SERVICES LTD	20-MV-359281	\$256.38	PRORATION
SAHLIA CHARLES	20-MV-357017	\$48.96	PRORATION
SANTELLA ROSEANNA LYNN	20-MV-357788	\$45.95	PRORATION
SANTIAGO TORRES KELVIN	19-MV-360244	\$29.98	PRORATION
	19-MV-360243	\$79.27	PRORATION
SANTORELLI JOSEPH	20-MV-357880	\$94.99	PRORATION
	20-MV-357881	\$39.61	PRORATION
SALERNO LOUIS R	20-MV-357173	\$18.25	PRORATION
SCALLON DENNIS D	20-MV-358185	\$17.07	PRORATION
SCHAFFER TALBOT GIBSON	20-MV-358259	\$64.47	PRORATION
SERES DAVID S	20-MV-358969	\$27.51	PRORATION
SGOBBO MICHAEL J SR	19-MV-361581	\$12.64	PRORATION
SHAPIRO ROBYN B	20-MV-359222	\$29.86	PRORATION
SHEEN EMILY MARIE	20-MV-359311	\$118.37	PRORATION
SHULAR RUTH B	20-MV-359513	\$13.62	PRORATION
SIEGEL ANDREW BLYN	20-MV-359600	\$131.47	PRORATION
SINGER JOSEPH JOHN JR	20-MV-359977	\$22.36	PRORATION
SMITH ANDREA K	20-MV-360301	\$22.69	PRORATION
SMITH GREGORY NASON	20-MV-360367	\$75.53	PRORATION
SOLIMAN SAMEH RADY HASHEM	19-MV-363151	\$313.43	PRORATION
STARTUP ANN E	20-MV-361300	\$125.83	PRORATION
STOLARSKI JOANN M	20-MV-361703	\$28.00	PRORATION
SUDA MARK	20-MV-361962	\$85.49	PRORATION

AGENDA**SEPTEMBER 9TH 2021****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
TAVELLA RICHARD	20-MV-362738 \$15.26	PRORATION
	20-MV-362741 \$15.26	PRORATION
	20-MV-362736 \$26.69	PRORATION
THOMAS WILLIAM G	20-MV-363424 \$19.07	PRORATION
TORRES-PARRA JULI STEFANIA	19-MV-366728 \$329.66	PRORATION
TOYOTA LEASE TRUST	20-MV-SEE ATTACHED \$2,767.23	PRORATION
TOYOTA LEASE TRUST	19-MV-367323 \$366.72	PRORATION
TOYOTA LEASE TRUST	19-MV-367594 \$216.36	PRORATION
TOYOTA LEASE TRUST	19-MV-367672 \$388.42	PRORATION
	19-MV-367888 \$56.82	PRORATION
	19-MV-411154 \$379.63	PRORATION
TURCIOS-RIVERA MARVIN A	20-MV-365708 \$17.88	PRORATION
USB LEASING LT	20-MV-366245 \$225.82	PRORATION
VAULT TRUST	20-MV-367191 \$469.38	PRORATION
VAULT TRUST	20-MV-367127 \$427.49	PRORATION
VAULT TRUST	19-MV-370068 \$430.16	PRORATION
	19-MV-370100 \$95.47	PRORATION
	19-MV-411559 \$436.70	PRORATION
VCFS AUTO LEASING CO	19-MV-411633 \$677.12	PRORATION
	19-MV-370288 \$531.97	PRORATION
	19-MV-370255 \$201.65	PRORATION
VCFS AUTO LEASING CO	19-MV-370246 \$332.63	PRORATION
VENTO COREY M	19-MV-313895 \$266.91	PRORATION
VERDEZOTO RAUL	20-MV-367992 \$11.03	PRORATION

AGENDA

SEPTEMBER 9TH 2021

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>		<u>REASON</u>
VINCENT LESLEY JOSEPH	20-MV-368312	\$275.97	PRORATION
VW CREDIT LEASING LTD	20-MV-368680	\$60.45	PRORATION
	20-MV-368729	\$312.84	PRORATION
	20-MV-368945	\$307.50	PRORATION
	20-MV-369029	\$243.68	PRORATION
	20-MV-369034	\$249.80	PRORATION
	20-MV-371980	\$96.12	PRORATION
VW CREDIT LEASING LTD	20-MV-371849	\$496.10	PRORATION
WILLIAMS CHRISTOPHER O	20-MV-373076	\$47.85	PRORATION
WORLDWIDE LINK INCORPORATED	20-MV-370807	\$111.85	PRORATION
YANEZ WENDY LIZETH	20-MV-370950	\$123.76	PRORATION
ZAVALA HUERAMO MARIA AZUCENA	20-MV-374340	\$50.09	PRORATION
ZELAYA-DETAPIA REYNA Y	20-MV-371515	\$84.00	PRORATION

REAL ESTATE

BROCKING ALICIA

82 ROWAYTON WOODS DR

5-80-200-6/93	19-RE-102247	\$3,322.86	DUP/OVER PYMT
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CORELOGIC

7 MEADOW ST UNIT A

2-81A-20-A	20-RE-123278	\$2,163.13	DUP/OVER PYMT
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AGENDA

SEPTEMBER 9TH 2021

CLAIMS COMMITTEE MEETING

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APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
CORELOGIC 7 ARGENTINE WAY 5-45-167-0	20-RE-127190 \$3,608.76	DUP/OVER PYMT
CORELOGIC 22 GILLIES LANE 5-64-200-98/05	20-RE-115373 \$2,594.91	DUP/OVER PYMT
CORELOGIC 20 FAIRVIEW AVE APT 5 1-18-11-5	19-RE-107959 \$2,443.15	DUP/OVER PYMT
CORELOGIC 323 STRAWBERRY HILL AVE 5-9-26-0	20-RE-100330 \$4390.07	SEW CORR
KLEIN ASHLEY E 31 BARBARA DR 5-4-43-0	18-RE-123326 \$265.42 19-RE-114332 \$273.06	DUP/OVER PYMT

CAB EAST

BILL #	PLATE #	VIN#	AMOUNT
19-308616	AA76142	1FM5K8GT9GGB30418	\$ 624.22
19-308635	AP12929	1FMCU9GX7FUC73040	\$ 290.31
19-308723	AD35770	1FMCU9G9XGUA71814	\$ 334.97
19-308907	AA76049	1FMCU9GD6JUB58170	\$ 200.99
19-309020	709WOX	1FMCU9JXXEUB83162	\$ 296.17
19-309045	AC80695	1FADP3F29FL208513	\$ 189.29
19-309064	AF21971	1FADP5CU4GL107169	\$ 290.86
TOTAL			\$ 2,226.81

FIRE PREVENTIO SERV INC

BILL #	PLATE #	VIN#	AMOUNT
19-323073	6CT358	1FTRE14203HB95775	\$ 15.83
19-323075	34614C	1FTRE14283HA11893	\$ 15.83
19-323072	1763CY	1FTNE2EW1DDA53966	\$ 67.00
19-323068	L12066	1FDWE3FL6CDA21331	\$ 81.09
19-323069	C084462	1FTYR1ZM5GKA03950	\$ 101.17
19-323071	C154791	1FTYR1ZM7JKA98468	\$ 135.05
19-403771	AV57708	1FTYR1ZMXJKA88789	\$ 135.05
TOTAL			\$ 551.02

HONDA LEASE TRUST

BILL #	PLATE #	VIN#	AMOUNT
20-329757	913ZFZ	1HGCV1F35JA087350	\$ 208.34
20-329824	AP56012	JHMFC1F79JX016359	\$ 76.93
20-329831	568XVL	2HKRW2H90JH623871	\$ 318.32
20-330249	AP96487	1HGCV1F15JA177564	\$ 405.79
20-330289	AH06558	5J8TB4H5XHL023845	\$ 216.34
20-330363	AT21293	2HGFC3B79JH351503	\$ 186.97
20-330376	AS26821	2HGFC2F61KH508518	\$ 102.64
20-330421	AR16027	5FNYP6H13JB064991	\$ 88.33
20-330489	958WXJ	1HGCV1F96JA099219	\$ 246.57
20-330513	NDC123	19UUB2F37JA007128	\$ 183.22
TOTAL			\$ 2,033.45

TOYOTA LEASE TRUST

BILL #	PLATE #	VIN#	AMOUNT
20-364355	AH75142	JTJBZMCA2H2019589	\$ 735.26
20-364586	AM25603	2T2BZMCA6HC127617	\$ 490.43
20-364931	AL75189	5TDJZRFH2HS461141	\$ 484.28
20-365159	AL36377	5TDJZRFHXHS519643	\$ 484.28
20-364323	AP17313	5TDBZRFHXJS855190	\$ 295.38
20-365150	AR52631	4T1B61HK2JU158686	\$ 140.63
20-364779	AN50387	NMTKHMBX4JR058869	\$ 137.07
			\$ 2,767.33



**CITY OF NORWALK, DEPARTMENT OF FINANCE
Tax Collector's Office**

P: 203-854-7731 / F: 203-854-7770

125 East Avenue Room 105
Norwalk, Connecticut 06851
www.norwalkct.org

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: September 7, 2021
Re: Narrative for August 2021 Tax Collector's Reports

There are two spreadsheets for the month of August 2021, reporting collections on the immediately prior fiscal year (FYE June 30, 2021) as well as the current, new fiscal year (ending June 2022).

Relative to the immediately prior fiscal year: as of the end of August 2021, we collected in excess of \$347.6 million, or **99.23%** of the \$350.3 million adjusted current tax levy on the 2019 grand list. We also collected more than \$16.7 million of our sewer use levy, or **98.94%**, and **90.12%** of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority. We track July and August collections against the prior grand list year for purposes of the annual external audit; collections against the immediately prior levy that are received within the sixty days following the close of the fiscal year can be used to pay liabilities of the prior period under modified accrual accounting rules. It basically means we track our collections for 14 months rather than 12. Compared to the prior year, we are slightly ahead, which stands to reason, since in August 2020, we were still in the midst of the COVID-19 pandemic. A 99.23% current collection rate in a city of this size is outstanding.

With regard to the new fiscal year: our 2020 grand list property tax bills came due July 1, 2021, and the last day to pay without interest was August 2, 2021. There were no COVID-19 related extensions this year. Because the last day to pay was August 2, there was a lot of activity during the first week of August. As of the end of August 2021, we had collected nearly \$184 million against our \$350 million adjusted levy, or **52.51%**. We also collected **49.67%** of our sewer use levy, more than \$8 million, and **72.95%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA.

Compared with the prior fiscal year, we ended August 2021 significantly ahead with regard to taxes (8.3%), sewer use (4.25%), and the IPP fee (21.28%). Again, recall that last year was an odd year; it isn't meaningful to make comparisons, since last year, the City gave taxpayers until October 1 to pay what normally is payable by August 1.

With regard to prior years' collections, through August 2021, we show a net collection nearly \$1.8 million just since July 1, 2021. This amount is \$640,000 more than what we collected in the prior fiscal year, and is attributable to the tax sale that is scheduled for October 18, 2021.

We continue to make progress toward the sale and as of the end of August, had collected in excess of **\$7.3 million** since November 2019 on properties originally slated for tax sale. As of the end of August we had 40 properties remaining in the sale. This sale was put on hold in the spring of 2020 due to COVID 19 and has been rescheduled several times. **More than 200 of the accounts have since been paid in full.** Information on the tax sale, as well as a brief synopsis of the bidding process, can be viewed online here

[City of Norwalk Tax Sale 2021 \(arcgis.com\)](http://City of Norwalk Tax Sale 2021 (arcgis.com))

This website provides information about the properties, including recent photographs; allows users to download field cards with property information; and shows the locations of the properties on a map, among other features. I am grateful to the city I.T. Department for providing me with this website / application, which is unique among Connecticut municipal taxing entities. It is useful, customer friendly, and comprehensive.

We have also posted display boards in the lobby of City Hall with photographs of the properties and other information in order to publicize the sale. So far, a series of five legal notices concerning the sale have been published in the newspaper, and another will be published the last week of September. We continue to do mailings in compliance with the state laws governing tax sales. The tax sale is a public auction, and anyone who is interested is welcome to attend. More information, as well as details and instructions on applicable COVID-19 compliance, will be provided as the sale draws nearer. Also, the Tax Collector's office will close at 2 pm on Monday, October 18, in order to move our operations to the Concert Hall and prepare for the tax sale.

Our budgeted collection goals for the recently concluded fiscal year, as well as for the new fiscal year ending 2022, are both predicated on the infusion of revenue generated by the tax sale. Maintaining high current and back tax collection rates promotes budgetary stability and allows the Board of Estimate and Taxation to set lower mill rates for all taxpayers. A higher current collection rate enables less of an allowance for "uncollectible" taxes, and correspondingly lower mill rates. I am available to respond to questions, inquiries and concerns about the tax sale or related issues, and will continue to provide updates as we move closer to October.

We issued delinquent notices, called "demand" notices, at the beginning of this month, to accounts with balances due on the July 2021 installment. They bear interest that is valid through the end of September and were printed with information as of August 21, 2021. We are required by law to "make demand" on late payments prior to undertaking collection enforcement activity. These notices allow us to proceed to attempt to enforce collection, as well as alert taxpayers that they might have inadvertently missed a payment.

Our next billing will occur in November 2021 when we issue notices for the second installment, which will be due January 1, 2022 and payable by February 1, 2022. We like to get the second installment bills in the mail by the second week of December, but need to coordinate with the Office of the Assessor to work according to their schedule. They are involved with motor vehicle pricing and other details that affect pro-rated supplemental motor vehicle bills for vehicles newly registered after October 1, 2020 – those vehicles are billed on January 1, 2022. The Assessor's office relies on the state DMV to supply information to them, and all of these factors potentially affect when we will be able to mail our second installment bills. I will keep everybody up to date on our progress and on any potential issues.

Our office is still short staffed, as we still have a vacancy in our cashier position. We are working with the Personnel and Labor Relations department to interview potential candidates and expect to fill that position within the next several months. Our existing office staff did an outstanding job to get us through the collection period without any major slowdown in work; everybody put in the effort needed to keep service at the level our taxpayers have come to expect. Our hours are now **Monday through Friday, from 8:30 am to 4 pm**. No appointment is needed, and we do not close for lunch. We also continue to offer other payments options, including on line payment, pay-by-phone, and paying by mail.

TAX COLLECTOR'S REPORT
AUGUST 2021

FISCAL YEAR 2021-2022 (2020 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS <u>JUN 21 - AUG 21</u>	<u>COLLECTION %</u>	<u>CORRECTED LEVY*</u>	<u>CHANGE IN LEVY</u>	<u>COLLECTION %</u>
AUTOMOBILE-REGULAR	\$21,672,160.18	\$17,468,258.22	80.60%	\$21,532,308.77	(\$139,851.41)	81.13%
PERSONAL PROPERTY	\$22,966,731.64	\$11,927,389.53	51.93%	\$22,950,050.58	(\$16,681.06)	51.97%
REAL ESTATE	\$308,716,745.40	\$154,502,999.69	50.05%	\$305,760,608.68	(\$2,956,136.72)	50.53%
TOTAL TAX	\$353,355,637.22	\$183,898,647.44	52.04%	\$350,242,968.03	(\$3,112,669.19)	52.51%
 SEWER USE	 \$16,488,685.00	 \$8,129,284.92	 49.30%	 \$16,368,131.00	 (\$120,554.00)	 49.67%
 IPP FEE	 \$187,000.00	 \$138,602.87	 74.12%	 \$190,000.00	 \$3,000.00	 72.95%

FISCAL YEAR 2020-2021 (2019 GRAND LIST)	ORIGINAL LEVY	<u>JUN 20 - AUG 20</u>				
AUTOMOBILE-REGULAR	\$20,760,190.24	\$12,392,857.05	59.70%	\$20,655,737.77	(\$104,452.47)	60.00%
PERSONAL PROPERTY	\$20,000,411.00	\$8,745,242.14	43.73%	\$19,993,738.16	(\$6,672.84)	43.74%
REAL ESTATE	\$310,928,205.46	\$133,772,958.70	43.02%	\$309,768,732.94	(\$1,159,472.52)	43.18%
TOTAL TAX	\$351,688,806.70	\$154,911,057.89	44.05%	\$350,418,208.87	(\$1,270,597.83)	44.21%
 SEWER USE	 \$16,883,967.00	 \$7,673,274.38	 45.45%	 \$16,894,741.00	 \$10,774.00	 45.42%
 IPP FEE	 \$200,500.00	 \$104,112.12	 51.93%	 \$201,500.00	 \$1,000.00	 51.67%

TAX DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	\$1,666,830.52	\$28,987,589.55	8.00%	(\$175,240.84)	(\$1,842,071.36)	8.30%
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SEWER DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	(\$395,282.00)	\$456,010.54	3.86%	(\$526,610.00)	(\$131,328.00)	4.25%
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IPP DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	(\$13,500.00)	\$34,490.75	22.19%	(\$11,500.00)	\$2,000.00	21.28%
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<u>BACK TAXES COLLECTED</u>	FISCAL YR 2021-2022 <u>(JUL 21 - AUG 21)</u>	FISCAL YR 2020-2021 <u>(JUL 20 - AUG 20)</u>	CUR YR vs. PRIOR YR <u>INC/(DEC)</u>
PRIOR TAXES	\$1,028,706.73	\$820,783.68	\$207,923.05
PRIOR SEWER USE FEE	\$103,275.13	\$61,965.27	\$41,309.86
PRIOR IPP FEE	\$5,791.12	\$1,500.00	\$4,291.12
TOTAL PRIOR TAX, SEWER & IPP	\$1,137,772.98	\$884,248.95	\$253,524.03
 CURRENT INTEREST	 \$95,239.24	 \$0.00	 \$95,239.24
PRIOR INTEREST	\$467,252.61	\$235,153.27	\$232,099.34
SEWER USE FEE INTEREST	\$29,419.34	\$9,694.78	\$19,724.56
IPP FEE INTEREST	\$2,116.19	\$334.89	\$1,781.30
TOTAL INTEREST COLLECTED	\$594,027.38	\$245,182.94	\$348,844.44
 PRIOR LIEN FEE	 \$5,715.54	 \$4,089.65	 \$1,625.89
CURRENT LIEN FEE	\$0.00	\$0.00	\$0.00
TOTAL LIEN FEE COLLECTED	\$5,715.54	\$4,089.65	\$1,625.89
 MISC FEES COLLECTED	 \$52,125.86	 \$15,432.36	 \$36,693.50
 TOTAL PRIOR TAX, ALL INTEREST			
& ALL FEES	\$1,789,641.76	\$1,148,953.90	\$640,687.86

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

ADT'L 60-DAY COLLECTION

TAX COLLECTOR'S REPORT
AUGUST 2021

FISCAL YEAR 2020-2021 (2019 GRAND LIST)		ADJ. TAX COLLECTIONS JUN 20 - AUG 21		COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
	ORIGINAL LEVY						
AUTOMOBILE-REGULAR	\$20,760,190.24	\$19,655,851.80	94.68%	\$20,420,163.54	(\$340,026.70)	96.26%	
AUTOMOBILE-SUPPLEMENTAL	\$2,974,458.75	\$2,665,362.14	89.61%	\$2,919,298.29	(\$55,160.46)	91.30%	
PERSONAL PROPERTY	\$20,000,411.00	\$19,504,213.88	97.52%	\$19,962,195.27	(\$38,215.73)	97.71%	
REAL ESTATE	\$310,928,205.46	\$305,788,756.68	98.35%	\$307,020,255.62	(\$3,907,949.84)	99.60%	
TOTAL TAX	\$354,663,265.45	\$347,614,184.50	98.01%	\$350,321,912.72	(\$4,341,352.73)	99.23%	
SEWER USE	\$16,883,967.00	\$16,702,700.92	98.93%	\$16,881,885.34	(\$2,081.66)	98.94%	
IPP FEE	\$200,500.00	\$180,238.31	89.89%	\$199,999.78	(\$500.22)	90.12%	
FISCAL YEAR 2019-2020 (2018 GRAND LIST)		ADJ. TAX COLLECTIONS JUN 19 - AUG 20					
	ORIGINAL LEVY						
AUTOMOBILE-REGULAR	\$20,298,846.95	\$19,045,810.66	93.83%	\$19,877,540.93	(\$421,306.02)	95.82%	
AUTOMOBILE-SUPPLEMENTAL	\$3,411,633.59	\$3,082,203.69	90.34%	\$3,398,541.08	(\$13,092.51)	90.69%	
PERSONAL PROPERTY	\$18,801,474.70	\$18,049,152.47	96.00%	\$18,694,515.14	(\$106,959.56)	96.55%	
REAL ESTATE	\$292,525,761.66	\$288,760,776.30	98.71%	\$291,247,099.92	(\$541,358.09)	99.15%	
TOTAL TAX	\$335,037,716.90	\$328,937,943.12	98.18%	\$333,217,697.07	(\$1,082,716.18)	98.72%	
SEWER USE	\$16,686,428.00	\$16,386,137.99	98.20%	\$16,582,171.30	(\$104,256.70)	98.82%	
IPP FEE	\$203,250.00	\$179,115.84	88.13%	\$205,500.00	\$2,250.00	87.16%	
TAX DIFFERENCE 2019 G.L. vs. 2018 G.L. INCREASE/(DECREASE)	\$19,625,548.55	\$18,676,241.38	-0.17%	\$17,104,215.65	(\$3,258,636.55)	0.51%	
SEWER DIFFERENCE 2019 G.L. vs. 2018 G.L. INCREASE/(DECREASE)	\$197,539.00	\$316,562.93	0.73%	\$299,714.04	\$102,175.04	0.12%	
IPP DIFFERENCE 2019 G.L. vs. 2018 G.L. INCREASE/(DECREASE)	(\$2,750.00)	\$1,122.47	1.77%	(\$5,500.22)	(\$2,750.22)	2.96%	

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

To: Members of the Finance Committee

From: AC Albe Bassett, Fire Department

Subject: Capital Budget for Fire Department Records Management project

Date: July 30, 2021

Re: Replace Firehouse Software with ESO

Our current records management system (RMS) (Firehouse Software) has come to the end of its service life and will no longer be supported. The fire department maintains incident, inspection, inventory, and staff data on the RMS. The search for a new software has been active for a few years. The primary factors we evaluated in software packages was the transfer of current data, system security, operational ease, and analytical capabilities. Three software packages were evaluated ESO, Emergency Reporting, and ESRI.

ESO was chosen because they are the company that originally acquired Firehouse Software and have been managing it. ESO can migrate the data the most efficiently. Our needed data will be able to be accessed and any archived data can be found by their technical support. The users of the software will be able to quickly learn the new software with minimal training. The selected software modules will provide the same level of data we are currently using, and the analytics are more user friendly.

The action requested:

Authorize the Mayor, Harry W. Rilling, to execute any and all Agreements and other documents with ESO, for the licensing purchase for three years and on-boarding of records management software for the fire department on a sole source procurement basis, for the contract amount not to exceed \$58,665.15 from account # 09221370-5777-C0375



MEMORANDUM

September 1, 2021

To: Finance Committee of the Common Council and
Common Council

From: Henry Dachowitz
Chief Finance Officer

Subject: 4083 City of Norwalk Police Department Extra Duty Management System

Early this year, at the request of the City of Norwalk Police Department, the City of Norwalk Purchasing Department issued an RFP seeking proposals from qualified vendors for the automation, software implementation and management of the Police Extra Duty Services. The following firms submitted proposals:

RollKall Technologies LLC
Extra Duty Solutions
Off Duty Management Inc
PowerDetails LLC

The Selection Committee consisted of Police Chief Kulhawik, Deputy Chief Zecca, various representation from the Police Union, Mickey Docimo, Joyce Liu, Anthony Mathieu, Personnel Director Ray Burney and the Chief Finance Officer.

The Selection Committee reviewed the submitted four proposals and developed a short-list of three respondents to be interviewed. The IT team (Joyce and Anthony) also conducted a separate in-depth IT Security Review on the shorted listed respondents. Following the IT debrief on the IT Security Review and much discussion, the Selection Committee has recommended to award this project to RollKall Technologies, LLC.

The cost of this engagement as proposed by RollKall Technologies, LLC is a percentage of the extra work that the vendor process.

Agenda Language:

Authorize the Mayor, Harry W. Rilling, to execute agreement with RollKall Technologies, LLC for project 4083 City of Norwalk Police Department Extra Duty Management System.

**THE PLANNING COMMITTEE
OF THE COMMON COUNCIL**

125 East Avenue
P.O. Box 5125
Norwalk, CT 06856

VII.E

TO: MEMBERS OF THE NORWALK COMMON COUNCIL
FROM: STEPHEN IVAN, HOUSING DEVELOPMENT PROJECT MANAGER
RE: PY46 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
DATE: SEPTEMBER 14, 2021

Norwalk's Consolidated Annual Performance and Evaluation Report (CAPER) is a review of the CDBG program for Program Year 46 (July 1, 2010 - June 30, 2021). In keeping with the City's *Citizen Participation Plan*, the CAPER has been made available for public comment between August 24, 2021 and September 10, 2021. On September 2, 2021 a public hearing for the CAPER was held at the Planning Committee meeting for public participation. No comments were received at the public hearing and no comments have been submitted separately in writing.

Resource Narrative

In PY46, the total resources made available to the City was \$1,050,316 which included the 2020 HUD CDBG allocation of \$886,258 and program income of \$164,058. The City amended its 2020 AAP and later included \$866,429 in prior year funds from admin, housing, public improvements and economic development and reprogrammed these towards economic development and job retention. The prior year funds are not shown in the resources table above. The City expended \$1,222,901 during the program year and funds were used to increase quality and decent affordable housing through housing rehab, expand economic opportunities with job training, modernize public facilities and infrastructure, and increase available public services to LMI and special needs residents in Norwalk.

Achieving ConPlan Objectives and Strategies

After the first year of the five-year period for the 2020-2024 Consolidated Plan, the city has achieved the following goals for the 2020 program year:

- Basic Services – Non Housing: 74%
- Basic Services – Other: 260%
- Economic Development: Technical Assistance: 400%
- Employment Training: 28%
- Health & Mental Health Services: 305%
- Housing Services – Rental Units Rehabilitated: 175%
- Improve Public Infrastructure: 1580.63%
- Public Facility Rehabilitation: 32%
- Residential Rehab – Public Facility or Infrastructure: 42%
- Residential Rehab – Rental Units: 160%
- Residential Rehab – Homeowner Units: 100%

ATTACHMENT: PY46 CAPER - <http://norwalkct.org/1412/Community-Development-Block-Grant>

**Norwalk Police Department
Administration**

Memo

To: Common Council Members

From: Lieutenant Thomas Roncinske 

Date: September 7, 2021

Re: Lower Fairfield County Auto Theft Task Force and State of Connecticut
COVID Relief Funds grant authorizations

The Police Department is seeking to partner with the police departments of Stamford, Greenwich and Darien to form a Lower Fairfield County Auto Theft Task Force to combat the ongoing problem with auto theft within the region. A Memorandum of Understanding (MOU) with Stamford, Greenwich and Darien is needed for this purpose. The Department is eligible for \$35,000 in Federal Coronavirus Relief Funds (CRF) through the Connecticut Office of Policy and Management (OPM) to assist with this effort. The Task force would be proactive in education and community outreach as well as enforcement. This is time sensitive request as the funds are only available through the end of 2021. I have attached the MOU and the grant application for your review. I am requesting the following authorizations:

1. Authorize the Mayor, Harry W. Rilling to execute any and all agreements, documents or amendments as may be necessary to implement the Memorandum of Understanding with Stamford, Greenwich and Darien for the Lower Fairfield County Auto Theft Task Force.
- 1a. Authorize the Police Chief to execute any and all agreements, documents, or amendments that may be necessary to implement the Lower Fairfield County Auto Theft Task Force.
2. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to apply for and accept grant funding for Coronavirus Relief Funds (CRF) administered by the Connecticut Office of Policy and Management.

Lower Fairfield County Auto Theft Task Force Covid Relief Fund Effort

This **MEMORANDUM OF UNDERSTANDING** (hereinafter, "MOU"), by and between the **CITY OF STAMFORD** ("Stamford"), acting through its Mayor, David Martin, duly authorized; **CITY OF NORWALK** ("Norwalk"), acting through its Mayor, Harry W. Rilling, duly authorized; **TOWN OF GREENWICH** ("Greenwich"), acting through its Fred Camilo, duly authorized; and **TOWN OF DARIEN** ("Darien"), acting through its First Selectmen, Jamie Stevenson, duly authorized. Stamford, Norwalk, Greenwich and Darien collectively referred to herein as the "Parties" and individually as "Party."

WHEREAS, there has been a recent proliferation of auto theft in the lower Fairfield county region of the State of Connecticut.

WHEREAS, the Parties desire to create a task force pursuant to Connecticut General Statutes ("G.G.S.") § 7-277a know as the Lower Fairfield County Auto Theft Task Force consisting of certain members of the Parties' Police Departments to collaborate and cooperate with each other to develop a comprehensive effort to deter auto theft.

NOWHEREFORE, upon the covenants set forth here herein, the Parties agree as follows:

1. **Mission Statement:** The Lower Fairfield County Auto Theft Task Force (the "Task Force") is a collaboration between the Parties to combat the recent proliferation of auto theft in the lower Fairfield County region. The Task force

will work in cooperation with each other to develop a comprehensive effort to deter auto theft and arrest those responsible.

2. **Members.** The Task Force shall consists of uniform and sworn police members from the following Police Departments: Stamford, Norwalk, Greenwich, and Darien.

3. **Duties.** Each member Police Department agrees to support the overall mission of the Task Force to identify trends in auto theft, deter auto theft, identify suspects, arrest and refer for prosecution those responsible, and lastly, to educate the public on the prevention of auto theft. To facilitate the goals of the Task Force, member Police Departments agree to the following responsibilities, including but necessarily limited to:

1). Dedicate a member, or members, of their agency to the effort;

2). Provide resources and equipment to the effort: i.e. vehicles, technology, overtime, etc.

3). The host Police Department, Stamford, will provide supervision and a location to facilitate the coordinated efforts of the Task Force.

4. **Authority.** The Parties to this MOU are acting under the auspices of G.G.S. § 7-277a, granting such agencies the ability to work in mutual cooperation with one another in the interest of public safety.

5. **Waiver.** Pursuant to 7-277a, each Party hereby waives from each other Party, reimbursement for any and all expenditures incurred in providing such assistance to any such other Party under this MOU, including but not limited to, payments for death, disability or injury of employees and losses or damages to supplies or equipment incurred in providing such assistance under this MOU.

Task Force MOU [Clean] (00095463.DOCX;5)

6. **Termination**. Any Party may withdraw from the Task Force by sending written notice to each other Party hereto at least thirty (30) days in advance of the withdrawal date whereupon any and all obligations of the withdrawing Party shall cease.

7. **Notice**. All notices required to be sent under this MOU shall be Certified Mail, postage prepaid to: (i) To Stamford: Stamford Police Department, _____, with copy to: _____; (ii) To Norwalk: Norwalk Police Department, 1 Monroe Street, Norwalk, CT 06854, with copy to: City of Norwalk, Corporation Counsel, 125 East Avenue, Norwalk, CT _____ with copy to: _____ (iii) To Greenwich: Greenwich Police Department, _____, with copy to: _____; To Darien: Darien Police Department, _____, with copy to: _____.

CITY OF STAMFORD

TOWN OF GREENWICH

By: _____
David Martin
It Mayor, Duly Authorized
Duly Authorized

By: _____
Fred Camilo
Its First Selectmen
Duly Authorized

CITY OF NORWALK

TOWN OF DARIEN

By: _____
Harry W. Rilling
Its Mayor
Duly Authorized

By: _____
Jamie Stevenson
Its First Selectmen
Duly Authorized



Norwalk Department of Police Service



One Monroe Street PO BOX 239, Norwalk, CT 06856-0239

August 21, 2021

Ms. Nichole Howe
Associate Accountant, CT OPM

RE: Coronavirus Relief Fund (CRF) - Norwalk Police Department

Ms. Howe:

The Norwalk Police Department is interested in applying for Coronavirus Relief Fund (CRF). The Norwalk Police Department would like to request a CFR for the following program area; The Lower Fairfield County Auto Theft Task Force and regional auto theft initiatives related to prevention, education and community outreach.

The following responses pertain to our Program Area One: Lower Fairfield County Auto Theft Task Force.

1. Who is your agency's contact person or contact people for this grant?

Deputy Chief James Walsh, Operations Division is the contact person for this program. Deputy Chief James Walsh's contact information is jwalsh@norwalkct.org or (203) 854-3002

2. How will the funds help personnel form and participate in task forces and other methods to promote regional coordination to respond to pandemic-related public health and public safety challenges?

The City of Norwalk has experienced an increase in auto thefts during the pandemic. Local efforts by the Norwalk Police Department have not been successful at reducing this disturbing trend. The Norwalk Police Department will utilize a portion of CRF to initiate a multi-pronged and multi-jurisdictional program to combat auto theft and victimization in our community. CRF will allow Norwalk Police Officers to collaborate in the recently established Lower Fairfield County Auto Theft Task Force to reduce pandemic-related public safety challenges. CRF for this program will be utilized on an overtime basis as follows:

486 hours (30 hours per week for 16 weeks) @ \$72 per hour = **\$35,000.00**

3. With which departments will you partner to provide a coordinated response, using task forces or other methods, to pandemic- related public health and public safety challenges?

The Norwalk Police Department looks to partner with the Stamford, Greenwich and Darien Police Department's with the Lower Fairfield County Auto Theft Task Force to provide a coordinated, regional response to address the pandemic-related public safety challenge of auto theft. City guidelines and time restrictions do not allow for us to sign a Memorandum of Understanding specific to the Auto Theft Task Force prior to submission of the request.

4. How will you apply the funds on responding to pandemic-related public health and public safety challenges affecting juveniles?

A significant portion of the auto thefts that have occurred during the pandemic have been committed by juveniles and young adults. As part of its response to the issue, the Norwalk Police Department will utilize CRF to conduct targeted outreach/crime prevention efforts to juveniles, including partnering with local agencies that serve juveniles such as The Norwalk Human Services Council and The Juvenile Review Board to educate them on the dangers of engaging in this type of criminal behavior. The outreach efforts will emphasize that engaging in this behavior can result in them getting a criminal record that will jeopardize their ability to get into college or meaningful employment, and stay with them far into the future.

5. How will you use the funds to partner with juvenile justice system personnel and stakeholders serving youth to address pandemic-related public health and public safety challenges?

One of the goals of this collaboration is to focus on educating the public on prevention of auto theft. A part of this crime prevention effort focuses on educating juveniles on the ramification of engaging in the criminal behavior of auto theft. Norwalk Police Department statistics show that a significant percentage of vehicles that were stolen during the pandemic were left unlocked. This crime of opportunity is especially difficult for juveniles, including those high-risk youth to ignore. The Norwalk Police Department will partner with local juvenile justice partners such as The Norwalk Human Services Council, Norwalk Public Schools and The Juvenile Review Board to provide community outreach to juveniles to educate them on the negative ramifications of engaging in criminal behavior. The Juvenile Review Board, The Human Services Council and The Norwalk Public Schools would be able to identify juveniles involved in such activity and The Norwalk Police Department would provide additional support and services.

6. What crime challenges created or exacerbated by the pandemic, including a rise in stolen cars and violent crime that these funds will help with?

The Norwalk Police Department will utilize a portion of CRF to address the significant rise in stolen vehicles that has occurred during the pandemic. The coordinated effort will increase the visibility of uniformed patrols and community outreach. In addition to conventional auto theft enforcement, the Norwalk Police Department will pursue target hardening through an educational outreach effort. Community Police officers will attend neighborhood group meetings, schools and solicit media assistance to inform the public about the proliferation of thefts in the community, and more importantly, the very simple means to prevent them. We anticipate the outreach efforts will reduce the number of stolen vehicles. Further, the Norwalk Police Department will increase efforts for directed patrols and education in known "hot spots" such as Cranbury and Rowayton areas.

7. How will these funds be used to participate in community engagement efforts?

CRF will be utilized to engage in community outreach to target populations such as juveniles on the risk of engaging in criminal behavior as well as educational outreach throughout our community to inform residents of all the preventive measures they can do to significantly reduce the likelihood that their vehicles will be stolen. Educational community outreach efforts is one of the five principles of the Lower Fairfield County Auto Theft Task Force, and is an integral component in reducing the number of stolen vehicles in our jurisdiction.

TOTAL CRF REQUESTED FOR PROGRAM AREA One = \$35,000.00

If you have any questions or require any additional information regarding our proposal, please contact our department's Grant Manager Lt. Thomas Roncinske directly at troncinske@norwalkct.org or (203) 854-3007. The Norwalk Police Department greatly appreciates your consideration of our application.

Respectfully,
Lieutenant Thomas Roncinske
Grant Manager