

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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Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Donna King at dking@norwalkct.org to provide written public comment prior to the meeting.

AGENDA

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: June 22, 2021

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

Marcela Sapone, Zoning Commission, Regular
Alan K. Dutton, Oak Hills Park Authority

REAPPOINTMENTS:

Sam Ebert, Bike Walk Commission
R. Richard Roina, Zoning Commission, Regular
Tamsen Langalis, Planning Commission
Brian M. Baxendale, Planning Commission
Steven G. Ferguson, Planning Commission

Matthew O' Callaghan, Arts Commission
Marc Alan, Arts Commission
Robert Abriola, Arts Commission
Carl Dickens, Oak Hills Park Authority
Babar Sheikh, Oak Hills Park Authority
Joe Andrasko, Oak Hills Park Authority

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Authorization to Settle Claim: John Dias v. The City of Norwalk, et al, Docket Number FST-CV-17-6032293-S
EXECUTIVE SESSION

2. Authorization for discussion: Settlement: Mirtila Cruz v. City of Norwalk – Claim #A05417
EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. HEALTH AND PUBLIC SAFETY COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into Platform Activation agreement with Guardian Alliance Technologies, Inc. Account.
- 2a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grand funds from the Department of Justice under the FY 2021 Edward Byrne Memorial Justice Assistance Program, in the amount of \$35,428.
- 2b. Authorize the Police Chief, Thomas Kulhawik, to execute any and all agreements, documents, instruments and amendments thereto as may be necessary to implement all programs through the FY 2021 Edward Byrne Memorial Justice Assistance Grant Program pursuant to such grant funding.
3. Authorize the Mayor, Harry W. Rilling to execute service agreement (3 years with automatic 1 year renewals) with PoliceApp for services related to candidate testing, recruitment and tracking.

- 4a. Authorize the Mayor, Harry W. Rilling to any and all agreements, documents and instruments with Axon Enterprise, Inc. for the sole source purchase, installation and service of dash cameras, signal side arms and related equipment and data storage for an amount not to exceed, \$190,000 annually. Account 013049 5258.
- 4b. Authorize the Police Chief, Thomas Kulhawik to execute any change orders necessary to implement the dash camera program.
5. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the State of Connecticut under the Body Worn Camera and Dashboard Camera Grant Program (BWC-DC Grant Program).
6. Authorize the purchasing agent, Sharon Connors, to issue a purchase order to GAC, dba New England Traffic Solutions, for the purchase and installation of security cameras and voice call box at five fire stations (Bid # 4082) for the amount not to exceed \$41,000 from account # C0641.

B. PUBLIC WORKS COMMITTEE

- 1a. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the September 8, 2020 Agreement between the City of Norwalk and M. Rondano, Inc. for Project DRG2020-1 On-Call Drainage Improvements at Various Locations. The Amendment is to extend the Agreement for a period of one (1) year at a sum not to exceed \$1,002,036.00 with an option to extend for one (1) additional term for one (1) year.

Account No. 09 21 4027 5777 C0302
 09 22 4027 5777 C0302
 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 06 4021 5777 C0315

- 1b. 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 for a sum not to exceed \$100,203.60.

Account No. 09 21 4027 5777 C0302
 09 22 4027 5777 C0302
 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

**COMMON COUNCIL
NORWALK, CONNECTICUT**

**REVISED AGENDA
7:30 PM EST**

**JULY 13, 2021
VIA TELECONFERENCE**

- 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

- 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

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

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

- 5a. Approve the use of White Barns Lane as the name of the private streets within the White Barns Subdivision.
- 5b. Approve the proposed Street Address Numbering Map for the houses on White Barns Lane within the White Barns Subdivision.
6. Approve the Fourth Taxing District property extensions through September 30, 2020 as per the list dated June 7, 2021.

C. LAND USE AND BUILDING COMMITTEE

- 1a. RESCIND Common Council action of May 11, 2021 Item# VII D. 4a & 4b. which authorized the execution of a contract with Thyssenkrupp Elevator Corporation for the Norwalk City Hall Elevator Modification and Upgrade project;
- 1b. NEW ACTION: Authorize the Mayor, Harry W. Rilling, to execute a contract with Thyssenkrupp Elevator Corporation for the Norwalk City Hall Elevator Modification and Upgrade project for a total not to exceed \$202,000.00. Account #0920/21 7100 5777 C0439.
- 1c. Authorize the Office of Building Management to execute change orders on the contract for a total not to exceed \$20,000
- 2a. Authorize the Mayor, Harry W. Rilling, to execute a Contract with G.L. Capasso, Inc. for the City Hall Cupola Restoration Project for a total not to exceed \$408,300.00. Account #0919/20/22 7100-5777-C0439 and 0922 7100 5777 C0476.
- 2b. Authorize the Office of Building Management to issue change orders on contract for a total not to exceed \$40,830.
- 3a. Authorize the Mayor, Harry W. Rilling, to execute an Agreements with Bestech Inc. of Connecticut (State Contract: 16PSX0110) for the Silvermine Elementary School Asbestos Flooring Removal and Replacement Project State Proj. 103-262CV - Abatement for a total not exceed \$138,334.00. Acct. # 09215010 5777 C0595.
- 3b. Authorize the NPS Facilities Department to issue Change Orders on this contract for a total not-to-exceed \$13,850.
- 3c. Authorize the Mayor, Harry W. Rilling, to execute an Agreements with M. Frank Higgins & Co, Inc. (State Contract: 12PSX0307) for the Silvermine Elementary School Asbestos Flooring Removal and Replacement Project State Proj. 103-262CV - Flooring for a total not exceed \$119,000.00 Acct. # 09215010 5777 C0595.
- 3d. Authorize the NPS Facilities Department to issue Change Orders on this contract for a total not-to-exceed \$11,900.
- 4a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Premier Building Associates for the Rowayton Elementary School – Partial Roof Replacement Project for a total not exceed \$74,200.00. Acct. #0918 5010 5777 C0610.
- 4b. Authorize the NPS Facilities Dept. to issue Change Orders on this contract for a total not to exceed \$7,420.00.
- 4c. Authorize the NPS Facilities Dept. to issue Change Orders for asbestos abatement that was found post bid date on this contract for a total not to exceed \$6,000.00.

**COMMON COUNCIL
NORWALK, CONNECTICUT**

**REVISED AGENDA
7:30 PM EST**

**JULY 13, 2021
VIA TELECONFERENCE**

- 5a. Authorize the Purchasing Agent to issue a Purchase Order to WB Mason Co. to supply, deliver and install FF&E for the Naramake Elementary School – Kitchen addition and Interior Renovation Project for a total not to exceed \$50,252.00. Acct. #09215010 5777 C0788
- 5b. Authorize a contingency allowance in the amount of \$2,500.00.

D. FINANCE AND CLAIMS COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: July 8, 2021
2. For informational purposes only: Narrative on Tax Collections Dated: July 8, 2021.
3. For informational purposes only: Monthly Tax Collector's Report Dated: June 2021
4. Authorize the Purchasing Agent to issue purchase orders to SHI (State of CT contract 2018011-02-CREC) for the procurement of Druva, Inc Software for cloud backup solution for an amount not to exceed \$62,452.00, account 09221370-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Common Council for further action.
5. Authorize the Mayor, Harry W. Rilling, to execute a joint City/NPS agreement with Evergreen Solutions, LLC for project 4040-City and BOE Operations Review-Efficiency Study for a total not to exceed \$275,500.00 Account # 011310-5286 Business Expense.
6. Authorize the Chief Finance Officer to issue change orders on the contract for a total not to exceed \$15,750.

X. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

**COMMON COUNCIL
NORWALK, CONNECTICUT**

**REVISED AGENDA
7:30 PM EST
APPOINTMENTS**

**JULY 13, 2021
VIA TELECONFERENCE**

ZONING COMMISSION	M/C	Norwalk Code 79
MARCELA SAPONE (U)		Term Expires – 07/01/2024
515 West Avenue		District A
Norwalk, CT 06850		Regular

OAK HILLS PARK AUTHORITY	M/C	Norwalk Code 73-2
ALAN K. DUTTON (U)		Term Expires – 06/24/2022
28 Hunters Lane		
Norwalk, CT 06850		

REAPPOINTMENTS

BIKE WALK COMMISSION	M/C	Norwalk Code 20-01
SAM EBERT (D)		Term Expires – 06/30/2024
27 1 ST Street		
Norwalk, CT 06855		

ZONING COMMISSION	M/C	Norwalk Code 79
R. RICHARD ROINA (R)		Term Expires – 07/01/2024
6 Bayne Street		District D
Norwalk, CT 06851		Regular

PLANNING COMMISSION	M/C	Norwalk Code 79
TAMSEN C. LANGALIS (R)		Term Expires – 07/01/2025
11 Indian Spring Road		
Norwalk, CT 06853		

BRIAN M. BAXENDALE (U)		Term Expires – 07/01/2025
11 Indian Spring Road		
Norwalk, CT 06855		

STEVEN G. FERGUSON (U)		Term Expires – 07/01/2025
10 Adamson Avenue		
Norwalk, CT 06854		

ARTS COMMISSION	M/C	Norwalk Code 17A
MATTHEW O' CALLAGHAN (D)		Term Expires –
07/11/2024		
8 Mill Brook Drive		
Norwalk, CT 06851		

COMMON COUNCIL
NORWALK, CONNECTICUT
MARC ALAN (U)
71 Aiken Street Unit House M1
Norwalk, CT 06850

REVISED AGENDA
7:30 PM EST

JULY 13, 2021
VIA TELECONFERENCE
Term Expires – 07/11/2024

ROBERT ABRIOLA (R)
7 Blake Street
Norwalk, CT 06851

Term Expires – 07/11/2024

OAK HILLS PARK AUTHORITY

M/C

Norwalk Code 73-2

CARL DICKENS (R)
166 ½ East Rocks Road
Norwalk, CT 06851

Term Expires – 06/24/2024

BABAR SHEIKH (D)
22 Van Ness Street
Norwalk, CT 06850

Term Expires – 06/24/2024

JOSEPH D. ANDRASKO (D)
28 Dock Road
Norwalk, CT 06854

Term Expires – 06/24/2024

**COMMON COUNCIL
NORWALK, CONNECTICUT**

**JUNE 22, 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 7:33 p.m. and led the Assembly in reciting the Pledge of Allegiance.

Mayor Rilling asked for a Moment of Silence in memory Staff Sergeant Louis S. Doddo, 30, killed in action in the Battle of Saipan during World War II. He served with the US Army, 105th Infantry Regiment, 27th Infantry Division, and was killed during a massive Japanese attack on the island of Saipan during World War II. He was posthumously awarded the Purple Heart and Bronze Star, among other awards and citations. His remains were identified on November 3, 2020. Graveside services, with full military

honors were held at 12 Noon, on Friday, June 18, 2021 at St. John Cemetery where he was buried by his parents.

I. ROLL CALL

Ms. King called the Roll.

At Roll Call the following Common Council members were present:

Council at Large:	Mr. Gregory Burnett Mr. Manny Langella	Ms. Dominique Johnson Ms. Barbara Smyth
District A:	Mr. David Heuvelman	Mr. Kadeem Roberts
District B:	Ms. Darlene Young	Ms. Diana Revolus
District C:	Mr. John Kydes	Mr. George Theodoridis
District D:	Mr. George Tsiranides	Mr. Tom Keegan
District E:	Mr. Thomas Livingston	Ms. Lisa Shanahan

At Roll Call there were fourteen (14) Common Council members present and one (1) absent (Mr. Sacchinelli). A Quorum was present.

Also present were Mayor Harry Rilling, City Clerk, Donna King and Corporation Counsel, Mario Coppola.

II. ACCEPTANCE OF MINUTES

Regular Meeting: June 8, 2021

The following correction was made to the minutes:

Mr. Langella read the consent calendar.

**** MR. ROBERTS MOVED TO ACCEPT THE MINUTES AS CORRECTED
** MOTION PASSED WITH ONE (1) ABSTENTION (MS. SHANAHAN)**

III. PUBLIC PARTICIPATION

No members of the public wished to comment this evening.

June 22, 2021
Ordinance Committee
Page 2
Via Teleconference

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS: There were none this evening.

APPOINTMENTS: There were none this evening.

REAPPOINTMENTS:

Sharon Conners, Purchasing Agent

Mayor Rilling spoke in support of reappointing Ms. Conners as the Purchasing Agent.

**** MR. KYDES MOVED TO APPROVE SHARON CONNERS AS THE PURCHASING AGENT**

Members of the Common Council spoke in support of this reappointment. As her supervisor, Mr. Dachowitz also spoke in support of this reappointment.

**** MOTION PASSED UNANIMOUSLY**

MAYOR'S REMARKS:

Mayor Rilling congratulated the high school Seniors who graduated this week. He said that on Wednesday he attended six middle school graduations. He praised and thanked the educators for their creative ways of keeping the students engaged during the pandemic. He recognized the Norwalk High School Baseball Team for winning the Class LL State Championships. He announced that there will be a parade this Saturday, June 26, 2021 at 9:00 a. m. starting at Veteran's Park to celebrate the Norwalk High School baseball team. Lastly, he congratulated Council President Sacchinelli and his wife on the birth of their first child.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

Mr. Kydes congratulated Mr. Sacchinelli and his wife on the birth of their daughter.

B. CONSENT CALENDAR:

**** MR. LIVINGSTON MOVED THE FOLLOWING CONSENT CALENDAR:**

June 22, 2021
Ordinance Committee
Page 3
Via Teleconference

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH JS ENDURANCE FOR THEIR USE OF VETERANS PARK FOR THE SONO HALF/5K TO BE HELD ON SUNDAY, OCTOBER 3, 2021 FROM 8:30 AM – 12:30 PM. SET UP TO BEGIN SATURDAY, OCTOBER 2, 2021 AT 9:00 AM WITH TEAR DOWN NO LATER THAN 1:00 PM ON SUNDAY, OCTOBER 3, 2021. ESTIMATED ATTENDANCE 1,000 – 1,200.

1B. APPROVE THE USE OF THE SHOW MOBILE BY JS ENDURANCE FOR THE SONO HALF/5K TO BE HELD AT VETERANS PARK ON SUNDAY, OCTOBER 3, 2021 FROM 8:30 AM – 12:30 PM.

2A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH WILLIAM RAVEIS CHARITABLE FUND FOR THEIR USE OF CALF PASTURE BEACH FOR THE RAVEIS RIDE + WALK 2021 TO BE HELD SUNDAY, OCTOBER 17, 2021 FROM 7:00 AM – 2:00 PM. SET UP TO BEGIN ON SATURDAY, OCTOBER 16, 2021 AT 7:00 AM WITH TEAR DOWN NO LATER THAN 3:00 PM ON SUNDAY, OCTOBER 17, 2021. ESTIMATED ATTENDANCE 400.

2B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH WILLIAM RAVEIS CHARITABLE FUND FOR THEIR USE OF CRANBURY PARK PAVILION 1 FOR THEIR RAVEIS RIDE & WALK TO BE HELD SUNDAY, OCTOBER 17, 2021 FROM 7:00 AM – 1:00 PM. ESTIMATED ATTENDANCE 400.

2C. APPROVE THE USE OF THE SHOW MOBILE BY WILLIAM RAVEIS CHARITABLE FUND FOR THE RAVEIS RIDE & WALK TO BE HELD SUNDAY, OCTOBER 17, 2021 FROM 7:00 AM – 2:00 PM.

3A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH THE NORWALK CONSERVATORY OF ARTS FOR THEIR USE OF MATHEWS PARK FOR BROADWAY IN THE PARK TO BE HELD SUNDAY, AUGUST 8, 2021, SUNDAY, AUGUST 15, 2021, SUNDAY, AUGUST 22, 2021 AND SUNDAY, AUGUST

29, 2021 FROM 5:00 PM – 7:00 PM EACH PERFORMANCE DATE. SET UP TO BEGIN AT 4:30 PM AND TEAR DOWN BY 7:30 PM EACH PERFORMANCE DATE. ESTIMATED ATTENDANCE 400-500.

3B. APPROVE THE USE OF THE SHOW MOBILE BY THE NORWALK CONSERVATORY OF ARTS FOR BROADWAY IN THE PARK ON SUNDAY, AUGUST 22, 2021 AND SUNDAY, AUGUST 29, 2021 FROM 5:00 PM – 7:00 PM EACH DATE.

4. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ADDENDUM NO. 1 WITH T.D. AND SONS, INC. FOR PROJECT NO. 4033 RNP2020-2 WEST ROCKS MIDDLE SCHOOL SOCCER FIELD COMPLEX DATED OCTOBER 10, 2020 FOR A SUM NOT TO EXCEED \$180,000.00. ACCOUNT #0920-6030-5777-C0631, 0921-6030-5777-C0631.

B. FINANCE AND CLAIMS COMMITTEE

1. ACCEPT AND APPROVE THE REPORT OF THE CLAIMS COMMITTEE DATED: JUNE 10, 2021

2. FOR INFORMATIONAL PURPOSES ONLY: NARRATIVE ON TAX COLLECTIONS DATED: JUNE 10, 2021.

3. FOR INFORMATIONAL PURPOSES ONLY: MONTHLY TAX COLLECTOR'S REPORT DATED: MAY 2021

4. NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF NORWALK:

A. 1. THAT PURSUANT TO NORWALK CITY CODE CHAPTER 58, THE MAYOR IS HEREBY AUTHORIZED, DIRECTED, AND EMPOWERED IN THE NAME OF AND IN BEHALF OF THE CITY OF NORWALK TO EXECUTE THE ATTACHED TAX ABATEMENT AGREEMENT, AND ANY AMENDMENTS OR REVISIONS THERETO, PROVIDED SUCH AMENDMENTS OR REVISIONS ARE NOT OF A SUBSTANTIVE NATURE. IN GENERAL, THE TAX ABATEMENT AGREEMENT IS DESIGNED TO ABATE THE MUNICIPAL REAL ESTATE TAXES OF THE ROWAYTON SENIOR HOUSING CORPORATION FOR A PERIOD OF UP TO 40 YEARS, EXCEPT THERE WILL BE A PAYMENT IN LIEU OF TAXES AS MORE DETAILED IN THE AGREEMENT.

B. 2. THE MAYOR IS FURTHER AUTHORIZED TO PROVIDE SUCH INFORMATION OR EXECUTE SUCH OTHER DOCUMENTS IN CONNECTION WITH THIS TAX ABATEMENT TO OR WITH SUCH

AGENCIES OF THE FEDERAL OR STATE GOVERNMENTS AS MAY ASSIST THE ROWAYTON SENIOR HOUSING CORPORATION IN MEETING ITS COMMITMENT TO MAKE PAYMENTS IN LIEU OF TAXES TO THE CITY.

5. FROM BOARD OF ESTIMATE AND TAXATION SPECIAL CAPITAL APPROPRIATION REQUEST:

A. RESOLUTION: APPROVE A SPECIAL CAPITAL APPROPRIATION IN AN AMOUNT NOT TO EXCEED \$180,000 FOR CAPITAL PROJECT ACCOUNT NUMBER 09206030-5777-C0631, WEST ROCKS SOCCER COMPLEX TO BE USED FOR ADDITIONAL DRAINAGE IMPROVEMENTS AND TREE PLANTINGS.

B. RESOLUTION: AUTHORIZE THE ISSUANCE OF \$180,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET THE APPROPRIATION FOR PROJECT 09206030-5777-C0631, WEST ROCKS SOCCER COMPLEX.

6. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO LOAN THE SIXTH TAXING DISTRICT \$550,000.00 FOR THE EXPANSION OF AMBLER PARKING LOT AND FOR UPGRADING THE ROWAYTON FIRE DEPARTMENT'S EMERGENCY COMMUNICATION SYSTEM, AND TO SECURE THE REPAYMENT OF THE LOAN, SAID LOAN BEING FIRST AUTHORIZED AS PART OF THE FISCAL YEAR 2021-2022 CAPITAL BUDGET.

D. COMMUNITY SERVICES AND PERSONNEL COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILING TO EXECUTE AN AFTER SCHOOL PARTNERSHIP EXTENSION AGREEMENT WITH THE NORWALK HOUSING AUTHORITY COMMENCING FROM THE END OF THE AGREEMENT'S INITIAL TERM THROUGH JUNE 30, 2023.

**** MOTION PASSED UNANIMOUSLY BY ROLL CALL VOTE (MR. BURNETT; MS. JOHNSON; MR. LANGELLA; MS. SMYTH; MR. HEUVELMAN; MR. ROBERTS; MS. REVOLUS; MS. YOUNG; MR. KYDES; MR. THEODORIDIS; MR. KEEGAN; MR. TSIRANIDES; MR. LIVINGSTON; MS. SHANAHAN)**

VII. COMMON COUNCIL COMMITTEES

B. FINANCE AND CLAIMS COMMITTEE

**** MR. BURNETT MOVED TO APPROVE THE FOLLOWING
RESOLUTION TO AUTHORIZE, ISSUE AND SELL OF UP TO
\$47,000,000 OF CITY OF NORWALK GENERAL OBLIGATION
REFUNDING BONDS**

Mr. Dachowitz provided an overview of how selling the general obligation refunding bonds will save the City \$1.2 million. He explained that refunding is similar to refinancing a mortgage. He noted that the rates are very low now.

Mr. Livingston commended Mr. Dachowitz and his team for taking this opportunistic approach. Mr. Langella thanked Mr. Dachowitz for staying ahead of the market and for saving the City money. Mayor Rilling thanked Mr. Dachowitz, Mr. Chudwick and Mr. Lindsey.

**** MOTION PASSED UNANIMOUSLY**

C. ORDINANCE COMMITTEE

**** MS. JOHNSON MOVED TO APPROVE THE FOLLOWING
REVISIONS/AMENDMENTS TO THE FOLLOWING CITY CODE
SECTION:**

• CHAPTER 59A HOUSING: EQUAL OPPORTUNITY – SECTIONS 59A-1 AND 59A-2

Ms. Johnson thanked the Chair of the Ordinance Committee, Ms. Shanahan and explained that these revisions and amendments came about because there was some antiquated language in the Code. She said that the updated language in the Code makes it more inclusive. Ms. Johnson thanked Ms. Suib and Ms. Keegan for drawing her attention to this matter.

Ms. Shanahan thanked Ms. Johnson for working tireless on these revisions and amendments and loves that the approval of the updates falls in the month of June (Pride Month).

Mr. Heuvelman thanked Ms. Johnson and the Chair, Ms. Shanahan. He said that he feels Ms. Shanahan allowed the Ordinance Committee members to be forward thinking. He said he was proud of this work being done for the City.

Ms. Smyth expressed her support.

**** MOTION PASSED UNANIMOUSLY**

**** MS. JOHNSON MOVED TO APPROVE THE FOLLOWING REVISIONS/AMENDMENTS TO THE FOLLOWING CITY CODE SECTION:**

• CHAPTER 60 HUMAN RELATION COMMISSION – SECTIONS 60-1, 60-2 AND 60-5

Ms. Johnson said that it was very meaningful to have such a strong Ordinance Committee Chair. She said that the revisions/amendments to the Code modernizes the City of Norwalk and the work of Human Relations and Fair Housing. She added that it is so wonderful to be mindful of inclusion.

Mayor Rilling thanked Ms. Johnson for her hard work on these items.

Ms. Young said she was glad that all of these sets of eyes looked at the Ordinance. She added that she was happy to know that the Ordinance Committee is looking at all aspects of the Ordinances.

**** MOTION PASSED UNANIMOUSLY**

X. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none this evening.

X. SUSPENSION OF RULES

There were none this evening.

XI. ADJOURNMENT

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

**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 8:13 p.m.

ATTEST: _____
Donna King, City Clerk



MARCELA SAPONE

CEO & Co-Founder, Alfred

u IV.A
Dist A

SUMMARY

As CEO and Co-Founder, Marcela Sapone launched Alfred with a mission to make help a universal utility in every home. Since 2014, under Sapone's leadership, Alfred has expanded to serve more than 105,000 homes in 21 markets across the United States and has been named to Fast Company's Top 50 Most Innovative Company list in 2018, 2019, and 2020.

As one of the first leaders in the sharing economy to advocate for fair compensation of service workers, Sapone adopted the company-wide policy of hiring all Alfred staff as W-2 employees instead of freelance contractors from the beginning. She has worked with the U.S. Department of Labor and the White House under the administration of President Barack Obama, as well as The Brookings Institute and The Aspen Institute's Economic Opportunities and Financial Security program to advance these efforts of economic security for the future of employment. Along with her Alfred co-founder, Jess Beck, Sapone supports founders who want to live more consciously through WHITESPACE Ventures, a seed investment firm focused on design-led tech for better business.

Named one of Goldman Sachs's "most intriguing entrepreneurs," Sapone writes and speaks frequently on principled leadership, human-centered technology, and her commitment to being a steward of good jobs and meaningful change. Her writing has appeared in Forbes, Quartz, and Recode, among other publications. She has been included in Fast Company's Most Creative People list and featured as the face of Consumer Tech in Forbes 30 Under 30. Sapone earned her BA from Boston University and holds an MBA with distinction from Harvard Business School.

CONTACT

ADDRESS | 1515 West Avenue, Norwalk CT

EMAIL | marcela.sapone@gmail.com

MOBILE | 646.436.6760

LINKEDIN | www.linkedin.com/in/marcelasapone/

SITE | www.helloalfred.com

EXPERIENCE

BRIDGEWATER ASSOCIATES Senior Business Associate | June 2013 - August 2013

AMERICAN SECURITIES CAPITAL PARTNERS Associate | August 2010 - July 2012

MCKINSEY & COMPANY Business Analyst | July 2008 - September 2010

EDUCATION

HARVARD BUSINESS SCHOOL M.B.A. | 2012 - 2015

- Distinctions in 1st and 2nd year

B.....

- Summa Cum Laude, Phi Beta Kappa, Trustee Scholar

..... B.S.B.A., Finance | 2004 - 2008

- Summa Cum Laude, Beta Gamma Sigma, Trustee Scholar

INTERNATIONAL HONORS PROGRAM Traveling Fellowship, Urban Planning & Economic Development | 2006

- Buenos Aires, Beijing, Shanghai, Bangalore

AMERICAN SCHOOL OF PARIS International Baccalaureate, Science | 2002 - 2004

RECOGNITION

- Recipient of Crain's 40 Under 40, Class of 2018 title
- Named Goldman Sachs's "most intriguing entrepreneurs"
- Financial Times' ArcelorMittal Boldness in Business Award nominee
- Included in Fast Company's Most Creative People list
- Featured as the face of Consumer Tech in Forbes 30 Under 30

ALAN K. DUTTON, CCM



GENERAL DATA

Residence: Norwalk, Connecticut 06850
28 Hunters Lane

Telephone: (347) 723-0053 (C)

Email: duttonal@aol.com

EDUCATION

Hollings College - Manchester, United Kingdom
Associates degree in Hotel and Catering Management
1966 to 1969

WORK HISTORY

Apr 2018 to GENERAL MANAGER
May 2019 The Tokeneke Club
Darien, Connecticut

Incorporated in 1907, The Tokeneke Club is a private, member-owned club located 45 minutes from New York City in the affluent suburb of Darien in Fairfield County, Connecticut. The Club is situated on a cove in a private enclave with views of the Long Island Sound. Beautifully landscaped homes and estates surround the property's six acres. Amenities include an 800 ft. private beach, a newly renovated 20,000-square-foot clubhouse, a beach side cabana, a bathhouse facility, a six-lane 25-meter pool with a diving well, nine Har-Tru tennis courts, four paddle tennis courts (located off-site), kayaks, paddle boards, and moorings. A children's camp runs from late June to early August and junior programs, as well as individual and group lessons for adults, are offered in tennis, swimming, diving, water polo, and sailing. The Club's season is Memorial Day through Labor Day with the office and support staff remaining year-round. Tennis facilities open early April and close in November, and from October to April off-site Paddle Tennis courts are available to members. Dining services are operational from April to November. Annual gross revenues are \$4 million, of which \$1.5 million is generated through food & beverage sales. There are approximately 130 employees at the height of the season.

Mr. Dutton was engaged for a 14-month period to oversee the Club for the summer season, establish new policies and procedures, and assist governance in transitioning to a new General Manager.

ALAN K. DUTTON, CCM

WORK HISTORY (continued)

Jun 1995 to GENERAL MANAGER
Apr 2018 Yale Club of New York City
New York, New York

The Yale Club was founded in 1897 on a shared common history with the goal of allowing Yale graduates the ability to continue the friendships they formed at Yale. Over its 120-year history, it has grown into the organization that its 11,000 members enjoy today. The Yale Club is open year-round and provides dining and entertainment venues featuring à la carte dining rooms, banquet facilities, meeting rooms, and 138 overnight guest rooms. The Club spends \$5.5 million annually in capital. Athletic facilities include a 1,000-square-foot fitness center with group exercise, three squash courts, spa treatment, and swimming pool. Gross revenues are over \$42 million with food and beverage revenues accounting for approximately \$15 million.

Mr. Dutton directed the Club's daily operations.

Earlier career:

Prior General Manager positions include the Penn Club and Williams Club in New York City, and earlier in his career, the Food and Beverage Director of the Harvard Club of New York. Mr. Dutton also spent 10 years working for Cunard Line on board the liner QE2 as a Hotel Officer.

PROFESSIONAL AFFILIATIONS/CERTIFICATIONS/AWARDS

Club Management Association of America (CMAA)

Sam Ebert

27 1st St
Norwalk, CT 06855
215-908-0138
samcebert@gmail.com



Experience

Cannondale Bicycles – Global Product Manager

July 2018 - Current
Wilton, CT

- Oversaw \$100million road bicycle product line annual life-cycle.
- Spearheaded development of road and urban bicycles and ebikes, as well as structured product specification and assortment for various international markets.
- Negotiated component pricing and streamlined component assortment to meet minimum order quantities and optimize lead-time, logistics, and assembly.
- Conducted market research by way of consumer surveying, social media data aggregation, competitive analysis, and engineering benchmarking.
- Collaborated with engineering and design departments to deliver safe, attractive, and high-performance product to end user.
- Travelled internationally to visit suppliers and attend trade shows, as well as present product launches to media, international distributors and consumers.
- Contributed to 10 year product roadmap, including projects outside of cycling industry.

Junto Cycle Works - Product Manager & Founder

August 2016 – June 2018
Philadelphia, PA

- Co-founded start-up focusing on mobility and alternative transportation.
- Identified needs of consumer to structure product design and specifications through surveys, interviews, competitor analysis, and history of work in industry.
- Tested and selected mechanical and electronic components that best accommodated the needs and demands of target consumer demographic and financial model.
- Established relationships and coordinated with multiple team members from OEM manufacturers and suppliers in China, Taiwan, Estonia, and USA.
- Oversaw production in China and attended trade shows in Taiwan and Germany to research emerging technologies and trends, as well as conduct meetings with partner businesses.
- Collaborated with contracted marketing firm to create digital marketing strategy, curate content, structure ad placement, and preserve brand identity and authenticity.
- Worked closely with designer and engineer to actualize and deliver product to market within target price and time-frame.

Wissahickon Cyclery/Engin Cycles– Service Manager/Frame Asst.

May 2013 – March 2016
Philadelphia, PA

Cadence Cycling and Multi-sport – Mechanical Services/Coaching Asst.

March 2016-March 2017
Philadelphia, PA

Education + Leadership

Kenyon College - BA, Studio Art

August 2010 - May 2014
Gambier, OH

Kenyon College Bicycle Cooperative – Founder + President

August 2010 - May 2014
Gambier, OH

Cycling Sports Group Community Outreach– Transportation Committee Member

May 2020 – Current
Wilton, CT

R. Richard Roina

ATTORNEY AND COUNSELLOR AT LAW

38 Post Road West
Westport, CT 06851

e-mail: rrroina@att.net

Telephone (203) 838-8804 x2
Facsimile (203) 222-7788

RESUME

6 Bayne St.
06851

EXPERIENCE:

January 1, 1994 to Present:

Sole Practitioner, 160 Water Street, Norwalk, Connecticut 0685; with a move in 2006 to 11 Goldstein Place, Norwalk, Connecticut 06855; with a move November 2010 to 16 River Street, Norwalk, CT 06855 and a move in February 2014 to 38 Post Road West, Westport, CT 06880

Approximately 97% of practice devoted to residential and commercial real estate acquisition and financing.

June 1979 to 1994:

Partner, Roina, Fiore & Fiore, 96 East Avenue, Norwalk, Connecticut 06851

Approximately 95% of practice devoted to residential and commercial real estate acquisition and financing, developer representation.

August 1975 to 1979:

Sole Practitioner, 189 East Avenue, Norwalk, Connecticut 06851 with a move in 1977 to 96 East Avenue, Norwalk. Equal split between real estate and civil litigation.

August 1973 to 1975:

Tierney, Anthony & Whelan, 7 Benedict Court, Greenwich, Connecticut 06830

General Practice: Focused on civil litigation

EDUCATION and LICENSE:

New England School of Law
Boston, Massachusetts
Juris Doctor Degree
Graduated Cum Laude

June, 1973

Admitted to Connecticut Bar

September 11, 1973

Juris No. 050824

Tamsen (Tammy) C. Langalis
11 Indian Spring Rd.
Norwalk, CT 06853
Tammy.Langalis@Raveis.com
203-644-2393



Employment:

William Raveis Real Estate, Norwalk/Rowayton, CT; Realtor 2007- present

Coldwell Banker Residential Real Estate, Norwalk, CT; Realtor 2003-2007

Liz Claiborne and Evan-Picone Sportswear, New York, NY; Sales 1984-1994

Community Involvement:

Sixth Taxing District, City of Norwalk; Commissioner and Chair; 2007- present

Board of Assessor Appeals, City of Norwalk; volunteer 2008-2011

United Church of Rowayton, Norwalk, CT; Deacon 2016-present, Board of Christian Outreach 2014-present, Board of Christian Education 2002-2006, member 1997-present

Rowayton Civic Association; Board Member and volunteer 2000-2005

Norwalk Land Trust; Member and volunteer 2006-present

Rowayton Gardeners; Member 1998-present

Professional Associations:

Consolidated Multiple Listing Service, Greater Fairfield County

National Association of Realtors

Darien Board of Realtors

Education:

Skidmore College: Bachelor of Science, 1984

References upon request.

Brian M. Baxendale
8 Seaside Place, Norwalk, Ct 06855

unaffiliated

Mentor and Chapter Chair, Score Fairfield County; Director, OutputLinks Inc.;
Board Director, Homes with Hope;
President, Pitney Bowes Document Communications Technologies [retired],

Life before full time career

Born in the mining valleys of Wales, UK. Graduated from Cambridge University with a MA in 1964.

Graduate thesis: "Urban Development of Southend-On-Sea."

Joined Ford Motor Company and later Mars Inc. before studying Industrial Administration at Bradford University [1970-1971].

Pitney Bowes Career [1971 to 2005] – Developing People and Business

Started in sales and marketing with Pitney Bowes, UK in 1971. Expanded responsibilities to cover customer service, product development, engineering, manufacturing and finance with experience extending to Europe, Africa, Middle East, China, Japan, India, south east Asia and Australasia.

Came to the US in 1990 with global marketing and product line responsibilities for Pitney Bowes High Volume Processing systems

In 1995 was appointed President of PB Document Messaging Technologies.

In 1998 promoted to Group President and Corporate Officer of Pitney Bowes Inc.

Member of Pitney Bowes Inc's management board [1999 – 2005]

Life after Pitney Bowes [2005 to present] – Give Back but Make Things Happen

Have worked with Habitat for Humanity, Junior Achievement, NEON and SCORE Fairfield County, Norwalk, a volunteer organization helping small businesses grow and contribute to the community.

In my SCORE, Norwalk activities I have worked with members of the Common Council and helped facilitate the update of the City' economic plan in 2014-15 for Mayor Rilling and Liz Stocker.

I have a strong interest in the City of Norwalk's redevelopment and achievement of a well-balanced community living space

Personal

Live in East Norwalk, Connecticut, with my wife, Marjolijn. Our sons, daughters and grandchildren are spread between America and Europe. I enjoy time rowing/sculling, business and community interests, growing SCORE Fairfield County and our extended family.

Contact Details

Cell: 1 203 512 5259 b.baxendale@gmail.com

November 2017

Steven Glenville Ferguson

203.822.4042

Email: ferguson06902@gmail.com

<https://www.linkedin.com/in/thebanker>



10 Adelson Ave., 06854

Profile

A seasoned financial business banking officer implementing business development initiatives to acquire new customer relationships and to retain current client relationships for a reputable mutually held financial institution. Perceived as a solution based team member with problem solving skills. Goal driven using relationship focused behaviors with attention to meet timely deadlines. Skilled communicator with management qualities needed to perform independently and in a team environment.

Accomplishments

First County Bank

Asst. Vice President- Business Banking Officer

2015-Present

Primary duties involve the development of new to bank business relationships in lower Fairfield County, CT. Relationship manager with a diversified loan portfolio of various businesses and industries. Presents full service suite of business banking solutions, offering business banking products to service prospective and existing business clients and their employees.

- Commercial Relationship Manager and Business Development Officer for commercial customers.
- Responsible for aggressively soliciting and servicing prospective customers, producing a variety of commercial loans. Generating and managing a portfolio of business and corresponding relationships.
- Establishing and expanding the existing book of business for branches from Greenwich to Fairfield, CT covering five branches in lower Fairfield County.
- Responsibilities include periodic financial reviews of existing clients. Review total relationship to ensure maximum utilization of all banking services and corporate initiatives are met and used. Joint calling efforts, marketing and referral management. Analyze each client's historical financial trends to anticipate current cash flow and long term needs.
- Non-Profit liaison for the First County Foundation. Relationship manager of the bank's community based non-profits. Monitor their long standing relationship, delivering over \$630,000 in grants per year.
- Daily communications with all referral sources, weekly branch huddles and management conference calls.
- Joint calling with senior management, branch personnel and Center of Influences to present the banking story and the community commitment to the clients we serve.
- Quarterly measures include Lending, Deposits, Merchant Services, Payroll and Cash Management

Selected Achievement:

Recipient of the Fairfield County's 40 under 40 award in 2016

Exceeded commercial loan and deposit goals for 2016.

First Niagara Bank
Vice President- Small Business Banking

2014-2015

Primary duties involve the strategy development to identify, source and present all business banking solutions by offering business banking products to service prospective and existing business clients and their employees. (Merger with Key Bank in 10/2015 resulted in the division moving out of state, recruited by First County Bank prior)

- Responsible for establishing and expanding the existing book of business for branches from Greenwich to Shelton, CT the 14 branches in Fairfield County.
- Daily communications with all referral sources, weekly branch huddles and management conference calls.
- Joint calling with management, branch personnel and Center of Influences to present the banking story and the community commitment to the clients we serve.
- Quarterly measures include Lending, Deposits, Merchant Services, Payroll and Treasury Management

***Selected Achievement:* Within first 90 days of employment closed a permanent commercial mortgage in 21 days.**

JP Morgan Chase Bank
Business Banker/Officer

2010-2014

Primary duties involve acquiring and the servicing of commercial, small business and private client relationships through sales efforts. Daily solicitations of various small business lending and deposit solutions. Lead prospecting contact person. Coordinate branches, center of influence and referral leads.

- Provides complex commercial lending solutions through financing options such as temporary financing, permanent commercial mortgages, lines and letters of credit
- Coach branch personnel to implement daily activities to connect multiple layers of business opportunities.
- Lead in implementing various business development efforts, including show coaching, follow-ups on referrals and provide result to management with best practices.
- Refer and coordinate with various professional contacts to maximize relationship potentials.
- Lead business banker for new businesses in the area. Utilize all search tools in local municipalities to identify new businesses.

***Selected Achievement:* Honored with MVP award by the National Sales Division at Chase in 2010 and 2013.**

Grew book of business from 9MM to 14MM

Commerce Bank/ TD Bank, Norwalk, CT
Store Manager/Business Development Officer/Assistant Vice President

2007- 2010

Primary responsibilities included the overall management of branch sales, service, client relationship building, portfolio growth, and profitability of the branch. Develop and direct branch performance levels and implement effective solutions for revenue improvement in targeted areas.

- Provided direction and coaching to branch staff concerning pro-active sales techniques/activities, timing of campaigns and measurement of results.
- Responsible for hiring, performance improvement plans, reviews, promotions, salary recommendations and terminations of their direct reports.
- Lead analyst on client portfolios. Direct client contact and relationship building. Examine the financial structure of personal and business clients to provide sound advice to upper management for relationship expansion or reduction. Analyzing financial trends of the market, gathering reports, to facilitate staff meetings.
- Travel to prospective client's place of businesses and residences to provide exceptional service and personal touches to complex and irregular financial transactions.

People's Bank, Stamford, CT
Financial Services Manager/Assistant Vice President

2004- 2007

Primary responsibilities included the overall management of branch sales, service, client relationship building, portfolio growth, and profitability of the branch. Develop and direct branch performance levels and implement effective solutions for revenue improvement in targeted areas.

- Provided direction and coaching to branch staff concerning pro-active sales techniques/activities, timing of campaigns and measurement of results.
- Responsible for hiring, performance improvement plans, reviews, promotions, salary recommendations and terminations of their direct reports.
- Lead analyst on client portfolios. Direct client contact and relationship building. Examine the financial structure of personal and business clients to provide sound advice to upper management for relationship expansion or reduction. Analyzing financial trends of the market, gathering reports, to facilitate staff meetings.
- Travel to prospective client's place of businesses and residences to provide exceptional service and personal touches to complex and irregular financial transactions.
- Provide direction to ensure monetary and lending compliance procedures are in place to support Federal and State driven laws.

Selected Achievement: For the 2nd and 4th Quarter 2005 awarded a bank wide competition of exceeding by far in Profitability and Revenue targets. The best branch out of 160 branches in Connecticut for 4th Quarter 2005 "MVP award" for best out of the best in Feb 2006. Top performer of closed Mortgage and Equity based products of People's Bank in Annual sales for the 2006 year.

Wachovia National Bank, Stamford Executive Office, Stamford, CT
Financial Specialist Officer

1999 - 2004

Primary responsibilities involve acquiring and servicing personal and business clients. Provided deposit products, insurance, investments and residential and commercial loans. Regular reviews of credit risk, cash flows, and financial statements to lend.

- Analyze client portfolios and make recommendations in order to assist clients in attaining their financial goals.
- Perform reviews of clients' current financial resources and financial position, identify appropriate products that will fit their needs and provide added value to their existing portfolio.
- Assist in implementing various business development efforts, including conducting telemarketing solicitations and sales seminars.
- Collaborate with the residential mortgage processing team on documentation needed, call-outs for documentation/follow-up as well as communication the loan decision to the customer.
- Plan and execute business goals and objectives to acquire \$1M in business and personal loans; \$650k in new client deposit accounts; and \$300k investment portfolios per month.

Selected Achievement: Inducted into "High Five Club" within one year of employment.

Education/Certifications:

- University of Connecticut-pursuing Bachelor of Science in Business Administration
- Connecticut Conference of Municipalities CCM trained
- State of Connecticut Life and Health Insurance License
- Investment Company Products/ Variable Contracts-Series 6
- Investment Company Products/ Variable Contracts-Series 26
- Uniform Securities Agent State Law Exam-Series 63
- National Mortgage License ID 201750
- Certificate Program with American Bankers Association: Business and Consumer Credit Underwriting, Tax Preparation and Review.
- State of Connecticut Notary Public

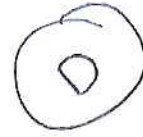
Boards/Interests:

- Vice Chairman- Planning Commissioner City of Norwalk, CT 2nd Term
- Past- City of Norwalk Subdivision Committee Chair
- City of Norwalk Capital Budget member
- Board of Directors Human Services Council
- Board of Directors Side by Side Charter School Norwalk, CT
- Past Secretary of the Rotary Club Norwalk CT
- Member of the Norwalk, CT Chamber of Commerce
- Member of Westport, CT Chamber of Commerce

References upon request

Matthew O'Callaghan

8 Mill Brook Dr
Norwalk, CT 06851
(203) 722-1585
mattocallaghan16@gmail.com



ACTIVITIES

- Drama Club - 4 years
 - Leadership & Time Management
- Marching Band - 4 years
 - Discipline & Time Management
- Drum Major - 1 year
 - Leadership & Organizational Skills
- Chamber Singers - 3 years
 - Musical Skills & Creativity
- Western Regional Choir - 1 year
 - Cooperation & Patience

VOLUNTEERING

- **Night in a Box** - 4 years - A youth group project at St. Jerome Church to serve the homeless community through activities such as volunteering at the local shelter with food sorting and planting, and cleaning the entire church. At night, we construct shelters out of cardboard boxes and sleep outside, raising awareness of the homelessness issue in our community.
- **30 Hour Famine** - 3 years - A youth group project centered around raising money to support starving children in third world countries. All participating teens refrained from eating for 30 hours, and participated in several community service events throughout the day and into the night.
- **T.A.I.L.S.** - 1 year - I volunteer at my local Petco where they have a partnership with the T.A.I.L.S. organization. Every Friday, I go to help take care of kittens with no home, hoping to be adopted. Caretaking didn't just involve entertaining the kittens, but also cleaning up after them, feeding them, and washing their crates.

SKILLS

- Computer skills include:
 - Microsoft Word/Google Docs - Proficient
 - Microsoft Excel/Google Sheets - Proficient
 - Microsoft Powerpoint/Google Slides - Proficient

INTERNSHIPS

- State Representative Lucy Dathan
 - 2020 CT General Assembly
- State Representative Candidate Stephanie Thomas
 - 2020 CT General Assembly

Marc Alan

71 Aiken Street Unit House M1
Norwalk, CT 06850
(203) 275-8672 ext 107 (day)
917-275-6757 mobile

Executive Summary:

Marketer, Public Relations Specialist, and Event Production Manager with 30 years professional experience in music and arts related fields. Community-minded, conceptual, outside-the-box-thinker, problem solver and team player.

Present:

Factory Underground Meda/Studio, Norwalk CT
Director of Marketing, Business-Owner (2012-2018)

Wall Street Theater, Norwalk CT
Front of House Audio Engineer (2018)

Wall Street Neighborhood Association
Voting Member (2018)

Norwalk First Friday
Co-Founder (2018)

Norwalk Arts Commission
Non-Voting, Attending Member (2018)

Carver Foundation of Norwalk
Marketing Board Member; Gala Event Production; Video Production (2017-2018)

Professional Experience:

Bestek/Abott Audio, Hempstead, LI
Front of House Audio Engineer
Technician for Special Events at high profile venues including Ellis Island, Liberty Island, Harvard, Club, etc. (2010 - 2016)

Convene Corporate Conference Centers, New York, NY

Front of house Audio Engineer

Technician for high profile corporate events at locations including Conde Nast Offices, World Trade Center (2009 - 2017)

Armed Forces Entertainment, Department of Defense, Washington DC

Front of House Audio Engineer and Tour Manager (2004 - 2016)

House of Blues, Live Nation, New Orleans, LA

Front of House Audio Engineer (2004)

Studio Instrument Rentals (SIR Studios), New York City

Studio Manager, Front of House Audio Engineer (1993 - 2003)

Personal and Professional References Upon Request

ROBERT ABRIOLA

7 Blake Street Norwalk, CT 06851 • 203-257-9856 • habriola@ymail.com

R

CLIENT RELATIONSHIP MANAGEMENT AND MARKETING LEADER

Dynamic senior executive with over 30 years of experience in creative operations, client relationship management, marketing services, print production and P/L management. Demonstrated ability to supervise, motivate, and manage highly productive creative teams across multiple site locations in retail, consumer products, manufacturing, financial and service categories. Expertise in business strategy and execution, relationship building, process management, and execution. Career history exhibits strong leadership, problem-solving, and excellent communication skills through:

CORE COMPETENCIES

- Team Leadership & Collaboration
- Strategic Planning & Execution
- Sales / Business Development
- Marketing Strategy
- Supply Chain Management
- Procurement & Negotiation
- Process Improvements
- Cost Savings Strategies
- Operations / P&L Management

SELECTED CAREER HIGHLIGHTS

- Developed and supervised over 200+ strategic marketing solutions annually across multiple site locations
- Leading account management efforts across marketing clients that is delivering \$9.2MM in annual revenue
- Identified account growth initiatives to drive same account growth of \$2.3MM in additional revenue for 2018
- Spearheading \$1.3MM in value engineering, optimization and innovation strategies on current accounts efforts
- Negotiated all annual RFP efforts over 9-year period at Affinion Group that yielded \$72MM in total savings
- Negotiated \$63 million in annual print savings across 8 Apollo Management portfolio companies

LogicSource

Affinion

EMI

grafico
marketing group

C
cannondale

PROFESSIONAL HISTORY

LogicSource Norwalk, CT *Managing Director, Client Relationship Management* 2013 – Present

Marketing business leader and relationship owner across industry sectors in marketing, consumer packaged goods, and retail

- Leading business strategy and account performance, P&L, delivery of services, KPI's, SLA's, and same account growth
- Driving innovation and optimization strategies to ensure increased account value and creative operational success
- Realized \$2.3MM in same account revenue in 2018
- Successfully negotiated 3 contract renewals in 2016 to delivery \$3.1MM in annual revenue
- Recipient of the team "Triple Crown" award for same account Growth, Renewability, and Referenceability
- Received team "Golden Wrench Award" as recognition for new workflow efficiencies and account performance

Clients: Cerveu, MBI, Big Lots, BJ's Wholesale Club, Boston Beer Company, Dish Network

Vice President, Client Relationship Management 2015 – 2017

Business strategy, client relationships, account development, P/L and commercial performance. Handled all problem solving critical to client expectations and creative operational success. Driving innovation, optimization, and value-engineering strategies

Vice President, Client Engagement 2013 – 2015

Senior transition lead of client engagement strategies across retail and consumer packaged goods partners. Worked in tandem with client solutions team to assist client consultation process and lead implementation through completion.

Affinion Group – Stamford, CT *Group Vice President, Marketing and Graphic Services* 2009 – 2013

Directed the execution of all marketing efforts from strategic campaign development through manufacturing and delivery

- Successfully supervised a large team of over 80+ associates across multiple site locations
- Handled all supplier relationships, negotiations, and procurement of \$100+ million in annual spend
- Managed 5,000+ performance based marketing programs annually across multiple media channels
- Managed execution of over 800+ million pieces of direct mail annually
- Negotiated RFP efforts for all direct mail, advertising, point-of-sale, and retail; over \$70 million in total savings
- Improved speed to market by instituting process improvements including electronic workflow and tracking, external web-based approvals, and electronic file transfer of PDF workflow for manufacturing

Vice President, Marketing & Creative Services 2002 - 2009

Supervised the design, creative and production of all marketing material, member communication, and lead generation efforts

- Led the creative development of direct mail, advertising, in-branch marketing, fulfillment, POS, and publications
- Internalized new publications division from an outsourced function; achieved a 30% reduction (\$2.5MM) in operation costs
- Developed annual VRP (volume rebate program) across suppliers to generate over \$9.8 million in savings
- Instituted 30% Post-Pay program for all invoicing to reduce production costs by \$800K - \$1.2 million annually
- Supervised a 60,000 square foot fulfillment and manufacturing facility in Cheyenne, WY

Director, Creative & Graphic Studio 1998 - 2002

Supervised the development of all marketing materials for direct mail acquisition, member communication, and publications

- Managed team of 25 associates to support marketing development, strategy, product services, and client services
- Developed new creative services function to augment existing graphics department reducing creative costs by \$285K
- Hired and trained personnel, instituted policy and procedures, and created structure for optimal output of design and production
- Retired dated operating system and introduced new Macintosh electronic workflow improving speed to market by 42%; improved overall production quality control by 92%

RMT Universal Music Group New York, NY Director, Creative Services 1993 - 1998

- Supervised the design and production of all commercial packaging, advertising, merchandising, POS, and promotional material
- Managed 18 associates including art directors, designers, copywriters, print managers, photographers, illustrators, and suppliers
- Developed in-house creative services department from out-sourced function saving \$650K in annual costs
- Hired personnel, instituted policy and procedures for high-level output of over 1,100 yearly CD releases
- Forecasted and managed \$4 million packaging budget and negotiated manufacturing contracts

Gráfico Marketing Group White Plains, NY Creative Director/Senior Designer 1991 - 1993

Directed the design and production of advertising and promotional material for full service advertising and design firm

- Managed in-house creative staff and supervised outside support personnel
- Managed client communication for all marketing, creative, and production delivery

Russage Associates New York, NY Director of Creative Services & Operations 1988 - 1991

Handled all client interfacing including business development, delivery, and execution of planned production strategies

- Supervised creative, mechanical production, photography, pre-press and retouching for production firm
- Handled studio operations, scheduling, purchasing, client consultations and new business development

Cannondale Corporation Bethel, CT Art Director 1988 - 1991

Directed and produced all advertising, product, and promotional material for a national bicycle manufacturer

- Supervised in-house creative staff, managed project scheduling, photography, graphics, and printing

EDUCATION

Southern Connecticut State University New Haven, CT

Bachelor of Science: Marketing / Graphic Design

Yale University New Haven, CT

Communication Arts Internship

School of Visual Arts New York, NY

Advanced Design Courses (Milton Glaser / Paul Rand)

Large Format Photography

PROFESSIONAL AFFILIATIONS

The One Club for Creativity / Advertising Club of Westchester / Marketing Executives Group / Print & Print Production
DMA Direct Marketing Association / Digital Marketing / Future Trends / Direct and Database Marketing / Direct Mail Group
Procurement Professionals / Print Production Professionals / Financial Services Marketing / Print Industry Networking Group
Sales & Marketing Executives / Marketing Edge / eMarketing Association Network

SOFTWARE PROFICIENCY

Microsoft Office (Word, Excel, PowerPoint, Outlook)

Adobe InDesign, Illustrator, Photoshop, Acrobat Pro DC

(R)

Carl E Dickens

2/1/2018



166 1/2 East Rocks Road Norwalk, CT 06851
203 247 6817
cedtexas@hotmail.com

ACCOMPLISHMENTS

A senior manager in the Media, Research & Marketing industry with various management roles described below. I have been very successful in all of my roles. I have improved ratings, revenue, and the bottom line at every company. Managed struggling CBS Media Properties to number one in their markets and made them profitable. Improved the bottom line for Arbitron as West Coast Manager. I also improved the bottom line for CMR in the mid-west and south-west by managing two offices when I joined the company in 1995 and continued to do so at Kantar Media. During my 20 years with Kantar, through ownership and leadership changes, the media business grew every year to a plus 96% market share. In my position, I was responsible for over 50% of the revenue for the Media Intelligence sector.

EDUCATION

Education:

- BSC in Journalism Ohio University, Athens, Ohio
- Graduate CBS School of Management
- Graduate Kantar Maestro Management Program

EXPERIENCE

Employment History:

President

Jack T Wolf LLC

December 2015-Present

Jack T Wolf is a company that was formed in the early 1990's. Because of my position with Kantar Media I was on sabbatical from the company. I am now back with the company and we are bringing to the table over 40 years of on ground experience in Media Sales, Research, Marketing and

Promotions. The company when formed with Bruce Marr a giant in the talk radio industry worked with a number of radio groups and stations on sales and marketing. Since then I have worked with the largest Media companies in Broadcast, Print, Outdoor, and Digital. The goal of Jack T Wolf is to help companies make an ROI on their investments in talent, research tools, strategic, and tactical investments. The experience that Jack T Wolf LLC can bring to your company is not theory but solid practical experience from years of being in the trenches with our business partners. Companies such as Twitter, Lyft, MRP Advisers, Coda Research, The List, Everwise, Coleman Research, GLP Research Doug Stephan Media.

Kantar Media New York
SVP of Media Sales

January 2002 – November 2015

- Management responsibility for the media sales team as well as the agency advertiser sales teams. Responsibility for Media team since beginning of job.
- Responsible for \$50+ million in revenue, which represents over half of all revenue for the company.

Competitive Media Reporting
Vice President of Sales Western Division TNSMI/CMR

August 1995 – January 2002

- Responsible for all accounts of the Dallas, Chicago, Los Angeles offices
- Also responsible for the sales personnel and Client Service Representatives in Chicago, Dallas and Los Angeles.

Arbitron TV

Station Sales VP West

Mid-91-Aug 95

CBS Inc.

San Francisco, Chicago, Philadelphia

1981-Mid 1991

- AOR/KRQR, San Francisco Vice President/GM
1991

1986-Mid

- WBBM, Chicago Director News & Programming

1984-1986

- WCAU, Philadelphia News Director

1981-1984

In the above management positions, I was responsible for both personnel and budgets. I have set budgets, followed them, met them and have been totally accountable for the bottom line. Track record of continually growing business year over year with no misses.

Organizations:

- Sigma Delta Chi
- Radio TV News Directors Association
- American Legion
- Golf Society of America, USGA, and PGA Partners Club

Community Involvement:

Texas

1995 – 2002

- Member of the Planning & Zoning Commission City of Highland Village, Texas
- Member of the Ways & Means Committee City of Highland Village, Texas
- Member of the Community TV Committee City of Highland Village, Texas
- Member of the Covenants Committee Highland Shores Home Owners Association

Activities:

- Golf, Horse Back Riding, Auto Races, Reading, Media Sales Marketing Research

Leading and directing a team in a very competitive business to grow revenue and market share year over for the past 20 years.

Very skilled negotiator and learned in business law and contractual agreements.

Exceptional presenter, able to think on my feet and adequately answer questions

Strong educator and mentor to sales team with tremendous longevity of team members.

Remarkable eye for new talent in the field

Knowledgeable in Media, Marketing, Research business for both traditional and digital as well as the programmatic marketplace.

Very skilled with the Microsoft Business Suite and Office 365, Outlook, Word, Excel, PowerPoint, One Drive.

Babar R. Sheikh

22 Van Ness St, Norwalk, CT 06850

sheikhbr@gmail.com 203 564 0991



Experience

Wilton Riding Club

5 seasons

- Operate cafeteria from Memorial Day to Labor Day
- All staffing, catering & operational responsibilities
- Designing annual menus for the season and special events
- Controlling labor and food cost to maximize profits

Sand Wedge Deli & Catering

2004 to 2019

- Family business started with brothers in 2005, original location in Ridgefield, CT
- Expanded to Norwalk in 2014
- Daily operations, marketing & accounting responsibilities
- Managing web presence and online ordering capabilities
- Working with local schools & businesses to build a stronger community

John Hancock Agency

2002 to 2004

- Sales associate for insurance agency, specializing in Long Term Care Insurance
- Worked with Foster Thomas to expand their portfolio of business clients
- Cold calling all day and networking on weekends

Education

James Madison University, BBA in Computer Information Systems 2002

The Hill School, Class of 1998



Joseph D. Andrasko

203.650.3301

jdandrasko@gmail.com

28 Dock Rd, Norwalk, CT 06854

SUMMARY

- Proven leader with professional background in consumer finance and formal education in pure mathematics. Interested in apply management skills and analytic discipline to new challenges.

PROFESSIONAL EXPERIENCE

Synchrony Financial in Stamford, CT

July 2015 – Present, **VP – Reserves**

- Lead team responsible for Allowance for Loan & Lease Losses (“ALLL”, reserve funds held for future defaulted loans), leveraging quantitative models and employing judgmental framework for a \$70bn Credit Card portfolio
- Lead Working Group meetings to gather input from teams around the organization, and Executive Committee meetings to communicate components of ALLL estimates, process developments, and Working Group conclusions
- Implement a strong governance framework of documented process risks and controls to assure compliance with regulatory expectations and accounting principles
- Direct R&D related to Credit Risk management and ALLL, especially with respect to credit analytics, modeling techniques, and a new accounting standard taking effect in 2020 (ASC 326, aka “CECL”)
- Owner of ALLL models, with responsibility over model development, governance, and ongoing monitoring
- Central point of contact for all regulatory, internal audit, and external audit reviews

Rowayton Woods Condominium Association in Norwalk, CT

Sept 2014 – July 2016, **Treasurer (non-executive, volunteer)**

- Managed \$1.3MM annual cashflows for a 200+ home condominium community in Norwalk, CT, including AP / AR, drafting budgets, delinquency management, contract renegotiations, and long-term capital planning
- Tracked cashflows on a weekly basis to help advise the Board of Directors on fiscal strategies to achieve community capital investment priorities and increase property values
- Developed income and expense budgets (with the advice of a resident committee), managing short- and long-term projects, and delivering written and town hall-style explanations of expenses and common fee rate increases
- Worked with an independent accounting firm to perform audits of financials, as required in community by-laws
- Created central email & document control system and the role of Assistant Treasurer to assure seamless successions
- Volunteer member of committee responsible for revising community declarations, by-laws, and rule book

General Electric Capital Corporation in Norwalk, CT

Aug 2013 – July 2015, **Portfolio Risk Analysis, Global Consumer Portfolio**

- Coordinated central HQ review of credit quality for a \$100bn consumer lending portfolio (Credit Cards, Mortgage, Auto, and Personal loans) across businesses in the U.S., Europe, and Asia
- Innovated comprehensive dashboard monitoring of portfolio quality (using data visualization principles) used as actionable reporting for the Senior Leadership Team and Board of Directors
- Assured adherence to internal policies & procedures, including writing / revising and enforcing global policies to comply with regulatory standards and accounting guidelines
- Partnered with country teams & external vendors to remain informed of developments in foreign regulatory changes, macro-economics, FX dynamics, underwriting & collections changes, and operational issues

RBS Citizens Financial Group in Bridgeport, CT

July 2010 – August 2013, **Director of Consumer Credit Card Risk**

- Managed credit, compliance, and operational risk teams for a \$1.5bn Credit Card portfolio, partnering with Marketing, Finance, & Product teams to assure portfolio profitability and prudent growth
- Directly responsible for three distinct functions: Loan Originations Strategy, Portfolio Management, and Underwriting; indirectly responsible for Operational & Regulatory Risk, Portfolio Profitability, and Governance
- Managed audits and reviews from both internal & external audit teams and regulators (OCC, FSA, FDIC)

- Seated on multi-functional committees covering Risk Policy, Revenue Enhancement, ALLL, CCAR, and Model Risk; regular presenter at Vice Chairman's Business Line Reviews
- Delivered on new account and profitability targets after the financial crisis by implementing risk-based strategies while expanding access to credit for the bank's customer base
- First consumer portfolio with internal asset quality rating upgraded from "Satisfactory" to "Strong" post-crisis, by deliberately reaching and maintaining historically low loss rates before peer group and other lending portfolios

Nov 2008 – July 2010, Head of Consumer Loss Forecasting

- Led a team of analysts creating credit loss, delinquency, and recovery forecasts for a \$55bn consumer loan portfolio, spanning Mortgage, Auto, Student, Credit Card, Overdrafts, and Home Equity & Unsecured Line & Loan products
- Uniquely structured organization allowed close alignment with Collection Strategy and Operational teams, in addition to traditional Finance and Risk collaboration, to build well-balanced forecasts
- Achieved less than 1% variance from credit loss budget during the financial crisis
- Built or redeveloped models for all Consumer portfolios within 4 months of taking role, in accordance with model development regulatory standards and business requirements
- Contracted with 3rd party vendor to develop empirically derived and statistically sound models

Dec 2005 – Nov 2008, Senior Analyst, Loss Forecasting and Provisioning

- Forecasted monthly credit loss and recovery for Credit Card portfolios
- Built and maintained financial models using vintage and calendar roll-rate methodologies, Markov transition matrices, seasonal indices, score segmentation, batch-tracking, and other methods
- Studied macro-economic and industry trends relative to portfolio dynamics resulting from management initiatives
- Presented to senior management on forecast variance, collections targets, budgets, and monthly FY forecasts, among other ad hoc reporting and research

EDUCATION

University of Connecticut in Storrs, CT

2003 – 2005, M.S. Mathematics (Algebraic Number Theory)

- Thesis: *Profinite Groups and Infinite Galois Groups*, prepared under advisor Dr. Keith Conrad
- Taught Problem Solving and Discrete Mathematics courses, including classroom lectures, test and lecture writing, curriculum development, grading, and one-on-one office hours

Loyola College in Maryland in Baltimore, MD

1999 – 2003, B.S. Mathematics, with concentration in Pure Mathematics

- Dean's List honors in Spring 2001, Spring 2002, Fall 2002, and Spring 2003
- Elective studies in Music Theory, Piano Performance, Philosophy, Political Science, and French

ADDITIONAL SKILLS, ACCOMPLISHMENTS, & AFFILIATIONS

- Host Committee member for the primary 2017 fundraising event for the Triangle Community Center of Norwalk
- Selected to attend Synchrony's People Leadership Experience management training, focused on personal operation styles, interpersonal communication styles, and building / optimizing teams
- Selected to attend the Citizens Leadership Development Conference, executive training hosted by Babson College focused on entrepreneurship, function management, and team motivation
- Global Association of Risk Professionals, Professional Risk Manager's International Association
- Well-versed in the entire MS Office Suite, especially EXCEL, PowerPoint, and Word. Familiar with SAS, SQL, ACCESS, MATLAB, Minitab, BASIC, and Visual Basic

**Norwalk Police Department
Administration**

Memo

To: Common Council, Health and Public Safety Committee

From: Deputy Chief Susan Zecca *SAZ*

Date: June 21, 2021

Re: Common Council Authorizations

The Police Department is in the process of revising our background procedures. As part of those revisions, we are looking to use a cloud-based software platform by Guardian Alliance Technologies, Inc., to track background investigations. The platform will allow for all data to be tracked, stored and shared electronically. Additionally, the platform provides social media screening. There is no annual agreement costs. It is a pay per use system, therefore, annual costs would be based on the number of candidates the system is used for each year. The approximate cost per candidate will be \$102.

The 2021 Bureau of Justice Assistance Edward Byrne Memorial Justice Grant Program application period is now open. This is a formula grant that the City of Norwalk is allocated to apply for \$35,428. This grant funding has historically been used to provide additional selective enforcement patrols related to hotspots and motor vehicle violation enforcement. After reviewing the grant requirements and Department needs, we seek to use the funding for selective enforcement patrols again this year.

We are requesting the following authorizations:

1. Authorize the Mayor, Harry W. Rilling to enter into Platform Activation agreement with Guardian Alliance Technologies, Inc. Account.
- 2a. 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 FY 2021 Edward Byrne Memorial Justice Assistance Program, in the amount of \$35,428.
- 2b. Authorize the Police Chief, Thomas Kulhawik to execute any and all agreements, documents, instruments and amendments thereto as may be necessary to implement all programs through the FY 2021 Edward Byrne Memorial Justice Assistance Grant program pursuant to such grant funding.

Platform Activation Agreement

This Platform Activation Agreement ("Agreement") is made as of the "Effective Date" as set forth on page 4 hereof, by and between Guardian Alliance Technologies, Inc. ("Guardian"), located at 11 S. San Joaquin St., 8th Floor, Stockton, CA 95202, and:

Customer Name (hereinafter referred to as "Customer")

Officer or Authorized Representative Name and Title

with an address of

Street Address, City, State, Zip

WHEREAS, Guardian has developed a cloud-based software platform (the "Guardian Platform") for use by law enforcement agencies in performing employment related background investigations; and

WHEREAS, Guardian has integrated Social Media Screening functionality into the Platform, the technology for which is provided by Fama Technologies, Inc. Fama is a third-party beneficiary of this Agreement; and

WHEREAS, the Customer desires to utilize the Platform, and Guardian desires to provide the Platform to the Customer pursuant to the terms and conditions of this Agreement,

A G R E E M E N T

NOW, THEREFORE, in consideration of the promises and covenants contained herein and the foregoing recitals, which are hereby incorporated into this Agreement, the Parties agree that the Terms of this Agreement shall govern Customer's of the Services as defined herein:

I. DEFINITIONS.

- 1.1 "Account Administrator" means an individual responsible for authorizing and managing all activity occurring under the Customer's Account.
- 1.2 "Authorized User" means an individual registered and identified by the Account Administrator by name who is authorized to use the Services on behalf of the Customer.
- 1.3 "Terms of Service" means, collectively, the Guardian Terms of Service and Guardian Privacy Policy. The Terms of Service may be updated from time to time at the discretion of Guardian and/or any Integrated Service providers as defined in the Guardian Terms of Service, respectively.
- 1.4 "Social Media Screening" means the collection of publicly available online Applicant information through the use of web-based software as a service software application owned by Fama Technologies, Inc. For the purpose of this Agreement, Social Media Screening is referred to as an "Integrated Service".
- 1.5 "OnDemand Services" means services available through the Platform which are available for a fee.

2. **FCRA Compliance.** Customer hereby acknowledges that Customer is solely responsible for its compliance with the Fair Credit Reporting Act ("FCRA") and any applicable state and local consumer reporting laws, in connection with its use of the Screening Service, if applicable.

3. **Scope of Services.**

3.1 **Activation.** By entering into this Agreement, Customer hereby requests that Guardian establish and activate a Customer Account on the Guardian Platform for use by Customer and its Authorized Users.

3.2 **Free and OnDemand Features.**

(a) Certain features of the Guardian Platform are complementary (free for all to Users). Other features are available on an OnDemand basis and if/when Customer uses these features, a fee will be charged to Customer. Current OnDemand Features include:

(i) Investigation Processing

(ii) Social Media Screening

(b) Customer is under no obligation to use the OnDemand Features. Notwithstanding the foregoing, upon entering into this Agreement, Guardian shall make the Investigation Processing Services and Screening Services available for Customer's use on an OnDemand basis subject to the Fees set forth in Section 3.3 herein.

3.3 **Fees.**

(a) Investigation Processing - \$50 per investigation assigned to an investigator.

(b) Screening Service - \$40 per screening.

3.4 **Payment Terms.** Customer will be invoiced at the beginning of each calendar month for all use of the Investigation Processing and Screening Service features during the previous calendar month. Invoices will be due upon receipt. Invoices shall be considered past due after 45 days from issuance.

3.5 **Failure to Pay/Customer Conduct.** Guardian reserves the right to deactivate Customer's access to the Platform if any payment is not received within 60 days of the invoice date.

3.6 **Late Fee.** Guardian reserves the right to charge a late fee of 1.5% per month on all invoices not paid within 60 days of issuance.

3.7 **Additional Authorized Users.** The Account Administrator shall have the authority and ability, through their User Account, to establish as many User Accounts for other individuals in their organization who are Authorized to use the Services on Customer's behalf. Additionally, the Account Administrator shall be responsible for deactivating Authorized User accounts when necessary.

3.8 **Security.** Each of the Parties agree to maintain a security program consistent with federal and state laws, regulations, and standards, including the CJIS Security Policy, as well as any other applicable policies and standards established by the Criminal Justice Information Services (CJIS) Advisory Policy Board (APB).

3.9 **Terms of Service.** By accessing and using the Services, Customer agrees to be bound by the Guardian Terms of Service. To the extent that any of the provisions of the Guardian Terms of Service differ from any of the provisions contained in this Agreement, the provisions contained herein shall supersede.

4. **Whitelist.** Customer hereby agrees to whitelist all domains as may be indicated by Guardian at any time during the Term of this Agreement, including but not limited to:

- (a) guardian.network
- (b) www.guardianalliancetechnologies.com
- (c) www.guardianalliancetechnologies.com

(Note: Content filtering systems in use by Customer, if any, may unexpectedly cut parts of html pages out of the user interface as well as some email traffic, lead to unexpected errors, broken links, unclickable buttons, partially loaded pages or other unintended/unpredictable behaviors with the Services. These issues are completely resolved by "whitelisting" all Guardian domains.)

5. **Intellectual Property Infringement.** Guardian shall indemnify, defend or, at its option, settle any third-party claim, suit or proceeding against customer to the extent based on a claim that the services (excluding any third-party software) infringes any united states patent, copyright, trademark or trade secret and Guardian shall pay any final judgment entered against customer in any claim, suit or proceeding or agreed to in settlement. Customer will notify Guardian in writing of the claim, suit or proceeding and give all information and assistance reasonably requested by Guardian or its designee. If use of the services is enjoined, Guardian may, at its option, do one or more of the following: (i) procure for customer the right to use the services, (ii) replace the services with other suitable services or products, or (iii) refund the unearned prepaid portion of the fees paid by customer for the services or the affected part thereof (if any). Guardian will have no liability under this section 5 to the extent a claim or suit is based upon (a) use of the Guardian Platform in combination with software not provided by Guardian if infringement would have been avoided in the absence of the combination, (b) modifications to the Guardian Platform not made by Guardian, if infringement would have been avoided by the absence of the modifications, or (c) use of any version other than a current release of the services, if infringement would have been avoided by use of a current release. This section 5 states Guardian's entire liability and customer's sole and exclusive remedy for intellectual property infringement or misappropriation claims.
6. **Counterparts.** This Agreement may be executed in any number of counterparts, and each executed counterpart shall have the same force and effect as an original instrument.
7. **Amendment.** The parties may amend this Agreement only by a written agreement of the parties that identifies itself as an amendment to this Agreement. If any part of this Agreement is found invalid or unenforceable that part will be enforced to the maximum extent permitted by law and the remainder of this Agreement will remain in full force.
8. **Marketing.** Guardian may use Customer's name as part of a general list of Customers and may refer to Customer as a user of the Services in its, general advertising and marketing materials.
9. **Invoicing Contact Information.**

Key contact for invoicing	
Email address for invoicing	
Phone number for invoicing	
Customer Address for Invoicing (if different from above)	

IN WITNESS WHEREOF, the parties are causing this Platform Activation Agreement to be executed by their duly authorized representatives.

Customer:

Guardian Alliance Technologies, Inc.:

Signature of officer or authorized representative

Signature of officer or authorized representative

Print Name

Title

Adam Anthony

COO

Print Name

Title

Effective Date



(415) 655-2240

GET STARTED



1. IDENTIFY THE INDIVIDUAL



2. GATHER RELEVANT INFORMATION



3. ANALYZE AND REPORT



4. ESTABLISH A RELATIONSHIP



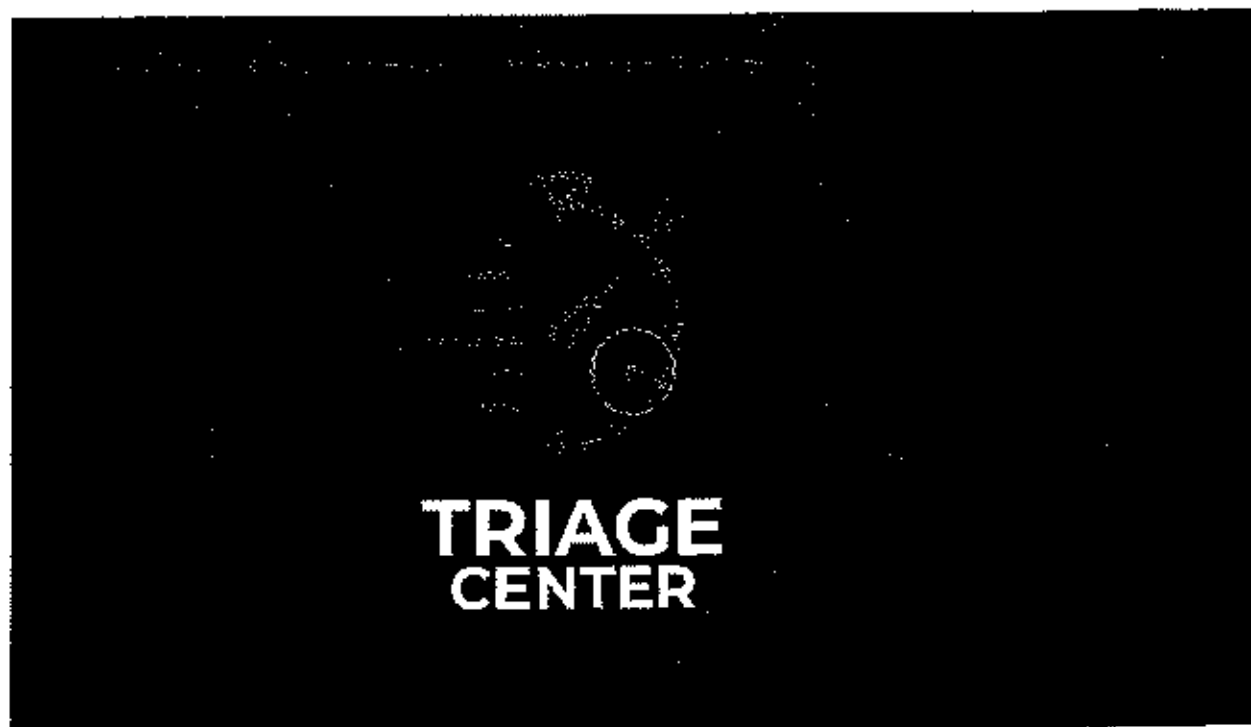
5. OBTAIN A VERIFICATION

A Simple 3-Step Process

Guardian's time-saving tools were developed specifically to mimic and enhance your existing investigation process. Leveraging technology provides new ways to interact with available information in ways never before possible.

Triage Center

Collect applicant history and pre-screen.



Investigation Center

Conduct a full investigation.



Approval Center

Get sign-off from command staff.



ID Report

All investigation data neatly files into a convenient web-based report.

The screenshot displays the Jane Guardian web interface. At the top left, there is a small profile picture of a woman, followed by the text "Jane Guardian", "Academy 457", "Police Officer", and "Applied: 17 days ago". Below this, a sidebar menu lists various investigation categories: Overview, Advisements and Waivers, Personal History Questionnaire, Fingerprints / Firearms, Driving Record, LE Checks, Financial Check, Education Verification, Citizenship / Age Verification, Military History, Dissolution of Marriage, Employment History, Relatives / References, Neighborhood Checks, Med / Psych Clearances, Polygraph / CVSA / Eye Detect, and Misc. Doc / Questionnaires. A "VIEW FULL PHQ" button is located at the bottom of the sidebar. The main content area features a large, dark, circular graphic with a globe-like pattern. To the right of this graphic, the text "Jane Guardian" is displayed. Below the graphic, a list of personal information is shown: DOB: January 17, 1977, SSN: [REDACTED], Citizenship: Non-US Citizen, Height: 5'4", Weight: 135 lbs, Hair Color: Red, and Eye Color: Green. At the bottom of the main content area, contact information is provided: Phone: (415) 655-7766, Email: kinn-jane@guardianintelligence.com, and Status: Assigned.

Jane Guardian
Academy 457
Police Officer
Applied: 17 days ago

- Overview
- Advisements and Waivers
- Personal History Questionnaire
- Fingerprints / Firearms
- Driving Record
- LE Checks
- Financial Check
- Education Verification
- Citizenship / Age Verification
- Military History
- Dissolution of Marriage
- Employment History
- Relatives / References
- Neighborhood Checks
- Med / Psych Clearances
- Polygraph / CVSA / Eye Detect
- Misc. Doc / Questionnaires

Jane Guardian

DOB: January 17, 1977
SSN: [REDACTED]
Citizenship: Non-US Citizen
Height: 5'4"
Weight: 135 lbs
Hair Color: Red
Eye Color: Green

Phone: (415) 655-7766
Email: kinn-jane@guardianintelligence.com
Status: Assigned

[VIEW FULL PHQ](#)

Agencies have reported cutting their investigation times by 50% or more.

< BACK

CONTINUE >

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Listed below are all jurisdictions in the state that are eligible for FY 2021 JAG funding, as determined by the JAG formula. For additional details regarding the JAG formula and award calculation process, with examples, please refer to the JAG Technical report here: <https://www.bja.gov/jag/pdfs/JAG-Technical-Report.pdf> and current JAG Frequently Asked Questions here: <https://bja.ojp.gov/program/jag/frequently-asked-questions>.

Finding your jurisdiction:

- (1) Disparate Jurisdictions are listed in shaded groups below, in alphabetic order by county.
(2) Direct allocations are listed alphabetically below the shaded, disparate groupings.
(3) Counties that have an asterisk (*) under the "Direct Allocation" column did not submit the level of violent crime data to qualify for a direct award from BJA, but are in the disparate grouping indicated by the shaded area. The JAG legislation requires these counties to remain a partner with the local jurisdictions receiving funds and must be a signatory on the required Memorandum of Understanding (MOU). A sample MOU is provided online at: <https://www.bja.gov/Funding/JAGMOU.pdf>. Disparate jurisdictions do not need to abide by the listed individual allocations, which are provided for information only. Jurisdictions in a funding disparity are responsible for determining individual amounts within the Eligible Joint Allocation and for documenting individual allocations in the MOU.

State	City or Town	Government Type	2010 Population	Population Change Since 2000
CT	BRIDGEPORT CITY	Municipal	\$161,147	
CT	DANBURY CITY	Municipal	\$20,568	
CT	EAST HARTFORD TOWN	Township	\$16,814	
CT	HAMDEN TOWN	Township	\$30,183	
CT	HARTFORD CITY	Municipal	\$190,508	
CT	MANCHESTER TOWN	Township	\$15,940	
CT	MERIDEN CITY	Municipal	\$30,594	
CT	NEW BRITAIN CITY	Municipal	\$45,814	
CT	NEW HAVEN CITY	Municipal	\$173,951	
CT	NEW LONDON CITY	Municipal	\$17,123	
CT	NORWALK CITY	Municipal	\$35,428	
CT	NORWICH CITY	Municipal	\$18,768	
CT	STAMFORD CITY	Municipal	\$39,747	
CT	STRATFORD TOWN	Township	\$10,901	
CT	WATERBURY CITY	Municipal	\$69,724	
CT	WEST HAVEN CITY	Municipal	\$17,585	
	Grand Total		\$1,007,716	

Norwalk Police Department
Administration

Memo

To: Common Council Health and Welfare Committee

From: Deputy Chief Susan Zecca 

Date: June 24, 2021

Re: Additional Authorization Request

As part of the revision of our hiring process and practices, we are looking to use the CPCA administered written test rather than run our own test as in the past. Historically, we have administered a written entrance exam for new police candidates approximately every two years. We are looking to take part in the Connecticut Chief of Police Association (CPCA) testing which occurs on an ongoing basis. This would allow for continuous recruitment. As a current member of CPCA there is no additional financial cost to use this testing procedure. Candidates sign up for and the testing through PoliceApp.com, which we also currently use services of. The candidates then chose what participating departments they want their test results sent. The department will be able to periodically get the lists of those taking the test that have indicated an interest in Norwalk Police Department to use for further testing. In order to participate in the CPCA testing, we need to sign an additional Service Agreement with PoliceApp.com. We are requesting the following authorization:

3. Authorize the Mayor, Harry W. Rilling to execute service agreement (3 years with automatic 1 year renewals) with PoliceApp for services related to police candidate testing, recruitment and tracking.



This Service Agreement (the "Agreement") made this 23rd day of June, 2020, (the "Effective Date") by and between PoliceApp.com, a Connecticut corporation having a principal place of business in the City of Meriden, Connecticut (hereinafter referred to as "POLICEAPP"), and the City of Norwalk, located in Norwalk, CT (hereinafter referred to as the "CLIENT").

WHEREAS CLIENT desires to retain POLICEAPP to provide certain Services, as detailed below, and POLICEAPP is willing to perform such Services under the terms and conditions hereinafter set forth;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree and covenant as follows:

- 1.) **Term.** The initial term of this Agreement shall be for a period of three (3) years from Effective Date. Upon expiration of the initial term, this Agreement will automatically renew for subsequent terms of one (1) year, unless either party provides written notice on non-renewal at least thirty (30) days prior to the expiration date of the then-current term or until the termination of this Agreement in accordance with Section 7.
- 2.) **Services.** POLICEAPP will provide CLIENT with the following services (the "Services"):
 - a. CLIENT will receive a client account (the "Client Account"), with an associated user name and password, for accessing the job recruitment and application review tools available via www.PoliceApp.com (the "Website");
 - b. CLIENT will receive the ability to generate job postings on the Website;
 - c. CLIENT will receive the ability to review applicant information of individuals who have applied to a CLIENT job posting on the Website ("Applicants"); and,
 - d. CLIENT will have access to additional recruitment tools available on the Website.
- 3.) **Fees.** The Service are provided without a fee charged to the CLIENT; provided, however that POLICEAPP reserves the right to impose reasonable fees, in the event that any modifications or additional services are requested by the CLIENT
- 4.) **Client's Obligations.**
 - a. **Website Terms of Use.** CLIENT agrees at all times to adhere to the Website Terms of Use as set forth on the Website and included herein as Addendum A.
 - b. **Security; Access; Notification of Breach.** CLIENT is responsible for all activities that occur under the Client Account. CLIENT is responsible for maintaining the security and confidentiality of its user names and passwords. Only CLIENT, by and through its authorized agents and representatives, shall use the Client Account. CLIENT shall not grant access to the Client Account to any third party users. Only official email addresses associated with the CLIENT's particular domain name shall be acceptable for use in the creation of the Client Account. CLIENT shall notify POLICEAPP immediately upon learning of any unauthorized use of the Client



Account, the Website or any other known or suspected breach of security related to the Website or the Services.

- c. **Restrictions on Use of the Services.** CLIENT may not alter, resell or sublicense the Services or provide the Services as a service bureau. CLIENT, its employees, agents and representatives and any other authorized users of the Client Account, agree not to reverse engineer the Services, including but not limited to the Website and any of its capabilities or features, or its software or other technology. CLIENT will not use or access the Services to: (i) build a competitive product or service, (ii) make or have made a product having similar ideas, features, functions or graphics to those of the Services, (iii) make derivative works based upon the Services or (iv) copy any features, functions or graphics of the Services. CLIENT will not "frame" or "mirror" the Service. Use, resale or exploitation of the Service except as expressly permitted in this Agreement is prohibited. CLIENT acknowledges and agrees that any breach by it, or by any of its agents, employees, or representatives, of this Section shall cause irreparable injury to POLICEAPP and that, in such an event, and in addition to any other remedies that may be available, in law, in equity, or otherwise, POLICEAPP shall be entitled to seek and obtain injunctive relief against any threatened or continuing breach hereof.

5.) **Client Data.** The parties make the following agreements with respect to any and all data submitted by CLIENT to the Website (the "Client Data"):

- a. All Client Data will remain solely the property of CLIENT and/or its agents or representatives to the full extent provided by law.
- b. CLIENT bears sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness of and copyright permissions for all Client Data.
- c. POLICEAPP will not use the Client Data for any purpose other than as necessary to provide the Services to CLIENT.
- d. POLICEAPP will use commercially reasonable security measures to protect Client Data against unauthorized disclosure or use. This shall include the use of production and disaster recovery systems maintained in secured SSAE16 & PCI certified datacenters in the United States with redundancy on all critical support elements, including but not limited to data, power, environmental controls, and fire suppression.
- e. POLICEAPP conducts automatic backups of its systems, including the Website and Client Data stored therein, pursuant to POLICEAPP's internal backup policies, which may be modified in POLICEAPP's sole discretion at any time without notice.

6.) **Data Ownership & Accuracy.**



- a. POLICEAPP shall at all times retain any and all rights in the Website and the Services. This Agreement grants no ownership rights in the Website or the Services to CLIENT. No license is granted to CLIENT except as necessary to access and use the Website and the Services as expressly stated herein. The POLICEAPP name, the POLICEAPP logo, and the product names associated with the Services are [registered] trademarks of POLICEAPP or third parties, and they may not be used by any other third party without POLICEAPP's, or such applicable third party owner's, prior written consent.
- b. CLIENT owns all Client Data, including but not limited to emails, notes and CLIENT uploaded attachments, as well as information provided by Applicants, once such information has been submitted and/or uploaded to the CLIENT.
- c. CLIENT shall only use the data accessed through the Website or provided as part of the Services for the purposes of recruiting and selecting new hires from available Applicants. Client shall not use the data for any other purpose, including but not limited to third party marketing, monetary gain, etc.
- d. CLIENT is solely responsible for ensuring the accuracy of data uploaded or entered into POLICEAPP whether by the Applicants, CLIENT or by POLICEAPP on behalf of CLIENT.
- e. Client Data shall be stored by POLICEAPP for as long as this Agreement is in place. Upon termination of this Agreement, POLICEAPP will provide CLIENT with data files, exclusive of POLICEAPP software and formatting, within sixty (60) days of the date of notification of termination.

7.) Termination.

- a. This Agreement may be terminated:
 - i. By mutual agreement of the parties.
 - ii. By either party, upon written notice, if the other party (the "Defaulting Party") materially breaches this Agreement, and such breach is incapable of cure, or with respect to a material breach capable of cure, the Defaulting Party does not cure such breach within fifteen (15) days after receipt of written notice of such breach.

- 8.) Disclaimer re: Content. POLICEAPP is neither responsible for nor makes any representation or warranty with respect to the content, imagery, opinions or hiring practices set forth by the CLIENT and communicated to Applicants via the Website. POLICEAPP shall not be responsible or liable to CLIENT or any other third party for any threatening, defamatory, obscene, offensive or illegal conduct of the CLIENT or any third party or any infringement of another's rights, including real or intellectual property rights, by the CLIENT or any third party.



- 9.) **Disclaimer of Warranties.** POLICEAPP will make all reasonable efforts to provide the Services in a timely manner and to in accordance with current industry standards. Notwithstanding the foregoing, the Services are provided "As Is" and POLICEAPP makes no warranties with respect to the availability and accuracy of the Services. If POLICEAPP fails to provide the Services as outlined in this Agreement, or with any of the Terms of Use, CLIENT's sole and exclusive remedy is to discontinue use of the Services.
- 10.) **Limitation of Liability.**
- a. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE OR PROFIT, LOSS OF DATA, BUSINESS INTERRUPTION OR DIMINUTION IN VALUE, OR FOR ANY INDIRECT, SPECIAL, EXEMPLARY, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES, ARISING OUT OF OR RELATED TO THIS AGREEMENT OR ANY OF THE SERVICES PROVIDED HEREUNDER, WHETHER SOUNDING IN BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT SERVICE PROVIDER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
 - b. EXCEPT FOR LIABILITIES ARISING FROM INTELLECTUAL PROPERTY INFRINGEMENT, IN NO EVENT SHALL POLICEAPP'S AGGREGATE LIABILITY ARISING OUT OF OR IN ANY WAY RELATED TO THIS AGREEMENT OR THE SERVICES TO BE PROVIDED HEREUNDER EXCEED THE LESSER OF (A) ALL COSTS OF MATERIALS, LABOR, AND OTHER EXPENSES REQUIRED TO CORRECT ANY ERROR CAUSED BY POLICEAPP, OR (B) THE TOTAL AMOUNT PAID BY CLIENT UNDER THIS AGREEMENT.
- 11.) **Indemnification.** CLIENT shall indemnify and save POLICEAPP harmless from and against any claims, liabilities, damages, judgments, awards, losses, costs, expenses, or fees (including reasonable attorneys' fees), including but not limited to any claims sounding in employment or labor relations laws and/or intellectual property laws, arising out of or relating to CLIENT's violation of this Agreement, the Terms of Use or your use of the Website, including, but not limited to, your Client Data, any use of the Website's content, services, and products other than as expressly authorized in this Agreement and/or the Terms of Use or your use of any information obtained from the Website.
- 12.) **Governing Law; Jurisdiction.** This Agreement and all related documents, and all matters arising out of or relating to this Agreement, whether sounding in contract, tort, or statute, are governed by, and construed in accordance with, the laws of the State of Connecticut, United States of America without giving effect to the conflict of laws provisions. Each party irrevocably and unconditionally agrees that it will not commence any action, litigation or proceeding of any kind whatsoever against the other party in any way arising from or relating to this Agreement, and all contemplated transactions, in any forum other than the U.S. District Court for the District of Connecticut or, if such court does not have subject matter jurisdiction, the courts of the State of Connecticut, and any appellate court from any
- POLICEAPP.COM / Norwalk, CT agreement - PAGE 4 of 4



thereof. Each party irrevocably and unconditionally submits to the exclusive jurisdiction of such courts. Each party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.

- 13.) **Assignment.** CLIENT shall not assign, transfer, delegate or subcontract any of its rights or delegate any of its obligations under this Agreement without the prior written consent of POLICEAPP. Any purported assignment or delegation in violation of this Section shall be null and void. POLICEAPP may assign any of its rights or delegate any of its obligations to any affiliate or to any person acquiring all or substantially all of POLICEAPP's assets without CLIENT'S consent. This Agreement is binding on and inures to the benefit of the parties to this Agreement and their respective permitted successors and permitted assigns.
 - 14.) **Entire Agreement.** This Agreement and any written addendum hereto, executed by both parties, constitutes the entire Agreement and supersedes all prior agreements or representations which are not expressly set forth herein.
 - 15.) **Amendments.** This Agreement may be modified, waived or discharged only by written agreement mutually executed by all parties.
 - 16.) **Severability.** If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal or unenforceable in any jurisdiction, such invalidity, illegality or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.
 - 17.) **Notices.** All notices, requests, consents, claims, demands, waivers and other communications under this Agreement must be in writing and addressed to the other party at its address set forth on the signature page of this Agreement (or to such other address that the receiving party may designate from time to time in accordance with this Section).
- 1.) **Applicant Fees:** Effective in 2013, in accordance with the CPCA agreement POLICEAPP charges all candidates a fee of \$95.00 (ninety five dollars) to register and take the written test. This fee also covers application-processing fees for Agencies participating in the CPCA program. POLICEAPP is solely responsible for charging and collecting any applicant fees. In the event that a candidate fails to effectuate payment of the applicant fee associated with his or her application, POLICEAPP will neither charge, nor seek to collect, any applicant fees from CLIENT, and in no way shall CLIENT be responsible for payment of any applicant fees. POLICEAPP's applicant fees may only be modified by written agreement mutually executed by the parties (POLICEAPP AND CPCA).
 - 2.) **Should CLIENT elect to add a fee to the process POLICEAPP will assess a \$4 (four dollar) service charge per application submitted to cover the credit card processing fees and administrative costs associated with the distribution of funds to the CLIENT.**
 - 3.) **Should CLIENT accept applications for positions not supported by the CPCA a fee of \$25 (twenty-five dollars) will be assessed to the applicant upon submission of application.**



PoliceApp.com

250 Pomeroy Avenue, Suite 201
Meriden, CT 06450
www.policeapp.com

The undersigned CLIENT acknowledges that he/she has thoroughly read, approved and accepted each of the provisions contained herein and acknowledges receipt of a copy hereof. This is a legally binding Contract. If the CLIENT does not understand any part of it, CLIENT should consult an attorney before execution.

CLIENT

POLICEAPP.COM

Company, Partnership, Individual's Name

Signature of Authorized Representative date

No. & Street Address

Sean Cassidy President

City, State, Zip+4

Print name Title

X _____
Signature Dated

250 Pomeroy Ave., Suite 201
Meriden, CT 06450
URL: www.policeapp.com

Print Name Title

** By signing, the above Individual represents that he/she is a duly authorized representative of the CLIENT having the requisite authority to enter into this Agreement.*



Addendum A: PoliceApp.com Terms of Use

Welcome to our website. If you continue to browse and use this website you are agreeing to comply with and be bound by the following terms and conditions of use which govern PoliceApp.com's relationship with you in relation to this website.

The term 'PoliceApp.com' or 'us' or 'we' refers to the owner of the website. The term 'you' refers to the user or viewer of our website.

The use of this website is subject to the following terms of use:

- The content of the pages of this website is for your general information and use only. It is subject to change without notice.
- Neither we nor any third parties provide any warranty or guarantee as to the accuracy, timeliness, performance, completeness or suitability of the information and materials found or offered on this website for any particular purpose. You acknowledge that such information and materials may contain inaccuracies or errors and we expressly exclude liability for any such inaccuracies or errors to the fullest extent permitted by law.
- Your use of any information or materials on this website is entirely at your own risk, for which we shall not be liable. It shall be your own responsibility to ensure that any products, services or information available through this website meet your specific requirements.
- This website contains material which is owned by or licensed to us. This material includes, but is not limited to, the design, layout, look, appearance and graphics.
- Reproduction is prohibited other than in accordance with the copyright notice, which forms part of these terms and conditions.
- All trademarks reproduced in this website, which are not the property of, or licensed to the operator, are acknowledged on the website.
- Unauthorized use of this website may give rise to a claim for damages and/or be a criminal offense.
- From time to time this website may also include links to other websites. These links are provided for your convenience to provide further information. They do not signify that we endorse the website(s). We have no responsibility for the content of the linked website(s).
- Your use of this website and any dispute arising out of such use of the website is subject to the laws of the United States of America.

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PoliceApp.com

250 Homestead Avenue, Suite 201
Meriden, CT 06450
www.policeapp.com

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Norwalk Police Department
Administration

Memo

To: Common Council

From: Deputy Chief Susan Zecca

Date: July 2, 2021

Re: Dash Camera Authorization Request

In compliance with the Police Accountabilities Act, the Police Department needs to install Dash cameras in our patrol vehicles. The Department currently using Axon body cameras and are requesting to procure Axon Dash cameras and signal side arm kits under sole source purchase to provide compatibility with our existing body cameras and allow all video data to be stored and managed in one system. We are requesting to sign a five year agreement for the purchase, installation and maintenance of Axon equipment to outfit 55 patrol vehicles with dash cameras and purchase 181 signal sidearm kits. The signal side arm kits will automatically activate the officer's camera when their firearm is removed from the holster. Currently the State of Connecticut Body Worn Camera and Dashboard Camera Grant Program can provide up to 30% reimbursement on a first come first serve basis. The purchase need to be completed before the grant application can be submitted. Currently the purchase must be made prior to the end of 2021 to be eligible for reimbursement. We are requesting the following authorization:

- 1a. Authorize the Mayor, Harry W. Rilling to any and all agreements, documents and instruments with Axon Enterprise, Inc. for the sole source purchase, installation and service of dash cameras, signal side arms and related equipment and data storage for an amount not to exceed, \$190,000 annually. Account 013049 5258.
- 1b. Authorize the Police Chief, Thomas Kulhawik to execute any change orders necessary to implement the dash camera program.
2. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the State of Connecticut under the Body Worn Camera and Dashboard Camera Grant Program (BWC-DC Grant Program).



AXON

Norwalk Police Department - CT

AXON SALES REPRESENTATIVE

Joe Kwiatek

jkwiatek@axon.com

ISSUED

6/29/2021

Q-207187-44376.7223K



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85266
United States
Phone: (800) 978-2737

Q-287187-44376.722JK

Issued: 06/29/2021

Quote Expiration: 08/03/2021

Account Number: 170910

Payment Terms: Net 30
Delivery Method: Fedex - Ground

SHIP TO

Melissa Lepore
Norwalk Police Department - CT
1 MONROE ST
NORWALK, CT 06854
US

BILL TO

Norwalk Police Department - CT
1 MONROE ST
NORWALK, CT 06854
US

SALES REPRESENTATIVE

Joe Kwiatek
Phone:
Email: jkwiatek@axon.com
Fax:

PRIMARY CONTACT

Melissa Lepore
Phone: 2038543018
Email: mlevens@norwalkct.org

Year 1

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
80410	FLEET, EVIDENCE LICENSE, 1 CAMERA STORAGE, ACCESS	60	110	0.00	0.00	0.00
80400	FLEET, VEHICLE LICENSE, ACCESS	60	65	0.00	0.00	0.00
80401	FLEET 3, ALPR LICENSE, 1 CAMERA, ACCESS	60	65	0.00	0.00	0.00
80402	RESPOND DEVICE LICENSE - FLEET 3 - ACCESS	60	65	0.00	0.00	0.00
Hardware						
71210	FLEET DOOR TRIGGER HARDWARE, US		66	18.60	18.60	1,023.00
75016	SIGNAL SIDEARM KIT		181	249.00	249.00	45,069.00
72036	FLEET 3 STANDARD 2 CAMERA KIT		56	0.00	0.00	0.00
11634	CRADLEPOINT IBR90G-1200M-B-NPS+5YR NETCLOUD		56	0.00	0.00	0.00
71200	FLEET ANT, AIRGAIN, 5-IN-1, 2LTE, 2WIFI, 1GNSS, BL		56	0.00	0.00	0.00
70112	AXON SIGNAL UNIT		56	0.00	0.00	0.00
70117	AXON SIGNAL UNIT, CABLE ASSEMBLY		56	0.00	0.00	0.00
71044	BATTERY, SIGNAL SIDEARM, CR2430 SINGLE PACK		362	0.00	0.00	0.00
74110	FLEET ETHERNET CABLE, CAT6, 25 FT		56	0.00	0.00	0.00
Other						
80426	TAP, FLEET 3, 2 CAMERA KIT, 1 REFRESH ACCESS		56	0.00	0.00	0.00
73391	FLEET 3 NEW INSTALLATION (PER VEHICLE)		56	0.00	0.00	0.00

Q-287187-44376.722JK

Protect Life.

Year 1 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other (Continued)						
80459	FLEET 3 ADVANCED BUNDLE WITH TAP PAYMENT	12	55	2,496.00	2,496.00	137,280.00
Subtotal						183,372.00
Estimated Shipping						0.00
Estimated Tax						0.00
Total						183,372.00

Spares

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
72036	FLEET 3 STANDARD 2 CAMERA KIT		1	2,405.00	0.00	0.00
Subtotal						0.00
Estimated Tax						0.00
Total						0.00

Year 2

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other						
80459	FLEET 3 ADVANCED BUNDLE WITH TAP PAYMENT	12	55	2,496.00	2,496.00	137,280.00
Subtotal						137,280.00
Estimated Tax						0.00
Total						137,280.00

Year 3

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other						
80459	FLEET 3 ADVANCED BUNDLE WITH TAP PAYMENT	12	55	2,496.00	2,496.00	137,280.00
Subtotal						137,280.00
Estimated Tax						0.00
Total						137,280.00

Year 4

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other						
80459	FLEET 3 ADVANCED BUNDLE WITH TAP PAYMENT	12	55	2,496.00	2,496.00	137,280.00
Subtotal						137,280.00
Estimated Tax						0.00
Total						137,280.00

Year 5

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other						
73335	FLEET CAMERA REFRESH (ONE FRONT AND ONE REAR)		1	0.00	0.00	0.00
80459	FLEET 3 ADVANCED BUNDLE WITH TAP PAYMENT	12	55	2,496.00	2,496.00	137,280.00
72040	FLEET REFRESH, 2 CAMERA KIT		55	0.00	0.00	0.00
Subtotal						137,280.00
Estimated Tax						0.00
Total						137,280.00

Grand Total 732,492.00



Discounts (USD)

Quote Expiration: 08/31/2021

List Amount	734,897.00
Discounts	2,405.00
Total	732,492.00

**Total excludes applicable taxes*

Summary of Payments

Payment	Amount (USD)
Year 1	183,372.00
Spares	0.00
Year 2	137,280.00
Year 3	137,280.00
Year 4	137,280.00
Year 5	137,280.00
Grand Total	732,492.00

Tax is subject to change at order processing with valid exemption.

Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions) and the Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. The Axon Customer Experience Improvement Program Appendix ONLY applies to Customers in the USA. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it contemplates the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature: _____

Date: _____

Name (Print): _____

Title: _____

PO# (Or write
N/A): _____

Please sign and email to Joe Kwiatek at jkwiatek@axon.com or fax to

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

The trademarks referenced above are the property of their respective owners.

Axon Internal Use Only		
		SFDC Contract#: Order Type: RMA #: Address Used: SO #:
Comments:		



Norwalk Police Department - CT

ATTENTION

This order may qualify for freight shipping, please fill out the following information.

What is the contact name and
phone number for this shipment?

What are your receiving hours?
(Monday-Friday)

Is a dock available for this
incoming shipment?

Are there any delivery
restrictions? (no box trucks, etc.)

STATEMENT OF WORK & CONFIGURATION DOCUMENT

Axon Fleet In-Car Recording Platform

This document details a proposed system design

Agency Created For: Norwalk CT Police Department

Sold By: Joe Kwiatek
Installed By: Axon Professional Services

VEHICLE OVERVIEW		Customer Name
Overview	Configuration	Newark CT Police Department
Total Configured Vehicles 55 Total Vehicles with this Configuration		Axon Camera Fleet Hub In-Car Router
Video Capture Sources 110 Total Cameras Deployed 1 Fleet Hub(s) Per Vehicle		
Mobile Data Terminal Per Vehicle 1 Located In Each Vehicle		
Mobile Router Per Vehicle 1 IBR900-1200M-B		
Offload Mechanism 4G LTE Cellular		
Evidence Management System Evidence.com		

SYSTEM CONFIGURATION DETAILS

The following sections detail the configuration of the Axon Fleet In-Car System

Vehicle Hardware		
Vehicle Hardware	2	Axon Fleet Cameras will be installed in each vehicle
	1	Axon Fleet Hub will be installed in each vehicle
	1	5-in-1 Antenna will be installed in each vehicle
	1	3-in-1 Antenna will be installed in each vehicle
	1	IBR900-1200M-B router will be installed in each vehicle
5	Triggers will be configured per vehicle	
Signal Activation Methods	The following devices will be configured for Signal activation: Light-bar, crash sensor, speed sensor, gun lock, door trigger (1 per vehicle). When triggered, the Axon Signal technology in the Fleet 3 Hub will activate the recording mechanism for all configured Axon cameras within Bluetooth range of the vehicle.	
Mobile Data Computer	Each vehicle will be equipped with a Mobile Data Computer provided by the customer, which meets or exceeds the specifications provided by Axon.	
Mobile Data Computer Requirements	Operating System: Windows 7 SP1 or Windows 10 (version: 1909 or higher) - x32 or x64 with the most current service packs and updates Hard Drive: Must have 25GB+ of free disk space RAM/Memory: for x32: 4GB for x64: 8GB or greater Ethernet Port: It is recommended that the MDC have one dedicated and available Ethernet port reserved for an Ethernet cable from router. The Ethernet port can be located on an electronic and stationary mobile docking station. If a docking station is used, it is the preferred location for the Ethernet port. Wi-Fi Card: If the MDC is not connected to the router via Ethernet LAN, a WiFi card is required in the MDC. In this case, the WiFi card should meet or exceed the router's minimum WiFi radio compatibility requirements.	

Additional Considerations	The Cradlepoint router includes the antenna(s) and Cradlecore. For agencies that use a VPN, Axon traffic must be passed through; such that it does not use the VPN tunnel. Customer must provide IT and / or Admin resources at time of installation to ensure data routing is functional for Axon Fleet operation.	
	In the event an Agency is unable to support the IT requirements associated with the installation, Axon reserves the right to charge the Agency for additional time associated with on-site work completed by an Axon Personnel.	
Hardware Provisioning	Axon will provide the following router for all vehicles:	IBR900-1200M-B
	The customer will provide an MDC for each vehicle.	
	If the customer chooses to provide their own SIM, they must be activated and available at time of installation.	
SIM Location	SIM will be located in router and can be inserted in router by Cradlepoint if carrier is specified by agency.	

4G / Cellular Offload Considerations

Network Considerations	The IBR900-1200M-B will be the connection which allows 4G upload of recorded video.	
	The customer will ensure that their cellular contract does not allow for data throttling, or service denial, once a set data threshold is met. Throttling or denial of service will negatively affect Fleet upload capabilities.	

Network Consideration Agreement

Network Consideration Agreement	Customer acknowledges the minimum requirements for the network to support this Statement of Work.	
	Axon employees performing services under this SOW are CJIS certified.	
	If the network provided by Customer does not meet the minimum requirements, or in the event of a requested change in scope of the project, a Change Order will be required and additional fees may apply. Additional fees would also apply if Axon is required to extend the installation time for reasons caused by the customer or the customer network accessibility.	

Professional Services & Training

Project Management	Axon will assign a Project Manager that will provide the expertise to execute a successful Fleet camera deployment and implementation. The Project Manager will have knowledge and experience with all phases of the project management lifecycle and with all application modules being implemented. He/she will work closely with the customer's project manager and project team members and will be responsible for completing the tasks required to meet all contract deliverables.
Vehicle Installation	Customer agrees to have the above mentioned number of intended vehicles available at the time of deployment. Axon will be performing the installation of all Axon Fleet vehicle hardware. Installation services included with Axon Fleet system include a "clip" and removal of existing in-car system hardware, if applicable. This does not include "full removal" of existing wiring. A "full removal" of all existing hardware and wiring is subject to additional fees. Axon provides basic Fleet operation overview to the customer lead and/or Admin at the time of install. - It is necessary to differentiate between the type of equipment removal to be provided by Axon. Standard Fleet Installation includes hardware removal in a fashion considered "Clip" which means Axon cuts the wires from the old system without removing multiple panels, removing all wiring and parts from the old system. In the case Axon removes the hardware Axon is not responsible for the surplus of hardware or any devices that may have been physically integrated with the removed system. In some situations, radar systems are integrated with the in-car video system and have a cable that connects to the system. If Axon removes the old in car system then Axon is not responsible for the radar system as part of the removal. - A "Rip" removal should be contracted through ProLogic directly. The Rip would be similar to a complete and full removal, which is more common when they retire a vehicle from service. Chosen installation site must have Internet access for the Hub, through the router, and MDC for configuration and testing of Fleet 3. Customer must have a resource onsite during installation with Axon Evidence Device Administration permissions to assist with logging into customer MDCs and configuring vehicle software.
Custom Trigger Installation	The Fleet 3 Hub has multiple trigger configuration options. Any trigger configurations that include a door or magnetic door switch are considered "custom" and may be subject to additional fees. An Axon representative has discussed with the Agency the standard triggers of the Fleet System. Those no-cost triggers include Light-bar, Siren, Speed, Motion Activation and Gun-lock activation. The light-bar must have a controller to allow Axon to interface for the desired position, gun -locks must be installed with existing hardware in the vehicle. Doors are considered "CUSTOM" since they required additional hardware and time for installation, typically requiring the door may need to be taken apart for the installation.
Training	End-user go-live training provides individual device set up and configuration assistance, training on device use, Evidence.com and AXON Fleet Dashboard. This is Included at no additional cost.



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

Body Worn Camera/Dashboard Camera Grant Program Announcement

June 8, 2021

Version 2

I. New Recording Equipment Requirements

Public Act 20-1 of the July 2020 Special Session, *An Act Concerning Police Accountability*, expands the requirement regarding the use of body-worn recording equipment ("body cameras") and dashboard cameras with a remote recorder ("dashboard cameras") among sworn members of law enforcement units and members of those units who perform police duties.^{1,2}

Pursuant to Public Act 20-1 Section 19, beginning July 1, 2022 all sworn members of law enforcement units and members of those units who perform police duties are required to use body cameras while interacting with the public in their law enforcement capacity and to use dashboard cameras in each police patrol vehicle used by any of the officers it employs.³

II. A New Grant-in-aid Program for Municipalities

Public Act 20-1 Section 20 authorizes the State Bond Commission to issue \$4,000,000.00 in general obligation bonds to the Office of Policy and Management (OPM) for providing grants-in-aid to municipalities for related equipment and service purchases by municipalities. The section also requires OPM to distribute grants-in-aid during Fiscal Years 2021 and 2022.

Since 2016, following enactment of Public Act 15-4 and several subsequent public acts, OPM has administered the Body Worn Recording Equipment Grant Program to provide grants-in-aid to law enforcement agencies for approved expenses incurred as a result of equipment purchases.⁴ With enactment of Public Act 20-1, OPM is creating a new grant program based on the new statute. The new title is the Body Worn Camera and Dashboard Camera Grant Program ("BWC-DC Grant Program.")

A. Eligible Costs

Public Act 20-1 Section 20 requires OPM to provide, within available resources, grants-in-aid to eligible municipalities for costs associated with:

- i. The purchase of body cameras for use by the sworn members of such municipality's police department or for use by constables, police officers or other persons who perform criminal law enforcement duties under the supervision of a resident state trooper serving such municipality;
- ii. Digital data storage devices and equipment or one year of digital data services; and
- iii. A first-time purchase by such municipality of one or more dashboard cameras or the replacement of one or more dashboard cameras purchased prior to December 31, 2010, with one or more dashboard cameras with a remote recorder.

For further clarification on item ii. above, one year of digital services will only be funded if purchased in conjunction with new recording equipment.

B. Minimal BWC Technical Specifications and Automatic Activation

Pursuant to Public Act 20-1, Section 20, the body and dashboard cameras must adhere to guidelines maintained by the Commissioner of Department of Emergency Services and Public Protection (DESPP) and the Police Officer Standards and Training Council. The technical specifications, last revised December 16, 2020, appear on the DESPP website.⁵

To be eligible for reimbursement under the BWC-DC Grant Program, equipment must be purchased that, when triggered, it has an automatic activation feature that can be utilized either using the equipment itself or a separate accessory.

C. Percent of Reimbursement for Costs Associated with Purchases

Pursuant to Public Act 20-1 Section 20, distressed municipalities (as defined by Section 32-9p of the Connecticut General Statutes) shall be reimbursed for up to 50% of expenses, subject to OPM's approval, incurred as a result of purchases of body cameras, digital data storage devices or services, and dashboard cameras.⁶ Non-distressed municipalities are eligible to receive up to 30% of the above expenses, also subject to OPM's approval. Public Act 20-1 Section 20 enables OPM to prescribe additional technical or procurement requirements as a condition. This program may not be used to replace any equipment reimbursed under the "Excessive Use of Force" body-worn recording equipment reimbursement program.

III. Program Eligibility, Submission Process, and Deadlines

The new BWC-DC Grant Program is prioritizing available funds to help reimburse the costs of municipalities that did not participate in the former Body-worn Recording Equipment Grant Program.⁷ In the future, subject to public acts and available funding, OPM may revise the specifications of the BWC-DC Grant Program, including developing additional phases. Information on future phases and revised specifications of OPM's BWC-DC Grant Program will be posted the program's website.⁸

Municipalities not granted reimbursement for body cameras, dash cameras, or both under OPM's former program are eligible to receive reimbursement for new purchases of body cameras, dash cameras, or both under the new BWC-DC Grant Program. For example, if a municipality was not granted reimbursement for any equipment under the former program, it would be eligible for reimbursement for new purchases of body cameras and dash cameras. Moreover, if a municipality received reimbursement under the former program for only body cameras, it would be eligible under the new program to receive reimbursement for dash cameras but not body cameras. (The same logic applies to a municipality granted reimbursement for only dash cameras under the former program.) A reminder that municipalities are also able to receive one year of digital services if purchased in conjunction with new recording equipment.

The BWC-DC Grant Program, like the prior program, will use a reimbursement process. For a municipality to be considered for reimbursement, required submissions must be received and approved by OPM. Application requests will be processed on a first-come, first-served basis subject to available funding. All activities and purchases, with checks dated by the assigned deadline, must be made prior to submission of an application to OPM under the grant program.

After all activities and purchases have been completed, eligible municipalities should submit the following to OPM:

- i. The application signed by the signatory authority of the municipality,
- ii. The Authorized Signature form (signed by the signatory authority of the municipality and attested to by the town clerk or legal officer), and
- iii. Certification of Compliance with General Notice 20-08 to be signed by the Chief of Police and all copies of invoices and cancelled checks.

OPM will provide grant-in-aid for purchases made between July 31, 2020 (the day the legislation was signed into law) and December 30, 2021. Applications from Phase 1 municipalities must be received by OPM by March 31, 2022.

IV. Capital Lease Packages

To be eligible for reimbursement for lease packages, equipment must be purchased as a "capital lease" (i.e. the vendor leases the equipment to the municipality, which owns the equipment at the end of the lease agreement), not an "operating lease" (the vendor retains ownership of the equipment and it is returned at the end of the lease agreement).

The capital lease agreement must be no more than five years in length. Moreover, the municipality shall satisfy the terms of the capital lease agreement. If the capital lease agreement is terminated before its expiration, the municipality shall notify OPM and may be subject to a prorated reimbursement.

To apply for reimbursement under the BWC-DC Grant Program for lease packages, the municipality shall submit the capital lease agreement, documents demonstrating completed payment for the first year of the agreement, and other application documents posted on OPM's website.

For approved applications, the BWC-DC Grant Program will reimburse 50% of eligible expenses for distressed municipalities, and 30% of eligible expenses for non-distressed municipalities, of the total cost of the capital lease agreement, provided the amount of reimbursement is equal to or greater than the municipality's first-year expenses under the agreement.⁹ (For example, subject to OPM review, if the total lease package is \$100,000, the BWC-DC Grant Program will reimburse \$50,000 for distressed municipalities provided the municipality's first-year expenses are at least \$50,000 under the capital lease agreement.)

At the end of the capital lease agreement, the municipality may trade in the equipment to the vendor.

Because reimbursement for capital lease agreements has not been permitted in prior iterations of this grant program, OPM will review applications on a case-by-case basis to determine eligibility. As with all applicants for the BWC-DC Grant Program, OPM stands ready to assist with questions and review documents through the process.

V. Procurement

The Connecticut Department of Administrative Services (DAS) has indicated support for pursuing a procurement process with manufacturers of the body and dashboard camera equipment that law enforcement agencies may elect to purchase under this grant program. DAS is exploring a procurement process with the goal of providing law enforcement agencies with favorable pricing and options in the purchase of equipment. This procurement option is being developed as a benefit to law enforcement agencies. Agencies would not be required to participate in the procurement process in order to participate in the BWC-DC Grant Program. Please monitor OPM's BWC-DC Grant Program website for more information.

VI. Contact information

For more information on the BWC-DC Grant Program, please contact Nichole Howe, Associate Accountant, at nichole.howe@ct.gov or (860) 418-6443. Interested parties are encouraged to contact Ms. Howe prior to making purchases for assistance regarding the BWC-DC Grant Program.

https://portal.ct.gov/OPM/CJ-About/CJPPD-Grants-Portal/BC_PAB_Grant_Template

¹ By law and under Public Act 20-1, "law enforcement unit" means any state or municipal agency or department (or tribal agency or department created and governed under a memorandum of agreement) whose primary functions include enforcing criminal or traffic laws; preserving public order; protecting life and property; or preventing, detecting, or investigating crime.

² Public Act 20-1 is available by following this link:

https://www.cga.ct.gov/asp/cgabillstatus/CGAbillstatus.asp?selBillType=Bill&bill_num=6004&which_year=2020

³ Pursuant to Public Act 20-1 Section 19, a "police patrol vehicle" includes "any state or local police vehicle *other than* an administrative vehicle in which an occupant is wearing body-worn camera equipment, a bicycle, a motor scooter, an all-terrain vehicle, an electric personal assistive mobility device, as defined in subsection (a) of section 14-289h, or an animal control vehicle.

⁴ OPM's website on the Body-worn Recording Equipment Grant Program is available at https://portal.ct.gov/OPM/CJ-About/CJPPD-Grants-Portal/BWRE_Grant_Template.

⁵ The DESPP website listing Minimal BWC Technical Specifications is available at 34T (<https://portal.ct.gov/-/media/DESPP/files/BWC-Technical-Committee-Recommendations-for-Minimal-Specifications-FINAL-20201216.pdf>U34T

⁶ "Distressed municipality," as defined in Section 32-9p under the Connecticut General Statutes. A list of distressed municipalities is available on the Connecticut Department of Economic and Community Development website here: https://portal.ct.gov/DECD/Content/About_DECD/Research-and-Publications/02_Review_Publications/Distressed-Municipalities.

⁷ For a list of municipalities with pending and approved applications, please visit OPM's website: <https://portal.ct.gov/OPM/CJ-Body-Cameras/CJ-Body-Cameras/List-of-Pending-and-Approved-Applications>.

⁸ OPM's website on the Body-worn Recording Equipment Grant Program is available at https://portal.ct.gov/OPM/CJ-About/CJPPD-Grants-Portal/BWRE_Grant_Template.

⁹ The reimbursement rate follows policy in Public Act 20-1 of the July 2020 Special Session, *An Act Concerning Police Accountability*.



March 16th, 2021

City of Norwalk CT
Purchasing Authority
125 East Avenue
Norwalk CT 06855
Reference: Bid# 4082 Norwalk Fire Department CCTV

Attention: Purchasing – Ms.Carleen Megaro

Thank you for your inquiries into the services of New England Traffic Solutions.

New England Traffic Solutions and its Distribution and Technology Division Mectron has over 30 years experience as an integrator and supplier in the Public Safety industry of Advanced traffic and Security management systems, CCTV cameras, Archival Video Recording, Display Command and Control Consoles, Signal Distribution and Both wired and wireless networking equipment.

We are a State of CT (SBE/MBE) corporation with our operations located in Glastonbury CT. We support municipalities, Various State of CT agencies as well as private companies in CT, NY and MA, in the fields of Safety and Security technologies.

Our services within these fields cover Product Distribution, Design and Technical support as well Complete "Turnkey" Project Design, Procurement, Installation and warranty and Preventative Maintenance services. Our Equipment and Services are also currently under State Contract for procurement purposes to all State-Wide agencies and State Municipalities.

For your reference I have included a partial list of both public and private Institutions where applicable product solutions were designed and or provided by NETS and designed and serviced by our staff. Most of these sites have product or design initiatives which we feel may best suite your needs based upon your earlier email.

Being intimately familiar with the campus both as a parent of Alumni, and supporting your past efforts to provide a safe and secure learning environment, I look forward to reconnection with you and the Fairfield Team to review in detail you're existing system(s) to see how our Team and the Solutions we have, can serve the Towns Safety and Security Requirements.

Regards

A handwritten signature in black ink, appearing to read "W. D. Palko", written over a horizontal line.

William D. Palko
Director of System Integration Technologies

CUSTOMER:

Region One Chiefs
Westport Fire Department HDQ
Westport, CT

CONTACT:

Deputy Chief
Mr. Matthew Cohen
(203)-509-4830

APPLICATION:

Design Procurement and Installation of Technology updates to the FC1 Command and Communication Vehicle. Upgrades of Network to Cellular Communication, Camera Surveillance and Recording for both Situational awareness, Thermal Imaging. Processed IP Video and Network Distribution thru the Vehicle

DETAILS: Design, Procurement and Installation of Mobile workstations updates to allow for Cameras video to Digital High Definition System with Infrared Images are used in Conjunction with Local Law enforcement. For HAZMAT command Traffic Accidents footage, Site mitigation and Command Control with coordinated local municipalities both Fire and Police and Federal agencies

CUSTOMER:

City of Norwalk CT
125 East Avenue
Norwalk, CT

CONTACT:

Traffic and Signal Engineering
Mr. Fred Eshraghi
(860)854-7843

APPLICATION:

Design and Installation of High Definition Camera Surveillance and Recording and Monitoring of Vehicles and Pedestrian Traffic, Traffic Detection at Major Intersections

DETAILS: Design, Procurement and Installation of Traffic Control Systems and Surveillance Cameras for Intelligent Traffic Control, Traffic Management System for the City of Norwalk. Traffic Operations for pedestrians, bicyclists and motorists using the city's roadways.

CUSTOMER:

City of New Britain
27 West Main Street, Room 207
New Britain, CT 1

CONTACT:

Manager of Facilities & Energy
Mr. Jonathan Delgadillo
(860) 826-3417

APPLICATION:

Design and Installation at City Hall of a Centrally located High Definition Camera Surveillance and Recording and Monitoring of Vehicles and pedestrian Traffic, Traffic Detection at Major Intersections Network High Definition Camera Surveillance of City Hall, City Parking Garage and City Parks

DETAILS: Design, Procurement and Installation of over 200 plus Cameras for Digital High Definition System recording for 30 Days. Images are used in Conjunction with Local Law enforcement for Traffic Accidents footage, Vehicle Identification and Pedestrian related Issues

PARTIAL CLIENT REFERENCE LIST

CUSTOMER:

Housatonic Community College
900 Lafayette Blvd
Bridgeport CT

CONTACT:

Master Sergeant Christopher K. Gough
Director of Public Safety
Office 203-332-5025

APPLICATION:

Design Procurement and Installation of Campus Wide High Definition Camera Surveillance and Recording. Building Interiors Exteriors and Parking Garage in conjunction with Overall Site security and Safety Initiatives

DETAILS: Conversion of a Legacy Analog System of over 250 Cameras to a Digital High Definition System Using Existing Infrastructure, Redundant Archiving and 1 Year Video Archival Retention, Wireless Emergency Duress Interface for Staff, Wireless Security.

CUSTOMER:

City of Darien Police Department
25 Hecker Avenue
Darien, CT

CONTACT:

Director of Facility Operations
Lt. Thomas J Whyte
Office: 203-662-5300

APPLICATION:

Design and Conversion of Legacy Licensed Camera Surveillance Head end to a "License Free" Surveillance and Recording System

DETAILS: Design, Procurement and Conversion of 60 plus Cameras for Digital High Definition System Recording and Surveillance of Building Interiors, Booking and Holding Cells Sally port, Parking and Command Center 15, Day 30 Day, and 90 Day Recording

CUSTOMER:

City of Stamford CT
888 Washington Blvd
Stamford, CT

CONTACT:

Parking and Traffic Enforcement
Mr. Stephen Frycz
(203)- 223-3246

APPLICATION:

Design and Installation of Three City Parking Garages Wide High Definition Camera Surveillance and Recording for Monitoring of Vehicles. Pedestrian Duress Indication Systems

DETAILS: Design, Procurement and Installation of 160 plus Cameras for Digital High Definition System recording for 30 Days. Maintenance and support of the Parking garages Duress notification System



New England Traffic Solutions

160 Oak St. Unit 410 Glastonbury, CT. 06033

Phone 860-633-1768; Fax 860-633-1796

September 10th 2020

Corporate Executive Summary

Corporation: GAC Inc. dba// New England Traffic Solutions, Privately held corporation.

Established: 2011 as a Small Business Woman solutions provider.

Current Location: 160 Oak Street Glastonbury CT. 06033

Federal Tax ID 90-0748667

- Principals: Amy Vecchiarino President, Claudio Vecchiarino Vice President.
- Our Annual gross sales are in excess of \$6,000,000.00 per year.
- New England Traffic Solutions has operated under the same name for 9+ years.
- We have no employee that has worked or works for the Town of Fairfield
- NETS has never been terminated by a customer nor been in any litigation with a customer.

Current employees 10

2 Executive

3 Operations Management

3 Technical Engineers

2 Operational Staffing

New England Traffic Solutions has been working in CT with the CT DOT and multiple municipalities, We currently under State contract to supply equipment and service to the CT DOT Traffic Control and Surveillance systems, is available all CT City and Town agencies Contract # 16PSX0109.

New England Traffic Solutions provides CCTV and Traffic Signal products, support and services to many Towns and Cities, a few are Town of Enfield, City of New Britain, City of Norwalk, City of New Haven, City of Bridgeport and City of Stamford.

Examples of Municipal Contractual - City of Stamford CT, Current Contracts in place

- S-6713-B On-Call Milestone Video Management System Installation and Maintenance Services.
- S-6705 Purchase Traffic Signal Controller and Supplies
- S-6708 Purchase Traffic Signal and Video Maintenance Supplies
- RFP 775 Building Security Systems Alarm and Fire Monitoring Service 20 Locations
- Parking Garage Surveillance System Services (Via LAZ Parking)

Amy Vecchiarino, President

160 Oak St. Unit 410 Glastonbury, CT. 06033

Phone 860-633-1768; Fax 860-633-1796

NEW ENGLAND TRAFFIC SOLUTIONS

With over 50+ Cumulative years of experience in the industry, the management and Technical staff of New England Traffic Solutions have applied their expertise on the following small sampling of System Integration Projects in The Fields of Safety Security and Communications in both the Traffic and Operational Facilities

City	Install	Communication
Hartford	Advanced Traffic Management System and Video Surveillance	Fiber and Copper
New Haven	Advanced Traffic Management System IP Surveillance System Management	Fiber Wireless
Stamford	Advanced Traffic Management System IP Traffic Surveillance System Management Building IP Surveillance Intrusion and Monitoring	Fiber Copper Wireless Fiber Cellular
Norwalk	Advanced Traffic Management System	Fiber
Glastonbury	Advanced Traffic Management System	Fiber
New Britain	Advanced Traffic Management System IP Traffic Surveillance System Management Parks and Recreation Surveillance	Fiber Copper Fiber
State of CT	IMS Traffic Management System – Bridgeport Operations Center CT RT 8, CT I-95, CT I-84, CT I-91 Streetwise Traffic Management System Housatonic Community College Campus Wide Surveillance	Fiber Modem Copper Wireless



KEY TEAM MEMBER PROFILES



Claudio Vecchiarino

Senior Level Executive

New England Traffic Solutions

Glastonbury, CT

Claudio Vecchiarino is the Vice President of New England Traffic Solutions, a company focused on Traffic Control Distribution and Intelligent Traffic Management System integration.

Mr. Vecchiarino has over 20 years of experience in the Traffic Control industry which includes Technology & Transportation Application expertise, System Design & Integration, and Electrical Contracting Field proficiency. He is a visionary technical leader with a proven track record of designing and implementing cutting edge intelligent transportation systems.

Mr. Vecchiarino has developed a network of top notch talent in the traffic, security, wireless and telecommunication industries thus allowing New England Traffic Solutions to deliver on highly complex infrastructure projects.

Education

E-1 Licensed Electrical Contractor – State of Connecticut

L-1 Low voltage License –State of Connecticut

Fiber Optics Certification

Associates Degree in Electrical Engineering Technology - Technical College, Hartford, CT

Computer Processing Institute, Hartford, CT

State of Connecticut's Apprenticeship program in Electronics

State of Connecticut's Apprenticeship program in Electrical

Professional Affiliations

Connecticut Chapter of Institute of Traffic Engineers

International Municipal Signal Associate

Intelligent Transportation Society of Connecticut

TECHNICAL PROFILE



Lorenzo Rossi

Systems Operations Logistics manager

Glastonbury CT

In his senior management role, Mr. Rossi oversees the Systems Support Group that is responsible for NETS operational support, supervising support internal installations, daily scheduling, Coordination of Product logistics and delivery.

Mr. Rossi brings more than 30 years of progressive experience in the delivery, development, integration, and management to his current assignment with NETS. He has extensive experience project procurement, installation coordination, and operational support. Mr. Rossi has worked with Numerous State and local Municipal agencies throughout the Connecticut Prior to joining NETS, Mr. Rossi in a number of supporting rolls to procure, coordinate and deliver both product and staff for Both Private and Public companies

Mr. Bonificio has been involved in development and quality control and operational support centers for both Fortune 500 company such as United Technologies, ADT Fire and Security. Mr. Rossi has also coordinated the testing, and Maintenance for 500+ clients for Life Safety, Security and Surveillance systems

Education

University of New Haven, West Haven, CT B.S., Business

Administration Graduation: June 1995

TECHNICAL PROFILE



Damin Scott

Intelligent Transportation System Signal Specialist

New England Traffic Solutions

Glastonbury, CT

Damin Scott is the lead technician on ITS Systems and is responsible for ATMS integration, maintenance and upgrades.

Mr. Scott brings over 15 years of experience in system integration, ITS controller programming and copper and fiber communication. He has extensive experience deploying Trafficware's Advanced Traffic Management System and Video Detection and Surveillance systems to numerous agencies throughout the state of Connecticut.

In addition, Mr. Scott is New England Traffic Solution's subject matter expert on Traffic Controllers, Video Detection Systems, and Emergency Preemption. Damin works directly with contractors and agencies to best utilize, integrate, and troubleshoot their traffic control infrastructure.

Education

B.S. University of Phoenix

Traffic Signal Level III, IMSA

Electronics, Baran Institute of Technology

Key ATMS Projects for Mr. Scott:

STAMFORD URBAN TRANSIT Controller Programming and ATMS Integration, Video Detection

HARTFORD INTERMODAL TRIANGLE Controller Programming, ATMS Integration Training CTDOT

Statewide Controller, Video Detection and Surveillance, Streetwise and ATMS Training

GLASTONBURY, NEW BRITAIN, WEST HARTFORD – ATMS.WEB Integration

NEW HAVEN RT 34 DOWNTOWN CROSSING ITS Cabinet and ATMS Integration

TECHNICAL PROFILE



William Palko

Director of Integration Technologies

Integration Specialist

New England Traffic Solutions

Glastonbury, CT

With over 30 years of experience in the field of Electronic Safety and Security, Mr. Palko's career has covered all aspects from design, installation, service, sales and management within the processes required to provide Electronic Safety and Security Solutions to a diverse commercial market.

After completing his certification in the Field of Electronic Technology and application engineering at CSE in New Haven Connecticut he was promoted to the roll of lead Field Service Engineer for FSI international, charged to Commission and certify both Private and Public Safety and Security projects.

Mr. Palko International Business Career has taken him to diverse and distant places such as BMEWS Thule Greenland, Naval Station Guantanamo Bay Cuba, and Paradise Island in the Bahamas. He also worked in support of the "US Army Corp of Engineers" on numerous security integration projects in the Middle East.

Mr. Palko comes to New England Traffic Solutions with technical and management experience leading teams on High Profile Accounts such as GE World headquarters, United Technologies World Headquarters and the Naval Submarine Base in Groton CT. He has business relationships with Regional Government entities such as the State of CT Department of Corrections and DHMS and Various Board of Education Operatives for several Cities.

Mr. Palko's career has allowed him to work closely with leading Engineers, Architects, Property Developers, and Electrical Contractors to support projects and services in the application of Safety and Security systems. These included Corporate and Public venues such as "Rentschler Field", "Arena & Ballpark at Harbor Yard", and UBS Bluestone Data Center.

Professional Memberships and Certification

IEEE Application Engineers

IMSA Certification

National Fire Protection Association (NFPA)

TECHNICAL PROFILE



Kevin Cramer

Field Engineer - Networking, Video and Communications

New England Traffic Solutions

Glastonbury, CT

Kevin Cramer is the lead technician and integrator on IT, IMS, Wireless, CCTV, and specialized Surveillance solutions for Pedestrian Detection projects.

Mr. Cramer has over 13 years of experience with NEMA controllers along with 9 years of experience with network integration of Video and CCTV Cameras, Traffic Management System Cabinets, and Public Safety CCTV Network installations. Kevin has extensive experience with Wireless, Ethernet and fiber communications, video management systems and software.

In addition to network integration and troubleshooting, Mr. Cramer is New England Traffic Solution's subject matter expert on Specialized wired and solar products Network and Cellular pathway, Networking topology, LPR detection and signaling, and Weigh Station detection and Notification

Education & Certification

Certified Integration Technician: Video Insight®, OnSSI, and Milestone

Traffic Signal Level II, IMSA

Electronics, Cheney Tech

Notable Projects for Mr. Cramer:

HOUSATONIC COMMUNITY COLLEGE Network Migration of Video Servers for LTS

BRIDGEPORT INCIDENT MANAGEMENT SYSTEM – TMSC Cabinet Build and Integration

STAMFORD ENGINEERING – Video Wall Traffic Operations and Milestone Video Integration

CITY OF BRIDGEPORT - Traffic Operation Center Video Management and Display

NEW HAMPSHIRE DOT – Wireless Solar Weigh Station Signage Integration

KEY TEAM MEMBERS NEW ENGLAND TRAFFIC SOLUTIONS,
160 OAK ST UNIT 410, GLASTONBURY, CT 06033

Wisenet eLearning Institute

Wisenet P Series

CERTIFICATE

_____ OF COMPLETION _____

Is hereby granted to

William palko

To certify that they have completed to satisfaction Wisenet P Series this

March 2, 2021

Wisenet Technician Training, WTT104 Wisenet NVR Setup

CERTIFICATE

_____ OF COMPLETION _____

Is hereby granted to

William palko

To certify that they have attended & participated to satisfaction.

March 12, 2021



Hanwha Techwin

Wisenet eLearning Institute

This is to certify that

William palko

GAC DBA New England Traffic Solutions

Has successfully completed Wisenet Q series on

March 12, 2021.

**CITY OF NORWALK
PURCHASING DEPARTMENT**



**SEALED BIDS MUST BE RECEIVED BY THE OFFICE OF THE PURCHASING AGENT, 125 EAST AVENUE
NORWALK, CT 06856 BY THE DATE AND TIME OF BID OPENING**

PROJECT NUMBER:	4082
REQUESTING DEPARTMENT:	Norwalk Fire Department
DATE OF BID ISSUANCE:	2/18/2021
TITLE OF BID:	Security Cameras for the Norwalk Fire Department (Various Locations)
ELECTRONIC SUBMISSION DEADLINE:	2:00 PM 03/16/2021
HARD COPY SUBMISSION DEADLINE:	2:00 PM 03/18/2021
MANDATORY WALKTHROUGH:	YES (X) NO ()
DATE, TIME AND LOCATION OF WALKTHROUGH	March 02, 2021, 10:00AM, Meeting at Headquarters (station 2), 121 Connecticut Ave., Norwalk, CT. We will then travel to the other sites listed in Section 2.
TIME/DATE OF BID OPENING:	2:00 PM 03/18/2021
BID DEPOSIT REQUIRED:	YES (X) NO ()
IF YES, AMOUNT REQUIRED	10%
SUCCESSFUL BIDDERS ONLY:	YES (X) NO ()
PERFORMANCE & PAYMENT BOND REQUIRED:	100%
IF YES, AMOUNT REQUIRED	
SUCCESSFUL BIDDERS ONLY:	
MAINTENANCE BOND REQUIRED:	YES (X) NO ()

ALL TERMS AND CONDITIONS, SPECIFICATIONS AND BID FORMS ARE ATTACHED HERETO.

NOTE: THE FOLLOWING DOCUMENTS WILL BE REQUIRED FOR A BID TO BE COMPLIANT

1. BIDDER'S INFORMATION AND ACKNOWLEDGEMENT FORM
2. BID FORMS, INCLUDING PRICING SHEETS AND ADDENDA ACKNOWLEDGMENT FORMS (ONE ORIGINAL PLUS ONE (1) COPIES)
3. EXCEPTIONS (IF ANY)

CITY OF NORWALK
PURCHASING DEPARTMENT
NOTICE TO BIDDERS

1. ALL BIDS WILL BE OPENED PROMPTLY AT THE ADVERTISED TIME OF OPENING. THERE WILL BE NO DELAYS OR POSTPONEMENTS WHICH ARE NOT PUBLICLY ADVERTISED. ANY BID RECEIVED AFTER THE ADVERTISED TIME OF OPENING WILL NOT BE ACCEPTED.
2. IF A BIDDER USES A COURIER SERVICE FOR BID DELIVERY, IT SHALL BE THE BIDDER'S RESPONSIBILITY THAT THE BID REACHES THE PURCHASING DEPARTMENT BY THE DATE AND TIME SPECIFIED HEREIN.
3. ALL BIDS SUBMITTED TO THE CITY MUST BE IN A CLEARLY MARKED AND SEALED ENVELOPE. REFERENCE THE PROJECT NUMBER ON THE OUTSIDE OF THE ENVELOPE.
4. OBLIGATION OF BIDDERS:
 - a. AT THE TIME OF OPENING BIDS, EACH BIDDER SHALL BE PRESUMED TO HAVE INSPECTED THE SITES AND TO HAVE MADE HIM/HERSELF THOROUGHLY FAMILIAR WITH THE PLANS AND CONTRACT DOCUMENTS, INCLUDING ALL ADDENDA. THE FAILURE OR OMISSION OF ANY BIDDER TO RECEIVE OR EXAMINE ANY FORM, INSTRUMENT OR DOCUMENT SHALL IN NO WAY RELIEVE ANY BIDDER FROM ANY OBLIGATION IN RESPECT TO THEIR BID.
 - b. EACH BIDDER MUST FULLY INFORM HIM/HERSELF OF THE CONDITIONS RELATING TO THE WORK WHICH WILL BE PERFORMED. FAILURE TO DO SO WILL NOT RELIEVE THE SUCCESSFUL BIDDER OF HIS/HER OBLIGATION TO FURNISH ALL LABOR AND MATERIALS NECESSARY TO CARRY OUT THE PROVISIONS OF THE CONTRACT DOCUMENTS AND TO COMPLETE THE CONTEMPLATED WORK. IN AS MUCH AS POSSIBLE, THE CONTRACTOR MUST, IN CARRYING OUT HIS/HER WORK, EMPLOY SUCH MEANS AND METHODS AS WILL NOT CAUSE ANY INTERRUPTIONS OR INTERFERENCE WITH THE WORK OF ANY OTHER CONTRACTOR.
5. TIME IS OF THE ESSENCE (IF APPLICABLE):
 - a. IF THE PROJECT IS NOT COMPLETED BY THE DATE SPECIFIED AS THE SUBSTANTIAL COMPLETION DATE IN THE CONTRACT ENTERED INTO BY THE CITY AND THE CONTRACTOR, THE CONTRACTOR WILL BE SUBJECT TO CONSEQUENTIAL AND/OR LIQUIDATED DAMAGES.

**CITY OF NORWALK
PURCHASING DEPARTMENT
GENERAL INFORMATION**

1. INTRODUCTION

The City of Norwalk is requesting bids from qualified firms for the material, labor and install of security cameras for the Norwalk Fire Department at various locations. The requirements of this project are outlined in greater detail under Section 2 Scope of Work/Project Specifications.

2. BID DOCUMENTS

All Bid documents for this invitation are available over the internet at <http://www.norwalkct.org>. Adobe Acrobat reader is required to view this document. If you do not have this software you may download it for free from Adobe.

3. ADDENDA

All addenda, if issued will be available over the internet at <http://www.norwalkct.org>. We strongly suggest that you check for any addenda a minimum of forty-eight hours in advance of the bid deadline. It is the responsibility of the bidder to check for issuance of any addenda.

4. BIDDER'S LIST

Bidder's list for this solicitation will not be published.

5. QUESTIONS CONCERNING THIS BID

All questions concerning this solicitation must be directed, via e-mail, to Carleen Megaro, Buyer at cmegaro@norwalkct.org. The deadline for the submission of questions is 2:00 pm March 8, 2021.

6. SUBMISSION OF BID

As of 03/16/2020, the Norwalk City Hall is closed to the public. The City of Norwalk is allowing for electronic submission along with hard copy submission. All participants are required to submit both by the said date and time. Hard copy submission must match the electronic submission and will be the official accepted submission. The City of Norwalk has the right to reject any submission that does not meet this criteria.

All sealed electronic submissions must be submitted in Bonfire no later than March 16, 2021, at 2:00PM.

All sealed hard copy Bids should be submitted to the City of Norwalk's Purchasing Department no later than March 18, 2021 at 2:00 PM at the address listed below:

City of Norwalk Purchasing Department
125 East Avenue, Room 211

CITY OF NORWALK
PURCHASING DEPARTMENT

Norwalk, CT 06856-5125

7. SUMMARIES

A list of the proposing firms will be available any time after 5:00 pm on the day of the opening at <http://www.norwalkct.org>. Results will not be provided over the phone.

SPECIAL NOTES:

- 1.) **PROJECT SCHEDULE:** Begin the beginning of May and complete by August 31, 2021.
- 2.) A mandatory pre-bid conference and walkthrough will be held at 10:00 am, March 2, 2021 we will start at Headquarters Station 2 – 121 Connecticut Ave. in Norwalk and then travel to the other sites.
- 3.) Vendor must be certified in SAMSUNG Cameras and Hanwha-Techwin Cameras and products as well.
- 4.) The vendor must be a licensed electrician with the state of Connecticut.
- 5.) Vendor can work any day 8am-8pm.
- 6.) **BUILDING PERMITS** - Contractors shall obtain and pay for all required permit(s) for this project. Permits fees are NOT waived for this project.
- 7.) References to Department of Public Works, Director of Public Works, and Engineer in section 3 and section 4 are to be interpreted as "Owner's designated representative".
- 8.) Section 4, Item 109-04-2b, page 79, Contractor Charges is changed to read "...profit and overhead shall be figured at fifteen (15) percent unless some other basis is approved by the Director."
- 9.) Section 3.8, Liquidated Damages, change to read "Liquidated damages as defined in Article 27 of the Norwalk General Conditions for Construction will be \$250.00 per day.
- 10.) Contractors are hereby reminded that all submitted bid amounts MUST include all costs/insurance premium required to satisfy the various insurance limits as identified in these documents.
- 11.) Contractors are hereby advised that the determination of the lowest responsible bidder will be based on the total lump sum price. However, the Norwalk Fire Department does not have enough funds to pay for the cameras at all of the locations specified in the Invitation to Bid so they would choose which sites they would want done from the lowest responsible bidder selected by the City in its best interest. Said determination by the City would be final.
- 12.) **IMPORTANT Submission Information:** As of 03/16/2020, the Norwalk City Hall is closed to the public.

As of 08/10/2020, a new interior Customer Service window opened inside City Hall that will help serve the public during the ongoing COVID-19 pandemic. The window is staffed by Customer Service representatives Monday – Friday from 9 a.m. – 3:00 p.m. Members of the public can walk-in and they must wear a mask/face covering. If you are planning to use the Customer Service window to drop off your submission, it is recommended to

CITY OF NORWALK PURCHASING DEPARTMENT

drop off the submission as early as possible since the team will be serving other customers.

It is still recommended to use a courier service (i.e. FedEx, UPS, USPS, DHL, etc.) to deliver the submission to the above address by the due date and time.

- 13.) **Public Opening:** Per the City of Norwalk Purchasing Guidelines (<https://www.norwalkct.org/DocumentCenter/View/334/City-Procurement-Guidelines?bidId=>). Bids shall be opened publicly by the Purchasing Agent or his designee, in the presence of one or more witnesses at the time and place designated in the Invitation for Bids. The amount of each bid, and such other relevant information as may be specified by the bid, together with the name of each bidder shall be recorded; the record and each bid shall be open to public inspection. Due to Norwalk City Hall being closed to the public as of 03/16/2020 and you wish to hear the bid/RFP opening, please join us through a teleconference.

Access Number: (866) 640-4044 or (678) 302-3554

Participant Code: 968 704

The City of Norwalk is an Affirmative Action/Equal Opportunity Employer; Minority/Women's Business Enterprises are encouraged to apply

CITY OF NORWALK
PURCHASING DEPARTMENT

CITY OF NORWALK
PURCHASING DEPARTMENT

SECTION 1 – FORMS OF PROPOSAL

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

GAC dba New England Traffic Solutions
Bidder's Name

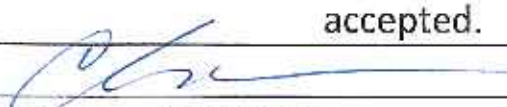
160 Oak Street Unit 410
Street Address

Glastonbury	CT	06033
City	State	Zip

Business Telephone: 860-633-1768

Email Address: claudio@netraffics.comolutions

Claudio Vecchiarino	Vice President
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.	
	3-16-21
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:

NETS has provided cost as specified the Hanwha Samsung Video product No exception have been taken, however NETS being an active and current vendor in good Standing and provider of Video and Traffic Technologies for the City of Norwalk Traffic Department.

Can if requested provide alternate pricing for COHU COSTAR Product which is NDAA compliant and approved by Multiple State of CT State Agencies

CITY OF NORWALK PURCHASING DEPARTMENT

1.1 RESPONSE FORM – BID #4082 Security Cameras for the Norwalk Fire Department (Various Locations)

Vendor Name - GAC dba New England Traffic Solutions		
Address - 160 Oak Street Unit 410 Glastonbury CT 06033		
Phone - 860-633-1768	Fax - 860-633-1796	Email - claudio@nettrafficsolutions.com
Manager - Claudio Vecchiarino		Fed ID# 90-0748667

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 unit prices shall apply to this project:

NOTE: See Project Specifications/Scope of work.
Cost must include materials, labor and install.

	PROJECT SITE	COST
A.	Headquarters(Station 2)	\$ 8,450.00
B.	Station 1	\$ 7,400.00
C.	Station 3	\$ 7,350.00
D.	Station 4	\$ 7,350.00
E.	Station 5	\$ 7,450.00

**CITY OF NORWALK
PURCHASING DEPARTMENT**

F.	Training on System Operation	\$ INCLUDED
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G.	Maintenance Contract for 3 years	\$ *1,000.00
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*VIDEO CCTV SURVEILLANCE SYSTEMS ARE ACTIVE AND NOT PASSIVE IN NATURE
MAINTAINENCE WOULD ENTAIL CLEANING OF CAMERA HOUSING AND ADJUSTMENTS,
IT IS HIGHLY RECOMMENDED THAT THE SYSTEMS BE EVENTUALLY TIED TO THE LOCAL
AREA NETWORK AND SETUP FOR EMAIL NOTIFICATIONS IN THE EVENT OF FAILURE OF
CAMERAS AND OR THE NVR FIRE DEPT OR IT DEPARTMENT STAFF CAN BE NOTIFIED
IMMEDIATELY VIA EMAIL OF ANY FAILURES OR OBSTRUCTIONS OF CAMERAS THAT
WOULD OTHERWISE GO UN-NOTICED SINCE THESE SYSTEMS ARE LOCAL IN NATURE BY
SPEC DESIGN



Reference _____

Date _____

Cashier's Check
9793821

Pay to the order of _____

Pay _____

To the Order of _____

CASHIER'S CHECK

Authorized Signature _____

Notice to Customer: The purchase of an indemnity bond may be required before this check will be cashed or redeemed in the event it is lost, misplaced or stolen.

Number FDCC 01-202

⑈9793821⑈ ⑈226672186⑈ ⑈67000295⑈

CITY OF NORWALK PURCHASING DEPARTMENT

PROJECT:	4082 Security Cameras at Norwalk Fire Department (various locations)
VENDOR NAME:	GAC dba New England Traffic Solutions

Bid Security in the form of a (check one) is attached.		Bond	X	Certified Check \$3,900.00
Cost for performance bond <u>included in lump sum</u>	\$	30.00	per thousand dollars	
Insurance Agency Name -	The Hartford		Tel.-	860-659-3741
Agency Address -	Anderson Myer Insurance Glastonbury CT 06033			

Submitted by:

Print Name of Authorized Agent of Company	William D. Palko
Signature of Authorized Agent of Company	
Date	3-16-21

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	X	Dated	2/26/21	Addendum #		Dated	
Addendum #	2	X	Dated	3/1/21	Addendum #		Dated	
Addendum #	3	X	Dated	3/9/21	Addendum #		Dated	

CITY OF NORWALK PURCHASING DEPARTMENT

1.2 STATEMENT OF BIDDERS QUALIFICATIONS

Please answer the following questions regarding your company's past performance. Attach a financial statement or other supportive documentation. Failure to reply to this instruction may be regarded as justification for rejecting a bid.

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

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

Project	Date	Contact Person	Phone No.
Technology Upgrade - District 1 FIELD COMM 1 CCTV, Network, Video Value \$103,000.00	August 2020	Westport FD Assistant Chief Matthew Cohen	C: 203.509.4830 mcohen@westportct.gov
SONO MALL- New Traffic CCTV & Detection (5) Intersections Video & Control Value \$550,000	July 2020	Director Traffic Engineering Mr. Fred Eshegri	P 203-216-8928 feshraghi@norwalkct.gov
Roof Top - Garage Conversion of CCTV Conversion of Analog to HD Value \$25,000	July 2020	Director of Public Safety Mstr. Sargent Chris Gough	P 203-332-5025 cgough@hcc.commet.edu
City of New Britain CT - CCTV Facilities and Parks Update & New Systems 12 Venues Value \$180,000	2018-2021	Facilities/Parks Operations Jon Delgado and Matt Scofield	Jon C 860-505-5676 Matt C 860-830-8608
City of Stamford CT - Parking Garage CCTV (3) Update Garage CCTV Systems Value \$48,000	Sept 2019	Garage Facilities Operations Stephen Fryze	C 203-223-3246 Sfrycz1@stamfordct.gov
City of Stamford CT - Facilities Security updates (25) Intrusion system updates Value \$160,000	January 2021	Director Facilities Operations William Bemonte	C 475-259-9149 wbemonte@stamfordct.gov

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.

COMPANY NAME	ADDRESS	PRINCIPAL	PHONE	PORTION/SECTION OF WORK
RGM Electrical	72 Judd Street	Robert Maloney	203-673-7893	Wiring Installation

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	<u>Connecticut corporations</u> - Will the Secretary of State be able to issue a Certificate of Good Standing within 30 days of the bid opening?	Yes	No
		☒	☐
	<u>Out-of-State corporations</u> - 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	CT E1-192100		
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:			
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: The Hartford Insurance Company	Tel: 860-659-3741
Agency Address: Anderson Myer Insurance Glastonbury CT 06033	Email: jforschino@amiagency.com

1.5 CITY OF NORWALK VENDOR QUESTIONNAIRE – IT INFORMATION SECURITY



MEMORANDUM

TO: Anthony Carr, P.E. – Chief of Operations & Public Works
FROM: Mario Pizighelli, E.I.T – Assistant Civil Engineer
CC: Vanessa Valadares, P.E. – Principal Engineer
REF: Public Works Committee Agenda Item – DRG 2020-1, On Call Drainage Improvements at Various Locations
DATE: June 14, 2021

On September 8, 2020, Common Council approved the action item to authorize the Mayor, Harry W. Rilling to execute an Agreement between M. Rondano Inc., for Project DRG 2020-1 On-Call Drainage Improvements at Various Locations for a sum not to exceed \$954,320.00. Within the contract Bid Documents, there is a special note stating 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 contract unit bid items will be increased by 5% each additional year.

The contract started on September 18, 2020. I recommend we use the option to extend the contract an additional one (1) year with the option to extend an additional one (1) year term come September 2022. The Contractor, M. Rondano Inc., has fulfilled their obligations in timely and effective manner. Their work and expertise has proven to be beneficial in improving Norwalk's current drainage infrastructure prior to road paving and concrete sidewalk installation, resulting in more roads being ready for road reconstruction without the delay that was experienced prior to this contract starting in September 2020. I believe that extending the contract shall provide a more efficient road reconstruction program for future paving projects and would greatly benefit The City of Norwalk.

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 M. Rondano, Inc. for Project DRG 2020-1 On-Call Drainage Improvements at Various Locations. The Amendment is to extend the Agreement for a period of one (1) year at a sum not to exceed \$1,002,036.00 with an option to extend for one (1) additional term for one (1) year.

Account No.

09 21 4027 5777 C0302
09 22 4027 5777 C0302

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 06 4021 5777 C0315

- 2.) Authorize the Chief of Operations and Public Works, to execute orders on the contract with M. Rondano, Inc. for project DRG 2020-1 On-Call Drainage Improvements for a sum not to exceed \$100,203.60.

Account No.

09 21 4027 5777 C0302
09 22 4027 5777 C0302
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 06 4021 5777 C0315

- 3a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Safety Markings, Inc. for Project TMP 2020-2 Proposed Pavement Marking, Symbols and Legends at Various Locations for a sum not to exceed \$128,935.00.

Account No. 09 18 4021 5777 C0562
09 19 4021 5777 C0562
09 20 4121 5777 C0562
09 18 4021 5777 C0598
09 19 4121 5777 C0598
09 20 4121 5777 C0598

AUTHORIZED

- 3b. Authorize the Chief of Operations and Public Works to Execute Orders on the Contract with Safety Markings, Inc. for Project TMP 2020-2 Proposed Pavement Markings, Symbols and Legends at Various Locations for a sum not to exceed \$12,893.00.

Account No. 09 18 4021 5777 C0562
09 19 4021 5777 C0562
09 20 4121 5777 C0562
09 18 4021 5777 C0598
09 19 4121 5777 C0598
09 20 4121 5777 C0598

AUTHORIZED

4. Authorize the Mayor, Harry W. Rilling, to execute a Fourth Amendment to the August 28, 2007 agreement for Professional Engineering Services between the City of Norwalk and A. DiCesare Associates, P.C., regarding the East Avenue Reconstruction Project, for an amount not to exceed \$91,000.00 in accordance with the attached scope of services dated July 27, 2020.

Account No. 09 11 4021 5777 C0471
09 12 4021 5777 C0471
09 19 4021 5777 C0471
09 20 4021 5777 C0471
09 21 4021 5777 C0471

AUTHORIZED

- 5a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and M. Rondano, Inc. for project DRG2020-1 On-Call Drainage Improvements at Various Locations for a sum not to exceed \$954,320.00.

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

**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**

102-16 SPECIAL SPECIFICATIONS AND NOTES

CITY OF NORWALK PROJECT No. DRG 2020-1 ON-CALL DRAINAGE IMPROVEMENTS AT VARIOUS LOCATIONS

1. SCOPE OF WORK

The intent of the contract is to provide drainage improvements on an "on-call" basis ahead of the City's paving program to complete the work or improvements in full compliance with the plans, specification, technical specifications, special notes, etc.

The prospective bidder must have experience working with drainage projects for the Municipalities or the State of Connecticut.

A.) Quantities

The unit bid prices shall be applied to the applicable quantities actually used and accepted in the performance of this project. Quantities have been established using the best information available to The City for accuracy. In some instances, however, quantities may have been provided for some items in order to establish unit price in the eventuality that the item of work may occur during construction of the project.

Should the actual quantities constructed vary from those estimated, whether higher or lower, the Contractor is made aware that the applicable item will be paid for based upon the Contractor's unit bid price for that item.

B.) Time Provisions

- a. This Agreement shall remain in effect for a one (1) year period commencing after the Notice to Proceed by the City of Norwalk is issued. During this effective term the CONTRACTOR shall remain available to perform any of the Services required by the CITY, at the request of the Chief of Operations & Public Works. The City has an option to extend this Agreement for two (2) additional terms of one (1) year each. To exercise this option the CITY must send written notification of its intent to the CONTRACTOR prior to the expiration of the current term.
- b. Once the Contractor is provided with a detailed Project Scope, the expectation will be that the Contractor be able to commence work within two weeks of receiving that scope. The Contractor is required to provide a proposed schedule for completing such work, within a week of receiving a Project Scope. The City estimates approximately 10 Project Scopes within each contractual year. The Contractor ought to be able to work on two Project Scopes concurrently (availability of two or more crews at one time). The City will attempt to provide as many Project Scopes up front as possible, but there may be periods where a

Project Scope has not yet been defined and the Contractor is 'On-Call'. In the event of an emergency, the City expects that one crew be made available on short notice, within the time necessary to conduct an emergency CBYD and acquire the necessary materials. Notwithstanding the above this Agreement shall remain in effect until any incomplete Services are fully completed to the satisfaction of the CITY, unless otherwise terminated by the parties hereto.

2. OPTION TO EXTEND THE CONTRACT

The City has an option to extend this Agreement for two (2) additional terms of one (1) year each. To exercise this option the CITY must send written notification of its intent to the CONTRACTOR prior to the expiration of the current term.

In the event that the CITY chooses to extend the Contract for additional years, the CONTRACT UNIT BID PRICE will be increased by 5% each additional year.

3. LIQUIDATED DAMAGES

There will be one notice to proceed issued for this project. Thirty(30) calendar days will be allowed for the completion of each Project Scope provided during this contract. For each calendar day that any work remains uncompleted after the date specified for the completion of the work provided in the Contract, the amount of **FIVE HUNDRED DOLLARS (\$500.00) per calendar day** will be deducted from any money due the Contractor, not as a penalty but as liquidated damages; provided, however, that due account shall be taken of any adjustment of the contract time for completion of the work as provided elsewhere in the specifications.

4. CONTRACT DRAWINGS

The attached contract drawings have been provided in order to give a perspective of possible project scope. The City reserves the right to alter the location or project scope of the attached drawings.

5. FORM 817

Any reference to the "Standard Specifications for Roads, Bridges, and Incidental Construction, State of Connecticut, Department of Transportation" within the Bid Documents shall be construed to refer to **FORM 817** (latest supplemental July 2019). Any references to materials specifications shall refer to the "Standard Specifications for Roads, Bridges and Incidental Construction, State of Connecticut, Department of Transportation" **FORM 817** (latest supplemental July 2019) unless otherwise included or specified in this bid package. The State of Connecticut, Department of Transportation, Standard Specifications for Roads, Bridges and Incidental Construction, **FORM 817**, (latest supplemental July 2019)(otherwise referred to collectively as ConnDOT **Form 817**) is hereby made

M. RONDANO, INC.

GENERAL CONTRACTORS

49 East Avenue
Norwalk, CT 06851

Tel. No. (203) 846-1577
Fax No. (203) 846-9564

Mario Pizighelli
Assistant Civil Engineer
125 East Avenue
Department of Public Works
Room 225
Norwalk, CT 06851

Dear Mario,

This letter is to inform you that M. Rondano, Inc. acknowledges and accepts the extension of the current contract DRG2020-1 for the following year.

Thank you.

Sincerely,



James Barrett
Superintendent
M. Rondano, Inc.



CITY OF NORWALK
Daniel Stanton, PE
Senior Civil Engineer
dstanton@norwalkct.org
norwalkct.org
P: 203-854-7791 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

To: Anthony Carr, P.E. – Chief of Operations & Public Works
From: Daniel Stanton, P.E. – Senior Engineer *DJS*
CC: Vanessa Valadares, P.E. – Principal Engineer
Ref: Public Works Committee Agenda Item – Crack Seal at Various Locations
Date: June 29, 2021

We opened two bids for PM2021-3 Crack Seal at Various Locations. We recommend Sealcoating Inc. DBA Indus as shown in the bid comparison document attached.

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

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

Account No.
09 21 4021 5777 C0021
09 22 4021-5777 C0021

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 22 4021-5777 C0021

Att.: Bid Comparison, Bid Sheet, Bid Submissions

Project Number : PM2021-3
Project Name : CRACK SEAL AT VARIOUS LOCATIONS

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0406211	CRACK SEALING	24,000	\$12.53	\$300,720.00	\$13.43	\$322,320.00	\$0.00	\$0.00	\$12.50	\$300,000.00
			\$300,720.00		\$322,320.00		\$0.00		\$300,000.00	

Apparent Low Bidder :

Second Bidder :

Third Bidder :



Bid Sheet

Project: PM 2021-3 Crack Seal at Various Locations
BID OPENING: Wednesday
June 23, 2021
1:00 PM

<u>Bidder</u>	<u>Bid Amount</u>	<u>Bid Bond</u>
CT Sealcoating LLC PO Box 571 Bethlehem, CT 06751	\$322,320.00	15% Great Midwest Insurance Company
Sealcoating Inc. DBA Indus 825 Granite Street Braintree, MA 02184	\$300,720.00	15% Fidelity Deposit and Insurance Company



4126-PM2021-3 Crack Seal at Various Locations

Submissions

Supplier	Date Submitted	Name	Email	Confirmation Code
Connecticut Sealcoating	Jun 18, 2021 10:29 AM EDT	Michael Brasche	Mike@thesambrookgroup.com	MTQ4MDE5
SEALCOATING INC DBA INDUS	Jun 18, 2021 8:36 AM EDT	Susan Bruce	susan.bruce@indusinc.com	MTQ4MDAx



CITY OF NORWALK
Daniel Stanton, PE
Senior Civil Engineer
dstanton@norwalkct.org
norwalkct.org
P: 203-854-7791 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

To: Anthony Carr, P.E. – Chief of Operations & Public Works
From: Daniel Stanton, P.E. – Senior Engineer 
CC: Vanessa Valadares, P.E. – Principal Engineer
Ref: Public Works Committee Agenda Item – Material Testing
Date: June 29, 2021

We opened three bids for DPW2021-2 Material Testing. We recommend Atane as shown in the bid comparison document attached.

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

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.

Att.: Account Lines, Bid Comparison, Bid Sheet, Bidders List

DPW2021-2 Material Testing Services

Account Lines:

ORG	OBJ	PROJECT	ORG	OBJ	PROJECT
09214021	5777	C0021	9224021	5777	C0021
09214021	5777	C0234	9224021	5777	C0234
09214021	5777	C0302	9224021	5777	C0302
09214021	5777	C0315	9224021	5777	C0315
09214021	5777	C0318	9224021	5777	C0318
09214021	5777	C0503	9224021	5777	C0503
09214021	5777	C0617	9224021	5777	C0617
09214021	5777	C0642	9224021	5777	C0642
09214021	5777	C0643	9224021	5777	C0643
09214021	5777	C0440	9224022	5777	C0440
09214021	5777	C0471	9224022	5777	C0471
09214095	5777	C0303	9224095	5777	C0303
09216030	5777	C0321	9226030	5777	C0321
09216030	5777	C0365	9226030	5777	C0365
09216030	5777	C0366	9226030	5777	C0366
09216030	5777	C0631	9226030	5777	C0631
09216030	5777	C0658	9226030	5777	C0658
09216030	5777	C0659	9226030	5777	C0659
09216030	5777	C0771	9226030	5777	C0771
09217100	5777	C0266	9227100	5777	C0266
09217100	5777	C0295	9227100	5777	C0295
09217100	5777	C0476	9227100	5777	C0476
09217100	5777	C0583	9227100	5777	C0583
09217100	5777	C0772	9227100	5777	C0772
09204062	5777	C0360			
09204062	5777	C0361			
09204021	5777	C0642			

DPW2021-2 Material Testing																
					Atane	2,021	Atane	2,021	Atane	2,021	Special Test/trl	2021-2023	Tri State	2,021		
15	Bituminous Concrete Density Testing In-place	4	Hour		\$ 27.50	\$ 110.00	\$ 28.50	\$ 114.00	\$ 29.50	\$ 118.00	\$ 32.50	\$ 130.00	\$ 39.00	\$ 156.00	\$ 175.00	\$ 700.00
16	Bituminous Concrete Density Testing In-place	1	Day		\$ 220.00	\$ 220.00	\$ 225.00	\$ 225.00	\$ 235.00	\$ 235.00	\$ 260.00	\$ 260.00	\$ 275.00	\$ 275.00	\$ 1,200.00	\$ 1,200.00
17	Bituminous Concrete Coring Crew	4	Hour		\$ 60.00	\$ 240.00	\$ 62.00	\$ 248.00	\$ 64.00	\$ 256.00	\$ 212.50	\$ 850.00	\$ 150.00	\$ 600.00	\$ 125.00	\$ 500.00
18	Bituminous Concrete Coring Crew	1	Day		\$ 450.00	\$ 450.00	\$ 460.00	\$ 460.00	\$ 475.00	\$ 475.00	\$ 1,700.00	\$ 1,700.00	\$ 950.00	\$ 950.00	\$ 700.00	\$ 700.00
19	Patching Bituminous Concrete Cores	12	Ea		\$ 10.00	\$ 120.00	\$ 10.00	\$ 120.00	\$ 10.00	\$ 120.00	\$ 40.00	\$ 480.00	\$ 35.00	\$ 420.00	\$ 25.00	\$ 300.00
20	Bituminous Concrete Core Density Testing	12	Ea		\$ 25.00	\$ 300.00	\$ 25.00	\$ 300.00	\$ 25.00	\$ 300.00	\$ 25.00	\$ 300.00	\$ 90.00	\$ 1,080.00	\$ 75.00	\$ 900.00
21	Travel Cost	6	Round Trip		\$ 50.00	\$ 300.00	\$ 50.00	\$ 300.00	\$ 50.00	\$ 300.00	\$ 11.20	\$ 67.20	\$ 68.00	\$ 408.00	\$ 50.00	\$ 300.00
22	Certified Test Report Concrete	2	Ea		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ 800.00
23	Certified Test Report Process Subbase	2	Ea		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ 800.00
24	Certified Test Report Bituminous Concrete	2	Ea		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ 800.00
25	Expired Test Report	1	Ea		\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ 200.00	\$ 200.00
26	Attach Hourly Rates for Personnel	1	Allowance		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
27	Wire Mesh per AASHTO T244	1	Sample		\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 85.00	\$ 85.00	\$ 85.00	\$ 85.00	\$ 250.00	\$ 250.00
28	Reclaimed Material Chemical Analysis MAT 212	2	Ea		\$ 250.00	\$ 500.00	\$ 250.00	\$ 500.00	\$ 250.00	\$ 500.00	\$ 50.00	\$ 100.00	\$ 50.00	\$ 100.00	\$ 525.00	\$ 1,050.00
	Page 2 Total	1	LS			\$ 5,840.00		\$ 5,867.00		\$ 5,904.00		\$ 7,072.20		\$ 7,074.00		\$ 11,500
	Project Total Sum Page 1 and Page 2	1	LS			\$ 13,037.00		\$ 13,105.00		\$ 13,203.00		\$ 15,858.20		\$ 15,960.00		\$ 29,410.00
	Three Year Total									\$ 39,345		\$ 47,575		\$ 47,880		\$ 88,230

DPW2021-2 Material Testing															
#	Item	Qty	UOM	Atane	2,021	Atane	2,022	Atane	2,023	Special Test	2,021	Tristate	2,021	\$/UOM	Estimate Total
1	Concrete Coating Crew	4	Hour	\$ 60.00	\$ 240.00	\$ 62.00	\$ 248.00	\$ 64.00	\$ 256.00	\$ 212.50	\$ 850.00	\$ 150.00	\$ 600.00	\$ 125.00	\$ 500.00
2	Concrete Coating Crew	1	Day	\$ 450.00	\$ 450.00	\$ 460.00	\$ 460.00	\$ 475.00	\$ 475.00	\$ 1,500.00	\$ 1,500.00	\$ 1,050.00	\$ 1,050.00	\$ 700.00	\$ 700.00
3	Patching Concrete Cores	10	Ea	\$ 10.00	\$ 100.00	\$ 10.00	\$ 100.00	\$ 10.00	\$ 100.00	\$ 40.00	\$ 400.00	\$ 35.00	\$ 350.00	\$ 25.00	\$ 250.00
4	Petrographic Testing	3	Ea	\$ 1,500.00	\$ 4,500.00	\$ 1,500.00	\$ 4,500.00	\$ 1,500.00	\$ 4,500.00	\$ 900.00	\$ 2,700.00	\$ 1,600.00	\$ 4,800.00	\$ 2,700.00	\$ 8,100.00
5	Cast-in-Place Concrete Inspection	4	Hour	\$ 27.50	\$ 110.00	\$ 28.50	\$ 114.00	\$ 29.50	\$ 118.00	\$ 32.50	\$ 130.00	\$ 38.00	\$ 152.00	\$ 125.00	\$ 500.00
6	Cast-in-Place Concrete Inspection	1	Day	\$ 220.00	\$ 220.00	\$ 225.00	\$ 225.00	\$ 235.00	\$ 235.00	\$ 260.00	\$ 260.00	\$ 245.00	\$ 245.00	\$ 700.00	\$ 700.00
7	Concrete Cylinder Sampling & Compressive Strength Testing (per cylinder)	7	Ea	\$ 11.00	\$ 77.00	\$ 11.00	\$ 77.00	\$ 11.00	\$ 77.00	\$ 18.00	\$ 126.00	\$ 14.00	\$ 98.00	\$ 55.00	\$ 385.00
8	Subbase Material Collection	3	Ea	\$ 50.00	\$ 150.00	\$ 50.00	\$ 150.00	\$ 50.00	\$ 150.00	\$ 50.00	\$ 150.00	\$ 45.00	\$ 135.00	\$ 125.00	\$ 375.00
9	Subbase Material Testing Sieve and Proctor	3	Ea	\$ 100.00	\$ 300.00	\$ 100.00	\$ 300.00	\$ 100.00	\$ 300.00	\$ 120.00	\$ 360.00	\$ 110.00	\$ 330.00	\$ 400.00	\$ 1,200.00
10	Subbase Material Testing Sieve and Proctor Expanded	1	Ea	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 160.00	\$ 160.00	\$ 145.00	\$ 145.00	\$ 600.00	\$ 600.00
11	Subbase Material Testing Hardness LA Abrasion	1	Ea	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 600.00	\$ 600.00	\$ 150.00	\$ 150.00	\$ 750.00	\$ 750.00
12	Subbase Material Testing Hardness Magnesium Sulfate	1	Ea	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 900.00	\$ 900.00	\$ 195.00	\$ 195.00	\$ 750.00	\$ 750.00
13	Soil/Fill Placement, Removal of Unsuitable Material, Preparation of Subgrade, Lift Thickness, Compaction and Unlimited Nuclear Density Testing	4	Hour	\$ 27.50	\$ 110.00	\$ 28.50	\$ 114.00	\$ 29.50	\$ 118.00	\$ 32.50	\$ 130.00	\$ 39.00	\$ 156.00	\$ 175.00	\$ 700.00
14	Soil/Fill Placement, Removal of Unsuitable Material, Preparation of Subgrade, Lift Thickness, Compaction and Unlimited Nuclear Density Testing	2	Day	\$ 220.00	\$ 440.00	\$ 225.00	\$ 450.00	\$ 235.00	\$ 470.00	\$ 260.00	\$ 520.00	\$ 240.00	\$ 480.00	\$ 1,200.00	\$ 2,400.00
	Page 1 Total	1	LS		\$ 7,197.00		\$ 7,238.00		\$ 7,299.00		\$ 8,786.00		\$ 8,886.00		\$ 17,910



Bid Sheet

Project: DPW2021-2 Material Testing
BID OPENING: Tuesday
June 29, 2021
2:00 PM

<u>Bidder</u>	<u>Bid Amount</u>	<u>Bid Bond</u>
ATANE 47 Hudson Street, Building A Ossining, NY 10562	\$13,037.00	N/A
Special Testing Laboratories 21 Henry Street Bethel, CT 06801	\$15,858.00	N/A
Tristate Materials Testing Lab LLC 60 Woodlawn Road Berlin, CT 06037	\$15,960.00	N/A
4th Bidder*		

*submitted electronically only. Bid was not opened.



4143 DPW 2021-2 Material Testing

Submissions

Supplier	Date Submitted	Name	Email	Confirmation Code
Coastal Materials Testing Lab	Jun 25, 2021 9:50 AM EDT	Pat Libero	patl@coastalmaterialstesting.com	MTQ5MTEw
Special testing Labs	Jun 24, 2021 12:56 PM EDT	Charlie Simonds	charlies@specialtesting.net	MTQ4OTYz
ATANE	Jun 25, 2021 1:05 PM EDT	Alex Cannon	acannon@ataneconsulting.com	MTQ5MzE4
Tri State Materials Testing Lab	Jun 25, 2021 1:48 PM EDT	Habib Chaudhary	habibc@tristate-testing.com	MTQ5MzUx



CITY OF NORWALK
Daniel Stanton, PE
Senior Civil Engineer
dstanton@norwalkct.org
norwalkct.org
P: 203-854-7791 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

To: Anthony Carr, P.E. – Chief of Operations & Public Works
From: Daniel Stanton, P.E. – Senior Engineer *dst*
CC: Vanessa Valadares, P.E. – Principal Engineer
Ref: Public Works Committee Agenda Item – Material Testing
Date: June 29, 2021

We opened three bids for DPW2021-2 Material Testing. We recommend Atane as shown in the bid comparison document attached.

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

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.

09214021	5777	C0021
09224021	5777	C0021
09214021	5777	C0234
09224021	5777	C0234
09214021	5777	C0302
09224021	5777	C0302
09214021	5777	C0315
09224021	5777	C0315
09214021	5777	C0318
09224021	5777	C0318
09214021	5777	C0503
09224021	5777	C0503
09214021	5777	C0440
09224021	5777	C0440
09214021	5777	C0471
09224021	5777	C0471
09216030	5777	C0365
09224021	5777	C0365

Att.: Bid Comparison, Bid Sheet, Bidders List



MEMORANDUM

TO: Anthony Carr, P.E. – Chief of Operations & Public Works
FROM: Drew Berndlmaier, P.E. – Senior Engineer 
CC: Vanessa Valadares, P.E. – Principal Engineer
REF: Public Works Committee Agenda Item – Watercourse Maintenance
DATE: June 30, 2021

While performing work under an existing contract, to maintain select watercourses, the City recently obtained Conservation/DEEP/Army Corp approval to expand the scope of the project, in the vicinity of 264 West Cedar St. These permissions are directly linked to the existing permit and project, for which the City still has an open contract with Priority Landscaping, LLC.

In addition, the City is wrapping up restoration of all of the properties already impacted by this project, which has brought the total project costs up slightly more than anticipated. There is still restoration to be performed and it is in the residents' best interest for us to complete our restoration services as soon as possible.

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 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.

Account #'s:

0918 4027 5777 C0440
0921 4021 5777 C0440
0922 4021 5777 C0440



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., CFM - Chief of Operations and Public Works

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

CC: Vanessa Valadares, P.E. - Principal Engineer

REF: White Barns Way Street Name and Street Address Numbering Map Approval

DATE: June 30, 2021

I received the attached letter and map from Peter Greenberg of Able Construction, Inc. dated June 2, 2021 requesting the use of White Barns Way as the proposed name of the private streets within the White Barns Subdivision. The map provides the proposed layout of the street address numbers for each of the houses.

Section 95-19 of the City Code, Responsibility For Naming of Streets and Numbering of Lots, states the following.

All matters pertaining to the naming of public streets and the numbering of lots thereon shall be referred to the Public Works Committee of the Common Council. In connection with such matters, the Public Works Committee shall hear such persons and make such investigation as it may deem necessary and, after obtaining the approval of the Planning Commission and Zoning Commission, shall report the result of such investigation, together with its recommendations as to names of public streets and numbers of lots, to the Common Council.

The Department of Public Works administrates this process even for Private streets to assure that the process is done in an orderly fashion so that there are no duplicate names or names that are so similar that it could potentially lead to delayed response times for 911 services. In talking with Bryan Baker and Steve Kleppin of the Planning & Zoning Department on June 3, 2021, Bryan indicated that Planning & Zoning would not need to review this specific request based upon the language of the ordinance since this is going to be a Private Street, and not a Public Street.



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., CFM - Chief of Operations and Public Works

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

CC: Vanessa Valadares, P.E. - Principal Engineer

REF: White Barns Way Street Name and Street Address Numbering Map Approval

DATE: June 30, 2021

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The Department of Public Works administrates this process even for Private streets to assure that the process is done in an orderly fashion so that there are no duplicate names or names that are so similar that it could potentially lead to delayed response times for 911 services. In talking with Bryan Baker and Steve Kleppin of the Planning & Zoning Department on June 3, 2021, Bryan indicated that Planning & Zoning would not need to review this specific request based upon the language of the ordinance since this is going to be a Private Street, and not a Public Street.

Since this proposed name does not create any potential conflicts with current street names, the Department of Public Works is making the recommendation that both the Street Name request and the Street Numbering Map be approved by the Public Works Committee of the Common Council at their July 6, 2021 meeting.

I have attached a copy of the above referenced letter and map for your reference.

Therefore, I would like to request that the following items be included on the agenda for the July 6, 2021 meeting of the Public Works Committee of the Common Council for approval.

- 1.) Approve the use of White Barns Lane as the name of the private streets within the White Barns Subdivision.
- 2.) Approve the proposed Street Address Numbering Map for the houses on White Barns Lane within the White Barns Subdivision.

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



RE: WHITE BARNS SUBDIVISION

June 2, 2021

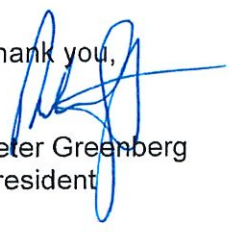
Good morning Paul,

Able Construction, Inc. is the owner of 440 Newtown Avenue, Norwalk, CT. We are requesting to add "White Barns Lane" to the Norwalk mapping system. The homes in the subdivision will be numbered 1 through 15.

Once approved all of our applications, permits and work orders will have White Barns Lane addresses.

Please let us know if you need anything else from us to expedite this process.

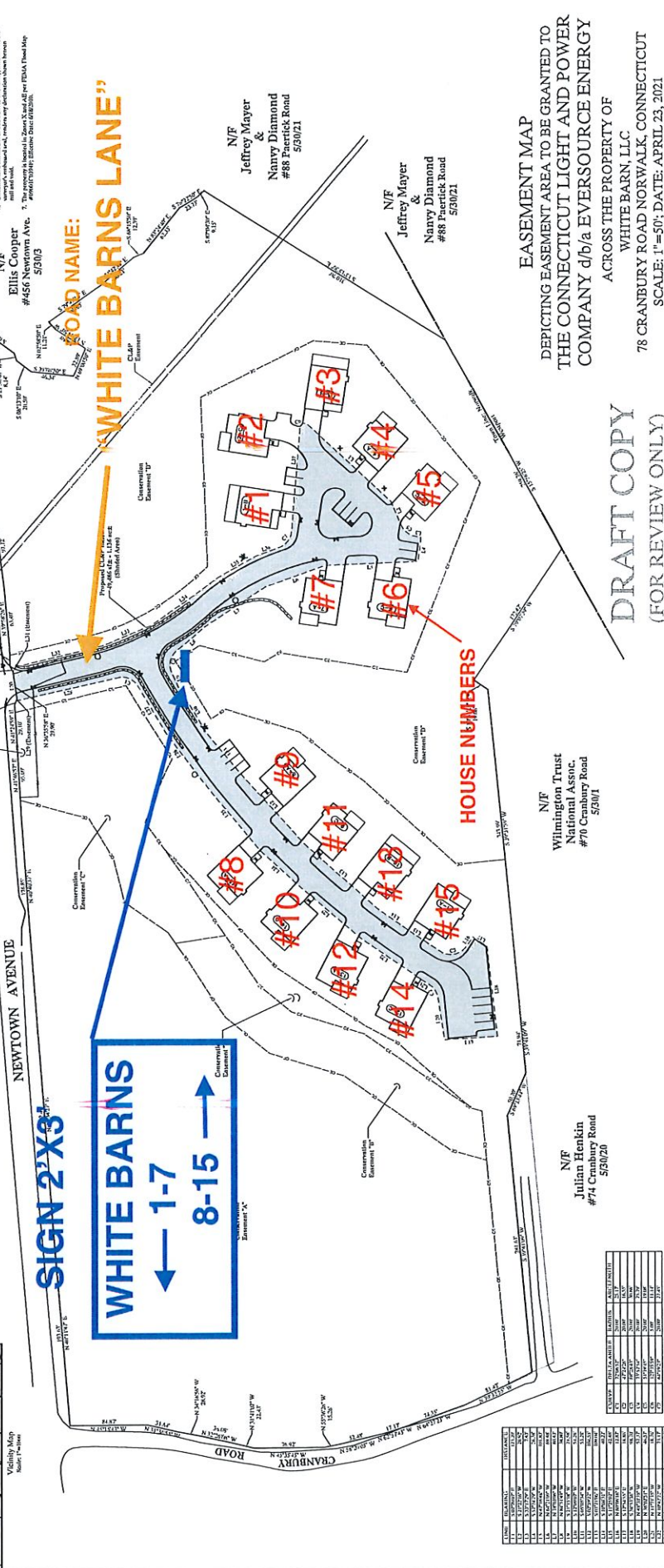
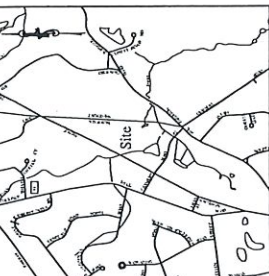
Thank you,


Peter Greenberg
President

DRAFT COPY
(FOR REVIEW ONLY)

DRAFT COPY
(FOR REVIEW ONLY)

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(FOR REVIEW ONLY)



DRAFT COPY
(FOR REVIEW ONLY)

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(FOR REVIEW ONLY)

DRAFT COPY
(FOR REVIEW ONLY)

NOTES:

1. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.
2. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.
3. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.
4. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.
5. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.
6. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.
7. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.
8. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.
9. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.
10. The survey and map have been prepared in accordance with the standards of the Connecticut State Surveying and Mapping Board, as set forth in the Connecticut General Statutes, Chapter 280a, and the Board of Surveying and Mapping, as set forth in the Connecticut General Statutes, Chapter 280b.

EASEMENT MAP
DEPICTING EASEMENT AREA TO BE GRANTED TO
THE CONNECTICUT LIGHT AND POWER
COMPANY d/b/a EVERSOURCE ENERGY
ACROSS THE PROPERTY OF
WHITE BARN, LLC
78 CRANBURY ROAD NORWALK, CONNECTICUT
SCALE: 1"=50'; DATE: APRIL 23, 2021
CL&P FILE NO. W21060

EASEMENT MAP
DEPICTING EASEMENT AREA TO BE GRANTED TO
THE CONNECTICUT LIGHT AND POWER
COMPANY d/b/a EVERSOURCE ENERGY
ACROSS THE PROPERTY OF
WHITE BARN, LLC
78 CRANBURY ROAD NORWALK, CONNECTICUT
SCALE: 1"=50'; DATE: APRIL 23, 2021
CL&P FILE NO. W21060

EASEMENT MAP
DEPICTING EASEMENT AREA TO BE GRANTED TO
THE CONNECTICUT LIGHT AND POWER
COMPANY d/b/a EVERSOURCE ENERGY
ACROSS THE PROPERTY OF
WHITE BARN, LLC
78 CRANBURY ROAD NORWALK, CONNECTICUT
SCALE: 1"=50'; DATE: APRIL 23, 2021
CL&P FILE NO. W21060

NO.	DATE	DESCRIPTION	REVISIONS
1/1			

DATE	2/23/2021	SCALE	1"=50'	DRAWN	DCI	FILE NUMBER	2021
SHEVLIN							1/1
LAND SURVEYING, LLC							

Chapter 95. Streets and Sidewalks

[HISTORY: Adopted by the City of Norwalk Common Council as indicated in article histories.
Amendments noted where applicable.]

GENERAL REFERENCES

Naming of City buildings and facilities — See Ch. 27, Art. I.

Numbering of buildings and trailers — See Ch. 72.

Parking violations and citations — See Ch. 73B.

Street vendors — See Ch. 77.

Department of Public Works — See Ch. 90

Excavation and encroachments on public streets and grounds — See Ch. 96.

Excavation and filling of land — See Ch. 97.

Vehicle and traffic — See Ch. 98.

Snow emergencies — See Ch. 99.

Scenic roads — See Ch. 101.

Zoning — See Ch. 118.

Land subdivision regulations — See App. Part I.

Article I. Maintenance; Acceptance; Abandonment

[Adopted 5-10-1988; amended in its entirety 3-24-2015]

§ 95-0. Purpose; intent.

The purpose of this article is to protect, preserve and ensure the proper maintenance of public grounds, streets, highways, sidewalks, and thoroughfares in the City of Norwalk. The intent of this article is to provide clear direction to the Director of Public Works to implement, within the resources provided, the City's goals for the maintenance of its public grounds, streets, highways, sidewalks and thoroughfares. Sidewalks and footpaths may be initially established by the City of Norwalk, and the adjoining property owner is responsible as described herein.

§ 95-1. Definitions.

[Amended 10-22-2019]

In addition to the terms defined in Chapter 91 and unless the context specifically indicates otherwise, the meanings of terms used in this article shall be as follows:

DIRECTOR

The Chief of Operations and Public Works of Norwalk, or his/her designee.

ENCROACH

To obstruct, impede, intrude or use for purposes other than traveling, including but not limited to the placing of any ladder, staging, scaffolding, building or construction materials or equipment or other like obstacle; the depositing of any merchandise, materials or any personal property; the erection, placement, maintenance or display of any sign; the pumping of water from private property, the depositing of snow or ice or the draining of water from private property in any manner which in any

way may obstruct, impede or endanger public use or travel or which does or may cause any icy condition which in any way does or may obstruct, impede or endanger public use or travel.

EXCAVATE

Dig up, open, break, cut into, trench, tunnel or undermine in any manner. Such term includes the establishment, construction, resurfacing, repaving or reconstruction of any driveway or the placing of any substructure.

FOOTPATH

As differentiated from sidewalk, an asphalt pathway, usually three to four feet wide, constructed to provide safe pedestrian travel generally near/along roadways without sidewalks cross-country between destinations.

PUBLIC UTILITY

Any public service company incorporated under the provisions of the General Statutes or by special act for the purpose of transmitting or distributing gas, water, electricity, video or for telephone purposes.

SIDEWALK

A walkway built to provide safe pedestrian travel along public thoroughfares that are constructed in accordance with the City's Roadway Standards and Standard Specifications, as amended and supplemented.

STREET

Any portion of the entire width between the boundary lines of any public way maintained by the City of Norwalk, including but not limited to any street, highway, sidewalk, curb, gutter, shoulder, alley, avenue or other public way or any public ground leased by, maintained by or in possession or control of the City of Norwalk.

TRAVELED WAY

The portion of a street or highway ordinarily used for vehicular travel, exclusive of the shoulder.

§ 95-2. Execution of orders.

- A. It shall be the duty of the Director to execute, cause to be executed and supervise the execution of all orders of the Common Council for the construction, maintenance and repair of all public works not ordered to be supervised by other officers or persons.
- B. The Director is hereby authorized to superintend and take such action as he deems necessary to secure the timely completion of all repairs upon streets, highways, sidewalks and their appurtenances and all public improvements within the limits of the streets, highways, sidewalks, thoroughfares and public grounds of the City.

§ 95-3. Removal of obstructions and nuisances.

- A. The Director is hereby authorized to take such action as he deems necessary to ensure that all public grounds, streets, highways, sidewalks, and other thoroughfares in the City are, to the extent reasonably possible, clear of obstructions and nuisances and free from danger to persons or property.
- B. The Director is hereby authorized to take such action as he deems necessary to ensure that all filth, encroachments, encumbrances and obstructions upon the streets, sidewalks, highways, public grounds and thoroughfares are, to the extent reasonably possible, removed in a timely manner. The Director is also authorized to take such action as is deemed necessary to ensure that all persons act in strict conformance with and obedience to the provisions of this Code and other rules

§ 95-18. Noncompliance.

- A. Any person who, after having been notified in writing by the Director to comply with any provisions of this article, except during the pendency of an appeal, shall refuse or neglect to do so within the time limit contained in such notice shall be deemed to be in violation of this article and shall be liable to a fine established in accordance with the provisions of § 90-4, Approval of rates and fees, for each offense. Each day during which any provision of this article is violated after the expiration of such time limit for compliance, which shall be no less than 15 days with respect to the construction, reconstruction or relocation of a driveway, shall constitute a separate offense. Notice shall be served by means of certified mail, return receipt requested, and shall be deemed to have been delivered one day after the date of mailing.
- B. Any driveway constructed in violation of this article shall be closed immediately upon receipt of written instructions from the Director, who shall have the right to erect barriers to prohibit use of any such driveway, without providing advance written notice of such action if necessary for the preservation of public health and safety.
- C. Any person who has failed to comply with the provisions of this article requiring a permit prior to the commencement of excavations and encroachments in public streets and grounds and who thereafter applies for a permit shall be charged the corrective action permit application fee rather than the standard permit application fee.
- D. Any person who receives a determination or order from the Director under this article may appeal said determination or order. The notice of appeal must be received within 30 days of the determination or order. Hearing on the appeal before the Public Works Committee shall take place within 35 days from the date of receipt of the notice of appeal.

§ 95-19. Responsibility for naming of streets and numbering of lots.

All matters pertaining to the naming of public streets and the numbering of lots thereon shall be referred to the Public Works Committee of the Common Council. In connection with such matters, the Public Works Committee shall hear such persons and make such investigation as it may deem necessary and, after obtaining the approval of the Planning Commission and Zoning Commission, shall report the result of such investigation, together with its recommendations as to names of public streets and numbers of lots, to the Common Council.

§ 95-20. Acceptance of report legalizes names and numbers.

Upon acceptance by the Common Council of the report and recommendations of the Public Works Committee, the names of streets and the numbers of lots as contained in such report shall thereafter be the legal names of such streets and the legal numbers of such lots, and all persons shall thereafter be deemed to have notice of the same.

§ 95-21. Street construction and acceptance.

It shall be the duty of the Director to establish a procedure for the construction and acceptance of new streets to minimize confusion as to the responsibility of those who construct new streets and as to the procedure with respect to new streets which are offered for acceptance as City streets and, as a consequence, for maintenance by the City.

§ 95-22. Streets serving more than two lots.



CITY OF NORWALK
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125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

TO: Anthony R. Carr, P.E., CFM - 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
REF: Fourth Taxing District Extensions – 2020 - 2021
DATE: June 30, 2021

I am requesting that the following item concerning the Fourth Taxing District property extensions for the period through September 30, 2020 be included on the agenda for the July 6, 2021 meeting of the Public Works Committee of the Common Council for approval.

- 1.) Approve the Fourth Taxing District property extensions through September 30, 2020 as per the list dated June 7, 2021.

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

Norwalk Water Pollution Control Authority
Grand List Update

Date: 6/7/2021

Date WPCA Connection Paid	Street Number	Parcel Street Address Location	D-B-L	Existing Sewer District	Commercial/ Residential	Finished No. of Units	Description
12/17/2019	250	Highland Ave	5-81-194-0	5N	Residential	1	1-family
6/5/2020	3	Woodley Ln	5-26-24-0	5N	Residential	1	1-family
10/7/2020	321	Newtown Ave	5-28-38-0	5N	Residential	1	1-family



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MEMORANDUM

TO: Public Works Committee of the Common Council

FROM: Paul L. Sotnik, P.E. - Senior Civil Engineer, D.P.W. 

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

REF: 4th Taxing District Extension Information

DATE: June 30, 2021

The extension of the 4th Taxing District is done as per Section 1-17 of Article II, Taxing Districts of the City Charter and Special Acts, as well as Chapter 94 of the City Ordinance. The 4th Taxing District is the sewered portion of the 5th Taxing District. The 4th Taxing District therefore, does not have a fixed boundary and can potentially change every year. The 1st, 2nd, 3rd, 5th, and the 6th Taxing Districts all have fixed boundaries. Properties that are in the 5th Taxing District usually have subsurface sewage disposal systems (septic systems) and do not have access to the City sanitary sewer system. Parcels in the 5th Taxing District that have access (even though not physically connected) to the City sanitary sewer system along the frontage of the property are eligible to be taken into the 4th Taxing District. In cases where the City sanitary sewer system is not accessible along the frontage of their property, some property owners will choose to run their sewer lateral to the nearest City sanitary sewer. This would also make the property eligible to be taken into the 4th Taxing District. In summary, either access to, or connection to the City sanitary sewer system makes a property in the 5th Taxing District eligible to be taken into the 4th Taxing District.

When the access to (through a sanitary sewer system extension project), or connection to the sewer system is completed by September 30 of one year, the parcels are taken into the 4th district, and added to the Grand list for the tax bills that are due on July 1st of the following year. If you have access to, or connection to the sewer system is completed on/or after October 1st of one year, the parcels are taken into the 4th district, and added to the Grand list for the tax bills that are due on July 1st of the second following year (twenty-one months later). When taken into the 4th Taxing District, the property also becomes eligible for City garbage collection. There is an

increase in the mill rate between the 4th Taxing District and the 5th Taxing District. This difference in the mill rate is intended to cover the cost of the garbage collection. The cost of processing the sewage at the City Waste Water Treatment plant for parcels in all of the Taxing Districts in the City is covered by the Water Pollution Control Authority (W.P.C.A.) sewer user fee that was instituted for fiscal year 2002 - 2003. The cost of garbage collection is already included in the mill rate for the 1st, 2nd, 3rd, and the 6th Taxing Districts.

Property owners who cannot receive City garbage collection due to accessibility of the parcel (say on a private road, residential condominium complexes, or residential cooperative units) and have to use a private garbage disposal company, are eligible to apply for an exemption at the office of the Tax Assessor (with proper documentation on or before April 15 prior to the ensuing fiscal year) and will be credited the portion of the mill rate in the 4th Taxing District that is specifically for garbage collection. That is 0.431 mills for fiscal year 2020 - 2021. They will then be put into the Taxing District called the 4N. This exemption also applies to the 1st, 2nd, and 3rd Taxing Districts.

CITY OF NORWALK

FINAL TAX RATES FOR JULY 1, 2020-2021

ROUNDED TO NEAREST XX.XXX MILLS

(2019 Grand List)

SERVICE DIST	sewered 1ST	2ND	sewered 3RD	sewered 4TH	5TH	6TH	sewered 6TH 7TH	non-3rd 8TH	non-1st 9TH	M.V.
GARBAGE	0.431	0.431	0.431	0.431			CONVERTED	CONVERTED	CONVERTED	
5TH DIST	21.039	21.039	21.039	21.039	21.039	21.039	TO	TO	TO	
FIRE DIST	2.486	2.486	2.486	2.486	2.486	2.486	6TH DIST.	3RD DIST.	1ST DIST.	
6TH DIST						1.213	THESE DISTRICTS NO LONGER USED			
STREET LIGHTS				0.081	0.081					
2020-21 (2019 G.L.)	23.956	23.956	23.956	24.037	23.606	22.252				30.383
2019-20 No Garbage	23.525	23.525	23.525	23.606						
% CHANGE	2.7493%	2.7493%	2.7493%	2.8805%	3.5442%	4.0056%				-0.5239%
2019-20 (2018 G.L.)	23.315	23.315	23.315	23.364	22.798	21.395				30.543
2019-20 No Garbage	22.749	22.749	22.749	22.798						
2018-19 (2017 G.L.)	26.605	26.605	26.605	26.662	25.930	24.194				30.499
2018-19 No Garbage	25.873	25.873	25.873	25.930						
2017-18 (2016 G.L.)	25.682	25.682	25.682	25.746	25.024	23.312				29.340
2017-18 No Garbage	24.960	24.960	24.960	25.024						
2016-17 (2015 G.L.)	25.444	25.444	25.444	25.503	24.795	22.942				28.907
2016-17 No Garbage	24.736	24.736	24.736	24.795						
2015-16 (2014 G.L.)	25.371	25.371	25.371	25.430	24.710	22.852				28.805
2015-16 No Garbage	24.651	24.651	24.651	24.710						

FY 2020-21 Sewer Use Fees

Residential
Commercial
Flow

\$367.00 * per residential unit/apartment/condominium
\$525.00 ** w/ up to 110,000 gallons of use usage
various *** commercial & mixed use properties w/over 110,000 gallons of use usage

*In-law Unit/

Accessory adds 1/2 the base rate- :\$183 to the

\$367 = \$550

plus \$9.49 per 1,000 gallons in excess of 110,000 gallons

FY 2020-21 Industrial Pretreatment

(IPP Fees)

Registration Application Fee	Base Administration Fee	High Strength Surcharge Fee	Non-Compliance Fee
\$200	\$250	\$250	\$500



CITY OF NORWALK
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 Norwalk, CT 06856-5125

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
 FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *ll*
 RE : CITY HALL ELEVATOR UPGRADE PROJECT
 DATE: JUNE 30, 2021

 On May 11, 2021, the Common Council approved the following action for City Hall passenger elevators upgrade and ADA improvements project:

- “4a. Authorize the Mayor, Harry W. Rilling to execute a contract with Thyssenkrupp Elevator Corporation for the Norwalk City Hall Elevator Modification and Upgrade project for a total not to exceed \$200,000. Funds are available from the following account 0920/21 7100 5777 C0439.
- 4b. Authorize the Office of Building Management to execute change orders on the contract for a total not to exceed \$20,000.”

In the interest of maintaining a single point of maintenance, improvement and safety responsibilities, Building Management recommended a negotiated fee proposal from our current elevator service vendor in the amount of \$200,000 to upgrade City Hall’s two passenger elevators. We submitted their proposal to Land Use and Building Management Committee and the Common Council approved this matter on May 11, 2021.

As we proceeded with the preparation of a contract, we determined that two requirements are needed to be incorporated in their proposal which include the requirements for Performance Bond and compliance with State Prevailing Wage Rates.

Attached is the updated proposal. At this time, I would like to request Common Council to rescind previous action and approve the following new action:

ACTION REQUESTED:

- a. **RESCIND Common Council action of May 11, 2021 Item# VII D. 4a & 4b. which authorized the execution of a contract with Thyssenkrupp Elevator Corporation for the Norwalk City Hall Elevator Modification and Upgrade project;**

New action:

- b. **Authorize the Mayor, Harry W. Rilling to execute a contract with Thyssenkrupp Elevator Corporation for the Norwalk City Hall Elevator Modification and Upgrade project for a total not to exceed \$202,000. Funds are available from the following account 0920/21 7100 5777 C0439.**
- c. **Authorize the Office of Building Management to execute change orders on the contract for a total not to exceed \$20,000**

Modernization Proposal



June 15, 2021

Norwalk City Hall – Elevators 1 & 2

Purchaser: City of Norwalk
Address: 125 East Avenue
Norwalk, CT 06851

Location: Norwalk City Hall
Address: 125 East Avenue
Norwalk, CT 06851

TK Elevator Corporation (hereinafter "TK Elevator") is dedicated to delivering City of Norwalk (hereinafter "Purchaser") the safest, highest quality vertical transportation solutions. I am pleased to present this customized Proposal (the "Proposal") in the amount of **\$202,000.00** plus any applicable sales tax to modernize the elevator equipment described in the pages that follow at the above-referenced location.

****This proposal includes the cost of a payment and performance bond (1% of contract value), as noted under the "Payment Terms" herein. In addition, this proposal incorporates the rates of the Connecticut Department of Labor Wage and Workplace Standards for the head mechanic performing the work on this project.**

Our modernization package is engineered specifically for your elevator system and will include the elevator mechanical and electrical components being replaced, refurbished or retained.

Benefits of Modernization include:

- Increased durability and reliability
- Improved fire and life safety features
- Decreased waiting times
- Reduced energy consumption
- Reduced operational cost
- Reduced troubleshooting time

This Proposal shall remain in effect for the next forty-five (45) days unless it is revoked earlier by TK Elevator in writing. The price above is subject to escalation - even after Purchaser's acceptance of this Proposal - under certain circumstances including the possibility that TK Elevator may be subjected to increased charges by its suppliers for any of the applicable materials and/or components due to the imposition of new or increased taxes, tariffs, or other charges imposed by applicable governmental authorities or the possibility that the work described in this Proposal is not completed by December 31, 2021.

In the event you have any questions regarding the content of this Proposal, please do not hesitate to contact me. We appreciate your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Timothy B', followed by a horizontal line.

Tim Brown
Modernization Representative
timothy.brown@tkelevator.com
(781) 690-5978

Modernization Proposal



SCOPE OF WORK

Grouping Name: CAR 1,#2

Equipment Type: Hydraulic	Speed: 125 fpm
3 Stops (3 Front /0 Rear)	Capacity: 3000 lbs.

Units Included

Building	Nickname	OEM Serial #	TKE Serial #	Legal ID
Norwalk City Hall	1		US305768	US305768
Norwalk City Hall	2		US305769	US305769

Description of Work

Controller

- New TAC 32 Microprocessor Controller:
 - Non-Proprietary by Design - Includes Onboard Diagnostic Tool
 - Solid State Starters
 - Emergency Battery Lowering Device
 - Tenant Security Provisions
 - Viscosity Control
- New Machine Room Wiring
- *eMax* Monitoring Device Provisions

Power Unit

- Retain & Reuse Existing Power Unit & Piping

Car

- New Toe guard
- New Cab Fan: Two Speed
- New Car Top Exit Switch
- New Car Top Inspection Station
- Rebuild Car Guides - Provide New Inserts
- Retain & Reuse Car Sling & Platform

Hoistway

- New TAC 32 Field Friendly Wiring Package Includes: single traveling cable, hoistway wiring, interlock wiring, interlock connectors, and serial wiring.
- New Steel Tape Leveling System with Mounting hardware, Selector and magnets (terminal limits included)
- New Hoistway Duct Kit
- Additional Hoistway Wiring for TAC 32 with Remote Machine Room

Pit

- New Pit Stop Switch
- Retain & Reuse Hydraulic Jack Assembly
- Retain & Reuse Pit Piping & Buffers

Modernization Proposal



Cab

- New Cab Interior Package: See Page 4-7 For Options
 - Laminate Panels on Each Cab Wall
 - Stainless Steel Drop Ceiling with LED Lighting
 - Standard Handrails on Each Wall
 - Any Finished Flooring BY OTHERS

Door Equipment

- New Closed Loop Door Operator Package
- New Electronic Door Re-Opening Device
- New Car Door Clutch
- New Interlocks at Each Landing
- New Door Closers at Each Landing
- New Hanger Rollers at Each Landing
- New Pick Up Rollers at Each Landing
- Retain Hoistway Tracks
- Retain Car & Hoistway Door Panels

Car Fixtures

- New Main Car Station (Applied Panel, Stainless Steel)
- New Voice Annunciator (mounted in COP)
 - Standard features only
- New Car Riding Lantern (Standard, Stainless Steel)

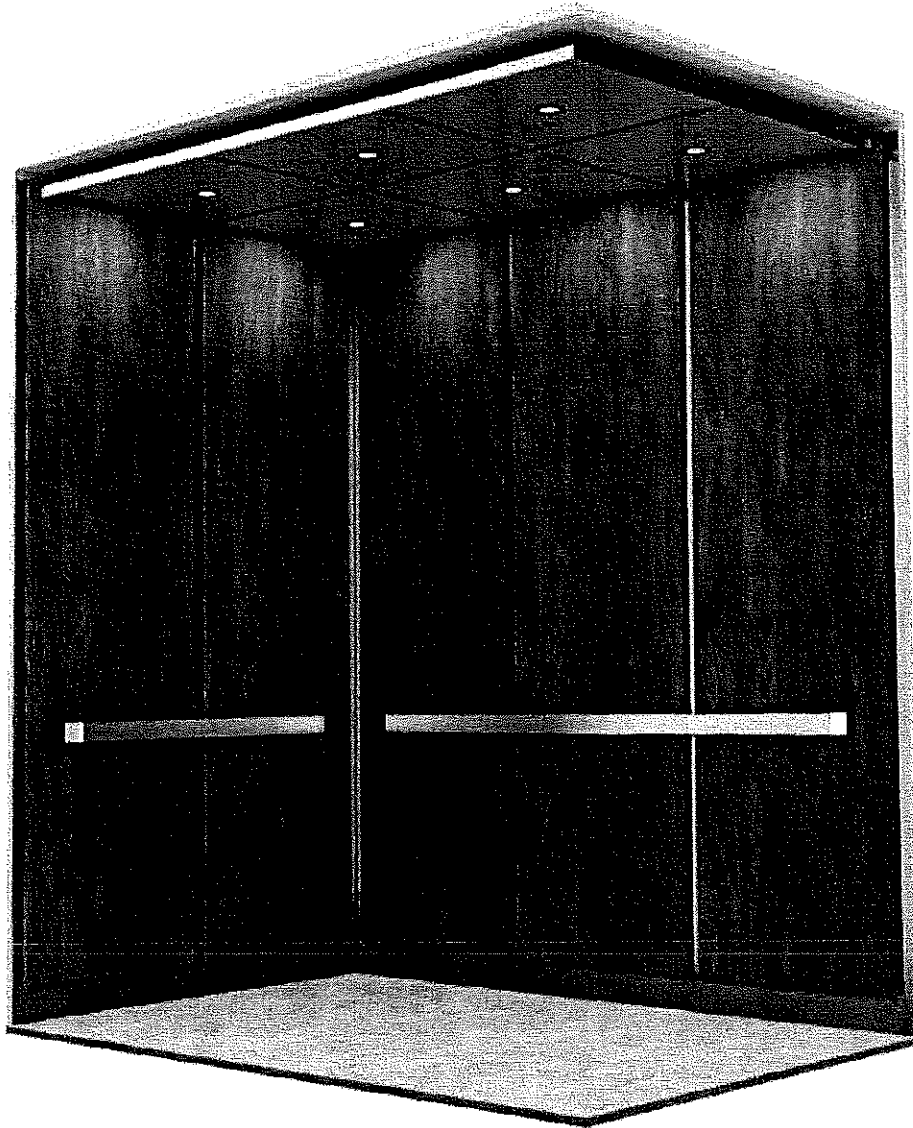
Hall Fixtures

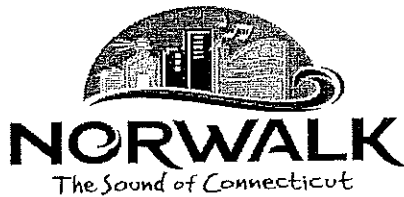
- New Hall Stations at the Main Lobby (Code Compliant) – Surface Mounted, Stainless Steel
- Reuse New Fixtures on Floors 2 & 3
- New Hoistway Jamb Braille at Each Landing
- New Hoistway Access Switches (Standalone)

Modernization Proposal



New Cab Finish Options – INCLUDED IN THE BASE PRICE (CIRCLE OPTIONS ON PAGE 5)





CITY OF NORWALK
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TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

DATE: MAY 4, 2021

RE: CITY HALL ELEVATOR UPGRADES AND MODIFICATIONS

Norwalk City Hall was constructed in 1936 as the original Norwalk High School. Extensive renovation and addition to the building was completed in 1987. The two passenger elevators serving all three floors are original to the renovation and are now in need of mechanical upgrading, aesthetic improvements and modifications to meet current ADA requirements.

The City of Norwalk is under contract with Thyssenkrupp Elevator Corporation (TKE) to provide preventative maintenance and repair services for multiple City buildings, including Norwalk City Hall. TKE was the lowest bidder of these services and the benefits of retaining their services for the modernization project are many. The Office of Building Management in consultation with Purchasing Department is requesting the use of sole source contracting for this project for the following reasons. TKE has provided the City with "value engineering" recommendations for elevator modification as part of their maintenance services. We will not have the expense to source a specialty elevator consultant for design/engineering services. TKE has intimate working knowledge of the two passenger elevators at City Hall. It is critically important that elevator improvements are implemented seamlessly in coordination with maintenance services and be able to have a single point of responsibility in lieu of two different vendors.

Bases on TKE's initial proposal, Building Management was able to negotiate a slight cost reduction. Below is an estimated breakdown in cost per elevator:

- Controller - \$40,000
- Car - \$2,500
- Hoist way - \$7,500
- Elevator Pit - \$2,500
- Cab - \$20,000
- Door Equipment - \$20,000
- Car & Hall Fixtures - \$7,500

Therefore the Office of Building Management is requesting the following:

- A. Authorize the Mayor, Harry W. Rilling to execute a contract with Thyssenkrupp Elevator Corporation for the Norwalk City Hall Elevator Modification and Upgrade project for a total not to exceed \$200,000. Funds are available from the following account 0920/21 7100 5777 C0439.
- B. Authorize the Office of Building Management to execute change orders on the contract for a total not to exceed \$20,000.



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TO : MEMBERS OF LAND USE AND BUILDING MANAGEMENT
 COMMITTEE

FROM: ALAN LO, BUILDING AND FACILITIES MANAGER

RE : NORWALK CITY HALL – CUPOLA REPAIR AND
 PAINTING PROJECT

DATE : JUNE 29, 2021

The cupola on top of Norwalk Concert Hall/Norwalk City Hall is original to the building. It has various architectural features and fenestration that establish the cupola as a significant structure in Norwalk architectural landscape. In 1999, we replaced the windows and repainted the structure. Typical with wooden structure, continued repair and periodic painting are unavoidable and another restoration with selective wood replacement project was completed in 2010.

As part of 2018-2019 Capital Budget, \$250,000 was allocated for the cupola restoration project. A local architect assessed the conditions of the cupola and found that significant restoration is required in lieu of simple repair and repaint. Thereafter, the Architect prepared technical specifications which included replacement of deteriorated wood trim, exterior metal flashing, replacement of windows, replacement of the balustrades and repainting.

The project was advertised for bids and the bids were well beyond the original budget. Due to the amount of time between the original request, the awarding of funds and bidding process it was determined that additional funds would be required. As part of the 2021-2022 Capital Plan, Building Management requested and received approval for an additional \$200,000.

On June 24, 2021, the City received 2 bids for this project. The apparent low bidder is G.L. Capasso, Inc. At this time, I would like to recommend the acceptance of G.L. Capasso, Inc.'s bid submission and request the Committee's approval of the following action to be forwarded to the full Council for approval and authorization.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute a Contract with G.L. Capasso, Inc. for the City Hall Cupola Restoration Project for a total not to exceed \$408,300.00. Funds are available is the following account numbers 0919/20/22 7100-5777-C0439 and 0922 7100 5777 C0476.**
- b. **Authorize the Office of Building Management to issue change orders on contract for a total not to exceed \$40,830.**



William Hodel
Director of Facilities & Maintenance
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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE

RE: **BOE - SILVERMINE ELEMENTARY SCHOOL ASBESTOS FLOORING
REMOVAL AND REPLACEMENT - STATE PROJ: 103-0262CV**

DATE: JUNE 29, 2021

Silvermine Elementary School is outfitted with asbestos containing floor tile, and wall base in most of the classrooms, offices, stairwells & store rooms. The School District's Asbestos Management Plan has confirmed that this material tested positive for asbestos containing material (ACM) and recommends the removal and replacement. As a result the Norwalk Public Schools submitted a non-priority grant application to the State of Connecticut Office of School Construction Grants and Review for the removal and replacement of this material.

The State of Connecticut Office of School Construction Grants and Review approved the Norwalk Public Schools grant submission and granted approval to go out to bid earlier this month.

In accordance with the State of Connecticut Office School Grant's State Contracting requirements the City's Purchasing Department issued invitations to bid the work to three State Contract Holders for Contract #16PSX0110 - Hazardous Material Removal and 12PSX0307 - Flooring respectively. Each of the invited bidders attended a mandatory walkthrough for the project. The City's Purchasing Department received one bid for the flooring work and one bid for the hazardous material removal work. After review of the bids it was determined Bestech Inc. of Connecticut has been selected for the Hazardous Material Removal Work and M. Frank Higgins & Co., Inc. has been selected for the Flooring Work.

1. Review bids for the Silvermine Elementary School Asbestos Flooring Removal and Replacement - State Proj. 103-262CV - Hazardous Material Removal Bid Package and refer the following to the Common Council for action:
 - a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreements with Bestech Inc. of Connecticut (State Contract: 16PSX0110) for the Silvermine Elementary School Asbestos Flooring Removal and Replacement Project State Proj. 103-262CV - Abatement for a total not exceed \$138,334.00. Acct. # 09215010 5777 C0595.**

- b. Authorize the NPS Facilities Department to issue Change Orders on this contract for a total not-to-exceed \$13,850.
- 2a. Authorize the Mayor, Harry W. Rilling, to execute an Agreements with M. Frank Higgins & Co, Inc. (State Contract: 12PSX0307) for the Silvermine Elementary School Asbestos Flooring Removal and Replacement Project State Proj. 103-262CV - Flooring for a total not exceed \$119,000. Acct. # 09215010 5777 C0595.
- 2b. Authorize the NPS Facilities Department to issue Change Orders on this contract for a total not-to-exceed \$11,900.



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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE

RE: **BOE - ROWAYTON ELEMENTARY SCHOOL - PARTIAL ROOF REPLACEMENT - CONTRACTOR AWARD**

DATE: JULY 1, 2020

Rowayton Elementary School consists of multiple structures that were built throughout the Schools lifetime. This project includes a section of the school that was built in the 1970's and the original roof remains. B-wing consists of ten (10) student classrooms and faculty spaces which has been experiencing roof leaks due to the condition of the existing roof for a number of years. The project scope includes removal of the existing roof material down to plywood (wood) sheathing. Furnish and install new roof system as outlined in the project documents.

The City held two separate mandatory pre-bid walkthroughs and a total of seven (7) contractors attended. The City of Norwalk received three (3) proposals for the project on the bid due date.

After reviewing the received proposals, it is determined that Premier Building Associates was the lowest qualified respondent.

1. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Premier Building Associates for the Rowayton Elementary School – Partial Roof Replacement Project for a total not exceed \$74,200.00 Funds are available in Acct. # 0918 5010 5777 C0610.**
 - a. **Authorize the NPS Facilities Dept. to issue Change Orders on this contract for a total not to exceed \$7,420.00. Funds are available in Acct. # 0918 5010 5777 C0610.**
 - b. **Authorize the NPS Facilities Dept. to issue Change Orders for ACM abatement that was found post bid on this contract for a total not to exceed \$6,000.00. Funds are available in Acct. # 0918 5010 5777 C0610.**

Rowayton Elementary School

City Project No. 4140

Contractor Selection Process

Proposal Summary

0918 5010 C0610

Firm Name	Total Lump Sum Bid	Alternate #1 Additional Roof Layer Removal	Alternate #2 Wood Replacement per Addendum #1	Unit Price #1 Cost per sheet of Replacement Plywood	Budget 20 sheets	Abatement Allowance	Total Contract (C+E+G)
Premier Building Associates	\$66,800	\$8,000	\$4,400	\$150	\$3,000		74,200
Young Developers LLC	\$82,000	\$5,500	\$3,800	\$150	\$3,000		88,800
The Property Group of Connecticut	\$93,747	\$19,188	\$8,684	\$160	\$3,200		105,631



CITY OF NORWALK
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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER 
RE: NARAMAKE ELEMENTARY SCHOOL –KITCHEN ADDITION/
INTERIOR RENOVATION FF&E CONTRACT AWARD
DATE: JUNE 28, 2021

As part of the 2020-2021 capital budget allocation, \$3.5 million was approved for Naramake Elementary School kitchen addition project. The existing library will be renovated into a new cafeteria and a media center. Currently the cafeteria is shared with the gymnasium. The old kitchen and equipment will be removed from its existing space and the space will be renovated and left for future reuse (approximately 500 sq ft). This project will proceed while the school is occupied. This project has been approved by the State and the Purchasing Department recently issued an invitation for bids for the Furniture, Fixture and Equipment (FF&E) package.

The student cafeteria tables were purchased two years ago which will be moved into the new cafeteria. The FF&E package consists of new items for the Media Center and two ADA accessible tables and a buddy table for the new cafeteria. A total of two bids were received and WB Mason Co. is the apparent low bidder (See attached bid summary).

ACTION REQUESTED

- a. **Authorize the Purchasing Agent to issue a Purchase Order to WB Mason Co. to supply, deliver and install FF&E for the Naramake Elementary School – Kitchen addition and Interior Renovation Project for a total not to exceed \$50,252.00. Acct. #Acct. #09215010 5777 C0788**
- b. **Authorize a contingency allowance in the amount of \$2,500.00.**

Cafeteria & Kitchen Addition - Addendum No. 1

Naramake Elementary School
16 King Street Norwalk, CT 06851
State Project No: 103-0253 E/A
Antinozzi Project #20034
Furniture Bid Review Tabulation

Date: 6/28/21

Lowest bidder was awarded, U.O.N. See Remarks.

Item #	Qty.	Manufacturer	Description	Vendor #1 (WBM) Unit Cost	Vendor #1 Total Cost	Vendor #2 (Insidesource) Unit Cost	Vendor #2 Total Cost	Recommended Unit Cost	Recommended Total Cost	Recommended Vendor	Remarks
A-1A	1	9 to 5 Seating	Chair Task	\$260.00	\$260.00	\$311.36	\$311.36	\$260.00	\$260.00	WBM	
A-1B	1	9 to 5 Seating	Chair Task	\$240.00	\$240.00	\$281.82	\$281.82	\$240.00	\$240.00	WBM	
A-2	1	Hon	Desk, Single Ped	\$865.00	\$865.00	\$861.10	\$861.10	\$865.00	\$865.00	WBM	7
A-3	2	Hon	Pedestal, Mobile	\$270.00	\$540.00	\$276.99	\$553.98	\$270.00	\$540.00	WBM	
B-1	12	Hon	Chair, Reading	\$70.00	\$840.00	\$70.36	\$844.32	\$70.00	\$840.00	WBM	
C-1	2	National Public Seating	Cafeteria Table ADA	\$1,785.00	\$3,570.00	\$2,829.55	\$5,659.10	\$1,785.00	\$3,570.00	WBM	
I-2-I	2	Safco	Mobile Whiteboard	\$580.00	\$1,160.00	\$603.64	\$1,207.28	\$580.00	\$1,160.00	WBM	
M-1	1	NorvaNivel	Bookcase Collection	\$26,450.00	\$26,450.00	\$16,377.22	\$16,377.22	\$26,450.00	\$26,450.00	WBM	1, 2, 7
M-2	1	NorvaNivel	Booth High Back	\$1,215.00	\$1,215.00	\$5,365.46	\$5,365.46	\$1,215.00	\$1,215.00	WBM	
M-3A	1	NorvaNivel	Table, Pebbletree	\$720.00	\$720.00	\$289.88	\$289.88	\$720.00	\$720.00	WBM	2, 3, 7
M-3B	3	NorvaNivel	Table, Pebbletree	\$720.00	\$2,160.00	\$289.88	\$869.64	\$720.00	\$2,160.00	WBM	2, 3, 7
M-4A	1	NorvaNivel	Steamspace Table	\$2,050.00	\$2,050.00	\$1,044.33	\$1,044.33	\$2,050.00	\$2,050.00	WBM	1, 3, 7
M-4B	1	NorvaNivel	Steamspace Table - ADA	\$2,050.00	\$2,050.00	\$595.56	\$595.56	\$2,050.00	\$2,050.00	WBM	1, 2, 3
M-4C-I	9	NorvaNivel	Steam Table Tubs, M	\$11.00	\$99.00	\$23.34	\$210.06	\$11.00	\$99.00	WBM	
M-4D-I	3	NorvaNivel	Steam Table Tubs, S	\$11.00	\$33.00	\$12.80	\$38.40	\$11.00	\$33.00	WBM	
M-5	1	NorvaNivel	Store & Draw Cart	\$1,565.00	\$1,565.00	\$856.47	\$856.47	\$1,565.00	\$1,565.00	WBM	1, 4, 7
M-6	1	NorvaNivel	Table, 14" h	\$665.00	\$665.00	\$286.87	\$286.87	\$665.00	\$665.00	WBM	3, 7
M-7	1	NorvaNivel	Table, Round	\$769.00	\$769.00	\$425.41	\$425.41	\$769.00	\$769.00	WBM	2, 7
M-8	4	NorvaNivel	Stool, w/ Legs	\$159.00	\$636.00	\$88.85	\$355.40	\$159.00	\$636.00	WBM	7
M-9	12	NorvaNivel	Stool, no Legs	\$270.00	\$3,240.00	\$252.99	\$3,035.88	\$270.00	\$3,240.00	WBM	1, 5, 7
M-10	1	NorvaNivel	Workpad Caddy	\$475.00	\$475.00	\$206.68	\$206.68	\$475.00	\$475.00	WBM	6, 7
M-10A-I	10	NorvaNivel	Workpads	\$65.00	\$650.00	\$106.54	\$1,065.40	\$65.00	\$650.00	WBM	
X-1	1	NorvaNivel	Insidesource Shipping & Installation	\$0.00	\$0.00	\$10,160.24	\$10,160.24	\$0.00	\$0.00		7
Grand total					\$50,252.00		\$50,901.86		\$50,252.00		

Remarks:

1. Substitute does not meet specification: features excluded or modified, or dimensions not met.
2. ADA requirements unclear.
3. Shape or footprint not as specified.
4. Cubby feature not included in substitute.
5. Rocker function not a feature in substitute.
6. M-10 and M-10A-I are a set, combined lowest bidder awarded.
7. Shipping/Installation required per "unit pricing" for analysis, not lump sum as submitted.

AGENDAJULY 8TH 2021CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
MOTOR VEHICLE		
ACAR LEASING LTD	19-MV-300500 \$489.71	PRORATION
ACAR LEASING LTD	19-MV-300389 \$155.92	PRORATION
	19-MV-300459 \$350.32	PRORATION
	19-MV-400179 \$219.03	PRORATION
DAIMLER TRUST	17-MV-403514 \$454.74	PRORATION
	18-MV-315637 \$777.17	PRORATION
DUNCAN WENDY D	19-MV-319381 \$48.91	PRORATION
HERRERA-GARATE GERARDO E	19-MV-330283 \$129.63	PRORATION
KOKIAS KATHERINE H	18-MV-408196 \$121.23	PRORATION
	19-MV-337598 \$309.45	PRORATION
NIEVES LUIS NICHOLAS	19-MV-348635 \$183.44	PRORATION
NISSAN INFINITI LT	19-MV-349124 \$85.86	PRORATION
	19-MV-349239 \$171.76	PRORATION
NISSAN INFINIT LT	19-MV-348953 \$232.09	PRORATION
	19-MV-349009 \$363.19	PRORATION
	19-MV-349102 \$229.09	PRORATION
	19-MV-349217 \$229.09	PRORATION
	19-MV-349322 \$464.19	PRORATION
NISSAN INFINIT LT	19-MV-348037 \$399.78	PRORATION
	19-MV-348621 \$364.01	PRORATION
QIU WENHUI WENDY	19-MV-355110 \$137.97	PRORATION
ROHS DONNA	19-MV-409607 \$675.93	PRORATION
STEVENSON PUNITHA	19-MV-364047 \$202.84	PRORATION
STJOHN DWIGHT C	19-MV-364162 \$71.78	PRORATION

AGENDA

JULY 8TH 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>
TOYOTA LEASE TRUST	19-MV-SEE ATTACHED \$1,620.60	PRORATION
VCFS AUTO LEASING CO	19-MV-370183 \$210.16	PRORATION
WILLIAMS LEONA	19-MV-373167 \$46.79	PRORATION

TOYOTA LEASE TRUST

BILL #	PLATE #	VIN #	AMOUNT
19-367146	AJ54609	2T2BZMCA1HC065396	\$ 63.01
19-367162	AH45317	JTDKBRFU3H3034672	\$ 349.47
19-367164	AK57552	JTJBARBZ3H2134441	\$ 100.51
19-367280	AJ31323	5TDBZRFH2HS420089	\$ 191.56
19-367353	AG80713	5TDJKRFH4GS355499	\$ 97.68
19-367446	AG44958	2T2BZMCA7GC019926	\$ 554.98
19-367598	AK13934	2T3DFREV8HW629974	\$ 175.13
19-367686	677YOP	2T1BURHE8KC246997	\$ 88.26

TOTAL:			\$ 1,620.60
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**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: July 8, 2021
Re: Narrative for June 2021 Tax Collector's Report

On June 30, 2021, we closed the fiscal year that began on July 1, 2020, having collected in excess of \$346 million, or **98.81%** of our now \$350.8 million adjusted current tax levy on the 2019 grand list. As of June 30, 2021, we also collected more than \$16.6 million of our sewer use levy, or **98.46%**. We also collected 88.35% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority.

Compared with the prior fiscal year, we ended June slightly ahead with regard to taxes (0.39%), very slightly down with regard to sewer use (-0.05%), and ahead with the IPP fee (1.92%). Collections were good, and we met our budgeted collection goals in spite of COVID related and other issues. The reason our collection percentage actually decreased from May to June 2021, in spite of our having been collecting funds all month, is because we had to transfer a significant amount of overpayments from the 2019 grand list (current year's collections) to the 2020 grand list (new billing, effective July 1, 2021) in accordance with court stipulated judgments in assessment appeal cases. We transferred what were overpaid amounts on the 2019 grand list to the 2020 grand list in order to give taxpayers credit on their new (2020 grand list) tax bills for their overpayments on prior year(s). We could not do this until we had the 2020 grand list bills on our software system, and that happened in June 2021.

With regard to prior years' collections, through June, 2021 we now show a net collection of more than \$3.5 million; this amount is greater than the \$3.1 million in back taxes, interest, lien fees collected during the same period in the prior year. Bear in mind that throughout this fiscal year, we have been "losing" prior year revenue (back tax collections) due to settlements of court cases initiated by taxpayers who appealed their tax assessments from prior years, as well as the current assessment year.

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 will be **Monday, August 2, 2021**, as August 1 falls on a Sunday. There are no COVID 19 related extensions, and there are no major issues with the current tax billing.

Because we were able to get our new bills out in June, we ended that month with a robust burst of activity on our new 2020 grand list tax billing, and collected more than \$14 million in taxes and sewer use charges on our **new** tax levy of more than \$353 million. This represented only 3.94% in collections, but nonetheless put \$14 million in the bank even before the bills were due on July 1.

Taxpayers have numerous payment options, and can pay their property taxes by mail, over the telephone, online, or in person. Information is available on the tax collector's home page, www.norwalkct.org/taxcollector. The toll free number to call to pay by phone is (203) 318 9523. When paying online, taxpayers may use an electronic check (ACH payment), or a debit, credit or ATM card. The cost of an electronic check is only \$1.25. This is a convenient, cost effective and safe alternative that avoids the delays inherent in mailing payment and allows for a

contact-less transaction. When paying on line or by phone, the taxpayer is dealing with a third party vendor that maintains proper security and has the required protocols and equipment to ensure a safe and secure transaction. They are not calling the City directly.

Taxpayers who prefer to pay in person may pay at our office at City Hall. We are open **Monday through Friday from 8:30 am to 4 pm**. No appointment is needed, and we do not close for lunch. The costs for using a credit card are the same if the taxpayer pays on line, over the phone, or in person at our City Hall office.

Those who wish may also pay in person at one of ten Norwalk bank branches that participate in our satellite tax collection program. Taxpayers do not need to be a customer of the bank to pay there. They do need to bring their current tax bill with them. The banks allow the customer to walk in or drive up, present their current tax bill, and make payment at the branch. The customer receives part of their bill back as their receipt, and the other portion will be retrieved by our office. Our records are updated to reflect the payment, and the customer is afforded the opportunity to pay in person without having to make the trip to City Hall. This is a convenient option for those who may want an in person transaction but do not want to navigate the parking lot at city hall, or who find it more convenient to visit a bank branch close to where they live or work. Participating bank branches include Norwalk storefront locations of **Patriot Bank, M&T Bank, Bankwell, Norwalk Bank and Trust, Webster Bank, and Fairfield County Bank**. We encourage taxpayers to take advantage of this convenient, no cost service.

We continue to make progress on our tax sale. As of July 1, we have collected in excess of **\$5.7 million** since November 2019 on properties originally slated for tax sale; this is up from \$4.8 million reported at the end of May 2021. The sale was put on hold in the spring of 2020 due to COVID 19. Since then, the state lifted the prohibitions on tax sales, and I rescheduled the sale for Monday, September 20, 2021. **177 of the accounts have been paid in full**. We expect to post the list of the remaining properties sometime this month. I will continue to update everybody on our progress, and am available to respond to questions about 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 September 2021 tax sale. We are also working on other collection enforcement measures, including withholding of health permits when past due taxes are owed; alias tax warrants on business personal property accounts; and wage garnishments.

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.

Our office is still short staffed, as we still have a vacancy in our cashier position. We hope to be able to fill that position over the summer in order to be fully staffed with 8 full time employees by September 2021. All of the employees in the tax collector's division work on site for a 37.5 hour workweek, and have done so since January 2021 when we relocated our "payment window" back to our office. We are glad to be returning to "normal," and are looking forward to a successful tax collection period and a good start to the new fiscal year.

**TAX COLLECTOR'S REPORT
JUNE 2021**

FISCAL YEAR 2020-2021 (2019 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 20 - JUN 21	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$20,760,190.24	\$19,524,700.89	94.06%	\$20,421,054.61	(\$339,135.63)	95.61%
AUTOMOBILE-SUPPLEMENTAL	\$2,974,458.75	\$2,605,191.17	87.59%	\$2,925,528.58	(\$48,930.17)	89.05%
PERSONAL PROPERTY	\$20,000,411.00	\$19,411,910.63	97.06%	\$19,955,004.03	(\$45,406.97)	97.28%
REAL ESTATE	\$310,928,205.46	\$305,155,969.24	98.14%	\$307,561,714.28	(\$3,366,491.18)	99.22%
TOTAL TAX	\$354,663,265.45	\$346,697,771.93	97.76%	\$350,863,301.50	(\$3,799,963.95)	98.81%
SEWER USE	\$16,883,967.00	\$16,622,106.89	98.45%	\$16,881,885.34	(\$2,081.66)	98.46%
IPP FEE	\$200,500.00	\$176,704.69	88.13%	\$199,999.78	(\$500.22)	88.35%

FISCAL YEAR 2019-2020 (2018 GRAND LIST)	ORIGINAL LEVY	JUN 19 - JUN 20				
AUTOMOBILE-REGULAR	\$20,298,846.95	\$18,899,047.57	93.10%	\$19,879,593.31	(\$419,253.64)	95.07%
AUTOMOBILE-SUPPLEMENTAL	\$3,411,633.59	\$2,987,125.58	87.56%	\$3,400,025.18	(\$11,608.41)	87.86%
PERSONAL PROPERTY	\$18,801,474.70	\$18,037,532.31	95.94%	\$18,706,007.34	(\$95,467.36)	96.43%
REAL ESTATE	\$292,525,761.66	\$288,176,988.90	98.51%	\$291,356,067.62	(\$1,169,694.04)	98.91%
TOTAL TAX	\$335,037,716.90	\$328,100,694.36	97.93%	\$333,341,693.45	(\$1,696,023.45)	98.43%
SEWER USE	\$16,686,428.00	\$16,334,624.72	97.89%	\$16,582,171.30	(\$104,256.70)	98.51%
IPP FEE	\$203,250.00	\$177,615.84	87.39%	\$205,500.00	\$2,250.00	86.43%

TAX DIFFERENCE 2019 G.L. vs. 2018 G.L. INCREASE/(DECREASE)	\$19,625,548.55	\$18,597,077.57	-0.18%	\$17,521,608.05	(\$2,103,940.50)	0.39%
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SEWER DIFFERENCE 2019 G.L. vs. 2018 G.L. INCREASE/(DECREASE)	\$197,539.00	\$287,482.17	0.56%	\$299,714.04	\$102,175.04	-0.05%
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IPP DIFFERENCE 2019 G.L. vs. 2018 G.L. INCREASE/(DECREASE)	(\$2,750.00)	(\$911.15)	0.74%	(\$5,500.22)	(\$2,750.22)	1.92%
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BACK TAXES COLLECTED	FISCAL YR 2020-2021 (JUL 20 - JUN 21)	FISCAL YR 2019-2020 (JUL 19 - JUN 20)	CUR YR vs. PRIOR YR INC/(DEC)
PRIOR TAXES	\$809,300.27	\$1,210,725.47	(\$401,425.20)
PRIOR SEWER USE FEE	\$242,224.75	\$144,336.36	\$97,888.39
PRIOR IPP FEE	\$12,169.66	\$12,864.88	(\$695.22)
TOTAL PRIOR TAX, SEWER & IPP	\$1,063,694.68	\$1,367,926.71	(\$304,232.03)
CURRENT INTEREST	\$1,037,490.44	\$844,174.71	\$193,315.73
PRIOR INTEREST	\$1,173,184.29	\$732,624.09	\$440,560.20
SEWER USE FEE INTEREST	\$108,823.58	\$86,911.09	\$21,912.49
IPP FEE INTEREST	\$7,615.76	\$8,850.04	\$765.72
TOTAL INTEREST COLLECTED	\$2,327,114.07	\$1,670,559.93	\$656,554.14
PRIOR LIEN FEE	\$14,620.36	\$13,634.28	\$986.08
CURRENT LIEN FEE	\$5,781.76	\$5,885.97	(\$104.21)
TOTAL LIEN FEE COLLECTED	\$20,402.12	\$19,520.25	\$881.87
MISC FEES COLLECTED**	\$134,535.44	\$129,741.39	\$4,794.05
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$3,545,746.31	\$3,187,748.28	\$357,998.03

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

** PRIOR & CURRENT FISCAL YEAR INCLUDES TAX SALE AND TITLE SEARCH FEES PROCESSED THRU MUNIS

**TAX COLLECTOR'S REPORT
JUNE 30, 2021
ADVANCE COLLECTIONS**

FISCAL YEAR 2021-2022 (2020 GRAND LIST)		ADJ. TAX COLLECTIONS			
	<u>ORIGINAL LEVY</u>	<u>JUN 2021</u>	<u>COLLECTION %</u>	<u>CORRECTED LEVY*</u>	<u>COLLECTION %</u>
AUTOMOBILE-REGULAR	\$21,672,160.18	\$2,009,912.03	9.27%	\$21,611,510.77	9.30%
PERSONAL PROPERTY	\$22,966,731.64	\$417,817.69	1.82%	\$22,962,541.34	1.82%
REAL ESTATE	<u>\$308,716,745.40</u>	<u>\$11,473,897.91</u>	<u>3.72%</u>	<u>\$307,920,929.90</u>	<u>3.73%</u>
TOTAL	<u>\$353,355,637.22</u>	<u>\$13,901,627.63</u>	<u>3.93%</u>	<u>\$352,494,982.01</u>	<u>3.94%</u>
 SEWER USE FEE	 \$16,488,685.00	 \$497,230.65	 3.02%	 \$16,485,001.00	 3.02%
IPP FEE	\$187,000.00	\$15,750.00	8.42%	\$175,500.00	8.97%
FISCAL YEAR 2020-2021 (2019 GRAND LIST)		<u>JUN 2020</u>			
	<u>ORIGINAL LEVY</u>				
AUTOMOBILE-REGULAR	\$20,760,190.24	\$1,877,238.45	9.04%	\$20,737,776.38	9.05%
PERSONAL PROPERTY	\$20,000,411.00	\$349,816.40	1.75%	\$19,984,661.90	1.75%
REAL ESTATE	<u>\$310,928,205.46</u>	<u>\$7,884,507.94</u>	<u>2.54%</u>	<u>\$310,272,138.14</u>	<u>2.54%</u>
TOTAL	<u>\$351,688,806.70</u>	<u>\$10,111,562.79</u>	<u>2.88%</u>	<u>\$350,994,576.42</u>	<u>2.88%</u>
 SEWER USE FEE	 \$16,883,967.00	 \$341,634.20	 2.02%	 \$16,895,291.00	 2.02%
IPP FEE	\$200,500.00	\$15,250.00	7.61%	\$201,500.00	7.57%
DIFFERENCE 2020 G.L. vs. 2019 G.L. TAX ONLY - INC/(DEC)	<u>\$1,666,830.52</u>	<u>\$3,790,064.84</u>	<u>1.06%</u>	<u>\$1,500,405.59</u>	<u>1.06%</u>
DIFFERENCE 2020 G.L. vs. 2019 G.L. SEWER USE FEE ONLY - INC/(DEC)	<u>(\$395,282.00)</u>	<u>\$155,596.45</u>	<u>0.99%</u>	<u>(\$410,290.00)</u>	<u>0.99%</u>
DIFFERENCE 2020 G.L. vs. 2019 G.L. IPP FEE ONLY - INC/(DEC)	<u>(\$13,500.00)</u>	<u>\$500.00</u>	<u>0.82%</u>	<u>(\$26,000.00)</u>	<u>1.41%</u>

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION



CITY OF NORWALK

Department of Information Technology

To: Members of the Finance Committee

From: Joyce Liu, Director IT

Subject: Capital budget for Cyber Security Projects for 2021-2022

Date: July 8th, 2021

Re: Replacement of aging backup System with Druva, Inc.

We began this project with the end goal of replacing our current backup appliances which are old and out of support. Our archiving methods with the current appliance is archaic, manual and time consuming. The current backup system has a hard time backing up Domain Controllers running Windows 2019 and may be a bigger concern in the future if not resolved by vendor. After months of research and products comparison, we have selected Druva, Inc. as the solution to replace our existing aging backup system.

Why we chose Druva: During the research phase we engaged with and did proof of concept trials with several back up vendors. We looked at Druva, Rubrick, Veeam, Dell IDPA, and Unitrends closely. They each had pros and cons but Druva stood out as being the most feature rich and future proof and came in under budget. From a disaster recovery standpoint, Druva is fully cloud based and runs on AWS (Amazon Web Services), with data replication in multiple regions. Druva is highly secure utilizing industry standard and enterprise grade security. It's flexible, fully automated and provides a cloud cache option which we can use to protect our most critical assets in case of an outage. Druva provides support for cloud archive which will be used to modernize and automate our archiving tasks. The solution also has out of box ransomware protection and it is compliant with standards including, SOC-1, SOC2, HIPAA and CJIS.

The actions requested are:

Authorize the Purchasing Agent to issue purchase orders to SHI (State of CT contract 2018011-02-CREC) for the procurement of Druva, Inc Software for cloud backup solution for an amount not to exceed \$62,452.00, account 09221370-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Common Council for further action.



MEMORANDUM

June 30, 2021

To: Finance Committee of the Common Council and
Common Council

From: Henry Dachowitz
Chief Finance Officer

Subject: City and BOE Operations Review-Efficiency Study

Resulting from last year's budget deliberations, it was agreed to conduct a joint study to identify recommendations on how to improve the efficiency and effectiveness of the City and Board of Education operations. The City of Norwalk Purchasing Department issued an RFP seeking consultants to perform this joint operations and efficiency study.

The Selection Committee consisted of Common Council Finance Chair Greg Burnett, Board of Estimate and Taxation Chair Ed Camacho, Mayor's Chief of Staff Laoise King, City CFO Henry Dachowitz, NPS CFO Tom Hamilton and BOE President/Finance Committee Chair Colin Hosten.

The Selection Committee reviewed the submitted eleven proposals and selected a short-list of firms to interview. The short-listed firms were interviewed, and two finalists were called back for subsequent interviews in which Mayor Rilling and Superintendent Estrella participated. Following this second round of interviews, the original Selection Committee has recommended to award this project to Evergreen Solutions, LLC.

The total cost of this engagement as proposed by Evergreen Solutions is \$275,500. Of this amount, \$118,000 is for work on the Board of Education side of the engagement, and \$157,500 is for work on the City side. The contract with the vendor will be a joint City/NPS contract, so it will need to be executed by both Mayor Rilling and Superintendent Estrella.

Agenda Language:

Authorize the Mayor, Harry W. Rilling, to execute an joint City/NPS agreement with Evergreen Solutions, LLC for project 4040-City and BOE Operations Review-Efficiency Study for a total not to exceed

\$275,500.00

Account # _____

Authorize the Chief Finance Officer to issue change orders on the contract for a total not to exceed \$15,750.



NORWALK PUBLIC SCHOOLS

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Thomas Hamilton

Chief Financial Officer

MEMORANDUM

DATE: June 3, 2021

TO: Colin Hosten, Finance Committee Chair

FROM: Thomas Hamilton, Chief Financial Officer

RE: Operations & Efficiency Audit

As you know, the City Purchasing office released an RFP earlier this fiscal year seeking consultants to perform a joint operations and efficiency study of City and Board of Education operations. The purpose of this study is to identify recommendations on how to improve the efficiency and effectiveness of our respective organizations. The concept of conducting such a joint study was raised during last year's budget deliberations.

A selection panel consisting of Common Council Finance Chair Greg Burnett, Board of Estimate and Taxation Chair Ed Camacho, Mayor's Chief of Staff Laoise King, City CFO Henry Dachowitz, you, and I reviewed proposals and selected a short-list of firms to interview. The panel interviewed several firms, and two finalists were called back for subsequent interviews in which Mayor Rilling and Superintendent Estrella participated. Following this second round of interviews, the original selection panel then selected Evergreen Solutions, LLC to perform this operations and efficiency review.

The total cost of this engagement as proposed by Evergreen Solutions is \$275,500. Of this amount, \$118,000 is for work on the Board of Education side of the engagement, and \$157,500 is for work on the City side. The contract with the vendor will be a joint City/NPS contract, so it will need to be executed by both Mayor Rilling and Superintendent Estrella.

ACTION REQUESTED:

Authorize the Superintendent to execute a contract with Evergreen Solutions, LLC to conduct a joint City/NPS operations and efficiency study

Cc: Dr. Alexandra Estrella, Superintendent of Schools