

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

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I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: June 25, 2024

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

APPOINTMENTS: Mary Verel, Oak Hills Park Authority

REAPPOINTMENTS: Richard Dellinger, Oak Hills Park Authority
Anthony Trimboli, Oak Hills Park Authority

RESIGNATIONS: Thomas Farkas, Zoning Board of Appeals

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. RESIGNATIONS AND APPOINTMENTS

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC SAFETY AND GENERAL GOVERNMENT

1. Authorize Mayor, Harry W. Rilling, to execute a contract with CivicPlus for the purchase of Civic Clerk: Agenda and Meeting Management Select a software product for an initial 1-year term at a cost of \$13,008.00 and annual recurring costs of \$16,706.00 subject to a 5% annual increase on a sole source basis. Account No. 011420-5742.

B. PUBLIC WORKS

1. Authorize the Mayor to execute any and all documents necessary to accept a .0122-acre storm water drainage easement over 7-9 Glenwood Avenue, Norwalk from Glenwood Avenue LLC.
2. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to grant a 500± sq. ft. temporary construction easement over a portion of the East Side of North Water Street/7 Crescent Street, Norwalk in favor of the State of Connecticut Dept. of Transportation for purposes of installation of a temporary sign during Walk Railroad Bridge Replacement Project in consideration for \$14,000 compensation offered, State Project Number 301-176-033B.
3. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to grant a 500± sq. ft. temporary construction easement over a portion of 10 Water Street, Norwalk in favor of the State of Connecticut Dept. of Transportation for purposes of installation of a temporary sign during Walk Railroad Bridge Replacement Project in consideration for \$17,000 compensation offered, State Project Number 301-176-021C.
4. Authorize the Mayor, Harry W. Rilling, and/or the Chief of Operations and Public Works, to execute any and all agreements, documents, instruments, and amendments thereto as may be necessary for the City of Norwalk to apply and receive grant funds from the Environmental Protection Agency (EPA) through its Clean Heavy-Duty Vehicles Grants Program (EPA-R-OAR-CHDV-24-06).
5. WHEREAS, pursuant to Connecticut General Statutes Section 32-285a, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the City of Norwalk make an application to the State for \$2,500,000 in order to undertake the South Norwalk Elementary School Area Improvements, for construction of a modern roundabout at the intersection of south Main Street, Meadow Street (Rt. 136), Wilson Avenue (Rt. 136), and Meadow Street Extension and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE
Common Council of the City of Norwalk

- i. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by Connecticut General Statutes Section 32-285a
- ii. That the filing of an application for State financial assistance by City of Norwalk in an amount not to exceed \$ 2,500,000 is hereby approved and that

Harry W. Rilling, as Mayor of the City of Norwalk, is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of City of Norwalk.

6. a. Authorize the Mayor, Harry H. Rilling, to execute an agreement between the City of Norwalk and Sealcoating Inc. DBA Indus for Project PM2024-3 Crack Sealing at Various Locations, Pavement Preservation, for a sum not to exceed \$395,560.00, with the option to extend this Agreement for two (2) additional terms of one (1) year.

Account No. 09 22 4021 5777 C0021
 09 23 4021 5777 C0021
 09 24 4021 5777 C0021
 09 25 4021 5777 C0021

- b. Authorize the Chief of Operations and Public Works, to execute Orders on Contract with Sealcoating Inc. DBA Indus for Project PM2024-3 Crack Sealing at Various Locations, Pavement Preservation, for a sum not to exceed \$39,556.00.

Account No. 09 22 4021 5777 C0021
 09 23 4021 5777 C0021
 09 24 4021 5777 C0021
 09 25 4021 5777 C0021

7. Authorize the Mayor, Harry W. Rilling to execute a contract with City Carting LLC./Win Waste Innovations Holding, Inc. ("Win Waste") for Solid Waste, Recycling, Bulk Items, and Yard Waste Collection, Processing, and Revenue Sharing (the "Services"), as applicable, initial contract term of seven years with one option to extend for a period of three years, costs not to exceed fees for such Services as bid by Win Waste in its proposal dated June 16, 2024, in response to RFP 4375 - Residential Solid Waste and Recycling Collection Services and Transfer Station Operations, Project No. 4375 dated May 24, 2024 and Addendum(s) subsequently issued thereto.

Account No. 01 40 28 5258
 01 40 42 5298
 01 40 43 5298
 01 40 42 5258
 01 40 42 5299

8. Authorize the Mayor, Harry W. Rilling to execute a contract with City Carting LLC./Win Waste Innovations Holding, Inc. ("Win Waste") for Transfer Station Operations, Transport and Disposal Services and Special Projects (the "Services"), as applicable, initial contract term of seven years with one option to extend for a period of three years, costs not to exceed fees for such Services as bid by Win Waste in its proposal dated June 16, 2024, in response to RFP 4375 - Residential Solid Waste and Recycling Collection Services and Transfer Station Operations, Project No. 4375 dated May 24, 2024 and Addendum(s) subsequently issued thereto.

Account No. 01 40 28 5258
01 40 42 5298
01 40 43 5298
01 40 42 5258
01 40 42 5299

9. a. Authorize the Mayor Harry W. Rilling, to execute an Agreement with FGB Construction Company for purchasing Project 4378, RNP2024-1. Calf Pasture Beach Road Realignment (BaseBid), Milling and Paving of Calf Pasture Beach (Alternate 1), and Concrete Sidewalk and Seatwalls Around skate Park (Alternate 2) for a sum not to exceed \$742,500.00 (Base Bid) plus \$184,850.00 (Alternate 1) plus \$67,650.00 (Alternate 2).

Account No. 09 25 6030 5777 C0365
09 22 6030 5777 C0588
09 23 6030 5777 C0588
09 24 6030 5777 C0588
09 25 6030 4862 C0365
09 25 6030 5796 C0365

- b. Authorize the Chief of Operations and Public Works to execute Orders on Contract with FGB Construction Company for purchasing Project 4378, RNP2024-1. Calf Pasture Beach Road Realignment (BaseBid), Milling and Paving of Calf Pasture Beach (Alternate 1), and Concrete Sidewalk and Seatwalls Around skate Park (Alternate 2) for a sum not to exceed \$99,500.00

Account No. 09 25 6030 5777 C0365
09 22 6030 5777 C0588
09 23 6030 5777 C0588
09 24 6030 5777 C0588
09 25 6030 4862 C0365
09 25 6030 5796 C0365

C. LAND USE AND BUILDING MANAGEMENT

1. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the Financial Assistance Agreement with Lockwood Mathews Mansion Museum to allocate an additional \$3,000,000.00 for the LMMM improvement project. Funds are available from the 2024-2025 Capital Budget account number to be established.

2. a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with 4 You LLC, for the Animal Control Facilities Improvement Project for a total not to exceed \$184,300.00. Funds are available from account #430000 5765

b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$18,430.00. Funds are available from account #430000 5765
3. Authorize the Mayor, Harry W. Rilling, to execute a 5-year agreement with Security Specialists, a Division of Alert Systems, LLC. for security monitoring services at Norwalk Health Department for a total annual cost of \$468.00. Acct. #012012 5296
4. a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Vase Management Inc. for the Brookside Elementary School, Montessori Fourth Grade Classroom Upgrade project & Rowayton Elementary School cafeteria flooring replacement project for a total not exceed \$201,586.00. Funds are available in the following account(s):

Acct. 09245010 5777 C0686

Acct. 09255010 5777 C0686

Acct. 09245010 5777 C0687

b. Authorize the NPS Facilities Department to issue Change Orders on this contract for a total of \$20,159.00. Funds are available in Acct. #09255010 5777 C0686

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

**COMMON COUNCIL
NORWALK, CONNECTICUT**

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

**JULY 9, 2024
COUNCIL CHAMBERS**

OAK HILLS PARK AUTHORITY

M/C

Norwalk Code 73-2

Mary Verel (D)

Term Expires – 6/24/2027

273 Rowayton Avenue

Norwalk, CT 06853

REAPPOINTMENTS

OAK HILLS PARK AUTHORITY

M/C

Norwalk Code 73-2

Richard Dellinger (D)

Term Expires – 6/24/2027

45 Purdy Road East

Norwalk, CT 06850

OAK HILLS PARK AUTHORITY

M/C

Norwalk Code 73-2

Anthony Trimboli (R)

Term Expires – 6/24/2027

8 Eugene Drive

Norwalk, CT 06851



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PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO
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Mayor Rilling called the meeting to order at 7:31 p.m. and led the Assembly in reciting the Pledge of Allegiance.

I. ROLL CALL

Ms. Murillo called the Roll:

Council at Large:	Mr. Gregory Burnett	Mr. Joshua Goldstein
	Mr. Johan Lopez	Ms. Nora Niedzielski Eichner (7:36 p.m.)
	Ms. Barbara Smyth	

District A:	Ms. Nicol Ayers	Mr. Jalin Sead
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District B:	Mr. Dajuan Wiggins	Ms. Darlene Young
District C:	Ms. Jenn McMurrer	Ms. Melissa Murray
District D:	Ms. Heather Dunn	Mr. Douglas W. Sutton
District E:	Mr. James Frayer	Ms. Lisa Shanahan

At Roll Call there were fourteen (14) Common Councilmembers present and one (1) absent (Ms. Niedzielski Eichner). A Quorum was present.

Also present were Mayor, Harry Rilling; Assistant City Clerk, Esther Murillo and Corporation Counsel, Mario Coppola.

II. ACCEPTANCE OF MINUTES

Regular Meeting: June 11, 2024

**** MS. YOUNG MOVED TO ACCEPT THE MINUTES AS PRESENTED**
**** MOTION PASSED WITH THREE (3) ABSTENTIONS (MS. AYERS. MS. MCMURRER; MR. WIGGINS)**

Special Meeting: June 12, 2024

The following correction was made to the minutes – add Mr. Wiggins to the attendance.

**** MS. SMYTH MOVED TO APPROVE THE MINUTES AS CORRECTED**
**** MOTION PASSED WITH SIX (6) ABSTENTIONS (MR. BURNETT; MR. GOLDSTEIN; MS. MCMURRER; MS. MURRAY; MR. SEAD; MS. SHANAHAN)**

III. PUBLIC PARTICIPATION

There were no members of the public present this evening who wished to comment.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

There were no resignations or appointments announced this evening.

Ms. Niedzielski Eichner joined the meeting at 7:36 p.m.

APPOINTMENTS:

REAPPOINTMENTS:

MAYOR'S REMARKS:

Mayor Rilling remarked on this past Sunday's Complete Streets Demonstration Day and its success, and thanked everyone who participated. He noted that about 35-40 people participated in helping to paint the street and refresh crosswalks in the North Main Street area.

Mayor Rilling will be joined on Friday by Common Council Members, Members of the Library Board and the South Norwalk Branch Team to showcase the renovations to the South Norwalk Library. He said a lot of the renovations were done using ARPA funds.

Mayor Rilling highlighted the Summer Beach Concert Series that starts tomorrow at 7:30 PM at Calf Pasture Beach with Tangled Vine.

Fireworks will take place on Wednesday July 3rd, at Calf Pasture Beach and will kick off at 9:00 PM.

V. COUNCIL PRESIDENT

A. RESIGNATIONS AND APPOINTMENTS

There were no resignations or appointments announced this evening.

B. CONSENT CALENDAR:

Ms. Young announced that Mr. Burnett would be reading this evening's Consent Calendar.

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

**** MR. BURNETT MOVED TO APPROVE THE FOLLOWING CONSENT CALENDAR**

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC SAFETY AND GENERAL GOVERNMENT

1. AUTHORIZE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS AND AGREEMENTS NECESSARY TO ACCEPT GRANT

FUNDING UNDER THE DEPARTMENT OF TRANSPORTATION 2024 SPEED AND AGGRESSIVE DRIVING.

2. AUTHORIZE CHIEF OF POLICE, JAMES WALSH, TO EXECUTE ANY AND ALL DOCUMENTS AND AGREEMENTS AS MAY BE NECESSARY TO IMPLEMENT THE DEPARTMENT OF TRANSPORTATION 2024 SPEED AND AGGRESSIVE DIVING GRANT.

3. TECHNICAL CORRECTION: AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A THREE-YEAR CONTRACT WITH FIRST DUE FIRE DEPARTMENT RECORDS MANAGEMENT SOFTWARE FOR A THREE-YEAR TOTAL OF \$143,266.60 (YEAR 1- \$48,040.00, YEAR 2- 46,452.00, YEAR 3- \$48,774.60). (ACCT # 011370-5742).

ORIGINAL APPROVAL:

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH FIRST DUE FIRE DEPARTMENT RECORDS MANAGEMENT SOFTWARE FOR A TOTAL NOT TO EXCEED \$48,040.00. (ACCT.#011370-5742).

C. FINANCE AND CLAIMS

1. ACCEPT AND APPROVE THE REPORT OF THE CLAIMS COMMITTEE DATED: JUNE 2024.

2. FOR INFORMATIONAL PURPOSES ONLY: NARRATIVE ON TAX COLLECTIONS DATED: JUNE 2024.

3. FOR INFORMATIONAL PURPOSES ONLY: MONTHLY TAX COLLECTOR'S REPORTS DATED: MAY 2024.

4. APPROVE FY 2024-2025 PARKING AUTHORITY.

5. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO APPLE COMPUTER INC., FOR THE SUPPLY OF 25 IMAC COMPUTERS, FOR AN AMOUNT NOT TO EXCEED \$47,450.00 ACCOUNT 09245010- 5777-C0112.

6. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO TOTAL COMMUNICATION, INC, IN AN AMOUNT NOT TO EXCEED \$159,600.35 FOR DATA STORAGE SERVER REPLACEMENT. ACCOUNT NO. 9241370-5777-C0375 INFORMATION TECHNOLOGY PROJECT.

7. APPROVE NORWALK PROCUREMENT GUIDELINES REVISION.

8. RESOLUTION MAKING APPROPRIATIONS, FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$70,217,280 FOR THE FY 2024-2025 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$70,217,280 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE FY 2024-2025 CAPITAL BUDGET.

9. A. REQUESTING A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$17,100 TO INCREASE THE APPROPRIATION AND AUTHORIZATION FOR ACCOUNT 09250313-5777-C0385 (BUILDING REPAIRS-VARIOUS BUILDINGS) TO CONTRACT GZA GEOENVIRONMENTAL, INC FOR \$16,855 TO PERFORM PRELIMINARY SOIL TESTING IN ORDER TO DETERMINE THE SCOPE OF WORK NECESSARY TO REPAIR/REPLACE THE CURRENT SINKING AND UNSTABLE APPARATUS FLOOR.

B. REQUESTING A REDUCTION IN THE AMOUNT OF \$16,549.24 TO THE APPROPRIATION IN ACCOUNT 09233110-5777-C0385 (STATION 5-ROOF REPLACEMENT). THE PROJECT WILL BE CLOSED.

C. REQUESTING A REDUCTION IN THE AMOUNT OF \$550.76 TO THE APPROPRIATION IN ACCOUNT 09223110-5777-C0385 \ (STATION 5- ROOF REPLACEMENT). THE PROJECT WILL BE CLOSED.

13. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO CHARLES FELDMAN AND ASSOCIATES, IN AN AMOUNT NOT TO EXCEED \$60,000 FOR AN ADDITIONAL 1(ONE) YEAR OF THE PROFESSIONAL AUDIT SERVICE CONTRACT. ACCOUNT NO. 011320-5253 TAX ASSESSOR PROFESSIONAL SERVICES.

14. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH CLEARGOV IN THE AMOUNT NOT TO EXCEED \$39,688, FOR THE ELECTRONIC PLATFORM TO CREATE DIGITAL BUDGET BOOKS. ACCOUNT 09241350-5777-C0090 DIGITAL BUDGET BOOK CAPITAL PROJECT

**** MOTION PASSED UNANIMOUSLY**

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

Due to a potential conflict of interest, Ms. Ayers, Mr. Sead and Mr. Wiggins recused themselves and left the Common Council Chambers.

1B. ECONOMIC AND COMMUNITY DEVELOPMENT

**** MR. GOLDSTEIN MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS ASSOCIATED WITH SUBMISSION OF THE PY50 AAP TO HUD.**

AND TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS CONSISTENT WITH THE APPROVED PY50 ANNUAL ACTION PLAN.

Mr. Goldstein reviewed the items.

**** MOTION PASSED UNANIMOUSLY**

Ms. Ayers, Mr. Sead and Mr. Wiggins returned to the Common Council Chambers.

C. FINANCE AND CLAIMS

**** MR. BIRNETT MOVED TO APPROVE THE FOLLOWING RESOLUTION MAKING A SUPPLEMENTAL APPROPRIATION OF \$189,000,000 FOR THE CONSTRUCTION OF A NEW NORWALK HIGH SCHOOL AND AUTHORIZING THE ISSUANCE OF AN ADDITIONAL \$15,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO FINANCE THE APPROPRIATION, OR SO MUCH AS MAY BE NECESSARY AFTER DEDUCTING GRANTS TO BE RECEIVED FOR THE PROJECT.**

Mr. Burnett reviewed the item.

Mr. Schmitt, Chief Financial Officer provided information about the request. He noted the \$189 million was for an appropriation and the \$15 million was for bond anticipation notes.

**** MOTION PASSED WITH ONE (1) ABSTENTION (MS. DUNN)**

**** MR. BURNETT MOVED TO APPROVE THE FOLLOWING RESOLUTION TO TRANSFER UNEXPENDED FUNDS**

**WHEREAS, THE COMMON COUNCIL PREVIOUSLY ADOPTED A RESOLUTION TO APPROPRIATE \$72,000,000 FOR THE RENOVATION OF THE SOUTH NORWALK COMMUNITY SCHOOL (THE "PROJECT") AND TO AUTHORIZE THE ISSUE OF BONDS, NOTES OR TEMPORARY NOTES IN AN AMOUNT NOT TO EXCEED \$72,000,000 TO FINANCE SAID APPROPRIATION (THE "RESOLUTION");
AND**

**WHEREAS, AFTER THE COMMON COUNCIL ADOPTED THE RESOLUTION, THE STATE OF CONNECTICUT INCREASED THE CITY'S SCHOOL CONSTRUCTION GRANT FOR THE PROJECT; AND
WHEREAS, DUE TO THE INCREASE IN STATE GRANTS, UPON REIMBURSEMENT TO THE CITY, THERE WILL BE UNEXPENDED BOND PROCEEDS THAT THE COMMON COUNCIL MAY, BY RESOLUTION, TRANSFER TO OTHER PROJECTS.**

BE IT RESOLVED, THAT THE COMMON COUNCIL HEREBY AUTHORIZES THE TRANSFER OF \$19,000,000 OF UNEXPENDED BOND PROCEEDS FROM THE PROJECT TO THE CONSTRUCTION OF A NEW NORWALK HIGH SCHOOL.

Mr. Burnett reviewed the item.

Mr. Schmitt explained they first anticipated a lower reimbursement rate; however, it was increased to 60%.

**** MOTION PASSED UNANIMOUSLY**

**** MR. BURNETT MOVED TO APPROVE THE FOLLOWING RESOLUTION TO DEAUTHORIZE BONDS**

**WHEREAS, THE COMMON COUNCIL PREVIOUSLY ADOPTED A RESOLUTION TO APPROPRIATE \$72,000,000 FOR THE RENOVATION OF THE SOUTH NORWALK COMMUNITY SCHOOL (THE "PROJECT") AND TO AUTHORIZE THE ISSUE OF BONDS, NOTES OR TEMPORARY NOTES IN AN AMOUNT NOT TO EXCEED \$72,000,000 TO FINANCE SAID APPROPRIATION (THE "RESOLUTION");
AND**

WHEREAS, AFTER THE COMMON COUNCIL ADOPTED THE RESOLUTION, THE STATE OF CONNECTICUT INCREASED THE CITY'S SCHOOL CONSTRUCTION GRANT FOR THE PROJECT; AND

WHEREAS, DUE TO THE INCREASE IN STATE GRANTS, THE CITY WILL NOT NEED TO ISSUE \$72,000,000 IN BONDS.

BE IT RESOLVED THAT THE COMMON COUNCIL HEREBY DEAUTHORIZES \$19,000,000 OF BONDS FOR THE PROJECT AS FOLLOWS:

	ORIGINAL AMT	INC/DECREASE	REV AMT
RENOVATION OF THE S.N COMMUNITY SCHOOL	\$72,000,000	\$(19,000,000)	\$53,000,000

TOTAL:	\$72,000,000	\$(19,000,000)	\$53,000,000
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Mr. Burnett reviewed the item.

**** MOTION PASSED WITH ONE (1) ABSTENTION (MS. DUNN)**

VIII. RESOLUTIONS FROM COMMON COUNCIL

There were no resolutions presented this evening.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were no motions postponed to a specific date this evening.

X. SUSPENSION OF RULES

There were no suspensions of the rules this evening.

XI. ADJOURNMENT

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

**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 8:00 p.m.

ATTEST:

Esther Murillo, Assistant City Clerk

MARY B. VEREL

273 Rowayton Avenue
Rowayton, CT 06853

203-866-7468
maryverel@gmail.com

STATEMENT OF QUALIFICATIONS

Senior High School Guidance Counselor with twenty years experience in a multicultural environment, providing college and career guidance and counseling services for approximately 240 students grades nine through twelve. Effective problem solver. Excellent interpersonal skills. Extensive experience in college, career, individual and developmental needs. Moderator of Earth Club, lifelong environmentalist. Principal in Norwalk Grows, organic vegetable Gardens in Schools. Stewardship director, Norwalk Land Trust, Master Gardener

WORK EXPERIENCE

BOARD OF EDUCATION, Norwalk CT, 1992-2012

High School Guidance Counselor

- Norwalk High School, 1994-Present
- Brien McMahon High School, 1992-1994

Principle duties and accomplishments:

- Develop and implement counseling goals for students with Individualized Education Plans. Provide required IEP services, serving as part of the PPT team.
- Meet daily needs of students, acting in close collaboration with staff, teachers and parents
- Organize and run therapeutic groups to address specific collective needs, such as bereavement and at-risk behaviors.
- Serve as liaison with community agencies, connecting students and families with local services that offer counseling and other therapies where necessary.
- Meet with individual students and groups of students for crisis counseling whenever necessary.
- Schedule students' classes, helping them make appropriate choices and maintain them.
- Create a proactive counseling program that prevents crises and supports the academic environment of the school.
- Serve as the point person for all counseling issues that arise in the school and outside the school for my students.
- Work closely with the staff, and parents to support the vision and mission of the school.
- Integrate the Developmental Counseling program to support the work of the school.
- Headed the Scholarship committee that disseminated over \$600,000 last year.
- Assist each student to develop a concrete college or career guidance plan.
- Helped establish the Career Center at Norwalk High School.

Principle Moderator of Norwalk High School Earth Club for 10 years,

Worked with Tree Alliance

worked with the school system to innovate and spur green initiatives within the schools and community

Norwalk Land Trust, Stewardship Director, 2012 -present.

Master Gardener, UConn Extension, 2019.

Part of committee to bring Earth day to Norwalk Green

PRIOR EXPERIENCE:

- **Psychiatric Nurse/Counselor**
Member of a team in therapeutic community model treatment programs. Lead group counseling sessions, met with patients for individual counseling sessions
- **Public Health Nurse**
Responsible for the health needs of individual clients, collaborating with community health agencies, doctors and hospitals.

EDUCATION

University of Bridgeport, Bridgeport Connecticut:

- Master of Science, Sixth Year, School Counseling
- Master of Science Agency Counseling

D'Youville College, Buffalo New York:

- Bachelor of Science in Nursing

PROFESSIONAL CREDENTIALS

- State of Connecticut Professional Educator: School Counselor
- State of Connecticut Licensed Professional Counselor
- State of Connecticut Licensed Registered Nurse
- State of New York Licensed Registered Nurse
- Member Connecticut Counseling Association
- Master Gardener, UConn,

Background

Forty eight years in Rowayton. Late husband, John, and three grown children. Four Grandchildren. Active in Civic Association, Land use and Continental Can Issue as well as neighborhood initiatives to maintain open space and control flooding along Five Mile River.

Volunteer in Schools, and River Study Curriculum in the 1980's. Principal moderator of Rowayton Food coop for 20 years. Organic gardener, Dairy goat owner in the 1980's also. Norwalk Land Trust Director, Earth Club Director, Master Gardener. Community volunteer.

Marched on the first Earth Day and have been interested in Green Initiatives ever since.

Richard Dellinger

D

45 Purdy Road East
Norwalk, CT 06850

Phone: 203-219-3324
E-mail: Richard.Dellinger45@gmail.com

Professional Experience

- 2004 – 2020 **Principal – Amity Regional Middle School – Bethany Campus, CT**
- Principal of one of the highest performing middle schools in CT.
- Spring, 2004 **Adjunct Professor - Fairfield University and Sacred Heart University**
- Supervised thirteen student teachers in ten different schools in Fairfield and New Haven Counties.
- 1992 – 2003 **Principal – Eastchester Union Free School District, Eastchester, NY**
- Southern Westchester Collaborative High School Principal, 2002-2003
 - Eastchester High School Principal, 1998-2002
 - Eastchester Middle School Principal, 1992-1998
- 1984– 1992 **Assistant Principal – Blind Brook-Rye UFSD, Rye Brook, NY**
- 1980 – 1984 **Principal/Counselor/Math Teacher – Escuela Bella Vista, Maracaibo, Venezuela**
- Principal at a private, PK – 12, overseas school for two years.
 - School counselor, PK-12, for one year and 9-12 math teacher for one year.
- 1975 – 1980 **Mathematics Teacher – School District of Philadelphia, Philadelphia, PA**

Education

Ed.D. Educational Administration, Fordham University, New York, NY
M.Ed. Secondary Mathematics Education, Temple University, Philadelphia, PA
B.S. Secondary Education, Lock Haven State College, Lock Haven, PA

Certifications

Professional Educator– Intermediate Administrator and Supervisor (092), CT
Permanent - School District Administrator, NY
Permanent – School Administrator/Supervisor, NY
Permanent – Mathematics 7 -12, NY

Community Activities

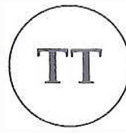
Tennis Friends of Oak Hills Co-chairperson, 2020- Present
Oak Hills 60+ Tennis Team Captain 2017 – Present
Parish Officer, Grace Episcopal Church, 2002 – 2004
Soccer Coach, Norwalk Junior Soccer Association, 1996 – 2003
Member, Norwalk High School Father's Club, 2003 – 2007

Professional Honors

Connecticut Association of Schools (CAS) President Elect - 2019-2020
Member – CAS Board of Directors, 2011-2020
Participant – Connecticut/Shangdong Principal Shadowing Project - April, 2008
Co-chairperson, Westchester Middle School Principals Association, 1994-96

Technical Skills

MAC and PC Proficient, Windows, Microsoft Office.

**R**

TJ TRIMBOLI

tjtrimboli10@gmail.com | 203-247-6604 | Norwalk, CT 06851

Resume Received

Summary

Focused Financial Advisor handles wide range of financial needs, from retirement planning to insurance decisions. Decisive planner with understanding of marketing and sales strategies driving business growth. Our clients seek us out to help them avoid financial failure. Through proven philosophies and methodologies, we seek to deliver on that while providing a phenomenal client experience.

Skills

- Planning for retirement
- Making insurance decisions
- Managing wealth
- Developing financial plans
- Advising on investments
- Increasing savings
- Customer service
- Work ethic

Experience

Alacrity Financial | Darien, CT

Partner

11/2019 - Current

- Researched and analyzed beneficial insurance and investment options and made recommendations to clients.
- Assisted clients with planning for and funding retirements using mutual funds and other strategies.
- Interviewed clients to determine income, expenses, financial objectives and risk tolerance in order to develop successful financial plans.
- Promoted business to increase customer base and grow revenue.
- Devised business plan and identified target customers.
- Analyzed wills, insurance policies and corporate contracts.
- Explained advantages and disadvantages of available financial products to customers to maximize satisfaction.
- Kept abreast of financial impact of clients' life changes to meet needs and target new areas of growth.
- Answered clients' questions regarding details of financial plans and strategies and explained data in easy-to-understand terms.
- Hired and developed junior financial and support staff.
- Developed and expanded financial planning relationships with customers through loyal and dedicated service.
- Consulted with clients to assess and meet short- and long-term financial goal.

Strategies for Wealth | Rye Brook, NY

Advisor

10/2007 - 10/2019

- Researched and analyzed beneficial insurance and investment options and made recommendations to clients.
- Assisted clients with planning for and funding retirements using mutual funds and other strategies.
- Interviewed clients to determine income, expenses, financial objectives and risk tolerance in order to develop successful financial plans.

- Promoted business to increase customer base and grow revenue.
- Devised business plan and identified target customers.
- Analyzed wills, insurance policies and corporate contracts.
- Explained advantages and disadvantages of available financial products to customers to maximize satisfaction.
- Kept abreast of financial impact of clients' life changes to meet needs and target new areas of growth.
- Answered clients' questions regarding details of financial plans and strategies and explained data in easy-to-understand terms.
- Hired and developed junior financial and support staff.
- Developed and expanded financial planning relationships with customers through loyal and dedicated service.
- Consulted with clients to assess and meet short- and long-term financial goal.

Northwestern Mutual Financial Network |
Fairfield, CT
Financial Representative
10/2001 - 07/2007

- Worked with customers to determine needs, evaluate financial means and check eligibility for products or services.
- Secured long-term customer accounts, providing recommendations to promote service effectiveness and benefits to exceed client goals and needs.
- Developed and managed growth-oriented business and marketing plans.
- Boosted revenue, cultivating client relations, resolving issues and executing proficient account maintenance to develop new customer accounts.
- Promoted insurance and products to individuals and businesses and analyzed and determined financial viability and productivity of target products and services.

Southern Connecticut State University |
New Haven , CT
Assistant Head Men's Basketball Coach
08/2002 - 05/2004

- Oversaw rigorous practice sessions to enhance individual skills and team gameplay.
- Reviewed game tapes of competitor events to understand strategies and plan approaches.
- Prepared athletes for games with well-coordinated schedule of practices and individual training.
- Visited other locations to observe potential recruits and determine selections to fill out team roster.
- Developed training and exercise programs to meet individual requirements and team play strategies.

Education and Training

Southern Connecticut State University | New Haven, CT
Bachelor of Science in Marketing
05/2001

Accomplishments

Before getting into the world of Financial Services, I was an All-State basketball and Lacrosse player. I then went on to pursue basketball in college at Southern Connecticut State University where I earned numerous awards such as NECC All-Rookie team and Regional MVP of the NCAA tournament as a freshman. My team went 28-4 and went to the Elite 8 where we lost to eventual champion Cal-State Bakersfield. I was selected as a First Team All-NECC as a sophomore and junior. In my senior season, I captained the team and we finished 25-4. We finished the season with the #4 ranking in the country. I was named an All-America selection by the National Association of Basketball Coaches. I was Player of the Year in the NECC and still hold 7 all-time records at SCSU. I am also 5th on the school's all time scoring list.

Activities and Honors

Golf Accomplishments

2007 CSGA Public Links Champion

2 Time Oak Hills Club Champion

3 Time CT PGA Pro-Scratch Champion

Websites, Portfolios, Profiles

- www.alacrityfinancial.com

Certifications

Series 7, 6, 63, & 66



CITY OF NORWALK
**Office of the Mayor
and the City Clerk**
125 East Avenue,
PO Box 5125
Norwalk, CT 06856
Office: (203) 854-7701

MEMORANDUM

To: Tom Livingston, Chief of Staff
From: The City Clerk's Office
Date: June 5, 2024
RE: Recommendation for Civic Clerk Agenda Creation Solution

The City Clerk's Office, with the concurrence of the City's IT Dept., is recommending the adoption of CivicPlus' Civic Clerk for the City of Norwalk's agenda creation and meeting management needs. After careful evaluation of four competitors, we believe this solution offers several key advantages that address noncompliance, inefficiencies, and potential errors present in our current process. Civic Clerk will streamline workflows and create standards across all boards, committees, commissions, which currently doesn't exist. Additionally, the City of Norwalk is being offered a reduced initial rate of \$16,706.00 from the full price of \$23,171.00.

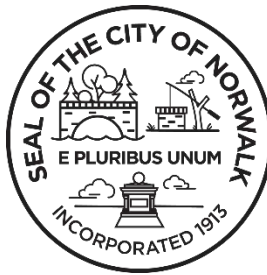
Since the City of Norwalk uses CivicPlus as its website provider, adopting Civic Clerk, a CivicPlus product, eliminates the need for custom integration, which can often be complex and time-consuming.

Currently, the City of Norwalk's agenda creation is manual and prone to human error. Items are seldom submitted in a timely manner, leading to delays and last-minute changes. Staff frequently duplicates information for their committees and the Common Council, resulting in inefficiencies, confusion, and conflicting information. There have been several instances where backup documentation is omitted, compromising the integrity of the agenda. Adopting Civic Clerk will streamline this process and reduce errors that need to be manually corrected, freeing up valuable staff time for other important duties.

Civic Clerk will improve the City of Norwalk's ADA compliance. The agenda management system of the software will provide consistent accessible web content. This aligns with the City's goal to ensure inclusivity in all our processes.

Civic Clerk supports FOIA compliance by ensuring that all documents and agendas are properly stored, easily retrievable and consistently documented. This capability will facilitate timely and accurate responses to FOIA requests.

Thank you for considering this recommendation. We are confident that Civic Clerk will not only benefit the City of Norwalk's meeting management processes, ADA and FOIA compliance, it will also make us a more transparent organization, which will directly benefit the citizens of Norwalk.



DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 7/3/24

DEPARTMENT: Mayor's Office

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

Check One:

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

TOTAL COST: 16,706 MUNIS Account: 011420-5742

VENDOR: Civic Plus

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
	☒	Supports	
Purchasing Agent Name	☐	Does Not Support	Department Head Name
		Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Irene Dixon
Date	☐		Date <u>7/3/24</u>

JUSTIFICATION:

After assessing various vendors, it was determined that Civic Clerk offered a more robust solution than other competitors at a more affordable price point. This product will improve FOI and ADA compliance as well help streamline workflows and standards across all boards, committees and commissions. Because the City of Norwalk already uses this vendor as its website provider, adopting Civic Clerk will be seamless.

PA Notes: Per the department this application It's an agenda and meeting management program. Currently, everything is done manually. This will automize the process.

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

Vendor 1: eScribe

Vendor 2: Granicus & iCompass

Granicus & iCompass provided verbal estimates.

EMERGENCY: Explain in detail the nature of the emergency

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:**Date:****Expires On:**

Statement of Work

Q-65351-1

3/4/2024 3:12 PM

7/31/2024

Client:

City of Norwalk, CT

Bill To:

Norwalk CT - CivicClerk

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Kyle Monthie		kyle.monthie@civicplus.com		Net 30

Discount(s)

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	CivicClerk Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	USD -4,250.00
1.00	CivicClerk Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	USD -1,903.00
1.00	CivicClerk Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	USD -650.00

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	CivicClerk Premium Configuration	CivicClerk Premium Configuration	USD 0.00
1.00	CivicClerk Custom Template Design	CivicClerk Custom Template Set - includes 2 Agenda templates, 1 Item Report template, 1 Minutes template, 1 Agenda Script template	USD 0.00
2.00	CivicClerk Consulting (1h, virtual)	1 hour Virtual Consulting	USD 480.00
1.00	CivicClerk Virtual Training (Half Day Block)	Training (Virtual) - half day, up to 4 hours	USD 0.00
1.00	CivicClerk Historical File Import (up to 7,500 files – PDF / MP3 / MP4)	CivicClerk Historical File Import (up to 7,500 files – PDF / MP3 / MP4)	USD 2,625.00

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	Agenda and Meeting Management Select Annual Fee	Agenda and Meeting Management Select Annual Fee	USD 8,500.00
1.00	Live Meeting Manager Annual Fee	Agenda and Meeting Management Select: Live Meeting Manager Annual Fee - Live Meeting, Electronic Voting, Display Pages	USD 3,806.00
1.00	Agenda and Meeting Management Select: Boards and Committees Module	Agenda and Meeting Management Select: Boards and Committees Module	USD 4,400.00

List Price - Initial Term Total	USD 23,171.00
Total Investment - Initial Term	USD 13,008.00
Annual Recurring Services (Subject to Uplift)	USD 16,706.00

Initial Term	12 Months
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Acceptance

The undersigned has read and agrees to the following Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

By (please sign):

Printed Name:

Title:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

CivicPlus

By (please sign):

Printed Name:

Title:

Date:

FACT SHEET

Keep Elected and Appointed Officials Organized and Informed With a Configurable Board Portal

Part of the Select CivicPlus® Agenda and
Meeting Management solution





Our Board Portal is a web-based solution designed to meet your elected and appointed officials' needs.

Meeting materials can be delivered electronically before the meeting, allowing officials to conduct their pre-meeting preparation. Then, use Board Portal during the live meeting and as a post-meeting review and research tool. The Board Portal is fully integrated with CivicPlus' Select Agenda and Meeting Management solution, allowing for one-touch delivery and receipt of meeting materials.



Flexible Access

Officials can access meeting materials from any device, including desktops, laptops, tablets, and smartphones. No separate application is required.



Easy Packet Delivery

Publish packets of any size seamlessly to the Board Portal. Optional email notifications alert officials when the packet is available to view.



Robust Search

Full-text search and filtering options empower officials to locate keywords within comments, agendas, items, attachments, and minutes documents.



Item Summary View

Allows officials to see attachments, speakers, motions, votes, and more in minutes and agenda documents, as well as any comment or discussion recorded in the meeting minutes, in a single, condensed view rather than having to comb through an entire documents.



Outline View

With the outline view, officials can easily preview important information, such as speakers, notes, attachments, and more.



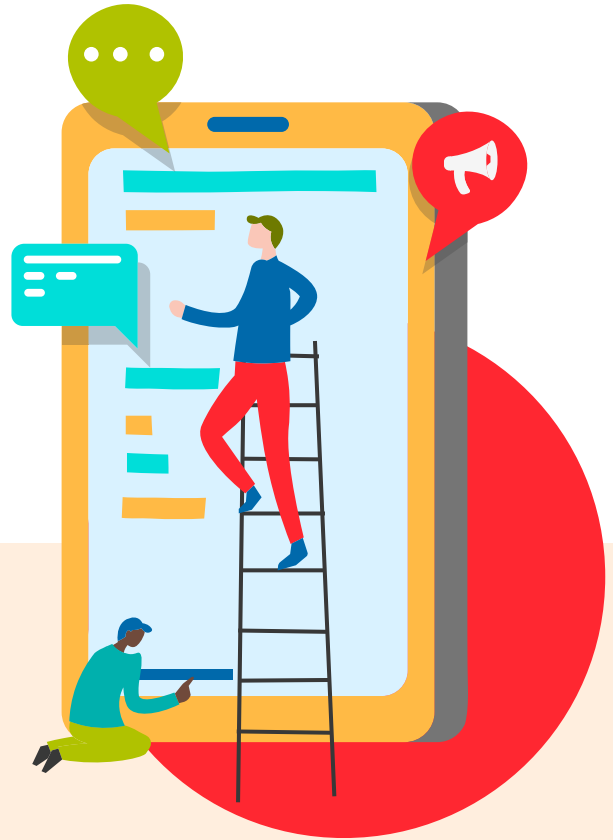
Personal Meeting Repository

A personal, secure location to review all meeting content, including agendas, supporting documents, minutes, and media (with optional CivicPlus Media integration). Officials can highlight and make annotations on documents and save their notes for reference.



Interactive Meeting Tool

When paired with the Select Agenda and Meeting Management solution's Live Meeting Manager suite (additional fees apply), the Board Portal offers:



Visual Cues

Follow along as the meeting progresses with an interactive on-screen indicator that always shows the current item being discussed.

Speaker List

View current and past speaker information for each item, including a countdown timer on the current speaker.

Request-to-speak

Submit a formal request to speak or be recognized as a speaker on meeting items.

Chair View

Enable the meeting presider to advance items and call speakers.

Electronic Voting

See the motion on the floor and submit a vote electronically on meeting items.



Clerks Have Fallen in Love With CivicPlus® Agenda and Meeting Management Solution.

Don't Take Our Word for It. Hear It Straight From Our Customers.



Price Versus Functionality

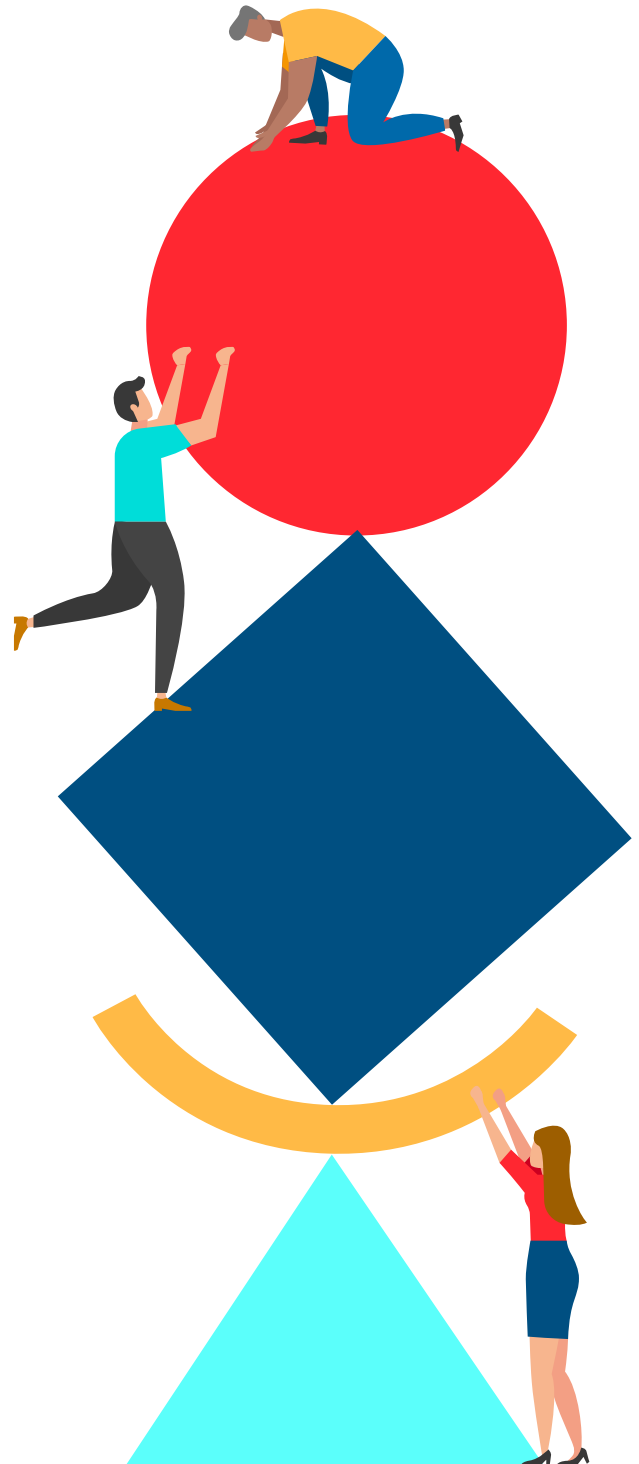
Customers often find themselves searching for a cost-effective solution that provides robust functionalities.

"I spoke to some fellow clerks and asked for references. The software was the best fit for the price, functionality, how many meetings we can hold, and the a la carte menu for additional services, like video streaming."

Dallas Schroeder, County Clerk,
Elbert County, CO

"We still wanted an automated agenda solution, but we wanted to find cost savings without giving up the features we were using. I began to research over six months and found [CivicPlus]. It fits our needs. We liked the idea of still having an automated agenda system while expanding our available features. We're also not spending as much money as we were on agenda functionality."

Ronda Cole, Mayor-Council Clerk,
Gulfport, MS





Ease-of-Use

No need to have a technical background; our Agenda and Meeting Management solution is intuitive and straightforward.

"I talked to about seven or eight vendors.

Ultimately, we went with the CivicPlus solution because it wasn't too demanding on the technical side. We needed a simple tool for our Councilors to navigate and interact with."

Stacy H. Senskey, Certified Municipal Clerk and Clerk of Council, **Ashtabula, OH**

"I love the ease of use, features, and functionality.

Also, our citizens can access it from our website and navigate through it with ease."

Annette Spendlove, City Recorder/HR Director, **North Ogden, UT**





Customer Support and Implementation

CivicPlus® customer support has won 9 Stevie awards, boasting a live chat feature and 24/7 support. Combining that with world-class implementation training, you can rest easy.

"We struggled with technical problems that they never fixed and poor customer service. Eventually, we outgrew the software. Customer service is an important aspect for us. The culture of CivicPlus and its sense of community impressed us. It's crucial that when we need something, we can find a real person to help. The support team cares about helping the City of Franklin meet our goal of excellence."

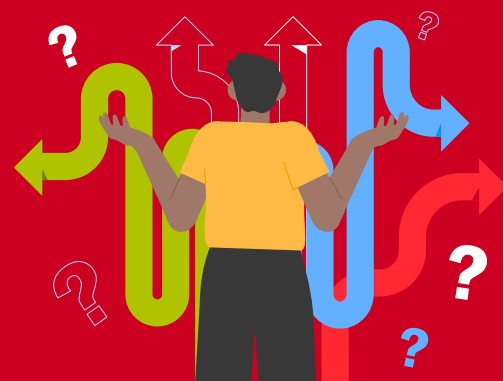
Angie Johnson, PHR, Deputy Assistant City Recorder, **Franklin, TN**

"I like the live chat feature. When we're working on something and have questions, we can jump onto the chat and get a quick response. Even when it's 4:45 p.m. here in Colorado, I still get a quick response."

Dallas Schroeder, County Clerk,
Elbert County, CO

"I didn't want four or five different versions of our materials. I wanted to incorporate all our previous materials in our new Agenda and Meeting Management solution going back to when we first went paperless in 2010. During implementation, they assured me that all our existing content would incorporate into the new solution. They walked me through each step of the process. The support I received was phenomenal."

Ronda Cole, Mayor-Council Clerk,
Gulfport, MS





Time-Savings

Take back control of your schedule by putting minutes back into your day with our industry-leading processes.

"The time we spend preparing for meetings has gone from days to hours. We've been able to get more people involved. Departments put their resolutions on the agenda; they're part of the entire process now. If you have to make last-minute changes, it's speedy and easy."

Sarah Brake, Deputy Clerk and Technology Implementation Specialist,
Hillsborough Township, NJ

"Compared to what we were spending before, we have reduced our agenda preparation time by 40-50%. This is mostly due to the software's workflow engine and the ability for multiple stakeholders to upload reports and review items."

Zack Beck, City Clerk,
Escondido, CA





Paper Cost Savings

Going digital is environmentally friendly and increases your budget for larger community projects by reducing paper costs.

"We used to complain about how much paper our public meetings consumed, going through tons of paper edits." With the CivicPlus® Agenda and Meeting Management solution, staff can digitally edit meeting agendas, saving time and resources.

Lynn Butterworth, Clerk,
Putnam County, GA





Powerful Software Integrations

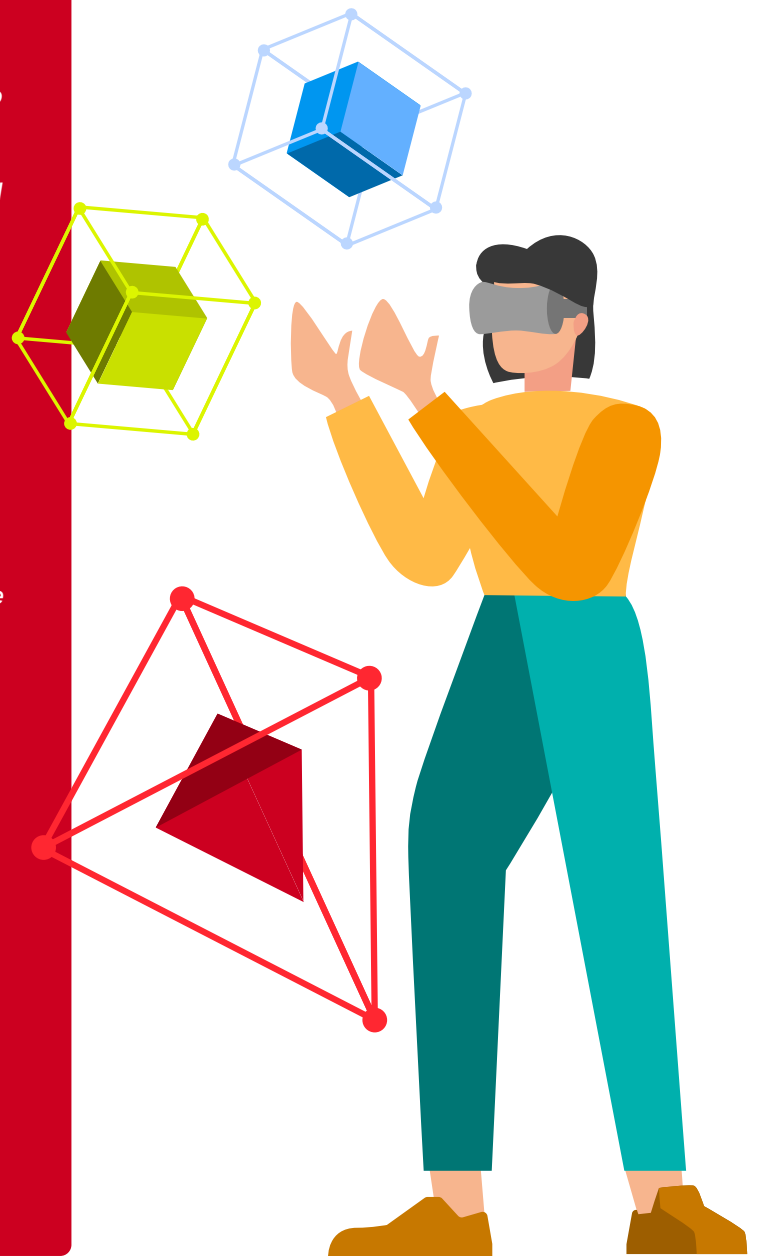
Our industry-leading solutions work with systems you already have to save time, create more efficient workflows, and reduce the burden of implementing siloed systems.

"I like the Agenda and Codification integration because it has removed steps in my process as part of my day-to-day. I don't have to remember to do this as a separate task — and now we can find the ordinances instantaneously as they get posted on the homepage faster than before."

Robin Fenwick, Clerk,
Port Orange City, FL

"What I've noticed with CivicPlus is when software programs are implemented or integrated together, they work. I've noticed situations in the past where organizations have bought software with legacy systems and it was very difficult to make them work together, so the ability to implement multiple products together makes a big difference. We already had a CivicPlus website, and both the Agenda Management software and Municode Codification had the most advantages when compared to the other options out there, so the answer was simple."

Kara Paxton, City Clerk-Treasurer,
Fayetteville, AR





agenda and meeting
management

SELECT

Agenda and Meeting Management Software for Local Government





agenda and meeting
management

SELECT

Legislative automation
without sacrificing control.
Designed for clerks inspired
by a sense of community
and driven to serve.



CivicPlus® was founded over 20 years ago to help local governments achieve more with less.



12,500
Customers



100,000+
Administrative Users



340+ Million
Resident Users in the
U.S. and Canada alone



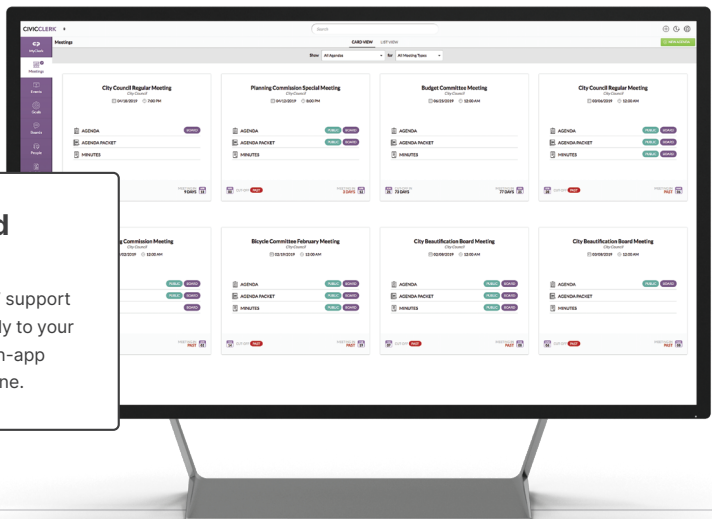
Agenda and Meeting Management Software for Local Government

CivicPlus' Agenda and Meeting Management Select software is the ultimate solution for streamlining your agenda and meetings processes — from creating agenda items to managing live meetings to completing post-meeting tasks — all in one connected, easy-to-use platform. Exchange manual processes or clunky software for integrated, time-saving automations while still having the flexibility to balance manual controls and overrides. With easy internal collaboration using customized workflows, version tracking, and built-in communication tools, you'll continuously operate at maximum efficiency.

Our experts, who include former clerks, have designed our Select Agenda and Meeting system to offer unparalleled configuration flexibility, allowing your system to scale from the simplest to the most complex agenda process. With built-in integrations and a suite of APIs, working with other internal applications has never been easier. Our user-defined roadmap ensures that your software will continue to grow and adapt, keeping up with transparency requirements and compliance expectations.

Unmatched Service

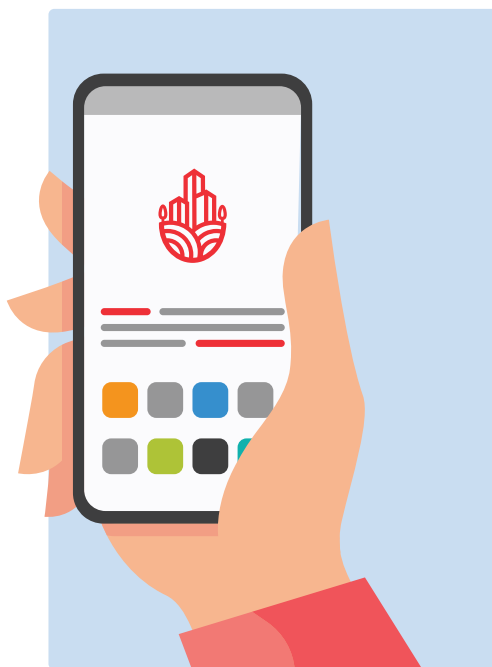
We offer live, 24/7 support tailored specifically to your organization, via in-app messaging or phone.



Why Agenda and Meeting Management Select?

At CivicPlus, we understand that one size does not fit all. Our implementation consultants work with your team to tailor and optimize your solution for the unique needs of your administration — no matter the size. And as your organization grows and changes, administrators have full access to make configuration changes or add on optional modules as needed, ensuring your solution is always up to date.

Our intuitive software doesn't take weeks to learn. Plus, training is catered to your current processes and will get your staff comfortable working in the system quickly. With a typical user staff, training session taking less than an hour; your team will learn to navigate the system easily. With in-application support tools, a complete online help center, phone, and 24/7 live chat support all available within minutes from our dedicated award-winning technical support team, you'll always have the resources you need to optimize your use of our time-saving software.



Automate Agenda

Collaboration and Distribution

Flexible, Customized Templates

Your Agenda and Meeting Management Select templates are designed and configured to reflect your community. Customized templates provide consistency and clarity to agendas, packets, staff reports, legislation, and minutes.

Convenient, Anytime Agenda Modifications

Changes to the agenda can be made at any time by administrators without affecting global configurations or settings. Drag and drop reordering allows you to move items and automatically renumbers everything on the agenda. One-touch copy and move functions allow you to duplicate or move agenda items from meeting to meeting, eliminating the need for duplicate data entry.

Efficiently Manage Agenda Packets of Any Size

The software compiles your items, legislation, memorandums, and supporting documentation into a bookmarked PDF packet quickly and easily, no matter the size of the packet. Create multiple packet versions instantly to include or exclude specific attachments for your internal and external users. Last-minute agenda or packet changes can be made and published with minimal effort.

Administrators choose what they publish to the public, internal users, and elected or appointed officials. Enable automated email notifications so all users know when the meeting documents are published.

Item-First Agenda Creation

Our innovative item-first agenda creation option lets staff add items directly to the agenda. You can easily and quickly create and submit agenda items for each meeting without character limits on agenda content. You can upload attachments and send them through workflow with a few clicks. Configurable field types and our embedded text editor ensure that you capture all the information needed to generate staff reports, legislation, minutes, and other documents. Automated PDF file conversion and built-in integrations with Microsoft's OneDrive and Google Drive simplify the inclusion of supporting documentation and attachments.

Automate Your Approvals Process

The workflow engine in Agenda and Meeting Management Select streamlines the routing of your agenda items, automates notifications, and gives full transparency to collaborators as it passes through the approval process. As changes are made to an item, revisions and changes are tracked and visible within the item fields and on the item timeline. In-app messaging and task assignments keep everyone in the loop and agenda prep moving forward.





Live Meeting Manager: Run the Meeting. Don't Let the Meeting Run You.

Automated Minutes Setup

Agenda and Meeting Management Select's fully integrated Live Meeting Manager will automatically migrate all your agenda content. No manual pre-meeting minutes setup or agenda import is required. Move from the meeting agenda to the Live Meeting Manager module with a single click.

Keep Up With the Meeting Action

Meetings move fast. Live Meeting Manager's cloud-based platform allows you to move quickly through your agenda items, recording official actions and discussions, without having to wait for the system to catch up. The clean, intuitive interface gives single screen access to all your meeting controls. One-click control allows you to update your in-chamber display screens, set your video bookmarks (additional fees apply), and queue items in the Board Portal for your elected and appointed officials.

Speaker Manager

Speakers can be added to the discussion at any time during the live meeting, while the built-in speaker timer helps keep meetings running efficiently.

Document Critical Moments of Engagement

Quickly record comments, and discussion, roll call, motions, votes, and speakers.

Display Pages

Keep meeting participants informed and engaged by displaying the current item, speaker, or vote results automatically to the constituents attending the meeting.

Automatic Video Bookmarking

Automatically timestamp agenda items to their corresponding discussion in the meeting video, so those watching the recording can quickly access topics of interest.

Flexible Voting

Minute-takers can record motions and votes instantly in Live Meeting Manager or initiate electronic voting when desired. Motions and votes can be applied to individual agenda items or multiple agenda items as a group.





Enable Elected and Appointed Officials to Stay Informed and Organized With **Board Portal**

Flexible Access

Your officials can choose how to access meeting content — helping them work better and faster. Efficiently deliver packets of any size by paper, email, Dropbox, OneDrive, Google Drive, or post to the Board Portal. Agenda and Meeting Management Select solution is optimized for all devices including desktops, laptops, tablets, and smartphones. No separate application required.

A Personal Meeting Repository

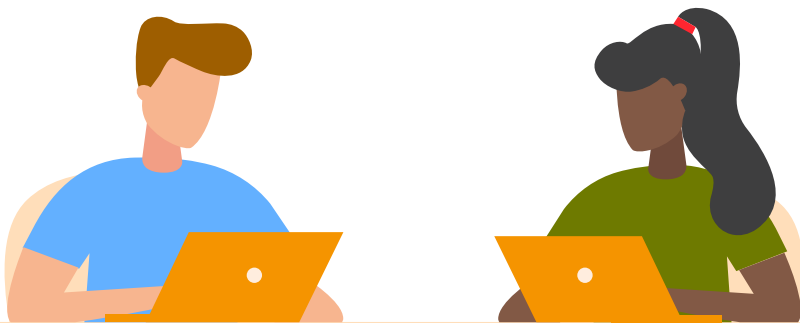
Give officials a personal, secure location to review and take notes on all meeting content including agendas, supporting documents, minutes, and media.

Interactive Meeting Tool

During live meetings, the Board Portal integrates with Live Meeting Manager to allow officials to refer to their review notes and annotations, capture notes within a dedicated field, receive visual cues as the agenda progresses from item-to-item, see speaker information instantly, and enter electronic votes (additional fees apply for electronic voting). Chair View can also be enabled, allowing the meeting presider to call speakers and advance agenda items.

Find What You Need – Faster

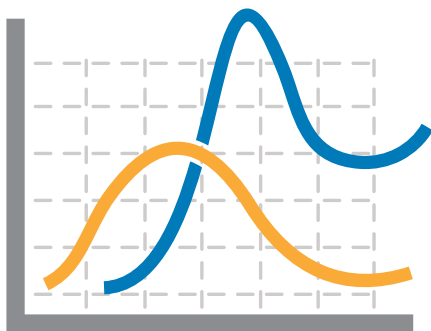
Agenda and Meeting Management Select automatically indexes published meeting content with Board Portal search functionality, so it is easy for officials to find information quickly. Our full-text search tool empowers officials to locate past items, attachments, minutes, and agendas by searching a keyword, date range, and more. An item summary view allows officials to see the motions, votes, and any comment or discussion on the item that was recorded in the meeting minutes in an intuitive display, preventing a manual search through full minutes documents.

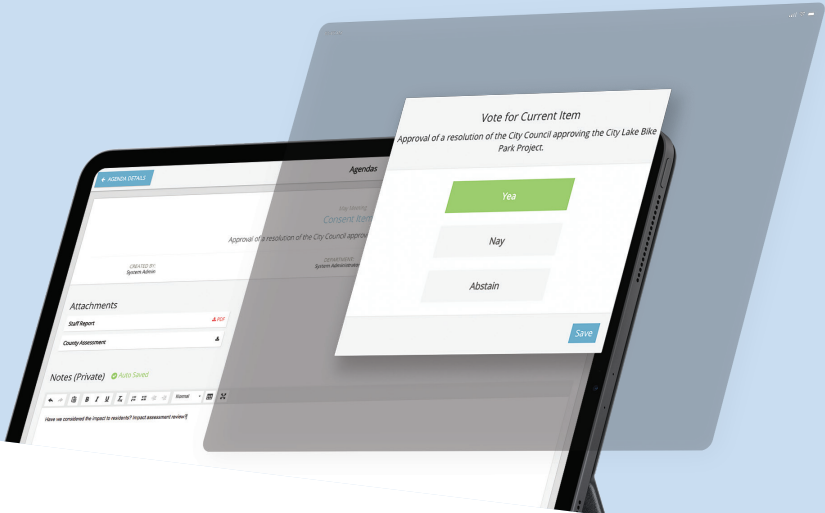




Ad Hoc Reporting

The Analytics module makes nearly every data field in the system filterable. Build, save, and export custom and ad hoc reports to ensure you can access the insights you need to inform your decision-making and make a difference in your community.





Meet Transparency Requirements and Ensure Access to Essential Information With **Public Resident Portal**

Content Accessibility

It's not enough to be transparent by publishing your agendas and other meeting documents online. Your meeting content must be accessible to all members of the public. Agenda and Meeting Management Select has a dedicated accessibility portal that gives members of the public full access to your meeting content. Closed captioning is also available with our CivcPlus Media service for live streaming and on-demand video.

Content Transparency

Build public trust with access to fully searchable meeting content including legislative decisions and public meeting videos. Meet municipal transparency requirements while keeping residents engaged and informed.

Our Public Resident Portal Offers the Following Convenient Features:

- Embed the portal on any webpage to give residents access to all meeting content on a single page
- PDF downloads of agendas, packets, minutes, notices, and other pertinent meeting documents
- An HTML agenda view with hyperlinks attachments within the meeting agenda for direct access to specific documents
- Side-by-side agenda and video display options with optional CivicPlus Media live and on-demand video service (additional fees apply)
- Optional Motion and Vote minutes display updates to the HTML agenda view, allowing residents to quickly see the final disposition of agenda items without having to read full minutes documents
- Integrated live or on-demand videos with bookmarks to jump to desired content quickly (additional fees apply)
- Navigation to quickly jump to past, current, and upcoming events with an embedded calendar and continuous scrolls
- Full-text search and filtering options
- Email notification capabilities
- Social sharing
- A mobile-responsive interface
- Custom branding capabilities
- Optional public commenting forum

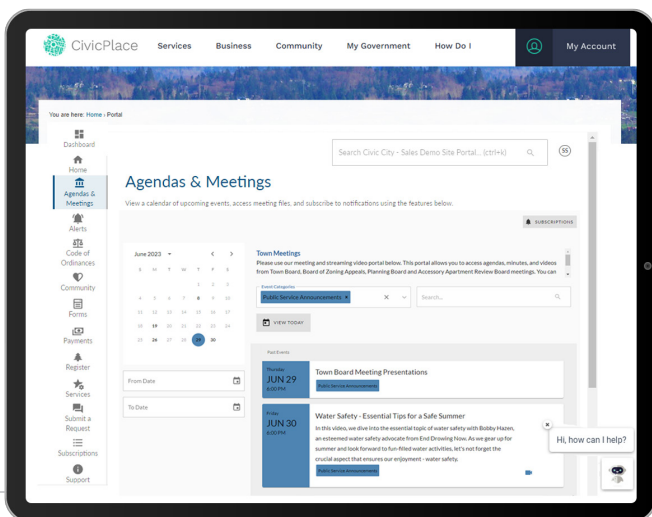


Part of CivicPlus' Modern Civic Experience Platform

Developed specifically to enable municipalities to deliver consistently positive interactions across every department and service, our Civic Experience Platform includes technology innovations that create frictionless, one-stop, personalized resident interactions.

As a core element in our Platform, our CivicPlus Portal empowers residents to be more engaged and informed about progress in their community. CivicPlus Portal streamlines the resident experience as people interact with your suite of CivicPlus government software solutions, helping to drive revenue and build resident trust and satisfaction.

With a single username and password, residents can watch a public meeting recording, submit a FOIA request, pay a utility bill, utilize the online Code of Ordinances tool, or register for an upcoming event from a single interface. The result is more engaged and informed voters and fewer phone calls, walk-ins, or emails to your department asking how to find documents or submit records requests.



Local governments that leverage our Civic Experience Platform also benefit from the following:

- Single Sign-On (SSO) to all of your CivicPlus solutions supported by two-factor authentication and PCI-level password compatibility
- A single dashboard and toolbar for administrative access to your CivicPlus software stack
- Access to a continually growing and fully documented set of APIs to better connect your administration's processes and applications
- A centralized data store with robust data automation and integration capabilities Integration

Integration Hub

Integration Hub is a tool that can help you unify your disparate cloud-based solutions and your CivicPlus solutions, assemble powerful workflows, and set up complex automations without needing a developer. With Integration Hub's easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus solutions or with third parties (for an additional fee), saving your staff valuable time.





Integrated Code of Ordinances and Web

As the only local government software provider with an integrated Codification, Agenda and Meeting Management, and Municipal Website offering, our solution suite empowers the digital transformation of the entire legislative process — from the start of the agenda process to the final online publishing of the newly adopted legislation.

If you are a customer of Municode Codification by CivicPlus services, our cutting-edge integration between your Agenda and Meeting Management and Online Code Hosting tools reduces the manual steps that can delay your communication processes, while bringing unparalleled access and transparency to your community.

As an example, you can send ordinances directly to CivicPlus for codification. When pushed from your Agenda and Meeting Management Select system, the uncoded legislation will be visible on the landing page of our your Code of Ordinances nearly instantaneously. Once codified, the code is permanently linked to the corresponding meeting materials you produced. Furthermore, you can integrate your CivicPlus website with your Online Code Hosting system, allowing for one-stop search capabilities. With this integration, the public can instantly access your code, meetings, packets, and agendas in one search straight from your website.



Integrate Your CivicPlus Tech Stack to 10-X Your Legislative Management Capabilities

The following are examples of integrations between CivicPlus Agenda and Meeting Management Select, and our other powerful solutions. If you have yet to experience all that CivicPlus can provide, contact us for additional information and custom pricing.

CivicPlus Municipal Websites

- Set up a workflow to post via the News Flash module once you've published your meeting documents
- Automatically add agenda or minute files to the Document Center to be displayed on your website after you publish them in your Select Agenda and Meeting Management system
- Automatically integrate your meeting information and dates into the Calendar module
- Automatically include Agenda and Meeting Management files and your Code of Ordinances in your website's search results

Municode Codification

- Send adopted ordinances to the CivicPlus Legal Codification team in one click
- Send ordinances straight to your Online Code Hosting portal as "Adopted and Not Yet Codified"
- Instantly link your online code to the meeting content produced within your Agenda and Meeting Management software

CivicPlus Media

- Share high-definition, on-demand video or live video feeds of your meetings directly from your Agenda and Meeting Management software via CivicPlus Media with clear bookmarking and navigation

Integration Hub

- Integrate your Agenda and Meeting Management software with such popular third-party tools as Zoom, Webex, GoToMeeting, Laserfische, Google Drive, and Dropbox; additional integrations available via APIs

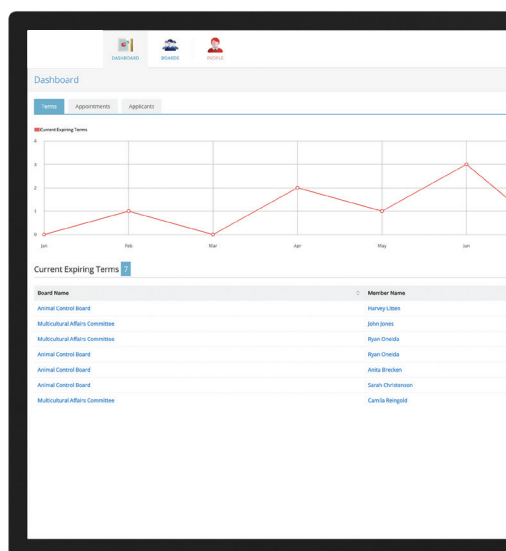
Additional Integrated Modules

CivicPlus Media: Live Streaming and On-Demand Video

Increase resident engagement and participation by sharing high-definition live video feeds of your meetings directly from Agenda and Meeting Management Select and CivicPlus Media. Stream live proceedings and seamlessly integrate all video content directly into your meeting agendas. Videos feature clear bookmarking and navigation so viewers can quickly find discussions of interest. Videos can be viewed from any device with no software or application downloads necessary. Integrated closed captioning services are available. Additional fees apply.

Boards and Committees

The Agenda and Meeting Management Select Boards and Committees Module tracks vacancies, applications, and appointments. Interactive dashboards give you access to your Boards and Committees information. Manage rosters and generate communications using customized templates. Store system-generated communications and other important documentation at the board or individual member level. Track training and other internal requirements. Additional fees apply.



Industry-Leading Support Services

Award-Winning Support

CivicPlus has been honored with multiple Stevie® Awards in the categories of Front-Line Customer Service Team of the Year – Technology Industries, Customer Service Training or Coaching Program of the Year – Technology Industries, Customer Service Department of the Year – Computer Software – Up to 1000 Employees, and Most Valuable Response by a Customer Service Team (COVID-19). The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

On-Demand Help Center

CivicPlus customers have 24/7 access to our online Help Center where users can review articles, user guides, and FAQs and get tips on best practices. Our Help Center is continually monitored and updated by our dedicated knowledge management team to ensure we provide the information and resources needed to optimize your solution. In addition, the Help Center provides our release notes to keep your staff informed of upcoming enhancements and maintenance.

Continuing Partnership

We won't disappear after we launch your website. You'll be assigned a dedicated customer success manager. They will partner with you by providing information on best practices and how to utilize the tools of your new system to engage your residents most effectively.

Support-at-a-Glance

- Our technical support engineers are available from 8 a.m. – 6 p.m. (CST) Monday – Friday (excluding holidays)
- Accessible via phone and email
- Four-hour response during regular hours
- 24/7 emergency technical support for named points of contact via live in-app chat or telephone
- Dedicated customer success manager
- Online self-service help with the CivicPlus Help Center (civicplus.help)

Continual Maintenance

- Regular review of site logs, error messages, servers, router activity, and the internet in general
- We perform full system backups daily
- Regularly scheduled upgrades, including fixes and other enhancements
- Operating system patches
- Testing and development

Example One-Year Support Metrics

- Total Tickets – 103,759
- Average Chat Response – 3:48 Minutes
- Average Phone Response – 7:57 Minutes
- Customer Satisfaction Score – 95.7%
- Solved in One Touch – 71.2

302 South 4th Street | Manhattan, KS 66502

Let's Chat

It's time to move your meetings forward. Ditch the stacks of paper that accumulate with every meeting and forget endless hours of copying, bookmarking, distributing, and amending meeting agendas.



info@civicplus.com | 888.228.2233 | [CivicPlus.com](https://www.CivicPlus.com)

VII.B.

NORWALK COMMON COUNCIL

REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST: July 3, 2024

(Note - Agenda closes 12:00 Noon on the Thursday before the Council meeting.)

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST: Vanessa Valadares, Chief of Operations and Public Works / Public Works Committee

SECTION ON AGENDA WHERE ITEM IS TO APPEAR: Public Works

HAS ITEM BEEN TO A COUNCIL COMMITTEE? YES NO WHICH ONE? Public Works

HAS THE ITEM BEEN REVIEWED BY THE P&Z COMMISSION UNDER Section 8-24 OF THE STATE STATUTES? YES XX NO N/A

LIST ITEMS AND ACTION TO BE TAKEN: (Attach document to be approved or backup material. If a contract is to be awarded, please include name of contractor, amount of contract to be awarded and account from which payment will be made.)

1. Authorize the Mayor to execute any and all documents necessary to accept a .0122-acre storm water drainage easement over 7-9 Glenwood Avenue, Norwalk from Glenwood Avenue LLC.
2. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to grant a 500± sq. ft. temporary construction easement over a portion of the East Side of North Water Street/7 Crescent Street, Norwalk in favor of the State of Connecticut Dept. of Transportation for purposes of installation of a temporary sign during Walk Railroad Bridge Replacement Project in consideration for \$14,000 compensation offered, State Project Number 301-176-033B.
3. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to grant a 500± sq. ft. temporary construction easement over a portion of 10 Water Street, Norwalk in favor of the State of Connecticut Dept. of Transportation for purposes of installation of a temporary sign during Walk Railroad Bridge Replacement Project in consideration for \$17,000 compensation offered, State Project Number 301-176-021C.
4. Authorize the Mayor Harry W. Rilling and/or the Chief of Operations and Public Works, to execute any and all agreements, documents, instruments, and amendments thereto as may be necessary for the City of Norwalk to apply and receive grant funds from the Environmental Protection Agency (EPA) through its Clean Heavy-Duty Vehicles Grants Program (EPA-R-OAR-CHDV-24-06).
5. **WHEREAS**, pursuant to Connecticut General Statutes Section 32-285a, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the City of Norwalk make an application to the State for \$2,500,000 in order to undertake the South Norwalk Elementary School Area Improvements, for construction of a modern roundabout at the intersection of south Main Street, Meadow Street (Rt. 136), Wilson Avenue (Rt. 136), and Meadow Street Extension and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE
Common Council of the City of Norwalk

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by Connecticut General Statutes Section 32-285a
2. That the filing of an application for State financial assistance by City of Norwalk in an amount not to exceed \$ 2,500,000 is hereby approved and that

Harry W. Rilling, as Mayor of the City of Norwalk, is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of City of Norwalk.

- 6a. Authorize the Mayor, Harry H. Rilling, to execute an agreement between the City of Norwalk and Sealcoating Inc. DBA Indus for Project PM2024-3 Crack Sealing at Various Locations, Pavement Preservation, for a sum not to exceed \$395,560.00, with the option to extend this Agreement for two (2) additional terms of one (1) year.

Account No. 09 22 4021 5777 C0021
09 23 4021 5777 C0021
09 24 4021 5777 C0021
09 25 4021 5777 C0021

- 6b. Authorize the Chief of Operations and Public Works, to execute Orders on Contract with Sealcoating Inc. DBA Indus for Project PM2024-3 Crack Sealing at Various Locations, Pavement Preservation, for a sum not to exceed \$39,556.00.

Account No. 09 22 4021 5777 C0021
09 23 4021 5777 C0021
09 24 4021 5777 C0021
09 25 4021 5777 C0021

7. Authorize the Mayor, Harry W. Rilling to execute a contract with City Carting LLC./Win Waste Innovations Holding, Inc. ("Win Waste") for Solid Waste, Recycling, Bulk Items, and Yard Waste Collection, Processing, and Revenue Sharing (the "Services"), as applicable, initial contract term of seven years with one option to extend for a period of three years, costs not to exceed fees for such Services as bid by Win Waste in its proposal dated June 16, 2024, in response to RFP 4375 - Residential Solid Waste and Recycling Collection Services and Transfer Station Operations, Project No. 4375 dated May 24, 2024 and Addendum(s) subsequently issued thereto.

Account No. 01 40 28 5258
01 40 42 5298
01 40 43 5298

01 40 42 5258

01 40 42 5299

8. Authorize the Mayor, Harry W. Rilling to execute a contract with City Carting LLC./Win Waste Innovations Holding, Inc. ("Win Waste") for Transfer Station Operations, Transport and Disposal Services and Special Projects (the "Services"), as applicable, initial contract term of seven years with one option to extend for a period of three years, costs not to exceed fees for such Services as bid by Win Waste in its proposal dated June 16, 2024, in response to RFP 4375 - Residential Solid Waste and Recycling Collection Services and Transfer Station Operations, Project No. 4375 dated May 24, 2024 and Addendum(s) subsequently issued thereto.

Account No. 01 40 28 5258

01 40 42 5298

01 40 43 5298

01 40 42 5258

01 40 42 5299

- 9a. Authorize the Mayor Harry W. Rilling, to execute an Agreement with FGB Construction Company for purchasing Project 4378, RNP2024-1. Calf Pasture Beach Road Realignment (BaseBid), Milling and Paving of Calf Pasture Beach (Alternate 1), and Concrete Sidewalk and Seatwalls Around skate Park (Alternate 2) for a sum not to exceed \$742,500.00 (Base Bid) plus \$184,850.00 (Alternate 1) plus \$67,650.00 (Alternate 2).

Account No. 09 25 6030 5777 C0365

09 22 6030 5777 C0588

09 23 6030 5777 C0588

09 24 6030 5777 C0588

09 25 6030 4862 C0365

09 25 6030 5796 C0365

- 9b. Authorize the Chief of Operations and Public Works to execute Orders on Contract with FGB Construction Company for purchasing Project 4378, RNP2024-1. Calf Pasture Beach Road Realignment (BaseBid), Milling and Paving of Calf Pasture Beach (Alternate 1), and Concrete Sidewalk and Seatwalls Around skate Park (Alternate 2) for a sum not to exceed \$99,500.00

Account No. 09 25 6030 5777 C0365

09 22 6030 5777 C0588

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09 25 6030 4862 C0365

09 25 6030 5796 C0365

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

Section 1-189 Charter of the City of Norwalk & Section 8-24 of the Connecticut General Statutes

EFFECTIVE DATE OF ACTION (if applicable):

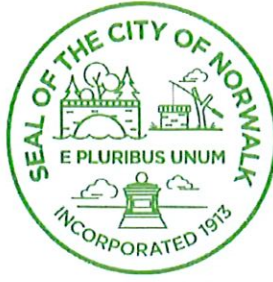
Upon adoption and compliance with Charter provisions



Signature of Person Making Request

Please fill in all blanks and note if an item is not applicable.

Amended 4/13/84



Contract Staff Summary

Department/Staff Contact	Public Works / Engineering Vanessa Valadares x47902
Common Council Committee	Public Works Committee
Date Approved by Committee	June 4, 2024
Purpose/Scope	To Accept a .0122-acre storm water drainage easement over 7-9 Glenwood Avenue
Vendor (Indicate if new or existing vendor)	Glenwood Avenue LLC.
Term of Contract	n/a
Method of Procurement (Indicate if sole source)	n/a
Cost of Contract	n/a
Funding Source/Account Number	n/a
Additional Information/Other Details	8-24 Referral to Planning for Review and Report: Acceptance of a .0122 acre storm water drainage easement over 7-9 Glenwood Avenue, Norwalk from Glenwood Avenue LLC.



CITY OF NORWALK
DPW Permits
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06851-5125
P: 203-854-4161 / F: 203-857-0143
E: DPWpermits@norwalkct.org

March 14, 2023

Sent via email to: politobuilt@gmail.com

Joseph Polito
Glenwood Avenue LLC

RE: 7 Glenwood Avenue (District 5, Block 65, Lot 75A)
9 Glenwood Avenue (District 5, Block 65, Lot 76)
Proposed Three (3) Multi-Unit Residential
DPW Plan Review Sign-Off Letter

Mr. Polito:

The Department of Public Works (DPW) for the City of Norwalk (City) has reviewed the supportive documents associated with the proposed development at the above-referenced property. The focus of DPW's review has been to confirm the documents provided are in compliance with the current City Drainage Manual, Roadway Standards, Standard Detail Drawings, and other applicable design standards.

The following document(s) were provided to DPW and included in our review:

- Civil Drawings dated 09/15/2021 and last revised 02/28/2023, prepared by Grumman Engineering, L.L.C.
- Drainage Report dated 04/05/2021 and last revised 02/28/2022, prepared by Grumman Engineering, L.L.C.
- Operation and Maintenance Plan Report dated 04/05/2021 and last revised 12/29/2021, prepared by Grumman Engineering, L.L.C.
- Zoning Map of Property dated 01/11/2021 and last revised 01/06/2022, prepared by Dennis A Dellus Land Surveyors

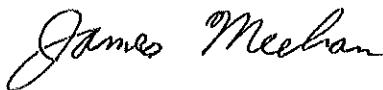
The aforementioned documents are in compliance with the current City Standards and Drainage Manual. DPW has no objection to the project moving forward with the following condition(s):

1. A storm drainage easement for access and maintenance shall be granted by the Property Owner to the City for the City's drainage infrastructure situated on private property. The easement shall be approved by the Common Council prior to the issuance of the Final Certificate of Occupancy.
2. The proposed property consolidation shall be approved by Planning and Zoning and recorded on the Land Records in the Office of Town Clerk. DPW shall review and approve of the proposed property addresses.

3. A DPW Encroachment, Driveway, and Sewer Permit, in conformance with DPW's Permit Provisions, shall be required for work in the City's Right-of-Way (ROW) prior to the commencement of the work. Road restoration requirements shall be determined at the time of permitting.
4. A Building Permit shall be required for sewer work performed within the property.
5. Any existing trees that are to be removed within the City ROW that are 8 inches or greater in caliper, will require a tree removal permit and must be posted by the City's Tree Warden at least 10 days in advance, in accordance with the City Code Chapter 112.
 - a. City trees to be removed shall be replaced in accordance with City Code Chapter 112-10C.
6. The following departmental approvals shall be required:
 - a. Water Pollution Control Authority (WPCA)
 - b. Transportation, Mobility and Parking (TMP)
 - c. Planning and Zoning (P&Z)
 - d. Building and Code Enforcement
7. A set of as-built plans shall be submitted along with a certificate from a professional engineer stating that the construction has been built according to City standards, prior to the issuance of a Certificate of Occupancy/Compliance.
8. This approval shall be valid for a period of 12 months from the date stamped on the approved plan. Any permit issued on the basis of this approval must be issued within such 12 month period. Any renewal of the plan approval will be based on the then existing conditions and current applicable regulations, ordinances and standards of practice in effect at the time of the renewal:

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

Sincerely,



James Meehan, P.E.
Principal Engineer

Cc: DPW Permits
Vanessa Valadares, P.E. – Chief of Operations and Public Works
Wilber Giron, P.E. – Permit Engineer – Department of Public Works
Christine Cardascia, E.I.T. – Junior Engineer – Department of Public Works
Ralph Kolb, P.E. – Sr. Environmental Engineer – Water Pollution Control Authority
Garrett Bolella, P.E. – Assistant Director – Transportation, Mobility and Parking
Kyle Benjamin – Traffic Analyst – Transportation, Mobility and Parking
Steven Kleppin – Director – Planning and Zoning
Bryan Baker – Principal Planner – Planning and Zoning
Michelle Andrzejewski – Senior Planner – Planning and Zoning
Amelia Williams – Land Use Planner – Planning and Zoning
William Ireland – Chief Building Official – Building and Code Enforcement
Leo Guerrero – Assistant Building Official – Building and Code Enforcement
Peter Kelly – Assistant Building Official – Building and Code Enforcement
Dean Martin, P.E. – Grumman Engineering L.L.C.



LOADING REQUIREMENTS



REVISED: 2-28-23- PER DPW COMMENTS.
 2-10-23- PER DPW COMMENTS.
 REVISED: 6-14-22- PER ZONING APPROVAL
 REVISED: 1-3-22- PARKING SPACES, DRAINAGE, AVE. GRADE CHART

GLENWOOD AVENUE, LLC
200 GLENWOOD AVENUE
NORWALK, CONNECTICUT 06854

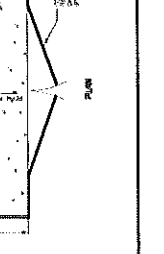
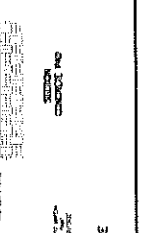
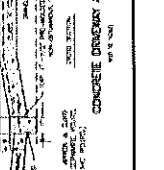
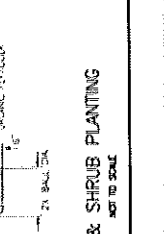
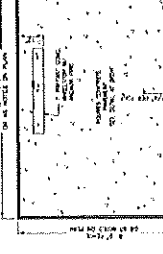
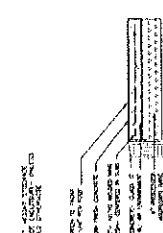
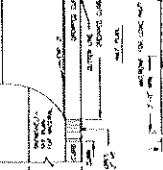
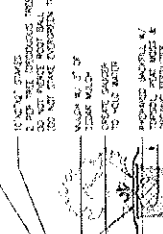
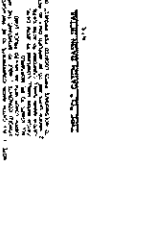
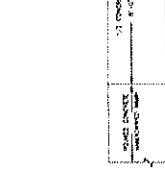
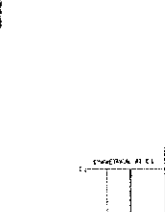
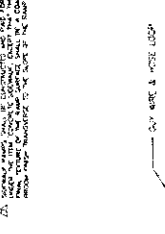
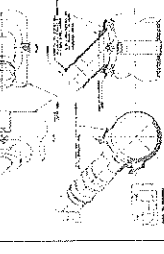
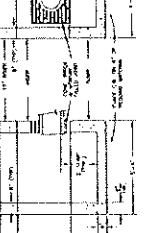
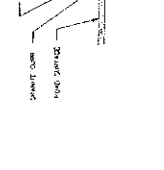
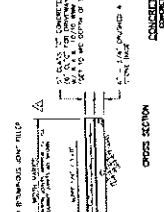
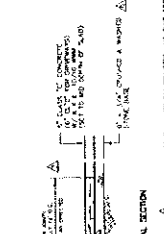
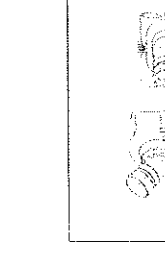
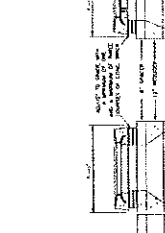
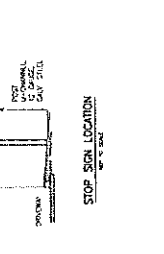
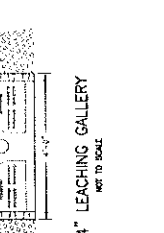
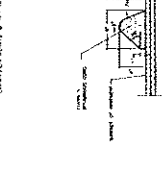
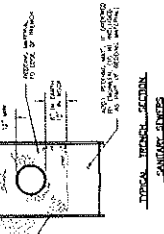
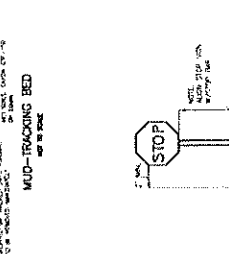
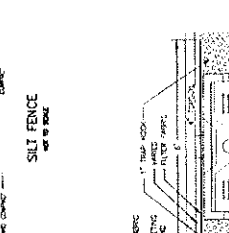
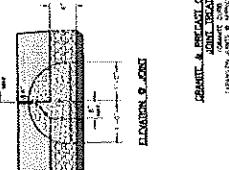
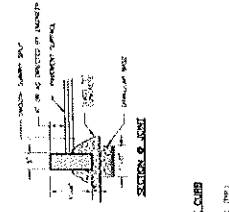
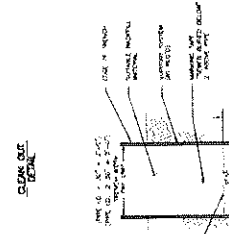
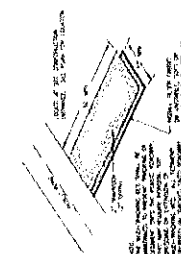
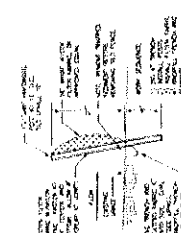
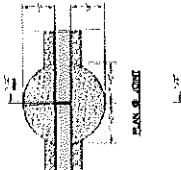
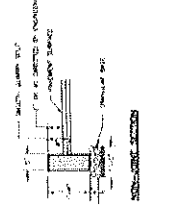
MULTI-FAMILY HOUSING
SITE PLAN

GRUJMAN ENGINEERING I.L.C.



—Younger group

- On the other hand, the fact that the *in vitro* and *in vivo* results are in good agreement, and that the *in vivo* results are in good agreement with the results of the *in vitro* studies, suggests that the *in vitro* studies are a good model for the *in vivo* situation. This is particularly true for the *in vitro* studies that were performed in the presence of the same factors that are present in the *in vivo* situation, such as the presence of the same cells and the same factors.




GLENWOOD AVENUE, LLC
 7 & 9 GLENWOOD AVENUE
 NORWALK, CONNECTICUT 06854
 TEL: 203.866.1100 FAX: 203.866.1101
 WWW.GLENWOODAVENUE.COM

TREE & SHRUB PLANTING

RECEIVED BY THE SECRETARY OF THE ARMY
JAN 10 1964

24.

 $\mathbb{R}$

STORM ~~WATERSEWER~~ EASEMENT

TO ALL PEOPLE TO WHOM THESE PRESENTS SHALL COME, GREETING:

KNOW YE, that Glenwood Avenue, LLC of Wilton, CT (the "Grantor"), owner of property located at 7-9 Glenwood Avenue, City of Norwalk, County of Fairfield and State of Connecticut, for good and valuable consideration received to its full satisfaction of the CITY OF NORWALK, its successors and assigns (the "Grantee"), hereby grants and conveys a perpetual right of way and permanent ~~storm water sewer~~ easement in, over, under, through and upon a certain parcel of land located in the City of Norwalk, County of Fairfield and State of Connecticut, located on 7-9 Glenwood Avenue (the "Property"), the location and area of said easement being described as follows in SCHEDULE A attached hereto and made a part hereof.

The area identified as "20' UTILITY EASEMENT AREA: 5,298 SF = 0.122 AC" on that certain map entitled "As-Built Survey" Scale 1" = 20' prepared for Glenwood Avenue LLC for project location 7 & 9 Glenwood Avenue, Norwalk, CT dated May 26, 2023, prepared by Landtech and on file in the office of the Town Clerk of said City of Norwalk as Map No. _____ (hereinafter referred to as the "Easement Area")

The right of way and storm ~~watersewer~~ easement are hereby conveyed together with all rights reasonably necessary or incident thereto, including the right in the Grantee, its officers, agents, employees, ~~and~~ representatives, and contractors of ingress and egress at all reasonable times to and from the lands of the Grantor lying ~~within~~ the above-described ~~easement~~ Easement Area for the purposes of locating, laying, installing, ~~repairing~~, constructing, replacing, reconstructing, operating, ~~replacing and maintaining~~, inspecting, altering and repairing therein the public storm ~~water drainage facilities~~ sewers and related appurtenances, the size thereof to be at the discretion of the Grantee. Whenever practical, the Grantee will give reasonable notice to the Grantor prior to its entrance upon the Grantor's property. ~~The cost of such laying, installing, repairing, constructing, replacing or maintaining the same will be at the expense of the Grantee. The Grantee exercise of the rights herein shall be at its sole cost and expense.~~

The Grantee is responsible for restoring any area of the property within the Easement Area that is disturbed as a result of work performed by Grantee hereunder as close as is practicable to its condition immediately preceding the commencement of Grantee's work thereon. Such restoration shall include placement of topsoil upon and seeding of any lawn area disturbed by Grantee. The restoration shall not include the replacement of any trees and repair or replacement of any driveway improvements. The Grantee shall not plant any additional trees in, on or upon the Easement Area at any time. Said restoration will be completed within a reasonable time period following completion of any work performed hereunder. The extent of said restoration will be subject to and will accommodate the reasonable need and requirements of the Grantee in installing and maintaining its storm sewer pipeline.

Commission Expires: _____

Commissioner of the Superior Court My

STORM WATER EASEMENT

TO ALL PEOPLE TO WHOM THESE PRESENTS SHALL COME, GREETING:

KNOW YE, that **Glenwood Avenue, LLC** of Wilton, CT (the “Grantor”), owner of property located at 7-9 Glenwood Avenue, City of Norwalk, County of Fairfield and State of Connecticut, for good and valuable consideration received to its full satisfaction of the **CITY OF NORWALK**, its successors and assigns (the “Grantee”), hereby grants and conveys a perpetual right of way and permanent storm water easement in, over, under, through and upon a certain parcel of land located in the City of Norwalk, County of Fairfield and State of Connecticut, located on 7-9 Glenwood Avenue (the “Property”), the location and area of said easement being described as follows

The area identified as “20’ UTILITY EASEMENT AREA: 5,298 SF = 0.122 AC” on that certain map entitled “As-Built Survey” Scale 1” = 20’ prepared for Glenwood Avenue LLC for project location 7 & 9 Glenwood Avenue, Norwalk, CT dated May 26, 2023, prepared by Landtech and on file in the office of the Town Clerk of said City of Norwalk as Map No. _____ (hereinafter referred to as the “Easement Area”)

The right of way and storm water easement are hereby conveyed together with all rights reasonably necessary or incident thereto, including the right in the Grantee, its officers, agents, employees, representatives, and contractors of ingress and egress at all reasonable times to and from the lands of the Grantor lying within the above-described Easement Area for the purposes of locating, laying, installing, constructing, replacing, reconstructing, operating, maintaining, inspecting, altering and repairing therein the public storm water drainage facilities and related appurtenances, the size thereof to be at the discretion of the Grantee. Whenever practical, the Grantee will give reasonable notice to the Grantor prior to its entrance upon the Grantor’s property. The Grantee exercise of the rights herein shall be at its sole cost and expense.

The Grantee is responsible for restoring any area of the property within the Easement Area that is disturbed as a result of work performed by Grantee hereunder as close as is practicable to its condition immediately preceding the commencement of Grantee’s work thereon. Such restoration shall include placement of topsoil upon and seeding of any lawn area disturbed by Grantee. The restoration shall not include the replacement of any trees and repair or replacement of any driveway improvements. The Grantee shall not plant any additional trees in, on or upon the Easement Area at any time. Said restoration will be completed within a reasonable time period following completion of any work performed hereunder. The extent of said restoration will be subject to and will accommodate the reasonable need and requirements of the Grantee in installing and maintaining its storm sewer pipeline.

Except as otherwise provided herein, reserves the right to make any use of the Property that does not unreasonably interfere with the use and enjoyment of the easement granted herein to the Grantee.

The Grantor hereby knowingly, willing and voluntarily irrevocably waives any and all claims for just compensation relating to the easement granted herein.

The corresponding obligations and promises of the Grantor shall run with the land of perpetuity and be binding upon the Grantor's successors and assigns in interest with respect to the subject property of the easement.

TO HAVE AND TO HOLD the above granted rights of way and easements and the rights and privileges hereinbefore described to the **CITY OF NORWALK**, its successors and assigns forever.

IN WITNESS WHEREOF, the Grantor has caused these presents to be signed this _____ day of May, 2024.

Signed, Sealed and Delivered
In the Presence of:

GLENWOOD AVENUE, LLC

Witness:

By: _____
Joseph Polito
Duly Authorized Member

Witness:

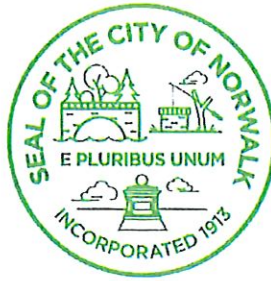
STATE OF CONNECTICUT)

) ss: New Canaan

COUNTY OF FAIRFIELD)

On this ____ day of May, 2024, before me, the undersigned officer, personally appeared Joseph Polito, who acknowledged himself to be a Member of Glenwood Avenue, LLC, a Connecticut limited liability company, and that he, as such Member, being duly authorized to do so, executed the foregoing instrument for the purposes contained, by signing the name of the company by himself as such Member, and as the free act and deed of said Glenwood Avenue, LLC.

Notary Public
My Commission Expires: _____



Contract Staff Summary

Department/Staff Contact	Public Works / Engineering Vanessa Valadares x47902
Common Council Committee	Public Works Committee
Date Approved by Committee	July 9, 2024
Purpose/Scope	Grant a 500+sq ft temporary construction easement over a portion of the East Side of North Water Street/7 Crescent Street State Project No. 301-176-033
Vendor (Indicate if new or existing vendor)	State of Connecticut DOT
Term of Contract	
Method of Procurement (Indicate if sole source)	Temporary Construction Easement
Cost of Contract	\$14,000 compensation offered
Funding Source/Account Number	
Additional Information/Other Details	Installation of a temporary sign during Walk Railroad Bridge Replacement Project



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION
2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
PHONE: (860) 594-2416



May 28, 2024

CERTIFIED MAIL

The Honorable Harry Rilling
Mayor
City of Norwalk
125 East Avenue
Norwalk, CT 06851

Dear Mayor Rilling:

Subject: File No.: 301-176-033B
Owner: City of Norwalk
Town: Norwalk

The State of Connecticut Department of Transportation (Department) is now acquiring property for Walk Railroad Bridge Replacement. In connection therewith, we enclose our map dated December 2023, detailing the proposed acquisition.

The State's offer, as evidenced by the enclosed offer letter, is \$14,000.00. This offer is based upon an appraisal as prepared by a licensed real estate appraiser. A copy of the State's appraisal will be made available upon request.

As is standard of real estate acquisitions of this type, the conveyance of "good and sufficient title" is required from the owners of record. Should the Department's title examination of your property reflect encumbrances that prohibit the transfer of adequate title, your assistance will be required. In this regard, a copy of our title report cover page is enclosed for your review and comment.

If the offer is acceptable, please execute the enclosed acceptance agreement and W-9 form and return them to my attention. Kindly include a resolution or other documentation indicating the person(s) authorized to sign on behalf of the City of Norwalk. Oral representations or promises made during the negotiation process are not binding on the Department.

I am available to meet with you to review the offer, the construction plans, and answer any questions you may have. Please contact me directly at (860)-594-2416 or email me at kenneth.decker@ct.gov by June 6, 2024.

Very truly yours,

Kenneth Decker
Acquisition/Relocation Section
Division of Rights of Way

Enclosures

STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION

Property File No.: 301-176-033B

Owner Name: City of Norwalk

Acceptance Agreement

It is understood that you agree to the State's offer in the amount of \$14,000.00. The following shall apply:

- The above award is in full settlement for all real property rights acquired and constitutes a full and final payment for any and all loss of value caused by this acquisition. *Construction Easements only – Should the use of the area exceed the intended timeframe, you may be eligible for additional compensation. You must notify this office in writing to begin the formal review process.
- This acquisition is in accordance with C.G.S. Sec.13a-73(c), 13a-98e, 13b-36(a) & 13a-79; as applicable.
- This agreement is subject to final approval(s) in accordance with C.G.S. Sec. 13a-73(h)
- Pending the delivery of good and sufficient title, an Immediate Right of Entry is hereby granted to the State of Connecticut, and/or its agents to proceed with the construction of the subject project.
- Payment(s) will be made by check issued from the Treasurer of the State of Connecticut to the property owner and/or mortgagee (if applicable) at the time of closing.
- The owner agrees to assist in the securing of good and sufficient title and agrees to convey the same by instrument prepared by the Department.

Owner's Legal Signature _____ Date _____

Owner's Legal Signature _____ Date _____

Terrence J. Obey, Director of Rights of Way _____ Date _____

Bruce R. Josephy, Chairman _____ Date _____
State Property Review Board

FOR INTERNAL USE ONLY

Invoice Date: _____ Invoice #: _____ CORE P.O. #: _____ CORE Receipt #: _____

Payee: (Name & Address)

Payee's FEIN/SSN:

--

Invoice Amount:

\$14,000.00

Property Location:

E/S North Water St. / 7 Crescent Street, Norwalk, CT 06854
--

Coded By: _____ Reviewed By: _____ Date: _____

FUND	SID	DeptID	Project No. DOTXXXXXXXXRW	Activity	Source Type	Account	Parcel No.	Detail Amount
13033	41390	DOT57125	DOT03010176RW	RW0000	RW201	55470	033B	\$14,000.00

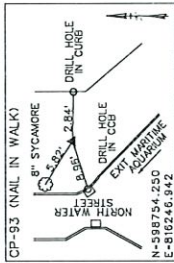
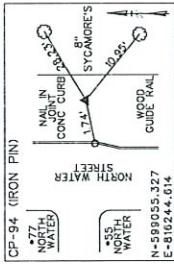
RECEIVED CHECK NO. _____

DATE _____

IN THE AMOUNT OF \$ _____

IN PAYMENT OF ABOVE.

BY _____



CITY OF NORWALK

CONSTRUCTION EASEMENT FOR THE PURPOSE OF INSTALLATION OF A TEMPORARY SIGN DURING WALK RAILROAD BRIDGE REPLACEMENT ACQUIRED. CONSTRUCTION SIGN TAKEN UNDER THIS PARAGRAPH WILL NOT IMPEDE USE OF THE EASEMENT BY OTHERS AND WILL BE RESTORED BY REPAIRING/REPLACING DAMAGED PAVEMENT AND SEEDING ANY OTHER DISTURBED AREAS. SAID EASEMENT WILL BE EXTINGUISHED UPON COMPLETION OF THE PROJECT, UNLESS SOONER EXTINGUISHED BY THE STATE.

EASEMENT AREA = 500 ± SQ. FT.

SUBJECT TO ANY EASEMENT IN FAVOR OF CITY OF NORWALK

LIMIT OF PROPOSED CONSTRUCTION EASEMENT

PRESENT WATER STREET

SCALE IN FEET



DATE	REVISION	REQ. BY

VOID WITHOUT LINE, DIMENSIONS AND PROPOSED SCALE

TOWN NO. 301

PROJECT NO. 301-176

SERIAL NO. 328

SHEET 1 OF 1 DATE

CHRISTINE E. AUBREY, P.L.S.

TITLE TRANSPORTATION PRINCIPAL ENGINEER

RIGHT OF WAY SURVEY

TOWN OF NORWALK
MAP SHOWING EASEMENT ACQUIRED FROM
CITY OF NORWALK

BY
THE STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION

WALK RAILROAD BRIDGE REPLACEMENT

SCALE 1" = 20'

SCOTT A. HILL, P.E.

DECEMBER 2023

CHIEF ENGINEER - BUREAU OF ENGINEERING AND CONSTRUCTION

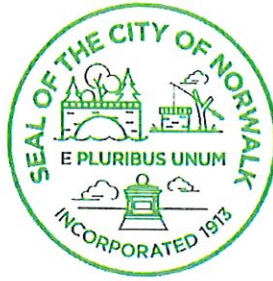
NOTES:

1. THIS SURVEY AND MAP HAVE BEEN PREPARED IN ACCORDANCE WITH THE REGULATION OF CONNECTICUT STATE AGENCIES. SECTIONS 20-308B-1 THROUGH 20-308B-20, THE "MINIMUM STANDARDS OF ACCURACY, CONTENT & CERTIFICATION FOR SURVEYS AND MAPS," AS AMENDED OCTOBER 20, 2018. THE SURVEYOR HAS CONDUCTED A FIELD SURVEY OF THE PROPERTY TRANSACTIONS FOR THE PROJECT REFERENCED HEREIN. THE BASE LINE FROM WHICH THIS PROPERTY TRANSACTIONS IS REFERENCED CONFORMS TO CLASS A 2 HORIZONTAL ACCURACY.
2. THE FEATURES DEPICTED ARE THE RESULT OF THE GENERAL LOCATION SURVEY FOR THE PROJECT OR AS REFERENCED HEREIN.
3. THE PROPERTY AND EASEMENT LINES DEPICTED CONFORM TO CLASS D ACCURACY. THEY HAVE BEEN COMPILED FROM VARIOUS SOURCES AND ARE NOT TO BE CONSTRUED AS NECESSARILY BEING THE RESULT OF A FIELD SURVEY, NOR DO THEY REPRESENT A PROPERTY/BOUNDARY OPINION.
4. THE CONSTRUCTION EASEMENT DEPICTED HEREIN WILL BE FORMALLY EXTINGUISHED BY AN AFFIDAVIT WHICH WILL BE FILED IN THE PUBLIC LAND RECORDS.



DRAWN BY	JDP
CHECKED BY	ASC
DATE	12/19/2023

File: C:\Users\barbary\State of Connecticut\0301-0176 - Design\500 Prop Design\Map\SV CS 301 176 328 PM 105.dgn



Contract Staff Summary

Department/Staff Contact	Public Works / Engineering Vanessa Valadares x47902
Common Council Committee	Public Works Committee
Date Approved by Committee	July 9, 2024
Purpose/Scope	Grant a 500+sq ft temporary construction easement over a portion of 10 Water Street State Project No. 301-176-021C
Vendor (Indicate if new or existing vendor)	State of Connecticut DOT
Term of Contract	
Method of Procurement (Indicate if sole source)	Temporary Construction Easement
Cost of Contract	\$17,000 compensation offered
Funding Source/Account Number	
Additional Information/Other Details	Installation of a temporary sign during Walk Railroad Bridge Replacement Project



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION
2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
PHONE: (860) 594-2416



9489 0178 9820 3019 6816 61

May 14, 2024

CERTIFIED MAIL

The Honorable Harry Rilling
Mayor
City of Norwalk
125 East Avenue
Norwalk, CT 06851

Dear Mayor Rilling:

Subject: File No.: 301-176-021C
Owner: City of Norwalk
Town: Norwalk

The State of Connecticut Department of Transportation (Department) is now acquiring property for Walk Railroad Bridge Replacement. In connection therewith, we enclose our map dated December 2023, detailing the proposed acquisition.

The State's offer, as evidenced by the enclosed offer letter, is \$17,000.00. This offer is based upon an appraisal as prepared by a licensed real estate appraiser. A copy of the State's appraisal will be made available upon request.

As is standard of real estate acquisitions of this type, the conveyance of "good and sufficient title" is required from the owners of record. Should the Department's title examination of your property reflect encumbrances that prohibit the transfer of adequate title, your assistance will be required. In this regard, a copy of our title report cover page is enclosed for your review and comment.

If the offer is acceptable, please execute the enclosed acceptance agreement and W-9 form and return them to my attention. **Kindly include a resolution or other documentation indicating the person(s) authorized to sign on behalf of the City of Norwalk.** Oral representations or promises made during the negotiation process are not binding on the Department.

I am available to meet with you to review the offer, the construction plans, and answer any questions you may have. Please contact me directly at (860)-594-2416 or email me at kenneth.decker@ct.gov by May 28, 2024.

Very truly yours,

Kenneth Decker
Acquisition/Relocation Section
Division of Rights of Way

Enclosures

STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION

Property File No.: 301-176-021C

Owner Name: City of Norwalk

Acceptance Agreement

It is understood that you agree to the State's offer in the amount of \$17,000.00. The following shall apply:

- The above award is in full settlement for all real property rights acquired and constitutes a full and final payment for any and all loss of value caused by this acquisition. *Construction Easements only – Should the use of the area exceed the intended timeframe, you may be eligible for additional compensation. You must notify this office in writing to begin the formal review process.
- This acquisition is in accordance with C.G.S. Sec. 13a-73(c), 13a-98e, 13b-36(a) & 13a-79; as applicable.
- This agreement is subject to final approval(s) in accordance with C.G.S. Sec. 13a-73(h)
- Pending the delivery of good and sufficient title, an Immediate Right of Entry is hereby granted to the State of Connecticut, and/or its agents to proceed with the construction of the subject project.
- Payment(s) will be made by check issued from the Treasurer of the State of Connecticut to the property owner and/or mortgagee (if applicable) at the time of closing.
- The owner agrees to assist in the securing of good and sufficient title and agrees to convey the same by instrument prepared by the Department.

Owner's Legal Signature _____

Date _____

Terrence J. Obey, Director of Rights of Way _____

Date _____

Bruce R. Josephy, Chairman
State Property Review Board _____

Date _____

FOR INTERNAL USE ONLY

Invoice Date: _____ Invoice #: _____ CORE P.O. #: _____ CORE Receipt #: _____

Payee: (Name & Address)

Payee's FEIN/SSN:

Invoice Amount:

\$17,000.00

Property Location:

4 & 10 North Water Street, Norwalk, CT06854

Coded By: _____ Reviewed By: _____ Date: _____

FUND	SID	DeptID	Project No.	Activity	Source Type	Account	Parcel No.	Detail Amount
13033	41390	DOT57125	DOT03010176RW	RW0000	RW201	55470	021C	\$17,000.00

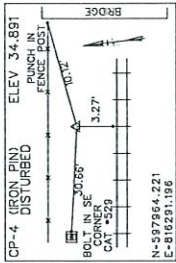
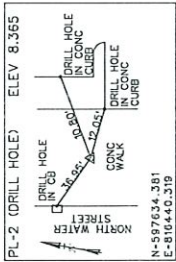
RECEIVED CHECK NO. _____

DATE _____

IN THE AMOUNT OF \$ _____

IN PAYMENT OF ABOVE.

BY _____



F. 816.100

REFERENCES:

1. GENERAL LOCATION SURVEY BY CONDOT DISTRICT 3, PROJECT NO. 301-176, CADD FILE: TV_201_0176_Norwalk_Walk_Bridge_Replacement_Parcel_GRN.DGN
2. CONDOT CONSTRUCTION PROJECT NO. 301-176, ENTITLED: "WALK RAILROAD BRIDGE REPLACEMENT"
3. VOL. 134, PGS. 364 & 365 (EASE.)
4. VOL. 1209, PG. 320 (WARR.)
5. VOL. 1203, PG. 199 (WARR.)
6. VOL. 1313, PG. 137 (WARR.)
7. VOL. 377, PG. 242 (WARR.)
8. VOL. 604, PG. 302 (EASE.)
9. CONDOT B.R.C. FILE NO. (102)7001-000-319
10. CONDOT B.R.C. FILE NO. (102)7001-000-319
11. CONDOT B.R.C. FILE NO. (102)7001-000-346
12. CONDOT B.R.C. FILE NO. 102-126-10
13. CONDOT B.R.C. FILE NO. 102-126-19
14. CONDOT B.R.C. FILE NO. (102)301-176-021
15. RAILROAD VALUATION MAP NO. 32-61/62
16. MAP ENTITLED: "MAP OF PROPERTY PREPARED FOR NORWALK TRANSPORTATION TERMINAL INC. AT NORWALK, CONN. DATED 10-15-1920, SCALE 1"=20" (MAP NO. 5483 N.L.R.)
17. MAP ENTITLED: "PROPERTY SURVEY, DEPICTING REED RITHUM URBAN RENEWAL PARCELS, PROPOSED MARITIME GARAGE PARKING PARCELS, NORWALK, CT. PREPARED FOR NORWALK REDEVELOPMENT AGENCY" DATED 11-16-2001, SCALE 1"=200' (MAP NO. 1238 N.L.R.)
18. MAP ENTITLED: "PROPERTY SURVEY, DEPICTING 2000 MARITIME CONDOMINIUM 11, 12 & 13 NORTH WATER STREET & 23 & 29 MARSHALL STREET, PREPARED FOR NORWALK REDEVELOPMENT AGENCY" DATED 3-18-2004, REVISION 5-22-2004, SCALE 1"=50' (MAP NO. 1236 N.L.R.)
19. MAP ENTITLED: "PROPERTY SURVEY, DEPICTING REVISED LOT LINES 11, 12 & 13 NORTH WATER STREET & 23 & 29 MARSHALL STREET, PREPARED FOR NORWALK REDEVELOPMENT AGENCY" DATED 5-22-2004, SCALE 1"=50' (MAP NO. 1236 N.L.R.)
20. MAP ENTITLED: "NEW YORK, NEW HAVEN & HARTFORD RAILROAD, OFFICE OF ENGINEER, REAL ESTATE LAND IN NORWALK, CONN. TO BE CONVERTED AND REDEVELOPED FOR MARITIME GARAGE PARKING, DATED JUNE 1963, REVISED JULY 1963, SCALE 1"=200' (MAP NO. 6264 N.L.R.)
21. MAP ENTITLED: "ALTA/ACM LAND TITLE SURVEY, DEPICTING MARITIME YARDS 11, 12 & 13 NORTH WATER STREET & 23 & 29 MARSHALL STREET, PREPARED BY HENNES & HENNES, DATED 9-1-2010, SCALE 1"=400' AS PREPARED BY HENNES & HENNES
22. MAP ENTITLED: "PROPERTY MAP PREPARED FOR THE MARITIME CENTER AT NORWALK, CONN. FOR THE MARITIME CENTER, PREPARED BY HENNES & HENNES, DATED 11-16-2001, SCALE 1"=400' AS PREPARED BY HENNES & HENNES

NOTES:

1. THE SURVEY AND MAP HAVE BEEN PREPARED IN ACCORDANCE WITH THE REGULATIONS OF CONNECTICUT STATE AGENCIES, SECTION 12-308.1 THROUGH 12-308.20, THE "MINIMUM STANDARDS OF ACCURACY, CONTENT & CERTIFICATION FOR SURVEYS AND MAPS," AS AMENDED OCTOBER 26, 2018. THE SURVEY AND MAP HAVE BEEN PREPARED IN ACCORDANCE WITH THE PROPERTY TRANSACTION FOR THE PROJECT REFERENCED HEREON. THE BASE LINE FROM WHICH THIS PROPERTY TRANSACTION IS REFERENCED CONFORMS TO CLASS A-2 HORIZONTAL ACCURACY.
2. THE FEATURES DEPICTED ARE THE RESULT OF THE GENERAL LOCATION SURVEY FOR THE PROJECT OR AS REFERENCED HEREON.
3. THE PROPERTY AND STREET LINE DEPICTED CONFORM TO CLASS D SURVEY, AND THE PROPERTY LINE DEPICTED CONFORM TO CLASS D SURVEY, AND ARE NOT TO BE CONSIDERED AS NECESSARILY BEING THE RESULT OF A FIELD SURVEY, NOR DO THEY REPRESENT A PROPERTY/BOUNDARY ORIGIN.
4. THE CONSTRUCTION EASEMENT DEPICTED HEREON WILL BE FORMALLY ESTINGUISHED BY AN AFFIDAVIT WHICH WILL BE FILED IN THE PUBLIC LAND RECORDS.

DRAWN BY	JSR
CHECKED BY	JSR
DATE	12/22/2022
DATE	12/22/2022

File: C:\Users\lschroder\State of Connecticut\0301-0176 - Design\1500 Prop Design\1500 Property Map\SV CS 301 176 021C PW V81.dgn



TOWN NO.	301
PROJECT NO.	301-176
SERIAL NO.	21C
TITLE	TRANSPORTATION, MARITIME ENGINEERING

THIS MAP IS THE PROPERTY OF THE CITY OF NORWALK AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE CITY OF NORWALK.



TO MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON

RIGHT OF WAY SURVEY

TOWN OF NORWALK
MAP SHOWING EASEMENT ACQUIRED FROM
CITY OF NORWALK

BY
THE STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION

WALK RAILROAD BRIDGE REPLACEMENT
SCALE 1"=20'
DECEMBER 2023

SCOTT A. HILL, P.E.
CHIEF ENGINEER - BUREAU OF ENGINEERING AND CONSTRUCTION

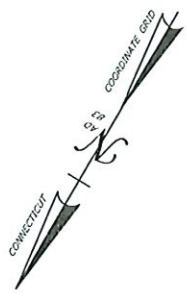
NORWALK RIVER
(TOTAL)

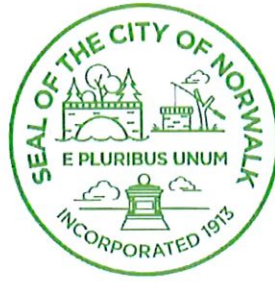
LIMIT OF PROPOSED
CONSTRUCTION EASEMENT

ROW BASE LINE
P.O.B. ST. 0+00.00
N 595584.00
E 816443.00

CITY OF NORWALK

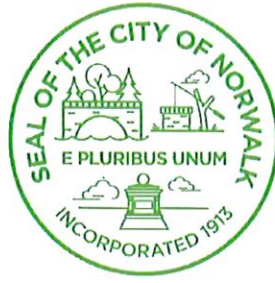
CONSTRUCTION EASEMENT FOR THE PURPOSE OF INSTALLATION OF A TEMPORARY SIGN DURING WALK RAILROAD BRIDGE REPLACEMENT ACQUIRED CONSTRUCTION EASEMENT TAKEN UNDER THIS PARAGRAPH WILL NOT IMPROVE USE OF THE PATHWAY BY OTHERS AND WILL BE RESTORED BY REPAIRING/REPLACING DAMAGED PAVEMENT AND SEEDING ANY OTHER DISTURBED AREAS. SAID EASEMENT WILL BE ESTINGUISHED UPON COMPLETION OF THE PROJECT, UNLESS SOONER ESTINGUISHED BY THE STATE. EASEMENT AREA = 500 ± SQ.FT.





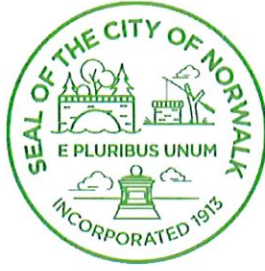
Contract Staff Summary

Department/Staff Contact	Public Works / Engineering Vanessa Valadares x47902
Common Council Committee	Public Works Committee
Date Approved by Committee	July 9, 2024
Purpose/Scope	Authorization to apply and receive grant funds EPA through its Clean Heavy-Duty Vehicles Grants Program
Vendor (Indicate if new or existing vendor)	Environmental Protection Agency
Term of Contract	
Method of Procurement (Indicate if sole source)	
Cost of Contract	
Funding Source/Account Number	
Additional Information/Other Details	Clean Heavy Duty Vehicles Grants Program (EPA-R-OAR-CHDV-24-06)



Contract Staff Summary

Department/Staff Contact	TMP / Benjamin Yeung x47335
Common Council Committee	Public Works Committee
Date Approved by Committee	July 9, 2024
Purpose/Scope	South Norwalk Elementary School Area Improvements
Vendor (Indicate if new or existing vendor)	Connecticut Department of Economic and Community Development
Term of Contract	
Method of Procurement (Indicate if sole source)	Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects
Cost of Contract	\$2,500,000
Funding Source/Account Number	Apply with the State for financial assistance
Additional Information/Other Details	For construction of a modern roundabout at the intersection of south Main Street, Meadow Street (Rt. 136), Wilson Avenue (Rt. 136), and Meadow Street Extension and to execute an Assistance Agreement.



Contract Staff Summary

Department/Staff Contact	Drew Berndlmaier P.E. – Senior Engineer
Common Council Committee	
Date Approved by Committee	
Purpose/Scope	Crack Sealing
Vendor (Indicate if new or existing vendor)	Sealcoating Inc. DBA Indus
Term of Contract	1 year (option to extend two one-year terms)
Method of Procurement (Indicate if sole source)	Standard advertisement through Purchasing
Cost of Contract	\$395,560.00
Funding Source/Account Number	0922-4021-5777-C0021 0923-4021-5777-C0021 0924-4021-5777-C0021 0925-4021-5777-C0021
Additional Information/Other Details	



CITY OF NORWALK
Igor Romao
Junior Engineer
Department of Engineering
125 East Avenue
Norwalk, CT 06850
Office: (203) 854-7879
www.norwalkct.gov
iromao@norwalkct.gov

MEMORANDUM

TO: Vanessa Valadares, P.E. – Chief of Operations and Public Works
CC: Drew Berndlmaier, P.E. – Senior Civil Engineer
FROM: Igor Romao – Junior Engineer
RE: Project Bid No. 4377 – PM2024-3 Crack Sealing at Various Locations
DATE: June 26, 2024

The Department of Public Works has prepared plans for “Project PM2024-3.” This project consists of the Crack Sealing at Various Locations.

As part of this Project, the following work is proposed to be done:

- Pavement preservation at various locations throughout the city by the placement of an adhesive sealant into cracks on the pavement surface.

The Purchasing Agent opened the bids for this Project on June 25, 2024 and there was one bidder, Sealcoating, Inc with a bid amount of \$395,560.00.

I have attached a copy of the selection results received from one (1) bidder for your reference, including an itemized comparison of the one (1) apparent low responsive bid result and Engineer’s Estimate for your reference. Therefore, I would like to request that the following items be included on the agenda for the July 2, 2024, Public Works Committee meeting.

1. Authorize the Mayor, Harry H. Rilling, to execute an agreement between the City of Norwalk and Sealcoating Inc. DBA Indus for Project PM2024-3 – Crack Sealing at Various Locations, Pavement Preservation, for a sum not to exceed \$395,560.00, with the option to extend this Agreement for two (2) additional terms of one (1) year.

Account Nos.
0922-4021-5777-C0021
0923-4021-5777-C0021
0924-4021-5777-C0021
0925-4021-5777-C0021



CITY OF NORWALK
Igor Romao
Junior Engineer
Department of Engineering
125 East Avenue
Norwalk, CT 06850
Office: (203) 854-7879
www.norwalkct.gov
iromao@norwalkct.gov

2. Authorize the Chief of Public Works to execute Orders on Contract with Sealcoating Inc. DBA Indus for Project PM2024-3 – Crack Sealing at Various Locations, Pavement Preservation, for a sum not to exceed \$39,556.00.

Account Nos.

0922-4021-5777-C0021

0923-4021-5777-C0021

0924-4021-5777-C0021

0925-4021-5777-C0021

A copy of the bid information from the Purchasing Department for Project 4377, PM2024-3 Crack Sealing at Various Locations be found at the link below.

<https://www.norwalkct.gov/DocumentCenter/Index/1773>



CITY OF NORWALK
Department of Engineering

Project: PM2024-3 CRACK SEALING AT VARIOUS LOCATIONS

BID OPENING: Tuesday
June 25, 2024

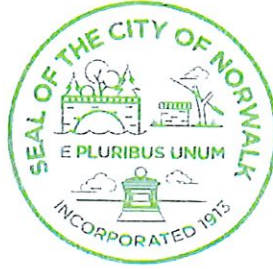
	<u>Bidder</u>	<u>Bid Bond</u>	<u>Electronic Submittal</u> <u>(Yes/No)</u>	<u>Bid Amount</u>
1	SEALCOATING INC DBA INDUS	15%	YES	\$395,560.00
2				
3				
4				
5				
6				

Notes:

Project Number : PM2024-3
Project Name : CRACK SEALING

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
0406211A	CRACK SEALING	22,000	\$17.98	\$395,560.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13.50	\$297,000.00
				\$395,560.00		\$0.00		\$0.00		\$297,000.00

Apparent Low Bidder : Sealcoating, Inc
Second Bidder :
Third Bidder :



Contract Staff Summary

Department/Staff Contact	DPW Thomas Szabo x43215
Common Council Committee	Public Works Committee
Date Approved by Committee	July 9, 2024
Purpose/Scope	Solid Waste, Recycling, Bulk Items, and Yard Waste Collection, Processing, and Revenue Sharing initial contract term of seven years with one option to extend for a period of three years
Vendor (Indicate if new or existing vendor)	Win Waste Innovations Holdings, Inc.
Term of Contract	
Method of Procurement (Indicate if sole source)	RFP
Cost of Contract	
Funding Source/Account Number	01 40 28 5258 01 40 42 5298 01 40 43 5298 01 40 42 5258 01 40 42 5299
Additional Information/Other Details	RFP Residential Solid Waste and Recycling Collection Services and Transfer Station Operations, Project No. 4375 dated May 24, 2024 and Addendum(s) subsequently issued thereto.

MEMORANDUM

TO: Public Works Committee Members

FROM: Vanessa Valadares – Chief of Operations and Public Works

CC: Chris Torre – Superintendent Public Works

RE: RFP 4375: Residential Solid Waste and Recycling Collection Services and Transfer Station Operations

DATE: June 27, 2024

Dear Committee Members:

The purpose of the memorandum is to provide an overview of the RFP 4375 - Residential Solid Waste and Recycling Collection Services and Transfer Station Operations process, proposal responses, and evaluation of proposal responses. As you know, the City of Norwalk's (City) current garbage collection contract, recycling collection contract, and transfer station operations contract extension will be expiring on June 30, 2025. NewGen was retained to assist the City in the development of a solid waste strategic plan and to assist with the procurement process for collection services as well as the operation of the City's transfer station. To develop the RFP, NewGen worked with City staff in Public Works, Risk Management, Legal, and the Purchasing Department. The Advisory Committee formed as part of the strategic planning initiative also provided feedback in the development of the RFP. The RFP was designed to allow proposers to submit on only collection services, or only transfer station operations, or both collection services and transfer station operations. A detailed background of current services was provided in the RFP, as well as details regarding potential changes to the current system being contemplated by the City.

RFP 4375 was released on May 24, 2024. The Purchasing Department, per standard practice, advertised the availability of the RFP. Purchasing staff also researched solid waste firms in the Northeast to send email notifications to those firms where email addresses were available. A pre-proposal meeting was held on June 3, 2024. A tour of the transfer station was offered on June 11, 2024, with one potential proposer attending the transfer station tour. Questions were due on June 7, 2024. The City received over 30 questions from potential proposers. Responses were provided to the questions through the issuance of two addenda. Addendum #1 was posted on June 7, 2024, providing responses to fourteen questions submitted, and included an



extension of the deadline for proposal submittals from June 13 to June 18, 2024. Addendum #2 was issued on June 12, 2024, and responded to additional questions.

On June 18, 2024, the revised due date of proposal responses, the City received two proposals. One proposal was received from Enviro Express, Inc., which only submitted on transfer station operations. Another proposal was received from City Carting / WIN Waste, the incumbent, which submitted on both collection services and transfer station operations.

On June 24, 2024 the advisory committee, made up of seven voting members, plus New Gen and the Purchasing Agent met to discuss and evaluate the proposals.

It is important to note that the collection services provider is responsible for delivering recyclables collected curbside directly to a processor and the limited options for delivering recyclables for processing in close proximity may have contributed to the City only receiving one proposal for collection services. While the City only received one proposal for collection services from the incumbent, WIN Waste, it is important to note that the proposed rate for garbage collection is lower than the current rate. Collection services will begin using 65-gallon carts under the new contract, which is how recyclables are already collected in the City, allowing for more efficient collection, and therefore cost savings.

Regarding transfer station operations, the proposal received from Enviro Express Inc. met the minimum requirement of providing three past contracts; however, the communities for which this work was conducted are much smaller than Norwalk. The Enviro Express proposal did not provide certain details delineated in the RFP such as details regarding the reference projects, and information regarding the plan for providing operations, maintenance, repairs, safety and security at the City's transfer station. The WIN Waste proposal provided a thorough overview of the reference communities as well as the plan for providing operations, maintenance, repairs, safety and security at the City's transfer station. Further, the cost proposal from WIN Waste provided a lower per ton tipping fee and a lower annual transfer station operation fee than Enviro Express.

Given the information summarized above, the Advisory Committee is recommending for award of the collection services contract and the transfer station operations contract to WIN Waste. Therefore, I would like to request that the following items be added to the agenda:

Authorize the Mayor, Harry W. Rilling to execute a contract with City Carting LLC./Win Waste Innovations Holding, Inc. ("Win Waste") for Solid Waste, Recycling, Bulk Items, and Yard Waste



Collection, Processing, and Revenue Sharing (the "Services"), as applicable, initial contract term of seven years with one option to extend for a period of three years, costs not to exceed fees for such Services as bid by Win Waste in its proposal dated June 16, 2024, in response to RFP 4375 - Residential Solid Waste and Recycling Collection Services and Transfer Station Operations, Project No. 4375 dated May 24, 2024 and Addendum(s) subsequently issued thereto.

Account No's 014028-5258, 014042-5298, 014043-5298, 014042-5258, and 014042-5299

Authorize the Mayor, Harry W. Rilling to execute a contract with City Carting LLC./Win Waste Innovations Holding, Inc. ("Win Waste") for Transfer Station Operations, Transport and Disposal Services and Special Projects (the "Services"), as applicable, initial contract term of seven years with one option to extend for a period of three years, costs not to exceed fees for such Services as bid by Win Waste in its proposal dated June 16, 2024, in response to RFP 4375 - Residential Solid Waste and Recycling Collection Services and Transfer Station Operations, Project No. 4375 dated May 24, 2024 and Addendum(s) subsequently issued thereto.

Account No's 014028-5258, 014042-5298, 014043-5298, 014042-5258, and 014042-5299

Attached for your reference are the Proposal Response Form from City Carting LLC./Win Waste Innovations Holding, Inc. ("Win Waste") and Enviro Express Inc.

A copy of the RFP 4375: Residential Solid Waste and Recycling Collection Services and Transfer Station Operations from the Purchasing Department can be found at the link below:

<https://www.norwalkct.gov/DocumentCenter/Index/1773>

**CITY OF NORWALK
PURCHASING DEPARTMENT**

1.1 PROPOSAL RESPONSE FORM

Vendor Name - City Carting LLC		
Address - 8 Viaduct Rd Stamford, CT 06907		
Phone - 866-946-9278	Fax - n/a	Email - smathews@win-waste.com
Manager - Sarah Mathews		Fed ID# 06-1200482

The undersigned hereby declares that he has or they have carefully examined the plans, specifications and project sites and has satisfied themselves 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.

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

A. PROPOSED FEES

The Proposal Fee Response Form is replicated in BONFIRE as required Data Fields. Proposers shall use BONFIRE to submit proposed fees. The fields are marked required in BONFIRE. If Proposer is only proposing on Collection Services, please enter zeros (0) for Transfer Station Operations Data Fields. If Proposer is only proposing on Transfer Station Operations, please enter zeros (0) for Collection Services Data Fields. Please allow ample time to complete this section in BONFIRE and do not wait till the last minute.

**Collection Services
Proposal Fee Response Form**

Proposers shall propose the annual price to collect and transport each of the following materials. This price DOES NOT include any disposal costs at Designated Facilities for Garbage, Bulk Waste or Yard Waste. Proposers shall propose the per ton processing cost for Program Recyclables and the proposed revenue share percentage as described below.

Collection Services Rates - Base Services, Year One		
	Garbage (4th District with 17,500 units on Commencement Date)	65-gallon Carts, 1 x week
CS1	Garbage - <u>Collection Component</u> (Total Annual Cost)	\$1,844,565.05
	Program Recyclables (Citywide with 22,900 units)	65-gallon Carts, 1 x week
CS2	Program Recyclables - <u>Collection Component</u> (Total Annual Cost)	\$2,413,745.12
CS3	Program Recyclables - <u>Processing Component</u> (per Ton Tipping Fee)	\$83.31
CS4	Program Recyclables - <u>Processing Revenue Share</u> (Percentage) *	80.00 %
* Revenue share shall apply to the total tons of Norwalk Program Recyclables delivered using the monthly Yellow Sheet NY Mixed Paper High Side.		

Collection Services Rates - Alternate Services		
	Garbage (Additional Districts with 3,900 units beginning July 1, 2027 with Common Council Approval)	65-gallon Carts, 1 x week
CS5	Garbage - <u>Collection Component</u> (Total Annual Cost for Additional Units)	\$411,074.50
	Bulk Items (May become Contractor provided; 4th District with 17,500 units on Commencement Date)	2 x Year, Call Ahead
CS6	Bulk Items - <u>Collection Component</u> (Total Annual Cost)	\$139,466.31
	Bulk Items (May become Contractor provided; Additional Districts with 3,900 units beginning July 1, 2027 with Common Council Approval)	2 x Year, Call Ahead
CS7	Bulk Items - <u>Collection Component</u> (Total Annual Cos for Additional Units)	\$28,627.30
	Yard Waste (May become Contractor provided; 4th District with 17,500 units on Commencement Date)	Twice in Spring and Twice in Fall
CS8	Yard Waste - <u>Collection Component</u> (Total Annual Cost)	\$220,738.15
	Yard Waste (May become Contractor provided; Additional Districts with 3,900 units beginning July 1, 2027 with Common Council Approval)	Twice in Spring and Twice in Fall
CS9	Yard Waste - <u>Collection Component</u> (Total Annual Cost for Additional Units)	\$45,309.41

The proposed Collection Service Rates in the tables above shall include all costs associated with collecting and transporting materials to the Designated Facilities, but should not include disposal/processing costs at Designated Facilities for Garbage, Bulk Waste or Yard Waste. Proposed processing costs for Program Recyclables shall include the per ton processing fee and revenue share percentage. The collection component of the Rates will be adjusted annually in accordance with Section 2.3.1.19 of the RFP.

Garbage and/or Recycling Cart - Additional, Replacement for Lost or Stolen Carts (see Section 2.3.1.6 of the RFP):

CS10	Price per 65-gallon (or similar size) Cart	\$ 78.80
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Note: Price per cart should include the cost of the cart, assembly, and delivery to the customer. Cart cost will not receive an annual CPI adjustment; however, should the Contractor see an increase in the costs of the Cart over the life of the Contract, the Contractor may petition the City for a Cart Rate increase by providing proof of the increase in costs for consideration.

Transfer Station Operations
Proposal Fee Response Form

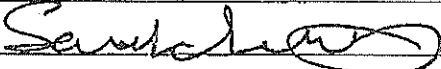
Proposers shall propose the annual price to operate the Transfer Station and the per ton fee to transport and dispose of materials delivered to the Transfer Station.

<u>Service Fees:</u>		
TS1	Per Ton Transport and Disposal Fee	101.85 per ton
TS2	Annual Transfer Station Operations Fee *	919,800.00 annual
TS3	Special Projects (see Section 2.3.2.5.d. of RFP)	\$ 50,000.00 annual

*The Annual Transfer Station Operations Fee shall include all costs to operate the Transfer Station as described in the Scope of Work (Section 2.3 of the RFP). For materials requiring a specialty vendor to properly handle the materials, the Contractor shall invoice the City the direct cost of the specialty vendor plus 10% to cover administrative costs, as described in Section 2.3 of the RFP. .

CITY OF NORWALK
PURCHASING DEPARTMENT

B. CERTIFICATION

Submitted By: Sarah Mathews	Signature: 
Authorized Agent of Company (Name & Title): Sarah Mathews Director of Municipal and Government Sales	
	Date: 6/16/2024

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

Addendum #	1	Dated	6/7/2024	Addendum #		Dated	
Addendum #	2	Dated	6/12/2024	Addendum #		Dated	

**CITY OF NORWALK
PURCHASING DEPARTMENT**

1.1 PROPOSAL RESPONSE FORM

Vendor Name - ENVIRO Express INC		
Address - 555 Wordin Ave. Bridgeport CT 06605		
Phone - 203-339-3210	Fax -	Email - Nigel@enviroexpress.com
Manager - S. Nigel Peiris		Fed ID# 133384461

The undersigned hereby declares that he has or they have carefully examined the plans, specifications and project sites and has satisfied themselves 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.

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

A. PROPOSED FEES

The Proposal Fee Response Form is replicated in BONFIRE as required Data Fields. Proposers shall use BONFIRE to submit proposed fees. The fields are marked required in BONFIRE. If Proposer is only proposing on Collection Services, please enter zeros (0) for Transfer Station Operations Data Fields. If Proposer is only proposing on Transfer Station Operations, please enter zeros (0) for Collection Services Data Fields. Please allow ample time to complete this section in BONFIRE and do not wait till the last minute.

**Collection Services
Proposal Fee Response Form**

Proposers shall propose the annual price to collect and transport each of the following materials. This price DOES NOT include any disposal costs at Designated Facilities for Garbage, Bulk Waste or Yard Waste. Proposers shall propose the per ton processing cost for Program Recyclables and the proposed revenue share percentage as described below.

Collection Services Rates - Base Services, Year One		
	Garbage (4th District with 17,500 units on Commencement Date)	65-gallon Carts, 1 x week
CS1	Garbage - <u>Collection Component</u> (Total Annual Cost)	\$ 0
	Program Recyclables (Citywide with 22,900 units)	65-gallon Carts, 1 x week
CS2	Program Recyclables - <u>Collection Component</u> (Total Annual Cost)	\$ 0
CS3	Program Recyclables - <u>Processing Component</u> (per Ton Tipping Fee)	\$ 0
CS4	Program Recyclables - <u>Processing Revenue Share</u> (Percentage) *	— %
* Revenue share shall apply to the total tons of Norwalk Program Recyclables delivered using the monthly Yellow Sheet NY Mixed Paper High Side.		

Collection Services Rates - Alternate Services		
	Garbage (Additional Districts with 3,900 units beginning July 1, 2027 with Common Council Approval)	65-gallon Carts, 1 x week
CS5	Garbage - <u>Collection Component</u> (Total Annual Cost for Additional Units)	\$ 0
	Bulk Items (May become Contractor provided; 4th District with 17,500 units on Commencement Date)	2 x Year, Call Ahead
CS6	Bulk Items - <u>Collection Component</u> (Total Annual Cost)	\$ 0
	Bulk Items (May become Contractor provided; Additional Districts with 3,900 units beginning July 1, 2027 with Common Council Approval)	2 x Year, Call Ahead
CS7	Bulk Items - <u>Collection Component</u> (Total Annual Cos for Additional Units)	\$ 0
	Yard Waste (May become Contractor provided; 4th District with 17,500 units on Commencement Date)	Twice in Spring and Twice in Fall
CS8	Yard Waste - <u>Collection Component</u> (Total Annual Cost)	\$ 0
	Yard Waste (May become Contractor provided; Additional Districts with 3,900 units beginning July 1, 2027 with Common Council Approval)	Twice in Spring and Twice in Fall
CS9	Yard Waste - <u>Collection Component</u> (Total Annual Cost for Additional Units)	\$ 0

The proposed Collection Service Rates in the tables above shall include all costs associated with collecting and transporting materials to the Designated Facilities, but should not include disposal/processing costs at Designated Facilities for Garbage, Bulk Waste or Yard Waste. Proposed processing costs for Program Recyclables shall include the per ton processing fee and revenue share percentage. The collection component of the Rates will be adjusted annually in accordance with Section 2.3.1.19 of the RFP.

Garbage and/or Recycling Cart - Additional, Replacement for Lost or Stolen Carts (see Section 2.3.1.6 of the RFP):

CS10	Price per 65-gallon (or similar size) Cart	\$ 0
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Note: Price per cart should include the cost of the cart, assembly, and delivery to the customer. Cart cost will not receive an annual CPI adjustment; however, should the Contractor see an increase in the costs of the Cart over the life of the Contract, the Contractor may petition the City for a Cart Rate increase by providing proof of the increase in costs for consideration.

Transfer Station Operations
Proposal Fee Response Form

Proposers shall propose the annual price to operate the Transfer Station and the per ton fee to transport and dispose of materials delivered to the Transfer Station.

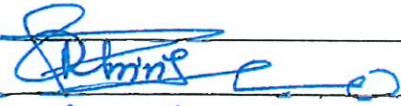
Service Fees:

TS1	Per Ton Transport and Disposal Fee	\$ 105.00	per ton
TS2	Annual Transfer Station Operations Fee *	\$ 1,219,534.80	annual
TS3	Special Projects (see Section 2.3.2.5.d. of RFP)	\$ 50,000.00	annual

*The Annual Transfer Station Operations Fee shall include all costs to operate the Transfer Station as described in the Scope of Work (Section 2.3 of the RFP). For materials requiring a specialty vendor to properly handle the materials, the Contractor shall invoice the City the direct cost of the specialty vendor plus 10% to cover administrative costs, as described in Section 2.3 of the RFP.

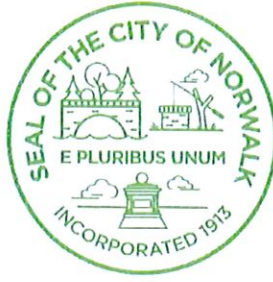
CITY OF NORWALK PURCHASING DEPARTMENT

B. CERTIFICATION

Submitted By: <u>S. Nigel Peiris</u>	Signature: 
Authorized Agent of Company (Name & Title): <u>S. Nigel Peiris - General Manager.</u>	
Date: <u>6/17/2024</u>	

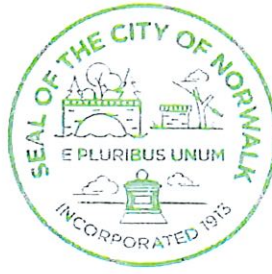
C. The above signatory acknowledges receipt of the following addenda issued during the bidding period and understands that they are a part of the bidding documents (if applicable):

Addendum #	<u>1</u>	Dated	<u>6/7/2024</u>	Addendum #		Dated	
Addendum #	<u>2</u>	Dated	<u>6/12/2024</u>	Addendum #		Dated	



Contract Staff Summary

Department/Staff Contact	DPW Thomas Szabo x43215
Common Council Committee	Public Works Committee
Date Approved by Committee	July 9, 2024
Purpose/Scope	Transfer Station Operations, Transport and Disposal Services and Special Projects
Vendor (Indicate if new or existing vendor)	Win Waste Innovations Holdings, Inc.
Term of Contract	
Method of Procurement (Indicate if sole source)	RFP
Cost of Contract	
Funding Source/Account Number	01 40 28 5258 01 40 42 5298 01 40 43 5298 01 40 42 5258 01 40 42 5299
Additional Information/Other Details	RFP Residential Solid Waste and Recycling Collection Services and Transfer Station Operations, Project No. 4375 dated May 24, 2024 and Addendum(s) subsequently issued thereto.



Contract Staff Summary

Department/Staff Contact

Department of Public Works / Mateo Arias

Common Council Committee

Public Works Committee

Date Approved by Committee

Purpose/Scope

Road Realignment, Milling and Paving of Calf Pasture Beach

Vendor

FGB Construction Company

(Indicate if new or existing vendor)

Term of Contract

One (1) Year

Method of Procurement

Bid

(Indicate if sole source)

Cost of Contract

Base Bid: \$742,500.00
Alternate 1: \$184,850.00
Alternate 2: \$67,650.00
10% Contingency: \$99,500.00

Funding Source/Account Number

0925 6030 5777 C0365
0922 6030 5777 C0588
0923 6030 5777 C0588
0924 6030 5777 C0588
0925 6030 4862 C0365
0925 6030 5796 C0365

Additional Information/Other Details



DEPARTMENT OF
ENGINEERING

CITY OF NORWALK
Mateo Arias
Junior
Engineer/Department of
Engineering
125 East Avenue
Norwalk, CT 06856
Office: 203 -854 7739
marias@norwalkct.gov

MEMORANDUM

TO: Vanessa Valadares, P.E. – Chief of Operations and Public Works
CC: James Meehan, P.E. – Principal Engineer
FROM: Mateo Arias – Junior Engineer
RE: RNP2024-1 CALF PASTURE BEACH ROAD REALIGNMENT
DATE: June 26, 2024

The Department of Public Works has prepared plans for "Project RNP2024-1 Calf Pasture Beach Road Realignment (Base Bid), Milling and Paving of Calf Pasture Beach (Alternate 1), and Concrete Sidewalk and Seatwalls Around Skate Park (Alternate 2)".

As part of this project, the following work is proposed to be done:

- Road Realignment of Calf Pasture Beach – Base Bid
- Milling and Paving of Calf Pasture Beach – Alternate 1
- Concrete Sidewalk and Seatwalls Around Skate Park – Alternate 2

The Purchasing Agent opened the bids for this project on June 24, 2024, and a total of four (4) bids were received. The apparent low bidder for the Base Bid + Alternate 1+ Alternate 2 is FGB Construction Company with a bid amount of \$995,000.00

I have attached a copy of the selection results received from the four (4) bidders for your reference, including an itemized comparing of the three (3) apparent low responsive bid results and Engineer's Estimate for your reference. Therefore, I would like to request that the following items be included on the Agenda for the July 2, 2024, Public Works Committee meeting.

1. Authorize the Mayor Harry W. Rilling, to execute an Agreement with FGB Construction Company for Purchasing Project 4378, RNP2024-1. Calf Pasture Beach Road Realignment (Base Bid), Milling and Paving of Calf Pasture Beach (Alternate 1), and Concrete Sidewalk and Seatwalls Around Skate Park (Alternate 2) for a sum not to exceed \$742,500.00 (Base Bid) plus \$184,850.00 (Alternate 1) plus \$67,650.00 (Alternate 2).

Account No.

0925 6030 5777 C0365
0922 6030 5777 C0588



DEPARTMENT OF
ENGINEERING

CITY OF NORWALK

Mateo Arias

Junior

*Engineer/Department of
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0923 6030 5777 C0588

0924 6030 5777 C0588

0925 6030 4862 C0365

0925 6030 5796 C0365

2. Authorize the Chief of Operations and Public Works to execute Orders on Contract with FGB Construction Company for Purchasing Project 4378, RNP2024-1. Calf Pasture Beach Road Realignment (Base Bid), Milling and Paving of Calf Pasture Beach (Alternate 1), and Concrete Sidewalk and Seatwalls Around Skate Park (Alternate 2) for a sum not to exceed \$99,500.00

Account No.

0925 6030 5777 C0365

0922 6030 5777 C0588

0923 6030 5777 C0588

0924 6030 5777 C0588

0925 6030 4862 C0365

0925 6030 5796 C0365

A copy of the bid information from the Purchasing Department for Project 4378, RNP2024-1. Calf Pasture Beach Road Realignment (Base Bid), Milling and Paving of Calf Pasture Beach (Alternate 1), and Concrete Sidewalk and Seatwalls Around Skate Park (Alternate 2) can be found at the link below.

<https://www.norwalkct.org/DocumentCenter/Index/1713>



PROJECT RNP2024-1 BID TABULATION SHEET

Itemized Proposal	Contractor	FGB Construction Company	The Grasso Companies LLC	Colonna Concrete & Asphalt Paving LLC
Base Bid		\$ 742,500.00	\$ 760,547.98	\$ 900,912.00
Alternate 1		\$ 184,850.00	\$ 261,410.00	\$ 273,515.00
Alternate 2		\$ 67,650.00	\$ 60,931.00	\$ 137,340.00
Total Sum All Alternates		\$ 995,000.00	\$ 1,082,888.98	\$ 1,311,767.00

Project Number : RNP2024-1 (B)
Project Name : CALF PASTURE BEACH ROAD REALIGNMENT

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
0202000	EARTH EXCAVATION	3,046	\$45.00	\$137,070.00	\$35.63	\$108,528.98	\$25.00	\$76,150.00	\$50.00	\$152,300.00
0202503A	REMOVAL OF CONCRETE CURBING	1,958	\$10.00	\$19,580.00	\$9.00	\$17,622.00	\$5.00	\$9,790.00	\$10.00	\$19,580.00
0209001	FORMATION OF SUBGRADE	9,270	\$3.00	\$27,810.00	\$2.00	\$18,540.00	\$6.00	\$55,620.00	\$2.00	\$18,540.00
0213013A	3/4" CRUSHED & WASHED STONE BASE	120	\$65.00	\$7,800.00	\$115.00	\$13,800.00	\$60.00	\$7,200.00	\$20.00	\$2,400.00
0304002	PROCESSED AGGREGATE BASE	1,785	\$43.00	\$76,755.00	\$70.00	\$124,950.00	\$60.00	\$107,100.00	\$10.00	\$17,850.00
0406172A	HMA SUPERPAVE 0.375" (9.5) LEVEL 2	1,636	\$140.00	\$229,040.00	\$165.00	\$269,940.00	\$207.00	\$338,652.00	\$145.00	\$237,220.00
0407010A	SPEED BUMPS	600	\$7.00	\$4,200.00	\$15.00	\$9,000.00	\$20.00	\$12,000.00	\$20.00	\$12,000.00
0507001A	TYPE "C" CATCH BASIN	1	\$3,700.00	\$3,700.00	\$3,100.00	\$3,100.00	\$6,000.00	\$6,000.00	\$1,000.00	\$1,000.00
0507042A	RESET CATCH BASIN	10	\$1,000.00	\$10,000.00	\$500.00	\$5,000.00	\$2,000.00	\$20,000.00	\$1,000.00	\$10,000.00
0507831	CONVERT CATCH BASIN TO MANHOLE	1	\$1,881.00	\$1,881.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$1,000.00	\$1,000.00
0651657	15" CORRUGATED P.E. PIPE (SMOOTH INTERIOR)	30	\$110.00	\$3,300.00	\$75.00	\$2,250.00	\$100.00	\$3,000.00	\$80.00	\$2,400.00
0811001A	CONCRETE CURBING	1,600	\$58.00	\$92,800.00	\$32.00	\$51,200.00	\$45.00	\$72,000.00	\$32.00	\$51,200.00
0921001A	CONCRETE SIDEWALK	320	\$15.50	\$4,960.00	\$12.00	\$3,840.00	\$20.00	\$6,400.00	\$20.00	\$6,400.00
0922001A	BITUMINOUS CONCRETE SIDEWALK	750	\$40.00	\$30,000.00	\$45.00	\$33,750.00	\$60.00	\$45,000.00	\$41.00	\$30,750.00
0924007A	HANDICAP RAMPS (ADA COMPLIANT)	32	\$30.00	\$960.00	\$17.00	\$544.00	\$30.00	\$960.00	\$20.00	\$640.00
0944003A	FURNISHING AND PLACING TOPSOIL	300	\$16.00	\$4,800.00	\$15.00	\$4,500.00	\$15.00	\$4,500.00	\$10.00	\$3,000.00
0950003A	TURF ESTABLISHMENT (LAWN)	300	\$6.00	\$1,800.00	\$1.25	\$375.00	\$6.00	\$1,800.00	\$5.00	\$1,500.00
0970006A	TRAFFICPERSON (MUNICIPAL POLICE OFFICER)	1	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
0970007A	TRAFFICPERSON (UNIFORMED FLAGGER)	320	\$59.00	\$18,880.00	\$60.00	\$19,200.00	\$40.00	\$12,800.00	\$50.00	\$16,000.00
0971001A	MAINTENANCE AND PROTECTION OF TRAFFIC	1	\$12,100.00	\$12,100.00	\$19,500.00	\$19,500.00	\$60,000.00	\$60,000.00	\$10,000.00	\$10,000.00
0975004A	MOBILIZATION AND PROJECT CLOSEOUT (MAX 3% OF BID)	1	\$24,000.00	\$24,000.00	\$21,500.00	\$21,500.00	\$27,000.00	\$27,000.00	\$30.00	\$30.00
0980003A	PROJECT SURVEY AND STAKEOUT	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
1210101	4" WHITE EPOXY RESIN PAVEMENT MARKINGS	4,000	\$1.00	\$4,000.00	\$1.00	\$4,000.00	\$1.00	\$4,000.00	\$2.00	\$8,000.00
1210105	EPOXY RESIN PAVEMENT MARKINGS - SYMBOLS AND LEGENDS	120	\$6.00	\$720.00	\$7.00	\$840.00	\$10.00	\$1,200.00	\$10.00	\$1,200.00
1210106	12" WHITE EPOXY RESIN PAVEMENT MARKINGS	224	\$6.00	\$1,344.00	\$7.00	\$1,568.00	\$10.00	\$2,240.00	\$10.00	\$2,240.00
			\$742,500.00		\$760,547.98		\$900,912.00		\$630,250.00	

Apparent Low Bidder : FGB CONSTRUCTION

Second Bidder : THE GRASSO COMPANIES LLC

Third Bidder : Colonna Concrete and Asphalt Paving, LLC

Project Number : RNP2024-1 (A)
Project Name : MILLING AND PAVING OF CALF PASTURE BEACH

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	
0202000	EARTH EXCAVATION	67	\$45.00	\$3,015.00		\$30.00	\$2,010.00		\$25.00	\$1,675.00		\$10.00	\$670.00	
0202504A	REMOVAL OF BITUMINOUS CONCRETE CURBING	720	\$9.00	\$6,480.00		\$8.00	\$5,760.00		\$5.00	\$3,600.00		\$5.00	\$3,600.00	
0213013A	3/4" CRUSHED & WASHED STONE BASE	67	\$75.00	\$5,025.00		\$110.00	\$7,370.00		\$60.00	\$4,020.00		\$10.00	\$670.00	
0406172A	HMA SUPERPAVE 0.375" (9.5) LEVEL 2	800	\$140.00	\$112,000.00		\$145.00	\$116,000.00		\$207.00	\$165,600.00		\$145.00	\$116,000.00	
0406267A	BITUMINOUS CONCRETE MILLING (0" - 4")	8,270	\$3.00	\$24,810.00		\$11.00	\$90,970.00		\$6.00	\$49,620.00		\$6.00	\$49,620.00	
0812000A	EXTRUDED CONCRETE CURB	720	\$18.50	\$13,320.00		\$20.00	\$14,400.00		\$25.00	\$18,000.00		\$10.00	\$7,200.00	
0922001A	BITUMINOUS CONCRETE SIDEWALK	400	\$40.00	\$16,000.00		\$50.00	\$20,000.00		\$60.00	\$24,000.00		\$35.00	\$14,000.00	
1210105	EPOXY RESIN PAVEMENT MARKINGS - SYMBOLS AND LEGENDS	700	\$6.00	\$4,200.00		\$7.00	\$4,900.00		\$10.00	\$7,000.00		\$10.00	\$7,000.00	
			\$184,850.00			\$261,410.00			\$273,515.00			\$198,760.00		

Apparent Low Bidder : FGB CONSTRUCTION

Second Bidder : THE GRASSO COMPANIES LLC

Third Bidder : Colonna Concrete and Asphalt Paving, LLC

Project Number : RNP2024-1 (A)
Project Name : CONCRETE SIDEWALK AND SEATWALLS AROUND SKATE PARK

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	
0506704A	CAST IN PLACE SEATWALL	7	\$3,525.00	\$24,675.00		\$2,800.00	\$19,600.00		\$11,000.00	\$77,000.00		\$5,000.00	\$35,000.00	
0811001A	CONCRETE CURBING	100	\$28.00	\$2,800.00		\$75.00	\$7,500.00		\$45.00	\$4,500.00		\$120.00	\$12,000.00	
0921001A	CONCRETE SIDEWALK	2,780	\$12.00	\$33,360.00		\$14.50	\$40,310.00		\$20.00	\$55,600.00		\$35.00	\$97,300.00	
0924007A	HANDICAP RAMPS (ADA COMPLIANT)	8	\$12.00	\$96.00		\$30.00	\$240.00		\$30.00	\$240.00		\$20.00	\$160.00	
			\$60,931.00			\$67,650.00			\$137,340.00			\$144,460.00		

Apparent Low Bidder : THE GRASSO COMPANIES LLC

Second Bidder : FGB CONSTRUCTION

Third Bidder : Colonna Concrete and Asphalt Paving, LLC



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.gov P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*

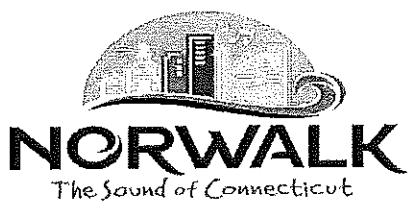
RE : LOCKWOOD MATHEWS MANSION MUSEUM –
 AMENDMENT TO THE FINANCIAL ASSISTANCE
 AGREEMENT

DATE: JUNE 25, 2024

The Lockwood Mathew Mansion Museum (LMMM) is owned by the City of Norwalk and is currently managed and operated by the LMMM Board. The Museum is a national registered historic building and it is a significant historic building asset for the City. Maintaining, restoring and preserving such a historic building requires significant dedication and financial commitment.

Approximately 15 years ago, LMMM developed a master plan for facilities improvements to address safety codes and ADA compliance requirements. Funds were raised for improvement projects to include construction of ADA accessible bathrooms, roof replacement, window repair/painting, upgrade of electrical service, elevator and accessible routes into the building. About 4 years ago, LMMM, with the support of Norwalk's state delegation, received two State grants for a total of \$8 million for HVAC, lighting, technology and safety/building/fire codes improvements. In support of this state funding effort, the City also allocated \$6.75 million of Capital Budget funds through multiple fiscal years. The current total project budget is \$14.75 million.

As part of the 2024-2025 Capital Budget, the City allocated an additional \$3 million to include the renovation of the kitchen, the gift shop, the administration offices, the meeting room and possibly the construction of the archive room. Additionally, these funds will help to cover some of the unforeseen cost overruns relating to old historic structures including the remediation of environmental hazardous materials.



CITY OF NORWALK
Alan Lo, Buildings and Facilities Manager
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Norwalk, CT 06856-5125

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *[Signature]*

RE: NORWALK ANIMAL CONTROL – IMPROVEMENT PROJECTS

DATE: JUNE 24, 2024

In 2023, Norwalk Animal Control Division received a private citizen donation of \$331,741.89 to support improvements at the Animal Control facilities. Animal Control staff developed a project scope which included a new roof, gutters, 11 insulated garage doors with windows, wall framing and structural supports for garage doors and reinstall kennel cages The City retained Gill and Gill Architects to prepare construction bid documents for the improvements.

In September 2023 the City’s Purchasing Department solicited bids for this renovation project and an apparent low bid contractor was recommended to the Common Council for approval. Unfortunately, this contractor failed to execute a construction contract in a timely manner and has since been disqualified for this project. Subsequently, Purchasing Department issued this project for rebid in April 2024 and below is the bid summary:

	Low Bidder
FIRM	
4 You LLC	\$184,300.00
RE-TECH LLC (* Non-conforming bid)	*
Southern Industries Corporation (* Non-conforming bid)	*

After reviewing the submissions for this project, the Purchasing Department and the Office of Building Management would like to recommend the award to the apparent lowest bidder, 4 You LLC.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with 4 You LLC, for the Animal Control Facilities Improvement Project for a total not to exceed \$184,300.00. Funds are available from account #430000 5765**
- b. **Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$18,430.00. Funds are available from account #430000 5765**



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

FROM: ALAN LO, BUILDING & FACILITIES MANAGER *AL*

RE: HEALTH DEPARTMENT – SECURITY MONITORING

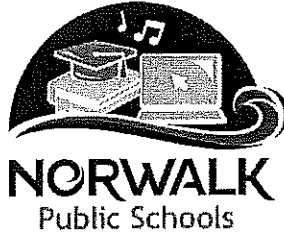
DATE: JUNE 24, 2024

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Through the public bidding process, Security Specialists was awarded and has completed the installation of the new security alarm system at the Norwalk Health Department. As an extension to the installation, Building Management is recommending to enter into a 5 year service agreement with Security Specialists for monitoring services at a monthly fee of \$39.00 for a total annual fee of \$468.00. As this would be a multi-year contract, Common Council approval is required.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute a 5-year agreement with Security Specialists, a Division of Alert Systems, LLC. for security monitoring services at Norwalk Health Department for a total annual cost of \$468.00. Acct. #012012 5296.



4

William Hodel
Director of Facilities & Maintenance
hodelw@norwalkps.org
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125 East Avenue, PO BOX 6001
Norwalk, CT 06852-6001

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE

RE: **NPS – BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FOURTH
GRADE CLASSROOM UPGRADES & ROWAYTON ELEMENTARY SCHOOL
CAFETERIA FLOOR REPLACEMENT- PROJECT #4374**

DATE: JUNE 25, 2024

Approximately five years ago, NPS introduced the Montessori program curriculum to Brookside Elementary School. This is a phased program over time and is expanding into grade four beginning with the 2024-25 school year. To prepare for this, NPS is proposing to renovate classroom C-9, at Brookside Elementary School to accommodate the program expansion.

The flooring at Rowayton Elementary School cafeteria is original to the building and has been plagued with many safety issues. It is composed of a wooden gymnasium style flooring and a topping layer of luxury vinyl tile. Being a wooden floor, a number of areas have buckled resulting from constant liquid spills while the elementary age students eat lunch. Our goal is to provide a safe environment for the Rowayton Elementary School community and replace the wooden floor with concrete and include a layer of luxury vinyl tile.

The City's Purchasing Department solicited requests for proposals to renovate classroom C-9 at Brookside and replace the cafeteria flooring at Rowayton. A total of three bids were received to perform this work. After review of each bid response it was determined that Vase Management Inc has been selected to perform this work. Vase Management Inc is a local firm from New Haven who provides first class service. They were the chosen firm at the time when the Norwalk Economic Development required renovations and they have performed a number of projects at Yale University and other Connecticut municipalities.

FIRM	BID AMOUNT
Re-Tech LLC	\$306,000.00
HV Contracting	\$279,000.00
Vase Management Inc	\$201,586.00

ACTION REQUESTED

1. Review bid for the Brookside Elementary School, Montessori First Grade Classroom Upgrade project & Rowayton Elementary School cafeteria flooring replacement project and refer the following to the Common Council for action:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Vase Management Inc for the Brookside Elementary School, Montessori Fourth Grade Classroom Upgrade project & Rowayton Elementary School cafeteria flooring replacement project for a total not exceed \$201,586.00. Funds are available in the following account(s):**

Acct. 09245010 5777 C0686

Acct. 09255010 5777 C0686

Acct. 09245010 5777 C0687

- b. **Authorize the NPS Facilities Department to issue Change Orders on this contract for a total of \$20,159.00. Funds are available the following account:**

Acct. 09255010 5777 C0686