

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

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: June 12, 2018

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: Joseph D. Andrasko, Oak Hills Park Authority
Carl E. Dickens, Oak Hills Park Authority
Jeffery H. Taylor, Oak Hills Park Authority
William Speirs, Redevelopment Agency
David G. Westmoreland, Redevelopment Agency

REAPPOINTMENTS:

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: Susan E. Remson, Ethics Board

REAPPOINTMENTS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Authorization for discussion: Settlement of Gardella Brother Limited Partnership et. al. v. City of Norwalk (CIRMA File: No. 0150587)

EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Ahava Love Impact Church Ministries for the use of Taylor Farm for an All Aboard Community Outreach to be held Thursday, July 26, 2018 and Friday, July 27, 2018 from 10:00AM – 8:00 PM each day. Estimated attendance 300 daily.
2. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with ASML for the use of Cranbury Park and Cranbury Park Pavilion I for a Corporate Summer Celebration Kick Off to be held Friday, August 24, 2018 from 11:30 AM – 4:30 PM with set up to take place at 10:00 AM. Estimated attendance 700-750+.

B. FINANCE COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: June 14, 2018.
2. For informational purposes only: Narrative on Tax Collections dated June 14, 2018.
3. For informational purposes only: Monthly Tax Collector's Report Dated: May 31, 2018.
4. Authorize the Purchasing Agent to issue a purchase order to Stanbury Uniforms, Inc. located at 108 Stanbury Industrial Drive, Brookfield, MO 64628, for two hundred (200) band uniforms for the Norwalk High School Marching Band for a sum not to exceed \$103,305.00. Account No. 09-19-5010-5777-C0620
5. Authorize the Mayor, Harry W. Rilling, to submit an application to the State of Connecticut Department of Emergency Services and Public Protection for grant funds for Emergency Management Performance Grant which is approximately \$55,000.
6. Authorize the Purchasing Agent to issue purchase orders to Connection for the supply of a Storage Area Network per response to Bid Project # 3819 for an amount not to exceed \$57,168.46, account 09170600-5777-C0375 (approved IT Capital project; no special appropriation required).
7. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the Software License and Service Agreement between the City and Software Consulting Associates for the licensing and services of Municipality Permit System for the Health Department for an amount not to exceed \$65,078.00, account 09160600-5777-C0375 (approved IT Capital project; no special appropriation required).

8. Authorize the Purchasing Agent to issue purchase orders in accordance with City Procurement Guidelines for the supply of personal computers workstations, laptops, ruggedized data terminals, tablets, and obsolete asset disposal according to City IT department specifications for an amount not to exceed \$197,018.70 account 09190600-5777-C0375 (budgeted IT capital item; no special appropriation required).
9. Authorize the Purchasing Agent to issue purchase orders to SHI for the supply of Varonis software system per quotation #15417368, dated May 30, 2018, State of Connecticut contract #17-PSX0129, for an amount not to exceed \$49,116.00, account 09190600-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Common Council for further action.
10. Authorize the Purchasing Agent to issue purchase orders to Total Communications, the lowest bidder, for the procurement of Cisco LAN switches for the main Library and South Norwalk Library for an amount not to exceed \$45,272.04, account 09190600-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Common Council for further action.
11. Authorize the Mayor, Harry W. Rilling, to execute an amendment to the Lease Agreement with New Vision Systems Corporation, a sole source provider, for the provision of additional equipment, software, and services related to the Official Records Systems module and further extend the term of the Lease Agreement through March 2024. Lease payments shall be \$3,531.00 per month for the duration of the amended Agreement, account 010500-5255 (budgeted operating expense; no special appropriation required).
12. Authorize Mayor, Harry W. Rilling, to execute Commercial Property and Equipment Breakdown insurance placements along with General Liability, Automobile Liability, UM/UM, Employee Benefits Liability, Law Enforcement Liability, Public Officials Liability, School Leaders Liability, Umbrella Liability and Automobile Physical Damage insurance placements for the one year period beginning July 1, 2018 with Connecticut Interlocal Risk Management Agency (CIRMA) for an amount not to exceed \$922,864 for FY 18-19. Account #161343-541N, 165053-541N
13. Authorize Mayor, Harry W. Rilling, to execute Excess Workers' Compensation insurance placements for the FY 2018-19 with Safety National through H.D. Segur, Inc. for an amount not to exceed \$142,069. Account #161343-541N, 165053-541N
14. Authorize Mayor, Harry W. Rilling, to execute Crime Insurance placements for the FY 2018-19 with CIRMA for an amount not to exceed \$2,750. Account #161343-541N, 165053-541N.
15. Authorize Mayor, Harry W. Rilling, to execute Flood insurance placements for two (2) separate locations and placements the FY 2018-19 with National Flood Insurance Program - Middlesex Mutual Assurance Co. for a total amount not to exceed \$22,091. Account #161343-541N, 165053-541N
16. Authorize Mayor, Harry W. Rilling, to execute TULIP insurance placements for the FY 2018-19 with Shoff Darby or a total amount not to exceed \$9,000. Account #161343-541N, 165053-541N

C. ORDINANCE COMMITTEE

1. Approve proposed revisions to the Fire Prevention ordinance (Liquor License Permits) § 42A-5
2. Approve new section of the Fire Prevention ordinance (Liquor License Permits) § 42A-6
3. Approve proposed revisions to the Fire Marshal Fees form/application

D. LAND USE AND BUILDING MANAGEMENT COMMITTEE

- 1a. Authorize the Mayor, Harry W. Rilling, to execute a Contract with Deering Construction, Inc. for the Roosevelt Center Parking Lot Improvement Project for a total not to exceed \$287,977.00 Acct. #09165010 5777 C0555
- 1b. Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$28,797.00.
- 2a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Janson Industries for the Norwalk High School Theater Rigging Replacement project for a total not to exceed \$254,395.00. Funds are available in Acct. #09185010 5777 C0610
- 2b. Authorize the NFCC to issue Change Order on Contract for a total not to exceed \$25,439.00

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

OAK HILLS PARK AUTHORITY	M/C	Nwlc. Code 73-2
JOSEPH D. ANDRASKO (D) 28 Dock Road Norwalk, CT 06854		Term Expires 6/24/2021
CARL E. DICKENS (R) 166 ½ East Rocks Road Norwalk, CT 06851		Term Expires 6/24/2021
JEFFREY H. TAYLOR (U) 49 Fox Run Road Norwalk, CT 06850		Term Expires 6/24/2021
REDEVELOPMENT AGENCY	M/C	CGS 8-126
WILLIAM SPEIRS (D) 9 Morton Street Norwalk, CT 06854		Term Expires 11/01/2018 Replacing LaTanya Langley
DAVID G. WESTMORELAND (D) 50 Elmwood Avenue Norwalk, CT 06854		Term Expires 11/01/2021
ETHICS BOARD	C	Chapter 32-12
SUSAN E. REMSON (U) 18 Tanglewood Lane Norwalk, CT 06851		Term Expires 03/10/2021

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Mayor Rilling called the meeting to order at 7:33 p.m. and led the Assembly in reciting the Pledge of Allegiance.

Mayor Rilling asked for a moment of silence to honor the passing of former Mayor Frank Zullo and Connecticut State Trooper Walter Greene.

Ms. King, City Clerk read the notice stating that the meeting was being audio recorded and videotaped with subtitles for public broadcast. She asked everyone to speak clearly, one at a time, into the microphone and said that assisted listening devices were available

I. ROLL CALL

Ms. King called the Roll. The following Common Council members were present:

Council at Large:	Mr. Michael Corsello	Barbara Smyth
	Mr. Nicholas Sacchinelli	Mr. Douglas Stern

District A: Mr. Chris Yerinides

District B: Mr. Travis Simms (7:42 p.m.)

District C: Mr. John Kydes

District D: Mr. George Tsiranides

District E: Mr. Thomas Livingston Mr. John Igneri

At Roll Call there were nine (9) Common Council members present and five (5) absent (Mr. Burnett; Ms. Melendez; Mr. Simms; Ms. Siegelbaum and Mr. Tsiranides)

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

II. ACCEPTANCE OF MINUTES

Regular Meeting: May 22, 2018

**** MR. IGNERI MOVED TO ACCEPT THE MINUTES AS PRESENTED
** MOTION PASSED WITH TWO (2) ABSTENTIONS (MR. HEMPSTEAD
AND MS. SMYTH)**

III. PUBLIC PARTICIPATION

No members of the public present wished to speak this evening.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

James S. Hamilton, Norwalk Facilities Construction Commission

Mayor Rilling announces and accepted Mr. Hamilton's resignation.

APPOINTMENTS:

**** MR. CORSELLO MOVED TO APPROVE THE FOLLOWING
APPOINTMENT:**

BRYAN KERSCHNER, FACILITIES CONSTRUCTION COMMISSION

Mr. Corsello said Mr. Kerschner is extremely qualified and comes from a family with a long history of service to this community.

**** MOTION PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED TO APPROVE THE FOLLOWING
APPOINTMENT:**

VINCENT SCICCHITANO, BIKE WALK COMMISSION

Mr. Hempstead said Mr. Scicchitano has been involved with many associations, including the Norwalk Seaport Association. He is an avid biker.

Common Council

June 12, 2018

Page 2

**** MOTION PASSED UNANIMOUSLY**

REAPPOINTMENTS:

MAYOR'S REMARKS:

Mayor Rilling announced that the City of Norwalk was the recipient of the Climate Champion Award from Live Green CT for leadership in passing the fracking waste ban Ordinance.

Mayor Rilling congratulated the upcoming graduating classes from Norwalk High School on June 18, 2018 and Brien McMahon High School on June 19, 2018. He said he was very proud of their accomplishments and noted one young lady received two Military appointments; one from the Army and the other from the Navy.

Middleschool promotions will take place on June 15th at West Rocks Middle School.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATIONS AND APPOINTMENTS There were none.

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

B. CONSENT CALENDAR:

Mr. Simms joined the meeting at 7:42 p.m.

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

VIA, VII.A.1, VII.A.2, VII.A.3, VII.B.1, VII.C.1a, VII.C.1b, VII.C.2, VII.C.3a, VII.C.3b, VII.D.1a, VII.D.1b, VII.D.2a, VII.D.2b, VII.D.3, VII.D.4, VII.D.5, VII.D.6, VII.D.7, VII.E.2, VII.E.3, VII.E.4, VII.E.5, VII.E.6a, VII.E.6b, VII.E.7a, VII.E.7b, VII.E.8a, VII.E.8b, VII.E.11a, VII.E.11b, VII.E.12a, VII.E.12b, VII.E.13, VII.E.14a, VII.E.14b, VII.F.1, VII.F.2

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

Common Council

June 12, 2018

Page 3

A. CORPORATION COUNSEL

1. AUTHORIZATION FOR DISCUSSION: SETTLEMENT: PABLO GOMEZ V. CITY OF NORWALK, ET AL.

VII. COMMON COUNCIL COMMITTEES

A. HEALTH, WELFARE AND PUBLIC SAFETY COMMITTEE

1. AUTHORIZE MAYOR HARRY W. RILLING TO SIGN A RENEWED JUVENILE REVIEW BOARD (JRB) SERVICES AGREEMENT BETWEEN THE TOWN OF WESTPORT AND THE CITY OF NORWALK. WESTPORT WILL PAY NORWALK THE SUM OF \$18,000 FOR FISCAL YEAR 2018-2019, AND \$20,000 FOR FISCAL YEAR 2019-2020 FOR PROVISION OF JRB PROGRAM AND SUPPORT SERVICES OF UP TO 15 CASES PER EACH FISCAL YEAR.

2. AUTHORIZE MAYOR HARRY W. RILLING TO SIGN A NEW AGREEMENT FOR JUVENILE REVIEW BOARD (JRB) SERVICES BETWEEN THE TOWN OF WESTON AND THE CITY OF NORWALK. WESTON WILL PAY NORWALK THE SUM OF \$15,000 FOR FISCAL YEAR 2018-2019 FOR PROVISION OF JRB PROGRAM AND SUPPORT SERVICES OF UP TO 12 CASES PER FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019.

3. AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT WITH AXON ENTERPRISE, INC. FOR THE PURCHASE, DELIVERY, USE AND SUPPORT OF AXON PRODUCTS AND SERVICES RELATED TO BODY CAMERAS FOR THE POLICE DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$288,136.84. ACCOUNT NO. 013022 5329.

B. FINANCE COMMITTEE

1. AUTHORIZE RESOLUTION MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$83,793,000 FOR THE 2018-2019 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$83,793,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE 2018-2019 CAPITAL BUDGET.

C. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH FIELDTURF USA, INC. FOR THE

**REPLACEMENT OF THE NORWALK HIGH SCHOOL TURF FIELD
FOR AN AMOUNT NOT TO EXCEED \$542,000.00. ACCOUNT NO.TBD**

**1B. AUTHORIZE THE DIRECTOR OF RECREATION AND PARKS TO
ISSUE A CHANGE ORDER ON CONTRACT FOR A TOTAL NOT TO
EXCEED \$15,000.00. ACCOUNT NO. TBD.**

**2. AUTHORIZE THE PURCHASING AGENT TO ENTER INTO AN
AGREEMENT WITH M.E. O'BRIEN & SONS, INC. FOR THE
PURCHASE OF THE NORWALK EARLY CHILDHOOD CENTER
(NECC) PLAYGROUND AT THE ROOSEVELT CENTER FOR AN
AMOUNT NOT TO EXCEED \$100,513.00. ACCOUNT NO. 09175010-
5777-C0586.**

**3A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER
INTO AN AGREEMENT WITH PROBUILT DESIGNS, LLC FOR THE
INSTALLATION OF THE NORWALK EARLY CHILDHOOD CENTER
(NECC) PLAYGROUND AT THE ROOSEVELT CENTER FOR AN
AMOUNT NOT TO EXCEED \$26,500.00. ACCOUNT NO. 09175010-
5777-C0586.**

**3B. AUTHORIZE THE DIRECTOR OF RECREATION AND PARKS TO
ISSUE A CHANGE ORDER ON CONTRACT FOR A TOTAL NOT TO
EXCEED \$5,000.00. ACCOUNT NO. 09175010-5777-C0586.**

D. PUBLIC WORKS COMMITTEE

**1A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE
AN AGREEMENT WITH SUMCO ECO-CONTRACTING, LLC FOR
PROJECT CONS2018-1, FLOCK PROCESS DAM REMOVAL
PROJECT, FOR A SUM NOT TO EXCEED \$454,500.00.**

ACCOUNT NO. 35 3372 5790 35 3375 5258

**1B. AUTHORIZE THE SENIOR ENVIRONMENTAL OFFICER TO
EXECUTE ORDERS ON THE CONTRACT WITH SUMCO ECO-
CONTRACTING, LLC FOR PROJECT CONS2018-1, FLOCK
PROCESS DAM REMOVAL PROJECT, FOR A SUM NOT TO EXCEED
\$45,450.00.**

**ACCOUNT NO. 35 3372 5790 35 3375 5258 AUTHORIZED
TECHNICAL CORRECTION OF COMMON COUNCIL ACTION OF
MARCH 13, 2018, ITEM VII.A.3 TO ADD ACCOUNT NUMBERS 09 19
4095 5777 C0303 AND 09 18 4095 5777 C0303:**

2A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH THE GRASSO COMPANIES, LLC FOR PROJECT PM2018-1 PAVEMENT MANAGEMENT PROGRAM FOR A SUM NOT TO EXCEED \$2,875,598.75.

**ACCOUNT NO. 09 17 4021 5777 C0021 09 18 4021 5777 C0021 09 18
4027 5777 C0302 09 17 4021 5777 C0515 03 00 00 2602 09 18 4095
5777 C0303 09 19 4095 5777 C0303**

2B. AUTHORIZE THE DIRECTOR OF PUBLIC WORKS TO EXECUTE ORDERS ON THE CONTRACT WITH THE GRASSO COMPANIES, LLC FOR PROJECT PM2018-1 PAVEMENT MANAGEMENT PROGRAM FOR A SUM NOT TO EXCEED \$287,559.87.

**ACCOUNT NO. 09 17 4021 5777 C0021 09 18 4021 5777 C0021 09 18
4027 5777 C0302 09 17 4021 5777 C0515 03 00 00 2602 09 18 4095
5777 C0303 09 19 4095 5777 C0303**

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT WITH SEALCOATING, INC. FOR PROJECT PM2018-3 CRACK SEALING AT VARIOUS LOCATIONS FOR A SUM NOT TO EXCEED \$93,447.50.

ACCOUNT NO. 09 17 4021 5777 C0023

4. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT WITH THE GRASSO COMPANIES, LLC FOR PROJECT RD2017-2 CONCRETE CURBS AND SIDEWALKS AT VARIOUS LOCATIONS FOR A SUM NOT TO EXCEED \$326,000.00.

ACCOUNT NO. 09 19 4021 5777 C0318

5. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONSTRUCTION INSPECTION SERVICES AGREEMENT BETWEEN THE CITY OF NORWALK AND AECOM TECHNICAL SERVICES, INC., FOR INSPECTION SERVICES REQUIRED IN CONJUNCTION WITH THE REHABILITATION OF JAMES STREET BRIDGE OVER THE SILVERMINE RIVER, CONNDOT PROJECT NO. 102-320, FOR A SUM NOT TO EXCEED \$481,500.00 (FUNDING 80% FEDERAL, 20% CITY).

ACCOUNT NO. 09 13 4021 5777 C0496 09 18 4021 5777 C0496

6. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO C.N. WOOD OF CONNECTICUT, LLC, FOR THE

PURCHASE OF ONE (1) TRACKLESS MT7 ARTICULATING TRACTOR AND V-PLOW ATTACHMENT NOT TO EXCEED \$124,630.00.

ACCOUNT NO. 09 19 4031 5777 C0313

7. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO C.N. WOOD OF CONNECTICUT, LLC, FOR THE PURCHASE OF ONE (1) 2019 MACK GU713 REAR REFUSE LOADER NOT TO EXCEED \$237,611.00.

ACCOUNT NO. 09 19 4031 5777 C0313

E. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE PURCHASE AND SALES AGREEMENT WITH THE SOUTH NORWALK COMMUNITY CENTER, INC. TO PURCHASE A ONE HALF INTEREST IN THE PROPERTY LOCATED AT 98 SOUTH MAIN STREET IN NORWALK. CONSENT TO PLACE ON 6/26/18 AGENDA

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONNECTICUT INSTITUTE FOR COMMUNITIES, INC. (CIFIC) FOR THE USE AND MANAGEMENT OF THE HEAD START PROGRAMS AT BEN FRANKLIN CENTER FROM JULY 1, 2018 TO JUNE 30, 2023. TERMS OF THE AGREEMENT SHALL BE AS OUTLINED IN ALAN LO'S MEMO DATED MAY 31, 2018 WITH UTILITY PAYMENT AT \$2.50/SF/YR.

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONNECTICUT INSTITUTE FOR COMMUNITIES, INC. (CIFIC) FOR THE USE AND MANAGEMENT OF THE HEAD START PROGRAMS AT NATHANIEL ELY CENTER FROM JULY 1, 2018 TO JUNE 30, 2023. TERMS OF THE AGREEMENT SHALL BE AS OUTLINED IN ALAN LO'S MEMO DATED MAY 31, 2018 WITH UTILITY PAYMENT AT \$2.50/SF/YR.

4. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ACCEPT THE ASSIGNMENT OF THE MANAGEMENT AGREEMENT WITH COMMUNITY DEVELOPMENT INSTITUTE, (CDI) FOR THE BEN FRANKLIN CENTER AND NATHANIEL CENTER HEADSTART PROGRAMS FROM CDI TO CONNECTICUT INSTITUTE FOR COMMUNITIES, INC. (CIFIC) AS NECESSARY TO MAINTAIN

CONTINUED CHILDCARE SERVICES THROUGH THE SUMMER OF 2018.

5. CORRECTION OF COMMON COUNCIL ACTION OF APRIL 10, 2018, VII, B, 2 AND 3 BY REPLACING “COMMUNITY DEVELOPMENT INSTITUTE HEADSTART, INC.” WITH “CONNECTICUT INSTITUTE FOR COMMUNITIES, INC.”. NEW ACTION TO READ AS FOLLOWS:

“2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SUBLEASE AGREEMENT AMONG THE CITY OF NORWALK, CONNECTICUT INSTITUTE OF COMMUNITIES, INC. (CIFIC) AND, ODYSSEY LEARNING INC. FOR THE USE OF THE NATHANIEL ELY CENTER FOR THE OPERATION OF A 2018 SUMMER CHILD CARE PROGRAMMING FOR HEAD START CHILDREN FROM JULY 5, 2018 TO AUGUST 3, 2018.

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SUBLEASE AGREEMENT AMONG THE CITY OF NORWALK, CONNECTICUT INSTITUTE OF COMMUNITIES, INC. (CIFIC) AND STEPPING STONES MUSEUM FOR CHILDREN, INC. FOR THE USE OF THE BEN FRANKLIN CENTER FOR THE OPERATION OF A 2018 SUMMER CHILD CARE PROGRAMMING FOR HEAD START CHILDREN FROM JULY 5, 2018 TO AUGUST 3, 2018.”

6A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SOUTHPORT CONTRACTING, INC. FOR THE INSTALLATION OF NEW BOILERS AT CRANBURY ELEMENTARY SCHOOL FOR A TOTAL NOT TO EXCEED \$240,000.00. CAPITAL BUDGET ACCOUNT NO. 09185010 5777 C0610 AND NORWALK PUBLIC SCHOOLS – STATE ALLIANCE II GRANT ACCOUNT NO. 28355200 430-25

6B. AUTHORIZE THE NFCC TO ISSUE CHANGE ORDER ON CONTRACT FOR A TOTAL NOT TO EXCEED \$24,000.00.

7A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE A CONTRACT WITH HAZ-PROS, INC. FOR THE CRANBURY ELEMENTARY SCHOOL ASBESTOS REMOVAL PROJECT FOR A TOTAL NOT TO EXCEED \$79,200.00. ACCOUNT NO. 09175010 5777 C0595.

7B. AUTHORIZE BOE FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS FOR A TOTAL NOT TO EXCEED \$7,920.00.

8A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH RELIABLE FLOORING CONTRACTOR LLC., FOR THE CRANBURY ELEMENTARY SCHOOL ASBESTOS REMOVAL / FLOORING REPLACEMENT PROJECT FOR A TOTAL NOT TO EXCEED \$36,025.00. FUNDING FOR THIS PROJECT IS AVAILABLE FROM ACCOUNT NO. 09175010 5777 CO595.

8B. AUTHORIZE BOE FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS FOR A TOTAL NOT TO EXCEED \$3,600.00.

11A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH A. V. TUCHY, INC., FOR THE KENDALL ELEMENTARY SCHOOL CAFETERIA & KITCHEN UPGRADES PROJECT FOR A TOTAL NOT TO EXCEED \$194,800.00. FUNDING FOR THIS PROJECT IS AVAILABLE FROM ACCOUNT NO. 09175010 5777 C0585.

11B. AUTHORIZE BOE FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS FOR A TOTAL NOT TO EXCEED \$19,480.00.

12A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH M. BRETT PAINTING CO., INC. FOR THE NORWALK HIGH SCHOOL EXTERIOR PAINTING PROJECT FOR A TOTAL NOT TO EXCEED \$258,480.00. FUNDS ARE AVAILABLE IN ACCOUNT NO. 09185010 5777 C0610

12B. AUTHORIZE THE NFCC TO ISSUE CHANGE ORDER ON CONTRACT FOR A TOTAL NOT TO EXCEED \$25,848.00.

13. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH JCJ ARCHITECTURE, PC FOR ARCHITECTURAL DESIGN SERVICES (TASKS C, D & E) FOR THE NEW SOUTH NORWALK SCHOOL AT ELY SITE (A.K.A. NEW COLUMBUS SCHOOL) FOR A TOTAL NOT TO EXCEED OF \$1,110,000.00. ACCOUNT NO. 09185010 5777 C0607

14A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH EMCOR SERVICES NEW ENGLAND MECHANICAL FOR THE NORWALK HIGH SCHOOL KITCHEN WALK-IN REFRIGERATOR AND FREEZER ENERGY EFFICIENT EQUIPMENT UPGRADE PROJECT FOR A TOTAL NOT TO EXCEED \$61,274.00. FUNDS ARE AVAILABLE IN ACCOUNT NO. 09185010 5777 C0610

14B. AUTHORIZE THE NFCC TO ISSUE CHANGE ORDER ON CONTRACT FOR A TOTAL NOT TO EXCEED \$6,127.00.

F. PLANNING COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS ASSOCIATED WITH SUBMISSION OF THE PY44 AAP TO HUD

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS CONSISTENT WITH THE APPROVED 2015-2019 CONSOLIDATED PLAN AND PY44 ANNUAL ACTION PLAN.

**** MOTION PASSED UNANIMOUSLY**

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

E. LAND USE AND BUILDING MANAGEMENT COMMITTEE

**** MR. LIVINGSTON MOVED TO APPROVE THE FOLLOWING ITEMS:**

9A. AUTHORIZE THE CITY'S PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO AUTOMATED BUILDING SYSTEMS, INC., FOR THE NORWALK HIGH SCHOOL AND BRIEN MCMAHON HIGH SCHOOL RETRO-COMMISSIONING ENERGY CONSERVATION PROJECT FOR A TOTAL NOT TO EXCEED \$50,819.00. ACCOUNT NO. 09195010 5777 C0621.

9B. AUTHORIZE BOE FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS FOR A TOTAL NOT TO EXCEED \$5,081.00.

10. AUTHORIZE THE CITY'S PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO COLLIERS INTERNATIONAL FOR THE NORWALK HIGH SCHOOL AND BRIEN MCMAHON HIGH SCHOOL RETRO-COMMISSIONING ENERGY CONSERVATION PROJECT FOR A TOTAL NOT TO EXCEED \$35,420.00. ACCOUNT NO. 09195010 5777 C0621.

Mr. Livingston explained he wanted to highlight the energy savings initiatives taking place in the City. He noted the solar panels being placed on various schools and wanted to publicly acknowledge Mr. Lo on the City side and Mr. Odell on the Board of Education side.

Mr. Kydes agreed and said he credited both Mr. Lo and Mr. Odell.

Mayor Rilling also thanked Mr. Lo and Mr. Odell for their efforts. He said Norwalk wants to be a green community. In addition, he thanked the Common Council for being a part of this.

**** MOTION PASSED UNANIMOUSLY**

X. SUSPENSION OF RULES

- ** MR. KYDES MOVED TO SUSPEND THE RULES TO ADD AN ITEM TO THE AGENDA**

ATTORNEY-CLIENT PRIVILEGED COMMUNICATION REGARDING THE CITY'S LEGAL RIGHTS PERTAINING TO THE LAND DISPOSITION AND DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY, REDEVELOPMENT AGENCY AND POKO IWSR DEVELOPERS, LLC. THE DISCUSSION OF THIS ITEM IS SPECIFICALLY EXEMPT UNDER FOIA SECTION S 1-210 (B)(4) AND 1-210(B)(10)

Mr. Kydes said this item will be discussed in Executive Session.

- ** MOTION PASSED UNANIMOUSLY**

- ** MR. LIVINGSTON MOVED TO GO INTO EXECUTIVE SESSION AT 8:03 P.M.**

- ** MOTION PASSED UNANIMOUSLY**

The public was excused and left the Common Council chambers.

The Common Council members came out of Executive Session at 9:14 p.m.

During Executive Session no motions or votes were taken.

- ** MR. KYDES MOVED TO AUTHORIZE TO SETTLE THE FOLLOWING ITEM:**

A. CORPORATION COUNSEL

2. AUTHORIZATION TO SETTLE CLAIM: TERRANCE CUMMINGS V. JERMAINE NASH, ET AL.

- ** MOTION PASSED WITH THREE (3) VOTES IN OPPOSITION (MR. CORSELLO, MR. HEMPSTEAD AND MR. STERN)**

VIII. RESOLUTIONS FROM COMMON COUNCIL

There were none.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none.

XI. ADJOURNMENT

**** MR. IGNERI MOVED TO ADJOURN**
**** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 9:15 p.m.

ATTEST: _____
Donna King, City Clerk



Joseph D. Andrasko

203.650.3301

jdandrasko@gmail.com

28 Dock Rd, Norwalk, CT 06854

SUMMARY

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

PROFESSIONAL EXPERIENCE

Synchrony Financial in Stamford, CT

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

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

Rowayton Woods Condominium Association in Norwalk, CT

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

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

General Electric Capital Corporation in Norwalk, CT

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

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

RBS Citizens Financial Group in Bridgeport, CT

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

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

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

Nov 2008 – July 2010, **Head of Consumer Loss Forecasting**

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

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

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

EDUCATION

University of Connecticut in Storrs, CT

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

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

Loyola College in Maryland in Baltimore, MD

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

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

ADDITIONAL SKILLS, ACCOMPLISHMENTS, & AFFILIATIONS

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

R

Carl E Dickens

2/1/2018



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

ACCOMPLISHMENTS

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

EDUCATION

Education:

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

EXPERIENCE

Employment History:

President

Jack T Wolf LLC

December 2015-Present

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

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

Kantar Media New York
SVP of Media Sales

January 2002 – November 2015

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

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

August 1995 – January 2002

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

Arbitron TV

Station Sales VP West

Mid-91-Aug 95

CBS Inc.

San Francisco, Chicago, Philadelphia

1981-Mid 1991

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

1986-Mid

- WBBM, Chicago Director News & Programming

1984-1986

- WCAU, Philadelphia News Director

1981-1984

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

Organizations:

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

Community Involvement:

Texas

1995 – 2002

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

Activities:

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

SKILLS

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

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

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

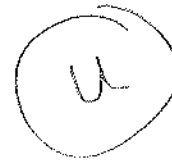
Strong educator and mentor to sales team with tremendous longevity of team members.

Remarkable eye for new talent in the field

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

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

Jeffrey H. Taylor
49 Fox Run Road
Norwalk, CT 068540
Home (203) 354-3196
Cell (203) 247-0881
Email: jeff13taylor@yahoo.com



Norwalk Summary

My wife and I have lived on Fox Run Road for 11 years, previously I lived in the Ledgebrook condo's and before that in Darien for 10 years. I have had an Oak Hills resident pass each year for 12 years and play both tennis and golf at Oak Hills many times each year.

Tennis

I have been playing tennis for over 40 years and I am currently playing with various Oak Hills senior men's groups on weekends and weekdays. I am also in a winter tennis group at Solaris-Stamford indoor and have been for over 15 years. I recently joined a winter tennis group at New Canaan Racquet Club.

Professional Experience:

ASI System Integration Business Development Consultant	2013-June 2017
Ricoh USA Production Print Specialist	2010 – 2012
Kyocera Mita Channel Sales Manager, Eastern Region	2006 – 2009
Konica Minolta Business Solutions Production Print Sales Specialist	2003 – 2005
Canon USA Business Development Manager	1998 – 2002
Xerox Corporation	1986 - 1998

Education

MBA, concentrations in MIS & Marketing
Syracuse University, Syracuse, New York 1995

Business Computer Programming
Computer Processing Institute, Woburn, Massachusetts 1984

Bachelor of Science, Economics
Syracuse University, Syracuse, New York 1982

D

William R. Speirs, Ph.D.

wspeirs@apache.org

Java, Python, & C++ Engineer ♦ Cryptography & Security Practitioner ♦ Systems Programmer

SUMMARY

I am an entrepreneurial minded software engineer with over a decade of experience as both an individual contributor and team lead. I possesses a proven track record of getting up-to-speed quickly on various technologies, and the business as a whole. I have focused on improving the efficiency of the companies I work at by leveraging my ability to organize, centralize, and standardize desperate systems.

EXPERIENCE

♦ Datto, Inc. ♦ Norwalk, CT

Senior Director of Software Engineering: Aug '16 – Present

Director of Infrastructure Engineering: April '16 – Aug '16

Initial reported to the VP of Infrastructure Engineering managing the Database, DevOps, IT, and Cloud Engineering team's managers. After only four months, I was promoted to Senior Director of Software Engineering reporting directly to the CTO.

- Created a transfer utility leveraging the UDT library speeding data center replication by 30x
- Converted an opaque and unproductive R&D department into a transparent and predictable one
- Conceived of a ZFS User conference, and working on a ZFS on Linux book

♦ Temporal Defense Systems, Inc. ♦ New Haven, CT

Senior Researcher: Aug '15 – April '16

I was sought by the CTO to bring my entrepreneurial insights and varying technological competencies to the company. As a senior researcher I provided expertise in various forms, from research in quantum computing to productionisation of consumer facing software and systems.

- Brought to life a compiler in C++ for the DWave quantum computer from a white paper
- Created a RESTful Java service using JAX-RS and JAXB
- Conceived of the idea to create an OpenOffice extension for Restricted & Sensitive Documents

♦ Educated Solutions LLC ♦ New Haven, CT

Founder & CEO: April '14 – Aug '15

Brought to market a systems monitoring platform that provided unparalleled analytics and insight into the state of a company's infrastructure. I worked on all aspects of the business from marketing and branding to software engineering.

- Leveraged DropWizard, Apache Wicket, and D3.js - <https://github.com/metrink>
- Used Hibernate and JPA 2.x for object persistence to MySQL
- Deployed the platform on Google's App Engine and Datastore
- Prospected new clients from various sources and achieved a high rate of response

♦ FactSet Research Systems, Inc. ♦ Norwalk, CT

Lead Software Engineer, Software Architecture: Dec 2012 – April 2014

Senior Systems Engineer, Security Assurance: Nov 2008 – Dec 2012

I was initially hired as an individual contributor, but quickly promoted to reporting to the Director of Software Architecture. I created the Central Authentication Team from scratch and managed four engineers who were responsible for building and running the authentication service that authenticates every request into and out of FactSet's data centers.

- Consultant to engineers on building reliable, scalable, and distributed systems
- Conceived of and implemented a WebScarab-like proxy for internal FDSW protocol in C#
- Created the FactSet Secure Memory Allocator for 64-bit Linux in C++ to detect memory errors
- Managed numerous summer interns and their projects

♦ University of New Haven ♦ New Haven, CT

Associate Professor: January '09 – May '10

- Taught Computer Security course in the School of Criminal Justice
- Created the entire curriculum for Computer Security course

EDUCATION**♦ Purdue University ♦ West Lafayette, IN**

- Ph.D.: Computer Science: May 2007
- Dissertation: Dynamic Cryptographic Hash Functions
- Adviser: Samuel S. Wagstaff, Jr.

♦ Purdue University ♦ West Lafayette, IN

- Masters of Science: Computer Science: December 2005

♦ Rensselaer Polytechnic Institute ♦ Troy, NY

- BS: Computer Science & Information Technology: May 2003

PUBLICATIONS

"Methods, Systems and Computer-Readable Media for Compressing Data". U.S. Patent 7705753, April 2010

"Methods for Categorizing Input Data". U.S. Patent 7748036, June 2010

"Making Large Hash Functions From Small Compression Functions". Cryptology ePrint Archive, June 2007

"Making the Kernel Responsible: A New Approach to Detecting & Preventing Buffer Overflows". Third IEEE International Workshop on Information Assurance, 2005

Eric Cole, et al. *Network Security Bible* (Chapter 14). Wiley Publishing, Inc. Indianapolis, IN, 2005

ACTIVITIES

- Involved in the New Haven startup community including the New Haven Startup Tour
- ASF Committer: Commons, HTTP Components
- Gamma Nu Eta Member
- Upsilon Pi Epsilon Member
- Eagle Scout
- Homebrewer

ONLINE PRESENCE

- <https://ctnext.com/event/new-haven-startup-tour/>
- <https://github.com/wspeirs>
- <http://www.rust-compare.com/>
- <http://stackoverflow.com/users/3723253/wspeirs>
- <http://blog.metrink.com/>

David G. Westmoreland

50 Elmwood Avenue, Norwalk, CT 06854 203.505.8423 dgwestmoreland@yahoo.com

Skills Overview

A seasoned professional with extensive experience - specific skills and strengths include:

- Project Management
- Oral and Written Communications
- Leadership and Team Player
- Technology Application
- Financial Management
- Horticultural Knowledge
- Real Estate Development
- Historic Preservation

Education

Master of Landscape Architecture
Cornell University 2006
Concentrations in Real Estate Development
and Historic Preservation

Bachelor of Business Administration
Baylor University 1981
Major: Computer Science and Insurance

Computer Skills

AutoCAD, Photoshop, SketchUp, MS-Word/Excel/PowerPoint/Project

Relevant Professional Experience

Landscape Architect, Tuliptree Site Design June 2009-present
Responsible for all aspects of site development for residential properties for design-build firm, including design, cost estimates, project planning and construction management. Develop site plans, grading plans, storm-water management plans and reports, planting plans and construction details. Work with various state and federal regulatory agencies for permit approvals, including USACE, NYS DEC, CT DEEP and various local agencies. Develop budgets, book-keeping and financial reporting. Introduced and integrated automation into firm.

Project Manager, Daniel S. Natchez & Associates June 2007-May 2009
Responsible for all aspects of site development for waterfront residential properties and commercial marinas, including design, cost estimates, project planning and construction management. Develop site plans, grading plans, storm-water management plans and reports, planting plans and construction details. Work with various state and federal regulatory agencies for permit approvals, including USACE, NYS DEC, CT DEEP and various local agencies. Recommended and managed upgrades of computer systems for firm.

Project Manager, Tuliptree Site Design June 2006-May 2007
Responsible for proposal development, planting plans, construction details and office management for residential landscape design-build firm.

Guest Lecturer, Cornell University Spring 2007
Prepared and presented workshop: *Landscape Preservation of Burying Grounds*. Course included landscape history of burying grounds and cemeteries, preservation analysis and planning as well as demonstrations of preservation methods.

David G. Westmoreland

50 Elmwood Avenue, Norwalk, CT 06854 203.505.8423 dgwestmoreland@yahoo.com

Project Manager, St. Paul's on the Green Summers 2004–06
Developed and implemented preservation plans for Colonial and Victorian Period Burying Grounds. Obtained necessary regulatory approvals from state, city and courts. Supervised six-man landscape crew. Designed planting plans based on historical references for site. Developed plans for new cremation memorial garden.

Teaching Assistant, Cornell University 2004-06
Tutor for site engineering course in landscape architecture program and fundamentals principles of real estate development course in real estate program. Grade all student assignments, projects and tests.

Other Professional Experience 1981 - 2003
Successful career in corporate information technology as Vice President, Airport Systems Development at American Airlines and Chief Information Officer at Arrow Electronics. Relevant experience includes strong project management skills, financial evaluation and budgeting, oral and written communication skills, technology management, leadership and team player roles on multi-national, interdisciplinary teams.

Professional Affiliations
American Society of Landscape Architects – Professional Member
American Institute for Conservation of Historic & Artistic Works – Associate Member
Connecticut Trust for Historic Preservation
National Trust for Historic Preservation
Association for Gravestone Studies
Greater Norwalk Chamber of Commerce

Current Volunteer Positions
Commissioner and Chair, Second Taxing District, City of Norwalk, 2013 - present
Commissioner and Chair, City of Norwalk Historical Commission, 2009 – present
Director, Norwalk Historical Society, 2007 - present
Treasurer, Miss Laura Raymond Homes, Inc. Board of Directors, 2010 - present

Susan E. Remson

18 Tanglewood Lane, Norwalk, CT 06851 ♦ 203 984 5870 ♦ swat444@aol.com

W

OBJECTIVE

Obtain a position teaching mathematics in a middle or high school

PROFESSIONAL EXPERIENCE

Ponus Ridge Middle School, Norwalk, CT

- **Eighth Grade Math Teacher** (1999-Present)
 - Teach varying levels of mathematics from basic grade eight up to high school honors Geometry
 - Founding member of the PBIS committee
 - Integration of technology into lessons
 - Active member of the curriculum committee (2001-Present)
 - Rewrote the Eighth grade curriculum on three different occasions
 - Textbook Selection Committee on three different occasions
- **Subject Area Leader** (2001-2017)
 - Coordinated the math department as liaison between central office and other teachers
 - Submitted yearly budget for the department
 - Kept and updated inventory of supplies and textbooks
 - Facilitated subject area meetings
 - Liaison between administration and teachers
- **Team Leader** (2010-2017)
 - Lead 4 other academic teachers and over 120 students each year
 - Facilitated team meetings
 - Held parent meetings
 - Responsible for discipline on the team
 - Ran quarterly awards assemblies
 - Collected, analyzed and distributed data from standardized tests

Kendall Elementary School, Norwalk, CT

- **Fourth Grade Teacher** (1992-1999)
 - Taught all subjects, developed thematic units, focused on cooperative learning and differentiated instruction
 - Coordinated math program for entire school
 - Organized and ran yearly math-a-thon to benefit St. Jude's Research Hospital
 - Trained in Character Counts and ran school wide program to improve school climate

Plumfield School, Darien, CT

- **Sixth, Seventh, and Eighth Grade Teacher** (1989-1991)
 - Head teacher, responsible for individual learning plans and overseeing teachers and lesson plans
 - Taught small groups of learning disabled students in all subjects

Saint Ambrose School, Bridgeport, CT

- **Third Grade Teacher** (1987-1989)
 - Responsible for teaching all subjects and preparing students for Sacraments

EDUCATION

- **University of Bridgeport** - Master of Science
- **SUNY Oswego** - Elementary Education and Mathematics
- **Certification:** Professional Educator Certificate for the state of Connecticut
 - Pre-K through 6 and Mathematics 7-12 (pending Praxis II)

COMMUNITY ACTIVITIES

- Treasurer and Executive Board Member for Zeus Swim Team (2014-Present)
- Executive Board Member for Naramake Elementary School PTO (PTOC Representative) (2007-2012)
- Martial Arts instructor in after school program (2001-2004)
- Cheerleading Coach for NAA pop warner (1996-2001)
- Catechism Instructor (2010-2015 and (1996-2000)
- Coordinated Peace Pole Project at Kendall School (1996)
- Treasurer and Executive Board Member for Norwalk Athletic Association Pop Warner Program (1995-2000)
- Overseer of School Program that Adopted a local homeless shelter and won national "Kids Care" Contest (1995)

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM

VII. A

LEASE PRINT

ORGANIZATION NAME: Ahava Love Impact Church Ministries PERSONAL/FAMILY ASSOCIATION/CLUB COMPANY/BUSINESS [Church]

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Rev. Sean Williams TITLE: Co-Founder

YOUR NAME: Rev. Sean or Rev. Tanisha Williams TITLE: Pastors

ADDRESS: 144 Main St, Unit 8 E-MAIL ADDRESS: revtwilliams007@gmail.com

CITY: Norwalk STATE: CT ZIP CODE: 06851

HOME PHONE: 203 434-4841 BUSINESS PHONE: 203 545-6535 CELL: 203-981-6450

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Taylor Farm # OF PARTICIPANTS: 300

EVENT: All Aboard Community Outreach DATE REQUESTED: July 26-27, 2018

SET UP TIME: _____ STARTING TIME: 10:00 Am END TIME: 8:00 pm RAIN DATE: _____
(RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES _____ NO ☒

ARE YOU SERVING FOOD? YES ☒ NO _____

ARE YOU REQUESTING A TENT? YES ☒ NO _____ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT

WATER DUNKING MACHINES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☒ NO ☒
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☒ NO ☒
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☒ NO ☒

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED DEPOSIT/FEES ARE NON REFUNDABLE OR TRANSFERABLE; CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES _____ NO ☒
WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES _____ NO ☒

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES _____ NO ☒

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency.

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: _____ DATE: _____ OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: YES _____ NO _____ N/A _____ DATE: _____

COMMON COUNCIL APPROVAL: YES _____ NO _____ N/A _____ DATE: _____

DIRECTOR'S SIGNATURE: _____ DATE: _____
(Signature required)

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM

PLEASE PRINT
ORGANIZATION NAME: ASML PERSONAL/FAMILY
ASSOCIATION/CLUB
COMPANY/BUSINESS
NAME OF CORPORATE OFFICER AUTHORIZED
TO EXECUTE THE LICENSE AGREEMENT: Bill Amalfitano TITLE: VP WF + SF Operations
YOUR NAME: Nancy Dobbis TITLE: Sr. Admin. Asst.
ADDRESS: 77 Danbury Rd. E-MAIL ADDRESS: nancy.dobbis@asml.com
CITY: Wilton STATE: CT ZIP CODE: 06897
HOME PHONE: 203.209.5217 BUSINESS PHONE: 203.761.4000 CELL: _____

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Cranberry Park + Pavilion OF PARTICIPANTS: 700-750+
EVENT: Corporate Summer Celebration DATE REQUESTED: ~~8/21/18~~ 8/24/18
SET UP TIME: 10:00 AM STARTING TIME: 11:30 AM KICK-OFF
ENDTIME: 4:30 PM RAIN DATE: _____
(RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES _____ NO X
ARE YOU SERVING FOOD? YES X NO _____

ARE YOU REQUESTING A TENT? YES X NO _____ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED
TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT

WATER DUNKING MACHINES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE
INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY,
INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES _____ NO X
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES _____ NO X
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES _____ NO X

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED DEPOSIT/FEES ARE NON
REFUNDABLE OR TRANSFERABLE; CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES _____ NO X
WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES _____ NO X

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND
REGULATIONS ARE CLEAR

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES _____ NO X

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are
attending the outings for accountability in case of emergency.

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: _____ DATE: _____ OFFICE USE ONLY

RECREATION & PARKS COMMITTEE APPROVAL: YES _____ NO _____ N/A _____ DATE: _____
(00022405.DOCX 1)

AGENDAJUNE 14TH, 2018CLAIMS COMMITTEE MEETINGREFUNDS PROCESSED CLAIMS COMMITTEE COMMITTEEAPPROVED BY TAX COLLECTOR REPORTED TO CLAIMSPAY TO:BILL No & AMOUNT TO REFUNDREASON

CAB EAST LLC	(\$9,824.42)	16-MV-SEE BACK UP	PRORATIONS
CAB EAST LLC		16-MV-308694 (\$150.98)	PRORATION
CAB EAST LLC		16-MV-308343 (\$262.18)	PRORATIONS
		16-MV-308476 (\$35.86)	PRORATIONS
	(\$446.68)	16-MV-308706 (\$148.64)	PRORATIONS
DIAZ-LOPEZ, SEGUNDO ENRIQUE		16-MV-403611 (\$19.61)	PRORATION
FORDE, LISETTE SIOBHAN		16-MV-323456 (\$42.39)	PRORATION
HONDA LEASE TRUST		16-MV-330793 (\$41.42)	PRORATION
JP MORGAN CHASE BANK NA		16-MV-334438 (\$92.95)	PRORATIONS
	(\$134.85)	16-MV-407573 (\$41.90)	PRORATIONS
JO MORGAN CHASE BANK NA		16-MV-334722 (\$90.13)	PRORATION
LEBLANC, BRIAN G		16-MV-338558 (\$42.02)	PRORATION
NISSAN INFINITI LT		16-MV-347794 (\$340.05)	PRORATIONS
		16-MV-348150 (\$91.07)	PRORATIONS
	(\$653.35)	16-MV-348631 (\$222.23)	PRORATIONS
NISSAN INFINITI LT		15-MV-346804 (\$376.89)	ABATEMENTS
	(\$690.09)	16-MV-348017 (\$313.20)	ABATEMENTS
NISSAN INFINITI LT		16-MV-347786 (\$215.65)	PRORATION
POMPONI, JEFFREY J		16-MV-411156 (\$50.00)	OVERPAYMENT
ROBINSON, GREGORY		16-MV-411743 (\$353.24)	DUPLICATE BILLING
STIMMS, JOAN M		14-MV-358681 (\$310.03)	ABATEMENT-SENT TO DARIEN
		15-MV-359166 (\$270.66)	ABATEMENT-SENT TO DARIEN
	(\$80.508)	16-MV-360953 (\$224.39)	ABATEMENT-SENT TO DARIEN

[M].B

AGENDA

JUNE 14TH, 2018

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE COMMITTEE

APPROVED BY TAX COLLECTOR REPORTED TO CLAIMS

PAY TO:

BILL No & AMOUNT TO REFUND

REASON

SMITH, LAURA MARSHALL	16-MV-412786 (\$130.03)	ABATEMENT
SMITH, MARY P	16-MV-361565 (\$201.99)	PRORATION
SORBO, JOHN A	16-MV-361958 (\$211.69)	PRORATIONS
	(\$910.74)	PRORATIONS
USB LEASING LT	16-MV-361960 (\$699.05)	PRORATION
VAULT TRUST	16-MV-367562 (\$311.24)	PRORATIONS
VAULT TRUST	16-MV-SEE BACK UP	PRORATIONS
VAULT TRUST	16-MV-SEE BACK UP	PRORATIONS
VAULT TRUST	16-MV-SEE BACK UP	PRORATIONS
VCFS AUTO LEASING COMPANY	16-MV-368815 (\$375.11)	PRORATION
VW CREDIT LEASING LTD	16-MV-370143 (\$310.13)	PRORATION
WHITMAN, AARON J	16-MV-371423 (\$14.70)	PRORATION

A-E CONTRACTING LLC
RE: 4 FRANCE ST
1-79-2-0

16-RE-108481 (\$24.00) PAID IN ERROR

AGENDA

JUNE 14TH, 2018

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE
COMMITTEE

PAY TO:

CHASE
ADD: 7 WOODCREST RD
5-5-84-0

CITIMORTGAGE INC
ADD: 4 HOLLOW TREE CT
2-35-127-0

CORELOGIC
RE: 2 SILVERMINE WAY
5-46-281-0

CORELOGIC TAX SERVICE
RE: 7 VOLLMER AVE
5-10-202-0

CORELOGIC TAX SERVICE
RE: 16 HILLSIDE PLACE, UNIT M5
2-49-12-M5

APPROVED BY TAX COLLECTOR

BILL No & AMOUNT TO REFUND

16-RE-122644 (\$4,499.91)

16-RE-122326 (\$3,804.58)

16-RE-120169 (\$7,383.46)

16-RE-127765 (\$3,337.47)

16-RE-118590 (\$2,413.52)

REPORTED TO CLAIMS

REASON

OVERPAYMENT / DUP PAYMENT

OVERPAYMENT / DUP PAYMENT

OVERPAYMENT / DUP PAYMENT

OVERPAYMENT / DUP PAYMENT

OVERPAYMENT / DUP PAYMENT

AGENDA

JUNE 14TH, 2018

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE
COMMITTEE

APPROVED BY TAX COLLECTOR

REPORTED TO CLAIMS

PAY TO:

BILL No & AMOUNT TO REFUND

REASON

CORELOGIC TAX SERVICE

RE: 14 CROCKET ST

6-9-6-0

16-RE-111496 (\$8,674.63)

OVERPAYMENT / DUP PAYMENT

CORELOGIC TAX SERVICE

RE: 2 DEWAL CT

5-35-82-0

16-RE-125533 (\$5,123.29)

OVERPAYMENT / DUP PAYMENT

CORELOGIC TAX SERVICE

RE: 27 CRAW AVE

6-6-56-0

15-RE-106901 (\$8,115.32)

OVERPAYMENT / DUP PAYMENT

CORELOGIC TAX SERVICE

RE: 20 STONYBROOK RD

5-20-53-0

16-RE-118825 (\$3,997.83)

OVERPAYMENT / DUP PAYMENT

CORELOGIC

RE: 73 EAST ROCKS RD

5-13-235-0

16-RE-110116 (\$4,344.01)

OVERPAYMENT / DUP PAYMENT

AGENDA

JUNE 14TH, 2018

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE COMMITTEE

APPROVED BY TAX COLLECTOR REPORTED TO CLAIMS

PAY TO:

BILL No & AMOUNT TO REFUND REASON

CORELOGIC TAX SERVICE
RE: 8 PEACEFUL LANE

5-17-140-0

16-RE-105123 (\$3,978.68)

OVERPAYMENT / DUP PAYMENT

CORELOGIC TAX SERVICE
RE: 465 NEWTOWN AVE

5-31-8-0

16-RE-127538 (\$3,512.37)

OVERPAYMENT / DUP PAYMENT

CORELOGIC TAX SERVICE
RE: 68 EAST ROCKS RD

5-14-74-0

16-RE-118935 (\$3,671.53)

OVERPAYMENT / DUP PAYMENT

CORELOGIC TAX SERVICE
RE: 9 RANGE RD

6-32B-22-0

16-RE-111497 (\$4,502.01)

OVERPAYMENT / DUP PAYMENT

CORELOGIC TAX SERVICE
ADD: 46 BARTLETT AVE

5-50-82-0

16-RE-121173 (\$3,354.59)

OVERPAYMENT / DUP PAYMENT

CORELOGIC TAX SERVICE
ADD: 50 WEST ROCKS RD

5-13-47-0

16-RE-126836 (\$3,714.65)

OVERPAYMENT/ DUP PAYMENT

AGENDA

JUNE 14TH, 2018

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE
COMMITTEE

APPROVED BY TAX COLLECTOR

REPORTED TO CLAIMS

PAY TO:

BILL No & AMOUNT TO REFUND

REASON

DITECH

RE: 14 HAZEL ST
5-11-70-0

16-RE-102738 (\$3,847.89)

OVERPAYMENT / DUP PAYMENT

DITECH

RE: 6 PARK LANE
5-85C-159-0

16-RE-128360 (\$3,627.07)

OVERPAYMENT / DUP PAYMENT

MCAULIFFE, KATHERINE

ADD: 156 WEST NORWALK RD
5-63-23-0

16-RE-117165 (\$60.19)

OVERPAYMENT

NATIONSTART MORTGAGE

RE: 68 LEDGERBROK DRIVE
5-64-200-16/04

16-RE-121520 (\$2,768.74)

OVERPAYMENT / DUP PAYMENT

RE: LEDGERBROK DRIVE GARAGE UNIT

5-64-200-16G1

(\$2,886.35)

16-RE-121521 (\$117.61)

OVERPAYMENT / DUP PAYMENT

NATIONSTART MORTGAGE

RE: 11 BOND ST
3-21-12-0

16-RE-122773 (\$3,131.46)

OVERPAYMENT / DUP PAYMENT

AGENDA

JUNE 14TH, 2018

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE COMMITTEE

PAY TO:

PROVIDENT FUNDING
RE: 34A BAYNE ST
5-35-26-0

SUNTRUST MORTGAGE INC
RE: 197 ROWAYTON WOODS DR
5-80-200-12197

WELLS FARGO HOME MTG
RE: 65 COVE AVE
3-61-7-0

WELLS FARGO REAL ESTATE TAX SERGVCE
ADD: 38 OLD ROCK LANE
5-59-27-0

SPECIAL REQUEST

DUNLOP, JOHN
ADD: 70 VAN ZANT ST
3-39-11-0

(\$13,736.00)

14-RE-107786 (\$4,312.00)
15-RE-107830 (\$4,759.00)
16-RE-107903 (\$4,665.00)

APPROVED BY TAX COLLECTOR

REPORTED TO CLAIMS

BILL No & AMOUNT TO REFUND

REASON

16-RE-120511 (\$1,823.50)

OVERPAYMENT / DUP PAYMENT

16-RE-111609 (\$3,073.28)

OVERPAYMENT / DUP PAYMENT

16-RE-101645 (\$5,475.71)

OVERPAYMENT / DUP PAYMENT

16-RE-122274 (\$9,098.22)

OVERPAYMENT / DUP PAYMENT

SEWER USE FEE ADJ PER WPCA
SEWER USE FEE ADJ PER WPCA
SEWER USE FEE ADJ PER WPCA

CAB EAST

BILL #	PLATE #	VIN#	AMOUNT
16-308190	0AGAF1	3FA6P0D90ER210223	\$ 370.56
16-308206	553WVU	5LMCJ2A91FUJ09760	\$ 151.21
16-308224	189WTE	5LMCJ2A91FUJ09760	\$ 226.71
16-308228	835YUL	1FM5K8F88EGGB47852	\$ 201.59
16-308252	6APMV6	2FMDK4JC7EBA98229	\$ 390.08
16-308267	681WRR	3FA6P0H77ER172885	\$ 145.58
16-308273	841ZPH	1FADP3K21EL386386	\$ 204.44
16-308283	8AGDB9	1FADP3K23EL251023	\$ 204.44
16-308306	3ARHH4	1FADP3K21EL434873	\$ 143.09
16-308315	7ATWP7	1FM5K8D85FGC01080	\$ 495.29
16-308323	1ANUH6	3FA6P0P0U7ER334974	\$ 311.67
16-308344	396YLD	3FADP4CJ2EM215690	\$ 163.36
16-308353	8796CZ	1FADP3J20EL232379	\$ 286.01
16-308358	4ARU87	3FA6P0P0U8ER269908	\$ 169.96
16-308381	8AHDW1	1FADP3K26EL304362	\$ 122.73
16-308394	448YPG	1FADP3K2XFL327872	\$ 71.39
16-308403	AA90904	1FM5K8D86FGC01301	\$ 346.63
16-308431	3AKPA7	2FMDK4JC8EBA13852	\$ 78.19
16-308438	2ABXN3	3FA6P0SUXDR316278	\$ 331.46
16-308439	726ZZV	1FM5K8F87DGC89298	\$ 368.51
16-308452	AA91641	1FM5K8F85GGA68464	\$ 251.50
16-308456	1ADLW9	1FMCU9J93EUA88654	\$ 453.39
16-308484	6ALFT1	1FM5K8D80EGC31814	\$ 227.59
16-308487	479YZM	1FM5K8D88EGA83377	\$ 364.05
16-308491	347YYW	2FMDK4JC7DBE22519	\$ 246.95
16-308496	AD60089	3FADP4B7GM166409	\$ 168.50
16-308526	4AFGW7	2FMDK4JCXDBE09635	\$ 317.72
16-308559	2AHEJ5	1FADP3K21EL268032	\$ 143.09
16-308565	4ARHH1	1FM5K8D84FG815176	\$ 495.29
16-308573	301WRB	2FMDK4JC7EBA57244	\$ 155.95
16-308577	4ANUH5	1FM5K8GT7FGA81735	\$ 64.43
16-308595	4ABGX2	1FMCU9J95EUA09954	\$ 415.75
16-308612	AG22899	5LMCJ3D96HUL13460	\$ 286.53
16-308633	3ALMT2	1FMCU9JX1EUC72120	\$ 36.26
16-308647	6AGGH8	3LN6L2JK1ER821334	\$ 338.12
16-308649	1AHDR8	3LN6L2JK2ER814019	\$ 112.70
16-308652	1ABBJ9	1FMCU9J91DUD75005	\$ 412.81
16-308667	AC58175	3FA6P0H77GR272505	\$ 181.27
16-308725	4ABWG1	3LN6L2GK5DR823626	\$ 369.62

TOTAL

\$9,824.42

VAULT TRUST			
BILL #	PLATE #	VIN#	AMOUNT
15-366938	0ARUA0	1C4RJFCT8CC269962	\$ 615.14
16-368697	0ARUA0	1C4RJFCT8CC269962	\$ 500.63
16-368458	793ZYP	1G11B5SA4DF295665	\$ 229.76
16-368465	2AREL1	1GCVKREC2FZ145990	\$ 515.38
16-368468	9AGRS7	1C4HJWEG7EL240533	\$ 160.58
16-368470	8AMVM2	1C4BJWDG3FL503173	\$ 105.13
16-368484	485YNX	1C4RJFAG4EC391937	\$ 271.19
16-368493	179ZSX	1C4NJRFB9DD281181	\$ 313.20
16-368497	7193CX	1GTV2VEC7EZ276288	\$ 278.35
16-368505	6ARKM7	1C4HJWDG7FL594247	\$ 366.99
16-368522	9AADF6	1C4BJWDG7EL101770	\$ 199.54
16-368531	5AHRX2	1GCVKREC8EZ278803	\$ 531.58
16-368534	976ZPN	1C4PJMAK9CW20671	\$ 305.52
16-368539	4ANUE7	1C4BJWDG2FL506548	\$ 209.63
16-368560	5ABRU0	1C4RJFCG5EC255359	\$ 472.11
16-368579	EATCAKE	1GNKVJKD2EJ334216	\$ 255.64
16-368583	3ADMT9	1C4AJWAG7DL701168	\$ 301.03
16-368613	1AEHJ4	1C4RJFBG4EC335415	\$ 233.16
16-368637	3AGRS3	1GNKVHKD8EJ262267	\$ 264.70
16-368658	5AGVX9	1C4RJFAG8EC392329	\$ 271.19
16-368672	0AMVN8	1C4BJWEG2EL243264	\$ 160.58
16-368691	7AADF8	1C4HJWEG9DL684270	\$ 519.67
16-368700	595VVA	1GKKVTKD7EJ152469	\$ 519.50
16-368701	4ALMR0	1C4HJWEG8EL319158	\$ 160.58
16-414209	AG58042	1G6AH5SX2E0105931	\$ 73.32
TOTAL			\$7,834.10

VAULT TRUST

BILL #	PLATE #	VIN#	AMOUNT
16-368568	427WJ	2G61M5S30E9238248	\$ 214.33
16-368577	0ADHR5	2G1FC1E34D9157030	\$ 276.50
16-368603	1AADJ0	2G1FC1E34D9157030	\$ 305.37
16-368619	AC61Z06	2GNALBEK1E6151615	\$ 143.24
16-414240	5AHJH2	2GKFLVEK3E6252563	\$ 96.15

TOTAL \$1,035.59

VAULT TRUST

BILL #	PLATE #	VIN#	AMOUNT
16-368457	890ZZK	KL4CJGSB3DB145118	\$ 236.66
16-368461	589YTR	3GYFNEE34ES654568	\$ 143.00
16-368469	553YLA	2GNALAEKXE6232204	\$ 157.38
16-368492	0AADJ4	1GNKVFED7DJ233907	\$ 318.66
16-368519	203ZXN	1C4AJWBGXD1614881	\$ 451.66
16-368526	7AHJH7	1GTV2UEH4EZ272849	\$ 91.49
16-368529	877ZZK	1GNSKJE73DR337950	\$ 585.10
16-368543	273VSB	3GCUKREC1EG142685	\$ 470.21
16-368547	4ANGT9	1G11B5SL8EF227498	\$ 91.30
16-368554	5AKRM2	1GKKVTKD0EJ345580	\$ 230.64
16-368559	5ABJB5	1G1PF5SB3D7111544	\$ 199.75
16-368565	6ABXV5	1GNKVJKD4EJ170418	\$ 510.69
16-368580	8AEEB0	1G1PA5SG9E7128621	\$ 205.76
16-368605	1ADVK0	1G6AG5RX6E0113894	\$ 278.02
16-368607	1812CY	1GCVKPEH0EZ243480	\$ 112.96
16-368612	7ADVK9	1G1PC5SB4E7187588	\$ 173.29
16-368617	8AMVM1	1C4HJWEG4FL503658	\$ 111.82
16-368618	6AENT4	1GKKVPKD5EJ171724	\$ 253.14
16-368621	9AMVM0	1C4HJWEG6FL507954	\$ 55.57
16-368632	6533CY	3GCUKREC7EG457717	\$ 52.05
16-368635	2AGJW8	2GNFLGE36E6229365	\$ 134.55
16-368649	1AGFX5	1C4RJFBG7EC362897	\$ 233.16
16-368669	373YLA	2GNFLGE37E6279594	\$ 101.02
16-368685	360ZMZ	1GNSKCKC0FR510243	\$ 84.27
16-368704	2AHVN4	1C4RJFCG0EC362898	\$ 314.76
TOTAL			\$5,596.91



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

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

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

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: June 14, 2018
Re: Narrative for May, 2018 Tax Collector's Report

As of the end of May, 2018, with only one month left to go in our current fiscal year, we had collected in excess of \$307 million, or **98.97%** of our \$311+ million adjusted tax levy. In addition, as of the end of May, 2018, we collected in excess of \$15 million of our sewer use levy, or **98.89%**. We also collected 87.67% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority. Compared with the prior fiscal year, we are slightly ahead with regard to both current taxes (.11%) and sewer use (.14%) collections.

Also, through the month of May 2018, we showed a net collection of \$3.2 million in back taxes, interest, lien fees and other fees. This amount is still less than we collected in the prior fiscal year at this time. Our net back tax collectible as of May 2018 is actually less than it was last month, in spite of this being a tax sale year with robust delinquent collections. This is a result of tax credits and refunds. These figures are *net of refunds and credits* that had to be given due to court cases where taxpayers successfully appealed their assessment and were due money back. During this fiscal year we also have been dealing with a higher than usual number of overpayments, in some cases intentional, that were made in December 2017 and January 2018 due to changes in the federal tax laws (referred to as "SALT" limitations). These collection figures are net of those funds that have already been returned.

The Board of Estimate and Taxation set our 2017 grand list mill rates on May 7. On June 4, I sent our billing files to our printer. Bills for 2017 grand list real estate, motor vehicle, and business personal property taxes, as well as sewer use and IPP charges, are being mailed to Norwalk taxpayers beginning today, June 14. The last day on which to pay these bills without interest will be Wednesday, August 1. Our website provides information about payment options, such as on line payments, paying by "E Check" (ACH payment), paying via telephone, or paying in person at one of 13 local bank branches that serve as 'satellite' payment locations during our collection period.

With regard to delinquent tax collection enforcement, our tax sale is about five weeks away. To date, we have collected more than \$3.2 million on the sale. There are still 69 properties and 11 boat slips remaining. It is our hope that this number will drop sharply in the weeks leading up to the sale; otherwise it will be a very long evening on July 23. The third of four legal notices leading up to the sale is being published in tomorrow's Norwalk Hour. There are still two major mailings going out between now and the second week of July, and a substantial amount of work to be done leading up to the actual sale, as well as ancillary work when properties pay off and payments need to be processed, liens released, and so forth. We are performing these functions while simultaneously going through the processes to close our current fiscal year that ends on June 30, as well as issuing our new bills, beginning our 2017 grand list collections (which actually started last month), and preparing for the start of our new fiscal year on July 1.

I reviewed our sale results from 2016 in response to a question from last month's meeting. At that time, we started with 169 properties. On the day of the sale we were left with only 16, plus 52 boat slips. We sold 12

properties, and four were taken by the city, as there were no bids. We also sold 41 of the 52 boat slips, but at a reduced price because that was our third attempt to sell them. The city did not take the remaining 11 boat slips and we will attempt again to sell them on July 23 (fourth attempt). At the end of the process, we collected more than \$4.2 million through the 2016 tax sale.

Maintaining a high current collection rate by efficiently enforcing collection of past due taxes allows our budget making authorities to set lower mill rates, because there can be less of an 'allowance' for anticipated uncollectibles in the coming fiscal year. When taxpayers fail to pay on time, the city is nonetheless committed to spending to bring to fruition all of the programs planned for that fiscal year. Because not everybody will pay on time, mill rates are set slightly higher, to allow for 'uncollected taxes'. However, if we keep the current tax collection rate high, that 'uncollectible' amount can be less. This is tax relief for every single taxpayer, and arguably the best form of tax relief, because it affects everybody. This is the primary driver for aggressive collection enforcement, including the use of tax sale.

**TAX COLLECTOR'S REPORT
MAY 2018**

FISCAL YEAR 2017-2018 (2016 GRAND LIST)	ADJ. TAX COLLECTIONS			COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
	ORIGINAL LEVY	JUN 17 - MAY 18	JUN 16 - MAY 17				
AUTOMOBILE-REGULAR	\$18,742,512.33	\$17,519,145.62	\$16,700,407.25	93.47%	\$18,411,397.00	(\$331,115.33)	95.15%
AUTOMOBILE-SUPPLEMENTAL	\$3,260,045.73	\$2,913,173.29	\$2,889,945.30	89.36%	\$3,246,013.24	(\$14,032.49)	89.75%
PERSONAL PROPERTY	\$20,774,746.28	\$20,384,843.96	\$19,521,140.55	98.12%	\$21,004,357.94	\$229,611.66	97.05%
REAL ESTATE	\$269,517,650.26	\$267,377,422.11	\$262,491,081.64	99.21%	\$269,742,190.66	(\$775,469.60)	99.49%
TOTAL TAX	\$312,294,954.60	\$308,194,584.98	\$301,502,554.84	98.69%	\$311,403,958.84	(\$890,995.76)	98.37%
SEWER USE	\$15,371,652.00	\$15,328,994.18	\$15,144,774.89	98.72%	\$15,501,311.00	\$129,659.00	98.89%
IPP FEE	\$204,250.00	\$188,268.34	\$190,424.19	92.17%	\$214,750.00	\$10,500.00	87.67%
FISCAL YEAR 2016-2017 (2015 GRAND LIST)	ORIGINAL LEVY	JUN 16 - MAY 17					
AUTOMOBILE-REGULAR	\$17,749,640.53	\$16,700,407.25		94.09%	\$17,579,012.14	(\$170,628.39)	95.00%
AUTOMOBILE-SUPPLEMENTAL	\$3,315,742.19	\$2,889,945.30		87.16%	\$3,245,058.25	(\$70,683.94)	89.06%
PERSONAL PROPERTY	\$19,959,243.96	\$19,521,140.55		97.81%	\$19,750,928.78	(\$208,315.18)	98.84%
REAL ESTATE	\$265,387,336.38	\$262,491,081.64		98.91%	\$264,511,356.01	(\$875,980.37)	99.24%
TOTAL TAX	\$306,411,963.06	\$301,502,554.84		98.43%	\$305,086,355.18	(\$1,325,607.88)	98.36%
SEWER USE	\$15,359,855.00	\$15,144,774.89		98.60%	\$15,337,135.14	(\$22,719.86)	98.75%
IPP FEE	\$212,250.00	\$190,424.19		89.72%	\$211,750.00	(\$500.00)	89.83%

TAX DIFFERENCE 2016 G.L. vs. 2015 G.L.
INCREASE/(DECREASE) \$5,882,991.54 \$6,592,030.14 0.26% \$6,317,603.66 \$434,612.12 0.11%

SEWER DIFFERENCE 2016 G.L. vs. 2015 G.L.
INCREASE/(DECREASE) \$11,797.00 \$184,219.29 1.12% \$164,175.86 \$152,378.86 0.14%

IPP DIFFERENCE 2016 G.L. vs. 2015 G.L.
INCREASE/(DECREASE) (\$8,000.00) (\$2,157.65) 2.46% \$3,000.00 \$11,000.00 -2.26%

BACK TAXES COLLECTED	FISCAL YR 2017-2018		FISCAL YR 2016-2017		CUR YR vs. PRIOR YR INC/(DEC)
	JUL 17 - MAY 18	JUL 16 - MAY 17	JUL 16 - MAY 17	JUL 16 - MAY 17	
PRIOR TAXES	\$1,342,110.67	\$2,409,675.48	\$2,409,675.48	\$1,067,564.81	
PRIOR SEWER USE FEE	\$44,391.86	\$71,023.38	\$71,023.38	(\$26,631.52)	
PRIOR IPP FEE	\$9,886.37	\$17,012.10	\$17,012.10	(\$7,125.73)	
TOTAL PRIOR TAX, SEWER & IPP	\$1,396,388.90	\$2,497,710.96	\$2,497,710.96	(\$1,101,322.06)	
CURRENT INTEREST	\$746,991.14	\$764,452.58	\$764,452.58	(\$17,461.44)	
PRIOR INTEREST	\$819,284.14	\$768,253.81	\$768,253.81	\$51,030.33	
SEWER USE FEE INTEREST	\$81,630.96	\$64,370.50	\$64,370.50	\$17,260.46	
IPP FEE INTEREST	\$6,083.12	\$7,473.64	\$7,473.64	(\$1,390.52)	
TOTAL INTEREST COLLECTED	\$1,653,989.36	\$1,604,556.53	\$1,604,556.53	\$49,432.83	
PRIOR LIEN FEE	\$14,036.08	\$20,579.96	\$20,579.96	(\$6,543.88)	
CURRENT LIEN FEE	\$8,221.39	\$6,960.92	\$6,960.92	\$1,260.47	
TOTAL LIEN FEE COLLECTED	\$22,257.47	\$27,540.88	\$27,540.88	(\$5,283.41)	
MISC FEES COLLECTED**	\$168,508.13	\$186,401.28	\$186,401.28	(\$17,893.15)	
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$3,241,143.86	\$4,316,209.65	\$4,316,209.65	(\$1,075,065.79)	

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION
** PRIOR & CURRENT FISCAL YEAR INCLUDES TAX SALE AND TITLE SEARCH FEES PROCESSED THRU MUNIS



DEPARTMENT OF FINANCE

PURCHASING DIVISION

RE: RFP #3836 Band Uniforms -- Norwalk High School Marching Band

The City of Norwalk's Purchasing department recommends that Stanbury Uniforms, Inc. receive a purchase order in the amount of \$103,305.00 for two hundred uniforms (200) for the Norwalk High School Marching Band.

Chris Rivera (Norwalk High School Band Director), Ed Abrams (President of Marching Bears, Inc.) and I have reviewed the bids received for the new uniforms for the Norwalk High School Marching Band. After careful consideration, we selected Stanbury Uniforms based on the following:

- Superior uniform design versus other vendors
- Uniform materials and construction quality in line with requirements and expectations, including lifetime warrantee
- Pricing in line with other vendors and bid specs
- Fastest delivery time of all vendors submitting bids

Based on the above we recommend that Stanbury receive this award.

Regards,

Ben Luce

Ben Luce

Purchasing Agent

Agenda Language:

Authorize the Purchasing Agent to issue a purchase order to Stanbury Uniforms, Inc. located at 108 Stanbury Industrial Drive, Brookfield, MO 64628, for two hundred (200) band uniforms for the Norwalk High School Marching Band for a sum not to exceed \$103,305.00.

Account No. 09-19-050-50100-0-5777-C0620

Stanbury Uniforms, Inc.
P.O. Box 100
108 Stanbury Industrial Drive
Brookfield, MO 64628
1-800-826-2246
Fax: 660-288-8781
<http://www.stanbury.com>
stanbury@highway.com



May 21, 2018

City of Norwalk
Purchasing Department
125 East Avenue, Room 103
Norwalk, CT 06856-5125

To Whom It May Concern,

The employee owners of Stanbury Uniforms thank you for this opportunity to supply the band uniforms for Norwalk High School.

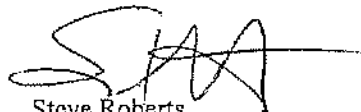
If required and not previously furnished, an exact sample will be manufactured and be available within 21 days, after award of the order. The estimated shipping schedule for orders is 150-180 days after receipt of sample, sizes, approval form and purchase order or prepayment check.

A prepaid discount of 3% will be allowed if the full amount of the contract is paid when the order is placed. No prepayment discount allowed on credit card purchases. Standard terms upon issuance of a purchase order are net 30 days after shipment of the order. If the uniforms are purchased by a booster club a 50% deposit is required.

Though Mr. Pearson may be unable to attend the opening, should there be any questions regarding our proposal or the sample itself, please feel free to contact him or this office directly. We are anxious to assist you in any way we can.

Sincerely,

STANBURY UNIFORMS, INC.


Steve Roberts
Chief Executive Officer

SR:as

Enclosures

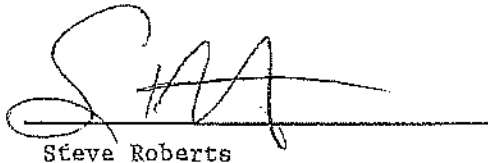
cc: Mike Pearson, Regional Sales Manager
PH: 610-496-6976



Certificate of Quality

This certificate is verification that the fabrics used in your order will be guaranteed first quality goods and is the fabric that was bid upon in your specifications. We will not in any circumstances substitute or change fabrics bid upon for your order unless, you, the customer, request such change in writing. When Raeford quality dacron/wool material is requested, there must be a kaumo-graph print affixed to the underside of the fabric and will appear approximately every yard. This seal indicates that this is Raeford's first quality dacron/wool fabric.

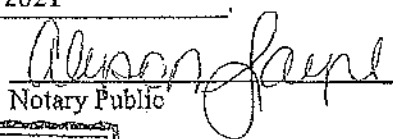
This certificate must be signed by one of the company officials and such signature must be notarized.



Steve Roberts

Subscribed and sworn to before me, a Notary Public within and for the county of Linn, State of Missouri, this 20 day of May, 2018. My term expires August 14, 2021.

(Affix Seal Here)


Notary Public

ALYSON SAYRE
Notary Public, Notary Seal
State of Missouri
Linn County
Commission # 13614613
My Commission Expires 08-14-2021

Stanbury Uniforms, Inc.
P.O. Box 100
108 Stanbury Industrial Drive
Brookfield, MO 64628
1-800-626-2246
Fax: 660-258-5781
<http://www.stanbury.com>
stanbury@shighway.com



Stanbury Uniforms, Inc. is a leading manufacturer of band uniforms in the United States. The company was founded in 1917 in Kansas City, Missouri by Will Stanbury and his father to manufacture police, fire, military and regalia uniforms. Over the years the company evolved and was re-established in 1947 to manufacture custom made marching band uniforms. Stanbury moved its operation to Brookfield, Missouri in 1958.

In 1972, the company was purchased by Medalist Industries of Milwaukee, Wisconsin. In 1982, Medalist decided to sell the company and it was purchased by several officers of Medalist who were operating the company. In 1994, Stanbury was purchased through an ESOP (Employee Stock Ownership Plan) and is presently owned by the employees.

Stanbury markets its uniforms to school bands, for middle schools, high schools, colleges and universities, and professional drum & bugle corps. Our company philosophy is to provide each customer with a quality uniforms, but most of all enjoy a pleasurable experience with our company throughout the process. We believe in strong partnerships that benefit each party and we have enjoyed much success working with this mindset.

Our location and warehouse is located in Brookfield, Missouri. We have been in our facility since 1972 and have approximately 35,000 square feet.

Company Headquarters:

Stanbury Uniforms, Inc.
P.O. Box 100
108 Stanbury Industrial Drive
Brookfield, MO 64628

We offer after-sales services through Mike Pearson, who has been a uniform representative for over 30+ years. He is a valuable resource as he will ensure proper fitting, act as a liaison between the home office and the customer, and will take care of any future needs.

The key people involved with this contract are:

Mike Pearson – Your local representative with over 35+ years of experience.

Steve Roberts – Chief Executive Officer with over 20 years' experience in the band uniform business, and is also the corporate contact.

Marsha McCabe – Account Specialist who will handle the processing and order details in the home office.

Our facility, located in Brookfield, Missouri is stocked with the finest sewing equipment from companies like Gerber, Barudan, Singer, Brother, Resee, etc. We employ a facility manager and two mechanics for upkeep and maintenance of the equipment. There are approximately 200 employees.

CITY OF NORWALK
PURCHASING DEPARTMENT



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

PROJECT NUMBER:	3836
REQUESTING DEPARTMENT:	Board of Education
DATE OF BID ISSUANCE:	4/27/2018
TITLE OF BID:	Band Uniforms – Norwalk High School Marching Band
DATE OF BID OPENING:	5/22/2018
TIME OF BID OPENING:	2:00 PM
MANDATORY WALKTHROUGH: DATE, TIME AND LOCATION OF WALKTHROUGH	YES () NO (X)
BID DEPOSIT REQUIRED: IF YES, AMOUNT REQUIRED	YES () NO (X)
SUCCESSFUL BIDDERS ONLY: PERFORMANCE & PAYMENT BOND REQUIRED: IF YES, AMOUNT REQUIRED	YES () NO (X)
SUCCESSFUL BIDDERS ONLY: MAINTENANCE BOND REQUIRED: IF YES, AMOUNT REQUIRED:	YES () NO (X)

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

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

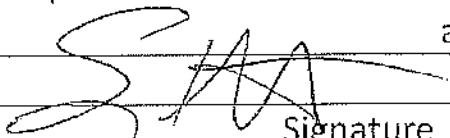
1. BIDDER'S INFORMATION AND ACKNOWLEDGEMENT FORM
2. BID FORMS, INCLUDING PRICING SHEETS AND ADDENDA ACKNOWLEDGMENT FORMS (ONE ORIGINAL PLUS FOUR (4) COPIES)
3. EXCEPTIONS (IF ANY)

CITY OF NORWALK
PURCHASING DEPARTMENT
NOTICE TO BIDDERS

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

CITY OF NORWALK
PURCHASING DEPARTMENT

BIDDER'S INFORMATION AND ACKNOWLEDGMENT FORM

Stanbury Uniforms, Inc.		
Bidder's Name		
108 Stanbury Industrial Drive		
Street Address		
Brookfield	Missouri	64628
City	State	Zip
Business Telephone: 800-826-2246		
Email Address: stanbury.bids@shighway.com		
Steve Roberts, Chief Executive Officer		
Printed Name and Title of Individual Submitting Bid		
The undersigned acknowledges that the terms, conditions and specifications of this bid are understood and unconditionally accepted.		
 Signature		May 20, 2018 Date

CITY OF NORWALK
PURCHASING DEPARTMENT

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

None

TABLE OF CONTENTS

SECTION 1 – GENERAL INFORMATION

- 1.1 CRITERIA FOR AWARD
- 1.2 SELECTION PROCESS SCHEDULE
- 1.3 RESPONSES
- 1.4 PRICING RESPONSE FORM
- 1.5 STATEMENT OF QUALIFICATIONS

SECTION 2 - PROJECT SPECIFICATIONS

- 2.1 BACKGROUND
- 2.2 DESIGN
- 2.3 IDENTIFICATION
- 2.4 PURCHASE
- 2.5 DELIVER
- 2.6 ADDITIONAL INFORMATION

SECTION 3 - GENERAL INFORMATION

SECTION 1 - GENERAL INFORMATION

1. INTRODUCTION

The City of Norwalk is seeking new **Marching Band Uniforms** for its award winning Norwalk High School Marching Band Program. The request for proposal is inclusive of all uniform design work as well as the production and delivery of full uniforms (Jackets, Bibs, Shaks, Shako boxes, Gauntlets, Garment Bags, etc.). Marching shoes are not included in this request for proposal. The requirements of this project are outlined in greater detail under Section 2 Scope of Work/Project Specifications.

2. RFP DOCUMENTS

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

3. ADDENDA

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

4. BIDDER'S LIST

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

5. QUESTIONS CONCERNING THIS RFP

All questions concerning this solicitation must be directed, via e-mail, to Ben Luce, Purchasing Agent, at bluce@norwalkct.org. The deadline for the submission of questions is 2:00 pm May 15th, 2018.

6. SUBMISSION OF RFP

All sealed RFPs should be submitted to the City of Norwalk's Purchasing Department no later than May 22nd, 2018 at 2:00 pm at the address listed below:

City of Norwalk Purchasing Department
125 East Avenue, Room 103
Norwalk, CT 06856-5125

7. SUMMARIES

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

1.1 CRITERIA FOR AWARD

A committee consisting of Norwalk High School Band Director Chris Rivera, Marching Bears, Inc. President Ed Abrams, and Purchasing Agent Ben Luce will be responsible for reviewing the proposals received and will further evaluate them, using the following criteria. The City reserves its rights to examine any other criteria and take the same under consideration and to reject any firm or proposals despite its compliance with these criteria if it determines that to do so would be in its best interests.

- Uniform design – 25%
- Quality and durability of materials – 15%
- Delivery timeframe – 10%
- Cost – 50%

1.2 SELECTION PROCESS SCHEDULE

- May 1, 2018 – Release of the RFP
- May 22, 2018 – RFP responses due
- May 22 – June 12, 2018 – City of Norwalk review and selection process
- June 14, 2018 – Notification of selection results
- July 1, 2018 – Purchase Order issued and work commences

1.3 RESPONSES

RESPONSE SUMMARIES will be available over the Internet any time after 5:00 PM on the day following the bid opening at <http://www.norwalkct.org>.

AWARD NOTIFICATION Awards will be indicated on the proposal summary document which can be accessed as indicated above. Regret letters will not be mailed out.

BUSINESSES WITHOUT FAX EQUIPMENT may contact the Purchasing Department at 203--854-7712 for this information.

Proposals are to be submitted Original + Four (4) copies to:

NORWALK CITY HALL, PURCHASING DEPARTMENT, ROOM 103
125 EAST AVENUE, P.O. BOX 5125, NORWALK, CONNECTICUT 06856-5125

1.4 PRICING RESPONSE FORM #3836

Vendor Name - Stanbury Uniforms, Inc.		
Address - P.O. Box 100, Brookfield, MO 64628		
Phone - 800-826-2246	Fax - 660-258-5781	Email - stanbury.bids@shighway.com
Manager - Steve Roberts, CEO		Fed ID# 43-1268134

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

Band Uniforms – Norwalk High School

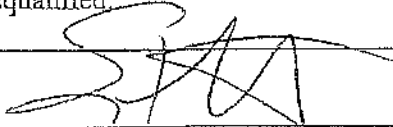
LUMP SUM COST	\$ 532.50 per uniform **
TOTAL COST IN WORDS	\$ Five Hundred Thirty-Two Dollars and Fifty Cents

**Includes: Shako, Shako Wrap, Plume, Coat, Jumpsuit, Side Cape, Gauntlets, Garment Bag, Additional Charges (list & describe any additional charges) and a Shako Box

Delivery in calendar days from date of order 180-210 Days

Warranty: ** years See attached warranty
(Manufacturer's warranty must be provided with proposal submission.)

DEVIATIONS FROM SPECIFICATIONS: Any deviation from these specifications must be documented and submitted with your proposal in detail on a separate form. If deviations are not documented completely, the bidder may be disqualified.

Submitted by -	Steve Roberts, CEO 	May 21, 2018
Authorized Agent of Company (name and title)		Date

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	. 4/27/18	Addendum #	.	Dated	.
Addendum #	.	Dated	.	Addendum #	.	Dated	.

1.5 STATEMENT OF QUALIFICATIONS

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

1. Number of years in business - 101
2. Number of personnel employed Part time - 30, Full - 200,
3. List projects of this type/size your firm has completed within the last three years:

Project	Date	Contact Person	Phone No.
Daniel Hand HS	2014/2015	John Gage	203-245-6475
Rocky Hill HS	2015	James Shuman	860-258-7721
Guilford HS	2015	Mark Gahm	203-453-2741
Enfield HS	2016	Mark Reppucci	860-253-5540
New Britain HS	2016	David Kayser	860-225-6351
Connecticut Hurricanes	2018	John Ashelford	203-996-9183

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

5. STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE'S OFFICE; e.g., are all required filings current and in good standing or has the entity been withdrawn or canceled	Connecticut corporations - Will the Secretary of State be able to issue a Certificate of Good Standing within 30 days of the bid opening?	Yes	No
	Out-of-State corporation's - Do you have a valid license to do business in the State of Connecticut? (Evidence in the form of a Certificate of Authority from the Connecticut Secretary of State will be required within 30 days of the bid opening.)	Yes	No

6. Is your local organization an affiliate of a parent company? If so, Indicate the principal place of business of your company and the name of the agent for service <u>if different from what has been indicated on the response form:</u>				
Business Name				
Address				
City		State		Zip
Name of Agent				

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

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

7. Your company may be asked to submit the following information relative to your company's financial statements prior to receiving an award. This information will not be part of the public bidding record and will remain confidential.

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

END OF SECTION

SECTION 2 - PROJECT SPECIFICATIONS

2.1 Background

The Norwalk High School Marching Band is an award-winning program that travels and performs throughout the United States. The Marching Band performs and competes primarily during the Fall season in the Northeast United States and is looking for uniforms appropriate for weather conditions associated with this timing.

The Marching Band is made up of 175 student musicians who range in age from 14-18. The musician population is roughly 57% male and 43% female. Jacket sizes on current uniforms range from 34-52, with 21% of inventory long, 47% regular and 32% short. Bib sizes range from 24-50 with 35% of the inventory long, 50% regular and 25% short.

Uniforms are expected to last over a period of 10 years and to be altered numerous times during their life span; as a result, quality and durability are key to the selection process.

2.2 Design

Uniform designs should effectively leverage the Norwalk High School colors: green, black and white.

Designs should be distinctive and help to differentiate the Band from its competitive set while also providing a timelessness that will ensure relevance during the 10 year lifetime of the uniforms.

Uniform design should include all elements of the uniform, exclusive of footwear, and all vendors have the right to include any and all elements (e.g. sashes, Shako wraps, etc.) to enhance the criteria referenced above.

The Norwalk High School Band Director, Chris Rivera, as well as the President of Marching Bears Inc., the Band Parent Association, will make themselves available to all vendors for design consultation and guidance as part of the RFP process.

2.3 Identification

Each major garment item is to have identification numbers sewn into the individual pieces to allow for quick and easy issuing. Trousers are to include inseam and waist information for future reference; coats shall have chest size and length indicated on a linen ticket. The original order is to include a bound booklet with the numbers of each uniform corresponding to the particular size of that uniform, arranged from the smallest to the largest. Size information shall include chest size, height, weight, and inseam for each uniform. Bound in the identification record shall be a size chart for use as reference for purchase of future uniforms.

2.4 Purchase

Vendors are expected to be able to deliver a complete uniform for purchase through a standard Purchase Order to be issued by the City of Norwalk upon completion of the RFP process.

Further, it is expected that all vendors will supply detail regarding the type and quality of materials to be used in the construction of the uniforms.

Additionally, vendors are expected to provide recommendations for and inclusion of “additional stock” within their proposals ensuring that the Norwalk High School Marching Band will have enough and varied sizes of stock to fit various Marching Band populations over time.

Quoted costs must include all elements of the Uniform, inclusive of Garment bags, Shako boxes, as well as any and all shipping and handling costs.

2.5 Delivery

It is the hope of the City of Norwalk and the Marching Band to be able to leverage these new uniforms for at least a portion of the upcoming Fall competition season (September – November). As such a full and timely production and delivery schedule is to be included within each vendor submission.

In addition, vendors may provide recommendations and cost implications for expedited delivery.

Vendors are expected to work with the City of Norwalk and the Norwalk High School Marching Band on a quality assurance process at the time of uniform delivery and to immediately address any issues with any garment failing to meet normal and industry standard quality control expectations.

2.6 Additional Information

Submitted responses to this RFP become the property of The City of Norwalk, Norwalk High School and Marching Bears Inc. The City of Norwalk, Norwalk High School and Marching Bears Inc. reserve the right to use any and all ideas included in any response without incurring any obligations to the responding company or committing to procurement of the proposed services.

END OF SECTION

SECTION 3 - GENERAL INFORMATION

NOTE: SECTION 3 - GENERAL INFORMATION contains the City's Standard Terms and Conditions. You are responsible for obtaining a copy prior to bidding. If you do not have a revision dated 08082013, or later on file you may obtain a copy over the Internet at <http://www.norwalkct.org>. Adobe Acrobat reader is required to view this document. If you do not have this software you may down load it for free from Adobe.

Document number 1002. <http://www.norwalkct.org/documentcenter/view/868>

PURCHASING DEPARTMENT

The bid listed below has had addenda issued. Documents are available over the Internet at <http://www.norwalkct.org> Adobe Acrobat reader is required to view this document. If you do not have this software you may download it free from Adobe. The document number to request will be the same as the project number indicated below.

Project #	Addendum #	# of Pages	Original Issue Date
3836	1	5	4/27/2018

Addendum Issued Date	5/18/2018		
Project Number	3836		
Addenda Number	1		
Deadline	5/22/2018		
Project Title	Band Uniforms – Norwalk High School Marching Band		

This Addendum is a contract document modifying previously issued documents, which remain in full force except as specifically modified below.

Quotations appearing on the Proposal are to reflect the provisions of this Addendum. Failure to acknowledge receipt of this Addendum in the space provided on the response sheet may subject candidate to disqualification.

RESPONSES TO QUESTIONS:

1. **Question:** Briefly describe the general character of your band program. Do you see the band as traditional, conservative or modern?

Response: WE ARE DEFINITELY A MORE MODERN ENSEMBLE. WE ALWAYS LOOK TO EMULATE THE CURRENT TRENDS IN BOA AND DCI.

2. **Question:** What type of literature does your marching band typically play?

Response: WE HAVE BEEN PLAYING ORIGINAL COMPOSITION FOR THE PAST FEW YEARS. IT GIVES US THE ABILITY TO COSTOMIZE IT TO EXACTLY WHAT WE NEED. THE MUSIC SOUNDS CONTEMPORARY.

3. **Question:** What circuits does your marching program participate in?

Response: USBANDS MAC NYSFBC

4. **Question:** What are your school colors?

Response: GREEN, BLACK AND WHITE (ALTHOUGH WE WOULD LIKE TO LIMIT THE AMOUT OF WHITE). OUR CURRENT UNIFORMS HAVE A BIG PATCH OF WHITE ON THE FRONT WHICH MAKE EVENT THE TALLEST/SLIMMEST KIDS LOOK SHORT AND WIDE.

5. **Question:** Can you use an accent color other than your school colors?

Response: WE WOULD BE OPEN TO SEEING SOMETHING.

6. **Question:** What is your school's mascot?

Response: BEAR

7. **Question:** Would you like to feature your school's mascot on the uniform?

Response: NO

8. **Question:** Would you like some sort of school identification on the uniform?

Response: YES. WE HAVE A BAND INSIGNIA THAT WE WOULD IKE TO HAVE SOMEWHERE IN THE UNIFORM,

9. **Question:** Do you find asymmetry to enhance or detract from uniform designs?

Response: DETRACT. WE LIKE WHEN YOU GET A DIFFERENT VISUAL EFFECT FRONT TO BACK

10. **Question:** Would you be interested in a different look from front field to back field?

Response: YES. WE LIKE WHEN YOU GET A DIFFERENT VISUAL EFFECT FRONT TO BACK.

11. **Question:** Have you seen a design or designs that caught your attention?

Response: YES. WE LIKE THE MORE MODERN DESIGNS. HOWEVER, IT CAN'T BE SO MODERN THAT IN 5 YEARS FROM NOW IT ISNT "COOL" ANYMORE. WE ARE MAKING A 10 YEAR INVESTMENT. WE ALSO LIKE THE THIN SIDE CAPES AND SHAKO WRAPS.

12. Question: Please list a few things that you dislike about uniforms that you have had in the past or have seen on other bands.

Response: MUST MAKE THE STUDENTS LOOK TALL AND POWERFUL.

13. Question: What shoulder style do you prefer?

Response: UNSURE

14. Question: Are you interested in a coat which is cut shorter than the normal waistline length?

Response: NO

15. Question: Are Gauntlets an option?

Response: YES. THEY CAN BE THERE, BUT ONLY AS A DECORATIVE ELEMENT, NOT FUNCTIONAL.

16. Question: Please provide us with the type of headwear you prefer.

Response: WE LIKE THE NEW SHAKOS WITH THE WRAPS.

17. Question: Do you prefer a light or dark colored plume?

Response: NO PREFERENCE

18. Question: Do you prefer a fountain plume, upright plume or custom designed plume?

Response: WE ARE OPEN TO IDEAS.

19. Question: Would you prefer a front or back closing coat?

Response: FRONT

20. Question: Is washability an important care feature for you.

Response: NO, WE DRY CLEAN ONLY.

21. Question: Would you like to consider an upgraded washable uniform that has an inner foundation for extended wear?

Response: NO

22. Question: Would you like all the internal construction seams of the garment exposed for adjustability?

Response: NO

23. Question: Does your band program have a tailor or boosters that can act as tailors to make the adjustments from student to student?

Response: YES, BUT LIMITED. WE HAVE LOTS OF EXTRA UNIFORMS TO CHOOSE FROM WHEN FITTING STUDENTS

24. Question: Please classify your knowledge of the different types of band uniform construction available in today's market.

Response: SOMEWHAT

25. Question: Please classify your knowledge of the band uniform shell fabrics available in today's market.

Response: SOMEWHAT

26. Question: Who is responsible for this purchase?

Response: THE CITY OF NORWALK ON BEHALF OF THE BOARD OF EDUCATION.

27. Question: How many uniforms are you looking to purchase?

Response: WE HAVE APPROXIMATELY 150 MUSICIANS, SO WE WOULD LEAVE DETERMINING THE TOTAL WE NEED UP TO YOU.

28. **Question:** Please classify your knowledge of the different types of band uniform construction available in today's market.

Response: SOMEWHAT

29. **Question:** When are you looking to take delivery of the uniforms?

Response: ASAP, PREFERABLE BY THE END OF AUGUST

End of Addendum

STANBURY UNIFORMS LIFETIME LIMITED WARRANTY

Stanbury Uniforms, Inc. ("Seller") warrants to the original end-user purchaser, ("Buyer"), that the uniforms manufactured by Seller and purchased by Buyer will be free under normal use from defects in materials and workmanship for the life of Buyer's ownership of the uniforms. This Lifetime Limited Warranty ("Warranty") covers only uniforms consisting of fabric and parts made from 100 percent wool, dacron-wool and/or 960 polyester. Seller further warrants that the internal construction of the uniform parts, moth protection shrinkage of the uniforms will conform with textile industry standards.

This Warranty does NOT cover the following:

1. Uniform parts containing metallic fabrics and trims, twills, satins, sequins fabric and trims and other exotic fabrics and/or trims.
2. Normal wear and tear associated with the uniforms, including, but not limited to, pulls, tears and piling of fabric.
3. Damage caused by accidents, alteration, abuse, misuse, improper wearing or acts of God.
4. Items not manufactured by Seller and which Seller purchased from outside sources, such as, but not limited to, plumes, gloves, shoes, suspenders, garment bags, and rainwear.
5. Damage caused by improper dry cleaning, not following cleaning instructions, or subjecting uniforms to inclement weather, are expressly not covered by the warranty. Stanbury recommends that uniforms are tested for color fastness prior to cleaning by having a few uniforms cleaned in advance of full order. Any questions regarding dry cleaning should be directed to the Stanbury Customer Service department.

Seller makes no warranty, express or implied, with respect to matters not covered and described above.

THIS WARRANTY IS EXPRESSLY IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTIES, WRITTEN OR ORAL, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND OF ANY OTHER OBLIGATION ON THE PART OF THE SELLER. No agent, employee or representative of Seller has any authority to bind Seller to any affirmation, representation or warranty concerning the uniforms sold, and unless an affirmation, representation or warranty made by an agent, employee or representative is specifically included within this Warranty, it shall not be enforceable by Buyer.

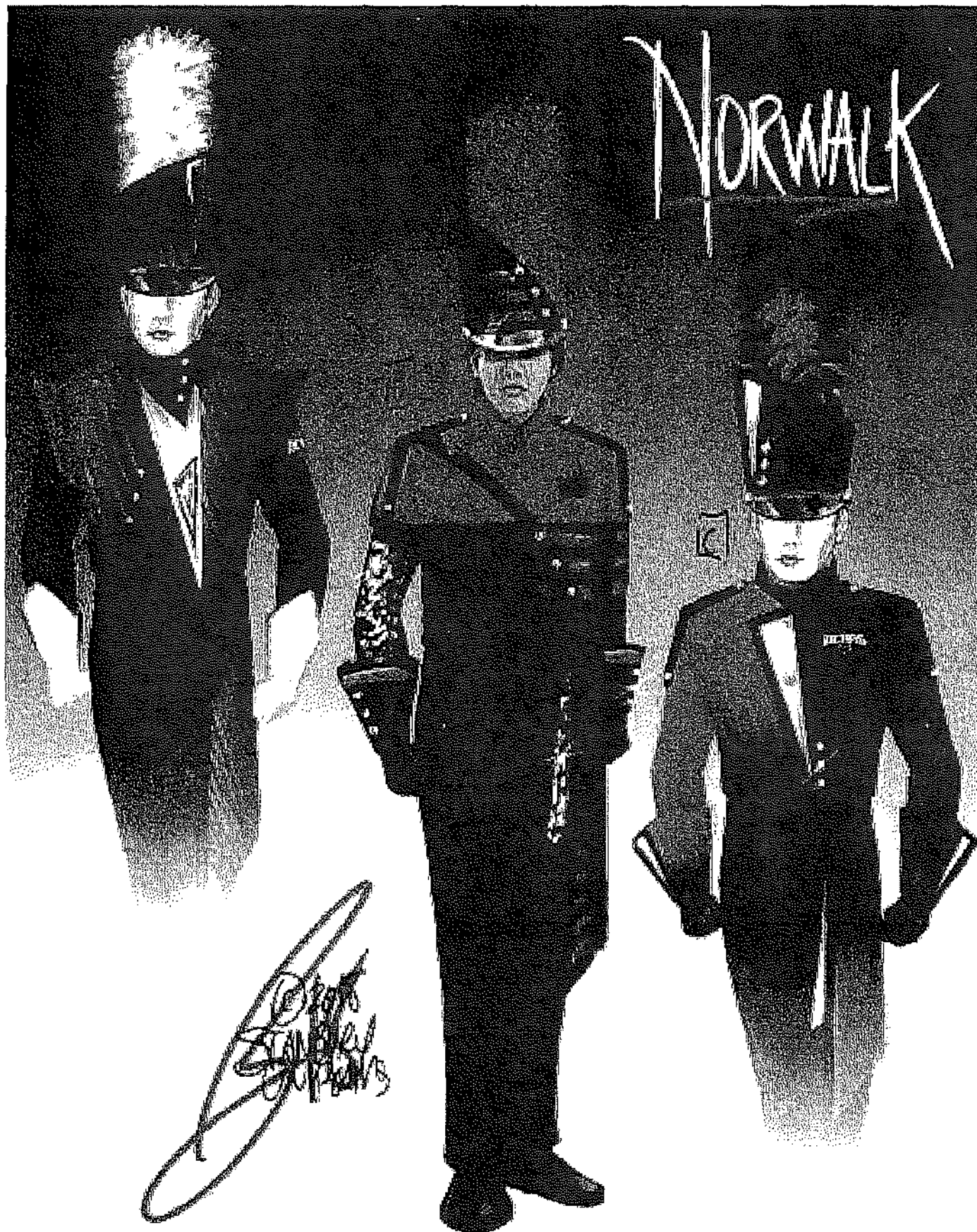
In accordance with the terms of this Warranty, Seller will repair or, at its option, replace free of charge any covered uniform part that is proven defective. Such repair or replacement shall be Buyer's exclusive remedy under this Warranty. This Warranty shall be invalid if repairs to the uniform are attempted by anyone other than an authorized representative of Seller.

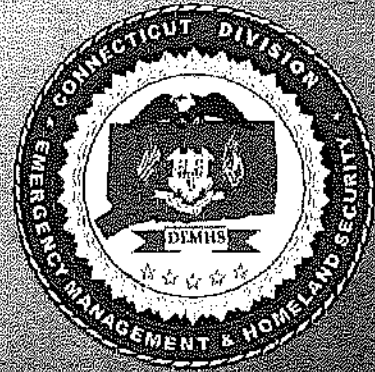
Buyer shall not be entitled to any consequential or incidental damages for nonconforming or defective goods, or for any other breach or repudiation of the sales contract by Seller. Consequential and incidental damages shall include, but are not limited to, lost profits and all other items defined as consequential and incidental damages by the applicable version of the Uniform Commercial Code. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

Notice of any defect and of any claim under this Warranty must be submitted in writing to Stanbury Uniforms, Inc., P.O. Box 100, Brookfield, Missouri 64628, within a reasonable time after the defect becomes apparent, in no event to exceed thirty (30) days. A written receipt for the uniforms, showing the date of purchase, must accompany any request or claim for work to be performed. To obtain performance under this Warranty, Buyer must make the defective uniforms available for inspection by Seller or its designated representative at a location and time reasonably convenient for both Buyer and Seller. After such inspection, Seller will issue to Buyer a written acceptance or rejection of the claim under the Warranty. Seller shall not be obligated to perform under this Warranty until it has inspected the uniforms for which a claim is made and has given Buyer written acceptance of the claim.

THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE.

NORWALK





E.MERGENCY M.ANAGEMENT P.ERFORMANCE G.RANT

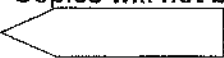
**FFY 2017 APPLICATION
Due: June 15, 2018**



State of Connecticut

**Department of Emergency Services and Public Protection
Division of Emergency Management and Homeland Security**

SECTION A. APPLICATION INSTRUCTIONS

Below are brief instructions for filling out each application form. Please fill out these forms completely and accurately. **Please be reminded that all signatures are required to be original on this document. Copies will not be accepted.** Please sign or initial where you see the following tabs: 

1. **Manual:** Please print and review the EMPG Program Manual (<http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692>). The Subgrantee is responsible for the information contained in this document. More complete instructions are available in this document.
2. **Section B: Applicant Information and Datasheet:** Please fill out boxes 1-16 with the necessary information.
3. **Section C: Municipal Resolution:** Please provide a municipal resolution to grant the Chief Executive Officer the authority to sign the EMPG application package on behalf of the municipality. For more information on resolution specifics please reference the EMPG Program Manual.
4. **Section D: EMPG FINANCIAL TOOL-Budget Preparation:** Fill in your budget request for the performance period of 10/1/17-9/30/18 in the 2017 EMPG SLA Financial Tool. Please submit this budget electronically to your DEMHS Regional Office for review upon submittal of the application. Please consult the 2017 EMPG Manual for any additional forms.
5. **Section E: Master Staffing Pattern:** The Master Staffing Form comes pre-populated with the training records of local personnel who have reported completion of the IS and/or PDS course requirements. Towns may use this form to report on any additional courses completed since their last EMPG application.
6. **Additional Forms:** Please review the remaining list of forms available on our website at <http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692> to determine if any of these forms will be needed for your application:

Emergency Management Director Job Description – Use this form if you have hired a new Emergency Management Director.

Emergency Management Deputy Director Job Description – Use this form if you have hired a new Emergency Management Deputy Director.

Emergency Management Support Staff Job Description – Use this form if you have hired new Emergency Management Support Staff (e.g. Clerical).

Request for Transcripts from EMI – Use this form to request a transcript of the courses you have completed through FEMA and/or the Emergency Management Institute (EMI).

Once all of the necessary forms are filled out and signed, complete the application by signing and dating the Applicant Information and Data Sheet. Attach the Budget and all other forms and submit the Application Package to your DEMHS Regional Office.

SECTION B: EMPG APPLICATION INFORMATION AND DATA SHEET

All Forms Must Be Original - Copies Will Not Be Accepted

Mail Completed Applications To:

DESPP/DEMHS Grant Unit 1111 Country Club Road, Third Floor North
Middletown, Connecticut 06457 - Attn: Robert Drozynski

SPCP Unit Use Only

1. Name of Municipality or Agency Applying for Subgrant:
City of Norwalk

2. Period of Award for this Subgrant: 7/1/18 – 6/30/19

3. Project Manager Name and Address

Name: Albert Bassett Title: Deputy Chief
Organization: Norwalk Fire Department
Address Line 1:
Address Line 2: 121 Connecticut Ave
City/State/Zip: Norwalk Ct 06854
Phone: 203-854-0235 Fax:
E-mail: abassett@norwalkct.org

4. Official Authorized to Sign for the Applicant:

Name: Harry Rilling Title: Mayor
Organization: City of Norwalk
Address Line 1: 125 East Ave
Address Line 2:
City/State/Zip: Norwalk CT 06856
Phone: Fax:
E-mail: hrilling@norwalkct.org

5. Municipal/Agency Financial Officer

Name: Robert Barron Title: Director of Finance
Organization: City of Norwalk
Address Line 1:
Address Line 2: 125 East Ave
City/State/Zip: Norwalk CT 06856
Phone: 203-854-7870 Fax:
E-mail: rbarron@norwalkct.org

6. Fiscal Point of Contact: (If Different than Financial Officer)

Name: Title:
Organization:
Address Line 1:
Address Line 2:
City/State/Zip:
Phone: Fax:
E-mail:

7. Applicant FEIN: 06-6011881

8. Applicant DUNS #: 075410415

9. Applicant Fiscal Year End: June 2019

10. Date of Last Audit:

11. Dates Covered by Last Audit: to

12. Date of Next Audit:

13. Dates to be Covered by Next Audit: to

Please note that the information required for boxes 9 through 13 refers to the sub-grantee's audit cycle.

FEDERAL AUDIT AND DEBARMENT REQUIREMENT CERTIFICATION

14. ACKNOWLEDGEMENT OF FEDERAL SINGLE AUDIT SELF REPORTING REQUIREMENTS

- Sub-grantees that are required to undergo a Federal Single Audit as mandated by OMB Circular A-133 must alert CT DEMHS, in writing, to any specific findings and/or deficiencies with regard to the use of federal grant funds within 45 days of receipt of their audit report. This notification must identify the finding(s) / deficiencies and a corrective action plan for each.
- All sub-grantees must submit to CT DEMHS a copy of the audit report section pertaining to use of federal grant funds regardless of any findings or deficiencies, within 45 days of the receipt of that report.

Initial to indicate that this requirement has been read and understood:

INITIAL

15. ACKNOWLEDGEMENT OF DEBARMENT REQUIREMENTS:

- The sub-grantee will confirm the eligibility status (via Sam.gov) of all vendors/contractors that the sub-grantee pays with EMPG SLA funds. The sub-grantee will confirm that the vendors/contractors do not appear on the SAM's Exclusion List of federally debarred or suspended vendors.

Initial to indicate that this requirement has been read and understood:

INITIAL

16. I, the undersigned, for and on behalf of the named municipality, state agency, or regional planning organization, do herewith apply for this subgrant, attest that, to the best of my knowledge, the statements made herein are true, and agree to any general or special grant conditions attached to this grant application form.

SIGN & DATE

Authorized Signatory: X

Date:

SECTION C. AUTHORIZING RESOLUTION

All Forms Must Be Original - Copies Will Not Be Accepted

This Blanket Resolution Can Also Be Used to Satisfy the Requirements of the Homeland Security Grant Program

AUTHORIZING RESOLUTION OF THE

(Insert name of governing body--for example, town council)

CERTIFICATION:

I, _____, the _____ of _____,
(keeper of the records—for ex. town clerk or secretary of council)

do hereby certify that the following is a true and correct copy of a resolution adopted by
_____ at its duly called and held meeting on _____, 20____,
(name of governing body) (Month, Day)

at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the _____ may enter into with and deliver
(name of governing body)

to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that _____, as _____ of
(name and title of officer)

(Name of governing body)

is authorized and directed to execute and deliver any and all documents on behalf of the

(name of governing body)

and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents.

The undersigned further certifies that _____
(name of officer)

now holds the office of _____ and that he/she has held that office since

IN WITNESS WHEREOF: The undersigned has executed this certificate this _____ day of

_____ 20____

(Name and title of record keeper)

INSERT
TACTILE
TOWN
SEAL HERE

The Chief Executive Officer has not changed since the
previous resolution was authorized on _____
(Date)

SECTION D. EMPG SLA FINANCIAL TOOL-BUDGET

Please Note: Applications will not be reviewed without the submittal of the EMPG Financial Tool "Application Budget" tabs.

Fill out the Application Budget portion of the tool by filling out the teal boxes for the following:

1. Award Amounts:

Per Capita Award: This amount is based on your town's population as listed in the State Register and Manual.

Sub grant Allocation: This totals as you fill in the categories below.

2. Enter Categories:

- **Personnel-** Enter the total estimated cost for salaries or stipends for full or part-time EMDs, Deputy EMDs and support staff.
- **Organization-** Enter the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.
- **Equipment-** Enter the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.
- **In kind-** Enter the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match.
- **All other-** Enter the total estimated cost for all other items. Must receive pre-approval from DEMHS Regional Coordinator.
- **Unallocated -** This is the remaining balance of funding that you have not yet allocated to a particular category.

EMPG Subgrant Budget (Fill In Green Cells Only)	
PER CAPITA AWARD	
Total:	\$147,216.00
Federal Per Capita Share ¹ :	\$73,608.00
Local Match ² :	\$73,608.00
SUBGRANT ALLOCATION	
Total:	\$0.00
Federal Per Capita Share ³ :	\$0.00
Local Match (Includes In-Kind) ⁴ :	\$0.00
Personnel:	\$0.00
Allocate (Enter) the total estimated cost for salaries or stipends for full or part-time EMD's, Deputy EMD's and support staff. If claiming fringe, please provide a fringe benefits letter from the Municipal Finance Director.	
Organization:	\$0.00
Allocate (Enter) the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.	
Equipment:	\$0.00
Allocate (Enter) the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.	
In-Kind:	\$0.00
Allocate (Enter) the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match. For a volunteer time form please visit the DEMHS website at http://www.ct.gov/demhs/cwa/view.asp?a=1910&q=411692	
All Other:	\$0.00
Allocate (Enter) the total estimated cost for all other items. Must receive pre-approval from DEMHS Regional Coordinator.	
Unallocated:	\$73,608.00

Section E EMPG Master Staffing Pattern and Training History

The purpose of this form is to collect information regarding employees who will be funded under the Emergency Management Performance Grant (EMPG). Shown on the form are the current training records (completed courses are marked with their dates of completion) by your EMPG funded staff according to our records. These courses are required for all staff funded partially or fully under the EMPG.

Instructions: if you have completed additional courses please fill in the dates of completion for any courses. Please provide a copy of the course certificate(s). The deadline for new staff to complete all of the required courses is September 30, 2018.

[illegible]

If an employee funded by EMPG has yet to complete the **Required FEMA IS courses**, please complete the missing courses and submit your training certificate to your Division of Emergency Management and Homeland Security (DEMHS) Regional Office. If you need to request training certificates from FEMA, please request your transcript using the Transcript Request Form – EMI. You can find this form on our website at <http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692>.

To: Members of the Finance Committee

From: Karen Del Vecchio, Director, Information Technology

Date: May 3, 2018

Subj: Replacement of City's Storage Area Network (SAN) System.

A storage area network, or SAN, can be thought of as a separate network of storage devices physically removed from, but still connected to, a network. SANs evolved from the concept of taking storage devices, and therefore storage traffic, off the LAN and creating a separate, back-end network designed specifically for data. SANs represent the evolution of data storage technology to this point.

A SAN provides modular scalability, high-availability, increased fault tolerance, and centralized storage management. The technical methodologies that the SAN introduces make it possible for the City to move, have the storage, speed and reliability to continue adding upgrades and enhancements to GIS, Town Clerk, email, business continuity and security applications.

City IT identified this project as a priority in its 2016/2017 capital budget development and the project was approved and funded at a not to exceed \$75,000.

In March of 2018, the City released Request for Bids # 3819 for the supply of a replacement Storage Area Network (SAN).

Four authorized reseller firms responded to the Request. The ITT Committee unanimously approved the purchase of the replacement SAN. The SAN chosen is a Tegile T4200A from vendor Connection for a price of \$57,168.46 including 5 year Premium Support and installation.

The specific action requested is:

Authorize the Purchasing Agent to issue purchase orders to Connection for the supply of a Storage Area Network per response to Bid Project # 3819 for an amount not to exceed \$57,168.46, accounts 09170600-5777-C0375.

And forward such authorizations onto the Common Council for further action.



City of Norwalk
Information Technology Department
125 East Ave., Rm203
Norwalk, CT 06850
Phone: 203-854-7714 Fax: 203-854-7803
ITT Request Form



Storage Area Network replacement for Fire HQ (City, Health, DPW, Fire)

Request Number: SAN-1-CH Modification Number: 0 Date of Request: 06-Dec-17

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES CONSISTENT WITH CITY TECHNOLOGY PLAN: Yes
BUDGET ACCOUNT: 09170600-5777-C0375

VENDOR DATA

Per response to RFB # 3819, dated March 2018

Connection

732 Milford Road, Merrimack NH 03054

800-800-0019 x 7500 Tony Forno

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
1	Regile T4200A SAN			\$40,459.52	\$40,459.52
1	5 years premier support	24 X 7 onsite 4 hr response		\$14,023.64	\$14,023.64
1	Installation			\$2,685.30	\$2,685.30
				\$0.00	\$0.00
				\$0.00	\$0.00
Shipping					
Total Price					\$57,168.46

Date Presented:

06-Dec-17

Date Approved:

06-Dec-17

PROJECT SAN CH

ITT Signature: signature on file



CITY OF NORWALK
Norwalk Department of Health
Department of Information Technology

To: Members of the Finance Committee

From: Deanna D'Amore, Director of Health
Karen Del Vecchio, Director of IT

Re: Implementation of New Permit/Inspection System for the Health Department.

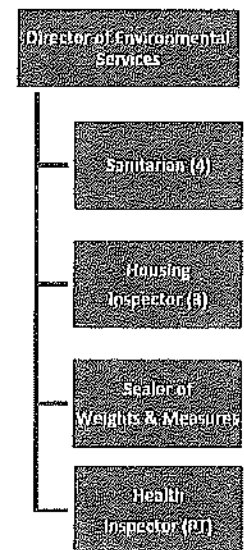
Date: May 21, 2018

About the Environmental Health Division

The Environmental Health Division of the Norwalk Health Department enforces laws and regulations within the Connecticut General Statutes, the Connecticut Public Health Code, and the Code of Ordinances of the City of Norwalk. Environmental Health's responsibilities include inspecting restaurants and food service establishments, residential housing, septic systems, pools, and salons. In addition, the Division investigates food-borne illnesses and complaints, conducts comprehensive lead investigations, monitors recreational and commercial shellfishing areas, provides beach and other water quality monitoring, and offers a weights and measures program.

There are ten staff members who conduct inspections (Figure 1). Staff conducted 3,536 inspections last fiscal year (Table 1) and issued licenses and permits (Table 2). Housing inspectors investigate complaints and issued 423 notices of violations requiring corrective action last year. Fees for environmental services are evaluated on an annual basis and are updated to reflect costs. Approximate revenue for licenses and permits was \$440,000 during the previous fiscal year (Table 3).

Figure 1: Staffing Profile



Opportunity for Improvement

The Department has been keeping electronic environmental health records since the mid-1980s, which currently equates to a database of over 100,000 records. The current system, called Digital, was implemented in 2009. The health department has worked with the developers over several years to customize and implement the system, but the system has not fully functioned as envisioned. Some key issues are described below:

- The reporting functions do not work. We are not able to use data from the system for performance management. Staff have had to rely on the older system FoxPro for data reports and monitoring.
- The field client frequently malfunctioned and was abandoned.
- The licensing feature does not work.

The IT Department and Health Department identified replacing the Digital environmental system as a priority in the 2016 Technology Capital Budget request and the funds were approved and are available to proceed. Different systems were reviewed, but leadership could not find a better alternative at the time. The project was put on an additional hold, waiting for a new Health Director to be hired.

Solution

In 2017, Building Code Enforcement, Zoning, and Conservation upgraded their respective permit management systems to a common platform called "Municipity." Public Works is currently in the process of upgrading its pavement management system to the Municipity platform and should be complete by the fall of 2018.

The Municipity Health Module has been vetted by the Health Department team and is deemed to meet the requirements for its public health environmental system requirements. In addition, migrating to a common permit/inspection platform provides added benefits such as: streamlining the permitting process through multiple departments, allowing for easier intercity collaboration throughout the review and approval process as well as communicating enforcement findings and actions; MuniCity is a Cloud application - allowing access anywhere anytime for inspectors to enter information immediately; provides permittees the ability to apply online, decreasing the amount of time spent on data input; it is a true GIS-integrated software; and billing would be tied to the Comptroller's Office.

MuniCity costs were negotiated by CRGOG as part of a regional permit and inspection system and are based on the size of the municipality. The project implementation cost is **\$65,078.00** which includes the software, implementation, mobile licensing for 10 inspectors, training, data conversion from the existing system, interfacing billing and invoicing with the City's financial system, and the first year of maintenance/support/hosting. There is an additional \$5,966 annual operating cost for the system maintenance and support, however, this is a reduction of \$6,034 over the current system annual operating cost for maintenance and support.

Next Steps

The ITT Committee reviewed and approved the Health Department's Municipity module at its June 6, 2018 meeting.

The specific action that will be requested is:

Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the Software License and Service Agreement between the City and Software Consulting Associates for the licensing and services of Municipity Permit System for the Health Department for an amount not to exceed \$65,078.00, account 09160600-5777-C0375 (approved IT Capital project; no special appropriation required) and forward onto the Common Council for further action.

DATA TABLES

Table 1: Inspections

Food	1,601
Housing	1,388
Weights & Measures	190
Salons	156
Septic	92
Public Pools	87
Massage Establishments	11
Tanning	7
Wells	4
Total	3,536

Table 2: Licenses/Permits

FY 16-17 License/Permit	#
Food Establishments Licensed	601
Certificates of Apartment Occupancy	598
Tenement Registrations	573
Weights & Measures Certifications	658
Public Pools Licensed	46
Salons Licensed	115
Massage Establishments Licensed	8
Tanning Facilities Licensed	6
Septic Permits	93

Table 3: Revenue

Environmental Health Revenue		
	FY 17-18 YTD	FY 16-17
Food Licenses	\$239,930	\$227,570
Salons	\$29,480	\$29,660
Tenement House Registration	\$28,035	\$31,685
Certificate of Apt Occupancy	\$27,080	\$55,545
Weights & Measures	\$21,955	\$26,390
Temp & Seasonal Food Events	\$12,865	\$14,215
Septic Permits (New & Repair)	\$12,735	\$10,365
Pool Permits	\$12,505	\$13,055
Septic Construction	\$10,620	\$7,030
Lot Test/Site	\$8,440	\$9,610
Rooming House	\$4,455	\$4,440
Massage Establishments	\$990	\$945
Massage Therapists	\$2,525	\$3,360
Food Plan Review	\$1,750	\$3,850
Tattoo	\$1,100	\$1,170
Wells	\$1,020	\$340
Tanning	\$400	\$400
Total	\$415,885	\$439,630



City of Norwalk
Information Technology Department
125 East Ave., Rm203
Norwalk, CT 06850
Phone: 203-854-7714 Fax: 203-854-7803
ITT Request Form



SCA MuniCity Permit and Inspection System Health Department

Request Number: MUNPIHD Modification Number: 0 Date of Request: 06-Jun-18

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES CONSISTENT WITH CITY TECHNOLOGY PLAN: Yes
BUDGET ACCOUNT: 09160600-5777-C0375

VENDOR DATA

Per proposal dated May 5, 2018

Software Consulting Associates, Inc.

54 Elizabeth St., Red Hook, NY 12571

www.sca-corp.com

Wil LaBossier

854-758-0104

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
1	Software licensing, implementation	maint/support/1st yr hosting	training and Municipity Connect	\$54,578.00	\$54,578.00
1	Mobile technology implementation	n for 12 inspectors		\$7,000.00	\$7,000.00
1	Data Conversion from Digital Hex			\$3,500.00	\$3,500.00
					\$0.00
					\$0.00
Shipping					
Total Price					\$65,078.00

Date Presented: 06-Jun-18 Date Approved: 06-Jun-18

PROJECT DPWPermit&Inspections

ITT Signature: signature on file



CITY OF NORWALK
Department of Information Technology

To: Members of the Finance Committee
From: Karen Del Vecchio, Director IT
Re: 2018/2019 Technology Refresh Program
Date: June 7, 2018

City Information Technology maintains an inventory database of personal computer workstations, laptops, and printers in City Hall, Libraries (both staff and public access), Public Works Center and Police Department and Fire Stations, including mobile data terminals in police and fire vehicles.

From this inventory, IT annually assesses the condition of all the workstations relative to: equipment age, reliability, supportability, utilization, and overall performance. Based on this assessment, IT develops an annual Technology Refresh Plan and Schedule.

The 2018/2019 Technology Refresh Plan calls for the replacement of 152 personal computer workstations with new workstations, tablets, or laptops, 10 ruggedized mobile data terminals with mobile printers for public safety, and approximately 41 monitors which are specified to the City IT equipment and software standards.

The public safety mobile data terminal and mobile printer portion of the Refresh plan accounts for \$51,315 of the total Plan. The mobile data terminals are now scheduled for refresh on a 3 year cycle as these units are in use 24x7x365 and installed in vehicles that are subject to extremes in temperature and other demanding conditions. This capital year request will refresh 1/3 of the Police mobile data terminals inventory. The total Public Safety investment in the Plan, which includes Police, Fire and Combined Dispatch, is \$124,367.80

IT, after discussion with the respective department heads, assigns a replacement schedule for each workstation based on its condition and performance. Older PCs that are replaced, but deemed having some useful life, will be "cascaded" to other uses such as training, temporary, loaner/repair, single-use kiosk, or occasional-use systems.

The Technology Refresh continues the electronic asset disposal program started in 2005 which inventories, sanitizes the disk drives (erase to DoD specification), and disposes of obsolete computer equipment in accordance with City Procurement Guidelines and in an environmentally responsible manner.

The 2018/2019 Information Technology Capital budget requested and received approval for the funding of \$197,018.70 for the Technology Refresh. No special appropriation is required for this project.

This Technology Refresh Plan was unanimously approved by the ITT Committee at its June 6, 2018 meeting.

The specific action I am requesting is as follows:

- a. Authorize the Purchasing Agent to issue purchase orders in accordance with City Procurement Guidelines for the supply of personal computers workstations, laptops, ruggedized data terminals, tablets, and obsolete asset disposal according to City IT department specifications for an amount not to exceed \$197,018.70 account 09190600-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Common Council for further action.*

ATT: ITT Approval Form



City of Norwalk
Information Technology Department

125 East Ave., Rm203

Norwalk, CT 06850

Phone: 203-854-7714 Fax: 203-854-7803

ITT Request Form



2018 2019 Desktop Refresh Program - PCs, Rugged Data Terminals, Printers

Request Number: DRF2018/2019 Modification Number: 0 Date of Request: 06-Jun-18

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES CONSISTENT WITH CITY TECHNOLOGY PLAN: Yes
BUDGET ACCOUNT: 09190600-5777-C0375

VENDOR DATA

Various Vendors

Separate Reqs to follow over next 12 months

TO ENCUMBER FUNDS ONLY

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
	Public Safety desktops, laptops	rugged mobile data terminals	various	various	\$124,367.80
	Library desktops and laptops for	staff and public use	Dell various	various	\$31,611.00
	DPW	staff and public use	Dell various	various	\$16,956.20
	City Hall, all others				\$24,083.70
Shipping					
Total Price					\$197,018.70

Date Presented: 06-Jun-18 Date Approved: 06-Jun-18

PROJECT 2018 2019 Desktop Refre

ITT Signature: signature on file



CITY OF NORWALK
Department of Information Technology

To: Members of the Finance Committee
From: Karen Del Vecchio, Director IT
Re: Data Governance/Cyber Security Software
Date: June 7, 2018

A Data Governance Software system provides a single system to:

- Protect data from both inside and outside cyber threats
- Provide reliable audit trails of all user access to both data and network
- Inventory all data across the network and Cloud
- Protect data against theft or loss
- Discover data containing personal identifiable information (PII)
- Protect sensitive data by controlling access
- Prevent cyberattacks that encrypt and hold data for ransom
- Help meet and document compliance required by CJIS, HIPAA, etc.

The Varonis system provides all of the above features with audit trails of network usage, data access, data change and movement. Moreover, the software monitors the underlying operating systems for issues and provides alerts and solutions.

City IT identified this cyber security project as a priority in its 2018/2019 capital budget development and the project was approved and funded at a not to exceed \$50,000.

The City will purchase the software using the State of Connecticut contract 17-PSX0129, NASPO Contract ADSP016-130651. The ITT Committee unanimously approved this project at its June 6, 2018 meeting.

The specific action requested is:

Authorize the Purchasing Agent to issue purchase orders to SHI for the supply of Varonis software system per quotation #15417368, dated May 30, 2018, State of Connecticut contract #17-PSX0129, for an amount not to exceed \$49,116,00, account 09190600-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Finance Committee for further action.

Att: ITT Approval Form



City of Norwalk
Information Technology Department
125 East Ave., Rm203
Norwalk, CT 06850
Phone: 203-854-7714 Fax: 203-854-7803
ITT Request Form



Varonis Data Governance Software

Request Number: Varonis Modification Number: 0 Date of Request: 06-Jun-18

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES CONSISTENT WITH CITY TECHNOLOGY PLAN: Yes
BUDGET ACCOUNT: 09190600-5777-C0375

VENDOR DATA

SHI

200 DAVIDSON AVE, SOMERSET, NJ 0887

Steven_Baker@shi.co 1-732-584-8430

ATT: DAVID ROSS, SUITE 203, CITY HALL
125 EAST AVE, NORWALK, CT

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
1	All items on Quote 15417368	dated May 30, 2018	CT contract 17-PSX0129	\$49,116.00	\$49,116.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Shipping					
Total Price					\$49,116.00

Date Presented:

06-Jun-18

Date Approved:

06-Jun-18

PROJECT Varonis

ITT Signature:

signature on file



CITY OF NORWALK
Department of Information Technology

To: Members of the Finance Committee

From: Karen Del Vecchio, Director, IT

Re: Local Area Network Switch Refresh - Main and South Norwalk Library

Date: June 7, 2018

A switch is a device used on a computer network to physically connect devices, like computers, telephones, copier/scanners, and printers, together. Switches manage the flow of data across a network by only transmitting a received message to the device for which the message was intended.

A LAN switch is an intelligent device that works on an organization's internal network. Each networked device connected to a switch is identified and authenticated, allowing the switch to regulate the flow of traffic. This maximizes the security and efficiency of the network.

Norwalk utilizes LAN switches in all of its buildings connected to the City network, for a total of over 40 switches. Each LAN switch can support up to 48 device connections. The LAN switches installed at the main and South Norwalk library are an assortment of older appliances (9+ years) which don't support bandwidth throughput greater than 100 gigabytes. These LAN switches are showing signs of age with port failures and sluggish through-put.

IT has developed a five year capital plan to refresh all the LAN switches on the City network. This refresh plan was introduced in the 2015/2016 IT capital budget submission. To date, IT has refreshed the LAN switches at Police, City Hall, the Health Department, all Fire stations, and the Public Works Garage. This current request will refresh 5 switches at the main Library and 3 switches at the South Norwalk Branch for a total of 8 switches. Funding for this project was requested and approved in the 2018/2019 IT capital budget request.

The ITT Committee unanimously approved this project at its June 6, 2018 meeting.

The specific action requested is:

- a. Authorize the Purchasing Agent to issue purchase orders to Total Communications, the lowest bidder, for the procurement of Cisco LAN switches for the main Library and South Norwalk Library for an amount not to exceed \$45,272.04, account 09190600-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward onto the Common Council for further action.*

Att: ITT Approval Form



City of Norwalk

Information Technology Department

125 East Ave., Rm203

Norwalk, CT 06850

Phone: 203-854-7714 Fax: 203-854-7803

ITT Request Form



CISCO LAN Switch Refresh for Main and South Norwalk Library

Request Number: CLANLib Modification Number: 0 Date of Request: 06-Jun-18

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES CONSISTENT WITH CITY TECHNOLOGY PLAN: Yes
BUDGET ACCOUNT: 09190600-5777-C0375

VENDOR DATA

Total Communications

333 Burnham St. East Hartford, CT 06108

860-622-4121

janefcoconnell@totalcomm.com

ship to: Rodney Garcia, IT Suite 203, City Hall
125 East Ave, Norwalk, CT

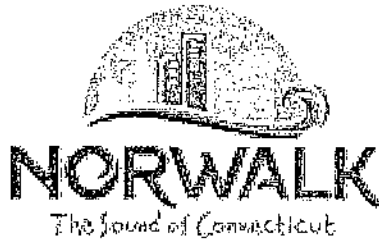
PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
8	Cisco Catalyst 3850 48 port POE	LAN base	WS-C3850-48F-L	\$5,550.42	\$44,403.36
2	Cisco Catalyst 3850 X4 1GE	network module	C3850-NM-4-1G	\$243.42	\$486.84
8	Cisco 50CM type 1 stacking cabl	cable	STACK-T1-50CM	\$47.73	\$381.84
					\$0.00
					\$0.00
Shipping					
Total Price					\$45,272.04

Date Presented: 06-Jun-18 Date Approved: 06-Jun-18

PROJECT Switches Library

ITT Signature: signature on file



Town Clerk's Office

125 East Avenue, Room 102
Norwalk, CT 06851
203-854-7747

Mr. Fred Gilden, Comptroller
City of Norwalk
125 East Avenue
Norwalk, CT 06851

Re: Lease Agreement with New Vision Systems
Extended through March 30, 2024

Dear Fred:

At the next Finance Committee meeting of the Common Council, I would like the following item to appear:

Authorize the Mayor, Harry W. Rilling, to execute an amendment to the Lease Agreement with New Vision Systems Corporation, a sole source provider, for the provision of additional equipment, software, and services related to the Official Records Systems module and further extend the term of the Lease Agreement through March 30, 2024. Lease payments shall be \$3,531.00 per month for the duration of the amended Agreement, account XXXXXX-5255 (budgeted operating expense; no special appropriation required) and forward onto the Common Council for further action.

I have included backup material to support this request. This update will provide more access for public use at no cost other than extension of the Lease.

Very truly yours,

A handwritten signature in dark ink that reads "Richard A. McQuaid". The signature is written in a cursive style with a large, prominent "R" and "M".

RICHARD A. MCQUAID
Norwalk Town Clerk



NewVision Systems Corporation

50 Locust Avenue
New Canaan, Connecticut 06840

Norwalk Town Clerk

**MARCH 28, 2018
SUMMARY OF PROPOSED
OFFICIAL RECORDS SYSTEM ("ORS") SOFTWARE UPDATES**

Property Alert

While people go to great lengths to protect bank accounts from fraudulent access, most homeowners would not be aware of a fraudulent transaction recorded against their property until they go to sell the property and a title search is run. For this reason, NewVision has introduced its optional Property Alert Software Module to operate in conjunction with the ORS. Members of the public may subscribe through a Property Alert Sign-up Utility to get an automated email if a document is recorded and indexed with a name that matches data that the subscriber enters through the Sign-up Utility.

Tax Lien Interface/Auto Record

Auto Record automates the recording tax and sewer liens and releases. Auto Record provides an automated process to import these documents and related data into the system from a file output of the Tax Collector's system, eliminating the need to manually record, scan and index these documents.

Subscription Application for Internet Land Records Search Subscriptions

Internet access to land records data and images provides a source of potential revenue. The Subscription Application allows for searchers with Windows systems to pay a fee, set by the Town Clerk, for a subscription to access SearchNG to search for and view land records data and images from their homes or offices. Fees and subscription terms are tailored to the Town Clerk's requirements, with the Town Clerk retaining 100% of the revenue.

Searchers set up their subscription on-line without involvement from Town Clerk staff. The Subscription Application interfaces with software from ACI/Official Payments Corporation for collection of fees. ACI adds a "convenience fee," payable by the subscriber for each transaction, without charging the Town Clerk for its software. Submission of fees and related reports by ACI to the Town Clerk is established by a separate agreement between the City and ACI.

In addition to enabling the Town Clerk to automate subscription access and generate related revenue, the Subscription Application enables the Town Clerk to maintain the per-page print charge that is charged for users who photocopy or print documents in the Town Clerk's office, by requiring that subscribers pay a charge, to be set by the Town Clerk, for printing or saving document images.

Electronic Recording Software

ERecording allows documents to be recorded at electronic speed while eliminating a large part of the time and effort to index and verify, resulting in savings for the recording office and the public.



NewVision Systems Corporation

50 Locust Avenue
New Canaan, Connecticut 06840

The RecordsNG Electronic Recording module has been designed to meet the following objectives:

- Support various document formats such as XHTML and TIFF
- Handle batch processing of many documents received in one package
- Provide security for documents and Filing Agent accounts
- Conform to industry standards
- Vendor/Submitter independent.

The Electronic Recording module is compliant with eRecording standards set forth by PRIA, UETA, E-Sign, and industry standards for security, thus enabling all submitting agencies that are also compliant to interface and submit electronic documents to the system.

- Land records documents (e.g., mortgages, releases, etc.) can be submitted electronically from the attorney's office, bank, or title company.
- Submitter software transmits electronic documents and index data to NewVision's eRecording module for review and acceptance by Town Clerk staff.
- Once accepted, documents are electronically stamped and made available for return to the submitters, eliminating the need to mail back hard copy documents, and the document images and index data are stored in the NewVision database and immediately accessible to title searchers.
- ERecording improves efficiency by eliminating handling of hard copy documents, including page count, stamping, scanning, and mail back. Payments are made via ACH.

Dog License Email Renewal Notices

As an option, in lieu of mailing postcard reminders, renewal notices to dog and kennel owners may be sent via MS Outlook email. Emails include all of the dog/kennel specific information that would otherwise be included in a post card. The Town Clerk may send email notices multiple times—for example, the first time would be to owners of all currently licensed dogs just prior to the renewal period; the second email notices would cover owners who have not yet registered their dogs; and the third email notices would be sent at the end of the renewal period, notifying owners of unregistered dogs/kennels that their licenses are delinquent.

Dog License On-Line Renewals

Dog owners with previously licensed dogs can complete their renewal application online through our On-Line Renewal feature. Dog owners go to the City web site and look up their dog by entering last name and tag number and update information as appropriate, including scanning and uploading a new rabies certificate and/or a new spay/neuter certificate. Payments are made through ACI, an on-line payment vendor responsible for collecting and remitting payments to the Town Clerk. The Dog License Software displays a renewal queue through which Town Clerk staff can access and view on-line renewal applications, and the Town Clerk completes the transaction and mails the license and tag to the owner. Submission of fees and related reports by ACI to the Town Clerk is established by a separate agreement between the City and ACI.

Marriage License Software

Software automates marriage license issuance and recording on the ORS.



NewVision Systems Corporation

50 Locust Avenue
New Canaan, Connecticut 06840

- Allows entry of required data regarding the couple.
- The couple reviews and approves a worksheet containing all required data.
- Once approved, Town Clerk staff prints the marriage license.
- Following the marriage, the Town Clerk can easily look up the license, enter the wedding date into the system, and record and scan the completed marriage license for permanent storage.
- The system integrates with the ORS cashiering application for fee collection.

BrowserView

BrowserView replaces the currently installed legacy browser module, which is available for users who do not have Windows devices - typically Apple Mac or iPad users - for searching the land records index data on-line. BrowserView-OR complements the .Net based SearchNG product that is used by the staff and the public for both local (in office) searches and remote/internet searching, but requires a Windows device. With BrowserView-OR installed a remote user can choose to search the OR database using either a Windows device or the following supported browsers:

Web Browser
Microsoft/Internet Explorer Version 10 or higher
Microsoft Edge
Firefox
Google Chrome/Android
Safari

BrowserView utilizes new technology managed by Google and supported by Microsoft that is supported by most current browsers, as well as devices such as smart-phones and tablets.

SOLE SOURCE PROCUREMENT REQUEST

Date - March 26, 2018

Please read the Sole Source procurement Policy printed on page 2 before filling out this request. This form is to be used in conjunction with the Procurement Request Form.

Briefly describe the scope of services or equipment needed. Attach a Procurement Request Form and complete specifications.

This purchase qualifies as a Sole Source procurement for the following reason(s):

- ☒ The compatibility of equipment is of paramount consideration.
- ☒ The compatibility of accessories, replacement parts is of paramount consideration.
- ☐ The sole supplier's item is needed for trial use or testing.
- ☐ The sole supplier's item is to be produced for resale or donation.
- ☐ A Public utility service
- ☐ Other, please explain -

Outline any research you did in determining that this vendor is the only one able to supply this item or service. Be specific as to names and addresses of firms or people contacted. Attach supportive documentation.

Equipment has been used in Town Clerk office since 2003 with 4 previous amendments. There are other companies who provide this service but City would need to purchase all new equipment along with starting over building programs and purchasing licensing agreements already in place with City of Norwalk IT Department. This agreement is at no cost to City other than extending contract.

Dale McQuend.. Town Clerk
Department Head's Signature

The Purchasing Agent

Corporation Council

☒ Supports

☐ Does not support

☐ Supports

☐ Does not support

This request for a sole source purchase

Ben Lee
Signature

Signature



NewVision Systems Corporation
50 Locust Avenue
New Canaan, CT 06840

EXHIBIT 5-A

Next Generation
Official Records System
"RecordsNG"

Norwalk, Connecticut
Town Clerk

January 24, 2018

NewVision Systems Corporation
By Sheryl Watkins Dunleavy
(203) 323-4623 x217
sheryld@newvisionsystems.com



NewVision Systems Corporation
 50 Locust Avenue
 New Canaan, CT 06840

System Configuration

Quantity	Software Description
Site License	Software comprising the Next Generation of NewVision's Official Records System, "RecordsNG." Software applications include all software required for: • Cashier/Recording • Scan • Index/Verify • Public Search, including Internet Access for Public Search for Windows users, to operate on City web server • Standard Reports • Administration • Connecticut Reports— ○ Community Investment Account ○ Historic Documents Preservation Account ○ Nominee as Grantor/Assignments and Releases of Mortgage ○ Nominee as Grantor/Grantee
4 Workstations	NewVision Dog License Software; to operate on hardware included in base System Configuration

Quantity	Hardware/Database Software
1	SQL Server 2016 Standard 4-core License,
3	Cashier/Recording Workstations, each with a slip printer and cash drawer
1	Scan Workstation
2	Index/Verify Workstation
4	Public Search Workstations
1	Network Printer (HP Laserjet M506n)
1	Network Printer (HP Laserjet M605X)
1	Plat Scan/Print Workstation
2	Additional slip printers; to operate with Cashier/Recording Software on City provided workstations
1	Spare Slip Printer

NOTE: City to provide, install, and maintain Data Server, Tape Backup and Backup Software.

Total Workstations proposed in Base System Configuration: 11



NewVision Systems Corporation
50 Locust Avenue
New Canaan, CT 06840

Additional Software:

Quantity	Software Description
Site License	Property Alert Software; to be set up to for notifications based on matching name
Site License	Tax Lien Interface/Auto Record
Site License	Internet Subscription Application for automated set up Internet subscriptions for Windows users and collection of print charges
Site License	Electronic Recording Module
Site License	BrowserView Software for enabling non-Windows users to search the land records index data via the Internet
Site License	Dog License Email Renewal Notices Software
Site License	Dog License Online Renewals Software
Site License	Marriage License Software

Site licenses apply for entire Town Clerk's office.

Electronic Recording Module, Subscription Application, BrowserView Software, Property Alert Software and Dog License Online Renewals Software to operate on City web server.

Additional Software applications to meet specifications dated February 21, 2017, copies of which have been provided to the Town Clerk.



NewVision Systems Corporation
50 Locust Avenue
New Canaan, CT 06840

Lease Pricing

NewVision proposes an extension of the lease for the Official Records System through March 30, 2024. Included in the lease extension are:

- Continue lease of all Official Records System modules, which have been upgraded to the Next Generation of NewVision's Official Records System
- Continue lease of base Dog License Software
- Implementation of Additional Software on or before October 1, 2018 pursuant to a mutually agreeable schedule
- All new hardware to replace the existing leased hardware on or before October 1, 2018; City to provide, install, and maintain hardware for database server and tape backup and backup software
- All software and hardware maintenance through March 30, 2024
- Installation, training, and follow up support for all leased hardware and software for the entire lease term, as renewed.

Beginning October 1, 2018 through March 30, 2024, the lease price will be \$3,531 per month. Pricing includes discount for continuation as demonstration site.

A credit in the amount of \$8,700 has been applied to purchase a perpetual non-exclusive license to use the Internet Subscription Application.

The City of Norwalk to retain all revenue derived through Subscription Application from Internet search subscription and print charges.

Pricing is based on an annual land records volume of between 20,000-30,000 documents. Additional charges apply if the annual volume exceeds 30,000.



NewVision Systems Corporation

50 Locust Avenue
New Canaan, CT 06840

Next Generation
Official Records System
"RecordsNG"

Norwalk, Connecticut
Town Clerk

January 24, 2018

NewVision Systems Corporation
By Sheryl Watkins Dunleavy
(203) 323-4623 x217
sheryld@newvisionsystems.com



NewVision Systems Corporation

50 Locust Avenue
New Canaan, CT 06840

System Configuration

Quantity	Software Description
Site License	Software comprising the Next Generation of NewVision's Official Records System, "RecordsNG." Software applications include all software required for: • Cashier/Recording • Scan • Index/Verify • Public Search, including Internet Access for Public Search for Windows users, to operate on City web server • Standard Reports • Administration • Connecticut Reports— ○ Community Investment Account ○ Historic Documents Preservation Account ○ Nominee as Grantor/Assignments and Releases of Mortgage ○ Nominee as Grantor/Grantee
4 Workstations	NewVision Dog License Software; to operate on hardware included in base System Configuration

Quantity	Hardware/Database Software
1	SQL Server 2016 Standard 4-core License,
3	Cashier/Recording Workstations, each with a slip printer and cash drawer
1	Scan Workstation
2	Index/Verify Workstations
4	Public Search Workstations
1	Network Printer (HP Laserjet M506n)
1	Network Printer (HP Laserjet M605X)
1	Flat Scan/Print Workstation
2	Additional slip printers; to operate with Cashier/Recording Software on City provided workstations
1	Spare Slip Printer

NOTE: City to provide, install and maintain Data Server, Tape Backup and Backup Software.

Total Workstations proposed in Base System Configuration: 11



NewVision Systems Corporation

50 Locust Avenue
New Canaan, CT 06840

Additional Software:

Quantity	Software Description
Site License	Property Alert Software; to be set up to for notifications based on matching name
Site License	Tax Lien Interface/Auto Record
Site License	Internet Subscription Application for automated set up Internet subscriptions for Windows users and collection of print charges
Site License	Electronic Recording Module
Site License	BrowserView Software for enabling non-Windows users to search the land records index data via the Internet
Site License	Dog License Email Renewal Notices Software
Site License	Dog License Online Renewals Software
Site License	Marriage License Software

Site licenses apply for entire Town Clerk's office.

Electronic Recording Module, Subscription Application, BrowserView Software, Property Alert Software and Dog License Online Renewals Software to operate on City web server.

Additional Software applications to meet specifications dated February 21, 2017, copies of which have been provided to the Town Clerk.



NewVision Systems Corporation

50 Locust Avenue
New Canaan, CT 06840

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- Continue lease of all Official Records System modules, which have been upgraded to the Next Generation of NewVision's Official Records System
- Continue lease of base Dog License Software
- Implementation of Additional Software on or before October 1, 2018 pursuant to a mutually agreeable schedule
- All new hardware to replace the existing leased hardware on or before October 1, 2018; City to provide, install, and maintain hardware for database server and tape backup and backup software
- All software and hardware maintenance through March 30, 2024
- Installation, training, and follow up support for all leased hardware and software for the entire lease term, as renewed.

Beginning October 1, 2018 through March 30, 2024, the lease price will be \$3,531 per month. Pricing includes discount for continuation as demonstration site.

A credit in the amount of \$8,700 has been applied to purchase a perpetual non-exclusive license to use the Internet Subscription Application.

The City of Norwalk to retain all revenue derived through Subscription Application from Internet search subscription and print charges.

Pricing is based on an annual land records volume of between 20,000-30,000 documents. Additional charges apply if the annual volume exceeds 30,000.

**FIFTH AMENDMENT TO LEASE AGREEMENT
BY AND BETWEEN
CITY OF NORWALK
AND
NEWVISION SYSTEMS CORPORATION**

WHEREAS, the City of Norwalk, Connecticut (CITY) and NewVision Systems Corporation (NewVision) entered into a Lease Agreement dated July 31, 2003, related to certain software and hardware comprising the NewVision Official Records System (the Lease Agreement), a First Amendment to Lease Agreement dated May 25, 2005, a Second Amendment to Lease Agreement dated April 9, 2007, a Third Amendment to Lease Agreement dated May 13, 2008, and a Fourth Amendment to Lease Agreement dated October 19, 2011;

WHEREAS, the parties now wish to further amend the Lease Agreement in order to include the provision of software and hardware and the performance of services related to additions to the Official Records System modules and to further extend the term of the Lease Agreement.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree to further amend the Lease Agreement as follows:

SCOPE OF SERVICES

Article 2 of the Lease Agreement entitled, "SCOPE OF SERVICES" is hereby further amended to provide the following with regard to the scope of the services and the software and hardware equipment that will be provided for the benefit of the CITY by NewVision under the terms of the Lease Agreement and the Amendments thereto (hereinafter the "Additional Services"):

NewVision shall provide and install, lease to and maintain on behalf of the the CITY, all System hardware and software as described in the document entitled "Next Generation Official Records System, RecordsNG", Norwalk, Connecticut Town Clerk," dated January 24, 2018, a copy of which is attached hereto and incorporated herein as Exhibit 5-A.

Additionally, NewVision shall provide installation and training services for CITY employees related to the use and operation of the additional hardware and software provided hereunder and shall continue to perform training and maintenance services for all products including the System, provided by NewVision under the Lease Agreement as amended. All such services shall be performed as described in Exhibit 5-A.

The additional software provided hereunder shall be included within the meaning of the terms, "Leased Software" and "System," and the additional hardware be included within the applied meaning of the term "System," as such are defined in

Lease Agreement and prior amendments hereto, NewVision shall provide the same of services, including, but not limited to licensing, "Modem Support," "Telephone Support" and maintenance services, with respect to the additional software and provided hereunder as it is required to provide under the Lease Agreement for all leased by the CITY.

TIME OF COMMENCMENT; COMPLETION OF WORK

Article 3 of the Lease Agreement is hereby further revised by inserting the following:

The Additional Services to be provided and/or performed by NewVision under the Fifth Amendment to Lease Agreement shall follow the implementation schedule set out in Exhibit 5-A or such other schedule as is mutually agreeable to the CITY and NewVision.

COMPENSATION; TERM

Article 4 of the Lease Agreement is hereby further amended by inserting the following:

The CITY will compensate NewVision for the installation and use of the Leased Software and the Systems and the performance of the services as such has been defined by the Lease Agreement and the First, Second, Third, Fourth, and Fifth Amendments thereto, a monthly fee in the following amounts—

From the date hereof through the end of business on September 30, 2018, the amount of Three Thousand Nine Hundred Thirty-Eight and 00/100 Dollars (\$3,938.00), and

For the period beginning October 1, 2018 and continuing through the end of business on March 30, 2024, the amount of Three Thousand Five Hundred Thirty-One and 00/100 Dollars (\$3,531.00).

GENERAL PROVISIONS

NewVision understands and acknowledges that the CITY is dependent upon annual approval of appropriations and budgets in order to meet its financial obligations each year throughout the term of this Lease Agreement, as amended. Notwithstanding any provisions herein to the Contrary, the CITY may terminate this Agreement at the end of any fiscal period (which runs from July 1st through June 30th of the following calendar year) if sufficient, necessary appropriations or budgeted funds are not approved or otherwise available. In order to effectuate such a termination, the CITY must give thirty (30) days written notice to NewVision that the necessary funding has been denied and the lease Agreement will terminate at the end of the then current fiscal year.

REMAINING TERMS UNAFFECTED

The foregoing covenants and agreements are to be construed as supplemental to the existing Lease Agreement, as it has been amended. All other provisions of such Lease Agreement not otherwise amended, shall remain in effect, except as they may be inconsistent herewith.

Dated at Norwalk, Connecticut, this ____ day of _____, 2018.

Signed, Sealed and Delivered in the Presence of:

CITY OF NORWALK

Witness

Name:
Title:
Date:

Witness

NEWVISION SYSTEMS CORPORATION

Witness

By _____
Ronald R. Watkins
President
Date:

Witness

APPROVED AS TO FORM:
OFFICE OF CORPORATION COUNSEL

By: _____

Date:

APPROVED AS TO AVAILABILITY OF FUNDS:

By: _____
Comptroller

Date:



NewVision Systems Corporation
50 Locust Avenue
New Canaan, CT 06840

EXHIBIT 5-A

Next Generation
Official Records System
"RecordsNG"

Norwalk, Connecticut
Town Clerk

January 24, 2018

NewVision Systems Corporation
By Sheryl Watkins Dunleavy
(203) 323-4623 x217
sheryld@newvisionsystems.com



NewVision Systems Corporation
50 Locust Avenue
New Canaan, CT 06840

System Configuration

Quantity	Software Description
Site License	Software comprising the Next Generation of NewVision's Official Records System, "RecordsNG." Software applications include all software required for: • Cashier/Recording • Scan • Index/Verify • Public Search, including Internet Access for Public Search for Windows users, to operate on City web server • Standard Reports • Administration • Connecticut Reports— ○ Community Investment Account ○ Historic Documents Preservation Account ○ Nominee as Grantor/Assignments and Releases of Mortgage ○ Nominee as Grantor/Grantee
4 Workstations	NewVision Dog License Software; to operate on hardware included in base System Configuration

Quantity	Hardware/Database Software
1	SQL Server 2016 Standard 4-core License,
3	Cashier/Recording Workstations, each with a slip printer and cash drawer
1	Scan Workstation
2	Index/Verify Workstation
4	Public Search Workstations
1	Network Printer (HP Laserjet M506n)
1	Network Printer (HP Laserjet M605X)
1	Flat Scan/Print Workstation
2	Additional slip printers; to operate with Cashier/Recording Software on City provided workstations
1	Spare Slip Printer

NOTE: City to provide, install, and maintain Data Server, Tape Backup and Backup Software.

Total Workstations proposed in Base System Configuration: 11



NewVision Systems Corporation
50 Locust Avenue
New Canaan, CT 06840

Additional Software:

Quantity	Software Description
Site License	Property Alert Software; to be set up to for notifications based on matching name
Site License	Tax Lien Interface/Auto Record
Site License	Internet Subscription Application for automated set up Internet subscriptions for Windows users and collection of print charges
Site License	Electronic Recording Module
Site License	BrowserView Software for enabling non-Windows users to search the land records index data via the Internet
Site License	Dog License Email Renewal Notices Software
Site License	Dog License Online Renewals Software
Site License	Marriage License Software

Site licenses apply for entire Town Clerk's office.

Electronic Recording Module, Subscription Application, BrowserView Software, Property Alert Software and Dog License Online Renewals Software to operate on City web server.

Additional Software applications to meet specifications dated February 21, 2017, copies of which have been provided to the Town Clerk.



NewVision Systems Corporation
50 Locust Avenue
New Canaan, CT 06840

Lease Pricing

NewVision proposes an extension of the lease for the Official Records System through March 30, 2024. Included in the lease extension are:

- Continue lease of all Official Records System modules, which have been upgraded to the Next Generation of NewVision's Official Records System
- Continue lease of base Dog License Software
- Implementation of Additional Software on or before October 1, 2018 pursuant to a mutually agreeable schedule
- All new hardware to replace the existing leased hardware on or before October 1, 2018; City to provide, install, and maintain hardware for database server and tape backup and backup software
- All software and hardware maintenance through March 30, 2024
- Installation, training, and follow up support for all leased hardware and software for the entire lease term, as renewed.

Beginning October 1, 2018 through March 30, 2024, the lease price will be \$3,531 per month. Pricing includes discount for continuation as demonstration site.

A credit in the amount of \$8,700 has been applied to purchase a perpetual non-exclusive license to use the Internet Subscription Application.

The City of Norwalk to retain all revenue derived through Subscription Application from Internet search subscription and print charges.

Pricing is based on an annual land records volume of between 20,000-30,000 documents. Additional charges apply if the annual volume exceeds 30,000.

IT SERVICES

The Hour

Renewed push for remote records

Planning commissioners press for more online services

By Robert Koehl

NORWALK — Planning commissioners this month took city officials to task over the level of online services offered to residents.

While some services and documents are made available online, many others are not, according to

commissioner Nora King.

"When you actually go and want to get your tax liens, or you want to get deeds, most towns you can go and you can log on and you can get all that information," said King, a real estate appraiser and former city councilwoman.

King's comment came as the

Planning Commission reviewed 2018-19 capital spending requests for various city departments, including the Department of Information Technology. She asked why the department has not requested money to upgrade the Town Clerk Office's contract with New Vision Systems, of New Canaan.

"They do have the capability to provide that," Information Technology Director Karen Del Vecchio said of the services mentioned by King. The town clerk "wants to move forward with it, we want to move forward with it, and the vendor wants to move forward with it, but there's an additional cost associated with that and that's in (the town clerk's) budget."

See Records on A4

"We want to move forward with it ... but there's an additional cost associated with that and that's in (the town clerk's) budget."

Karen Del Vecchio, information technology director for the city of Norwalk

RECORDS

From page A1

Del Vecchio said her department is in "a holding pattern" until Town Clerk Richard McQuaid works out how to find money for the service upgrade.

Ongoing project

In 2007, under then-Town Clerk Andy Garfunkel, the town clerk's office upgraded online services offered to residents. The Common Council approved an amendment to the city's existing contract with NewVision that enabled the city to host a webpage for public access to land record indexes. The amendment added \$575 a month to the city's existing \$3,261-a-month contract with NewVisions.

With the upgrade, residents, attorneys, title searchers and others have been able to view indexes to deeds, liens, mortgages and other land records, but not the documents. Obtaining those still requires a trip to the town clerk's office.

McQuaid was not at the Planning Commission meeting, but said the following day he is looking to upgrade the system and had discussed the matter with NewVision.

"Part of the package is online dog licensing, public search and copies as a subscription-base from home for residents, for public search land records," McQuaid said. "It has a fraud alert for people to be notified if their records are being looked at or, or things are being done with it. And it also has a component for streamlining tax liens and releases."

McQuaid said his office welcomes foot traffic and interacting with the public, but added the upgraded services will make it easier for people to access land records quickly and skip a trip to city hall if the weather is not favorable.



Contributed photo

Nora King

He said the upgrade, if done properly, will come at "minimal cost" to the city. The council would have the final say, he said.

"People have to understand there's a little bit of time getting it put in place," McQuaid said. "It will be a great addition to our system and to our staff and working here, but they have to understand that we're hoping by summer, if everything falls into place properly. It's got to go through some council committees."

Room for improvements

At the capital budget review, King was not alone in finding room for improvements at City Hall. Commissioner Tammy Langalis, a local real estate agent, said she frequently must go to the Building Department at City Hall and fill out a paper forms to request information that's unavailable online.

"I have to go between a certain time. I submitted it and then I have physically come back, pay my dollar or whatever it is," Langalis said. "I'm not opposed to the dollar — but I would think in the 21st century, they should be able to scan that back to me. I, as a consumer, as a taxpayer, ought to be able to get the form online, send it into them online."

Del Vecchio said building

permit forms should be available online and she would inquire. She said her department is working with the Department of Public Works to duplicate thousands of maps dating back to 1896 and "go live" with the information.

"They're contracting with a firm to take these maps and scan them all and they all have to be indexed as well," Del Vecchio said. "So depending on the type of the map that it is, if it's a sewer map, if it's a bridge, whatever, what key fields and pieces of information off that map are going to be indexed and searchable going forward."

Would the information be searchable for the department or the public, asked one commissioner.

"Searchable as wide as they want to make it," Del Vecchio said.

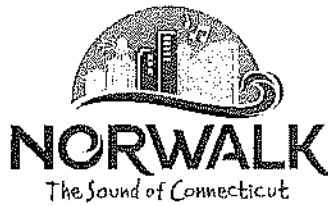
Time and money

Scanning and indexing documents is a laborious process, according to Frank Sarno, manager of citywide applications in the Norwalk Information Technology Department.

"There's a huge area of documents that have to be scanned in somewhere so that they can be retrieved and that's the kind of effort that's going to be required, time and money," Sarno said. "Not that it shouldn't be done ... (but) current information is one thing. Historical information is quite a project."

Del Vecchio rejects that Norwalk lags behind other communities in making information available online. She cited property tax bill information, city meeting minutes and agendas, driveway permits from the Department of Public Works, and property field cards and appeals from the Tax Assessor's Office.

"You fill out your form. You schedule your appointment. It's all done online," Del Vecchio said. "Nobody else is doing that."



CITY OF NORWALK
Craig Schmidt
Risk Manager
CSchmidt@Norwalkct.org
P: 203-854-7972 / F: 203-854-7848
125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

June 6, 2018

City of Norwalk: Property & Casualty Insurance Program - Renewal

The City of Norwalk has a Property & Casualty Insurance program that includes purchasing insurance coverage to help protect City and Board of Education assets from insured loss. Most of the insurance policies renew annually on 7-1. Below is an explanation of major insurance coverage that the Office of Management & Budgets maintains.

Please contact the Risk Manager if you have questions regarding these coverages at the contact information listed in the above heading.

Sincerely,

Craig Schmidt
Risk Manager

Liability and Property: For Liability Insurance, the City has a deductible for the first \$1,000,000 of loss with a \$1,000,000 per Occurrence coverage limit thereafter plus a \$10,000,000 per Occurrence and Aggregate Umbrella above that limit. The carrier is Connecticut Interlocal Risk Management Agency (CIRMA). The City will retain any loss that would exceed the limit of insurance noted above plus our deductible.

Property Insurance, starting this policy year on 7-1, will be with CIRMA. The policy continues to insure City owned buildings and schools with total insured values of over \$600M subject to a \$100,000 deductible for most causes of loss. Please note that this coverage also includes Boiler & Machinery Insurance, too.

Total Premium for both coverages is \$922,864 for 7-1-2018 to 7-1-2019.

The expiring premium for both Liability and Property was \$1,005,247.

Workers Compensation: Excess Workers Compensation: The Excess Workers Compensation coverage will help protect the City from extraordinary financial costs arising out of a catastrophic loss to City employees covered by the Connecticut Workers Compensation Statute.

The annual premium for this coverage is \$130,692 for 7-1-2018 to 7-1-2019.

Expiring premium is \$142,069.

The City will retain loss up to \$3,000,000 and the carrier, Safety National, will cover expenses thereafter for \$10,000,000.

The City is represented by insurance broker, H.D. Segur, for this coverage.

Commercial Crime: Coverages include: Employee Dishonesty; Forgery or Alteration; Theft, Disappearance & Destruction; and Computer Fraud. Coverage up to \$500,000 per covered peril. The policy deductible is \$10,000.

Premium is \$2,750 for 7-1-2018 to 7-1-2019.

Expiring premium is \$2,874.

The insurance carrier is The Hanover.

Flood Insurance Policies: The City has two locations that are considered to be in high rate flood zones. These locations are insured through the National Flood Insurance Program (NFIP) which is a program under FEMA.

The renewal premium for NFIP locations is \$22,091 for 7-1-2018 to 7-1-2019.

The expiring premium for NFIP locations is \$20,878.

TULIP Policy: The City has a Liability Insurance policy that helps respond when outside parties use City and/or Board of Ed property. TULIP stands for Tenant's and (Facility) Users' Liability Insurance Policy.

The renewal premium is estimated at \$7,000 for 7-1-2018 to 7-1-2019.

The City paid \$6,659 in the most recently completed fiscal year for this policy.

The City is represented by insurance broker, Shoff-Darby, for this coverage.

Builders Risk Policies: The City will, on occasion, embark on new school construction and/or major construction or renovation projects for City buildings. To insure these unique projects, the City will procure Builders Risk policies or seek equivalent insurance under the above mentioned Property Insurance policies.

At this time, there are no Builders Risk policies in force.

Overall Summary: A significant part of the Risk Management process is financing the losses that occur, especially those detrimental to the City's finances. Part of this financing process is having a comprehensive Property & Casualty Insurance program in place to help reduce the City's financial exposure to catastrophic losses.

The overall insurance premium costs decreased by 7% for the 2018-19 Property and Casualty Insurance renewal mainly due to consolidating Property & Liability coverage with CIRMA and other lines of coverage costs remaining relatively flat.

VII. C

MEMORANDUM TO FILE

Date: June 20, 2018

From: Brian Candela

RE: Chapter 42A of the Norwalk City Code and Fire Marshal Fees form/application

Enclosed as Exhibit A are the final drafts of Sections 42A-5, 42A-6 and the Fire Marshal Fees form/application. For your convenience, attached as Exhibit B please find the red-line/yellow highlighted drafts of those documents.

Exhibit A

Chapter 42A. Fire Prevention

§ 42A-5. Approval of rates and fees.

The Fire Marshal, with the concurrence of the Fire Commission, and subject to the approval of the Common Council, shall establish and amend a schedule of fees for permits and licenses, issued by and services performed by the Office of the Fire Marshal. The Fire Commission shall submit the proposed fee schedule to the Common Council. A committee of the Common Council shall hold a public hearing on the proposed fee schedule not less than seven nor more than 14 days from the date of the notice of the time and place of such hearing, published in the form of a legal advertisement appearing in a newspaper having a substantial circulation in the City of Norwalk. Within 90 days of receipt by the City Clerk of notice of the action taken by the committee subsequent to the public hearing, the Common Council shall approve, modify and approve, or disapprove the proposed fee schedule. If the Council takes no action within such 90 days, the rates and fees shall be deemed disapproved, and the City Clerk shall issue a notice so stating, which notice shall be maintained with the records of the Common Council. Copies of the approved fee schedule shall be maintained in the records of the Common Council and the Office of the Fire Marshal. All fees collected by the Office of the Fire Marshal shall be deposited in the general fund.

§ 42A-6. Purpose.

The purpose of this article is to streamline the Office of the Fire Marshal's application and annual renewal inspection process for liquor license permits in the City of Norwalk.

A. Initial Application

Initial applicant must submit a formal application to the State of Connecticut. Upon approval, the applicant must have the Office of the Fire Marshal sign the temporary application and then the applicant must re-submit this application to the State of Connecticut.

B. Annual Renewal Inspection

The applicant must make an appointment with the Office of the Fire Marshal to set up a renewal inspection and pay the annual renewal liquor license permit inspection fee as established in the Office of the Fire Marshal's schedule of fees for permits and licenses.

C. Duration of Liquor License Permit

Each liquor license permit issued in accordance with this chapter shall be valid for the period of one year from the date of issuance, unless revoked or suspended. Liquor license permits shall not be transferrable.

D. Penalty for Offenses

If an applicant fails to complete an annual renewal inspection in a timely manner, the Office of the Fire Marshal will notify the State of Connecticut immediately.



Norwalk Fire Department Office of the Fire Marshal

121 Connecticut Avenue - Norwalk, CT 06854

1(203)854-0244 Office - 1(203)854-0250 Fax



Fire Marshal Fees

Buildings Plans < 5,000 sq. ft. gross floor area (per floor)

Plan Review	\$25.00	1-Dept
Certificate of Occupancy Inspection	\$25.00	2-Dept

Buildings Plans > 5,000 ft. gross floor area (per floor)

Plan Review	\$100.00	3-Dept
Certificate of Occupancy Inspection	\$100.00	4-Dept

Automatic Sprinkler Systems

Plan Review (per floor)	\$25.00	5-Dept
Acceptance Test/Inspection (per floor)	\$25.00	6-Dept

Commercial Kitchen Hoods

Plan Review (per hood)	\$25.00	7-Dept
Acceptance Test/Inspection (per hood)	\$25.00	8-Dept
Hood Suppression Review	\$25.00	9-Dept
Hood Suppression Test/Inspection	\$25.00	10-Dept

Fire Alarm

Plan Review (per floor)	\$25.00	11-Dept
Acceptance Test/Inspection (per floor)	\$25.00	12-Dept

Permit Fees

Blasting Permits	\$30.00	13-Dept
Tank Removal Permit	\$25.00	14-Dept
Tank Installation Permit	\$25.00	15-Dept
Liquor License Permit: Annual Renewal Inspection	\$65.00	20-Dept
Liquor License Permit: Additional Renewal Inspection	\$100.00	21-Dept

Office / Lookup Fees

Photo CD (each)	\$25.00	16-Dept
Lookup Underground Tank (per address)	\$5.00	17-Dept
Lookup Code Violations (Per Building/Business)	\$5.00	18-Dept
Copies (per page)	\$0.50	19-Dept

Exhibit B

Chapter 42A. Fire Prevention

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Norwalk Fire Department Office of the Fire Marshal

121 Connecticut Avenue - Norwalk, CT 06854

1(203)854-0244 Office - 1(203)854-0250 Fax



Fire Marshal Fees

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Certificate of Occupancy Inspection	\$25.00	2-Dept

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Certificate of Occupancy Inspection	\$100.00	4-Dept

Automatic Sprinkler Systems

Plan Review (per floor)	\$25.00	5-Dept
Acceptance Test/Inspection (per floor)	\$25.00	6-Dept

Commercial Kitchen Hoods

Plan Review (per hood)	\$25.00	7-Dept
Acceptance Test/Inspection (per hood)	\$25.00	8-Dept
Hood Suppression Review	\$25.00	9-Dept
Hood Suppression Test/Inspection	\$25.00	10-Dept

Fire Alarm

Plan Review (per floor)	\$25.00	11-Dept
Acceptance Test/Inspection (per floor)	\$25.00	12-Dept

Permit Fees

Blasting Permits	\$30.00	13-Dept
Tank Removal Permit	\$25.00	14-Dept
Tank Installation Permit	\$25.00	15-Dept
Liquor License Permit: Annual Renewal Inspection	\$65.00	20-Dept
Liquor License Permit: Additional Renewal Inspection	\$100.00	21-Dept

Office / Lookup -Fees

Photo CD (each)	\$25.00	16-Dept
Lookup Underground Tank (per address)	\$5.00	17-Dept
Lookup Code Violations (Per Building/Business)	\$5.00	18-Dept
Copies (per page)	\$0.50	19-Dept

Rev 140324



VI. D

CITY OF NORWALK
Alan Lo, Buildings and Facilities Manager
alo@norwalkct.org 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 
RE : ROOSEVELT CENTER – PARKING IMPROVEMENTS
DATE: JUNE 20, 2018

Approximately two years ago, the City completed the renovation of a portion of Roosevelt Center for the new Norwalk Early Childhood Center (NECC). This school facility has six classrooms and it provides a 50/50 Pre-K program of instruction and support services for students with “special needs” and provides an inclusive environment with “typical” peers who are tuition paid.

With the opening of NECC and together with the existing Norwalk Senior Center, traffic and parking have been an ongoing issue. The administrators of both programs are taking steps to manage and to minimize the issues, however, improvements to the parking lots are necessary. Working with the user groups and DPW, we have developed a parking lot improvement plan which includes the following improvements:

- Repaving of the existing deteriorated parking lot;
- Eliminate two of the three septic tanks and connect sanitary lines to city sanitary sewer line on Allen Road;
- Remove existing retaining wall near the backstop, excavate approximately 12 feet back and construct new modular retaining wall. This improvement will provide 13 additional parking spaces as well as converting existing exit only driveway for two-way traffic movement. Two-way traffic movement will provide some traffic relief during NECC student drop-off and pick-up process ;
- Install new crosswalks and handicap ramps;
- Install new bollards along outside of the classrooms

DPW staff recently completed the construction documents and Purchasing issued this project for bids. The City received one bid today from Deering Construction. As the bidding schedule did not coincided with Land Use and Building Management Committee's June meeting, the Committee authorized staff to place the action below by incorporating the name and bid amount of the Lowest Responsible Bidder onto the June 26, 2018 Council agenda.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute a Contract with Deering Construction, Inc. for the Roosevelt Center Parking Lot Improvement Project for a total not to exceed \$287,977.00 Acct. #09165010 5777 C0555**
- b. **Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$28,797.00**



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

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
NFCC

FROM: ALAN LO, BUILDINGS & FACILITIES MANAGER *xl*

RE: **NORWALK HIGH SCHOOL IMPROVEMENT PROJECT –
THEATER RIGGING**

DATE: JUNE 20, 2018

Norwalk High School has an enrollment of 1,616 students. The building was constructed in 1971 and has approximately 310,000 square feet. In 2005, the City implemented a major improvement project which included the construction of a new science wing, a new music wing, and replacement of the HVAC system, various infrastructure improvements and code updates. Most of the work was reimbursable by the State leaving substantial needed, but non-reimbursable, improvements untouched.

About two years ago, Norwalk Board of Education adopted a School Facilities Improvement Plan which identified improvements at Norwalk High School. Parallel to this effort, in March of 2017, the Norwalk High School's School Governance Council, prepared a study of their own, identifying programmatic and aesthetic improvements for Norwalk High School. In support of the Plan, the City allocated \$1,500,000 in the City's 2017-2018 Capital Budget and \$5,000,000 in the City's 2018-2019 Capital budget for improvements at Norwalk High School.

With the approval of the budget in April of 2017, the school facilities improvement team (the Team), consisting of City staff, Norwalk Public Schools staff and members of the Norwalk High School, School Governance Council met to review both the Board of Education's Facilities plan and the Norwalk High School's Governance Council's report to identify and collate projects into specific categories: reimbursable projects and non-reimbursable projects. In order to expedite the improvements at the High School, the Project Team identified a number of Summer 2018 projects that were non-reimbursable one of which is to replace the existing theater rigging system in the auditorium.

The theater rigging system is original to Norwalk High School therefore approximately 47 years old. As part of our capital improvement plan, the City commissioned an inspection of the theater rigging system in February of 2018. The report identified numerous deficiencies and categorized the system as in poor condition, in need of numerous repairs and upgrades. Norwalk Public Schools has since taken the rigging system out of service.

As a result of the inspection report, the City then commissioned a theater consultant to develop drawings and specifications to replace the existing rigging system with a new one.

In order to meet our summer construction schedule, we released the bid documents for bidding on May 23, 2018 and we received two bids on June 13, 2018. As the bidding schedule did not coincided with Land Use and Building Management Committee's June meeting, the Committee authorized staff to place the action below by incorporating the name and bid amount of the Lowest Responsible Bidder onto the June 26, 2018 Council agenda.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Janson Industries for the Norwalk High School Theater Rigging Replacement project for a total not to exceed \$254,395.00. Funds are available in Acct. #09185010 5777 C0610**
- b. **Authorize the NFCC to issue Change Order on Contract for a total not to exceed \$25,439.00**

NORWALK PURCHASING DEPARTMENT
RESPONSE SUMMARY - PROJECT #3847
Stage Rigging – Norwalk High School

Thank you for your response to our bid. The following pages are a summary of the responses received.

VENDOR	TOTAL LUMP SUM PRICE	ADD/ALTERNATE
Janson Industries	\$173,000.00	\$81,395.00
Supertech, Inc.	\$215,018.75	\$58,075.00