

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

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AGENDA

I. ROLL CALL

II. ACCEPTANCE OF MINUTES May 26, 2020

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATION AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATION AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS COMMITTEE

1a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with A.M. Rizzo Electrical Contractors for State Project 102-347 Norwalk Traffic Signal System Upgrade – Phase 3 for a total sum not to exceed \$4,131,983.70 (Base Bid) and \$42,270.00 (Alternate A).

Account No.

Federal CMAQ and TA Grants

09 12 4021 5777 C0232

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09 20 4120 5777 C0232

09 21 4120 5777 C0232

09 13 4031 5777 C0514

09 14 4021 5777 C0514

09 15 4031 5777 C0514

1b. Authorize the Director of Transportation, Mobility and Parking to execute Orders on Contract with A.M. Rizzo Electrical Contractors for State Project 102-347 Norwalk Traffic Signal System Upgrade – Phase 3 for a sum not to exceed \$413,198.00.

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2a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and JKB Consulting, LLC, for Environmental Inspection Services and support, necessary to remain in compliance with regulatory environmental agencies (EPA, DEEP, ACOE & Conservation), during the Watercourse Maintenance project (DPW 2019-1), for a sum not to exceed \$47,730.00.

Account No.

09 15 4027 5777 C0440
09 17 4027 5777 C0440
09 18 4027 5777 C0440
09 19 4027 5777 C0425

2b. Authorize the Chief of Operations and Public Works, Anthony Carr, to add Orders on Contract, to the contract agreement, between the City of Norwalk and JKB Consulting, LLC, for a sum not to exceed \$4,773.00.

Account No.

09 15 4027 5777 C0440
09 17 4027 5777 C0440
09 18 4027 5777 C0440
09 19 4027 5777 C0425

3. Presentation by Michael M. Yeosock, Assistant Director of Transportation, Department of Transportation, Mobility and Parking, regarding findings from Phase I test results for a portion of the Norwalk River Valley Trail project.

B. LAND USE AND BUILDING MANAGAMENT COMMITTEE

1. Authorize to increase contingency allowance for the Norwalk Concert Hall Sound System Replacement Project with WC McBride Electrical Contractor LLC from \$3,914.00 to \$9,692.66. Funds are available from account 0919 7100 5777 C0439.

2. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Orion Protective Services, Inc. to provide security services at the Norwalk Public Library (1 Belden Avenue and 10 Washington Street). Base contract fee shall be for FY 2020-2021 not-to-exceed \$136,012; FY 2021-2022 \$140,344; FY 2022-2023 \$142,200; FY 2023-2024 \$149,626 and FY 2024-2025 \$152,720. Funds are available in operating budget 016200-5296.

3. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the Agreement with Construction Solutions Group, LLC for Program Management Services for major building

construction projects to provide additional staffing from July 1, 2020 to June 30, 2022 for a total additional fee not to exceed \$934,640.00. Total fee will be charged to the following projects:

Norwalk High School - \$493,336 Acct. Number to be determined

Cranbury School - \$266,274 Acct. Number to be determined

Naramake School - \$175,000 Acct. Number to be determined

C. PLANNING COMMITTEE

1. Approve the 2020 applications for referral to the state for inclusion in the NAA Tax Credit Program.
2. Approve the 5-year Consolidated Plan (ConPlan) and PY46 Annual Action Plan (AAP) and authorize the Mayor to execute any and all documents associated with the submission of the ConPlan/PY46 AAP.
3. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Utile, Inc. to conduct an Industrial Zones Study, in an amount not to exceed \$100,000.

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

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

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

Ms. King read the notice.

I. ROLL CALL

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

Council at Large:	Mr. Gregory Burnett	Ms. Dominique Johnson
	Mr. <u>Manny</u> Langella	Mr. Nicholas Sacchinelli
	Ms. Barbara Smyth	

Common Council
Via Teleconference
May 26, 2020
Page 1

District A:	Mr. David Heuvelman	Mr. Kadeem Roberts
District B:	Ms. Darlene Young	Mr. Ernest Dumas
District C:	Mr. John Kydes	Mr. George Theodoridis
District D:	Mr. George Tsiranides	Mr. Tom Keegan
District E:	Mr. Thomas Livingston	Ms. Lisa Shanahan

At Roll Call there were fifteen (15) Common Council members present. A Quorum was present.

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

II. ACCEPTANCE OF MINUTES

May 12, 2020

The following corrections were made to the minutes:

Page 3: Aske should be asked; Mary should be May
 Page 11: Thee should be there

**** MS. SHANAHAN MOVED TO ACCEPT THE MINUTES AS CORRECTED**
**** MOTION PASSED UNANIMOUSLY BY ROLL CALL VOTE (MR. BURNETT; MS. JOHNSON; MR. LANGELLA; MR. SACCHINELLI; MS. SMYTH; MR. HEUVELMAN; MR. ROBERTS; MR. DUMAS; MS. YOUNG; MR. KYDES; MR. THEODORIDIS; MR. KEEGAN; MR. TSIRANIDES; MR. LIVINGSTON; MS. SHANAHAN)**

III. PUBLIC PARTICIPATION

No members of the public wished to speak this evening.

IV. MAYOR

A. RESIGNATION AND APPOINTMENTS RESIGNATIONS:

APPOINTMENTS: There were none this evening.

REAPPOINTMENTS: There were none this evening.

MAYOR'S REMARKS:

Mayor Rilling announced that the City of Norwalk was moving into Phase I of the re-opening plan in response to COVID-19. He said the plan includes the restoration of vehicular access to Calf Pasture Beach and Shady Beach for Norwalk residents. The outdoor restaurant seating online permit process was streamlined and they approved 47 applications. The new walk up window in City Hall has been successful.

Mayor Rilling explained that he updates the Common Council on a regular basis regarding COVID-19 and likes to invite staff to give an update. Norwalk's Chief of Community Services Lamond Daniels gave a presentation on the City's initiatives and its collaboration with several agencies to address food insecurity in Norwalk. He said that no Norwalk residents should go without food and presented a list of food access initiatives.

Mr. Daniels reviewed the department's community involvement and said they are always looking for volunteers.

Mayor Rilling thanked Mr. Daniels and the Common Council for their support of this position in the re-organization. He said the City is looking at all it can do to feed people who need food. He also said he wants to prevent people from being evicted if they are unable to pay their rent.

Ms. Young commented that Mr. Daniels is the right person for this job. He has risen to the top and has compassion for people.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

Ms. Smyth thanked Mr. Daniels for his presentation and for his work ensuring the needs of Norwalk residents are met.

RESIGNATION AND APPOINTMENTS RESIGNATIONS:

APPOINTMENTS: There were none this evening.

REAPPOINTMENTS: There were none this evening.

B. CONSENT CALENDAR:

**** MS. SMYTH MOVED THE FOLLOWING CONSENT CALENDAR:**

VII.A.1, VII.B.1, VII.B.2, VII.B.3, VII.B.4, VII.B.5, VII.B.7, VII.C.1

VII. COMMON COUNCIL COMMITTEES

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO ATLAS PYROVISION ENTERTAINMENT GROUP, INC. FOR THE ANNUAL FIREWORKS DISPLAY TO EXTEND THEIR CONTRACT TO INCLUDE THE JULY 3, 2021 WITH A RAIN DATE OF JULY 5, 2021 AND JULY 3, 2022 WITH A RAIN DATE OF JULY 5, 2022 DISPLAY FOR A SUM NOT TO EXCEED \$43,500.00 FOR EACH YEAR. ALL REMAINING TERMS OF THE AGREEMENT TO REMAIN UNCHANGED. ACCOUNT #014103-5298.

B. FINANCE COMMITTEE

1. ACCEPT AND APPROVE THE REPORT OF THE CLAIMS COMMITTEE DATED: MAY 14, 2020

2. FOR INFORMATIONAL PURPOSES ONLY: NARRATIVE ON TAX COLLECTIONS DATED MAY 14, 2020

3. FOR INFORMATIONAL PURPOSES ONLY: MONTHLY TAX COLLECTOR'S REPORT DATED: APRIL 2020

4. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO SUBMIT AN APPLICATION TO THE STATE OF CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY GRANT FOR THE EMERGENCY MANAGEMENT PERFORMANCE GRANT WHICH IS APPROXIMATELY \$65,000.

5. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO SUBMIT AN APPLICATION TO THE STATE OF CONNECTICUT FOR GRANT FUNDS PROVIDED UNDER THE STATE OF CONNECTICUT'S LOCAL CAPITAL IMPROVEMENT FUND FOR LOCAL CAPITAL IMPROVEMENT PROGRAM (\$647,076- 2020 ENTITLEMENT).

7. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH SHIPMAN & GOODWIN LLP TO PROVIDE BOND COUNSEL SERVICES, WITH PRICING FOR SERVICES BASED UPON THE PROPOSAL SUBMITTED BY SHIPMAN & GOODWIN TO THE CITY ON JANUARY 28, 2020 AS AMENDED BY THE MAY 1, 2020 EMAIL FROM BRUCE CHUDWICK. ACCOUNT #301340-5523.

C. PUBLIC WORKS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO A TEMPORARY RIGHT OF ACCESS AND ENTRY AGREEMENT WITH SONO TOD, LLC TO ENTER OVER A CERTAIN PORTION OF 30 MONROE STREET FOR CONSTRUCTION ACCESS PURPOSES.

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

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

Due to a potential conflict of interest, Mr. Keegan left the meeting.

**** MS SMYTH MOVED TO APPROVE THE FOLLOWING ITEM:**

1. AUTHORIZATION FOR DISCUSSION: SETTLEMENT: JASMINE TURNER V. NORWALK POLICE DEPARTMENT EXECUTIVE SESSION

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

Mr. Keegan returned to the meeting.

VII. COMMON COUNCIL COMMITTEES

B. FINANCE COMMITTEE

6. Approval of Budget:

**** MR. BURNETT MOVED TO APPROVE THE FY 2020-21 PARKING AUTHORITY BUDGET**

Ms. Hebert, Chief of Transportation Mobility Parking reviewed the FY 2020-2021 Parking Authority Budget. She noted the Parking Authority has been meeting twice a month since March.

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

**** MR. BURNETT MOVED TO APPROVE THE FY 2020-21 WPCA Budget**

Mr. Kolb, Senior Environmental Engineer reviewed the FY2020-2021 WPCA budget. He noted that the WPCA is an Enterprise Fund. They are self-funded and there are no bonding requests. He explained that Suez is their new contract operator and they took over the operation on May 18th. He reviewed the two-year procurement process.

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

**** MR. BURNETT MOVED TO APPROVE THE FOLLOWING RESOLUTION:**

8. RESOLUTION: APPROVE SPECIAL CAPITAL APPROPRIATIONS TOTALING \$1,642,470 TO INCREASE THE AVAILABLE FUNDS IN BOARD OF EDUCATION CAPITAL PROJECT NUMBER 09-205010-C0112, INSTRUCTIONAL TECHNOLOGY, FOR THE PURCHASE OF E-

TABLET COMPUTERS FOR STUDENTS AND TEACHERS IN GRADES K THROUGH 8.

Mr. Burnett explained that this is an additional appropriation whereby every student will have some type of IT for distance learning. In addition, the teachers, if necessary, will also have some type of IT.

Mr. Hamilton, Norwalk Public Schools, Chief Financial Officer explained that everyone is dealing with these unprecedented circumstances. Norwalk Public Schools were thrown into a distance learning environment, without notice. By all measures, the District had done an outstanding job providing education to the students. Through major efforts, they were able to make available Chrome books to many students. He said that for many of the younger grades, they have been relying on photo copying the learning packets, but that has been problematic.

Mr. Hamilton said they are preparing for summer school to start on July 6th. They are also preparing that as this pandemic plays out for the possibility that they will be in a distance learning environment or a hybrid. He said they will be doing some remote learning and some in-school learning.

Ms. Barbara Myer-Mitchell, Chair of the Board of Education Finance Committee added that the Chrome books will allow them to respond to what develops in the fall. In addition, this enables the District to be a leader in the State and provide equality for the students.

Mr. Keegan said he was struggling with this appropriation. He asked how many Chrome books are in inventory, how many students are in the District and how many students need Chrome books. Mr. Valenzisi, Chief of Digital Learning and Development explained that this appropriation will fill the gap with a 15% overage.

Mr. Keegan asked about internet access since the Chrome books would be going into the homes. He expressed concern for students who may not have internet access. Mr. Valenzisi explained that he has been working with Altise and they connected the tablets to WiFi. In addition, he is working with Spring. They currently have over 300 hot spots for students who need that. He noted there are “dead spots” in the City.

Mr. Keegan asked if they’ve researched the success rate in other schools that used tablets. He said he was not sure if this was a \$1.6 million experiment. Mr. Valenzisi said the curriculum has been vetted. He said that at a younger grade levels, the need a way for the teachers to connect to the students.

Mr. Hamilton said this is not the first place this has been tried. Suburban neighborhoods had one to one devices for students and the reports from those communities is that this was very successful.

Ms. Smyth said she uses her laptop, but asked about notebooks for teachers. Mr. Valenzisi said everyone has the devices they need.

Mr. Heuvelman commended the Norwalk Public Schools for what they have been doing. He said they are doing amazing stuff and he want to see this request move forward. He asked if this request gives the District enough resources. He also asked if the relationship with Altise will continue.

Mr. Valenzisi said he believed this request was enough. He said they are changing the way they work and everyone has to operate differently. They are looking at internet access for all students.

Mr. Langella noted this could be the new normal. He said he wants to be sure there is a good understanding of the inventory. Mr. Valenzisi said that information is provided so each teacher can see which device each student has. They know what serial number is issued to each student.

Ms. Johnson asked about the plans for de-briefing for distance learning. Ms. Myer Mitchell said the Board of Education is working hard on what the re-entry will look like. Mr. Valenzisi said he has been an advocate for distance learning and does not want to move backwards.

Mayor Rilling said the Norwalk Public School system made tremendous progress because the City of Norwalk made significant investments and the Norwalk Public Schools implemented their strategic plan. He noted this will help enhance students' ability to read at grade level.

Mayor Rilling said he firmly supports this. Norwalk Public Schools have been the highest achieving urban school system for the last three years.

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

X. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none.

XI. SUSPENSION OF THE RULES

There were none.

XI. ADJOURNMENT

**** MR. KEEGAN MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY BY VOICE VOTE**

There was no further business and the meeting was unanimously adjourned by voice vote at 9:00 p.m.

ATTEST: _____
Donna King, City Clerk



CITY OF NORWALK
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Room 225
 Norwalk, CT 06856-5125
 P: 203-854-7791 / F: 203-857-0143

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST: June 3, 2020

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

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST: Anthony Carr / Chief of Operations and Public Works / Public Works Committee

SECTION ON AGENDA WHERE ITEM IS TO APPEAR: Public Works

HAS ITEM BEEN TO A COUNCIL COMMITTEE? YES WHICH ONE? Public Works

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

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

- 1a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with A.M. Rizzo Electrical Contractors for State Project 102-347 Norwalk Traffic Signal System Upgrade – Phase 3 for a total sum not to exceed \$4,131,983.70 (Base Bid) and \$42,270.00 (Alternate A).

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- 1b. Authorize the Director of Transportation, Mobility and Parking to execute Orders on Contract with A.M. Rizzo Electrical Contractors for State Project 102-347 Norwalk Traffic Signal System Upgrade – Phase 3 for a sum not to exceed \$413,198.00.

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Account No. 09 15 4027 5777 C0440
09 17 4027 5777 C0440
09 18 4027 5777 C0440
09 19 4027 5777 C0425

- 2b. Authorize the Chief of Operations and Public Works, Anthony Carr, to add Orders on Contract, to the contract agreement, between the City of Norwalk and JKB Consulting, LLC, for a sum not to exceed \$4,773.00.

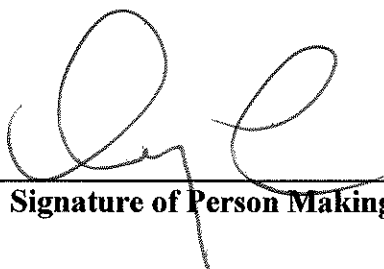
Account No. 09 15 4027 5777 C0440
09 17 4027 5777 C0440
09 18 4027 5777 C0440
09 19 4027 5777 C0425

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

Section 1-189 Charter of the City of Norwalk

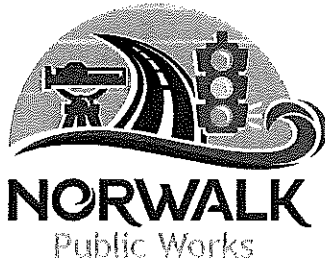
EFFECTIVE DATE OF ACTION (if applicable):

Upon adoption and compliance with Charter provisions


Signature of Person Making Request APR 06-03-2020

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

Amended 4/13/84



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

MEMORANDUM

TO: Anthony R. Carr, P.E., C.F.M. – Chief of Operations and Public Works
FROM: Paul L. Sotnik, P.E. - Senior Civil Engineer *P.L.S.*
REF: Item To Be Included On June 2, 2020 Public Works Committee Agenda
DATE: May 19, 2020

Per our conversation, the City Clerk received a request to have the portion of Chestnut Street from Monroe Street to Merritt Place named Officer Cesar Ramirez Drive in memory of Officer Ramirez. Officer Ramirez served as a Community Police Officer in this area and recently passed away. In accordance with Chapter 95, Article II, Section 95-39 B (See attached), a Public Hearing is required. I would like to request that the following two (2) items be included on the agenda for the June 2, 2020 Public Works Committee meeting. I have listed the two items below.

- 1.) Acknowledge the receipt of the request for the Honorary naming of the portion of Chestnut Street from Monroe Street to Merritt Place to Officer Cesar Ramirez Drive.

2.) APPROVAL/AUTHORIZATION

From the Office of the Mayor and the Chief of Police

Schedule a Public Hearing for the Honorary naming of the portion of Chestnut Street from Monroe Street to Merritt Place to Officer Cesar Ramirez Drive. The Public Hearing shall be conducted in order to hear all parties interested in commenting on the proposed Honorary street naming and to take such action on said naming that the Committee may deem advisable. The Public Hearing is scheduled for Tuesday, July 7, 2020 at 7:00 P.M. by way of videoconference/teleconference.

I am sending enclosed, a copy of the request letter from Mr. Israel Navarro, a copy of the map entitled the "Officer Cesar Ramirez Drive," dated January 30, 2020, at a scale of 1" = 60' and a copy of Chapter 95, Article II, Section 95-39 B for your use.

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

Israel Navarro

14 Ferris Ave Apt 9
Norwalk CT 06854
(787) 568-5667
israelnvrr14@gmail.com

30th January 2020

City Of Norwalk

125 East Ave Second Floor
City Hall
Norwalk CT 06854

To Whom It May Concern,

I would like to formally request an honorary street name change from Chestnut Street in memory of Officer Cesar Ramirez. Honorary Street would be from Monroe Street to Merritt Place.

Officer Cesar Ramirez was stationed there when he would be on duty for the schools. It is the place his legacy should always be remembered.

Sincerely,



Israel Navarro



2019 AERIAL PHOTO DATA 1 inch = 60 feet

0 30 60 120 180 Feet

JANUARY 30, 2020

OFFICER CESAR RAMIREZ DRIVE



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

GENERAL REFERENCES

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

Numbering of buildings and trailers — See Ch. 72.

Parking violations and citations — See Ch. 73B.

Street vendors — See Ch. 77.

Department of Public Works — See Ch. 90.

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

Excavation and filling of land — See Ch. 97.

Vehicle and traffic — See Ch. 98.

Snow emergencies — See Ch. 99.

Scenic roads — See Ch. 101.

Zoning — See Ch. 118.

~~Land subdivision regulations — See App. Part I.~~

Article I Maintenance; Acceptance; Abandonment

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

§ 95-0 Purpose; intent.

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

§ 95-1 Definitions.

[Amended 10-22-2019]

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

DIRECTOR

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

ENCROACH

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

EXCAVATE

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

FOOTPATH

§ 95-38 Policy and considerations.

If a City street or roadway is to be named in honor of an individual, it is generally required that such individual has made a significant contribution to the community through public service and deeds, and is respected for his or her accomplishments and good conduct. Consideration shall be given to individuals who have made recent accomplishments and contributions as well as individuals with historic ties to the City. An individual shall be deceased at least one year prior to the naming unless the Common Council determines by a two-thirds-majority plus one (11 votes) that a living individual or a person who has been deceased less than one year deserves the honor. Groups should not be in a position to influence the process by funding of past or future operations of the street or roadway, and it is ultimately important for the City to avoid any perception of improper manipulation, special favor, vested interest, or endorsement of businesses, products or services.

§ 95-39 Procedure.

Naming of City streets or roadways shall proceed as follows:

- A. The proposed naming of a City street or roadway shall be placed on a Public Works regular meeting agenda for discussion and review. In the event that the street or roadway to be named is located within a City park, the proposed naming shall be placed on the Recreation, Parks and Cultural Affairs agenda for discussion and review.
- B. A public hearing is required prior to forwarding the naming request to the full Common Council for approval. The hearing shall be held at a regular meeting of the Public Works Committee, and the scheduling of said hearing shall have been approved at a previous regular meeting by a majority vote of the Committee.
- C. A two-thirds-majority (10 votes) of the Common Council is required for the approval of all honorary or historic street names, except in the case where a living individual or a person who has been deceased less than one year is the honoree in which case a two-thirds-majority plus one (11 votes) is required.

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

To allow public access, anyone may access the meeting by either telephone, Zoom and/or the City of Norwalk Youtube Channel. Additional instructions for public access have been attached to the backup materials for this meeting (refer to attachment: "Participating and Attending Public Meetings Virtually). Please also see the information below concerning registration for this meeting.

Telephone Access (Listening Only)
Dial: 470-381-2552
Enter Webinar ID: 532 995 414

The Public may participate by registering in advance at:
https://zoom.us/webinar/register/WN_1vViHoJaQf6v9hGWKhKStOg.

For those who wish to view but are not participating,
a live stream will be available on the City of Norwalk CT YouTube Channel
<https://www.youtube.com/channel/UCRcAj0a6fNzo2prQ6LhSjVA>

After registering, you will receive a confirmation email containing information about joining the webinar. Anyone who wants to provide public comment should submit them to the City Clerk, Donna King, at dking@norwalkct.org, in advance of the meeting. For these comments to be read into the record, they should be submitted at least three (3) hours in advance of the meeting start time. Donna King will read timely submitted public comments into the record at the meeting. For those who want to provide "live comments," they will need to use the Zoom link (see above) and click the raise your hand indicator. The host will call on them during the public comment section of the meeting.

Agenda

- I. ROLL CALL 14, Mr. Dumas absent
- II. ACCEPTANCE OF MINUTES March 10, 2020 APPROVED AS AMENDED
- III. PUBLIC PARTICIPATION 1
- IV. MAYOR

A. RESIGNATION AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

Lewis A, Clark, Water Pollution Control Authority
John Flynn, Water Pollution Control Authority

**APPROVED
APPROVED**

MAYOR'S REMARKS: As the first virtual meeting of the Norwalk Common Council, the Mayor acknowledged the historic event and thanked those who made the meeting possible. He encouraged Norwalkers to tune in to Westport Country Playhouse's Livestream event on April 17, 2020 which will feature four high school students from Norwalk. On May 20, 2020, the Governor will assess and announce the next steps towards a return to normalcy, if deemed appropriate. The Norwalk Police Department and Norwalk Fire Department will assist in delivering meals to students who are unable to pick up meals at the designated sites. The Mayor thanked Mr. Jason Milligan for Art in the Park on Isaac Street and encouraged everyone to drive by and appreciate the murals.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS

- B. CONCENT CALENDAR:** VI.A.1, VII.A.1, VII.A.2, VII.A.4, VII.A.5, VII.A.6, VII.C.1a, VII.C.1b, VII.C.2a, VII.C.2b, VII.C.3a, VII.C.3b, VII.C.4a, VII.C.4b, VII.C.5a, VII.C.5b, VII.C.6a, VII.C.6b, VII.C.7a, VII.C.7b, VII.C.8a, VII.C.8b, VII.C.9a, VII.C.9b, VII.D.1, VII.D.2, VII.D.3, VII.D.4, VII.D.10, VII.D.11, VII.E.1

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Authorization for discussion: Settlement: Rojas-Segura v. City of Norwalk

EXECUTIVE SESSION

APPROVED

VII. COMMON COUNCIL COMMITTEES

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Lauren Shrage for the use of Calf Pasture Beach for the Light for Kara 5K Walk to be held Sunday, August 23, 2020 from 8:30 AM – 10:30 AM. Set up to begin at 6:00 AM with break down no later than 11:00 AM on Sunday, August 23, 2020. Estimated attendance 300.

AUTHORIZED

2. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with American Foundation for Suicide Prevention for the use of Cranbury Park for their Out of the Darkness Community Walk to be held Sunday, October 25, 2020 from 8:30 AM – 12:00 Noon. Set up to begin at 7:30 AM with break down no later than 1:00 PM on Sunday, October 25, 2020. Estimated attendance 700

AUTHORIZED

3. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Ninety 9 Bottles Events, LLC. for the use of Oyster Shell Park for their Craft Bear Festival to be held on Saturday, June 13, 2020 from 2:00 PM – 5:00 PM. Set up to begin at 9:00 AM with break down no later than 8:00 PM on Saturday, June 13, 2020. Estimated attendance 1,200 **TABLED**

4. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with National Marine Manufacturers Association for their use of Calf Pasture Beach, Shady Beach, Taylor Farm and Marvin School for the 2020 Norwalk Boat Show to be held Thursday, September 24, 2020, Friday, September 25, 2020, Saturday, September 26, 2020 and Sunday, September 27, 2020 from 10:00 AM – 7:00 PM daily. Estimated attendance 15,000 **AUTHORIZED**

5. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with the Exchange Club of Norwalk, CT for the Parking at Calf Pasture Beach, Shady Beach, Marvin School and Taylor Farm for the 2020 Norwalk Boat Show parking to be held Thursday, September 24, 2020 through Sunday, September 27, 2020 for a sum not to exceed \$5,000.00. Account #014118-5258. **AUTHORIZED**

6. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Frank C. Godfrey American Legion Post 12 for the use of Veterans Park to host The Wall That Heals from Thursday, August 6, 2020 through Sunday, August 9, 2020 from 8:00 AM – 8:00 PM each day. Set up to begin at 9:00 AM on Tuesday, August 4, 2020 with break down no later than 8:00 PM on Monday, August 10, 2020. Estimated attendance 200 per day **AUTHORIZED**

B. ORDINANCE COMMITTEE

1. Approve the following revisions/amendments to Chapter 94 of the City Code:
Chapter 94:
 - o Ordinance name change to Chapter 94 of the City Code
 - o Section 94-18: Disposal pass for residents and real property owners who pay vehicle tax to Norwalk
 - o Section 94-19: Admission for residents and real property owners who do not pay vehicle tax to Norwalk
 - o Section 94-20: Passes and permits
 - o Section 94-21: Admission for non-residents and non-permit holders**APPROVED AS AMENDED**
2. Approve the following revisions/amendments to Chapter 74 of the City Code:
Chapter 74:
 - o Ordinance name change to Chapter 74, Article 1 of the City Code
 - o Section 74-1: Free admission for residents and real property owners who pay vehicle tax to Norwalk
 - o Section 74-2: Admission for residents and real property owners who do not pay vehicle tax to Norwalk
 - o Section 74-3: Season sticker for residents and property owners of certain towns

- o Section 74-4: Parking fees
- o Section 74-5: Waterfront parking

APPROVED AS AMENDED

3. Approve the following revisions/amendments to Chapter 95 of the City Code:

Chapter 95:

- o Section 95-38: Policy and considerations
- o Section 95-39: Procedure

APPROVED

C. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1a. Authorize the Purchasing Agent to issue a Purchase Order to Insalco Corporation for various furniture items for the Ponus Ridge School Addition and Alterations project for a total not to exceed \$232,962.18. Funds are available in Acct. #09185010 5777 C0608

AUTHORIZED

1b. Authorize the Purchasing Agent to issue a Change Order on Purchase Order for a total not to exceed \$11,648.00.

AUTHORIZED

2a. Authorize the Purchasing Agent to issue a Purchase Order to Lakeshore Equipment Company dba Lakeshore Learning Materials for miscellaneous pre-kindergarten and kindergarten furniture for the Ponus Ridge School Addition and Alterations project for a total not to exceed \$24,598.17. Funds are available in Acct. #09185010 5777 C0608

AUTHORIZED

2b. Authorize the Purchasing Agent to issue a Change Order on Purchase Order for a total not to exceed \$1,230.00.

AUTHORIZED

3a. Authorize the Purchasing Agent to issue a Purchase Order to Robert H. Lord Company for various furniture items for the Ponus Ridge School Addition and Alterations project for a total not to exceed \$161,698.11. Funds are available in Acct. #09185010 5777 C0608

AUTHORIZED

3b. Authorize the Purchasing Agent to issue a Change Order on Purchase Orders for a total not to exceed \$8,085.00.

AUTHORIZED

4a. Authorize the Purchasing Agent to issue a Purchase Order to RDC Holdings LLC, dba School Furnishings for various furniture items for the Ponus Ridge School Addition and Alterations project for a total not to exceed \$14,764.58. Funds are available in Acct. #09185010 5777 C0608

AUTHORIZED

4b. Authorize the Purchasing Agent to issue a Change Order on Purchase Orders for a total not to exceed \$1,000.00

AUTHORIZED

5a. Authorize the Purchasing Agent to issue a Purchase Order to WB Mason Company for various furniture items for the Ponus Ridge School Addition and Alterations project for a total not to exceed \$518,855.00. Funds are available in Acct. #09185010 5777 C0608

AUTHORIZED

**ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO
APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND
OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS
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Mayor Rilling called the meeting to order at 7:33 p.m. and led all in reciting the Pledge of Allegiance. He noted this is the first time in history the Common Council meeting was being run by teleconference.

Ms. King read the notice. Mayor Rilling explained that all votes would be done by Roll Call.

I. ROLL CALL

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

Council at Large:	Mr. Gregory Burnett	Ms. Dominique Johnson
	Mr. Manny Langella	Mr. Nicholas Sacchinelli
	Ms. Barbara Smyth	

District A:	Mr. David Heuvelman	Mr. Kadeem Roberts
District B:	Ms. Darlene Young	
District C:	Mr. John Kydes	Mr. George Theodoridis
District D:	Mr. George Tsiranides	Mr. Tom Keegan
District E:	Mr. Thomas Livingston	Ms. Lisa Shanahan

At Roll Call there were fourteen (14) Common Council members present and one (1) absent (Mr. Dumas)

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

II. ACCEPTANCE OF MINUTES

March 10, 2020

The following correction was made to page 3:

Ms. Johnson said she appreciated Mr. Romano's statement.

**** MR. LIVINGSTON MOVED TO ACCEPT THE MINUTES AS AMENDED
 ** MOTION PASSED UNANIMOUSLY BY ROLL CALL VOTE (MR.
 BURNETT; MS. JOHNSON; MR. LANGELLA; MR. SACCHINELLI; MS.
 SMYTH; MR. HEUVELMAN; MR. ROBERTS; MS. YOUNG; MR.
 KYDES; MR. THEODORIDIS; MR. KEEGAN; MR. TSIRANIDES; MR.
 LIVINGSTON AND MS. SHANAHAN)**

III. PUBLIC PARTICIPATION

Public participation comments are not verbatim and represent a summarization of statements unless otherwise noted.

Ms. King read a letter submitted by former Common Council member, Richard Bonenfant in opposition to the proposed change to Chapter 95 of the City Code. He said the decision should not be based on emotion.

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

**** MS. SHANAHAN MOVED TO APPROVE THE FOLLOWING REVISIONS/AMENDMENTS TO CHAPTER 95 OF THE CITY CODE:**

CHAPTER 95:

O SECTION 95-38: POLICY AND CONSIDERATIONS

O SECTION 95-39: PROCEDURE

Ms. Shanahan reviewed the changes.

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

Mayor Rilling thanked the members of the Ordinance Committee for their work on these Ordinances.

D. FINANCE COMMITTEE

**** MR. BURNETT MOVED THE FOLLOWING ITEMS:**

5. RESOLUTION: Approving a special capital appropriation in the amount of \$275,000 to increase the available funds in the Public Works capital project, account 09204031-5777-C0313, Fleet Replacement, for the purchase of ten fleet vehicles and AssetWORKS Pool Car "Key Valet" software.

6. RESOLUTION: Authorizing the issuance of \$275,000 of General Obligation Bonds of the City of Norwalk to meet said appropriation.

Mr. Burnett explained the items and said this is a good thing for the City. Ultimately, this will extend the life of the fleet.

BID SHEET

PROJECT: State Project 102-347 Norwalk Traffic Signal System Upgrade – Phase 3

DATE: Thursday, May 21, 2020 AT 2:00 P.M.

BIDDER	BID AMOUNT	BID BOND
A.M. Rizzo Electrical Contractors 64 Triangle Street Danbury, CT	\$4,089,713.70 (Base bid) \$ 42,270.00 (Alternate A) \$454,494.40 (Alternate B) \$359,827.20 (Alternate C)	15% Travelers
The NY-Conn Corporation 5 Shelter Rock Road Danbury, CT	\$4,242,500.05 (Base bid) \$42,650.00 (Alternate A) \$511,759.00 (Alternate B) Incomplete – Alternate C	15% Travelers
Verde Electrical Maintenance Corporation 89 Edison Avenue Mt. Vernon, NY	\$4,548,100.50 (Base bid) \$ 92,500 (Alternate A) \$535,964.00 (Alternate B) \$402,019.00 (Alternate C)	15% Arch Insurance



CITY OF NORWALK
Drew Berndlmaier, PE, MBA
Senior Engineer
dberndlmaier@norwalkct.org
norwalkct.org
P: 203-854-7879 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06851-5125

MEMORANDUM

To: Anthony Carr, PE, Chief of Operations & Public Works
Vanessa Valadares, PE, Principal Engineer
Monique Cipriano, Executive Assistant – Engineering Division

From: Drew Berndlmaier, PE, Senior Engineer

RE: Public Works Committee Agenda: Environmental Specialist RFP Selection

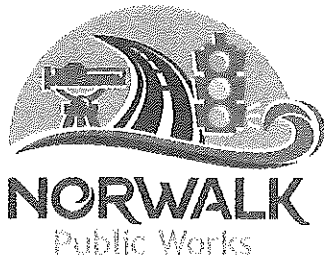
Date: May 27, 2020

Attached is the proposed resolution for Environmental Specialist services required to fulfill permitting requirements for the City's Watercourse Maintenance Project, DPW 2019-1.

A committee, comprised of staff from Purchasing, DPW and Conservation, selected JKB Consulting, LLC from 7 candidates, who all responded to the City's Request for Proposals.

Selection was made on the basis of qualifications, experience, project understanding and fees.

5a 456



CITY OF NORWALK
Drew Berndlmaier, PE, MBA
Senior Engineer
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P: 203-854-7879 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06851-5125

MEMORANDUM

To: Anthony Carr, PE, Chief of Operations & Public Works
Vanessa Valadares, PE, Principal Engineer
Monique Cipriano, Executive Assistant – Engineering Division

From: Drew Berndlmaier, PE, Senior Engineer

RE: Public Works Committee Agenda: Environmental Specialist RFP Selection

Date: May 27, 2020

Proposed Resolution:

Authorize the Mayor, Harry W. Rilling, to execute an agreement between the City of Norwalk and JKB Consulting, LLC, for Environmental Inspection Services and support, necessary to remain in compliance with regulatory environmental agencies (EPA, DEEP, ACOE & Conservation), during the Watercourse Maintenance project (DPW 2019-1), for a sum not to exceed \$47,730.00.

09 15 4027 5777 C0440
09 17 4027 5777 C0440
09 18 4027 5777 C0440
09 19 4027 5777 C0425

Authorize the Chief of Operations and Public Works, Anthony Carr, to add Orders on Contract, to the contract agreement, between the City of Norwalk and JKB Consulting, LLC, for a sum not to exceed \$4,773.00.

09 15 4027 5777 C0440
09 17 4027 5777 C0440
09 18 4027 5777 C0440
09 19 4027 5777 C0425



CORRIDOR LAND USE EVALUATION

Norwalk River Valley Trail,
Proposed Riverside Drive Parking Area
38 Riverside Avenue, Norwalk, CT

April 22, 2020

Prepared for:

Town of Wilton and City of Norwalk,
Connecticut

Prepared by:

Stantec Consulting Services, Inc.
100 Pearl Street
10th Floor
Hartford, Connecticut 06103



Revision	Description	Author		Quality Check		Independent Review	



CORRIDOR LAND USE EVALUATION

This document entitled CORRIDOR LAND USE EVALUATION was prepared by Stantec Consulting Services Inc. ("Stantec") for the account of Town of Wilton and City of Norwalk, Connecticut (the "Client"). Any reliance on this document by any third party is strictly prohibited. The material in it reflects Stantec's professional judgment in light of the scope, schedule and other limitations stated in the document and in the contract between Stantec and the Client. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. In preparing the document, Stantec did not verify information supplied to it by others. Any use which a third party makes of this document is the responsibility of such third party. Such third party agrees that Stantec shall not be responsible for costs or damages of any kind, if any, suffered by it or any other third party as a result of decisions made or actions taken based on this document.

Prepared by _____


(signature)

Melissa Bezanson

Reviewed by _____



(signature)

Eric J. Boswell, LEP

Approved by _____


(signature)

Jeff Olszewski, PLA, ASLA



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CORRIDOR LAND USE EVALUATION

INTRODUCTION

1.0 INTRODUCTION

Stantec Consulting Services, Inc.(Stantec) was retained by the Town of Wilton and the City of Norwalk, Connecticut to conduct a Land Use Evaluation (LUE) to support a proposed parking area for the Norwalk River Valley Trail (NRVT). The objective of the Land Use Evaluation is to assess the relative environmental risk associated with current and former land uses in the vicinity of the proposed parking area, which is for a new trail segment, and to determine the need for further evaluation. The environmental risks pertain to the potential presence of oils or hazardous material (OHM) that represent an environmental liability.

1.1 PROJECT DESCRIPTION

The project is a parking area to be developed for the NRVT located in the City of Norwalk, Connecticut. The proposed parking area would be constructed on the property located at 38 Riverside Avenue, Norwalk CT, which is currently owned by the Connecticut Department of Transportation (CT DOT).

1.2 SCOPE OF SERVICES

The scope of this evaluation was to perform the following tasks for parcels located within the project corridor:

- conduct an initial site windshield survey,
- review selected municipal land use and environmental records,
- evaluate present and former land uses,
- review select published federal and state environmental lists,
- describe the environmental setting,
- summarize present and former land use information, and
- provide a professional opinion regarding the relative environmental risk associated with each segment and recommendations for further evaluation or investigation, as appropriate.

2.0 LAND USE EVALUATION

An initial site survey of the property/project area was conducted on March 20, 2020 by Melissa Bezanson of Stantec. The survey involves obtaining all pertinent information regarding the segments available by site inspection from the public rights-of- way. This inspection is limited to characteristics of the property



CORRIDOR LAND USE EVALUATION

LAND USE EVALUATION

that are visible, and all areas of environmental concern may not be identified. For example, underground storage tanks or the remote storage of chemicals may not be readily identifiable.

Environmental observations of note included debris such as a piles of household litter, asphalt and curbing were observed along the road frontage (western boundary) of 38 Riverside Avenue. These were mainly solid waste items. No OHM was observed. The property was partially vegetated, and deteriorated asphalt pavement was noted on the southern portion of the property, which was surrounded by a chain-link fence. Access was limited to the western boundary along Riverside Drive and the southern end of the property adjoining 36 Riverside Avenue.

2.1 PRESENT LAND USE

The land use in the proposed parking area is wooded and undeveloped. The adjoining parcel to the south is 34-36 Riverside Avenue, which is currently developed and occupied by a marble and tile distributor. Residential neighborhoods are located to the west and to the south of the property. The Norwalk River is present to the east. Note that the present land uses were those identified at the time of this evaluation.

2.2 FORMER LAND USE

The history of the properties along the segments was compiled from United States Geological Service (USGS) topographic maps, aerial photographs, and Sanborn Fire Insurance Maps. These informational sources were provided by Environmental Data Resources, Inc. (EDR), and copies of each source are included in Appendix A. City Directories are also provided in the appendix but were not reviewed. A summary of the information from the review of these sources follows.

2.2.1 USGS Topographic Maps

Historical topographic maps were reviewed for the years 1892, 1893, 1943, 1947, 1951, 1960, 1971, 1984, and 2012. No development is depicted in the segment in this topographic map set from 1892 through 2012. The Norwalk River channel to the east of the Property was realigned during the construction of a US Route 7 between 1960 and 1971. Riverside Avenue is depicted in all the historical maps and imagery.

2.2.2 Aerial Photographs

Aerial photographs were reviewed for the years 1934, 1949, 1958, 1960, 1963, 1971, 1979, 1985, 1991, 1996, 2005, 2008, 2012, and 2016. The south abutting property was developed before 1934 and remained developed with an industrial/commercial type structure. The Property appears to be inundated by the Norwalk River in 1934. The Norwalk River channel was realigned between 1963 and 1971, the channel was straightened and moved closer to the subject Property. The Property appears to be cleared by 1971 and remained undeveloped up to 1979. In the 1985 aerial photograph image, the Property appears to be cleared, the surface across the south area is either paved or gravel, and some objects are staged on the east side adjacent to the river. In the 1991 image, the Property appears disturbed and used for storage or staging of materials, which may include soil and/or debris piles. The piles appear to



CORRIDOR LAND USE EVALUATION

ENVIRONMENTAL RECORDS REVIEW

be absent in the 1996 image. In the 2005 image, objects are present in the east portion of the Property, but the objects are not clearly discernable in the image. The objects are not visible in the subsequent imagery, and the south area of the Property appears to be paved..

2.2.3 Sanborn Fire Insurance Rate Maps

Sanborn Maps were reviewed for the years 1896, 1901, 1906, 1912, 1922, 1950, 1959, 1950, 1958, and 1966. There is no mapped coverage on the 1896, 1901, and 1906 for the property. The parcel to the south, 36 Riverside Avenue, is developed with a structure identified as "Monument Works" starting in 1950. The maps between 1950 and 1966 show a "Top of Bank" line between the Property and south abutter.

3.0 ENVIRONMENTAL RECORDS REVIEW

An environmental records review was conducted for selected information from the United States Environmental Protection Agency (USEPA) and the Connecticut Department of Environmental Protection (CTDEP). The information was provided by Environmental Data Resources, Inc. (EDR). A separate report was prepared for each of the three segments. Copies of the reports are included as Appendix A. The following summarizes the pertinent information regarding the potential for properties with environmental records to impact the segments.

3.1 EDR RADIUS MAP REPORT

3.1.1 Subject Property: 38 Riverside Avenue

The Property was not listed in the environmental databases reviewed by EDR and Stantec.

3.1.2 Properties Surrounding 34-36 Riverside Avenue

There are sites identified within the immediate search radii with environmental records. Based upon description, distance, age, response status, or physical setting, none of these other mapped sites in the vicinity of the segment are expected to adversely impact the project area. Multiple underground storage tanks (USTs) were historically operated on the adjoining property to the south, 34-36 Riverside Drive. The USTs have been removed and no releases were reported. Based on the topography, location of the tanks, and the inferred groundwater flow to the southeast, potential impacts associated with these historical USTs to the Property are unlikely.



CORRIDOR LAND USE EVALUATION

ENVIRONMENTAL SETTING

4.0 ENVIRONMENTAL SETTING

4.1 BEDROCK AND SOIL DATA

According to the CT ECO database, as a result of the former alignment of the Norwalk River, the surficial soils within the property is identified as a combination till, sand and gravel. Bedrock is mapped as granitic gneiss.

4.2 GROUNDWATER

According to the Connecticut Department of Environmental Protection's (CTDEP) 1999 Water Quality Classifications, the groundwater classification for the property is Class GA impaired, which is defined as designated uses are existing private and potential public or private supplies of water suitable for drinking with treatment and baseflow for hydraulically-connected surface waterbodies.

4.3 SURFACE WATER

The Norwalk River is classified as B surface waterbody. Class B designated uses are habitat for fish and aquatic life and wildlife recreation; navigation; and industrial and agricultural water supply.

5.0 CONCLUSIONS

Identification of current and historic land uses and the review of the environmental database records formed the basis for a determination of the relative risk of environmental liability associated with the Property. The Property was evaluated to rate the risk level (i.e. low, moderate or high) of being impacted by a past release of OHM.

5.1 POTENTIAL INCIDENTAL ENVIRONMENTAL IMPACTS

Based on the records reviewed for this assessment, there is a low-risk that the Property was impacted by a release of OHM. This risk rating is a result of the following environmental conditions:

1. While the Property has been historically vacant, according to aerial imagery, unknown materials have been staged on the Property, including stockpiled material. There is a low probability that these materials contained OHM.
2. Four USTs were historically present on the adjoining property downgradient to the Property (34-36 Riverside Drive). There were no tank closure reports on file at the CT DEEP file room and the tank status at the time of closure is unknown.
3. Portions of the Property may have been filled during the alignment of the Norwalk River. There is a high probability that urban fill was used as backfill material.



CORRIDOR LAND USE EVALUATION

RECOMMENDATIONS

6.0 RECOMMENDATIONS

In consideration of the future use of the Property as a parking lot, no additional investigation is recommended at this time. While this Property may not be developed as a trail, its use will support trail activities. Therefore, the best management (BMPs) for developing trails for public use in areas with low risk of contamination, as developed by the Massachusetts Department of Environmental Protection (MADEP) in a guidance entitled *Best Management Practices for Controlling Exposure to Soil during the Development of Rail Trails*, should be considered and implemented.



38 Riverside Avenue, Norwalk CT

- Legend**
- 38 Riverside Ave
 - Approximate Property Boundary





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: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: CONCERT HALL - SOUND SYSTEM REPLACEMENT

DATE: MAY 27, 2020

On January 14, 2020 the Common Council approved the replacement of the Concert Hall sound system which is approximately 30 years old. The project consisted of replacing the current sound system, speakers, amplifiers and electrical wiring. The original plan was designed by our local acoustics design consultant, Jaffe Holden, free of charge. Funds were allocated in the 2020-2021 Capital Budget.

Through a public bidding process, the City received one (1) bid submission from WC McBride Electrical Contractor LLC and subsequently a contract was approved and Purchase Order was issued in the amount of \$39,140 with a contingency of \$3,914.

Upon commencement of the project, the project team identified that due to the weight of the new speakers, the speaker brackets would need to be design and certified by a structural. Additionally, with the updated system, it was determined that the existing storage racks were unable to accommodate the new sound equipment due to their age and sizing. The amplifiers that were specified were to upgrade the system to the current needs of the Concert Hall user groups.

The additional work that was needed for the structural engineer, modified hanging brackets and equipment racks came to a total change order of \$9,692.66. A Structural Engineer cost was \$3,270.30. The brackets that were specified were additional cost of \$1,060.00. The new equipment rack and accessories had to be purchased in the amount of \$3,314.10. Additional labor to install the rack system and low/high voltage power for the amount of \$784.00.

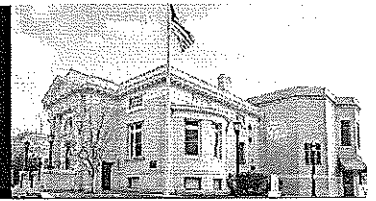
At this time, Building Management would like to request the following:

ACTION REQUESTED:

- a. Authorize to increase contingency allowance for the Norwalk Concert Hall Sound System Replacement Project with WC McBride Electrical Contractor LLC from \$3,914.00 to \$9,692.66. Funds are available from account 0919 7100 5777 C0439.



NORWALK PUBLIC LIBRARY



TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: SHERELLE HARRIS, ASSISTANT DIRECTOR
DATE: MAY 18, 2020
RE: SECURITY GUARD SERVICES FOR THE NORWALK PUBLIC LIBRARY

On **December 20, 2019** the City of Norwalk's Purchasing Department solicited proposals for security guard services for both of the Norwalk Public Library locations. Five (5) contractors submitted proposals expressing interest in providing security guard services. One contractor, Blue Flame Protection Services, LLC, withdrew their proposal from this project.

The remaining four were as follows:

PROSPECTIVE FIRMS		
FIRM	HEADQUARTERS	AREA COVERAGE
Aron Security, Inc. (DBA Arrow Security)	North Haven, CT	New England
Orion Protective Services, Inc.	Bridgeport, CT	New England
Summit Security Services, Inc.	Hartford, CT	National
Westech Security & Investigations, Inc.	Middlebury, CT	New England

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an agreement with Orion Protective Services, Inc. to provide security services at the Norwalk Public Library (1 Belden Avenue and 10 Washington Street).

The fee for the Libraries base contract for FY 2020–21 shall not exceed \$136,012; FY 2021–22 \$140,344; FY 2022–23- \$142,200; FY 2023–24 \$149,626, FY 2024–25 \$152,720.

Funds for this service are available in the operating budget account 016200-5296 for the Norwalk Public Library.

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



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



City of Norwalk, School and Municipal Building Construction
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125
C: 860-306-7134 O: 203-854-7284
email:jgiuliano@norwalkct.org



June 1, 2020

Norwalk Land Use and Building Management Committee
Norwalk City Hall
125 East Avenue
Norwalk, CT 06851

Re: Additional Staff-Capital Projects

Dear Committee Members,

I reviewed our on-going and projected workload planned to start in July 2020 with Alan Lo, Building and Facilities Manager. In the context of work performed over the past three years, the additional assignments represent a substantial increase in the volume of work that CSG has been actively managing for the City of Norwalk. For this reason, it was concluded that additional manpower would be required to continue to successfully manage the on-going school construction projects as well as those that will be proceeding to design this summer. At the present time, I am providing full time Program Management Services in the end of the three year of a 5 year contract. Additionally, we added a part time Assistant Project Manager position (3 days a week) approximately 18 months ago which is scheduled to conclude on June 30, 2020.

To summarize the short-term priorities, CSG is preparing grant applications for several new construction projects for submission to the State of Connecticut for submission by June 30, 2020, including the impending Norwalk High School project. We are coordinating the move out of Jefferson Elementary School and the concurrent delivery of new furniture to Ponus Ridge School. This summer, Newfield Construction will be completing the last phase of Ponus School. We are managing multiple school projects that are currently in the design phase – one of which will be going through the State approval process to allow for the start of construction in January 2021. We are actively providing close-out services associated with numerous projects that have been completed over the past three years. Finally, we continue to manage issues associated with the New Columbus School.

As a result of the aforementioned on-going and projected workload, CSG is hereby submitting a proposal to the City for fees associated with the continued part-time assignment of an Assistant Project Manager (3 work days per week) as well as the addition of a full-time Project Manager to assist in the oversight of the construction process as well as miscellaneous administrative duties. The fees associated with these two staff members represent an



additional cost beyond fees associated with the continued full-time Program Manager position.

The additional cost breakdown is provided on the following page.

Additional Cost Breakdown

Fiscal Year 2020/2021 Full-Time Proj. Mgr.	\$278,951.00
Fiscal Year 2020/2021 (3 Days/Wk) Asst. Proj. Mgr.	\$149,008.00
Fiscal Year 2021/2022 Full Time Proj. Mgr.	\$291,720.00
Fiscal Year 2021/2022 (3 Days/Wk) Asst. Proj. Mgr.	\$156,461.00
Reimbursables	<u>\$58,500.00</u>
Total	\$934,640.00

The costs for Program Management Services are included as part of the construction budget and are subject to State reimbursement. The total fee will be charged to the following projects:

Norwalk High School -	\$493,336 Acct. Number to be determined
Cranbury School -	\$266,274 Acct. Number to be determined
Naramake School -	\$175,000 Acct. Number to be determined

This staffing level and fee proposal is based on the current City approved projects and corresponding schedules. In the event that there are changes to the project commitments, budgets and/or schedule, CSG and the City will evaluation staffing needs and adjust the above staffing, manhour requirements and monthly billings accordingly.

Please contact me directly at 860-306-7134 if you have any questions regarding this proposal.

Sincerely,

James P. Giuliano
President

cc:File

THE PLANNING COMMITTEE OF THE COMMON COUNCIL

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

VII C

TO: MEMBERS OF THE COMMON COUNCIL
FROM: STAFF OF THE NORWALK REDEVELOPMENT AGENCY
RE: 2020 NEIGHBORHOOD ASSISTANCE ACT (NAA) TAX CREDIT PROGRAM
DATE: MAY 27, 2020

The Neighborhood Assistance Act Tax Credit Program (NAA-TCP) provides a tax credit to business firms that make cash investments in qualifying community programs conducted by tax exempt or municipal agencies. A tax credit equal to 100% of the cash invested is available to business firms that invest in energy conservation projects and a tax credit equal to 60% of the cash invested is available to business firms that invest in programs that provide for example: Neighborhood assistance, employment and job training, education, community services, crime prevention, Community-based alcoholism prevention or treatment and any other program which serves a group of individuals where at least 75% of the individuals are at an income not exceeding 150% of the poverty level for the year immediately preceding the year during which the tax credit is to be granted.

The Norwalk Redevelopment Agency obo City of Norwalk, received 14 applications for Connecticut's 2020 NAA-TCP. Accompanying this memo is an electronic binder showcasing each NAA-TCP application. Please note:

- This is not a Norwalk grants program, nor are any funds controlled by the City of Norwalk involved.
- The City's role is one of acknowledging the existence of the non-profits, their proposed services to the community, and their stated needs to the state and corporate seekers of tax credit opportunities.
- Application review and award of tax credits is carried out by the State's Department of Revenue Services.

Under statute, the non-profit, tax-exempt organizations with 501c3 status must be referred by the local legislative body following a public hearing which was held at the beginning of this meeting. Note: Applicants are not making presentations on their NAA-TCP applications. Following the public hearing, the Committee is asked to advance to the Common Council any or all of the following applications received. The full applications are posted here: <http://www.norwalkct.org/1709/Neighborhood-Assistance-Act-Tax-Credit-P>

Organization	Program Title	Amount Requested	Credit % Requested
Triangle Community Center	Mental Health Counseling, Case Management & Educations	\$24,500	60%
ElderHouse	Adult Day Svcs for low-income persons w/Alzheimer's Disease	\$50,000	60%
Junior Achievement of Greater Fairfield County, Inc.	Supplimental Financial Literacy Programs	\$33,000	60%
Human Services Council, Inc.	Energy Conservation – Improvements to 40 S Main St., Supportive Housing	\$86,503	100%
Maritime Aquarium at Norwalk	Energy Conservation – Replacement of Air Handling Units (Phase 1)	\$150,000	100%
Open Door Shelter	Employment First Job Placement Program	\$75,000	60%
Open Door Shelter	Energy Efficient Windows for supportive housing for homeless	\$40,000	100%
Liberations Programs, Inc.	Substance use Disorder Treatment	\$142,125	60%
Domestic Violence Crisis Ctr	Security System for the Norwalk SafeHouse	\$10,000	60%
Star CT	Smart Home Showcase for People with Disabilities	\$24,500	100%
Saturday Academy	Girls in Tech: Build a take home laptop	\$22,300	60%

Keystone House	Energy Efficient Generator at St. John Street Group Home	\$6,664	100%
Broad River Homes	Window Replacement	\$90,000	100%
Stepping Stones Musuem	Open Arms Accessibility Initiative	\$150,000	100%

REQUESTED ACTION:

1. Approve the 2020 applications for referral to the state for inclusion in the NAA Tax Credit Program.

THE PLANNING COMMITTEE OF THE COMMON COUNCIL

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

TO: MEMBERS, NORWALK COMMON COUNCIL
FROM: STAFF OF THE NORWALK REDEVELOPMENT AGENCY
DATE: MAY 27, 2020
RE: CDBG 5-YEAR CONSOLIDATED PLAN AND PY46 ANNUAL ACTION PLAN (AAP)

As an entitlement community, The City of Norwalk receives an annual allocation of community development funding from the U.S. Department of Housing and Urban Development (HUD) and is required to submit a five-year Consolidated Plan, covering Norwalk's Community Development Program. The plan is:

- A collaborative process whereby the community establishes a unified vision for community development actions.
- A strategy, according to HUD's directions, that sets forth Norwalk's policy for allocating investment to meet housing needs and economic development initiatives.
- A statement of community development objectives.
- A management tool for tracking and measuring results.

5-YEAR CONSOLIDATED PLAN (ConPlan) AND PY46 ANNUAL ACTION PLAN (AAP) PUBLIC PARTICIPATION

There were no comments received on the Annual Action Plan during the public comment period April 20th – May 19th, 2019 or at the public hearing held on May 7th, 2020.

The ConPlan and PY46 AAP can be found in draft format at the Agency's CDBG page on the City of Norwalk's website: <http://www.norwalkct.org/1412/Community-Development-Block-Grant>

PY46 FUNDS AVAILABLE AND FUNDING RECOMMENDATIONS

The City's CDBG amount available for funding is \$1,050,515. Below is a summary of funding allocations recommended by the Planning Committee and included in the Consolidated Plan and Annual Action Plan. CDBG program planning and administration will continue to operate according to the 20% formula as prescribed by HUD. All public service activities are capped at 15% of the allocation.

Project	Organization	Program/Project	Request	Funds Allocated
Public Services	East Norwalk Library	Youth Robotics Program	\$7,900	\$7,900
	Higher Education Learning Professionals	College Prep Program	\$14,000	\$9,702
	Liberations	Vocational Training & Financial Planning for Women in Substance Abuse Programs	\$20,000	\$15,702
	Malta House	Residential and Partnering Success Prog	\$50,000	\$45,701
	Open Door Shelter	Smilow Life Ctr Jobs Training Program	\$35,000	\$30,702
	Serving All Vessels Equally (SAVE)	Check & Connect Intervention Program for K-12 Students	\$30,000	\$25,701
	TOTAL		\$156,900	\$135,408
Housing	Domestic Violence Crisis Center	Norwalk Safe House Renovations	\$35,000	\$35,000
	HomeFront	Critical Repairs for 3 very low inc homes	\$17,000	\$17,000
	Keystone House	Bathroom Renovation at Elmcrest Terrace Group Home	\$10,075	\$10,075
	Malta House	Renovations to Malta House's New Home	\$50,000	\$50,000
	Norwalk Housing Authority	Ludlow Village Handicap Accessibility Housing Units for Seniors	\$60,500	\$60,500
	Open Door Shelter	Energy Efficient Windows and Doors	\$37,000	\$37,000
	TOTAL		\$209,575	\$209,575
Public Facilities	Carver Foundation	New Boiler System	\$40,236	\$40,236
	City of Norwalk	Walk Bridge Mitigation Program	\$100,000	\$100,000
	Norwalk Redevelopment Agency	City Neighborhoods	\$355,193	\$355,193
	TOTAL		\$495,429	\$495,429
Planning and Administration	Norwalk Redevelopment Agency	CDBG Administration	\$210,103	\$210,103
	TOTAL		\$210,103	\$210,103

REQUESTED ACTION:

- Approve the 5-year Consolidated Plan (ConPlan) and PY46 Annual Action Plan (AAP) and authorize the Mayor to execute any and all documents associated with the submission of the ConPlan/PY46 AAP.

Memorandum

May 28, 2020

To: Planning Committee, Common Council
From: Steve Kleppin, Planning & Zoning Director
Re: Utile – Industrial Zones Study

As part of the Planning & Zoning Department's 2019/2020 Operating Budget, we were approved for \$100,000 to conduct a long overdue study of the City's industrial zones. No zoning area in the city has more controversy associated with it and is under as much pressure as the city's industrial zoned land. The study looks to address many questions, including but not limited to: *Where and how much land should be allocated to contractors? How much land do we need in the future to support industry? What policies should the city enact in order to attract the desired businesses? Should the zoning bounds be redrawn? Should the uses within the various industrial zones be modified? How are our peer communities addressing these issues?*

A Request for Qualifications was issued. Five responses were received with 1 being disqualified for incorrect submission requirements. The four remaining firms were interviewed. While all the firms interviewed well, Utile had the most unique approach to the study, approaching the goals and issues differently than the other firms. Utile was the unanimous choice of the committee.

I have attached the Scope of Work for the study which was prepared by Utile, City staff and reviewed by the Oversight Committee.

For informational purposes, the study committee is comprised of John Kydes and Darlene Young from Planning Committee, Richard Roina from the Zoning Commission, Tammy Langalis from the Planning Commission, Sabrina Church and myself. In addition, we will involve other stakeholders, as we move forward, specifically the Harbor Management Commission since many of these areas have impacts on Norwalk Harbor. Work is anticipated to begin in earnest in July and should hopefully conclude twelve months later.

I request that the following resolution be forwarded to the full Council for consideration:

Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Utile, Inc. to conduct an Industrial Zones Study, in an amount not to exceed \$100,000.

Feel free to reach out to me with any questions.

END

May 15, 2020

Steven Kleppin
Director of Planning and Zoning
City of Norwalk
125 East Avenue
Norwalk, CT 06851

utile

Scope of Services for Norwalk Industrial Zones Study

The estimated Scope of Services describes tasks and associated services to meet the City's staff and oversight committee's goals for the Norwalk Industrial Zones Study. The process of creating scenarios, soliciting internal city feedback, and creating revisions for public presentation will require a relatively efficient process for internal consensus-building and decision-making.

Time Frame

The planning study will be accomplished within 12 months of its initiation, subject to reasonable and mutually approved adjustments by the City and Utile to take into account additional requested time for reviews, community discussions, unanticipated requests due to changes in existing conditions or force majeure events. During this timeline we propose scheduled check-ins every month, for a total of twelve updates over the twelve months. For both public health concerns as well as work efficiency, each of these meetings will be held as video-conference calls.

Project Management, Collaborative Process, and Client Responsibilities

The consultant team will collaborate with the Project Manager, Zoning Commission, Planning Commission, and Oversight Committee established by the City, City staff and officials, citizens and other stakeholders as described in this Scope of Services.

Consultant Lead: Utile is responsible for developing the Industrial Zones Study and coordinating the work of the subconsultant, Ninigret Partners. Tim Love FAIA will be the principal-in-charge, and Will Cohen AICP will be the project manager except as may be approved by the City.

Oversight Committee: The City will create an Oversight Committee (OC) to function as an advisory group. The OC will provide input, advice, and feedback to the consultant team through the City project manager. Members will be asked to assist in defining outreach opportunities, promote public involvement using their networks, including any bodies they represent, and attend public engagement events.

Project Manager: The City of Norwalk's project manager will be the Planning and Zoning Director, Steven Kleppin, who will act as principal liaison to coordinate all aspects of the project with Utile's project manager. There will be regular consultation through email, telephone, and scheduled conference calls. The City's project manager will:

- Provide access to demographic and socio-economic data, GIS data layers and map projects, assessor's data, regulations, previous planning documents, stakeholders' contact information, and other information
- Assist in making data and information held by other governmental bodies available to the consultant, as needed
- Assist by scheduling Neighborhood Impact Analysis meetings and contacting property owners and other stakeholders to attend

- Assist with public outreach and any needed media approvals including serving as the liaison for the Norwalk Tomorrow website or other City information outlets.
- Assist with the logistics for public meetings, including identification of City-owned meeting space
- Attend Oversight Committee meetings
- Attend online and in-person community meetings

Task 1: Existing Conditions and Industry Assessment

1.1 Kick-Off and Focus Groups

We propose to kick-off the project with either a half-day online meeting or a series of shorter online meetings with the City, Utile, and Ninigret Partners. This will be a chance for the project team to hear about the issues facing the waterfront and industrial zones and get context in preparation for focus groups. The issues described above are an example of the kinds of observations, design considerations, and opportunities for economic development we hope to elaborate on during a kick-off meeting. We also propose one half-day of virtual focus groups for corridor stakeholders who will be determined in collaboration with the City. Participants in the focus groups may be interested residents or community stakeholders, and may also be business owners similar to those who will fill out the survey described in Task 1.2.

1.2 Spatial & Economic Analysis

- **Collect existing data and plans:** The project team will request any existing studies from the City. This includes additional documents related to the citywide planning process' work around industrial areas, and the City's collected GIS and property data related to existing businesses, development, or tax revenue.
- **Trend analysis:** The team will assess trends in the "Industrial" sector of the economy in Fairfield & Westchester counties, looking at industrial districts in terms of establishment change and sector activity. Ninigret and Utile will look at the businesses in Norwalk's industrial districts, to assess what their products and services are, leading to a high-level summary of activities, operations and logistical needs. This information will help inform the following planning efforts. Ninigret and Utile will conduct interviews with 10-15 representative businesses in Norwalk to understand why they are located in these districts, and what needs they have for continued success.
- **Peer Communities Case Studies:** Utile and Ninigret will work with the city to identify 3-5 peer communities where cities have successfully guided growth, redevelopment, and/or repurposed their industrial districts. Representatives of the selected communities will be interviewed to understand efforts to attract the growth of industrial businesses, challenges they faced, and how their experience can inform Norwalk and the City's approach to attracting and retaining industrial uses. The comparative analysis will factor in regulatory obstacles unique to Norwalk.
- **Analyze existing developments:** Utile and Ninigret will look at the relationship of recent developments and projects to the industrial zones' current market potential. Our team will use the information provided by the City's existing datasets and lessons from the recently completed citywide plan to assess the current market viability of these areas based on their existing regulatory capacity. This will help establish the baseline conditions that will inform the future-oriented scenarios described in Task 3.

Task 2: Community Outreach

Due to COVID-19, the proposal for public meetings will maximize virtual calls with less than 50 participants. We aim to have one larger public meeting in person, and we recognize that the content presented at this meeting may shift depending on the overall project start date as well as public health considerations. All outreach efforts will be made visible on the Norwalk Tomorrow website.

2.1 Online Survey

Utile will develop a simple online survey to be completed by area stakeholders, residents, and businesses. This will be integrated with the Norwalk Tomorrow website. Feedback from this survey, which will ask questions about existing concerns and perceived needs, will help inform the scenario development. The survey will address both general issues as well as issues specific to geographic areas.

2.2 Neighborhood Impact Outreach

During this phase, Utile will host online focus groups with the different neighborhoods that abut industrial zones. Online meetings with stakeholders from geographic districts will convene to understand concerns and compatibility with adjacent uses. Utile will work with the city to identify five geographic areas of study and will convene one online meeting per defined area. The five zones could be defined as: (1) Off Route 7, (2) Waterfront, (3) East Norwalk, (4) South Norwalk, (5) MLK SoNo. The team will be mindful that industry disproportionately negatively impacts underserved communities while also considering the changing nature of industry and its relationship to other uses.

2.3 Present Scenarios to City & Public

In order to get public input on conclusions from online community outreach and the development scenarios, we will present them at a public meeting designed in a collaborative, workshop style. Utile is very intentional about how we conduct public engagement, believing that a traditional hearing-style meeting is rarely the most effective way to get constructive input. When evaluating potential development scenarios, voting for one option or another is too simplistic. Instead, what often emerges from a good public process is a hybrid scenario, taking desirable elements from more than one alternative and making informed compromises. In order to get to this type of result, a more robust discussion amongst residents, stakeholders, and City staff is necessary. Utile will work closely with the City to present the scenarios in a way that best tees up this type of discussion, and then to design and facilitate a workshop that can encourage participants to actively engage with priorities and tradeoffs to reach consensus.

Task 3: Development Scenarios

When preparing development scenarios, Utile's approach is to carefully balance the practical and the aspirational. A plan should not be constrained by the least common denominator, but nor should it be completely untethered from reality. Market demand in multiple sectors, population trends, construction costs in the region, nationwide retail trends, and other factors will play an important role in informing the development scenarios. We will combine this with a detailed look at the available parcels and soft sites across Norwalk's three industrial zones, considering the relevant industrial building types that are appropriate from a dimensional perspective, and reality-checking these "test fits" against market-driven metrics.

3.1 Scenario Design and Industrial Types

The RFP contemplates a wide range of objectives, including an appropriate balance of uses, impacts on traffic including the balance of truck traffic versus other modes, public access, resilience, protection of surrounding residential neighborhoods, and impacts on zoning and other regulatory frameworks. Utile will develop two or three scenarios that explore different ways that these objectives might be balanced. The team will assess the relevant industrial use categories and subcategories that have the greatest potential for attraction and/or expansion in the City. This will be accompanied by illustrating and cataloging corresponding building prototypes that are appropriate to the existing fabric of Norwalk's industrial zones. Graphics to support these schemes will be drafted in this initial task and refined in Task 3 in preparation for City and public presentation.

3.2 Economic Development & Program

In addition to the objectives mentioned in Task 3.1, the RFP also contemplates the need for considering the options for different kinds of industrial and heavy commercial uses, identifying potential new kinds of tenants, understanding the role of the waterfront, and understanding which development initiatives will lead to the best development outcomes for the district, long term. A conceptualization around scenarios will need to grapple with specific answers to these questions, and any range between options must fit within the spectrum of possibilities that is viable from a contemporary market perspective. The findings of the economic studies will inform the “fit analysis” conducted in 3.1, which tests the spatial viability of various industrial buildings and operations on specific sites.

3.3 Tradeoffs

The scenarios will consider tradeoffs along multiple dimensions. At the most basic level, which land uses should be prioritized? Does the City see these zones as an opportunity, beyond industrial development, to increase the commercial tax base? Which uses might conflict with each other or the existing surroundings? In what situations is it appropriate to consider additional housing, given the importance of preserving existing commercial and industrial land? The context will also be important when it comes to the scale of development explored in the scenarios, ranging from potential land uses to zoning constraints to building footprint and height. The scenarios will also consider infrastructure capacity and its constraints and opportunities.

Task 4: Plan Production

4.1 Finalize Preferred Scenario & Program

Based on feedback from the presentations in Task 2.3, Utile will select and refine a single preferred scenario and program in preparation for inclusion in final deliverables. Refinement of a preferred scenario after the public presentation will help ensure that this project's final deliverable reflects public input and is coordinated with other ongoing City initiatives and policies.

4.2 Create Final Annotated Presentation, Summary Document, and Goal Tracking

The recommendations that come out of this study will be useful for a wide range of audiences—municipal stakeholders at the City, interested members of the public, small businesses along the study area, and potential new developers. We believe that producing only a detailed book-style report might not be the most effective way to generate momentum for implementation. Instead, we propose two final deliverables, tailored for different audiences. The first deliverable from this study would be an annotated presentation, geared toward external audiences including the public, businesses, and developers. This would be based on the presentation from Task 2.3 and

would make a clear and compelling case for the proposed vision for the study area. Providing this deliverable as a presentation will allow City staff to use it more flexibly for follow-up conversations with different stakeholders, such as prospective developers. The second final deliverable would be an implementation report summarizing the study's recommendations. The audience for this memo will be the City. Additionally, Utile will also work with the city to set up an online platform for tracking the goals of this final study that is compatible with Norwalk Tomorrow.

Revised Estimated Timeline and Budget

Utile's initial proposal was in response to the RFP and a \$90,000 budget. Since the RFP submission, Utile has worked with the City to revise the scope. Community Outreach is now broken out as a separate scope item and the work now includes focused outreach for each of the five distinct geographic areas. Additional scope has been added to Task 1 with the inclusion of Peer Communities Case Studies and interviews in the Trend Analysis. These scope changes have been coordinated with the updated overall project budget of \$100,000.

Proposed Fee

The total fee is \$100,000 (including expenses) and will be billed on an hourly not-to-exceed basis. Invoices will be prepared monthly based on hours accrued to-date.