

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

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I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: April 9, 2024

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

APPOINTMENTS: Howard W. Dixon, Fire Commission
Nicole T. Hampton, Fire Commission

REAPPOINTMENTS: Oscar Destruge, Fire Commission

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. RESIGNATIONS AND APPOINTMENTS

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Settlement: CAREN PRICE v. CITY OF NORWALK – FILE NO. A23527
EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. FINANCE COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: April 2024.
2. For informational purposes only: Narrative on Tax Collections Dated: April 2024.
3. For informational purposes only: Monthly Tax Collector's Reports Dated: March 2024.
4. Authorize the Mayor, Harry W. Rilling, to execute the Grant Assignment Certification, SFY 2024 assigning State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program apportioned funds to operation of transportation services coordinating entity, Norwalk Transit District. City match \$390,000 account 012010- 5A0620.
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 (\$847,944.96 – 2024 Grant).
6. Authorize the Norwalk Public School Purchasing Agent to issue purchase orders in accordance with City Procurement Guidelines for hardware plus Forticare premium for an amount not to exceed \$122,208.98 account 09110600-5777-C0375 (09235010-5777-C0112 AND 09245010-5777-C0112).
7. Authorize the appointment of Auditors to audit Fiscal Year 2024 at a fee of \$103,000. (Account 011310-5253 Accounting and 015725160-330-57 BOE Other Professional Services).

B. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Director of Recreation and Parks to pilot a new reservation system for outdoor tennis and pickleball court use for players who want to guarantee play on a specific Court at a specific Time. Registration will be through the Active Net Registration and scheduling system. Reservation fees are proposed at \$15.00 per hour for residents, and \$25.00 per hour for non-residents only for those who want to reserve a court, otherwise the courts remain open at no cost.

C. ORDINANCE COMMITTEE

1. Approve revisions to Bidding and Purchasing, Sections 19-1 and 19-2.
2. Approve revisions to Chapter 63 - Law Department, Sections 63-1 through 63-7.

3. Approve revisions to Chapter 103 – Taxation, Article V – Board of Assessment Appeals, Section 103-14.

D. PUBLIC WORKS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements and other instruments necessary to convey a 72 ± sq. Ft. Temporary construction easement for purposes of installing a temporary guy anchor in Veteran's Park per CONN DOT 102-301-176-54 compilation map dated November 2023 enclosed with agenda for just compensation of \$2,500.
2. Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Exceptional Home Improvements LLC for Project RD2024-2 Curbs and Sidewalks for Various Locations for a sum not to exceed \$622,343.95 with an option to extend for two (2) additional terms of one (1) year each.

Account No. 03 00 00 2602
09 23 7100 5777 C0583
09 24 4021 5777 C0021
09 24 4021 5777 C0318
09 25 4021 5777 C0318
09 24 4021 5777 C0440

3. Authorize the Chief of Operations and Public Works, to execute orders on the contract between the City of Norwalk and Exceptional Home Improvements LLC, for Project RD2024-2 Curbs and Sidewalks for Various Locations for a sum not to exceed \$124,468.79.

Account No. 03 00 00 2602
09 23 7100 5777 C0583
09 24 4021 5777 C0021
09 24 4021 5777 C0318
09 25 4021 5777 C0318
09 24 4021 5777 C0440

E. COMMUNITY SERVICES COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments with Fairfield University as may be necessary to allow for students in the University's graduate and undergraduate programs to be placed at the Norwalk Health Department for internships and student learning opportunities.
2. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments with American Heart Association as may be necessary to allow for the Norwalk Health Department to help distribute automatic blood pressure cuffs and educational materials at partner organizations and locations throughout the community.
3. Authorize the Mayor, Harry W. Rilling, to enter into a contract with Daydream Communications in an amount not to exceed \$35,000 (from grant account number 3520-87-5298) for the development and implementation of a regional public health communications campaign.

4. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments necessary to apply for and accept the School Readiness Grant which includes the Quality Enhancement Grant for the period July 1, 2024 to June 30, 2025.
5. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments to reappoint Family Children's Agency, Inc. as the Municipal Agent for the Elderly for the period July 1, 2024 – June 30, 2025. FY 25 \$163,000 Account # 012010-5298
6. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with The Open Door Shelter (dba Open Doors) located at 4 Merritt Street Norwalk, CT 06854 in the amount of \$92,000.00 to provide shelter services for persons experiencing homelessness for Norwalk residents. Beginning June 1, 2024 to May 30, 2025. Account #012010-5A0620.

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

FIRE COMMISSION	M/C	Norwalk Code 1-333
Howard W. Dixon (U) 25 Park Hill Avenue Norwalk, CT 06851		Term Expires – 11/18/2025
Nicole T. Hampton (U) 8 Norden Place Norwalk, CT 06855		Term Expires – 11/18/2025

REAPPOINTMENTS

FIRE COMMISSION	M/C	Norwalk Code 1-333
Oscar Destruge (D) 4 Carothers Lane Norwalk, CT 06851		Term Expires – 11/18/2025



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Mayor Rilling called the meeting to order at 7:30 p.m. and led the Assembly in reciting the Pledge of Allegiance.

Ms. Dixon called the Roll:

Council at Large:	Mr. Gregory Burnett Mr. Johan Lopez Ms. Barbara Smyth	Mr. Joshua Goldstein Ms. Nora Niedzielski Eichner
District A:	Ms. Nicol Ayers	Mr. Jalin Sead
District B:	Mr. Dajuan Wiggins	Ms. Darlene Young
District C:	Ms. Jenn McMurrer	Ms. Melissa Murray

District D: Ms. Heather Dunn Mr. Doug Sutton

District E: Mr. James Frayer Ms. Lisa Shanahan

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

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

II. ACCEPTANCE OF MINUTES

Regular Meeting: March 26, 2024

**** MS. SHANAHAN MOVED TO APPROVE THE MINUTES AS CORRECTED**

The consent calendar was read by Ms. Dunn. Comments attributed to Ms. Muray were made by Ms. Young.

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

III. PUBLIC PARTICIPATION

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

Mr. Robert Covello spoke about the renovations at Lockwood Mathews Mansion Museum.

Ms. Lisa Briton spoke about the budget and asked Common Council members to vote as independent thinkers.

Ms. Diane Lauricella spoke about the budget and offered recommendations on where to make cuts.

Ms. Ana Tabachneck spoke about the budget and said for \$400.00 a year it is not worth losing the level of services.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS:

There were no resignations or appointments announced this evening.

MAYOR'S REMARKS:

Mayor Rilling gave a shout out to the Men's and Woman's UConn Husky teams. A victory parade will take place on Saturday in Hartford beginning at 11:00 AM

The South Norwalk school ground breaking event took place yesterday. Mayor Rilling Expressed his thanks to Senator Duff for getting the 60% reimbursement for the school. In addition the Norwalk High school groundbreaking event took place last week and mayor Rilling thanked Senator Duff for the 80% reimbursement.

The free family friendly Earth Day event will take place on Saturday April 27th

V. COUNCIL PRESIDENT

A. RESIGNATIONS AND APPOINTMENTS

There were no resignations or appointments announced this evening.

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

Due to a potential conflict of interest Ms. McMurrer left the meeting.

**** MS. YOUNG MOVED TO APPROVE THE FOLLOWING ITEM**

2. AUTHORIZATION TO SETTLE CLAIM: COLAROSS, STEPHEN A. V. CITY OF NORWALK, ET AL, DOCKET NUMBER FST-CV20-6048630-S. EXECUTIVE SESSION

**** MOTION PASSED UNANIMOUSLY**

Ms. Young announced that Mr. Sutton would be reading this evening's consent calendar.

**** MR. SUTTON MOVED TO APPROVE THE FOLLOWING CONSENT CALENDAR:**

A. CORPORATION COUNSEL

1. AUTHORIZATION TO SETTLE CLAIM: GARCIA, SKYLYNN, ET AL V. CITY OF NORWALK, ET AL, DOCKET NUMBER FBT-CV23-6122593-S. EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC SAFETY AND GENERAL GOVERNMENT

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS, AGREEMENTS, INSTRUMENTS AND AMENDMENTS NECESSARY WITH EVERBRIDGE FOR USE OF THEIR MASS NOTIFICATION PRO SOFTWARE FOR RESIDENTS FOR THREE YEARS. COST FOR YEAR 1: \$31,053.00. COSTS FOR YEARS 2 AND 3: \$25,697.78 GSA CONTRACT # 511210-EVERBRIDGE101-00-22-8606-000. ACCOUNT #: 0131-60-5258

B. PUBLIC WORKS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE "MASTER MUNICIPAL AGREEMENT FOR CONSTRUCTION PROJECTS" REQUIRED FOR MUNICIPAL PROJECTS FOR CONSTRUCTING IMPROVEMENTS TO ROADWAYS, STRUCTURES AND TRANSPORTATION FACILITIES THAT ARE ELIGIBLE FOR GOVERNMENT FINANCIAL ASSISTANCE FROM THE CONN. DOT, THE FEDERAL GOVERNMENT, OR BOTH, TOGETHER WITH SUCH PROJECT AUTHORIZATION LETTERS AND OTHER INSTRUMENTS NECESSARY TO IMPLEMENT THE FUNDING AND UNDERTAKE SUCH CONSTRUCTION PROJECT UNDER THAT MASTER AGREEMENT.

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH WIN WASTE INNOVATIONS HOLDINGS (FORMER CITY CARTING, INC.) FOR CITY-WIDE MUNICIPAL SOLID WASTE COLLECTION DATED SEPTEMBER 28, 2012, TO EXERCISE ITS OPTION TO EXTEND THE TERM OF THE AGREEMENT THROUGH JUNE 30, 2025, BASED ON THE TERMS AND FEE SCHEDULE SET OUT IN THE ATTACHED PROPOSAL DATED DECEMBER 1, 2022. THE FEE FOR JULY 1, 2024 - JUNE 30, 2025, THE FEE WILL BE \$2,220,750.00. ACCOUNT NO. 01 40 28 5258

**3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FIFTH AMENDMENT TO THE AGREEMENT WITH WIN WASTE INNOVATIONS HOLDINGS (FORMER CITY CARTING, INC.) FOR CURBSIDE RECYCLING COLLECTION SERVICES, DATED JUNE 30, 2004, TO EXERCISE ITS OPTION TO EXTEND THE TERM OF THE AGREEMENT THROUGH JUNE 30, 2025, BASED ON THE TERMS AND FEE SCHEDULE SET OUT IN THE ATTACHED PROPOSAL DATED DECEMBER 1, 2022. THE FEE FOR JULY 1, 2024 - JUNE 30, 2025, WILL BE \$1,572,480.00. AN ADDITIONAL COMMODITY PROCESSING FEE OF \$750,000.00 WILL BE ADDED TO EACH ANNUAL BASE FEE AND IS SUBJECT TO AVAILABLE INCENTIVES BASED ON THE COMMODITY REVENUE SHARE (80% CITY OF NORWALK) 20% (WIN WASTE).
ACCOUNT NO. 01 40 43 5298**

4. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FIFTH AMENDMENT TO THE SERVICE AGREEMENT WITH WIN WASTE INNOVATIONS HOLDINGS (FORMER CITY CARTING, INC.) FOR TRANSFER STATION OPERATION, TRANSPORT AND DISPOSAL SERVICES FOR MUNICIPAL SOLID WASTE DATED AUGUST 4, 2008, TO EXERCISE ITS OPTION TO EXTEND THE TERM OF THE AGREEMENT THROUGH JUNE 30, 2025, BASED ON THE TERMS AND FEE SCHEDULE SET OUT IN THE ATTACHED PROPOSAL DATED DECEMBER 1, 2022. THE TRANSFER STATION OPERATIONS FEE FOR JULY 1, 2024 - JUNE 30, 2025, WILL BE \$919,800.00 AND TRANSFER AND DISPOSAL FEE OF \$101.85 PER TON. ACCOUNT NO. 01 40 42 5298

5. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ACCESS LICENSE AGREEMENT IN FAVOR OF EVERSOURCE FOR USE OF A PORTION OF MADISON STREET PARK NEEDED FOR THE PURPOSE OF REPLACING ITS DETERIORATING OPTICAL GROUND WIRE, 1028 LINE OPGW REPLACEMENT PROJECT.

6. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE FIRST AMENDMENT TO THE FEBRUARY 23, 2021, AGREEMENT FOR THE TRANSPORTATION AND DISPOSAL OF YARD WASTE MATERIALS BETWEEN THE CITY OF NORWALK AND WIN WASTE INNOVATIONS HOLDINGS (FORMERLY CITY CARTING) FOR AN AMOUNT NOT TO EXCEED \$275,000. ACCOUNT NO. 01 40 42 5299

7. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE FIRST AMENDMENT TO THE MARCH 11, 2021, AGREEMENT FOR THE TRANSPORTATION AND DISPOSAL OF STREET SWEEPINGS/CATCH BASIN GRIT AND BROKEN STRUCTURAL CONCRETE BETWEEN THE CITY OF NORWALK AND D.W. TRANSPORT & LEASING INC., FOR AN AMOUNT NOT TO EXCEED \$150,000. ACCOUNT NO. 01 40 42 5299

C. ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT BY AND BETWEEN THE CITY OF NORWALK AND INDIGO RIVER CONSULTING, LLC IN AN AMOUNT NOT TO EXCEED \$166,000 FOR THE SCOPE OF SERVICES TO CONDUCT THE NORWALK STRATEGIC HARBOR PLAN.

**ACCOUNT NO. ARPA ACCT# 133710-5796-AEC21
ACCOUNT NO. GRANT ACCT# 363710-5258-G0049.**

D. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1. AUTHORIZE THE PURCHASING AGENT TO INCREASE THE PURCHASE ORDER FOR SPECIAL TESTING LABORATORIES, INC. FOR MATERIALS TESTING AND FIELD INSPECTION SERVICES FOR THE NEW CRANBURY ELEMENTARY SCHOOL PROJECT FOR A TOTAL NOT TO EXCEED \$45,000. FUNDS ARE AVAILABLE IN ACCOUNT #0921 5010 5777 C0786.

2A. RESOLVED, THAT THE NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE OF THE NORWALK COMMON COUNCIL IS HEREBY ESTABLISHED AS THE SCHOOL BUILDING COMMITTEE WITH REGARD TO THE FOX RUN ELEMENTARY SCHOOL, FLOORING REMOVAL AND REPLACEMENT PROJECT.

2B. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS, COST ESTIMATE AND OUTLINE SPECIFICATIONS FOR THE FOX RUN ELEMENTARY SCHOOL, FLOORING REMOVAL AND REPLACEMENT PROJECT.

2C. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE FOX RUN ELEMENTARY SCHOOL, FLOORING REMOVAL AND REPLACEMENT PROJECT.

3A. RESOLVED, THAT THE NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE OF THE NORWALK COMMON COUNCIL IS HEREBY ESTABLISHED AS THE SCHOOL BUILDING COMMITTEE WITH REGARD TO THE BROOKSIDE ELEMENTARY SCHOOL, UNDERGROUND STORAGE TANK REMOVAL PROJECT.

3B. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS, COST ESTIMATE AND OUTLINE SPECIFICATIONS FOR THE BROOKSIDE ELEMENTARY SCHOOL, UNDERGROUND STORAGE TANK REMOVAL PROJECT.

3C. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE BROOKSIDE ELEMENTARY SCHOOL, UNDERGROUND STORAGE TANK REMOVAL PROJECT.

4A. RESOLVED, THAT THE NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE OF THE NORWALK COMMON COUNCIL IS HEREBY ESTABLISHED AS THE SCHOOL BUILDING COMMITTEE WITH REGARD TO THE TRACEY ELEMENTARY SCHOOL, UNDERGROUND STORAGE TANK REMOVAL AND BOILER IGNITER REPLACEMENT PROJECT.

4B. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS, COST ESTIMATE AND OUTLINE SPECIFICATIONS FOR THE TRACEY ELEMENTARY SCHOOL, UNDERGROUND STORAGE TANK REMOVAL AND BOILER IGNITER REPLACEMENT PROJECT.

4C. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE TRACEY ELEMENTARY SCHOOL, UNDERGROUND STORAGE TANK REMOVAL AND BOILER IGNITER REPLACEMENT PROJECT.

5. AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE FOR ARCHITECTURAL SERVICES WITH TECTON ARCHITECTS FOR THE SOUTH NORWALK ELEMENTARY SCHOOL PROJECT FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$50,000. FUNDS ARE AVAILABLE IN ACCOUNT ACCT. #09225010 5777 C0808.

6. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A LEASE AGREEMENT WITH HEBREW BETH ISRAEL SOCIETY, INC. DBA BETH ISRAEL CHABAD OF WESTPORT/NORWALK ON KING STREET FOR THE CITY'S USE OF 20 PARKING SPACES RELATING TO NORWALK HIGH SCHOOL PROJECT. LEASE PAYMENT SHALL BE \$40 PER SPACE PER MONTH. START DATE TO BE ESTABLISHED AT THE TIME OF AGREEMENT EXECUTION TO JUNE 30, 2028. REMAINING TERMS OF THE AGREEMENT SHALL BE PER ALAN LO'S MEMO DATED MARCH 27, 2024. ACCT. #0918/195010 5777 C0610.

7. AUTHORIZATION: THE CITY OF NORWALK IS HEREBY RE-AUTHORIZED TO PURCHASE, ACQUIRE, TAKE AND/OR EMINENT DOMAIN THE PROPERTIES LISTED BELOW, AND FURTHER, THAT THE MAYOR, HARRY W. RILLING, OR HIS DESIGNEE, IS AUTHORIZED TO EXECUTE AND DELIVER ANY AND ALL AGREEMENTS, DOCUMENTS, AND OTHER INSTRUMENTS NECESSARY TO PURCHASE, ACQUIRE AND/OR TAKE SUCH PROPERTIES. ACCOUNT NO. 0919 205010 5777 C0619:

(1) 16 MEADOW STREET EXT., NORWALK, CT, TO PROVIDE FOR ENHANCED VEHICULAR AND STUDENT ACCESS, ADDITIONAL PARKING, AND RECREATIONAL AND OPEN SPACE AREA FOR THE SOUTH NORWALK SCHOOL.

(2) A PORTION OF REAL PROPERTY IDENTIFIED AS PORTION OF PARCEL A TO BE DEEDED TO THE CITY OF NORWALK, AREA =44,338 S.F.± (1.01786 ACRES), AND PORTION OF LOTS 8 & 9 TO BE DEEDED TO THE CITY OF NORWALK, AREA = 4,426 S.F. ± (.010161 ACRES) ON AND AS SHOWN IN A CERTAIN MAP ENTITLED “BOUNDARY SURVEY (PARCEL A AND LOTS 8 & 9)” SCALE 1’ = 30’ DATED JULY 27, 2023 PREPARED BY LANGAN CT, INC., ON FILE IN BUILDING MANAGEMENT DEPARTMENT OF THE CITY OF NORWALK, TO PROVIDE FOR RIGHT-OF-WAY IMPROVEMENTS INCLUDING REMOVING EXISTING C SIGHTLINE OBSTRUCTION BY THE MODIFICATION OF TRAVEL LANE AND RECONFIGURATION OF THE INTERSECTION AT THE SOUTH MAIN STREET/MEADOW STREET/ WILSON AVENUE/MEADOW STREET EXTENSION AND OTHER RIGHT OF WAY IMPROVEMENTS

**** MOTION PASSED UNANIMOUSLY**

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC SAFETY AND GENERAL GOVERNMENT

**** MS. MCMURRER MOVED TO APPROVE THE FOLLOWING ITEM**

DISCUSS AND VOTE ON WHETHER TO APPROVE ADDITIONAL EARLY VOTING LOCATIONS WITHIN THE CITY OF NORWALK.

Ms. McMurrer reviewed the following item and said Mr. Wells, Registrar of Voters, offered the rationale to keep the early voting at City Hall. She added that they could revisit this item.

**** MOTION PASSED UNANIMOUSLY**

C. ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

**** MR. GOLDSTEIN MOVED TO APPROVE THE FOLLOWING ITEM**

2. APPROVE THE FY 2024-25 CAPITAL BUDGET WITH NOTED AMENDMENTS.

Mr. Goldstein reviewed the item and noted that Mayor Rilling asked all department to make 40% cuts.

Ms. McMurrer expressed frustration and said she could not vote for the budget as it stands. She said she is passionate about the Fire Station, but there are wants in the budget.

Ms. Niedzielski Eichner agreed that the fire station is a priority and recommended cutting \$500,000 from the budget.

**** MS. NIEDZIELSKI EICHNER MOVED TO REMOVE \$500,000 FROM THE BUDGET AS FOLLOWS:**

\$25,000	ADA
\$100,000	DISPATCHER
\$150,000	ARTS COMMISSION
\$60,000	FLEET MAINTENANCE
\$165,000	PARK MAINTENANCE

Mr. Burnett asked if a discussion took place with the departments being impacted and if an analysis of the impacts were done. Ms. Niedzielski Eichner said she did not hear back from the departments.

Mr. Sead said it was inappropriate to budget \$250,000 for special events; he said he could not vote on a budget with wants. Ms. McMurrer spoke in support of the amendment.

Mr. Burnett said they need transparency, by hearing from the departments, otherwise they should not make these changes.

Mr. Wiggins said they have to care about the people and need to go back and scrub some of the budget. Ms. Ayers spoke in support of the amendment.

Mr. Frayer said many hours were spent going through the budget and speaking to the department heads. The department heads worked hard to make the reductions.

Mr. Burnett asked about the impact from the reductions and said that was a common sense question. Ms. Niedzielski Eichner said they heard 4 1/2 hours in committee that her proposal is not arbitrary. She added that she could not speak for the staff.

Ms. Smyth said she was not comfortable with the amendment and understands the fire department renovations are intended for next year. She added that \$500,000 will not give the city the Firehouse and that the budgeting process needs to be discussed during the charter revision forum.

Ms. Shanahan said she was not comfortable voting on the amendment without more information.

Ms. Ayers said the public deserves to hear this banter and said there may be places where changes could be made. She said this is what they are supposed to do; this is going to be the start of several cuts and it is not personal this is 15 people trying to do their best.

Mr. Lopez said he was trying to understand the rationale of waiting to the last minute to present this amendment. Ms. Niedzielski Eichner said she and Ms. Murray spent a lot of time trying to get answers and said she wished they were able to bring this forward sooner. Mr. Lopez asked if they should table this item. Mr. Coppola explained the Common Council has until April 15th to approve the capital budget and would have to hold a special meeting.

Ms. Dunn expressed concerns and said they did not build the budget together. She noted they are here due to the trust from the public, but they lose that trust when they hear about the \$75,000 Christmas tree. She said she appreciates what Ms. Godeski does, but suggested they seek donors to sponsor events.

Mr. Goldstein addressed the capital budget process and ensuring that the members of the Common Council and departments have more time. He added that he will work to make this a better process next year.

Ms. Young said this process started in November and they are now going into May. She said the process was faulty and they need to find a way to do this better. Ms. Young said it was unrealistic and unfair to tell a department at this point to cut their budget.

Mr. Wiggins said they have to be aware of the community and doing a better job of letting them have a say. He added that they need to listen to the constituents.

Ms. Murray said she heard constituents suggest Christmas trees build community. In addition there are plans for public and private partnerships.

**** MS. NIEDZIELSKI EICHNER MOVED TO REDUCE THE ADA BUDGET BY \$250,000**

**** MOTION PASSED WITH FOURTEEN VOTES (14) IN FAVOR AND ONE (1) VOTE IN OPPOSITION**

**** MS. NIEDZIELSKI EICHNER MOVED TO REDUCE THE POLICE BUDGET BY \$100,000**

**** MOTION FAILED WITH SEVEN (7) VOTES IN FAVOR AND (8) EIGHT VOTES IN OPPOSITION**

**** MS. NIEDZIELSKI EICHNER MOVED TO REDUCE THE ARTS & CULTURAL BUDGET BY \$150,000**

In response to Ms. Smyth's question, Ms. Vonashek described how the reduction would impact the summer mural event. Mr. Wiggins asked if they could seek donations. Mayor Rilling

explained they always look for sponsors, but it is difficult. Ms. Ayers asked for clarification on the designated area. Ms. Vonashek explained it is located in the Urban core.

Ms. Shanahan asked if there was a figure that could cover the summer event. Ms. Vonashek said it would be what the Common Council feels is appropriate.

**** MOTION PASSED WITH EIGHT (8) VOTES IN FAVOR AND SEVEN (7) VOTES IN OPPOSITION**

**** MS. NIEDZIELSKI EICHNER MOVED TO REDUCE THE FLEET VEHICLE BUDGET BY \$60,000**

Ms. Niedzielski Eichner explained these are vehicles driven by the staff. Ms. Valdares said some of the vehicles are due for replacement. In addition, they were directed to go with electric or hybrid vehicles. Mr. Goldstein said that since the City advocated for electric and hybrid vehicles, he would not support this reduction. Ms. Niedzielski Eichner suggested having fewer vehicles and moving toward reimbursement. She questioned the need for this many vehicles.

**** MOTION FAILED WITH SIX (6) VOTES IN FAVOR AND NINE (9) VOTES IN OPPOSITION**

**** MS. NIEDZIELSKI EICHNER MOVED TO REDUCE THE TAYLOR FARM BUDGET BY \$165,000**

Mr. Stowers reviewed the request to fund the expansion of the dog park parking lot. He said the dog population is growing and this recommendation is in the Recreation and Parks master plan. Ms. McMurrer said residents can park at Marvin School. Mr. Hughes said they constantly get complaints from the school about dog owners parking there.

**** MOTION FAILED WITH SEVEN (7) VOTES IN FAVOR AND EIGHT (8) VOTES IN OPPOSITION**

**** MS. NIEDZIELSKI EICHNER MOVED TO APPROVE THE CAPITAL BUDGET AS AMENDED FOR A TOTAL OF \$45,192,280**

Mr. Burnett asked for clarification. Mayor Rilling said this was a vote to reduce the capital budget by \$175,000. Mr. Coppola said a motion was needed if they want to reallocate the \$175,000. Ms. Niedzielski Eichner said she would withdraw her motion if they wanted to reallocate the \$175,000.

**** MS. NIEDZIELSKI EICHNER WITHDREW HER MOTION**

**** MS. NIEDZIELSKI EICHNER MOVED FOR A RECESS**

**** MOTION PASSED UNANIMOUSLY**

A recess was called at 9:52 p.m. The members of the Common Council returned at 10:01 p.m.

Mayor Rilling asked if anyone wanted to make a motion to reallocate the \$175,000.

**** MS. MURRAY MOVED TO REALLOCATE \$175,000 FOR FIRE DEPARTMENT REPAIRS**

Mr. Burnett asked for details on the current request from the Fire Department. Ms. Murray said she suspected it would go to HVAC or flooring.

Mr. Lopez questioned if the concern was about reallocating funding to the Fire Department or for the taxpayers. Ms. Murray said they are certainly concerned about the taxpayers; this is a minimal amount.

Mr. Wiggins said it was important to table this item because they do not know where the money is going. Ms. Dunn pointed out that anything they do will have to be voted on.

**** MOTION PASSED WITH TWELVE (12) VOTES IN FAVOR, TWO (2) VOTES IN OPPOSITION AND ONE (1) ABSTENTION**

**** MS. NIEDZIELSKI EICHNER MOVED TO APPROVE THE CAPITAL BUDGET AS AMENDED FOR A TOTAL ALLOCATION OF \$45,367,280**

**** MR. WIGGINS MOVED TO TABLE APPROVAL OF THE AMENDED CAPITAL BUDGET**

**** MOTION FAILED WITH THREE (3) VOTES IN FAVOR, ELEVEN (11) VOTES IN OPPOSITION AND ONE (1) ABSTENTION**

Ms. Dunn asked for a roll call vote.

Ms. Young said this process was wrong and took \$175,000 to make a statement. She said a statement could have been made in other ways.

Mr. Lopez said this is very disappointing on how this was undertaken it was very unprofessional and bringing up the line items at the last minute is not the way to conduct business.

Mr. Wiggins said he agreed with Mr. Lopez and Ms. Young and feels like nothing was accomplished.

**** MOTION PASSED WITH ELEVEN (11) VOTES IN FAVOR (MR. BURNETT; MR. GOLDSTEIN; MR. LOPEZ; MS. NIEDZIELSKI EICHNER; MS. SMYTH; MS. AYERS; MS. MCMURRER; MS. MURRAY; MR. SUTTON; MR. FRAYER AND MS. SHANAHAN) AND FOUR (4) VOTES IN OPPOSITION (MR. SEAD; MR. WIGGINS; MS. YOUNG AND MS. DUNN)**

E. FINANCE COMMITTEE

Mr. Burnett introduced the following item.

1. Presentation of BET Approved Operating Budget for Fiscal Year 2024-2025.

Mr. Ellis, Director of Management and Budgets shared his screen and highlighted his presentation.

Mr. Gorman, Tax Assessor reviewed the impact of the revaluation on the taxpayers.

Mr. Ellis explained they ran close to 100 different scenarios to come up with the best option to reduce the burden on the taxpayers.

Mr. Burnett noted that the numbers presented this evening can change. They had to make assumptions in order to do the phase in.

Ms. Niedzielski Eichner asked everyone to start engaging with the Charter Review process.

VIII. RESOLUTIONS FROM COMMON COUNCIL

There were no resolutions presented this evening.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were no postponed motions this evening.

X. SUSPENSION OF RULES

There were no suspension of the rules this evening.

XI. ADJOURNMENT

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

**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 10:42 p.m.

ATTEST:

Irene Dixon, City Clerk

Lt. Col. Howard W. Dixon, USAF Retired

Founder of Advanced Airlift Tactics Training Center; 747 Captain

25 Park Hill Avenue, Norwalk CT 06851 | 816.668.2611 | hdixon265@cs.com

Lt. Col. Howard W. Dixon is a retired US Air Force pilot who flew worldwide missions for 23 years. After pilot training, he was an Intelligence Officer, and subsequently the Chief of Flight and Ground Safety, Flight Training Instructor and Director of Operations. While in the military, the young Major Dixon envisioned a specialized training center that would enhance aircrews' ability to navigate the skies and to survive in combat situations. He presented his ideas to the Pentagon. Two years later, the Advanced Airlift Tactics Technical Center (AATTC) was born. Howard was named the first Commander of the Center.

In 2023, the AATTC celebrated its 40th year of excellence. Located in Rosecrans Air National Guard Base in St. Joseph, Missouri, with satellite schools in Australia and Spain, the AATTC provides advanced tactical training to aircrews from the US Air Force Special Operations Command, US Marine Corps, Air National Guard, Air Force Reserve Command, Air Mobility Command, Air Combat Command and 18 allied nations. Its programs have been expanded to include not only advanced aircrew and tactical flying courses but also munitions loading and sophisticated Intelligence Courses. In recognition of Howard's groundbreaking vision, the AATTC presents The Dixon Award annually to the individual or group of individuals who by taking risks outside of institutional comfort zones demonstrate the most innovative forward thinking.

After college, Howard worked as a Middle School teacher at Eugene Field Middle School where he taught Earth Science and Sex Education. That is where his commitment to education began. He carried on this passion for learning at Webb Air Force Base in Big Springs, TX, where he completed his aviation education in the top 1% of his class.

Upon retiring from the military, Howard went on to become a 747 Captain and an FAA designated Check Airman for various Commercial Airlines. As check airman, he conducted check rides to qualify pilot proficiency. He traveled extensively and developed a deep appreciation of the various customs and cultures of the world.

Among the many Boards that Howard served on were the US Air Force Undergraduate Pilot Training Standards Review Board, the US Air Force Low Altitude Flight Operations Review Board and the Boys Scouts of America.

Howard currently resides in Norwalk, CT with his family. He is a proud member of the Western CT Military Officers Association and the Exchange Club of Norwalk. He continues to be involved in the community by being an avid supporter of the Norwalk Seaport Association.

NICOLE T. HAMPTON

Mobile: (203)331-2756 / Email: nthampton@gmail.com / 8 Norden Pl, Apt 353, Norwalk, CT, 06855

OBJECTIVE: To develop, plan and/or coordinate different activities through community outreach, media/public relation functions in efforts to maintain and build upon relationships with community providers, intake process and promote genuine public image.

WORK EXPERIENCE:

The Progressive Institute, Shelton, CT **November 2022-Present**

Admissions & Engagement Specialist

- Manages calls to and from referrals
- Completes prescreen assessments and manages billing aspect of the program
- Reviews treatment and wellness plans with clients, acts as their advocate
- Coordinates visits/tours as well as attends community-based networking events

Cater Waiter, Fairfield, CT **December 2010-Present**

Catering Coordinator

- Organizes and plans exclusive private parties
- Orchestrates and balances chef duties if necessary
- Works in high volume environment

CCAR, Bridgeport, CT **February 2016-October 2022**

Volunteer Addiction Recovery Coach

- Assesses stages of change/stages of recovery
- Provides support and resources via motivational interviewing to assist in building recovery capital
- Participates in telephone recovery support
- Facilitates all recovery and recovery capital groups

Nuvance Health, Norwalk Hospital, Norwalk, CT **March 2017-October 2021**

Peer Engagement Specialist, Community Care Team

- Engaged with CCT high risk clients and ED Super Users with referrals into proper level of treatment
- Collaborated care with Greater Norwalk community and municipal providers
- Maintained current and developed new alliances in Fairfield County and beyond
- Assisted recoverees in removing barriers and building their recovery capital
- Discovered and managed my own recovery capital

Recovery Coach Certifications/Designations:

- Recovery Coach Professional Designation, Connecticut Community for Addiction Recovery, 10/2017-current
- Certified Peer Recovery Specialist, Connecticut Certification Board, 1/1/2018-current
- Internationally Certified Peer Recovery Specialist, International Certification & Reciprocity Consortium, 1/1/2018-current
- SOAR Benefits Specialist, Agency Lead, Norwalk Hospital, Nuvance Health
- SMART Recovery, Facilitator of Young Adults

Professional & Personal Committees:

- Norwalk Partnership, DMHAS Local Prevention Council
- Courage to Speak Foundation, Annual Youth to be Drug Free Family Night Planning

Addiction & Mental Health Recovery Trainings:

- CCAR, Recovery Coach Academy
- CCAR, Ethical Decision Making for Recovery Coaches
- CCAR, Ethical Considerations of Staying in Your Lane as a Recovery Coach
- CCAR, Ethical Boundaries for Recovery Coaches I
- CCAR, Ethical Considerations for Recovery Coaches
- CCAR, Knowing Your Role as a Peer Recovery Coach
- CCAR, Listening Actively While Interviewing 2 Motivate Change
- CCAR, Recovery Wellness Planning
- CCAR, Developing ART in the role of Resource Broker
- Recovery Network of Programs, Overdose Prevention

• CT Professional Liaison Association • Catchment Area Council, Region 1 • Keep the Promise Coordinating Council • Bridgeport's Health Improvement Alliance's Behavioral Health Task Force • Community Health Partnership • Peer Legislation Support Group(co-chair) • CT's Task Force to Study Peer Services • DMHAS Peer Certification Advisory Board, co-facilitator • Connecticut Certification Board, Board of Directors Member <u>Recovery Awards/Panels/Speaker Engagements:</u> • Recovery Network of Programs Annual Meeting '16, Keynote Speaker • Presidential Volunteer Award, CCAR, '17 & '18 • New York Emerging Healthcare Professions Conference, '17, Panelist • CCAR Annual Meeting '18, Keynote Speaker • Bridgeport Re-entry Collaborative, Personal Achievement Award, Honoree • Communities 4 Action Regional Alliance, Emerging Recovery Partner: Together We Are Stronger Award, Honoree, Norwalk Hospital Recovery Coach Initiative	• CCAR, Spirituality for Recovery Coaches • CCAR, Understanding Addiction and Recovery • CCAR, Organized Religion & 12 Step Recovery • CCAR, Ambassador • CCAR, Common Pitfalls in Coaching Recovery • CCAR, Cultural Responsiveness • CCAR, Managing & Coaching Holiday Stress as a Recovery Coach • The Exchange Club, Parenting Skills Group • The CT Women's Consortium, Recovery 101 • The CT Women's Consortium, The Opioid Epidemic: Assessment, Intervention & Call to Action: A Public Health Approach • The CT Women's Consortium, National Covington Conference: Trauma & Recovery Conference • CCAR, Recovery Coach Professionalism • CCAR, Coachervision • CCAR, Emergency Department Recovery Coach • St. Vincent's Medical Center: Opioid Crisis and Current Drug Trends in the U.S. • Communities 4 Action, Benzodiaepines, Opioids and Stimulants: Use & Trends in CT • The CT Women's Consortium, Co-Occuring Disorders: The Importance of Peer Support • The CT Women's Consortium, Opioid Conference • The Hub/DMHAS, QPR Suicide Prevention • Americares, Partner 4 Health Summit • Mental Health First Aid USA • CCAR, National Multiple Pathways of Recovery Conference • The McShin Model of Recovery Coaching • DMHAS, Partnerships in Practice: Opioid Disorders in Communities • Newport Academy, Ethics: Foundations & Considerations with Telehealth
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Strong planner and strategist who is able to anticipate industry trends

Role Model who can identify and handle multiple assignments under high pressure and consistently meet deadlines

Excellent written, oral and communicative skills

Motivated advocate who thrives on working in a challenging environment

Education: Cherry Hill High School East, Cherry Hill, NJ

Diploma 1999

Computer Skills: Microsoft Office (Word, Excel, Powerpoint, Outlook, One note, Management System)

REFERENCES:

1) Michael Askew, Mentor

(203)464-8662 (c)

2) Maggie Young, Liberations, Chief Recovery Officer

(203)979-1338 (c)

3) John Hamilton, Liberations, President & CEO

(203)858-8028 (c)

Pastor Oscar Destrugue

4 Carothers Lane, Norwalk, CT 06851



Oscar Destrugue retired from Diversified Investment Advisors as Vice President of Spanish investment education services to become Sr. Pastor of El Camino United Methodist Church in Norwalk, CT. He is a 40-year resident of Norwalk and presently serves as a Fire Commissioner.

Pastor Oscar was born in Ecuador and emigrated to the United States at age 10. At age 35, he encountered Jesus Christ and became an active local and short-term international missionary. While on a mission in Bolivia (2004), God called Oscar to become a local pastor, serving the Hispanic communities in Norwalk and Bridgeport through worship, bible study, social justice, immigration, feeding, and educational programs.

At age 55, Oscar Destrugue retired from Diversified Investment Advisors to dedicate more time to church, community, and missions. In June 2017, Pastor Oscar retired from the United Methodist Church to devote more time to family.

In February of 2023, pastor Oscar published his first book, *The Blood of My Blood, A Journal of Daily Bible Meditations*. He writes daily bible meditations in English and Spanish on social media and enjoys Racquetball, bicycling, music, and chess.

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST: April 17, 2023

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

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST:

M. Jeffry Spahr, Deputy Corporation Counsel

SECTION ON AGENDA WHERE ITEM IS TO APPEAR:

Corporation Counsel – EXECUTIVE SESSION

HAS ITEM BEEN TO A COUNCIL COMMITTEE? YES NO XX (WHICH ONE)?

**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.)

Authorization for discussion:

Settlement: CAREN PRICE v. CITY OF NORWALK – FILE NO. A23527

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

Norwalk Code Section 1-189

EFFECTIVE DATE OF ACTION (if applicable):

Upon passage.

Original with signature hand delivered.

Signature of Person Making Request
M. Jeffry Spahr

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

Amended 4/13/84

Common Council

Request for Item to be Placed on Agenda

VII.A.

Date of Request April 11, 2024

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

Person/Department/Committee making request: Finance Committee

Section on Agenda where item is to appear: Finance Committee

Has Item been to a Council Committee? Yes ☒ No ☐ Which one?

Finance/Claims April 11, 2024

Has the items been reviewed by the Planning and Zoning Commission under Section 8-24 of the State Statutes? Yes ☐ No ☐ N/A ☐

List Item/s and Action to be taken: (Attach document to be approved or backup material. If a contract is to be awarded, please include name of contractor, amount of contract to be awarded and account from which payment will be made).

1. Accept and Approve the Report of the Claims Committee Dated: April 2024
2. For informational purposes only: Narrative on Tax Collections Dated: April 2024
3. For informational purposes only: Monthly Tax Collector's Reports Dated: March 2024
4. Authorize the Mayor, Harry W. Rilling to execute the Grant Assignment Certification, SFY 2024 assigning State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program apportioned funds to operation of transportation services coordinating entity, Norwalk Transit District. City match \$390,000 account 012010- 5A0620.
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 (\$847,944.96 – 2024 Grant).
6. Authorize the Norwalk Public School Purchasing Agent to issue purchase orders in accordance with City Procurement Guidelines for hardware plus Forticare premium for an amount not to exceed \$122,208.98 account 09110600-5777-C0375 (09235010-5777-C0112 AND 09245010-5777-C0112).
7. Authorize the appointment of Auditors to audit Fiscal Year 2024 at a fee of \$103,000.(Account 011310-5253 Accounting and 015725160-330-57 BOE Other Professional Services)

AGENDA

CLAIMS COMMITTEE MEETING

APR 11TH 2024

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:	BILL No & AMOUNT REFUNDED	REASON
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MOTOR VEHICLE

ACAR LEASING LTD	22-MV-300358 \$510.78	ABATEMENT
ACAR LEASING LTD	22-MV-400097 \$396.26	PRORATION
AFZAL SAIRA	20-MV-301067 \$149.29	SENT TO MONROE
	21-MV-301003 \$193.56	SENT TO MONROE
	22-MV-300928 \$204.22	SENT TO MONROE
AREVALO-CACERES MARIA & NELSON	22-MV-400608 \$313.35	DUP/OVERPAYMENT
BAUTISTA NOVA RAMON ELPIDIO	22-MV-305074 \$113.03 + \$11.87 INT	ABATEMENT
CAB EAST LLC	22-MV-308644 \$496.37	PRORATION
CCAP AUTO LEASE LTD	22-MV-402146 \$195.08	PRORATION
CHAVEZ RINA ELIZABETH	22-MV-312277 \$42.53	PRORATION
CLARKE LEIGH D	21-MV-312836 \$286.33	ABATEMENT
COSSUTO CHRISTOPHER PAUL	21-MV-314403 \$72.30	PRORATION
COSTA FONTES MARCUS V	22-MV-402703 \$43.66 + \$1.31 INT	PRORATION
COTO CARLOS E	22-MV-314790 \$15.66	PRORATION
CURCIO BRITTNEY LEE	20-MV-314996 \$577.44	SENT TO STAMFORD
	21-MV-315194 \$659.00	SENT TO STAMFORD
	22-MV-315551 \$588.62	SENT TO STAMFORD
DAKSHIN PALLAVI VENK	22-MV-316065 \$131.56	PRORATION
ENTERPRISE FM TRUST	22-MV-321060 \$131.23	PRORATION
	22-MV-321070 \$243.65	PRORATION
	22-MV-321095 \$172.48	PRORATION

GARCIA QUIROA ESVIN L	22-MV-325366 \$117.17	PRORATION
GONZALEZ MARIELA	21-MV-326624 \$460.14 + \$34.51 INT	SENT TO DANBURY
GUTHMAN FRANKLIN H JR	22-MV-328879 \$44.42	PRORATION
HONDA LEASE TRUST	22-MV-331367 \$526.77	PRORATION
	22-MV-331797 \$748.54	PRORATION
	22-MV-331995 \$560.13	PRORATION
	22-MV-332055 \$311.03	PRORATION
	22-MV-331602 \$478.27	PRORATION
HONDA LEASE TRUST	21/22-MV-SEE ATTACHED \$ 4,963.85	PRORATION
HYUNDAI LEASE TITLING TRUST	22-MV-332843 \$707.51	PRORATION
HYUNDAI LEASE TITLING TRUST	22-MV-333003 \$651.41	PRORATION
JP MORGAN CHASE BANK	22-MV-335902 \$399.09	PRORATION
JP MORGAN CHASE BANK	22-MV-SEE ATTACHED \$3,604.80	PRORATION
JP MORGAN CHASE BANK	22-MV-406765 \$805.03	PRORATION
KURTZMAN JOHN G	22-MV-338313 \$13.28	PRORATION
MEW VICTOR & CAROLE A	22-MV-408680 \$558.86	PRORATION
MUSTAFA JESUS ABDUL	22-MV-348447 \$29.52	ASSESSMENT CHANGE
NISSAN MOTOR ACCEPTANCE	22-MV-349921 \$524.64	ABATEMENT
PANTOJA-SALCEDO SERGIO	21-MV-351060 \$166.35	ABATEMENT
	22-MV-352404 \$149.84	ABATEMENT
PIRO JOHN F JR	21-MV-411036 \$611.02	SENT TO DANBURY
	21-MV-353166 \$161.02 + \$7.25 INT	SENT TO DANBURY
	22-MV-354642 \$694.74 + \$72.95 INT	SENT TO DANBURY
	22-MV-354639 \$174.88 + \$18.36 INT	SENT TO DANBURY
TARPLEY CHAD A	21-MV-364142 \$86.55	PRORATION
TOYOTA LEASE TRUST	22-MV-368694 \$382.82	PRORATION
VALENCIA-LLACTAS GREGORY N	22-MV-370270 \$103.65 + \$8.17 INT	PRORATION
	22-MV-370273 \$11.73 + \$1.06 INT	PRORATION
VANVELZOR BRUCE P & SARABETH	22-MV-370574 \$87.50	PRORATION

VAULT TRUST	22-MV-SEE ATTACHED \$2,187.51	PRORATION
VW CREDIT LEASING LTD	22-MV-372528 \$154.50	PRORATION

REAL ESTATE

ARPAIO JAMES P		
4 LYNCREST DRIVE		
5-3A-59-0	21-RE-101689 \$148.15	VETERAN EXEM APPLIED

BLECHNER RALPH E & LEGARSE-BLECHNER CECILIA		
9 HYATT AVE		
5-65-195-0	22-RE-103042 \$3,404.78	OVERPAID

CORELOGIC		
5 LEUVINE ST		
1-41-9-0	22-RE-124257 \$526.80	INC EXEMPTION

CORELOGIC		
369 ROWAYTON AVE		
6-27-17-0	22-RE-102460 \$7,784.87	DUP PAYMENT

CORELOGIC		
11 NORDEN PL #11		
3-17-34-11	22-RE-119999 \$1,261.00	DUP PAYMENT

CORELOGIC

133 ROWAYTON WOODS DR 9/133

5-80-200-9/133

22-RE-116289 \$3,297.51

DUP PAYMENT

CORELOGIC

25 HONEYSUCKLE DR

5-16-406-0

22-RE-123777 \$3,475.74

DUP PAYMENT

CORELOGIC

14 GOLDEN HILL ST

2-29-14-0

22-RE-106035 \$2,956.40

DUP PAYMENT

CORELOGIC

111 WESTPORT AVE

1-80-10-0

22-RE-100062 \$7,992.03

DUP PAYMENT

CORELOGIC

12 SOUTH ST

2-33-13-0

22-RE-128974 \$2,430.49

DUP PAYMENT

CORELOGIC

39 CRANBURY RD

5-18-72-0

22-RE-127560 \$5,503.47

DUP PAYMENT

CORELOGIC

80 GILLIES LANE 8/08

5-64-200-8/08

22-RE-111578 \$2,868.97

DUP PAYMENT

CORELOGIC

72 STUART AVE

1-6-100-0

20-RE-129506 \$1,895.65

OVERPAYMENT

CORELOGIC

72 STUART AVE

1-6-100-0

22-RE-128973 \$1,989.99

OVERPAYMENT

DASILVA MARIA

19 HEATHER LN

5-4-224-0

22-RE-106781 \$1,750.00

ELDERLY EXEMP APPLIED

GABLENZ TYLER H TRUSTEE

53 WOLFPIT AVE

5-16-42-0

20-RE-109979 \$3,560.68

DUP/OVER PAYMENT

GANDHI MUKESH & DIPTI M

10 ARCH ST UNIT C2

1-23-21-C2

22-RE-110058 \$1,611.82

DUPLICATE PAYMENT

GONTIJO ANGELA

9 HAMILTON AVE #3

2-48-52-3

21-RE-110909 \$382.00

2-48-52-3

22-RE-110822 \$396.00

SEWER ABTMNT PER WPCA

LEONARD DANIEL & LEVY ELENA T

47 FORBELL DRIVE

5-52-58-0

20-RE-115444 \$367.00

SEWER ABATEMENT

REYNOLDS DAVID C

79 WITCH LANE

6-32C-12-0

22-RE-122078 \$8,245.67

DUPLICATE PAYMENT

SILK SCOTT T

4 QUINCY STREET

1-12-15-0

22-RE-124339 \$5,214.62

OVERPAYMENT

TWENTY SHEEHAN AVE LLC

20 SHEEHAN AVE

5-83-63-0

21-RE-127383 \$4,509.84

DUPLICATE PAYMENT

YUPANQUI PATRICIA

9 HAMILTON AVE #4

2-48-52-4

21-RE-129363 \$382.00

2-48-52-4

22-RE-128805 \$396.00

SEWER ABTMNT PER WPCA

SPECIAL REQUEST

SCHAEFER JAMES

2 ROWAYTON AVE

6-3-34-0

22-RE-123566 \$18,661.40

PAID IN ERROR

VAULT TRUST

22-MV-SEE ATTACHED \$15,418.81

PRORATION

Inquiry Report

NORWALK TAX COLLECTOR

Interest Date : 03/04/2024

04/04/2023

Page : 1

Bill#
Unique_id
Dist

Name
Address
City/State/Zip

Prop Loc/Veh. Info./Plan-Sew
MBL/LINK #
Flags

04/04/2023

Tax Due
Int Due
Due Now
Discount

2021-03-0330365-00	HONDA LEASE TRUST	3AJUKL/19UB6F55MA00909/2021/ACURA/TLX TECH	986.37	-986.37	-986.37	
330365	1919 TORRANCE BLVD TORRANCE CA 90501	/DMV CIVLS: 139794-6181511-Y	-986.37	0.00	-986.37	
1			986.37	0.00	0.00	
2021-03-0330384-00	HONDA LEASE TRUST	857RHO/2HKRW6H31KH204822/2019/HONDA/CR-V LX	579.57	-289.80	-289.80	
330384	1919 TORRANCE BLVD TORRANCE CA 90501	/DMV CIVLS: 139794-5296977-Y	-289.80	0.00	-289.80	
1			579.57	0.00	0.00	
2021-03-0331074-00	HONDA LEASE TRUST	AG23825/5J8YD4H36KL027896/2019/ACURA/RDX	842.41	-210.59	-210.59	
331074	1919 TORRANCE BLVD TORRANCE CA 90501	/DMV CIVLS: 139794-5743952-Y	-210.59	0.00	-210.59	
1			842.41	0.00	0.00	
2021-03-0331153-00	HONDA LEASE TRUST	AT81170/5J8YD4H36KL027896/2019/ACURA/MDX	796.04	-265.09	-265.09	
331153	1919 TORRANCE BLVD TORRANCE CA 90501	/DMV CIVLS: 139794-5426529-Y	-265.09	0.00	-265.09	
1			796.04	0.00	0.00	
2021-03-0331178-00	HONDA LEASE TRUST	AV95716/5ENVF6H52KB099090/2019/HONDA/PILOT EX	785.90	-131.26	-131.26	
331178	1919 TORRANCE BLVD TORRANCE CA 90501	/DMV CIVLS: 139794-5609222-Y	-131.26	0.00	-131.26	
1			785.90	0.00	0.00	
2022-03-0331313-00	HONDA LEASE TRUST	185UBR/3CZRU6H56KM732402/2019/HONDA/HR-V EX	547.58	-365.24	-365.24	
331313	11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	Bank - M056/DMV CIVLS: 139794-5726800-ON	-365.24	0.00	-365.24	
M056			547.58	0.00	0.00	
2022-03-0331554-00	HONDA LEASE TRUST	AV62659/3CZRU6H17KG720450/2019/HONDA/HR-V SPO	511.33	-298.09	-298.09	
331554	11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	Bank - M056/DMV CIVLS: 139794-5561543-ON	-298.09	0.00	-298.09	
M056			511.33	0.00	0.00	
2022-03-0331609-00	HONDA LEASE TRUST	BF67768/3CZRU6H11NM726766/2022/HONDA/HR-V SPO	617.96	-154.50	-154.50	
331609	11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	Bank - M056/DMV CIVLS: 139794-6553742-ON	-154.50	0.00	-154.50	
M056			617.96	0.00	0.00	
2022-03-0331668-00	HONDA LEASE TRUST	AS03173/2HKRW6H36JH231593/2018/HONDA/CR-V LX	531.04	-176.83	-176.83	
331668	11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	Bank - M056/DMV CIVLS: 139794-5181107-ON	-176.83	0.00	-176.83	
M056			531.04	0.00	0.00	
2022-03-0331801-00	HONDA LEASE TRUST	AY21007/2HKRW2H54JH617393/2020/HONDA/CR-V EX	679.26	-509.44	-509.44	
331801	11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	Bank - M056/DMV CIVLS: 139794-5823043-ON	-509.44	0.00	-509.44	
M056			679.26	0.00	0.00	
2022-03-0331835-00	HONDA LEASE TRUST	AW23568/3CZRU6H33KG727651/2019/HONDA/HR-V LX	499.05	-499.05	-499.05	
331835	11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	Bank - M056/DMV CIVLS: 139794-5621205-ON	-499.05	0.00	-499.05	
M056			499.05	0.00	0.00	
2022-03-0332187-00	HONDA LEASE TRUST	BC35931/5J8YD4H40NI013226/2022/ACURA/MDX TECH	1,175.11	-1,077.59	-1,077.59	
332187	11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	Bank - M056/DMV CIVLS: 139794-6318187-ON	-1,077.59	0.00	-1,077.59	
M056			1,175.11	0.00	0.00	
# Of Acct (s) : 12			8,551.62	-4,963.85	-4,963.85	
			-4,963.85	0.00	-4,963.85	
			8,551.62	0.00	0.00	

2022-03-0335508-00	JP MORGAN CHASE BANK NA	AV49074/JM3KFBCKMOK0614395/2019/MAZDA/CX-5 TCU	TOT Inst	-569.98	-569.98
335508	700 KANSAS LN LA4 4041	Bank - M059/DMV CIVLS: 140211-5450243-0N	TOT Adj	-569.98	-569.98
M059	MONROE LA 71203		TOT Paid	569.98	0.00
2022-03-0335535-00	JP MORGAN CHASE BANK NA	AV52636/4S3GRAD65K3624861/2019/SUBAR/IMPRESA		-489.45	-489.45
335535	700 KANSAS LN LA4 4041	Bank - M059/DMV CIVLS: 140211-5605969-0N		-489.45	-489.45
M059	MONROE LA 71203			489.45	0.00
2022-03-0335655-00	JP MORGAN CHASE BANK NA	AV33310/4S3GTAB66L3718314/2020/SUBAR/IMPRESA		495.33	-123.82
335655	700 KANSAS LN LA4 4041	Bank - M059/DMV CIVLS: 140211-5850759-0N		-123.82	-123.82
M059	MONROE LA 71203			495.33	0.00
2022-03-0335775-00	JP MORGAN CHASE BANK NA	AV12214/4S3GRAB63K3615143/2019/SUBAR/IMPRESA		462.79	-424.37
335775	700 KANSAS LN LA4 4041	Bank - M059/DMV CIVLS: 140211-5400006-0N		-424.37	-424.37
M059	MONROE LA 71203			462.79	0.00
2022-03-0335812-00	JP MORGAN CHASE BANK NA	AV21696/3M2BBAEMXKM101288/2019/MAZDA/3 PREMIO		520.92	-43.23
335812	700 KANSAS LN LA4 4041	Bank - M059/DMV CIVLS: 140211-5551434-0N		-520.92	-43.23
M059	MONROE LA 71203			43.23	0.00
2022-03-0335918-00	JP MORGAN CHASE BANK NA	JW711/JF2SKAXC2LH431570/2020/SUBAR/FORESTER		728.31	-667.86
335918	700 KANSAS LN LA4 4041	Bank - M059/DMV CIVLS: 140211-5709053-0N		-667.86	-667.86
M059	MONROE LA 71203			728.31	0.00
2022-03-0335944-00	JP MORGAN CHASE BANK NA	AM63770/SALCR2FX1KH807630/2019/LAND/DISCOVER		733.13	-489.00
335944	700 KANSAS LN LA4 4041	Bank - M059/DMV CIVLS: 140211-5701183-0N		-489.00	-489.00
M059	MONROE LA 71203			733.13	0.00
2022-03-0336081-00	JP MORGAN CHASE BANK NA	AR85295/4S3GTAA69K3714483/2019/SUBAR/IMPRESA		453.75	-340.32
336081	700 KANSAS LN LA4 4041	Bank - M059/DMV CIVLS: 140211-5190753-0N		-340.32	-340.32
M059	MONROE LA 71203			453.75	0.00
2022-03-0376205-00	JP MORGAN CHASE BANK NA	AT65540/JF2SKAUC2KH503712/2019/SUBAR/FORESTER		609.04	-456.77
376205	P O BOX 901098	Bank - M059/DMV CIVLS: 140211-6374739-0Y		-456.77	-456.77
M059	FORT WORTH CT 76101			609.04	0.00
# Of Acct (s) : 9				5,062.70	-3,604.80
				-4,082.49	-3,604.80
				4,585.01	0.00

9 Accounts

Inquiry Report	NORMALK TAX COLLECTOR	Interest Date : 02/20/2024	Page : 1
Bill#	Name	Prop Loc/Veh. Info./Plan-Sew	Tax Due
Unique_id	Address	MBL/LINK #	Int Due
Dist	City/State/Zip	Flags	Due Now
			Discount

2022-03-0370829-00	VAULT TRUST	AS49413/1C4HXEN6JW31787/2018/JEEP/WRANGLER	918.67	-918.67	-918.67
370829	500 WOODWARD AVE		-918.67	0.00	-918.67
MI03	DETROIT MI 48226	Bank - MI03/DNV CIVLS: 115263-5271426-0N	918.67	0.00	0.00
2022-03-0370858-00	VAULT TRUST	AT79392/1C4HXEN5K520756/2019/JEEP/WRANGLER	897.34	-149.86	-149.86
370858	500 WOODWARD AVE		-149.86	0.00	-149.86
MI03	DETROIT MI 48226	Bank - MI03/DNV CIVLS: 115263-5471241-0N	897.34	0.00	0.00
2022-03-0370884-00	VAULT TRUST	AY28080/1C4PMDX3LD5656118/2020/JEEP/CHEROKEE	669.66	-222.98	-222.98
370884	500 WOODWARD AVE		-222.98	0.00	-222.98
MI03	DETROIT MI 48226	Bank - MI03/DNV CIVLS: 115263-5973114-0N	669.66	0.00	0.00
2022-03-0370952-00	VAULT TRUST	AX24976/1C4PMDX3LD527588/2020/JEEP/CHEROKEE	669.66	-334.83	-334.83
370952	500 WOODWARD AVE		-334.83	0.00	-334.83
MI03	DETROIT MI 48226	Bank - MI03/DNV CIVLS: 115263-5701726-0N	669.66	0.00	0.00
2022-03-0370953-00	VAULT TRUST	AV77972/ZARFANBN9K7605535/2019/ALFA/GIULIA T	676.06	-281.91	-281.91
370953	500 WOODWARD AVE		-281.91	0.00	-281.91
MI03	DETROIT MI 48226	Bank - MI03/DNV CIVLS: 115263-5743288-0N	676.06	0.00	0.00
2022-04-0413414-00	VAULT TRUST	AU73033/1C4PMDX1LD523857/2020/JEEP/CHEROKEE	486.86	-279.26	-279.26
413414	500 WOODWARD AVE		-279.26	0.00	-279.26
5822	DETROIT MI 48226	LINK # 2022-MS-0011023	486.86	0.00	0.00
		Bank - 5822/DNV CIVLS: 115263-5639911-Y			
# OF Acct (s) : 6			4,318.25	-2,187.51	-2,187.51
			-2,187.51	0.00	-2,187.51
			4,318.25	0.00	0.00

RECEIVED
FEB 21 2024
Ryan LLC

GENERAL DATA REAL ESTATE NORMALK TAX COLLECTOR

AS OF 02/07/2024



BILL NO:	2022-01-0123566	ORIGINAL OWNER:	SCHAEFER JAMES
UNIQUE ID:	6-3-34-0	C/O:	
LINK#	2022LK0397619	ADDRESS:	2 ROWAYTON AVE
FILE#		ADDRESS2:	
BANK:	106	CITY ST ZIP:	NORMALK CT 06853
ESCROW:	ACCU	COUNTRY:	
VOL/PAGE:	9105-235	PROP LOC.:	2 ROWAYTON AVE
LIEN VOL/PAGE:		EXR PROP LOC:	
DISTRICT:	6 -	M/B/L:	6 3 34 0

PLAN CODE:	S1	DESCRIPTION:	
PROP ASSESSED:	1,543,414	ELD CODE:	0
EXEMPTIONS:		EXMPT CHANGE:	
COC CHANGE:			
NET VALUE:	1,543,414		
MILL RATE:	23.9254		

*** BILLED ***

	TOWN	SEWER	TOTALS
INST1	18,463.40	198.00	18,661.40
INST2	18,463.40	198.00	18,661.40
INST3	0.00	0.00	0.00
INST4	0.00	0.00	0.00
ADJ5	0.00	0.00	0.00
TOT TAX	36,926.80	396.00	37,322.80
TOTAL PAID:	55,588.20	396.00	55,984.20

*** PAYMENTS ***

TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SEQ	INST	AMOUNT	INTEREST	LIENS	FEES	TOTALS
Pmt	7	01/26/2024		8/27/195	T	18,661.40	0.00	0.00	0.00	18,661.40
Pmt	7	01/19/2024		20/326/15	T	18,661.40	0.00	0.00	0.00	18,661.40
Pmt	1	07/24/2023		4/91/258	T	18,661.40	0.00	0.00	0.00	18,661.40
TOTAL PAYMENTS						55,984.20	0.00	0.00	0.00	55,984.20

TOTAL BALANCE DUE AS OF 02/07/2024

	TOWN	SEWER	TOTAL
INT DUE	0.00	0.00	0.00
LIEN DUE	0.00	0.00	0.00
FEES DUE	0.00	0.00	0.00
TAX DUE NOW	-18,661.40	0.00	-18,661.40
TOT DUE NOW	-18,661.40	0.00	-18,661.40
BALANCE DUE	-18,661.40	0.00	-18,661.40

*** FLAGS ***

Circuit Breaker Amount	0	Benefit Year	0
Invalid Address Flag	No		

Inquiry Report
Bill#
Unique_id
Dist

NORMALK TAX COLLECTOR

Name
Address
City/State/Zip

Interest Date : 04/04/2024

Prop Loc/Veh. Info./Plan-Sew
Mbl/Link #
Flags

Page : 1
TOT Inst
TOT Adj
TOT Paid
Tax Due
Int Due
L/F/Bint Due
Balance
Due Now
Discount



2022-03-0370806-00	VAULT TRUST	AX05299/1C4HJXD64LW193822/2020/JEEP/WRANGLER	862.16	-431.08	-431.08
370806	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5796932-0N	-431.08	0.00	-431.08
M103			862.16	0.00	0.00
2022-03-0370807-00	VAULT TRUST	AX42447/1C4HJXD64LW300770/2020/JEEP/WRANGLER	876.67	-439.34	-439.34
370807	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5805942-0N	-439.34	0.00	-439.34
M103			876.67	0.00	0.00
2022-03-0370809-00	VAULT TRUST	AX56562/3C4NJDDB3LFT173527/2020/JEEP/COMPASS	578.51	-241.24	-241.24
370809	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5821335-0N	-241.24	0.00	-241.24
M103			578.51	0.00	0.00
2022-03-0370822-00	VAULT TRUST	RT79305/1C4RJFAG0KC709998/2019/JEEP/GRAND CH	657.93	-548.07	-548.07
370822	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5402868-0N	-548.07	0.00	-548.07
M103			657.93	0.00	0.00
2022-03-0370823-00	VAULT TRUST	RU46622/1C4PDMX7KD389080/2019/JEEP/CHEROKEE	588.62	-441.46	-441.46
370823	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5479810-0N	-441.46	0.00	-441.46
M103			588.62	0.00	0.00
2022-03-0370831-00	VAULT TRUST	AW13804/1C4PDMX8KD456155/2019/JEEP/CHEROKEE	588.62	-196.02	-196.02
370831	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5419100-0N	-196.02	0.00	-196.02
M103			588.62	0.00	0.00
2022-03-0370842-00	VAULT TRUST	BG20220/1C4SVDFTNS123835/2022/JEEP/WAGONEER	1,678.43	-1,539.13	-1,539.13
370842	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-6616384-0N	-1,539.13	0.00	-1,539.13
M103			1,678.43	0.00	0.00
2022-03-0370849-00	VAULT TRUST	AW70321/3C4NJDDB3LFT145958/2020/JEEP/COMPASS	578.51	-385.87	-385.87
370849	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5775422-0N	-385.87	0.00	-385.87
M103			578.51	0.00	0.00
2022-03-0370857-00	VAULT TRUST	BC68449/1C4HJFBN9MT17818/2021/JEEP/WRANGLER	1,101.02	-91.37	-91.37
370857	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-6312728-0N	-91.37	0.00	-91.37
M103			1,101.02	0.00	0.00
2022-03-0370882-00	VAULT TRUST	AX56695/1C6SRFBTJLN142273/2020/RAM/1500 BIG	820.57	-410.27	-410.27
370882	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5860685-0N	-410.27	0.00	-410.27
M103			820.57	0.00	0.00
2022-03-0370888-00	VAULT TRUST	AV00498/1C4RJFBG9KC787159/2019/JEEP/GRAND CH	735.26	-61.03	-61.03
370888	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5482577-0N	-61.03	0.00	-61.03
M103			735.26	0.00	0.00
2022-03-0370905-00	VAULT TRUST	AY46193/1C6SRFBTJLN329962/2020/RAM/1500 LAR	1,011.44	-758.56	-758.56
370905	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5943096-0N	-758.56	0.00	-758.56
M103			1,011.44	0.00	0.00
2022-03-0370923-00	VAULT TRUST	AX56532/3C4NJDDB4LFT173762/2020/JEEP/COMPASS	622.23	-466.67	-466.67
370923	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5809901-0N	-466.67	0.00	-466.67
M103			622.23	0.00	0.00
2022-03-0370924-00	VAULT TRUST	AY70504/1C4HJFEGTJN295629/2020/JEEP/WRANGLER			

✓	370924 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5918920-ON	983.17	-409.99	-409.99
✓	2022-03-0370932-00	VAULT TRUST	AX56667/1C4HUXEN3JWZ09831/2020/JEEP/WRANGLER	-409.99	0.00	-409.99
✓	370932 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5851038-ON	983.17	0.00	0.00

✓	2022-03-0370942-00	VAULT TRUST	AT79326/1C4HUXD8XN646564/2019/JEEP/WRANGLER	999.71	-166.96	-166.96
✓	370942 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5413985-ON	-166.96	0.00	-166.96
✓	2022-03-0370945-00	VAULT TRUST	AU71552/1C4PJMEXKD473805/2019/JEEP/CHEROKEE	999.71	0.00	0.00

✓	2022-03-0370946-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5494886-ON	789.10	-329.05	-329.05
✓	370946 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5512956-ON	-329.05	0.00	-329.05
✓	2022-03-0370945-00	VAULT TRUST	AU71595/1C4PJMEXKD462525/2019/JEEP/CHEROKEE	789.10	0.00	0.00

✓	2022-03-0370946-00	VAULT TRUST	AU50647/1C4PJMEXKD473805/2019/JEEP/CHEROKEE	588.62	-392.60	-392.60
✓	370946 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5512956-ON	-392.60	0.00	-392.60
✓	2022-03-0370966-00	VAULT TRUST	AV80645/1C4PJMEXKD462525/2019/JEEP/CHEROKEE	588.62	0.00	0.00

✓	2022-03-0370966-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5664551-ON	588.62	-392.60	-392.60
✓	370966 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5886508-ON	-392.60	0.00	-392.60
✓	2022-03-0370979-00	VAULT TRUST	AX46001/1C4HUXEN0JWZ09723/2020/JEEP/WRANGLER	452.68	-301.93	-301.93

✓	2022-03-0370979-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5886508-ON	452.68	0.00	0.00
✓	370979 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5886508-ON	452.68	0.00	0.00
✓	2022-03-0370987-00	VAULT TRUST	BB49557/1C6SHEFT1KN739751/2019/RAM/1500 B1G	705.40	-176.34	-176.34

✓	2022-03-0370987-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-6125993-ON	-176.34	0.00	-176.34
✓	370987 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-6125993-ON	705.40	0.00	0.00
✓	2022-03-0371001-00	VAULT TRUST	AU95710/1C4PJMEXKD460151/2019/JEEP/CHEROKEE	999.71	-832.75	-832.75

✓	2022-03-0371001-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5552344-ON	-832.75	0.00	-832.75
✓	371001 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5552344-ON	-832.75	0.00	-832.75
✓	2022-03-0371009-00	VAULT TRUST	MYPLATE/ZARFANBN1K7608669/2019/ALFA/GIULIA T	999.71	-607.81	-607.81

✓	2022-03-0371009-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5667349-ON	810.42	-607.81	-607.81
✓	371009 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5667349-ON	-607.81	0.00	-607.81
✓	2022-03-0371017-00	VAULT TRUST	AU72850/1C4HUXEN8K679545/2019/JEEP/WRANGLER	810.42	0.00	0.00

✓	2022-03-0371017-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5556086-ON	588.62	-343.18	-343.18
✓	371017 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5556086-ON	-343.18	0.00	-343.18
✓	2022-03-0371019-00	VAULT TRUST	AT05379/1C4PJMEXKD43918/2019/JEEP/CHEROKEE	588.62	-676.06	-676.06

✓	2022-03-0371019-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5328475-ON	676.06	-676.06	-676.06
✓	371019 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5328475-ON	-676.06	0.00	-676.06
✓	2022-03-0371024-00	VAULT TRUST	AU61794/1C4PJMEXKD401003/2019/JEEP/CHEROKEE	676.06	0.00	0.00

✓	2022-03-0371024-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5486529-ON	897.34	-448.65	-448.65
✓	371024 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5486529-ON	-448.65	0.00	-448.65
✓	2022-03-0371040-00	VAULT TRUST	AM17328/1C4PJMEXKD489934/2019/JEEP/CHEROKEE	897.34	-301.50	-301.50

✓	2022-03-0371040-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5486529-ON	603.03	-301.50	-301.50
✓	371040 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5486529-ON	-301.50	0.00	-301.50
✓	2022-03-0371040-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5486529-ON	603.03	0.00	0.00

✓	2022-03-0371040-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5486529-ON	523.58	-436.14	-436.14
✓	371040 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DNV CIVLS: 115263-5486529-ON	-436.14	0.00	-436.14
✓	2022-03-0371040-00	VAULT TRUST	Bank - M103/DNV CIVLS: 115263-5486529-ON	523.58	0.00	0.00

✓	371040 M103	500 WOODWARD AVE DETROIT MI 48226	Bank - M103/DWV CIVLS: 115263-5664229-ON	-305.25 523.58	0.00 0.00	-305.25 0.00
✓	2022-03-0371041-00 371041 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AT05358/1C4HUXE8KM550030/2019/JEEP/WRANGLER Bank - M103/DWV CIVLS: 115263-5315537-ON	881.87 -367.74 881.87	-367.74 0.00 0.00	-367.74 -367.74 0.00
✓	2022-03-0371050-00 371050 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AT79384/1C4PJMDX8KD460738/2019/JEEP/CHEROKEE Bank - M103/DWV CIVLS: 115263-5466520-ON	588.62 -539.75 -588.62	-539.75 0.00 0.00	-539.75 -539.75 0.00
✓	2022-03-0371051-00 371051 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AD60128/1C4GJXAG7KW645468/2019/JEEP/WRANGLER Bank - M103/DWV CIVLS: 115263-5539857-ON	695.81 -347.91 695.81	-347.91 0.00 0.00	-347.91 -347.91 0.00
✓	2022-03-0371067-00 371067 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AK23154/1C4PJMDN6LD538918/2020/JEEP/CHEROKEE Bank - M103/DWV CIVLS: 115263-5626890-ON	690.99 -230.09 690.99	-230.09 0.00 0.00	-230.09 -230.09 0.00
✓	2022-03-0371086-00 371086 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AM70285/1C4HJXDG4KM546686/2019/JEEP/WRANGLER Bank - M103/DWV CIVLS: 115263-5733311-ON	789.10 -394.55 789.10	-394.55 0.00 0.00	-394.55 -394.55 0.00
✓	2022-03-0371087-00 371087 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AK56683/3C4NJD8XLT158068/2020/JEEP/COMPASS Bank - M103/DWV CIVLS: 115263-585837-ON	578.51 -241.24 578.51	-241.24 0.00 0.00	-241.24 -241.24 0.00
✓	2022-03-0371093-00 371093 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AM15860/1C6SREFRT9LN231153/2020/RAM/1500 LAR Bank - M103/DWV CIVLS: 115263-5682805-ON	1,011.44 -505.72 1,011.44	-505.72 0.00 0.00	-505.72 -505.72 0.00
✓	2022-03-0371111-00 371111 M103	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AT79200/1C4PJMDX3KD400897/2019/JEEP/CHEROKEE Bank - M103/DWV CIVLS: 115263-5427034-ON	588.62 -539.75 -588.62	-539.75 0.00 0.00	-539.75 -539.75 0.00
✓	2022-04-0413416-00 413416 S822	VAULT TRUST 500 WOODWARD AVE DETROIT MI 48226	AT79252/1C4RJFRAG3KC710000/2019/JEEP/GRAND CH LINK # 2022-NS-0011024 Bank - S822/DWV CIVLS: 115263-5382624-X	658.09 -164.52 658.09	-164.52 0.00 0.00	-164.52 -164.52 0.00
# OF Acct (s) : 37				27,849.62 -15,418.81 27,849.62	-15,418.81 0.00 0.00	-15,418.81 -15,418.81 0.00

RECEIVED

MAR 05 2024

Ryan LLC



CITY OF NORWALK

Tax Collector's Office

Department of Finance

125 East Avenue Room 105

Norwalk, CT 06851

Phone: 203- 854-7731 (main line)

Fax: 203-854-7770

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance and Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: April 5, 2024
Re: Tax Collector's Narrative: March 2024 End of Month report

As of the end of March 2024, having concluded nine months, or three fourths, of the fiscal year, we collected more than \$370 million against what is now our \$379.4 million adjusted levy. The cumulative net adjusted levy remains significantly reduced from the original budgeted levy by nearly \$3.9 million, primarily due to credits resulting from stipulated judgments in property tax appeal cases. As of the end of March 2024, our current collection rate was **97.61%**. We also collected **98.41%** of our sewer use levy, more than \$18 million, and **86.01%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA.

Compared with the prior fiscal year, we ended March 2024 very slightly ahead of last year for collection of taxes (.01%); sewer use (.18%), and for the IPP fee (1.32%). Regarding prior years' collections, through the end of March, we continue to see the effects of transferred payments from prior years' taxes to current taxes, in accordance with court stipulated judgments in property tax appeal cases, as noted above. I have addressed this issue in greater detail in prior narratives. Please note that the figures we report are net of refunds and credits.

We sent delinquent notices for past due real estate and business personal property taxes and sewer use charges in February, and for motor vehicles in March. Our delinquent notices take the form of what is called a Demand for Payment of back taxes. This is a statutory term and is not meant to imply rudeness.

We filed lien continuing certificates for accounts with balances due on the 2022 grand list in the town clerk's office on April 2, and expect to resume our normal schedule of filing liens in mid-March next year.

Our third-party collection agency continues to bill on our behalf for suspended motor vehicle accounts. We began working with this agency in late 2022. Through the end of February 2024, in conjunction with their efforts, we have collected more than \$912,000 in past due motor vehicle taxes and interest due directly to the City, as well as more than \$137,000 in fees due to the agency. The agency's fees are charged in addition to the taxes and interest due to the City, and are paid by the taxpayers who owe the past due bills. This has been a successful endeavor, and we will continue to work with the agency going forward.

We continue working on the tax sale, scheduled for Monday, September 9, 2024. Our targeted collection for this sale is approximately \$4.5 million. We started work on the sale in November 2023, and mailed preliminary letters to owners of about 100 properties scheduled to be included. We subsequently added more properties, and sent another set of letters in early 2024. As of this writing, **we have already collected nearly \$2.4 million** on sale properties since November 2023. Our year-to-date collections of back taxes and interest through the end of March 2024 are already \$1.9 million more than what we collected during the same time period of the prior fiscal year.

The purpose of the tax sale is to enforce collection of past due taxes. I provided some information on what a tax sale involves and why we do them in the January 2024 narrative and will continue to share information on the sale as we progress toward September 2024. The 2024 tax sale will be our 10th sale since 2003. We have

collected a cumulative total of more than \$43 million on properties directly included in tax sales; this figure does not include ancillary collections on properties not included in the sales that were nonetheless brought current due to publicity surrounding the sale initiatives. Usually 90 – 95% of the properties originally slated for sale are removed from the sale when the back taxes are paid. Tax sale is our principal means of addressing past due real estate tax collections.

More effective tax collections and higher current and back collection rates allow the rate makers (Board of Estimate and Taxation) to set lower mill rates, as they will require a smaller allowance for uncollectible taxes. Conversely, lower tax collection rates require higher mill rates to be set, because not everybody pays on time, and the funds nonetheless are being allocated for spending, so the on-time taxpayers make up the difference. Lower mill rates allow for more stable budgeting, contribute to higher bond ratings, and serve as de facto tax relief for every taxpayer.

Looking forward to next month, we are moving quickly to the end of our fiscal year in June. There are numerous reports and tasks that need to be completed prior to, or immediately after, June 30.

With regard to the upcoming billing of our 2023 grand list, the Board of Estimate and Taxation has authorized implementation of a phase-in of the 2023 real estate revaluation, meaning the values for 2023 grand list real estate will be phased in over a four-year period, rather than being implemented all at once in the new fiscal year. We will be working with the Assessor's Office to try to get our billing files to our printer as soon as possible with a target date of the last week of May. This would enable us to get bills in the mail to taxpayers by the second week of June. This is optimal, as it extends the collection period over six to seven weeks, rather than condensing it to only the weeks of the month of July, which is what occurs when we mail bills late in the month of June.

Our division is entirely dependent upon the Assessors for billing and assessment information. They are responsible for real estate and business personal property assessment data; for data they receive from the Department of Motor Vehicles for our vehicle tax bills; and for property transfers, which also affect our billing. They also receive, analyze, and process the property tax relief applications submitted by the the 1,300+ households that receive city or state property tax relief. The billing cannot move forward until the Assessors have completed all their tasks and released their information to us. Further, we are dependent on our software vendor to process the data, so we can then release it to our third-party printing and mailing vendor. This will be our third major billing using our QDS software, following the June 2023 and January 2024 tax billings, and we anticipate being more familiar with the process this year.

I will continue to keep all stakeholders advised of our progress, and am available to respond to any questions, issues or concerns.

TAX COLLECTOR'S REPORT
MARCH 2024

FISCAL YEAR 2023-2024
(2022 GRAND LIST)

	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 23 - MAR 24	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$30,725,059.50	\$26,345,097.87	85.74%	\$29,468,553.03	(\$1,256,506.47)	89.40%
AUTOMOBILE-SUPPLEMENTAL	\$4,210,689.03	\$3,318,447.87	78.81%	\$4,202,454.86	(\$8,234.17)	78.96%
PERSONAL PROPERTY	\$22,422,652.30	\$21,274,428.13	94.88%	\$22,223,518.35	(\$199,133.95)	95.73%
REAL ESTATE	\$325,927,765.40	\$319,388,470.05	97.99%	\$323,498,144.93	(\$2,429,620.47)	98.73%
TOTAL TAX	\$383,286,166.23	\$370,326,443.92	96.62%	\$379,392,671.17	(\$3,893,495.06)	97.61%
SEWER USE	\$18,240,059.00	\$18,132,769.21	99.41%	\$18,424,886.00	\$184,827.00	98.41%
IPP FEE	\$199,250.00	\$170,949.09	85.80%	\$198,749.84	(\$500.16)	86.01%

FISCAL YEAR 2022-2023
(2021 GRAND LIST)

	ORIGINAL LEVY	JUN 22 - MAR 23				
AUTOMOBILE-REGULAR	\$27,605,498.25	\$24,819,499.39	89.91%	\$27,149,778.83	(\$455,719.42)	91.42%
AUTOMOBILE-SUPPLEMENTAL	\$4,572,442.02	\$2,387,014.70	52.20%	\$4,437,564.49	(\$134,877.53)	53.79%
PERSONAL PROPERTY	\$26,217,238.98	\$21,074,763.05	80.39%	\$21,813,290.62	(\$4,403,948.36)	96.61%
REAL ESTATE	\$315,360,461.09	\$308,267,638.41	97.75%	\$311,926,019.51	(\$3,434,441.58)	98.83%
TOTAL TAX	\$373,755,640.34	\$356,548,915.55	95.40%	\$355,326,653.45	(\$8,428,986.89)	97.60%
SEWER USE	\$17,981,973.00	\$17,297,235.00	96.19%	\$17,608,320.33	(\$373,652.67)	98.23%
IPP FEE	\$190,750.00	\$163,452.58	85.69%	\$193,000.00	\$2,250.00	84.69%

TAX DIFFERENCE 2022 G.L. vs. 2021 G.L.
INCREASE/(DECREASE)

	\$9,530,525.89	\$13,777,528.37	1.22%	\$14,066,017.72	\$4,535,491.83	0.01%
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SEWER DIFFERENCE 2022 G.L. vs. 2021 G.L.
INCREASE/(DECREASE)

	\$258,086.00	\$835,534.21	3.22%	\$816,565.67	\$558,479.67	0.18%
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IPP DIFFERENCE 2022 G.L. vs. 2021 G.L.
INCREASE/(DECREASE)

	\$8,500.00	\$7,496.51	0.11%	\$5,749.84	(\$2,750.16)	1.32%
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BACK TAXES COLLECTED

	FISCAL YR 2023-2024 (JUL 23 - MAR 24)	FISCAL YR 2022-2023 (JUL 22 - MAR 23)	CUR YR vs. PRIOR YR INC/(DEC)
PRIOR TAXES			
PRIOR SEWER USE FEE	\$719,493.30	(\$953,533.40)	\$1,673,026.70
PRIOR IPP FEE	\$161,068.52	\$115,299.07	\$45,769.45
TOTAL PRIOR TAX, SEWER & IPP	\$880,561.82	(\$838,234.33)	\$1,718,796.15
CURRENT INTEREST	\$805,262.61	\$755,628.96	\$49,633.65
PRIOR INTEREST	\$1,008,700.99	\$836,416.58	\$172,284.41
SEWER USE FEE INTEREST	\$63,999.23	\$70,712.64	(\$6,713.41)
IPP FEE INTEREST	\$5,632.15	\$3,115.01	\$2,517.14
TOTAL INTEREST COLLECTED	\$1,883,594.98	\$1,665,873.19	\$217,721.79

PRIOR LIEN FEE
CURRENT LIEN FEE
TOTAL LIEN FEE COLLECTED

	\$10,050.80	\$8,264.35	\$1,786.45
	\$0.00	\$0.00	\$0.00
	\$10,050.80	\$8,264.35	\$1,786.45

MISC FEES COLLECTED**

	\$98,910.33	\$106,801.92	(\$7,891.59)
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TOTAL PRIOR TAX, ALL INTEREST
& ALL FEES

	\$2,883,439.52	\$945,655.95	\$1,937,783.57
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* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

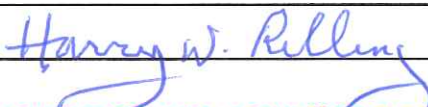
FISCAL YEAR 2024
LOCAL CAPITAL IMPROVEMENT PROGRAM (LoCIP) GRANT CERTIFICATION

Municipality/Borough Name: City of Norwalk
LoCIP Grant Amount \$ 847,944.96
Chief Executive Officer Name: Harry W. Rilling
Chief Executive Officer Title: Mayor
Phone Number: 203-854-7701
E-mail Address: hrilling@norwalkct.gov

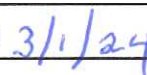
I certify and attest that:

1. I am the Chief Executive Officer for the Municipality/Borough and have the authority to execute this certification on behalf of the Municipality/Borough;
2. Funds will be used as delineated in [CGS 7-536](#) of the Connecticut General Statutes;
3. Funds will be used only for projects included in the municipality/borough's capital improvement plan. Any project not in said plan requires a waiver by the Secretary of the Office of Policy and Management;
4. Certain projects may require additional reviews, evaluations, permits, approvals, and/or certifications, including but not limited to: Commission on Human Rights and Opportunities ([CHRO](#)), Connecticut Environmental Policy Act ([CEPA](#)) Evaluation, Environmental Impact Evaluation ([EIE](#)), Flood Management Certification ([FMC](#)); State Historic and Preservation Office ([SHPO](#)) review and determination; and/or Municipal Plan of Conservation and Development ([POCD](#)) provisions with regard to eligibility for discretionary state funding.
5. All project related activities conducted within a floodplain pursuant to [Sections 25-68b through 25-68h](#) of the Connecticut General Statutes ("Flood Management Act") require a Flood Management Certification;
6. Compliance with all federal, state and local laws, ordinances and regulations and municipal bylaws;
7. All costs charged to these funds are allowable, supported and properly allocated in compliance with applicable guidelines including but not limited to applicable provisions of Connecticut General Statutes and Office of Policy and Management guidelines;
8. Adherence to the State of Connecticut State Library Public Records Administrator records retention guidelines, including but not limited to grants/fiscal records is required;
9. Grant dollars cannot under any circumstance be claimed twice for the same spending;
10. The municipality has/will comply with all the statements above; and
11. The information provided is true, accurate, and complete.

CEO SIGNATURE:



DATE:



RETURN PDF COPY BY APRIL 1ST TO GREGORY.LOWREY@CT.GOV

March 1, 2024

Municipal and Borough Chief Executive Officers
Municipal and Borough Chief Financial Officers

RE: Local Capital Improvement Program – 2024 Grant

Dear Chief Executive and Financial Officers:

Public Act 23-124 modifies the Local Capital Improvement Program (LoCIP) to provide direct grants to municipalities and boroughs for the fiscal year ending June 30, 2024. Please see the attached listing for funding amounts.

Entitlements received prior to Fiscal Year 2024 will continue to operate with the Chief Executive Officer signed project authorizations and reimbursement requests sent to locip.submit@ct.gov, until the individual municipality and borough entitlements are depleted.

Grants for Fiscal Year 2024 and forward will be processed through a certification similar to the Municipal Grants-in-Aid program. Funds will be disbursed by June 30, 2024 and an annual expense report will be due from the municipality or borough by September 1, 2024.

Please complete the attached LoCIP FY24 Certification and return to: Gregory.Lowrey@ct.gov no later than April 1, 2024.

An emergency authorization will continue to be required in either program for any project not in the municipality's approved capital improvement plan. Allowable projects and costs remain the same for both the entitlement and grant LoCIP programs, though the administrative requirements will differ.

Recipients of grants awarded by the Office of Policy and Management shall be deemed to know and understand all federal, state and local laws, ordinances and regulations and municipal bylaws (e.g., permits, inspection, design standards, notification to utilities, etc.) which in any manner apply to projects funded with such grants; such legal requirements shall include but not necessarily be limited to those which apply to required contracting practices and related reporting, the conduct of the project work, the equipment and materials to be used on the project, or the treatment of individuals or classes of individuals in relationship to their involvement with the project.

Depending on the nature of the project to be funded, certain projects may require additional reviews, evaluations, permits, approvals, and/or certifications, including but not limited to: Commission on Human Rights and Opportunities (**CHRO**), Connecticut Environmental Policy Act (**CEPA**) Evaluation, Environmental Impact Evaluation (**EIE**), Flood Management Certification (**FMC**); State Historic and Preservation Office (**SHPO**) review and determination; and/or Municipal Plan of Conservation and Development (**POCD**) provisions with regard to eligibility for discretionary state funding.

Such reviews, evaluations, permits and/or certifications must be obtained before any grant contract will be executed, or before any grant payments will be made, as is applicable to the specific grant. It should be noted that such reviews, evaluations, permits and/or certifications could significantly impact project costs and timelines.

A Grantee's unfamiliarity of such requirements shall not, in any proceeding or in any claims or other legal proceeding, constitute justification for the Grantee's failure to consider such requirements or for the failure to ensure that such legal requirements are met with regard to any project in which the Grantee participates. It is the Grantee's responsibility to understand and comply with all grant terms and conditions associated with the grant awarded to them.

Please see [Local Capital Improvement Program LoCIP HOME PAGE \(ct.gov\)](#) for further information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Martin L. Heft".

Martin L. Heft
Undersecretary


FISCAL YEAR 2024 GRANT BY MUNICIPALITY

TOWN CODE	MUNICIPALITY / DISTRICT	FY24 LoCIP GRANT
1	Andover	\$ 41,887.92
2	Ansonia	\$ 271,901.47
3	Ashford	\$ 73,057.67
4	Avon	\$ 171,831.10
5	Barkhamsted	\$ 53,634.82
6	Beacon Falls	\$ 56,837.30
7	Berlin	\$ 187,290.59
8	Bethany	\$ 68,549.77
9	Bethel	\$ 193,871.27
10	Bethlehem	\$ 49,866.16
11	Bloomfield	\$ 200,881.38
12	Bolton	\$ 57,102.56
13	Bozrah	\$ 38,567.42
14	Branford	\$ 233,903.57
15	Bridgeport	\$ 3,246,922.74
16	Bridgewater	\$ 35,274.21
17	Bristol	\$ 732,699.94
18	Brookfield	\$ 163,534.45
19	Brooklyn	\$ 104,279.77
20	Burlington	\$ 115,052.76
21	Canaan	\$ 27,627.69
22	Canterbury	\$ 79,460.08
23	Canton	\$ 102,589.05
24	Chaplin	\$ 38,822.78

25	Cheshire	\$	268,977.90
26	Chester	\$	41,097.41
27	Clinton	\$	127,750.41
28	Colchester	\$	170,180.71
29	Colebrook	\$	36,798.18
30	Columbia	\$	57,413.52
31	Cornwall	\$	48,899.06
32	Coventry	\$	154,007.04
33	Cromwell	\$	126,454.05
34	Danbury	\$	865,357.19
35	Darien	\$	150,443.08
36	Deep River	\$	46,057.86
37	Derby	\$	146,282.94
38	Durham	\$	78,611.48
39	Eastford	\$	33,432.41
40	East Granby	\$	53,042.75
41	East Haddam	\$	130,093.05
42	East Hampton	\$	139,372.62
43	East Hartford	\$	702,371.72
44	East Haven	\$	324,504.36
45	East Lyme	\$	176,199.91
46	Easton	\$	100,472.27
47	East Windsor	\$	115,970.14
48	Ellington	\$	165,755.91
49	Enfield	\$	455,000.31
50	Essex	\$	61,437.03
51	Fairfield	\$	580,327.42
52	Farmington	\$	220,979.60
53	Franklin	\$	25,539.51
54	Glastonbury	\$	311,787.69
55	Goshen	\$	64,122.44

56	Granby	\$	121,761.62
57	Greenwich	\$	461,198.28
58	Griswold	\$	135,854.16
59	Groton	\$	308,940.30
60	Guilford	\$	206,630.75
61	Haddam	\$	113,178.49
62	Hamden	\$	686,641.93
63	Hampton	\$	41,670.96
64	Hartford	\$	2,779,295.46
65	Hartland	\$	27,432.31
66	Harwinton	\$	75,812.68
67	Hebron	\$	102,228.64
68	Kent	\$	62,217.13
69	Killingly	\$	213,244.58
70	Killingworth	\$	81,797.52
71	Lebanon	\$	103,935.14
72	Ledyard	\$	175,367.27
73	Lisbon	\$	42,979.32
74	Litchfield	\$	122,363.37
75	Lyme	\$	38,639.51
76	Madison	\$	164,511.00
77	Manchester	\$	684,323.01
78	Mansfield	\$	313,778.10
79	Marlborough	\$	75,555.24
80	Meriden	\$	798,639.58
81	Middlebury	\$	84,252.68
82	Middlefield	\$	47,740.98
83	Middletown	\$	485,395.71
84	Milford	\$	506,579.84
85	Monroe	\$	203,075.81
86	Montville	\$	210,071.75

87	Morris	\$	31,981.21
88	Naugatuck	\$	386,168.95
89	New Britain	\$	1,547,158.37
90	New Canaan	\$	179,096.17
91	New Fairfield	\$	116,630.68
92	New Hartford	\$	91,351.49
93	New Haven	\$	2,537,896.14
94	Newington	\$	327,620.29
95	New London	\$	385,326.54
96	New Milford	\$	300,408.36
97	Newtown	\$	308,871.85
98	Norfolk	\$	47,156.39
99	North Branford	\$	126,127.63
100	North Canaan	\$	42,939.88
101	North Haven	\$	234,121.31
102	North Stonington	\$	75,078.23
103	Norwalk	\$	847,944.96
104	Norwich	\$	517,431.76
105	Old Lyme	\$	73,401.44
106	Old Saybrook	\$	100,056.50
107	Orange	\$	151,347.01
108	Oxford	\$	142,989.25
109	Plainfield	\$	180,661.61
110	Plainville	\$	183,900.22
111	Plymouth	\$	141,057.84
112	Pomfret	\$	69,667.37
113	Portland	\$	96,515.91
114	Preston	\$	65,869.37
115	Prospect	\$	97,398.40
116	Putnam	\$	110,463.54
117	Redding	\$	102,396.75

118	Ridgefield	\$	233,441.34
119	Rocky Hill	\$	182,203.96
120	Roxbury	\$	53,664.31
121	Salem	\$	50,326.32
122	Salisbury	\$	66,882.69
123	Scotland	\$	30,972.60
124	Seymour	\$	178,422.53
125	Sharon	\$	72,842.54
126	Shelton	\$	410,620.54
127	Sherman	\$	38,370.73
128	Simsbury	\$	245,211.48
129	Somers	\$	123,154.90
130	Southbury	\$	195,657.98
131	Southington	\$	425,593.79
132	South Windsor	\$	249,306.26
133	Sprague	\$	39,198.47
134	Stafford	\$	159,640.53
135	Stamford	\$	1,225,199.66
136	Sterling	\$	60,238.12
137	Stonington	\$	160,431.87
138	Stratford	\$	596,073.69
139	Suffield	\$	139,619.84
140	Thomaston	\$	78,032.88
141	Thompson	\$	131,758.75
142	Tolland	\$	172,706.33
143	Torrington	\$	429,486.88
144	Trumbull	\$	382,876.33
145	Union	\$	21,478.21
146	Vernon	\$	346,917.02
147	Voluntown	\$	36,119.26
148	Wallingford	\$	435,220.95

149	Warren	\$	31,826.23
150	Washington	\$	78,309.25
151	Waterbury	\$	2,092,740.95
152	Waterford	\$	177,241.32
153	Watertown	\$	239,561.86
154	Westbrook	\$	61,354.20
155	West Hartford	\$	677,699.49
156	West Haven	\$	926,918.73
157	Weston	\$	99,493.56
158	Westport	\$	201,080.78
159	Wethersfield	\$	290,693.25
160	Willington	\$	86,675.68
161	Wilton	\$	172,095.47
162	Winchester	\$	126,661.98
163	Windham	\$	406,861.47
164	Windsor	\$	274,658.74
165	Windsor Locks	\$	117,834.32
166	Wolcott	\$	173,595.18
167	Woodbridge	\$	100,226.71
168	Woodbury	\$	115,492.01
169	Woodstock	\$	124,987.74
501	Groton-City	\$	15,879.86
601	Bantam (Bor)	\$	332.74
603	Danielson (Bor)	\$	4,534.67
604	Fenwick (Bor)	\$	1,335.49
605	Groton Long Point	\$	4,671.21
606	Jewett City (Bor)	\$	2,320.04
607	Litchfield (Bor)	\$	1,860.75
608	Newtown (Bor)	\$	536.13
610	Stonington (Bor)	\$	2,157.50
611	Woodmont (Bor)	\$	356.98



CITY OF NORWALK

Lamond Daniels, LCSW, MPA
Chief of Community Services

125 East Avenue, Room #202

Norwalk, CT 06856

Office: (203) 854-7718

Mobile: (475) 459-8532

NorwalkCT.gov/1898/Community-Services

ldaniels@norwalkct.gov

Subject: Confirmation of funding for Norwalk Senior Center/Matching Funding Source for
Municipal Grant Program Application

Date: April 4, 2024

To: Finance and Claims Committee of the Common Council

From: Lamond Daniels, LCSW, MPA, Chief of Community Services

Dear Committee Members,

I am writing to confirm the City of Norwalk's annual allocation of \$390,000 to support services at the Norwalk Senior Center which allows for the matching funding source for the Municipal Grant Program Application for State Fiscal Years 2025-2028.

This allocation is crucial for ensuring the continued operation of the Norwalk Senior Center, which plays a vital role in our community by providing essential services and programs to our senior population.

Thank you for your attention to these matters. Should you require any further information or clarification, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Lamond Daniels".

Lamond Daniels, LCSW, MPA
Chief of Community Services

NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20251 FY2025 CITY OPERATING BUDGET

FOR PERIOD 99

ACCOUNTS FOR:		2023	2024	2024	2025	2025	2025	
GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	pro forma	requested	Recommend	COMMENT
070	GRANTS							
017002	TRANSIT DISTRICT							
017002	5B0620 GRANTS	660,885.00	660,885.00	660,885.00	660,885.00	660,885.00	610,885.00	
TOTAL TRANSIT DISTRICT		660,885.00	660,885.00	660,885.00	660,885.00	660,885.00	610,885.00	
GRAND TOTAL		660,885.00	660,885.00	660,885.00	660,885.00	660,885.00	610,885.00	

** END OF REPORT - Generated by Agnes Cawai **

STATE MATCHING GRANT PROGRAM
ELDERLY AND DISABLED DEMAND RESPONSIVE TRANSPORTATION

GRANT ASSIGNMENT CERTIFICATION
SFY 2025 (JULY 1, 2024 THRU JUNE 30, 2025)

Certification	
Name of Municipality*	<u>Norwalk</u>
Name of Coordinating Entity*	<u>Norwalk Transit District</u>
Please check the box (to the right)* acknowledging the municipality (named above) is participating in a consolidated grant application under the State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program (MGP). The municipality hereby assigns its grant apportionment from the State program to the above listed entity who will coordinate the operation of transportation services.	☒

⚠ Important Instructions

Enter your name, title, and the date in the highlighted fields below. **All fields must be filled out.**

You may digitally sign with a certified e-signature (please submit as a WORD DOCUMENT)
OR
You may printout and sign (please submit as a PDF).

Signee Information & Signature	
Name*	<u>Chitsamay Lam</u>
Title* (i.e., Chief Fiscal Officer)	<u>Comptroller</u>
Date*	<u>Enter date or select from dropdown.</u>
Signature or e-signature*	<u>X</u>

Additional Comments

[Click here to enter additional comments.](#)

CONNECTICUT DEPARTMENT OF TRANSPORTATION
STATE MATCHING GRANT PROGRAM (MGP)
ELDERLY AND DISABLED DEMAND RESPONSIVE TRANSPORTATION

MAINTENANCE OF EFFORT CERTIFICATION

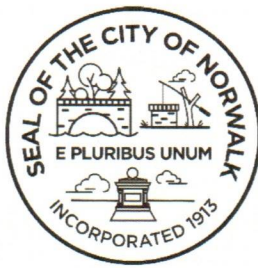
SFY 2025 (JULY 1, 2024 THRU JUNE 30, 2025)

Certification	
Name of Municipality *	<u>Norwalk</u>
The municipality (named above) hereby certifies that State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program (MGP) funds on transportation programs for seniors and persons with disabilities will be * <u>in addition to current municipal levels of spending.</u> <u>Only if municipal levels of funding will be reduced</u>, please enter below the percentage of applicant funding that will be reduced. Type here to enter percentage.	

⚠ Important Instructions
Enter your name, title, and the date in the highlighted fields below. All fields must be filled out. You may digitally sign with a certified e-signature (please submit as a Word Document (.docx)) OR You may printout and sign (please submit as a PDF (.pdf)).

Signee Information & Signature	
Name *	<u>Chitsamay Lam</u>
Title * (i.e., Chief Fiscal Officer)	<u>Comptroller</u>
Date *	Enter date or select from dropdown.
Signature or e-signature *	X

Additional Comments
Click here to enter additional comments.



DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 4/5/2024

DEPARTMENT: BOE Technology Department

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

Check One:

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

TOTAL COST: \$122,208.98 **MUNIS Account:** 09235010-577-C0112
VENDOR: ePlus - Pricing under US-NCPA-Fortinet 01-154

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
	☒	Supports	
Purchasing Agent Name	☐	Does Not Support	
Date	☐	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Date

JUSTIFICATION:

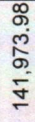
To purchase hardware plus Forticare premium
pricing under: US-NCPA-Fortinet 01-154

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): 2

Vendor 1: SHI

Vendor 2: CDW-G

EMERGENCY: Explain in detail the nature of the emergency



Shipping: Packing:		Sub Total (USD): Est. Tax (USD): Shp&Hnd (USD): Total (USD):	141,973.98 TBD if Applicable 0.00 141,973.98
All orders are governed by your organization's signed agreement with ePlus or applicable public sector contract; if there is no such agreement the Customer Terms and Conditions for Products and/or Services located at www.ePlus.com govern. No additional or contrary terms in a purchase order shall apply, and ePlus' performance shall not be deemed acceptance of any preprinted PO terms. Use of software, subscription services or other products resold by ePlus is subject to manufacturer/publisher end user agreements or subscription terms. Any periodic payment obligations for specific offerings, along with customer-incurred overages, consumption fees, add-ons, quantity adjustments and automatic renewals are non-cancelable for any reason except by public sector customers required by law to terminate due to non-appropriation of funds. PLEASE NOTE: Recent supply chain disruption and tariffs on certain imports are causing price increases for many IT products, with little or no notice, and beyond ePlus' control. As a result, this quote is subject to change without notice, even before the expiration date reflected above. Related manufacturer policy changes may result in orders being non-cancelable and products non-returnable except in accordance with the manufacturer warranty. Please confirm pricing and other restrictions prior to order placement. Unless freight amount is indicated, or is zero, freight will be added to the invoice. Unless Bill-To company is exempt from Sales Tax, it will be added to the invoice. Recognizing that the global pandemic has disrupted operations for many organizations, ePlus will ship products for delivery in accordance with customer's written ship-to instructions and products will be deemed delivered notwithstanding any failure of customer personnel to sign for receipt due to facility closing or otherwise.			
Customer Acceptance Signature: _____ Name: _____ Title: _____ Date: _____ Customer PO #: _____		Bill To NORWALK PUBLIC SCHOOL DISTRICT 125 EAST AVENUE PO BOX 6001 NORWALK CT 06851 UNITED STATES FINANCE OFFICE	Ship To NORWALK PUBLIC SCHOOL DISTRICT 125 EAST AVENUE PO BOX 6001 NORWALK CT 06851 UNITED STATES



Pricing Proposal
Quotation #: 24664890
Created On: Mar-26-2024
Valid Until: Apr-30-2024

CT-City of Norwalk Public Schools

David Hopp

Norwalk
CT
06852
Phone: (203) 854-4042
Fax:
Email: hoppd@norwalkps.org

Inside Account Manager

Matt Martinson

290 Davidson Ave.
Somerset, NJ 08873
Phone: 800-527-6389 ext: 5648323
Fax:
Email: matt_martinson@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Fortinet FortiGate 901G - Security appliance - with 3 years FortiCare Premium Support + 3 years FortiGuard Unified Threat Protection (UTP) - 10 GigE, 2.5 GigE, 25 Gigabit Ethernet - front and side to back - 1U - rack-mountable Fortinet - Part#: FG-901G-BDL-950-36 Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	2	\$62,543.20	\$125,086.40
2 FortiConverter - Subscription license renewal (1 year) - Win - for FortiGate 901G Fortinet - Part#: FC-10-FG9H1-189-02-12 Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	1	\$1,176.90	\$1,176.90
3 Fortinet FortiGate 40F - Security appliance - with 3 years 24x7 FortiCare and FortiGuard Unified (UTM) Protection - GigE - desktop Fortinet - Part#: FG-40F-BDL-950-36 Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	1	\$931.10	\$931.10
4 FortiGate Administrator - live e-learning - 4 days Fortinet - Part#: FT-FGT-ADM Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	2	\$3,709.70	\$7,419.40
5 LAB ACCESS - STD TRAINING LAB ENVI FCP FORTIGATE ADMINISTRATOR LA Fortinet - Part#: FT-FGT-ADM-LAB Contract Name: CREC - IT Solutions & Services (Omnia) Contract #: 2018011-02 Subcontract #: 2018011-02-CREC	3	\$200.00	\$600.00
Subtotal			\$135,213.80
Total			\$135,213.80

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

QUOTE CONFIRMATION

DAVID HOPP,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

This quote is subject to CDW's Third Party Cloud Services Order Form Terms and Conditions set forth at

<https://www.cdwg.com/content/cdwg/en/terms-conditions/third-party-cloud-services-order-form-terms-and-conditions-.html>

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NVLP639	4/2/2024	FORTINET	7814472	\$138,361.84

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Fortinet FortiGate 901G - security appliance - with 3 years FortiCare Premi</u> Mfg. Part#: FG-901G-BDL-950-36 Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	2	7623559	\$63,999.00	\$127,998.00
<u>FortiConverter - subscription license renewal (1 year) - 1 license</u> Mfg. Part#: FC-10-FG9H1-189-02-12 Electronic distribution - NO MEDIA Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	1	7812305	\$1,199.00	\$1,199.00
<u>Fortinet FortiGate 40F - security appliance - with 3 years 24x7 FortiCare a</u> Mfg. Part#: FG-40F-BDL-950-36 Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	1	5978742	\$965.00	\$965.00
<u>FortiGate Administrator - live e-learning</u> Mfg. Part#: FT-FGT-ADM Electronic distribution - NO MEDIA Contract: PEPPM 2022 Catalog Agreement (PEPPM2022)	2	7819981	\$3,799.00	\$7,598.00
<u>NEW ITEM</u> Mfg. Part#: NEW-ITEM FT-FGT-ADM-LAB "Lab Access - Standard Training Lab Environment FCP - FortiGate Administrator Lab Access - One-time on-demand lab access within self-paced course. - Course description: https://training.fortinet.com/local/staticpage/view	3	NEW-ITEM	\$199.00	\$597.00

QUOTE DETAILS (CONT.)

Product stocked by manufacturer.
Delivery times vary.
Country of Origin: (None)
Weight: 0.00
Dim Weight: 0.00"
Contract: Standard Pricing

These services are considered Third Party Services, and this purchase is subject to CDW's [Third Party Cloud Services Terms and Conditions](#), unless you have a written agreement with CDW covering your purchase of products and services, in which case this purchase is subject to such other written agreement.

The third-party Service Provider will provide these services directly to you pursuant to the Service Provider's standard terms and conditions or such other terms as agreed upon directly between you and the Service Provider. The Service Provider, not CDW, will be responsible to you for delivery and performance of these services. Except as otherwise set forth in the Service Provider's agreement, these services are non-cancellable, and all fees are non-refundable.

SUBTOTAL	\$138,357.00
SHIPPING	\$4.84
SALES TAX	\$0.00
GRAND TOTAL	\$138,361.84

PURCHASER BILLING INFO

Billing Address:
NORWALK PUBLIC SCHOOLS
ACCTS PAYABLE
PO BOX 6001
NORWALK, CT 06852-6001
Phone: (203) 854-4039
Payment Terms: NET 30 Days-Govt/Ed

DELIVER TO

Shipping Address:
NORWALK PUBLIC SCHOOLS
DAVID HOPP
125 EAST AVE
DATA PROCESSING DEPT
NORWALK, CT 06852
Shipping Method: UPS Ground (2 - 3 day)

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

**Sales Contact Info**

Vincent Mulvihill | (866) 773-7348 | vinny@cdwg.com

LEASE OPTIONS

FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$138,361.84	\$3,915.64/Month	\$138,361.84	\$4,502.29/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.

- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

Need Help?



My Account



Support



Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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Comptroller Department
CITY OF NORWALK
(203)854-7711
125 East Avenue
Norwalk, CT 06851

MEMORANDUM

To: Greg Burnett, Chairman, Chairman, Finance Committee

From: Chitsamay Lam, Comptroller

Date: April 4, 2024

Subject: Auditing Services – FY 2024 (July 1, 2023 to June 30, 2024)

Connecticut General Statutes (C.G.S. Sections 7-396 and 4-232) require the appointing authority of any municipality, audited agency or non-profit agency to file with the Secretary of the Connecticut Office of Policy and Management (OPM) the name of the independent auditor designated to conduct the audit. The notification must be made at least thirty days before the end of the fiscal period of the entity for which the audit is required.

In 2020, the City recently issued Request for Proposal (RFP) #3987 requesting proposals from qualified CPA firms to perform the City's annual Financial Statement Audit (including the Single Audit of Grants) and to assist in the preparation of the City's Annual Comprehensive Financial Report (ACFR) for the five (5) year period commencing July 1, 2020 and ending June 30, 2025 (covering audits of Fiscal Years ending June 30, 2020 through FYE June 30, 2024). Clifton Larson Allen, LLP (formerly Blum, Shapiro & Company) was selected. I am submitting for your approval the fifth year (FY 2024) of the contract at a fee of \$103,000. Account 011310-5253 Accounting and 015725160-330-57 BOE Other Professional Services.

Cc: Harry W. Rilling, Mayor

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST: April 15, 2024

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST: Robert Stowers, Director of Recreation & Parks

SECTION ON AGENDA WHERE ITEM IS TO APPEAR: Recreation & Parks

HAS ITEM BEEN TO A COUNCIL COMMITTEE? YES XX NO

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

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

1. Authorize the Director of Recreation and Parks to pilot a new reservation system for outdoor tennis and pickleball court use vi ActiveNet. Proposed fees: \$15.00 per hour for residents, and \$25.00 per hour for non-residents.

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

EFFECTIVE DATE OF ACTION (if applicable):

Upon passage.

Original with signature hand delivered.


Signature of Person Making Request

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

Amended 4/13/84



Pickleball Narrative

Introduction

There will be some new changes regarding pickleball in Norwalk and I wanted to provide some additional information to for clarity.

The development of our rules of play, code of conduct, pickleball rotation method, etc., is based on extensive research conducted by NRP staff which included USA pickleball as well as discussions with similar-sized parks and recreation departments across the United States. We understand that many participants have gotten used to one style of managing the courts but we believe, based on our research, that the method developed is the best starting point for oversight. NRP is committed to growing and adjusting our oversight of pickleball as the season progresses as well as hearing feedback from our residents.

Reason for changes

NRP is elated to see the high usage and the burgeoning community that has developed at Woodward Park and we hope to emulate it at our other facilities both current and soon-to-come. With that said, NRP's priority is to ensure that our residents feel welcome at our parks and remove barriers to accessibility.

Rules & Code of Conduct – as is standard in most municipalities across the United States, rules of play and player conduct is imperative to ensure that our facilities are used respectfully and diplomatically. Additionally, the rules assist those who may be new to pickleball understand rules of play and how to allow for the greatest number of players to use the courts efficiently, hence the use of “play rotation”.

Tennis Priority Courts – NRP has designated specific courts at our facilities to be “tennis priority courts” in order to ensure a balance in accessibility of the courts. A balance is necessary to address the needs of both groups of users. Pickleball users are permitted to utilize the tennis court when empty but if there are residents seeking to play tennis, the pickleball users must complete their game and allow for tennis use.

Reservations and Usage - It is important to note that anyone is able to utilize the courts when they are not reserved. **A reservation is NOT required to use open courts.** The reservation system is an option for groups to secure guaranteed court time should they choose.

Upcoming developments

NRP is currently in the process of hiring pickleball instructors and developing programming for our residents. Additionally, as we've received feedback from users regarding open play, we are cultivating the best way to deploy and manage open play for our residents as well as a NRP-run TeamReach group so that we can ensure that any Norwalk resident can easily join and be kept informed of NRP programming, including open play. While many have gotten used to the previous way oversight was managed (via a third party), it is NRP's responsibility to provide equitable and fair access to our facilities which includes a department-run social channel to organize play. We

believe this to be a fair approach to the new changes at our facilities but also addressing the needs of our residents.

We appreciate your understanding and working with everyone to make pickleball at Woodward Park accessible for all. Should you have any questions, please feel free to contact me at wschwartzstein@norwalkct.gov.

Regards,

Will

Comparative City Pickleball Pricing

Greenwich Courts

- (Resident Only) Pickleball pass à adult pass (\$45), senior (\$25), guest (\$85)
- Guest pass - \$15 per person per day
- Reservations begin April 8, 2024 through December 1
- Drop-in Indoor pickleball à \$5 per session for residents, \$8 for non-residents
- Indoor 3-month membership - \$180 for winter, fall through winter is \$325
- Non-instructional/open play à \$33 for one day per week, \$80 for two (two max allowed)

Fairfield Courts

- Can reserve up to two hours per day, four per week
- No reservations, permits required

Westport Courts

- Season is May 1 to October 31
- Longshore tennis office oversees and patrols the courts
- Compo Beach (other two courts don't require reservations)
- Adult Pass \$60, Senior Pass \$50 (premium access to reserve courts, no fees)
- Standing court reservations per season- \$500

Stamford

- No public courts

Darien

- Reservations for residents only
- \$29 per court per 90-minute time slot, \$5 per person in a group of four, or \$10 per player for a group of 2
- One pickleball court per day

New Canaan

- Season pass: \$120 adult, \$60 senior, \$35 for youth

Ridgefield (Indoor Only)

- Drops ins: \$17.50 per drop in with \$213 annual fee for residents



DEPARTMENT OF
RECREATION & PARKS

See facility list for hours of
operation for each court

Please be mindful of our neighbors

Tennis & Pickleball

Court & Conduct Rules

RESERVATIONS can only be made through Norwalk Recreation & Parks (NRP). Visit the NRP website for reservations and court schedule

Private instruction and classes are strictly prohibited on City courts unless arranged directly with or by NRP

No glass containers are permitted on the courts

No equipment outside of the courts and nets issued by NRP is permitted including portable net systems, chairs, tents, structures, etc.

Only players are permitted on the court. Children under the age of ten are not allowed on the courts without an adult

Pets/animals (with the exception of service animals), skateboards, bicycles and scooters are prohibited

Any use of illegal substances or alcohol is prohibited

Appropriate athletic footwear/sneakers and clothing are required

Use of abusive and/or inappropriate language is prohibited

The City of Norwalk is not responsible for lost or stolen items

COURTS ARE CLOSED WHEN NETS ARE DOWN

All questions regarding courts or play can be directed to Norwalk
Recreation and Parks

203.854.7806 | recreation@norwalkct.gov



DEPARTMENT OF
RECREATION & PARKS

See facility list for hours of
operation for each court

Please be mindful of our neighbors

Pickleball Play Rules

Courts are first come, first served,
unless a court is reserved and a
permit is issued by NRP

Please limit play to 30 minutes if
there are groups of players waiting
to play against each other

All skill levels are welcome.
Players are encouraged to choose a
court based on skill level

Once all courts are full and any
number of players are waiting, play
rotation takes effect

Pickleball Play Rotation

Waiting players secure their spot by placing their paddle on the rack at the
court of desired play (please choose a court with existing players that match
your skill level). This signifies who is next in line to play.

Once a paddle is stacked at a court, existing players should finish their current
game to 11 points and rotate off

If there are six or fewer players waiting, the two-on, two-off policy is in effect.

The winners will remain on the court while the runners-up retire from the court. The
next two players in the queue will join the next match. The winning team is not
permitted to play more than two consecutive matches. If they win their second
match, they are required to retire from the court and the next four players in the
queue will join the next match, unless there are no waiting players.

If there are six or more players waiting, the four-on, four-off policy is in effect.

Both the winners and the runner ups will retire from the court and the next four
players in the queue will begin the match. The waiting players rotate replacing both
teams on the court. If there aren't two or more waiting teams, the waiting team will
replace the losing team

Players are able to place their paddle on the waiting line again at the far right side

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST: April 16, 2024

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

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST:

Brian Candela, Assistant Corporation Counsel

SECTION ON AGENDA WHERE ITEM IS TO APPEAR:

Ordinance Committee

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

Ordinance Committee of the Common Council

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.)

Approve revisions to Bidding and Purchasing, Sections 19-1 and 19-2

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

Section 1-189 Charter of the City of Norwalk

EFFECTIVE DATE OF ACTION (if applicable):

Upon passage

_____/s/_____ Brian Candela
Electronic Signature of Person Making Request
Brian Candela, Assistant Corporation Counsel

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

Amended 4/13/84

§ 19-1. Threshold for bidding. [Amended 7-8-2014]

Pursuant to Connecticut General Statutes Section 7-148v, except as otherwise required by any provision of the General Statutes, sealed bidding shall not be required for contracts or purchases having a value less than or equal to the maximum amount set forth in Section 7-148v, as the same may be amended from time to time.

§ 19-2. Procurement Guide. [Added 11-9-1993]

Pursuant to Charter Section 8-4(D)(2), a Procurement Guide may be adopted by a majority vote of the Common Council, which Guide shall govern the Purchasing Department. The Guide shall be reviewed by the Finance Committee no later than every three years following its adoption.

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST: April 16, 2024

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

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST:

Brian Candela, Assistant Corporation Counsel

SECTION ON AGENDA WHERE ITEM IS TO APPEAR:

Ordinance Committee

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

Ordinance Committee of the Common Council

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.)

Approve revisions to Chapter 63 - Law Department, Sections 63-1 through 63-7

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

Section 1-189 Charter of the City of Norwalk

EFFECTIVE DATE OF ACTION (if applicable):

Upon passage

/s/ Brian Candela
Electronic Signature of Person Making Request
Brian Candela, Assistant Corporation Counsel

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

Amended 4/13/84

Chapter 63 – Law Department

§ 63-1 Creation of Law Department.

Pursuant to the authority granted to the Common Council by Section 8-3 of the Charter of the City of Norwalk (2024 Edition), a Law Department for the City of Norwalk (the “City”) is hereby created and established.

§ 63-2 Duties.

The Law Department shall be the legal representative of the municipal corporation, and shall perform the following duties:

- A. Represent and advise the Mayor, Common Council, and all City officers, agencies, boards and commissions in all matters of law pertaining to their respective offices and/or duties.
- B. Upon request of the Common Council or any committee or any member thereof, assist in the preparation of any ordinance or other legislation affecting the City. The Corporation Counsel may require that such requests be in writing. **[Amended 5-22-1984]**
- C. Represent and appear as and be the attorney of record in all actions and proceedings for the enforcement of ordinances, other regulations and claims of the City and in all actions or proceedings in any court or before any board wherein the City or its officers, officials, boards, agencies or commissions or employees, by reason of any suits growing out of their official duties, shall be parties defendant or parties in interest. **[Amended 5-22-1984]**
- D. Supervise the preparation of all ordinances, regulations, resolutions, contracts and any other legal papers of whatever nature.
- E. Render formal opinions and give necessary legal counsel and advice when requested by the Common Council or any member thereof, the Mayor or any board, agency, commission or department. The Corporation Counsel may require that such requests be in writing. **[Amended 5-22-1984]**

§ 63-3 Administration.

- A. The Corporation Counsel shall be the administrative head of the Law Department, and all attorneys and other personnel employed by the City as part of the Department shall be subject to their supervision.
- B. There shall be one Deputy Corporation Counsel who will be a full-time permanent employee of the City. [
- C. The compensation of the Corporation Counsel and the Deputy Corporation Counsel shall be established by the Common Council. There shall be full-time or part-time Assistant Corporation Counsels or attorneys employed for special cases, as established by the Common Council, for a term and compensation as adopted by the Common Council, but in no event shall the appointment of a full-time or part-time Assistant Corporation Counsel be for longer than four years at a time. The Corporation Counsel, the Deputy Corporation Counsel and the full-time or part-time Assistant Corporation Counsels shall be entitled to such pension and other benefits as are provided for full-time and part-time permanent employees of the city. **[Amended 5-22-1984]**

§ 63-4 Appointment of Corporation Counsel.

The Corporation Counsel shall be appointed in the manner set forth in Section 8-2(A)(1) of the Charter of the City of Norwalk, and they shall perform such duties as set forth in said Charter.

§ 63-5 Deputy and Assistant Corporation Counsels or Special Counsels.
[Amended 5-22-1984]

- A. The Deputy Corporation Counsel, the Assistant Corporation Counsels and the attorneys employed for special cases shall be appointed by the Mayor, subject to the confirmation of the Common Council.
- B. Upon good cause, the Corporation Counsel or Deputy Corporation Counsel may retain an attorney or attorneys, not employed by the Law Department, on behalf of the City for purposes of performing any of the duties of the Law Department as set forth in Section 63-2.

§ 63-6 Deputy Corporation Counsel.

- A. The Deputy Corporation Counsel shall be appointed by the Mayor for a permanent full-time position, and shall serve until such time as their successor is duly appointed and qualified, unless removed for just cause. ~~[THIS IS LARGELY DUPLICATIVE OF 63-3B]~~
- B. Any person appointed to the office of Deputy Corporation Counsel shall be an attorney of at least three years' experience and shall be a member of the Connecticut Bar. **[Amended 5-22-1984]**

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST: April 16, 2024

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

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST:

Brian Candela, Assistant Corporation Counsel

SECTION ON AGENDA WHERE ITEM IS TO APPEAR:

Ordinance Committee

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

Ordinance Committee of the Common Council

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.)

Approve revisions to Chapter 103 – Taxation, Article V – Board of Assessment Appeals, Section 103-14

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

Section 1-189 Charter of the City of Norwalk

EFFECTIVE DATE OF ACTION (if applicable):

Upon passage

_____/s/_____Brian Candela
Electronic Signature of Person Making Request
Brian Candela, Assistant Corporation Counsel

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

Amended 4/13/84

Chapter 103 Taxation; Article V Board of Assessment Appeals

§ 103-14 **Appointment of members; increase in membership.**

- A. There shall be three regular members and three alternate members appointed to the Board of Assessment Appeals. The Mayor shall appoint these members subject to confirmation by the Common Council. Each regular member shall serve a term of four years from the date of appointment and until their successor is appointed ~~elected~~ and confirmed by the Common Council ~~has qualified~~. Each alternate member shall serve a term of one year from the date of appointment.
- B. Revaluation.
- (1) In accordance with the provisions of Connecticut General Statutes, § 9-199(c), the Board of Assessment Appeals is hereby increased to seven regular members and seven alternate members for any assessment year during which a revaluation becomes effective. The Mayor shall appoint the additional members, subject to confirmation by the Common Council, the year that the revaluation becomes effective. ~~that revaluation assessment year.~~
 - (2) The provisions of Connecticut General Statutes, § 9-167a concerning minority representation shall apply to the Board of Assessment Appeals.
 - (3) Upon the completion by the Board of Assessment Appeals of its work for any revaluation assessment year described above for which the additional members were appointed, the terms of the additional members appointed and confirmed pursuant to this section shall expire and no successors shall be appointed.

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST:

04/18/2024

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST: Vanessa Valadares/DPW

SECTION ON AGENDA WHERE ITEM IS TO APPEAR: Public Works

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

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

DOES THE ITEM ALIGN TO STRATEGIC GOALS?

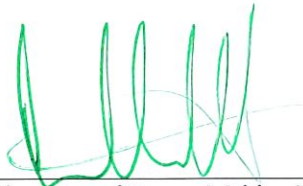
HOW DOES THE ITEM IMPACT THE BUDGET? N/A

LIST ITEMS AND ACTION TO BE TAKEN

AUTHORIZE THE MAYOR HARRY W. RILLING TO EXECUTE ANY AND ALL AGREEMENTS AND OTHER INSTRUMENTS NECESSARY TO CONVEY A 72 ± SQ. FT. TEMPORARY CONSTRUCTION EASEMENT FOR PURPOSES OF INSTALLING A TEMPORARY GUY ANCHOR IN VETERAN'S PARK PER CONN DOT 102-301-176-54 COMPLIATION MAP DATED NOVEMBER 2023 ENCLSOED WITH AGENDA FOR JUST COMPENSATION OF \$2,500.

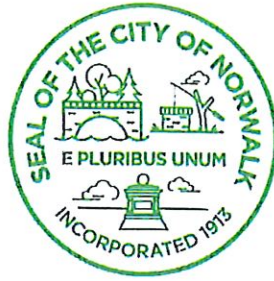
STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

EFFECTIVE DATE OF ACTION (if applicable):



Signature of Person Making Request

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



Contract Staff Summary

Department/Staff Contact	Public Works / Engineering Vanessa Valadares x47902
Common Council Committee	Public Works Committee
Date Approved by Committee	
Purpose/Scope	Temporary Construction Easement
Vendor (Indicate if new or existing vendor)	State of Connecticut Department of Transportation
Term of Contract	
Method of Procurement (Indicate if sole source)	n/a
Cost of Contract	n/a
Funding Source/Account Number	n/a
Additional Information/Other Details	purposes of installing a temporary guy anchor in Veteran's Park

PRESENT SEAVIEW AVENUE

APPROXIMATE STREET LINE

CITY OF NORWALK

CONSTRUCTION EASEMENT FOR THE PURPOSE OF
INSTALLATION OF TEMPORARY GUY ANCHOR
DURING WALK RAILROAD BRIDGE REPLACEMENT
ACQUIRED CONSTRUCTION EASEMENT TAKEN UNDER THIS
PARAGRAPH WILL BE RESTORED BY REMOVING TEMPORARY
APPURTENANCES AND RESTORING THE LAND TO ITS
ORIGINAL CONDITION. SAID EASEMENT WILL BE EXTINGUISHED UPON
COMPLETION OF THE PROJECT, UNLESS SOONER
EXTINGUISHED BY THE STATE.
EASEMENT AREA = 72 ± SQ. FT.

* - PEDESTRIAN
ACCESS
PERMITTED

WASHINGTON STREET (CT ROUTE 130)

NON-ACCESS LINE (102-126-19)

NON-ACCESS LINE (102-126-19)

LIMIT OF PROPOSED
CONSTRUCTION
EASEMENT

GRASS

8" PINE

8" PINE

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TIE TO
ANGLE POINT

NON-ACCESS LINE
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N 597600

REFERENCES:

1. GENERAL LOCATION SURVEY PROVIDED BY CONWOD DISTRICT 2.
PROJECT NO. 301-176, CAD FILE: SV.D3.301.0176-NORWALK.
WALK BRIDGE REPLACEMENT - PARCELS GRINDON
2. CONWOD CONSTRUCTION PROJECT NO. 301-176 ENTITLED:
"WALK RAILROAD BRIDGE REPLACEMENT"
3. VOL. 131, PG. 547 (Q.C.)
4. VOL. 131, PG. 548 (Q.C.)
5. VOL. 131, PG. 549 (Q.C.)
6. VOL. 131, PG. 608 (Q.C.)
7. VOL. 135, PG. 43 (Q.C.)
8. VOL. 135, PG. 370 (Q.C.)
9. VOL. 135, PG. 610 (Q.C.)
10. VOL. 135, PG. 635 (Q.C.)
11. VOL. 140, PG. 18 (Q.C.)
12. VOL. 143, PG. 69 (Q.C.)
13. VOL. 143, PG. 303 (WARR.)
14. VOL. 143, PG. 490 (WARR.)
15. VOL. 153, PG. 45 (WARR.)
16. VOL. 178, PG. 172 (WARR.)
17. VOL. 137, PG. 73 (ADMIN. DEED)
18. VOL. 143, PG. 178 (Q.A.S.E.)
19. CONWOD DRC FILE 102-126-19
20. MAP ENTITLED "MAP SHOWING PERMANENT AND TEMPORARY DRAINAGE
EASEMENTS TO BE ACQUIRED BY THE CITY OF NORWALK FROM
THE STATE OF CONNECTICUT, DATED JULY 30, 1982, AS
RECEIVED JUNE 9, 1982, AS RECEIVED JULY 30, 1982 (MAP NO. 9259 N.L.R.)

NOTES:

1. THIS COMPILATION PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE
STANDARDS OF THE PROFESSION OF SURVEYING AND MAPPING, AS
THROUGH 1989-90, THE MINIMUM STANDARDS OF ACCURACY, CONTROL &
CERTIFICATION FOR SURVEYS AND MAPS, AS ADOPTED OCTOBER 26, 2018.
IT CONFORMS TO CLASS B ACCURACY AND IS INTENDED TO DEPICT THE LIMITS
OF THE PROPERTY TRANSACTION AS NOTED HEREIN. THIS PLAN WAS COMPILED
FROM OTHER MAPS, RECORD RESEARCH AND/OR OTHER SOURCES OF INFORMATION.
IT IS NOT TO BE CONSIDERED AS HAVING BEEN NECESSARILY OBTAINED AS THE
MOST ACCURATE FIELD SURVEY MAY DISCLOSE.
2. THE TOPOGRAPHY AND PROPERTY LINE EVIDENCE DEPICTED ARE BASED UPON
THE SURVEY/MAPPING DATA AS REFERENCED, UNLESS OTHERWISE NOTED.
THESE PROPERTY/BOUNDARY LINES DO NOT REPRESENT THE PROFESSIONAL
OPINION OF THE UNDERSIGNED.
3. THE CONSTRUCTION EASEMENT DEPICTED HEREON WILL BE FORMALLY
EXTINGUISHED BY AN AFFIDAVIT WHICH WILL BE FILED IN THE PUBLIC LAND
RECORDS.



DRAWN BY: SSB
DATE: 11/1/23
CHECKED BY: ACE
DATE: 11/1/23

File: C:\Users\locked\State of Connecticut\0301-0176 - Design\500 - Proj. Design\05 - Property Maps\SV CS 301-176_054.PM, 10/1/2020

COMPILATION PLAN

TOWN OF NORWALK
MAP SHOWING EASEMENT ACQUIRED FROM
CITY OF NORWALK

BY
THE STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION
WALK RAILROAD BRIDGE REPLACEMENT

SCALE 1" = 20'

SCOTT A. HILL, P.E.

CHIEF ENGINEER - BUREAU OF ENGINEERING AND CONSTRUCTION

NOVEMBER 2023



Norwalk Planning & Zoning Commission

125 East Avenue
Norwalk, Connecticut

April 18, 2024

Memorandum

To: Vanessa Valadares, Chief of Public Works and Operations

From: Bryan Baker, Principal Planner

Re: #2024-29 8-24 Referral – Department of Public Works – Conveyance of a +/- 72sf temporary construction easement for the purposes of installing a temporary guy anchor in Veteran's Park

At their April 17, 2024, regular meeting, the Norwalk Planning & Zoning Commission made the following finding:

THEREFORE, BE IT RESOLVED by the Norwalk Planning & Zoning Commission that application #2024-29 8-24 Referral – Department of Public Works – Conveyance of a +/- 72sf temporary construction easement for the purposes of installing a temporary guy anchor in Veteran's Park be **APPROVED**.

BE IT FURTHER RESOLVED that notice of this action be forwarded to the Common Council.

Sincerely,

Bryan Baker

Bryan Baker
Principal Planner
City of Norwalk
203-854-7705
bbaker@norwalkct.gov

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST:

04/18/2024

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST: Vanessa Valadares/DPW

SECTION ON AGENDA WHERE ITEM IS TO APPEAR: Public Works

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

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

DOES THE ITEM ALIGN TO STRATEGIC GOALS? Yes

HOW DOES THE ITEM IMPACT THE BUDGET? It has been approved under Capital Budget

LIST ITEMS AND ACTION TO BE TAKEN

Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Exceptional Home Improvements LLC for Project RD2024-2 Curbs and Sidewalks for Various Locations for a sum not to exceed \$622,343.95 with an option to extend for two (2) additional terms of one (1) year each.

Account No. 03 00 00 2602

09 23 7100 5777 C0583

09 24 4021 5777 C0021

09 24 4021 5777 C0318

09 25 4021 5777 C0318

09 24 4021 5777 C0440

Authorize the Chief of Operations and Public Works, to execute orders on the contract between the City of Norwalk and Exceptional Home Improvements LLC, for Project RD2024-2 Curbs and Sidewalks for Various Locations for a sum not to exceed \$124,468.79.

Account No. 03 00 00 2602

09 23 7100 5777 C0583

09 24 4021 5777 C0021

09 24 4021 5777 C0318

09 25 4021 5777 C0318

09 24 4021 5777 C0440

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

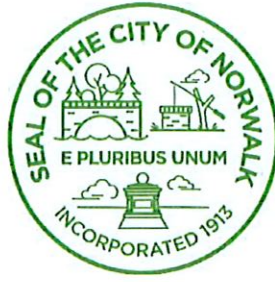
EFFECTIVE DATE OF ACTION (if applicable):

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, positioned above a horizontal line.

Signature of Person Making Request

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

Amended 4/13/84



Contract Staff Summary

Department/Staff Contact	Department of Public Works / Daniel Stanton, PE
Common Council Committee	Public Works Committee
Date Approved by Committee	
Purpose/Scope	The purpose of this project is to improve curbs, sidewalks and ADA ramps throughout the City in preparation for the City paving program.
Vendor (Indicate if new or existing vendor)	Exceptional Home Improvements LLC
Term of Contract	One Year (365 days) from Notice to Proceed with the ability to extend this Agreement for two (2) additional term of one (1) year each
Method of Procurement (Indicate if sole source)	Bid
Cost of Contract	Base Contract: \$622,343.95 20% Contingency: \$124,468.79 Total: \$746,812.74
Funding Source/Account Number	03 00 00 2602 09 23 7100 5777 C0583 09 24 4021 5777 C0021 09 24 4021 5777 C0318 09 25 4021 5777 C0318 09 21 4021 5777 C0440
Additional Information/Other Details	



CITY OF NORWALK
Daniel Stanton, PE
*Senior Engineer/Department
of Engineering*
125 East Avenue
Norwalk, CT 06856
Office: 203 -854 7981
dstanton@norwalkct.gov

MEMORANDUM

TO: Vanessa Valadares, P.E. – Chief of Operations and Public Works
CC: James Meehan, P.E. – Principal Engineer
FROM: Daniel Stanton, PE – Senior Civil Engineer *D. Stanton*
RE: Project Bid No. 4360 RD2024-2 Curbs and Sidewalks for Various Locations
DATE: April 16, 2024

The Department of Public Works has prepared plans for “Project RD2024-2.” This project consists of the City’s Curbs and Sidewalks for Various Locations

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

- This project makes ADA accessible ramps in anticipation of paving projects.
- This provides curbing and sidewalk installation and replacement at various locations.
- Installation of various drainage structures as needed for new curb radii
- Right of Way (ROW) grading for drainage as needed.

The Purchasing Agent opened the bids for this Project on April 15, 2024 and the apparent low bidder is Exceptional Home Improvements LLC with a bid amount of \$622,343.95..

I have attached a copy of the selection results received from four (4) bidders for your reference, including an itemized comparison of the three (3) apparent low responsive bid results and Engineer’s Estimate for your reference. Therefore, I would like to request that the following items be included on the agenda for the April 23, 2024, Common Council meeting.

- 1) Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Exceptional Home Improvements LLC for Project RD2024-2 Curbs and Sidewalks for Various Locations for a sum not to exceed \$622,343.95 with an option to extend for two (2) additional terms of one (1) year each.

Account No. 03 00 00 2602
09 23 7100 5777 C0583
09 24 4021 5777 C0021
09 24 4021 5777 C0318
09 25 4021 5777 C0318
09 24 4021 5777 C0440



CITY OF NORWALK
Daniel Stanton, PE
***Senior Engineer/Department
of Engineering***
125 East Avenue
Norwalk, CT 06856
Office: 203 -854 7981
dstanton@norwalkct.gov

- 2) Authorize the Chief of Operations and Public Works, to execute orders on the contract between the City of Norwalk and Exceptional Home Improvements LLC, for Project RD2024-2 Curbs and Sidewalks for Various Locations for a sum not to exceed \$124,468.79.

Account No. 03 00 00 2602
09 23 7100 5777 C0583
09 24 4021 5777 C0021
09 24 4021 5777 C0318
09 25 4021 5777 C0318
09 24 4021 5777 C0440

A copy of the bid information from the Purchasing Department for Project 4360, RD2024-2 Curbs and Sidewalks for Various Locations be found at the link below.

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



DEPARTMENT OF
ENGINEERING

City of Norwalk
Department of Operations and Public Works

Norwalk City Hall
125 East Avenue
Norwalk, CT 06856-5125
Office Telephone: (203) 854-7891
www.norwalkct.gov

BID SHEET

PROJECT: RD2024-2

Curbs and Sidewalks for Various Locations

DATE: Monday April 15, 2024 2:00 P.M.

BIDDER	BID AMOUNT	BID BOND
Exceptional Home Improvements LLC 8 Lansing Ave Trumbull, CT 06611 (Corrected Amount, Math Errors in Bid Item Totals)	\$622,173.55 \$622,343.95	15% Travelers Casualty and Surety Company
Colonna Concrete and Asphalt Paving 1233 Johnson Road Woodbridge, CT 06525 (Correct Amount, Math Error in Bid Item Total)	\$791,450.00	15% Employers Mutual Casualty Company
Southern Industries Corporation 520 White Plains Road Suite 500 Tarrytown, NY 10591 (Corrected Total Amount, Math Error in Total Amount)	\$799,783.75 \$800,683.75	15% Arch Insurance Company
Burns Construction Company 300 Sperry Avenue Stratford, CT 06615 (Bid Amount)	\$987,385.00	15% Western Surety Company

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
J0202000	EARTH EXCAVATION	20	\$7.36	\$147.20	\$50.00	\$1,000.00	\$140.00	\$2,800.00	\$100.00	\$2,000.00
J0202002	ROCK EXCAVATION	20	\$8.92	\$178.40	\$200.00	\$4,000.00	\$180.00	\$3,600.00	\$275.00	\$5,500.00
J0202451A	TEST PIT EXCAVATION	15	\$7.36	\$110.40	\$150.00	\$2,250.00	\$125.00	\$1,875.00	\$525.00	\$7,875.00
J0202491	REMOVAL AND RESETTING OF GRANITE STONE CURBING	20	\$19.41	\$388.20	\$50.00	\$1,000.00	\$72.50	\$1,450.00	\$52.25	\$1,045.00
J0202503A	REMOVAL OF CONCRETE CURBING	10	\$4.60	\$46.00	\$30.00	\$300.00	\$50.00	\$500.00	\$5.25	\$52.50
J0202504A	REMOVAL OF BITUMINOUS CONCRETE CURBING	10	\$16.10	\$161.00	\$30.00	\$300.00	\$25.00	\$250.00	\$5.25	\$52.50
J3029006	3/4" WASHED CRUSHED STONE	50	\$66.60	\$3,330.00	\$60.00	\$3,000.00	\$70.00	\$3,500.00	\$55.00	\$2,750.00
J3040002	PROCESSED AGGREGATE BASE	50	\$64.90	\$3,245.00	\$60.00	\$3,000.00	\$70.00	\$3,500.00	\$31.50	\$1,575.00
J0406201A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (MAJOR ARTERIAL) MIN BID - SEE SPECIAL NOTES	5	\$249.56	\$1,247.80	\$300.00	\$1,500.00	\$200.00	\$1,000.00	\$260.00	\$1,300.00
J0406202A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (MINOR ARTERIAL) MIN BID - SEE SPECIAL NOTES	5	\$249.56	\$1,247.80	\$200.00	\$1,000.00	\$200.00	\$1,000.00	\$260.00	\$1,300.00
J0406203A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (COLLECTOR) MIN BID - SEE SPECIAL NOTES	20	\$249.56	\$4,991.20	\$100.00	\$2,000.00	\$100.00	\$2,000.00	\$240.00	\$4,800.00
J0406204A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (LOCAL) MIN BID - SEE SPECIAL NOTES	500	\$249.56	\$124,780.00	\$80.00	\$40,000.00	\$20.00	\$10,000.00	\$75.00	\$37,500.00
J0506001	CONCRETE FOR RETAINING WALLS, STEPS AND COPINGS	10	\$152.85	\$1,528.50	\$1,300.00	\$13,000.00	\$725.00	\$7,250.00	\$1,155.00	\$11,550.00
J0506026	RETAINING WALL	50	\$3.75	\$187.50	\$50.00	\$2,500.00	\$75.00	\$3,750.00	\$50.00	\$2,500.00
J0507001A	TYPE "C" CATCH BASIN	10	\$1,262.68	\$12,626.80	\$5,500.00	\$55,000.00	\$5,000.00	\$50,000.00	\$3,500.00	\$35,000.00
J0507042A	RESET CATCH BASIN	10	\$399.28	\$3,992.80	\$1,000.00	\$10,000.00	\$1,500.00	\$15,000.00	\$603.75	\$6,037.50
J0507781	RESET MANHOLE	1	\$312.80	\$312.80	\$1,500.00	\$1,500.00	\$5,000.00	\$5,000.00	\$1,200.00	\$1,200.00
J0507792A	RECONSTRUCT CATCH BASIN	20	\$126.64	\$2,532.80	\$800.00	\$16,000.00	\$125.00	\$2,500.00	\$695.72	\$13,914.40
J0507831	CONVERT CATCH BASIN TO MANHOLE	3	\$1,868.00	\$5,604.00	\$2,500.00	\$7,500.00	\$4,250.00	\$12,750.00	\$2,625.00	\$7,875.00
J602000	DEFORMED STEEL BARS	75	\$1.49	\$111.75	\$10.00	\$750.00	\$50.00	\$3,750.00	\$2.63	\$197.25
J651343A	MISCELLANEOUS STORM DRAINAGE MODIFICATIONS	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
J651743	6" POLYVINYL CHLORIDE, SDR 35 STORM DRAINAGE PIPE	10	\$12.32	\$123.20	\$60.00	\$600.00	\$100.00	\$1,000.00	\$52.50	\$525.00
J686230.10	10" HIGH DENSITY POLYETHYLENE PIPE (0'-10' DEEP)	10	\$26.56	\$265.60	\$75.00	\$750.00	\$128.00	\$1,280.00	\$50.00	\$500.00
J686230.12	12" HIGH DENSITY POLYETHYLENE PIPE (0'-10' DEEP)	10	\$33.54	\$335.40	\$80.00	\$800.00	\$130.00	\$1,300.00	\$75.00	\$750.00

Project Number : RD2024-2

Project Name : CURB AND SIDEWALK FOR VARIOUS LOCATIONS

Items		Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
		Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0686230.15	15" HIGH DENSITY POLYETHYLENE PIPE (0'-10' DEEP)	\$48.28	\$482.80	\$90.00	\$900.00	\$150.00	\$1,500.00	\$0.00	\$0.00
0811001A	CONCRETE CURBING	\$17.04	\$34,080.00	\$40.00	\$80,000.00	\$50.00	\$100,000.00	\$47.25	\$94,500.00
0811008A	CONCRETE CURBING - 6" X >20"-<32"	\$17.96	\$179.60	\$100.00	\$1,000.00	\$80.00	\$800.00	\$52.50	\$525.00
0811009A	CONCRETE CURBING - 6" X 32"-42"	\$19.68	\$295.20	\$150.00	\$2,250.00	\$70.00	\$1,050.00	\$78.75	\$1,181.25
0813013A	16"X5" GRANITE STONE CURBING (CURVED)	\$32.01	\$320.10	\$150.00	\$1,500.00	\$90.00	\$900.00	\$70.09	\$700.90
0813015A	5" X 16" GRANITE STONE CURBING (STRAIGHT)	\$33.86	\$338.60	\$100.00	\$1,000.00	\$90.00	\$900.00	\$59.59	\$595.90
0813500	RESET STONE BLOCK DRIVEWAY	\$7.36	\$368.00	\$30.00	\$1,500.00	\$25.00	\$1,250.00	\$31.50	\$1,575.00
0814001	RESET STONE CURBING	\$9.71	\$485.50	\$50.00	\$2,500.00	\$30.00	\$1,500.00	\$26.25	\$1,312.50
0815001	BITUMINOUS CONCRETE LIP CURBING	\$14.76	\$4,428.00	\$15.00	\$4,500.00	\$28.00	\$8,400.00	\$5.25	\$1,575.00
0921001A	CONCRETE SIDEWALK	\$2.30	\$18,400.00	\$16.00	\$128,000.00	\$20.25	\$162,000.00	\$12.00	\$96,000.00
0921011A	CONCRETE DRIVEWAY RAMP	\$2.93	\$732.50	\$25.00	\$6,250.00	\$28.75	\$7,187.50	\$14.00	\$3,500.00
0921014A	PRECAST CONCRETE PAVER SIDEWALK AND DRIVEWAY	\$62.46	\$624.60	\$50.00	\$500.00	\$38.75	\$387.50	\$45.00	\$450.00
0921021A	RELAY PRECAST CONCRETE PAVER SIDEWALK AND DRIVEWAY	\$62.46	\$3,123.00	\$30.00	\$1,500.00	\$39.25	\$1,962.50	\$43.75	\$2,187.50
0921045	REPLACE STONE SIDEWALK	\$61.06	\$3,053.00	\$30.00	\$1,500.00	\$42.50	\$2,125.00	\$31.50	\$1,575.00
0922001A	BITUMINOUS CONCRETE SIDEWALK	\$61.78	\$8,031.40	\$60.00	\$7,800.00	\$20.75	\$2,697.50	\$52.50	\$6,825.00
0922501A	BITUMINOUS CONCRETE DRIVEWAY	\$61.78	\$4,633.50	\$60.00	\$4,500.00	\$34.25	\$2,568.75	\$50.00	\$3,750.00
0924007A	HANDICAP RAMPS (ADA COMPLIANT)	\$6.38	\$3,828.00	\$25.00	\$15,000.00	\$28.75	\$17,250.00	\$27.30	\$16,380.00
0944003A	FURNISHING AND PLACING TOPSOIL	\$28.45	\$28,450.00	\$10.00	\$10,000.00	\$18.75	\$18,750.00	\$11.55	\$11,550.00
0950003A	TURF ESTABLISHMENT (LAWN)	\$23.94	\$23,940.00	\$6.00	\$6,000.00	\$8.75	\$8,750.00	\$1.05	\$1,050.00
0970006A	TRAFFICPERSON (MUNICIPAL POLICE OFFICER)	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00
0970007A	TRAFFICPERSON (UNIFORMED FLAGGER)	\$46.00	\$82,800.00	\$35.00	\$63,000.00	\$50.50	\$90,900.00	\$55.00	\$99,000.00
0975003A	MOBILIZATION	\$5,000.00	\$50,000.00	\$10,000.00	\$100,000.00	\$5,000.00	\$50,000.00	\$1,500.00	\$15,000.00
1000010A	MISCELLANEOUS TRANSITIONS TO MEET EXISTING PROPERTY CONDITIONS	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
1111711	RECTANGULAR RAPID FLASHING BEACON (RRFB)	\$368.00	\$736.00	\$1,500.00	\$3,000.00	\$500.00	\$1,000.00	\$500.00	\$1,000.00
1302060A	RESET GATE BOXES	\$368.00	\$5,520.00	\$100.00	\$1,500.00	\$250.00	\$3,750.00	\$52.50	\$787.50
		\$622,343.95		\$791,450.00		\$800,683.75		\$686,819.70	

Apparent Low Bidder : EXCEPTIONAL HOME IMPROVEMENTS, LLC

Second Bidder : Colonna Concrete and Asphalt Paving, LLC

Wednesday, February 28, 2024

Project Number : RD2024-2

Project Name : CURB AND SIDEWALK FOR VARIOUS LOCATIONS

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount

Third Bidder : SOUTHERN INDUSTRIES CORPORATION

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST:

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

4/18/24, 11 AM

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST:

Deanna D'Amore, Health Department

SECTION ON AGENDA WHERE ITEM IS TO APPEAR:

Community Services

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

Community Services, 4/17/24

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

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

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments with Fairfield University as may be necessary to allow for students in the University's graduate and undergraduate programs to be placed at the Norwalk Health Department for internships and student learning opportunities.
2. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments with American Heart Association as may be necessary to allow for the Norwalk Health Department to help distribute automatic blood pressure cuffs and educational materials at partner organizations and locations throughout the community.
3. Authorize the Mayor, Harry W. Rilling, to enter into a contract with Daydream Communications in an amount not to exceed \$35,000 (from grant account number 3520-87-5298) for the development and implementation of a regional public health communications campaign.

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:**EFFECTIVE DATE OF ACTION (if applicable):**

Signature of Person Making Request

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

Amended 4/13/84



To: Members of the Common Council
From: Theresa Argondezzi, Assistant Director of Health, Community Health
Re: Affiliation Agreement Renewal with Fairfield University
Date: April 12, 2024

Affiliation Agreement with Fairfield University

The Norwalk Health Department works in partnership with Fairfield University for potential student internship placement and other student engagement opportunities. In order to place student interns, the University requires an Affiliation Agreement to be in place. This agreement does not commit the City or the Health Department to hosting student interns, but establishes the framework for such a relationship, if and when it occurs.

(Common Council authorized the execution of our first agreement for a 1-year term, which expired in February 2024. The Health Department would like to renew this agreement for a longer term.)

We request approval for the following authorization:

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments with Fairfield University as may be necessary to allow for students in the University's graduate and undergraduate programs to be placed at the Norwalk Health Department for internships and student learning opportunities.



Contract Staff Summary

Department/Staff Contact	Deanna D'Amore
Common Council Committee	Community Services
Date Approved by Committee	April 17, 2024
Purpose/Scope	The Norwalk Health Department has developed a partnership with Fairfield University for potential student internship placement and other student engagement opportunities. In order to place student interns, the University recommends an Affiliation Agreement to be in place. This agreement does not commit the City or the Health Department to hosting student interns, but establishes the framework for such a relationship, if and when it occurs. Common Council authorized the original 1-year agreement, which expired February 2024. The Health Department would like to renew this agreement for a longer term.
Vendor (Indicate if new or existing vendor)	N/A
Term of Contract	Five Years
Method of Procurement (Indicate if sole source)	N/A
Cost of Contract	N/A
Funding Source/Account Number	N/A
Additional Information/Other Details	

AFFILIATION AGREEMENT
Between [INSERT] and FAIRFIELD UNIVERSITY
PUBLIC HEALTH PROGRAM

This AGREEMENT (the "Agreement") is made by and between FAIRFIELD UNIVERSITY, a specifically chartered Connecticut non-profit corporation with its address at 1073 North Benson Road Fairfield, Connecticut, (hereinafter referred to as the "University") and [SITE'S LEGAL NAME], a [type of legal entity and state of formation (e.g. Delaware corporation)] with its address at [Site's legal address] (hereinafter referred to as the "Site").

WHEREAS, the University desires to participate in practicum as part of its education of its public health students (whether one or more, hereinafter called the "Students"); and

WHEREAS, the Site, in the interest of furthering the educational objectives of the University, desires to serve as a site of a supervised practicum experience for education purposes;

NOW, THEREFORE, in consideration of the mutual promises and agreements set forth below, the parties agree as follows:

A. RESPONSIBILITIES OF THE UNIVERSITY

1. Assignment and Selection of Students: As part of its Public Health Program, the University shall assign only those Students who have satisfactorily completed the required University classroom courses to enter the practicum experience. The University shall submit to the Site for final approval, at least one month prior to the commencement of each semester, the names of the Students the University has selected for the program and the dates the program is to begin/end.
2. Documentation: Upon request, the University shall provide an up-to-date written description of the curriculum and syllabus governing the practicum course.
3. Information for Students: The University shall notify Students of the following general expectations required by the Site:
 - (a) To carry out daily assignments.
 - (b) To complete the assigned tasks, including after-hours responsibilities.
 - (c) To report on time each day of the scheduled assignment.
 - (d) To observe and follow all policies and regulations of Site and its affiliates, as provided by Site
4. Coordination by a Public Health Program Director and the Site Preceptor (if applicable): The University Director shall work collaboratively with the Site (specifically with the Preceptor as further defined below) to organize and arrange the Student practicum experience. The University Student's Preceptor shall

communicate with the Site regarding pre-practicum arrangements and Student's performance, as well as generally serving as a point of contact for the Site (in conjunction with the University Program Director as described below).

The Student's Practicum Preceptor shall monitor the Student's progress, performance, and be responsible for assignment of Student grades.

5. Background Screening: The University shall cooperate with any Site requirements and procedures for Student background checks and notify Students that the Site may refuse to accept a Student based on the result of a background check.
6. Discontinuing Student at Site: If appropriate and necessary, the University shall remove a Student from the practicum experience with the Site, if: (a) the University determines the Student is unsuitable to continue in the practicum experience, or (b) the Site notifies the Dean of the University's School of Nursing and Health Studies in writing that the Student has proven unacceptable for reasons of health, inadequacy of performance, or violation of Site rules and regulations. The Site will promptly notify the Dean of the University's School of Nursing and Health Studies regarding any concerns regarding any Student.
7. Confidential Information: The University shall notify Students that they must comply with the Site's policies regarding confidentiality and applicable laws, including the Health Insurance Portability and Accessibility Act of 1996 as amended and the regulations promulgated thereunder ("HIPAA"). The University shall work collaboratively with the Site to enforce Students' compliance with the Site's applicable confidentiality policies.
8. Notice of Cancellation: The University shall provide the Site at least six weeks' written notice in the event cancellation of the Practicum is necessary.
9. Non-Discrimination: The University shall affirm and warrant upon request that it does not discriminate against any person or group of persons in any manner prohibited by the laws of the United States or of the State of Connecticut.
10. Insurance: The University shall maintain for its Students a policy of professional and general liability insurance, with a single limit of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate throughout his/her participation in their field education program. The University will provide the Site upon request a certificate of insurance confirming the foregoing professional and general liability coverage prior to participation in the field education program and shall promptly notify the Site of any and all changes in insurance coverage. The provisions of this section shall survive the termination of this Agreement.

B. RESPONSIBILITIES OF SITE

1. Experience: The Site shall provide for the Students, insofar as possible, selected experiences designed to focus on and correlate with the theory and concepts acquired in their academic education in accordance with the terms of this Agreement.
2. Supervision: The Site shall maintain administrative and professional supervision and responsibility of Students insofar as their presence affects the operation of Site.
3. Equipment and Use of Facilities: Unless otherwise arranged, the Site shall provide equipment and supplies necessary for the Students; space for meetings connected with Students' Practicum; and phone access.
4. Orientation: The Site shall provide the Student with necessary orientation, administrative guidelines, procedures and other information deemed appropriate to the conduct of the Practicum.
5. Assignments and Performance: The Site shall plan and implement project work, as required by and in consultation with the University Director and/or Practicum Faculty Instructor and evaluate the performance of the Student in accordance with the criteria established by University, and in consultation with the University.
6. Coordination by Practicum Site Preceptor: The Site shall designate a Practicum Site Preceptor to make pre-practicum arrangements, provide information regarding the Student's performance, and serve as the point of contact for the University. The Site (through the Practicum Site Preceptor) shall permit visits by University faculty and accreditation teams to observe and participate in the teaching process with prior notice.

Additionally, if mutually desired, the parties may select (in writing) one or more qualified Site employee(s) to serve as Practicum Site Preceptors for a Student to facilitate and guide the Student's practice learning experience in accordance with criteria developed by the University. Practicum Site Preceptors shall have a minimum of two years of experience in the role or specialty the Student is participating in. At all times, the Practicum Site Preceptor shall remain employed by the Site (including without limitation for the purpose listed in Paragraph C(12)(a)).

Notwithstanding, Practicum Site Preceptor and/or University Practicum Faculty Instructor will monitor Student progress, performance and be responsible for assignment of grades.

7. Background Screening: The Site shall notify the University of any background screening it requires of Students and shall agree upon a schedule and procedures for accomplishing same in a timely manner. The Site reserves the right to decline to accept any Student based upon background screening results consistent with applicable law.
8. Student Deficit: The Site shall communicate promptly with the University if the Student is not meeting the expectations or there are any other problems.
9. Notice of Cancellation: The Site shall provide the University at least six weeks' written notice prior to the Practicum if cancellation is necessary.
10. Non-Discrimination: The Site shall affirm and warrant upon request that it does not discriminate against any person or group of persons in any manner prohibited by the laws of the United States or of the State of Connecticut.
11. Insurance: The Site shall maintain, at a minimum a policy of professional and general liability insurance with a single limit of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate. The Site will provide the University upon request a certificate of insurance confirming the foregoing professional and general liability coverage prior to participation in the education program and shall promptly notify the University of any and all changes in insurance coverage. The provisions of this section shall survive the termination of this Agreement.

C. GENERAL PROVISIONS

1. Term: This Agreement shall be effective when executed by both parties for a period of one year and will be automatically renewed annually unless either party terminates in writing at least ninety (90) days in advance of the anniversary date of this Agreement.
2. Termination: If at any time either party wishes to terminate this Agreement without cause, a written notice must be submitted to the other party at least ninety (90) days prior to the date of the desired termination. Either party may terminate this Agreement at any time for cause by giving seven (7) days written notice to the party in breach of the Agreement. The Site may request in writing that a Student be immediately removed if it believes that that his or her participation under this Agreement may be putting the health and safety of Site's employees at risk.
3. Modification: This Agreement may be revised or modified by written amendment signed by both parties.
4. Reasonable Accommodations: In the event that a Student meets the requirements applicable to Students (set forth in Section A(1)), but nevertheless requires

reasonable accommodation, the Site will assist the University in providing such reasonable accommodation provided that (i) it does not interrupt Site operations, (ii) there is no safety threat to staff and other Students, (iii) the University assumes any special costs associated with the accommodation, and (iv) the University provides and pays for any personnel who must accompany the Student or provide transportation.

5. Relationship of the Student and Preceptors to the Site: The Students (and Preceptor) participating in the field assignment at the Site shall not be considered employees or agents of Site. The Students and Preceptor shall not be eligible for any employee benefits of Site. Notwithstanding the foregoing, the Preceptor and Students, when engaged at the Site as part of this field experience, shall be considered members of the Site's workforce (as 45 CFR 160.103 defines a workforce) solely for the purpose of defining the Students' role in relation to using and disclosing the Site's protected health information in compliance with HIPAA.
6. Compliance with Law: Both parties shall perform their obligations under this Agreement in accordance with all applicable state, federal, and local laws, regulations, and ordinances, including without limitation the Family Educational Right to Privacy Act ("FERPA"). To the extent that the Site obtains or creates educational records of the Students, the Site shall comply with FERPA in handling such records.

The University shall direct Students to comply with the policies and procedures of the Site, including HIPAA. The Site shall retain sole responsibility for HIPAA training, compliance, and supervision, insofar as Students' direct and indirect care implicates administrative and professional HIPAA requirements.

7. Confidential Information: The University and Site both recognize that in participating in the Program, they may be privy to confidential information of the other party to which it would not otherwise be exposed (the "Confidential Information"). Confidential Information shall not include any information generally available to the public other than as a result of a disclosure caused by the breach of this provision. At all times during the term of this Agreement and thereafter, both parties shall hold the Confidential Information in strictest confidence and not disclose it to any person, except and only insofar as: (a) may be necessary for required financial or tax reporting purposes; (b) to a legal or financial consultant retained by a party, provided such legal or financial consultant agrees in advance to be bound by the confidentiality provisions of this Agreement; (c) is required by law, judicial process or order, provided that prior to any disclosure compelled by force of law or judicial process, the disclosing party shall provide the other party with timely notice, in writing, of the requested disclosure and a reasonable opportunity to object to such disclosure; (d) as is required by a licensing or accrediting body and (e) as may be necessary to enforce the provisions of this Agreement.

8. Non-Assignment: This Agreement may not be assigned without the prior written consent of both parties.
9. Arbitration: The University and Site will attempt to resolve among themselves all disagreements arising under this Agreement within thirty (30) days of notice of a dispute by either party. If not resolved within thirty (30) days, any disagreements shall be decided by arbitration before a single arbitrator. The arbitrator shall base his decision upon the laws of the State of Connecticut. The arbitration shall be conducted pursuant to the rules of the American Arbitration Association and shall be held in the Town of Fairfield. This Agreement to arbitrate shall be specifically enforceable under applicable law in any court of competent jurisdiction. Notice of the demand for arbitration shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. The American Arbitration Association shall appoint the arbitrator from its panel. The demand for arbitration shall in no event be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable contractual, or other, statute of limitations.
10. Governing Law: This Agreement shall be governed, construed and enforced in accordance with the laws of the State of Connecticut and any applicable Federal laws.
11. Notice: Notices given under this Agreement must be in writing and provided either (a) electronically or (b) by mail (U.S. mail, hand delivery, or overnight courier) to the following addresses:

If to the Site:

[Vendor name]
Attn:
[Address]
[Address]
Email:
Telephone:

If to the University:

Fairfield University
Attn: Jessica Tomcho
1073 North Benson Road
Fairfield, CT 06824
Email: Jtomcho@fairfield.edu
Telephone: 203-254-4000 x3622

12. Indemnification for Negligent or Wrongful Acts or Omissions
 - a. For the University: The Site (on behalf of its employees, agents, and third party vendors) (the “Indemnifying Parties”) shall indemnify and hold harmless University (and its Trustees, officers, employees, agents, and assigns)(the “Indemnified Parties”) from and against any action, claim, cost, damage, demand, expense, liability, or third party claim (including reasonable attorney and expert fees) arising from or related to the Indemnifying Parties’: (i) material breach of this Agreement; or (ii) the negligence or willful misconduct in the performance of

this Agreement. The provisions of this section shall survive the termination of this Agreement.

b. **For the Site:** The University shall indemnify and hold harmless the Site up to the limits of its insurance coverage from any liabilities arising from: (i) the University's material breach of this Agreement, or (ii) University's negligence or willful misconduct in the performance of this Agreement.

13. **Severability:** If any term of this Agreement is found to unenforceable or contrary to law, it shall be modified to the least extent necessary to make it enforceable, and the remaining portions of this Agreement will remain in full force and effect.
14. **No Waiver:** The waiver or breach of this Agreement shall not be considered a continuing waiver or a waiver of any subsequent breach of either the same or any other provision of this Agreement.
15. **Entire Agreement:** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and supersedes all prior agreements, proposals, negotiations, representations or communications relating to the subject matter. Both parties acknowledge that they have not been induced to enter into this Agreement by any representations or promises not specifically stated herein.

[INSERT SITE LEGAL NAME]	FAIRFIELD UNIVERSITY
By:	By:
Title:	Title:
Date:	Date:



To: Members of the Common Council
From: Theresa Argondezzi, Assistant Director of Health, Community Health
Re: Collaboration Agreement with American Heart Association
Date: April 12, 2024

Collaboration Agreement with American Heart Association

The Norwalk Health Department works in partnership with the American Heart Association (AHA) on various community health improvement and chronic disease prevention initiatives. In one of the initiatives, the AHA will give the Health Department free automated blood pressure cuffs, and the Health Department will distribute them to community partner organizations throughout Norwalk so they can make them available to clients either through on-site use or through a lending program where they take them home. The Health Department and AHA will work on providing educational materials about blood pressure and heart health to the partner organizations and their clients.

We request approval for the following authorization:

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments with American Heart Association as may be necessary to allow for the Norwalk Health Department to help distribute automatic blood pressure cuffs and educational materials at partner organizations and locations throughout the community.



Contract Staff Summary

Department/Staff Contact	Deanna D'Amore
Common Council Committee	Community Services
Date Approved by Committee	April 17, 2024
Purpose/Scope	The Norwalk Health Department works in partnership with the American Heart Association (AHA) on various community health improvement and chronic disease prevention initiatives. In one of the initiatives, the AHA will give the Health Department free automated blood pressure cuffs, and the Health Department will distribute them to community partner organizations throughout Norwalk so they can make them available to clients either through on-site use or through a lending program where they take them home. The Health Department and AHA will work on providing educational materials about blood pressure and heart health to the partner organizations and their clients.
Vendor (Indicate if new or existing vendor)	American Heart Association
Term of Contract	3 Years
Method of Procurement (Indicate if sole source)	N/A
Cost of Contract	N/A
Funding Source/Account Number	N/A
Additional Information/Other Details	

COLLABORATION AGREEMENT
Between
American Heart Association, Inc.
&
Norwalk Health Department

BACKGROUND

The American Heart Association, Inc. (“AHA”) and Norwalk Health Department share common priorities and interests regarding the health and well-being of all community members residing in Norwalk, Connecticut. The American Heart Association and Norwalk Health Department are aligned in our focus on eliminating health disparities and improving cardiovascular health through efforts targeting access to healthy blood pressure resources and high-quality community education. This collaboration will capitalize on the strengths of each organization to achieve our goals of facilitating community-clinical linkages and spreading key campaign messages regarding hypertension awareness and prevention, healthy lifestyles, and recognition of cardiovascular warning signs.

PURPOSE AND ACTIVITIES

This Collaboration Agreement will outline the anticipated roles, responsibilities, and joint activities between the AHA and Norwalk Health Department. The purpose of this relationship is to facilitate community-clinical linkages and spread key campaign messages regarding hypertension awareness and prevention, healthy lifestyles, and recognition of cardiovascular warning signs by:

1. Increasing education and outreach in the community on heart disease, hypertension, and stroke;
2. Increasing patient understanding and practice of self-measured blood pressure; and
3. Spreading key campaign messages regarding hypertension awareness and prevention, healthy lifestyles, and recognition of cardiovascular warning signs.

The AHA will carry out activities such as the following to achieve these goals:

- Assign a lead staff, Lynette Coleman, to function as the main point of contact between the AHA and Norwalk Health Department.
- Provide equipment for blood pressure readings and heart-health educational resources/materials.
- Provide training resources and orientation for staff and/or volunteer leads.
- Assist in surveying community members who participate in self-monitoring blood pressure program.

Norwalk Health Department will carry out activities such as the following to achieve these goals by *March 31, 2025*:

- Assign a lead staff member, Kelley Tomlinson to function as the main point of contact.
- Provide timely and accurate updates of the program via occasional conversations or exchanges with the AHA’s Lead Implementer, Lynette Coleman.
- Share AHA provided educational and resource materials within the geographic/demographic community acknowledged.



**American
Heart
Association.**

- Implement a Self-Measured Blood Pressure program, enabling community members to measure their blood pressure at home using equipment provided by AHA.
- NOTE: The blood pressure monitors are being provided by AHA in an “as is” condition with all faults, and AHA makes no warranties or guarantees of any kind related to the equipment. Norwalk Health Department acknowledges and agrees to the terms and conditions of the release attached hereto as *Attachment A*.
- NOTE: The Norwalk Health Department holds agreements with facilities and organizations around the city where they offer health screenings and educational programs. This community-based blood pressure screening, loaner and referral program will be held in the senior housing and senior centers, the public housing residences and at city hall. Additional sites may include the public library and community centers.

EVALUATION OF RELATIONSHIP

The AHA and Norwalk Health Department will jointly evaluate the effectiveness of this relationship on a regular basis based on mutually agreed upon criteria to establish our future direction and continued collaboration.

COMMUNICATIONS

Any materials or messaging, including media announcements and press releases, created by either party that refer to the other party or its programs or materials, must receive prior written approval by the other party. Neither party may display the trademarks or logos of the other party or copy or distribute copyrighted works of the other party, without specific prior written approval to do so. Each party reserves the right to update or change any of its trademarks or logos after giving ninety (90) calendar days' notice to the other party.

OWNERSHIP OF MATERIALS

Each party acknowledges and agrees that the other party owns the copyright in all copyrightable works it provides or creates prior to this Collaboration.

TRADEMARKS

Norwalk Health Department acknowledges the AHA's ownership of the American Heart Association name and heart- and-torch logo (hereinafter referred to jointly as the "AHA Servicemarks"). This agreement shall not be construed to grant Norwalk Health Department any license to use the AHA Servicemarks.

FUNDING

Nothing in this agreement shall be deemed to be a commitment or obligation of AHA and Norwalk Health Department funds.

TERM

This agreement is at-will and may be modified by mutual consent of authorized officials from the AHA and Norwalk Health Department. This agreement shall become effective upon signature by authorized officials from the AHA and Norwalk Health Department and will remain in effect for a period of 3 years or until modified or terminated by either party by mutual consent or upon 60- days prior written notice. AHA may terminate this agreement immediately if, in its reasonable discretion, AHA believes that the continuation of this agreement would violate any underlying third-party funding agreement.



**American
Heart
Association.**

GOVERNING LAW

For nongovernmental entities, the law of Texas will apply to this Agreement; venue for any claims will be in the state or federal courts with jurisdiction in Dallas, Texas. For governmental entities, governing law will be in the state in which the entity is a part.

Jacqueline Walden
Region Vice President, Community Impact
American Heart Association

Date

Harry W. Rilling
Mayor, City of Norwalk

Date

APPROVED AS TO FORM SMBP Date: 11/8/23 AHA LEGAL
--

Attachment A

Equipment Release

As part of this blood pressure improvement initiative, the American Heart Association ("AHA") is providing Automated, Home Blood Pressure Monitors ("Equipment") to Norwalk Health Department ("Recipient").

Consent to Usage

Recipient acknowledges that it has received the Equipment at no cost for the purpose of conducting health screenings and self-monitoring programs. The program may include, but are not limited to, measuring blood pressure, height, weight, or body mass index.

Disclaimer of Warranty

AHA provides this new Equipment in an "as is" condition with all faults, and makes no warranties or guarantees of any kind, and expressly disclaims any and all warranties of any kind or nature, whether express, implied, or statutory regarding the Equipment, including but not limited to the accuracy, completeness, correctness, timeliness or usefulness of any information, programs, products, services, or other material provided through or derived from use of this Equipment, or of reliability, non-infringement, merchantability or fitness for a particular purpose. AHA makes no representation, warranty or guarantee that use of the Equipment will be uninterrupted, timely, secure, or error free, or free of viruses or other harmful elements, and such warranties are expressly disclaimed.

By accessing or using the Equipment, Recipient agrees to comply with all applicable federal, state, and local laws and/or regulations which may relate to the Equipment, including, but not limited to, any laws related to privacy and/or protection of individual's protected health information.

Provision of Equipment Does Not Amount to Recommendation or Endorsement of Product

AHA's provision of Equipment to Recipient is not intended as a recommendation or endorsement by AHA of the Equipment, the manufacturer, or any related products. AHA shall not be liable, directly, or indirectly, for any damage or loss caused or alleged to be caused by or in connection with use of or reliance on any of the Equipment's products or services.

Medical Disclaimer

Recipient acknowledges that AHA's provision of Equipment is to produce general information only. Use of the Equipment is not intended to result in, or to be construed, as medical advice, diagnosis, and treatment by healthcare provider, and/or patients or other individuals, and is not a substitute for consultations with qualified health professionals who are familiar with any patient's individual medical needs.

The health screening measurements, tests, explanations, etc. do not establish a physician-patient relationship. Recipient will ensure its participants understand that any concerns about their health should be immediately addressed by a healthcare provider, and that it is the participant's responsibility, and not that of the AHA, Recipient, or other organizations associated with this health screen, to schedule a visit with a healthcare provider in order to confirm the results of the health screen and to obtain advice and treatment from a healthcare provider.



American
Heart
Association.

Personal Information

Recipient understands that AHA does not retain screening results or any other information provided by the participants in this program or generated from Recipient's use of the Equipment.

The foregoing release shall be as broad and inclusive as is permitted by the State or Province in which the Recipient is located. If any portion of it is held invalid, the remainder shall continue in full force and effect.

Harry W. Rilling
Mayor, City of Norwalk

Date

If shipping equipment: Please confirm the exact address for shipping the
blood pressure monitors:

Entity Name: Norwalk Health Department

Attn: Kelley Tomlinson

**Address: 137 East Avenue
Norwalk, CT 06851**

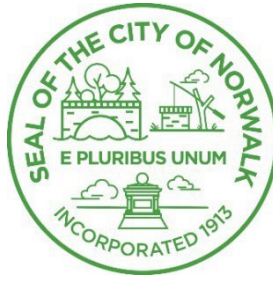


To: Members of the Common Council
From: Theresa Argondezzi, Assistant Director of Health, Community Health
Re: Daydream Communications Contract
Date: April 12, 2024

The Health Department (and other Health Departments throughout the state) were awarded a grant to promote immunization. Required activities for this grant include media/communications components (e.g., advertising, paid promotion). In order to leverage our resources and create a unified message across the region, several Region 1 Health Departments are working together on a joint campaign and plan to hire the same communications firm to create and implement the campaign across all towns. Representatives from Norwalk and other Health Departments and Districts reviewed three firms and selected Daydream Communications to develop and implement the regional communications campaign. Our Purchasing Department has approved us moving forward with signing an agreement with Daydream Communications after we did a collective review with our neighboring health departments and districts in the region. The Health Department is grateful to participate in this regional effort to align our messages and maximize reach/impact.

We request approval for the following authorization:

1. Authorize the Mayor, Harry W. Rilling, to enter into a contract with Daydream Communications in an amount not to exceed \$35,000 (from grant account number 3520-87-5298) for the development and implementation of a regional public health communications campaign.



Contract Staff Summary

Department/Staff Contact	Deanna D'Amore
Common Council Committee	Community Services
Date Approved by Committee	April 17, 2024
Purpose/Scope	The Health Department (and other Health Departments throughout the state) were awarded a grant to promote vaccination in Norwalk. Required activities include media/communications components (e.g., advertising, paid promotion). In order to create a unified message, several Region 1 Health Departments want to work together on a joint campaign and hire the same communications firm to create and implement the campaign. Representatives from the Health Departments involved indicated a preference to hire Daydream Communications/Camelo Communications to develop and implement the regional communications campaign. In order to ensure our alignment with campaigns in our region, we request the use of the same agency.
Vendor (Indicate if new or existing vendor)	Daydream Communications (existing vendor)
Term of Contract	3 Years
Method of Procurement (Indicate if sole source)	Noncompetitive Procurement
Cost of Contract	\$35,000
Funding Source/Account Number	3520-87-5298
Additional Information/Other Details	

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST:

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

4/18/24

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST:

Lamond Daniels, Community Services Department

SECTION ON AGENDA WHERE ITEM IS TO APPEAR:

Community Services

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

Community Services, 4/17/24

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

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

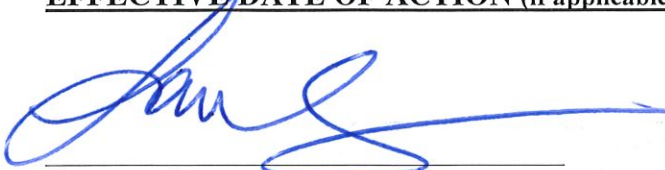
4. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments necessary to apply for and accept the School Readiness Grant which includes the Quality Enhancement Grant for the period July 1, 2024 to June 30, 2025.

5. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments to reappoint Family Children's Agency, Inc. as the Municipal Agent for the Elderly for the period July 1, 2024 – June 30, 2025. FY 25 \$163,000 Account # 012010-5298

6. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with The Open Door Shelter (dba Open Doors) located at 4 Merritt Street Norwalk, CT 06854 in the amount of \$92,000.00 to provide shelter services for persons experiencing homelessness for Norwalk residents. Beginning June 1, 2024 to May 30, 2025. Account#012010-5A0620.

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

EFFECTIVE DATE OF ACTION (if applicable):



Signature of Person Making Request

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

Amended 4/13/84



To: Members of the Common Council
From: Carol Carrozelli, School Readiness Liaison, Norwalk Public Schools
Re: Office of Early Childhood School Readiness Grant FY25
Date: April 18, 2024

CT Office of Early Childhood (OEC)

Annual School Readiness Grant \$6,256,000.00

The School Readiness grant provides affordable, high-quality early care and education services in high-need communities that help young children prepare for kindergarten. Norwalk has been a part of School Readiness since it began in 1998 and has a total of 636 spots. There are 520 full day full-year spots and 116 school day school year spots distributed to 10 programs.

The program funds spaces for children ages 3,4, and 5 who aren't yet eligible for kindergarten. 60% of the children enrolled must be at or below 75% of the State Median Income and families must be residents of Norwalk to qualify. Parent fee is based on OEC fee schedule that considers family size and income.

Norwalk Public Schools is the fiduciary.

Quality Enhancement Grant \$37,688.00

The QE funds assist early care and education programs addressing quality standards and/or comprehensive services for children and families. The Norwalk Early Childhood Council is responsible for making recommendations.

We request approval for the following authorization:

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments necessary to apply for and accept the School Readiness Grant which includes the Quality Enhancement Grant for the period July 1, 2024, to June 30, 2025.

AGREEMENT
BY AND BETWEEN
THE CITY OF NORWALK

AND
FAMILY & CHILDREN'S AGENCY, INC. TO SERVE
AS A MUNICIPAL AGENT FOR THE ELDERLY

THIS AGREEMENT, entered into this 2nd day of August, 2021, by and between the **CITY OF NORWALK**, acting herein by Harry W. Rilling, its Mayor, duly authorized (hereinafter referred to as the "City"), and **FAMILY & CHILDREN'S AGENCY, INC.**, a corporation organized and existing under the laws of the State of Connecticut, having offices at 9 Mott Avenue, Norwalk, CT 06850, acting herein by Robert Cashel its President and CEO, duly authorized (hereinafter referred to as the "Municipal Agent"). The City and the Municipal Agent hereinafter referred to as the "Parties" and individually as the "Party."

WITNESSETH:

WHEREAS, the mission of the Norwalk Community Services Department is to increase and sustain the social well-being and health of all Norwalk residents; and

WHEREAS, the City is committed to ensuring that relevant and critical information is disseminated to community seniors in a variety of ways which help them (1) learn about available community resources and (2) apply for and receive benefits to which they are entitled;

WHEREAS, to effectively achieve the goals stated above, the City desires to retain the Municipal Agent to operate as the Municipal Agent for the Elderly; and

WHEREAS, the Municipal Agent has agreed to provide such Services throughout the term of this Agreement for the compensation and in accordance with the requirements and conditions set forth herein;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. ENGAGEMENT OF THE MUNICIPAL AGENT:

A. The Parties hereby agree that the Municipal Agent shall be available to the City throughout the term of this Agreement, in accordance with the terms and conditions and for the consideration set forth herein.

B. The person in charge of administering this Agreement on behalf of the City shall be Lamond Daniels, Chief of Community Services, or such other person as he may designate in writing to act on his behalf (the "Director").

C. The person authorized to represent and act on behalf of the Municipal Agent with regard to this Agreement is Robert Cashel, its President and CEO.

D. The parties understand and agree that the Municipal Agent is engaged only for the purposes and to the limited extent set forth in this Agreement. The Municipal Agent's relationship to the City and any of its agencies shall, during the term of this Agreement, be that of an independent contractor. Neither the Municipal Agent, nor any of its agents, employees or personnel shall be considered, under the provisions of this Agreement or for any purposes hereunder, as having an "employee" status or as being entitled to participate in any benefits accrued by or given to City employees, including, but not limited to, vacation, sick time, holidays, health insurance, Workers' Compensation coverage, and pension. The Municipal Agent hereby expressly waives any claim to such benefits.

2. SERVICES TO BE PERFORMED:

A. The scope of the Services (the "Services") to be performed under this Agreement are described in the City's Request for Proposal dated March 1, 2021; Addendum No. 1 dated March 15, 2021 and Addendum No. 2 dated March 23, 2021 (hereinafter referred to collectively as the "RFP"); and the Municipal Agent's Proposal dated March 30, 2021 and received April 1, 2021, copies of which are attached hereto and made a part of this Agreement as **Exhibits 1, 1-A, 1-B and 2**, respectively. Such Services may be amended or modified at the discretion of the City, as circumstances require. Throughout the term hereof, the Municipal Agent shall be available at the request of the City to perform the Services required by the City pursuant to this Agreement in a professional and skillful manner in compliance with all applicable codes, regulations, requirements and standards of practice and care, and the specifications defined by the Director.

B. The Municipal Agent shall have a sufficient number of experienced and properly licensed personnel available to perform the Services on behalf of the City throughout the term of this Agreement.

3. TIME PROVISIONS:

A. This Agreement shall commence on July 1, 2021 and remain in effect for an initial term of three (3) years, expiring June 30, 2024 (the "Initial Term"), unless earlier terminated in accordance with the terms herein.

B. Upon the conclusion of the Initial Term, the City shall have the unilateral right

to extend the Agreement for an additional term of one (1) year, expiring June 30, 2025, upon the same terms and conditions (including compensation). To exercise this first option term, City must provide Municipal Agent with written notice of its intention to exercise such option right at least ninety (90) days prior to the expiration of the Initial Term.

C. City shall have the unilateral right to extend the Agreement for a second term of one (1) year, expiring June 30, 2026, upon the same terms and conditions (including compensation). To exercise this second option term, City must provide Municipal Agent with written notice of its intention to exercise such option right at least ninety (90) days prior to the expiration of the first option term.

4. COMPENSATION:

A. The City shall compensate the Municipal Agent for the satisfactory completion of the Services and of all of the Municipal Agent's duties, obligations and responsibilities under this Agreement, subject to additions and deductions as herein provided, the total sum of **ONE HUNDRED FIFTY THOUSAND DOLLARS AND 00/100 CENTS (\$150,000.00) per year** in the manner set forth herein.

B. Notwithstanding the foregoing, this Agreement shall be deemed binding only to the extent that funds are available to and appropriated by the City for payment in accordance with the terms hereof. No liability on account of this Agreement shall be incurred by the City beyond the funding available or appropriated, the City will immediately notify the necessary funding is not available or appropriated, the City will immediately notify the Municipal Agent and the Parties will discuss and agree upon a modified Scope of Services.

C. Compensation provided under this Agreement constitutes full and complete payment for all costs assumed by the Municipal Agent in performing this Agreement. No direct costs shall be reimbursed by the City without specific, prior written approval signed by the Director.

D. Payments to the Municipal Agent under this Agreement shall be made by the City on a quarterly basis upon City approval of payment requisitions certified by the Municipal Agent to be true and accurate. Each requisition shall be in a form acceptable to the City and shall set forth the hours of work performed, a description of the services provided and any other information that may be required by the City.

E. The acceptance by the Municipal Agent, its heirs or assigns, of any payment made on the basis of a requisition submitted under this Agreement, or of any final payment due on termination of this Agreement shall constitute a full and complete release of the City from any and all claims, demands and causes of action whatsoever which the Municipal Agent, its heirs or assigns have or may have against the City under the provisions of this

Agreement.

5. INSURANCE AND INDEMNITY REQUIREMENTS:

A. The Municipal Agent shall, at its sole cost, obtain and maintain throughout the effective period of this Agreement the insurance coverage specified by the Insurance Rider attached hereto as **Exhibit 3** and shall keep all such insurance in continuous effect for two (2) years following the date the Director indicates the termination of the Municipal Agent's responsibilities hereunder. All insurance shall be taken out and maintained at no cost or expense to the City and the Municipal Agent shall be responsible for the full amount of any deductible. Each insurance policy shall be endorsed to name the City as an additional insured party on a primary and noncontributory basis.

Before commencing performance of any Services hereunder the Municipal Agent shall furnish to the City a Certificate of Insurance and shall thereafter provide renewal certificates, as appropriate, evidencing such coverage written by a company or companies acceptable to the City. Such certificate and renewal certificates shall provide for a notice of cancellation, lapse or restrictive amendment by certified or registered mail at least thirty (30) days prior to the effective date thereof. With the exception of the professional liability coverage, all required insurance shall not be issued on a per occurrence basis only.

The Municipal Agent shall require each of its subcontractors, if any, to procure and maintain until the completion of that subcontractor's services, insurance of the types and in the amounts specified in Exhibit 3. The Municipal Agent shall ensure that all its subcontractors comply with the insurance requirements contained herein relating to such subcontractors.

B. The Municipal Agent shall indemnify, defend and save harmless the City, its officers, agents, servants and employees, from and against any and all claims, suits, proceedings, liabilities, judgments, losses, costs and damages, including reasonable attorneys' fees caused in whole or in part by the negligent, willful or wanton actions or omissions of the Municipal Agent, its agents, servants, representatives, subcontractors, or employees in connection with the performance of this Agreement. The Municipal Agent hereby assumes and agrees to pay for the defense of all such claims, damages, demands, suits and proceedings. The provisions of this paragraph shall survive the expiration or early termination of this Agreement and shall not be limited by reason of any insurance coverage provided.

6. REPORTING REQUIREMENTS:

On a quarterly basis Municipal Agent shall provide City with reporting to enable the parties to review the effectiveness of the programs being provided and the overall Services performed by Municipal Agent. This reporting shall include basic demographics identifying the population of seniors living in the City of Norwalk and the percentage of seniors

participating in the various program offerings. To the extent such information is available, reporting shall specifically address program impact and penetration of the Services within the Focus Populations as such term is used in Section E of the RFP. In addition to the foregoing, Municipal Agent shall provide such other reports or data as requested by the City. Municipal Agent shall also provide to the City copies of any reporting that Municipal Agent provides to any executive agency of the State of Connecticut to the extent such reporting relates to the Services.

7. GENERAL PROVISIONS:

A. The City may at any time, and for any reason, direct the suspension of the Services contemplated under this Agreement for a period of time by written notice specifying the suspension date, which shall not be less than five (5) days from the date on which such notice is given. The Services shall be resumed on the dates specified in such direction, or upon such other date as the City may thereafter specify in writing. Any suspension of Services under this paragraph shall not give rise to any claim against the City.

B. The City may at any time and for any reason, with or without cause, terminate this Agreement by written notice specifying the termination date, which shall be not less than fifteen (15) days from the date such notice is given. In the event of such termination, Services shall be paid for in such amount as shall compensate the Municipal Agent for any Services satisfactorily performed prior to termination. Such amount shall be fixed by the City after consultation with the Municipal Agent, and shall be subject to audit by the City's Comptroller. Termination under this section shall not give rise to any claim against the City for damages or for compensation in addition to that provided hereunder.

C. It is the intent of this Agreement to secure the professional Services of the Municipal Agent, including the Municipal Agent's personnel and equipment. Failure of the Municipal Agent for any reason to make such personnel and equipment reasonably available to the City to the extent required by the City in order to perform the Services required in a professional manner shall be cause for termination of this Agreement.

D. The Municipal Agent shall not assign this Agreement or subcontract any portion hereof without prior consent of the City in writing.

E. When the City shall have reasonable grounds for believing that:

(1) Municipal Agent will be unable to perform this Agreement fully and satisfactorily within the time fixed for performance; or

(2) a meritorious claim exists or will exist against the Municipal Agent or the City arising out of the negligent, willful or wanton acts, errors or omissions of the Municipal Agent, its agents, servants or employees, or the Municipal Agent's breach of this

Agreement;

then the City may withhold payment of any amount otherwise due and payable to the Municipal Agent hereunder after written notice to the Municipal Agent with sufficient details of the alleged circumstance and accounting of the amount of payment withheld. Any amount so withheld may be retained by the City for such period as it may deem advisable to protect the City against any loss and may, after written notice to the Municipal Agent, be applied in satisfaction of any claim herein described. This provision is intended solely for the benefit of the City, and no person shall have any right or claim against the City by reason of the City's failure or refusal to withhold monies. No interest shall be payable by the City on any amounts withheld under this provision. This provision is not intended to limit or in any way prejudice any other right of the City.

F. The Municipal Agent shall not assert any claim arising out of any act or omission by any agent, officer or employee of the City in the execution or performance of this Agreement against any such agent, officer or employee. Such claims may only be made against the City.

G. No member of the governing body of the City, and no other officer, employee, or agent of the City shall have any personal interest, direct or indirect, in this Agreement, except as permitted by the Code of Ethics of the City of Norwalk; and the Municipal Agent covenants that no person having such interest shall be employed in the performance of this Agreement

H. The products of the Services performed under this Agreement, including all materials prepared or document or information compiled hereunder, whether in draft or final format, and regardless of the method of storage or state of same, shall become and remain the property of the City and shall be forwarded to the City in digital (and if requested by City, hard copy) format. This shall include all partially completed Services, documents, memoranda, work product or other materials and reports in the event that the Agreement is terminated or Municipal Agent is unable or unwilling to complete them for any reason. City shall be the sole and exclusive owner of all right, title and interest in any such work product, including all intellectual property rights therein.

I. The Municipal Agent shall comply with all applicable laws, ordinances and codes of the State of Connecticut and the City of Norwalk, and shall conform its performance of the Services to generally prevailing standards of professional care, employed by professionals practicing in the same or similar circumstances and geographical area.

J. During the performance of this Agreement, the Municipal Agent agrees not to discriminate nor to permit any discrimination against any employee or applicant for employment because of race, color, religion, age, sex, gender identity or expression, marital status, national origin, sexual orientation, ancestry, present or past history of

mental disability, intellectual disability, learning disability, physical disability including, but not limited to blindness, unless it is proven that the disability or characteristic prevents proper performance of the work involved.

K. This Agreement (specifically including all schedules, addenda, riders and exhibits) incorporates all the understandings of the Parties hereto and supersedes any and all agreements reached by the Parties prior to the execution of this Agreement, whether oral or written. If any schedule, addenda, rider or exhibit conflicts with any other provision of the Agreement, such conflict shall be resolved by adopting the provision that imposes the greater obligation upon Contractor.

L. The City and the Municipal Agent each binds itself and its successors and assigns to the other party and to its successors and assigns with respect to all covenants of this Agreement. The Municipal Agent shall not assign or transfer any interest in this Agreement without the prior written approval of the City.

M. If any provision of this Agreement is held invalid, the remaining provisions shall not be affected thereby if such provisions would then continue to conform to the requirements of applicable laws. The remaining provisions shall thereupon continue in full force and effect.

N. No change or modification of this Agreement shall be valid unless it is in writing and executed by all parties to this Agreement.

O. The Municipal Agent represents to the City as follows:

(i) that it has, and has exercised, the required corporate power and authority and has complied with all applicable legal requirements necessary to adopt, execute and deliver this Agreement and to assume the responsibilities and obligations created hereunder; and

(ii) that this Agreement is duly executed and delivered by an authorized corporate representative, in accordance with such representative's powers to bind the Municipal Agent hereunder, and constitutes a valid and binding obligation enforceable in accordance with its terms, conditions and provisions.

(iii) that it is a legally existing entity incorporated under the laws of the State of Connecticut and has not previously filed, nor is presently contemplating filing, nor has received notice of a petition of, nor contemplates receiving notice of a petition of, bankruptcy, liquidation, receivership or any other action for the protection of creditors or debtors;

(iv) that it has the financial resources to perform this Agreement and that it is not the subject of any litigation or action, pending or threatened, regarding this Agreement or

which, if resulting in an adverse decision, would affect its ability to perform its duties under this Agreement;

P. All notices of any nature referred to in this Agreement shall be in writing and hand delivered or sent by registered or certified mail, postage prepaid, to the respective addresses set forth below or to such other addresses as the respective parties hereto may designate in writing:

To the City: Lamond Daniels, Chief of Community Services
Human Services
125 East Avenue
P.O. Box 5125
Norwalk, CT 06856-5125

With a Copy to: Office of Corporation Counsel
City of Norwalk
125 East Avenue
P.O. Box 5125
Norwalk, CT 06856-5125

With a copy to: Finance Department
(For insurance purposes) 125 East Avenue
P.O. Box 5125
Norwalk, CT 06856-5125
Attn: Risk Manager

To the Municipal Agent: Family & Children's Agency, Inc.
9 Mott Avenue
Norwalk, CT 06850
Attn: Robert Cashel, President & CEO

Notices shall be deemed to have been duly given, delivered or served either upon personal delivery, or three (3) days following the date when the same are sent by registered mail with proper postage.

Q. Municipal Agent shall be an active and engaged member in the City's Senior Services Collaborative.

R. **Compliance with Laws**

The Municipal Agent shall comply with all applicable federal, state or local

statutes, regulations, ordinances, rules and other laws in the performance of this Agreement. Without limiting the generality of the foregoing, this Agreement is subject to and Municipal Agent shall at all times comply with Chapter 62 of the City of Norwalk Charter, the Living Wage Ordinance. The City shall have all rights and remedies provided therein including without limitation Section 62.8 thereof.

S. Electronic Signature

This Agreement may be executed and delivered via facsimile or electronic mail by either of the parties and the receiving party may rely on the receipt of such document so executed and delivered via facsimile or electronically as if the original had been received.

[SIGNATURES ON FOLLOWING PAGE]

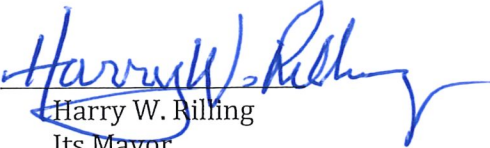
Dated at Norwalk, Connecticut, the day and year first above written, and executed in two (2) counterparts.

Signed, Sealed and Delivered
in the Presence of:

Witnesses' Signatures



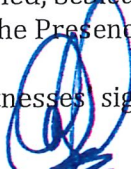
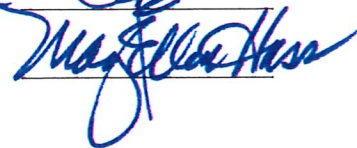

CITY OF NORWALK

By: 
Harry W. Billing
Its Mayor
Duly Authorized

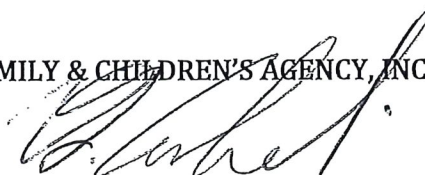
Date Signed: 8/2/21

Signed, Sealed and Delivered
in the Presence of:

Witnesses' signatures

FAMILY & CHILDREN'S AGENCY, INC.

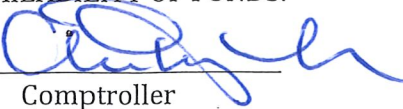
By: 
Robert Cashel
Its President & CEO
Duly Authorized

Date signed: 6-23-2021

APPROVED AS TO FORM:
OFFICE OF CORPORATION COUNSEL

By: 

APPROVED AS TO
AVAILABILITY OF FUNDS:

By: 
Comptroller

Date: 08-02-2021



CITY OF NORWALK

Lamond Daniels, LCSW, MPA

Chief of Community Services

125 East Avenue, Room #202

Norwalk, CT 06856

Office: (203) 854-7718

Mobile: (475) 459-8532

NorwalkCT.gov/1898/Community-Services

ldaniels@norwalkct.gov

Date: March 25, 2024

To: Common Council Members of the Community Services Committee

From: Lamond Daniels, LCSW, MPA, Chief of Community Services

Subject: Authorization for Mayor to Execute Agreement with Open Door Shelter for Homeless Shelter Program

Background:

The City of Norwalk has a longstanding commitment to supporting individuals experiencing homelessness within our community. In line with this commitment, the BOARD OF ESTIMATE AND TAXATION (BET) has historically allocated funds within the Social Services grants program to support homeless shelter services.

Proposal:

We propose continuation of this funding by authorizing Mayor Harry W. Rilling to execute an agreement with The Open Door Shelter (dba Open Doors) located at 4 Merritt Street, Norwalk, CT 06854. The amount of \$92,000.00, historically allocated through the Social Services grants program, will now be allocated through the Community Service Department.

Therefore, it is recommended that the Common Council:

Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with The Open Door Shelter (dba Open Doors) located at 4 Merritt Street Norwalk, CT 06854 in the amount of \$92,000.00 to provide shelter services for persons experiencing homelessness for Norwalk residents. Beginning June 1, 2024 to May 30, 2025. Account#012010-5A0620.

Rationale:

The Open Door Shelter [<https://opendoorsct.org>] has consistently demonstrated its ability to provide essential shelter services to individuals experiencing homelessness in Norwalk. By authorizing the Mayor to execute the agreement and directing the funds through the Community Service Department, we ensure that vulnerable members of our community have access to safe and secure shelter facilities. Funding utilized will exclusively support the Open Door Shelter in its efforts to provide shelter and housing opportunities tailored for Norwalk residents within the community.



4 Merritt Street • Norwalk, CT 06854 • 203-866-1057

The Open Door Shelter, Inc. (DBA Open Doors) has been operating in the city of Norwalk for the last four decades. Since inception, Open Doors has operated the only year round emergency shelter in the city, and currently provides the following beds:

- 21 Male beds
- 8 Female beds
- 8 Family units, 26 beds

Totaling 37 households and 55 beds

Open Doors raises a cold weather strategy each year from November to April that has a varying bed structure depending on community demand and funding available. This past winter, Open Doors provided:

- 4 Male beds
- 4 Female beds
- 5 Family units, 10 beds

Totaling 13 households, 18 beds

Open Doors shelter is a part of the Open Doors Fairfield County (ODFC) homeless service system and provides shelter capacity for households experiencing homelessness in the Norwalk area first, and then to those experiencing homelessness in Fairfield County. Open Doors operates a low barrier, housing first shelter, to ensure those most at risk, are able to access shelter first.

Open Doors has one of the highest rates of discharge from shelter to permanent housing and one of the lowest discharge rates from shelter to unsheltered in the state of Connecticut. From July 1, 2023, through March 31, 2024, Open Doors has provided accommodations for 157 individuals, encompassing 25 family households and 69 individual households. Of those served, Open Doors placed 84 individuals into permanent housing.

In September of 2023, the state Department of Housing re-bid all homeless service dollars, including the funding allocated to shelter. As part of the re-bid process, the state Department of Housing formulated a statewide cost-per-bed allocation taking into account operational and case management services. This new cost-per-bed was set at \$11,500.

Effective January 1, 2024, Open Doors has been funded by the state Department of Housing for 37 beds and was allocated an additional \$37,500 dollars to return Open Doors to the existing funding level. This has placed Open Doors in a financially challenging place as the cost of operating has increased well beyond the dollar amount received for sheltering services and places the additional 17 beds in jeopardy. Open Doors operates many other critical services, soup kitchen, food pantry, affordable housing, clothing, and enrichment services, Financial

opendoorsct.org

EIN # 22-2536909 & CT State Charities Reg # 000336

Legal name: The Open Door Shelter Inc



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Opportunity Center, street outreach, and other case management services and unrestricted dollars must be allocated across the diverse set of services.

Currently Open Doors shelter is at full capacity and the street outreach team is serving 18 households experiencing unsheltered homelessness in Norwalk. Both the shelter and street outreach program are a key element to Open Doors overall strategy to preserve housing stability and drive towards upward economic mobility for low-income Norwalk households.

Homelessness is a complex, systemic issue and one organization cannot hold the full responsibility of responding. Open Doors is deeply committed to serving those in the experience of homelessness and has greatly relied on strategic partnerships to maximize our impact on the lives of Norwalk residents. Open Doors is asking the City of Norwalk to partner by preserving shelter bed availability for Norwalk residents, by providing funding to support an additional 8 beds to assist Open Doors in balancing state funds, non-governmental grants, and general contributions to the organization to operate and serve the homeless shelter. The total funding amount requested is \$92,000.

opendoorsct.org

EIN # 22-2536909 & CT State Charities Reg # 000336

Legal name: The Open Door Shelter Inc