

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

To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.org/meetings



Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.



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

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: February 28, 2023

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: Meggan Douglas, Board of Assessment Appeals, Alternate
Harriet Petrides, Board of Assessment Appeals, Alternate

REAPPOINTMENTS: John Bove, Water Pollution Control Authority

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS COMMITTEE

1. Authorize the purchasing agent to issue a purchase order to Freightliner of Hartford for the purchase of one (1) M2 106 Sign Truck for an amount not to exceed \$174,999.30.
Account No. 09 23 4031 5777 C0313
- 2a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Burns Construction Company, Inc. for Project PM2023-1 Pavement Management Program for a sum not to exceed \$2,478,440.89, with the option to extend this Agreement for one (1) additional term of one (1) year.
Account No. 09 20 4021 5777 C0021
09 22 4021 5777 C0021
09 23 4021 5777 C0021
09 24 4021 5777 C0021
09 24 4021 5777 C0503
09 18 6030 5777 C0588
09 22 6030 5777 C0588
09 23 6030 5777 C0588
03 00 00 2602
- 2b. Authorize the Chief of Operations and Public Works to execute orders on the Contract with Burns Construction Company, Inc. for Project PM2023-1 Pavement Management Program for a sum not to exceed \$247,844.09.
Account No. 09 20 4021 5777 C0021
09 22 4021 5777 C0021
09 23 4021 5777 C0021
09 24 4021 5777 C0021
09 24 4021 5777 C0503
09 18 6030 5777 C0588
09 22 6030 5777 C0588
09 23 6030 5777 C0588
03 00 00 2602
3. Authorize the Mayor, Harry W. Rilling, to execute an agreement with M&J Engineering P.C., to provide Construction Administration and Inspection service for TMP, West Avenue Traffic Adaptive System, project number # 102-364, for an amount not to exceed \$59,843.36.
Account No. 09 22 4120 5777 C0232
4. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Fuss & O'Neill/ M&J Engineering P.C., to provide Construction Administration service for TMP, Phase 3 Traffic Signal Upgrade, project number # 102-374, for an amount not to exceed \$15,000.00.
Account No. 09 22 4120 5777 C0232

5. WHEREAS, pursuant to Public Acts 16-4 MSS, Sec. 2(a)(1), and 17-02, Sec. 378(a)(1) (for TOD and Predevelopment projects) of the Connecticut General Assembly, the Connecticut Department of Economic and Community Development through the power granted by the Office of Policy and Management (OPM) is authorized to extend financial assistance for projects under the TOD and Predevelopment Program; and

WHEREAS, it is desirable and in the public interest that the City of Norwalk make an application to the State for \$2,000,000 in order to undertake the Pinnacle TOD Infrastructure Project and to execute an Assistance Agreement.

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

1. That it is cognizant of the conditions and prerequisites (including the match obligations) for the state financial assistance imposed by to Public Acts 16-4 MSS , Sec. 2(a)(1), and 17-02, Sec. 378(a)(1) (for TOD and Predevelopment projects) of the Connecticut General Assembly, and the Guidelines of the TOD and Predevelopment OR Responsible Growth Incentive Fund program;
2. That the filing of an application for State financial assistance by City of Norwalk in an amount not to exceed Two Million Dollars and 00/100 (\$2,000,000) is hereby approved and the Mayor, Harry W. Rilling, is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of City of Norwalk.
3. That it agrees to fulfill the Fifty-Five percent (55%) local cash match as presented in the application submitted by the City of Norwalk to the OPM in response to the competitive Request for Applications for the TOD and Responsible Growth Incentive Fund program and to complete the project as specified in OPM's Award Letter and Scope of Work.

BE IT FURTHER RESOLVED,

1. That the Norwalk Redevelopment Agency is approved as the implementing agency for the aforementioned State financial assistance in an amount not to exceed Two Million Dollars and 00/100 (\$2,000,000);
2. That the Mayor, Harry W. Rilling, is directed to execute such agreements and other documents necessary to pass-through the obligations of the Assistance Agreement entered into by and between the Connecticut Department of Economic and Community Development and the City of Norwalk on to the Norwalk Redevelopment Agency, if such an agreement is offered to the City of Norwalk, and to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of City of Norwalk.

B. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute an extension to the agreement with Norwalk Seaport Association, Inc. for the City to provide the Association and their patrons with access to the Hope Dock at North

Water Street Parking Lot from April 1, 2023 to March 31, 2024. All remaining terms of the agreement to remain unchanged.

2. Authorize the Mayor, Harry W. Rilling, to execute an amendment to the lease agreement with Norwalk/Stamford Grassroots Tennis and Education, Inc. (aka Norwalk Grassroots Tennis, Inc.) for the use of the portable classrooms at Nathaniel Ely Center to extend the lease period to December 31, 2028 at \$1 per year. Grassroots shall continue to have full operating and capital improvement financial responsibilities over the Leased Premises.
3. Authorize the Mayor, Harry W. Rilling, to execute a short term lease agreement with Americares Free Clinics, Inc., an affiliate of Americare Foundation, Inc. for the continued use of a portion of 98 South Main Street to provide medical related services to the community. Terms of the agreement shall be as outlined in Alan Lo's memo dated February 24, 2023.
4. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Integrated System Services, LLC. for the Enhancement to School Security - Access Control Improvements at Brookside, Kendall, Silvermine, Tracey and Wolfpit Elementary schools for a total not to exceed \$157,205.00. Acct #09235010-5777-C0537
5. Authorize the Purchasing Agent to issue a Purchase Order to Omni Data for security camera improvement project at Brien McMahon and Norwalk High schools for a total not to exceed \$80,000.00. Acct #092350105777 C0537.
- 6a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Titan Enterprises, Inc. to provide interior renovations at the SoNo Library for a total not to exceed \$314,100.00. Funds are available from the following accounts:
 - Account No. 09186210 5777 C0605 - \$ 12,344.29 (SoNo Repurposing Project)
 - Account No. 09206210 5777 C0605 - \$ 37,527.20 (SoNo Repurposing Project)
 - Account No. 09236210 5777 C0605 - \$164,752.51 (SoNo Repurposing Project)
 - Account No. 09196210 5777 C0625 - \$ 8,435.00 (SoNo Professional Painting Project)
 - SNEW Lighting Grant - \$ 91,041.00 (Account to-be-determined)
- 6b. Authorize the Library Director to issue change orders on contract for a total not to exceed \$43,196.49.
Account No. 09236210 5777 C0605
- 7a. Authorize the Purchase Agent to issue a Purchase Order with Silent Watchman Security Services LLC. to provide Smoke Detector Head Replacement at Police Headquarters for a total not to exceed \$25,860.00
Account No. 09237100 5777 C0137
- 7b. Authorize a contingency allowance for a total not to exceed \$2,586.00.
Account No. 09237100 5777 C0137

C. ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute a contract for an Affordable Housing Plan between the City of Norwalk and AKRF, Inc. in an amount not to exceed \$120,000.
Account Number 133710-5796-AEC22

D. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Triangle Community Center for the use of Veterans Memorial Park and immediate surrounding grounds for their Pride in the Park event to be held on

Saturday, June 10, 2023 from 12:00 PM to 8:00 PM. Set-up time to begin on Saturday, June 10, 2023 at 8:00 AM with tear-down at 10:00 PM. Rain date: Sunday, June 11, 2023. Approximately 6,000 people.

2. Authorize the Purchasing Agent to issue a purchase order to R&S Rentals and Sales in an amount not to exceed \$36,140.11 for the purchase of a Kubota L4760HST tractor off Sourcewell Contract: 031121, account # 0923-6030-5777-C0771.
3. Authorize the Purchasing Agent to issue a purchase order to Finch Turf, Inc. in an amount not to exceed \$28,499.00 for the sole source purchase of a Redexim Verti Top 1800, artificial turf field groomer, from account # 0923-6030-5777-C071.
4. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with MGT for a study and analysis of the City of Norwalk-Connecticut's Recreation and Parks Department Fees and Charges, and to recommend a fees and charges Policy for an amount not to exceed \$61,550.00 from account numbers # 134010-5796-ARP02 and 134010-57960-ARP03.

E. FINANCE AND CLAIMS COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: March 2023
2. For informational purposes only: Narrative on Tax Collections dated March 2023
3. For informational purposes only: Monthly Tax Collector's Reports dated February 2023
4. RESOLUTION: requesting for Economic and Community Development ARPA Projects in the aggregate amount of \$260,000 from the ARPA (American Rescue Plan Act) fund. Accounts: \$180,000 133710-5796-AEC24 Economic and Financial Impact Analysis and \$80,000 133710-5796-AEC25 Urban Land Institute-Advisory Services Program.
5. Authorize the Mayor, Harry W. Rilling, to execute any all agreements and other documents necessary to transition from its current legal document management provider, Worldox to acquiring company, NetDocuments. Year 1, \$7,900.92; Year 2, \$6,581.47; Year 3, \$8,814.96 Account No. 011370-5742.
6. Authorize the Mayor, Harry W. Rilling, to execute an Amendment Agreement with Tyler Technologies, for Tyler Hosting and Software as a Service for the MUNIS Financials, Human Capital Management, Revenue, and Productivity Modules, for the City and Board of Education, for a three-year renewal term for amounts as follows: Year 1, \$323,144.85; Year 2, \$323,144.85; Year 3, \$323,144.85. Account 011370-5742 IT SOFTWARE.

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

<u>BOARD OF ASSESSMENT APPEALS</u>	<u>M/C</u>	<u>CGS/NwkCht 1-271/NCC 103</u>
MEGGAN DOUGLAS (D) 14 McKinley Street Norwalk, CT 06853		Term Expires – 11/01/2027 Alternate
HARRIET PETRIDES (U) 10 Burlington Drive Norwalk, CT 06851		Term Expires – 11/01/2027 Alternate

REAPPOINTMENTS

<u>WATER POLLUTION CONTROL AUTHORITY</u>	<u>M/C</u>	<u>Nwlk. Code 91-2</u>
JOHN BOVE (R) 6 Little Way Norwalk, CT 06855		Term Expires – 01/01/2026

**COMMON COUNCIL
NORWALK, CONNECTICUT**

**REGULAR MEETING
COMMON COUNCIL CHAMBERS & VIA
TELECONFERENCE**

FEBRUARY 28, 2023

**ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE
EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER
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Mayor Rilling called the meeting to order at p.m. and led the Assembly in reciting the Pledge of Allegiance

I. ROLL CALL

Ms. Dixon called the Roll:

Council at Large:	Mr. Gregory Burnett	Mr. Edwin Camacho
	Mr. Joshua Goldstein	Ms. Nora Niedzielski Eichner
	Ms. Barbara Smyth	

District A:	Ms. Nicol Ayers	Mr. David Heuvelman
District B:	Ms. Diana Revolus	Ms. Darlene Young
District C:	Mr. John Kydes	Ms. Jenn McMurrer
District D:	Mr. Bryan Meek	Ms. Heidi Alterman
District E:	Mr. Thomas Livingston	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, Assistant City Clerk, Jordan Schantz and Corporation Counsel, Mario Coppola.

II. ACCEPTANCE OF MINUTES

Regular Meeting: February 14, 2023 – Special Meeting

The following correction was made to the last page. The City has not received any money yet because there have been no cannabis sales in Norwalk

**** MS. SMYTH MOVED TO APPROVE THE MINUTES AS CORRECTED**
**** MOTION PASSED UNANIMOUSLY**

February 14, 2023 – Regular Meeting

**** MR. HEUVELMAN MOVED TO APPROVE THE MINUTES AS PRESENTED**
**** MOTION PASSED WITH ONE (1) ABSTENTION (MR. MEEK)**

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.

Mayor Rilling made opening remarks and said that he knew a lot of people wanted to talk about the Board of Education budget. He reviewed public participation protocols and said the budget is a work in progress. The Board of Estimate and Taxation will go over each line item and once they reach a consensus, they will hold a public hearing. The public is invited to speak at that public hearing.

Mr. Burnett announced that the Common Council would not be voting on the operating budget cap this evening; however, they will hold a special meeting of the Common Council on March 7, 2023 at 7:30 p.m.

Christian Penta spoke in support of the Board of Education's request to fund mental health workers for students.

Lisa Brinton said that on Friday, the City gave away a parking lot for apartments, but the revenue does not cover school funding. The Board of Education's budget request is alarming; all City departments are struggling. Ms. Brinton spoke about expenses such as lawsuits and the intake of immigrant students. She suggested implementing a city sales tax.

Valia Dightman spoke in support of the Norwalk Public School workers and said the City needs to fund the Board of Education more than 4%. She said the money has to come from the Rainy Day Fund, then so be it.

Janine Randolph urged the approval of the proposed school budget. She said these are not luxuries, they are necessities. The pandemic took a toll on the students.

Dan Decker said it is tough to balance all the needs, but said he chose to be a champion for the children. He asked that the Board of Education's budget be increased.

Sarah McKinsley grew up in a neighboring town and said there are so many amazing things about Norwalk, but no one gave a good reason why the Board of Education can't meet its contractual obligation.

Barbara Myer Mitchell said she understands the struggle to fund the Board of Education's initiatives and urged the Common Council to step up and support their budget.

An unidentified speaker said everyone else got something and the gap needs to be filled.

Sarah Lenzycki spoke about the teachers at Cranbury Elementary school and said they need more support and resources. She said there is a national teacher shortage and there is a mental health crisis. She said Norwalk prides itself on diversity, but with that comes needs.

Justin Matley spoke about his struggles growing up and said that he is where he is now because he had resources when he was in school. He said academics are important and this is a time of trauma.

Erika DePalma (issues with the audio) Said there is a mental health epidemic in the nation. She said they were not prepared for the number of crisis calls on a weekly basis. She spoke about the importance of having a lead agency for mental health needs.

Ezra Esada spoke about how difficult it is for the staff to meet the needs of the students. Staff members use their free time to fill those needs. She said that other parts of the City are not nickel and dimed as much as the Board of Education.

Mary Ellen Flaherty Ludwig spoke about her memories going to St. Joseph Elementary School in South Norwalk. She said the Norwalk Public Schools were flush with Federal money during the pandemic. She said that Dr. Estrella was told to think boldly. She urged the Common Council members to approve the maximum increase the can.

April Witherstone spoke about the mental health crisis created by the pandemic. She said the budget should taken into consideration that children need a support system. She urged supporting the mental health of the children.

Susan Patronelli said it was important to fund the Board of Education's increase.

Godfrey Cameron spoke about his experience as a parent. He said the kids deserve to be in school and that the services are necessary.

Sheri McCready Pritchett said she was appreciative of the funds provided by the City. As a former member of the Board of Estimate and Taxation she understands the challenges facing the the City. They are in a critical financial time period. She said that she expects there will be continued discussions to ensure students get the resources and tools they need.

Iliana Zuniga spoke about the accomplishments of the children. She said that education is a main reason people move to Norwalk and all students should have the opportunities they deserve.

Diane Lauricella said they need to add more funding to Board of Education's budget by reducing more from the spending side. She said that she has asked for years that they optimize the use of renewable energy. There are numerous Board of Education properties where they should have solar energy, but they do not due to wrong policies. She also suggested ending the lease on the Family Center and moving it to a City owned building.

Ms. Lauricella suggested that the City hire a full time grants person with a team. Until the Board of Education and the Norwalk Public School staff reduce their spending, the City should not increase the cap.

Diana Carpio asked the Common Council members to think about the budget and the 4% that has been put forth. The budge allocates funds that benefit all students in the District. It represents the welfare and future of the children. She asked the Common Council members to think long and hard about the 4%.

Sara LeMieux said there are a lot of stories. She said the Norwalk public schools are meeting the needs very efficiently for literacy and math. She would love it if there was a way to have a

standing standing committee of the Board of Education and the Common Council members to have discussions year round and have a more collaborative working relationship.

Michael McCarthy asked if the grand list had been released yet. Mayor Rilling said it was not finalized.

Pamela Young said that social type opportunities are important for the growth of the students. She said she hoped all comments would be considered this evening. She said she loves the teachers but there is a shortage our teachers and a lot of turnover.

Jessica Jones said both of her children receive services. The kids have experienced a trauma from COVID and they do not have the skills to cope. She said she hears the inmates run the asylum at West Rocks Middle School.

Maria Robinson said she was here to ask the Common Council to find the funding for the children. They deserve to have an education.

Bridget Kennedy said they chose Norwalk because they were attracted to the community and school performance was on the rise. She said she deals with budgets all the time and understands the need to prioritize. She urged the Common Council to look at and prioritize the numbers.

There were no other members of the public who wished to speak.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS: There were no resignations announced this evening.

APPOINTMENTS: There were no appointments announced this evening.

REAPPOINTMENTS:

**** MR. BURNETT MOVED TO APPROVE THE FOLLOWING REAPPOINTMENTS**

JANET KARPIAK, M.D. – BOARD OF HEALTH

KENNETH LALIME – BOARD OF HEALTH

TERRY TAVELLA QUELL, PHD, MSN, RN – BOARD OF HEALTH

Mr. Burnett spoke in support of the reappointments.

**** MOTION PASSED UNANIMOUSLY**

City of Norwalk

Common Council – Regular Meeting

February 28, 2023

Common Council Chambers and Via Teleconference

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MAYOR'S REMARKS:

Mayor Rilling thanked the members of the public who were present both in person and on Zoom to share their thoughts on the budget. He thanked the Department of Public Works for the incredible job they did in responding to the snow and keeping the streets clear and safe. Last week, Norwalk kicked off its quarterly business roundtable to help assist local businesses, as well as provide help and resources to those looking to start a business. The recently opened Business Development Center on Belden Avenue also provides resources to assist local businesses. Upgrades are under way at Calf Pasture Beach, which will increase pedestrian safety and will have a nautical theme. Mayor Rilling thanked city staff and residents for their participation in planning and attending Black History Month events during February.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

Mr. Burnett announced that Mr. Goldstein would read this evening's consent calendar.

RESIGNATION AND APPOINTMENTS:

RESIGNATIONS: There were no resignations announced this evening.

APPOINTMENTS: There were no appointments announced this evening.

REAPPOINTMENTS: There were no reappointments announced this evening.

B. CONSENT CALENDAR:

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

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO CONVEY A 183± SQ. FT. UTILITY EASEMENT IN FAVOR OF THE SECOND TAXING DISTRICT AS AND

WHERE SHOWN ON A CERTAIN SURVEY ENTITLED “EASEMENT MAP DEPICTING EASEMENT TO BE GRANTED TO SOUTH NORWALK ELECTRIC & WATER ACROSS THE PROPERTY OF NORWALK POLICE DEPARTMENT #2 MONROE STREET, NORWALK, CONNECTICUT” PREPARED BY REDNISS & MEAD DATED DECEMBER 12, 2022.

2. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO ANY AND ALL AGREEMENTS AND OTHER DOCUMENTS NECESSARY TO ACCEPT A SANITARY SEWER EASEMENT DEED OVER 9 SHOREHAVEN ROAD, NORWALK, CT CONFIRMING EASEMENT RIGHTS AS SET FORTH IN CERTAIN “COMPILATION PLAN, 9 SHOREHAVEN ROAD, NORWALK, CONNECTICUT, DEPICTING SANITARY SEWER EASEMENT TO BE GRANTED TO CITY OF NORWALK ACROSS THE PROPERTY OF KEAT-JIN LEE, TRUSTEE LINDA HO LEE, TRUSTEE, SCALE 1” = 20’ FT.” DATED JANUARY 18, 2023 AND PREPARED BY WILLIAM W. SEYMOUR & ASSOCIATES, P.C.

C. FINANCE AND CLAIMS COMMITTEE

1. RESOLUTION: REQUESTING A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$489,225 TO INCREASE THE APPROPRIATION TO FUND FOR THE FIRE DEPARTMENT TO PURCHASE TWO FIRE ENGINES (PUMPER TRUCKS) ACCOUNT 09233110-5777-C0437 (APPARATUS REPLACEMENT). THE \$489,225 OF BONDS OR NOTES OF THE CITY SHALL BE ISSUED IN ACCORDANCE WITH THE PROVISIONS AND TERMS SET FORTH IN THE ORIGINAL BOND RESOLUTIONS THAT AUTHORIZED THE ISSUANCE OF BONDS OR NOTES OF THE CITY FOR PROJECT # 0923110-5777-C0437 (APPARATUS REPLACEMENT).

2. RESOLUTION: DEAUTHORIZE IN THE AMOUNT OF \$489,225 OF AUTHORIZED BUT UNISSUED BONDS FROM THE POLICE COMMUNICATIONS CONSOLE ACCOUNT #09213610-5777-C0638 TO PURCHASE TWO FIRE ENGINES (PUMPER TRUCKS).

**** MOTION FAILED WITH ONE (1) VOTE IN OPPOSITION (MS. ALTERMAN) AND ALL ITEMS CAME OFF OF CONSENT**

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS

- ** MS. SMYTH MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO CONVEY A 183± SQ. FT. UTILITY EASEMENT IN FAVOR OF THE SECOND TAXING DISTRICT AS AND WHERE SHOWN ON A CERTAIN SURVEY ENTITLED “EASEMENT MAP DEPICTING EASEMENT TO BE GRANTED TO SOUTH NORWALK ELECTRIC & WATER ACROSS THE PROPERTY OF NORWALK POLICE DEPARTMENT #2 MONROE STREET, NORWALK, CONNECTICUT” PREPARED BY REDNISS & MEAD DATED DECEMBER 12, 2022.**

Ms. Smyth reviewed the item.

- ** MOTION PASSED WITH TWO (2) VOTES IN OPPOSITION (MS. ALTERMAN AND MR. MEEKS)**

**** MS. SMYTH MOVED TO Authorize the Mayor, Harry W. Rilling to enter into any and all agreements and other documents necessary to accept a sanitary sewer easement deed over 9 Shorehaven Road, Norwalk, CT confirming easement rights as set forth in certain “Compilation Plan, 9 Shorehaven Road, Norwalk, Connecticut, Depicting Sanitary Sewer Easement to be Granted to City of Norwalk Across the Property of Keat-Jin Lee, Trustee Linda Ho Lee, Trustee, Scale 1” = 20’ Ft.” dated January 18, 2023 and prepared by William W. Seymour & Associates, P.C.**

Ms. Smyth reviewed the item.

- ** MOTION PASSED WITH TWO (2) VOTES IN OPPOSITION (MS. ALTERMAN AND MR. MEEKS)**

B. LAND USE AND BUILDING MANAGEMENT

Due to a potential conflict of interest, Ms. Smyth recused herself.

- ** MR. LIVINGSTON MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE LEASE AGREEMENT WITH NORWALK HISTORICAL SOCIETY, INC. FOR THE MILL HILL PARK COMPLEX TO EXTEND THE LEASE PERIOD RETROACTIVELY AND ENDING ON MARCH 15, 2039 AND TO INCLUDE THE OLD SMITH STREET JAIL AND THE BARN AS ACCESSORY BUILDINGS IN THE COMPLEX.**

Mr. Livingston reviewed the item.

**** MOTION PASSED WITH TWO (2) VOTES IN OPPOSITION (MS. ALTERMAN AND MR. MEEKS)**

Ms. Smyth returned to the meeting.

C. FINANCE AND CLAIMS COMMITTEE

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

RESOLUTION: REQUESTING A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$489,225 TO INCREASE THE APPROPRIATION TO FUND FOR THE FIRE DEPARTMENT TO PURCHASE TWO FIRE ENGINES (PUMPER TRUCKS) ACCOUNT 09233110-5777-C0437 (APPARATUS REPLACEMENT). THE \$489,225 OF BONDS OR NOTES OF THE CITY SHALL BE ISSUED IN ACCORDANCE WITH THE PROVISIONS AND TERMS SET FORTH IN THE ORIGINAL BOND RESOLUTIONS THAT AUTHORIZED THE ISSUANCE OF BONDS OR NOTES OF THE CITY FOR PROJECT # 0923110-5777-C0437 (APPARATUS REPLACEMENT).

AND TO APPROVE THE FOLLOWING

RESOLUTION: DEAUTHORIZE IN THE AMOUNT OF \$489,225 OF AUTHORIZED BUT UNISSUED BONDS FROM THE POLICE COMMUNICATIONS CONSOLE ACCOUNT #09213610-5777-C0638 TO PURCHASE TWO FIRE ENGINES (PUMPER TRUCKS).

**** MOTION PASSED WITH TWO (2) VOTES IN OPPOSITION (MS. ALTERMAN AND MR. MEEKS)**

3. Fiscal Year 2023 - 2024 Operating Budget and Cap Review.

There were two presentation from the Chief Financial Officer in terms of the recommended operating budget. During the Finance Claims committee meeting the Committee members did not have the updated grant list numbers. As a result, they moved to have a discussion at tonight's meeting.

Mr. Dachowitz said he and Mr. Ford are on version five, but the numbers being presented are version four. He shared his screen and presented the FYE 2024 Mayor's Recommended Budget – City Wide Mill Rate. He said that based on the Mayor's recommendations, they are proposing a 4% increase for the Board of Education and a .75% increase for the City.

Mr. Dachowitz shared his screen and presented the mill rates for each District. Mayor Rilling explained there was an indication that the grand list numbers could be off. Mr. Dachowitz said that Mr. Ford received an extension from the State. They will be redoing the mill rate charts with the latest grand list numbers. He apologized for all the changes. He said next year he will make sure when the Common Council meets on March 7th, that they have the final numbers.

Mr. Dachowitz said these numbers are the next to the last numbers. There is a week to deliberate, because the date to set the cap is March 7th. He said he will calculate and circulate the numbers tomorrow.

Ms. Ayers said she was trying to be sensitive to what Mr. Dachowitz and Mr. Ford are trying to do. She said they can't expect the City to accept this below par work. She said this was unacceptable to go through the presentation knowing the numbers were wrong. She said she lost complete and utter faith in Mr. Dachowitz and Mr. Ford to provide true data and to run the City's Finance department.

Mr. Burnett asked Mr. Dachowitz if the anticipated changes would have any impact on the operating cap. Mr. Dachowitz said it would not. Mayor Rilling asked if the percentage for the mill rate will go up. Mr. Dachowitz said it would go up.

Mr. Ford said he expects the numbers before Sunday. He explained there were upgrades to the financial management system in September. In addition, they converted to a new assessment system. The new numbers will be available in the morning.

Mayor Rilling said there will be a special meeting of the Common Council on March 7, 2023 to set the cap. Mr. Ford said the Common Council members will have the numbers tomorrow and they will be published for the public.

Mr. Dachowitz said the date was moved to an earlier date and that was a mistake. He said that Mr. Ford has never not met a deadline and it seems that it is more important to have the most accurate data.

Mr. Goldstein said he thought it was a pattern that the cap is set on the second Tuesday in February. He said they need to be informed and not surprised with updated figures in a public meeting. He said that if there is a change in the mill rate and the grand list, they need to understand that. Mr. Dachowitz said the grant list was submitted to the State. The amount of City spending has not changed. The only changes are assessments.

Ms. Smyth said this was her sixth budget cycle on the Common Council and she never saw anything like this. She said the cap is always set on the second Tuesday in February. This is unacceptable.

Ms. McMurrer asked for clarification on the numbers on the scenarios. Mr. Dachowitz explained he wanted to show the impact district by district if there was a change to the cap. He said it was a tool to help the members of the Common Council come to a decision on the cap.

Ms. Alderman asked if they were voting tonight. Mayor Rilling said they would not be voting tonight.

Mr. Meek said that when he was on the Board of Education, they used to provide the City with a three year forecast. He noted that the teacher's contract was up for negotiation in August 2023 and he anticipates they will not come back asking for two percent. He asked if anyone knows where the teacher's contract is going to land. Mayor Rilling said he will find out. Mr. Meek said he expects they will come back and ask for an eight percent increase.

Mr. Meek said what is most concerning is that the debt service is at 10% and it is going to grow. He asked if there is a five year forecast. Mr. Dachowitz said the financial advisor revises the scheduled increase to the debt service for the next 30 years. The amount of debt has increased significantly and the rates they have to pay for the debt has increased.

Ms. Niedzielski Eichner said as a member of the Common Council they have to think about what it takes to maintain diversity in the City . She said more than half of the residents are housing burdened. They have to consider the burden they are placing on the families. This is why the Common Council members need accurate numbers.

Ms. Niedzielski Eichner responded to suggestions made by the speakers. She noted that Connecticut has very restrictive laws and as a Common Council they can't increase property credits or impose various taxes. She said they are trying to figure out how to support families while maintaining diversity. She told the parents that they hear them and respect them.

Ms. Young said this is not an easy decision and there are a lot of moving parts. She said they are not against children or Education. She said they love Norwalk.

Mr. Burnett asked Mr. Dachowitz if he could show that the projected tax increase would look like if they provide the \$27 million request to the Board of Education. Mr. Dachowitz shared his screen and reviewed the scenarios. Mr. Burnett asked Mr. Dachowitz if he anticipated the numbers going up or down. Mr. Dachowitz said that based on discussions with Mr. Ford, the rates will go up.

Mr. Livingston said it is important for residents to understand that they have to think about future years. The debt service is going to increase next year. Mr. Dachowitz said that when they borrow this summer, it will be added to the debt service and they expect it to go up. He noted that the interest rates are not as low as they were before. Mr. Livingston said that if they increase the cap, they have to make it up next year and every other year. Mr. Dachowitz said that by law in Connecticut, with the Board of Education, for every dollar they are given is where they have

to start next year. Mr. Livingston said it is important to understand the implication of additional spending on the long term financials.

Mr. Dachowitz explained that the Board of Education gets 60% of the budget, which is a good indication that schools are a number one priority for the City.

Ms. McMurrer spoke about the flat funding two years ago. She said the Board of Education needs to talk about a strategy for the flat funding. They need to be proactive on the budget. They are faced with a lot of restrictions. But they need to be more strategic on the budget.

Ms. Smyth said she was quite upset when the Board of Education was flat funded, but understood the reason. She said this is by far the most difficult budget season she has experienced. She said that each year as a former teacher, hearing from others that 4% is not enough, is meaningful to her. She added that it has been really hard understanding what the students have been through. Now they hear the burden on the tax payers is going to be higher. She asked if they could draw down from the Fund Balance.

Ms. Smyth said they need to be sure the students have the services they need. She said some kids do not get services unless they are at school. She said she would like to see if they could go to the Board of Estimate and Taxation for more money.

Mr. Goldstein said it was wonderful to see all the students in the audience tonight. They saw that everyone on the panel cares about Norwalk and agonized over this decision. He said they are dealing with serious generational challenges. For the parents this is a collaborative process across various branches of government. He noted the Common Council does not have oversight on how the Board of Education spend the money.

Mr. Goldstein asked the parents to show up to the Board of Education meetings and hold them accountable about how they spend their funds. The Common Council is restricted by law on weighing in on those decisions. The Common Council has to decide the tax rate and that decision impacts a lot of people.

Mr. Heuvelman said a lot of heartfelt things were said tonight. He said that a 12% increase is unattainable. He said the Common Council is one part of the process, but the budgetary decisions come from Norwalk Public Schools and the Board of Education. He urged everyone to attend the Board of Education meetings and ask about the spending. The Common Council does not have control over how the money is spent.

Ms. Ayers said she wanted the Common Council members to think about a department on the City side. She said she has major concerns about the lack of funding for the IT department. A city of this size does not have sufficient cyber security and that is a big issue. She said they need to increase funding in the IT department because the budget is not sufficient to support their work.

Ms. Ayers said that as a parent, that is her most important job. For parents to think she and her colleagues are not invested is not true. She said they care about the children and the staff, but there are hard questions to be asked. She said she hears people say they have the option to move out of Norwalk. But not everyone has that option to sell their home and move to a more affluent town.

Ms. Ayers said she did not agree with the recommended 4%, but said the City can't afford 12%. She said she will advocate for a slight increase for the Board of Education and to fully fund the IT department.

Ms. Ayers asked Mr. Dachowitz to clarify how taking more out of the Rainy Day Fund will jeopardize their AAA bond rating and for a definition of emergency. Mr. Dachowitz said the Rainy Day Fund is an insurance policy. He said there are no hard and fast rules as far as an emergency; however, the rating agencies thought the City's use of Rainy Day Funds during covid was appropriate. He added that it is up to the Mayor and the Board of Estimate and Taxation to decide what is the right drawdown, but there is a risk when they go to the rating agencies. They look at the overall financial health of the City.

Ms. Niedzielski Eichner said she agreed with Ms. Ayers regarding the IT department and would like to see an increase for IT services. She also noted that there was a decrease in the School Resource Officer budget. That is another place to consider covering.

Ms. Niedzielski Eichner pointed out that since FY2018/2019, the City increase full time equivalents by 32 and the Board of Education increased by 337. She said that a budget increase of 4% was not high enough but wants to find a number that is below 12%. She said that adding 337 additional positions is not sustainable for the tax base. Ms. Niedzielski Eichner said the ESSER (Elementary and Secondary School Emergency Relief) funds were always temporary funds. She said what was troubling was the way in which the use of the ESSER funds were presented to the Common Council. It was not transparent in the presentation to the parents.

Ms. Niedzielski Eichner said the budget request includes counselors and social workers. She said they are struggling with fiscal responsibility and want all of the children to have the resources they need. She said that in the FY2021/2022 budget there were an additional 90 Board of Education positions added. She said it was her job to ask questions about fiscal transparency. They need to be fair and transparent to the tax payers.

Ms. Niedzielski Eichner said she was thrilled to hear parents talking with such joy about the teachers, social workers and counselors and wants to be able to find the funds for them to continue their work. She said she hopes they can raise the cap beyond 4%.

Ms. McMurrer reiterated what she meant by wants verses needs. She said every budget has to have a priority list. It is important to ask what are the priorities. She added that there are

education advocates on the Common Council, but they want residents to advocate to the Board of Education as well. Everything can't be at the top of the list. She asked everyone to attend the Board of Education meetings and ask their representatives to ask why they are talking about cutting services and not starting at the top. Ms. McMurrer asked if they need that many administrators that micromanage the teachers who do not earn enough.

Ms. McMurrer said she did not appreciate the sentiment that people on the Common Council do not care about the schools. She said they have children in the schools. She asked the residents to hold the Board of Education accountable and ask why their first cut is to the direct services for the children.

Ms. Revolus said she is a representative of the Haitian Community and Black Children and helps families and children on a regular basis. She said that developments only provide rental spaces and will push people out. Ms. Revolus said she hopes parents will hold the Board of Education and the Board of Estimate and Taxation accountable. She referred to Ms. Lauricella's comment for the Board of Education to reduce spending. Ms. Revolus suggested that if they cut 1/3 of the Board of Education staff they could fund the students. She said that the Board of Education was not supposed to create new employment using ESSER funds. It was well known those were a temporary measure. She said the Common Council directly asked for that to not happen, but they did it. Ms. Revolus said they can not suffocate the families that are connected to the children.

Ms. Revolus said they keep raising taxes and kids spend more time in school than with their parents. She said that schools have authority over the children when they are at school and they need to be careful about that. There needs to be some accountability on the Norwalk Public School side; there is a lot at the top that could be cut. She said Ms. Lauricella had a good idea about installing solar at the schools. There are environmental issues in the schools.

Ms. Revolus said they need to pay attention to the students who can't buy food. She said she hopes that parents will make an effort to have conversations with the Board of Estimate and Taxation and the Norwalk Public Schools. She added that the Common Council is concerned about their children.

Ms. Revolus said that if they keep doing developments, there is no sustainability for residents and they will have tax increases the people can't afford.

Ms. Young said they care about the children. She said that in a city of 91,000 people and 11,500 young people in the school system, those numbers may be going down. She said they are being funded at 60% and asked about the other people. This year the Mayor asked departments to cut their budgets so they could come in with a manageable budget. Another issue is that they have tried to have communications with the Board of Education and there are challenges. Ms. Young said they do not come to their final decision lightly.

Ms. Young said that what drives people to a community is how it looks and how it feels. She said their hands are tied by a lot of state statutes. She said they would love to have conversations about how the money is spent and what worked last year. There needs to be more communications. This is not the first Common Council who tried to have better transparent communications with the Board of Education. She said they wanted to meet with the State delegation, because this is not working.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none this evening.

X. SUSPENSION OF RULES

There were none this evening.

XI. ADJOURNMENT

**** MS. REVOLUS MOVED TO ADJOURN**
**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 11:12 p.m.

ATTEST: _____
Irene Dixon, City Clerk

Meggan Douglas
14 McKinley Street
Rowayton, Connecticut 06853
203-803-9634
meggandouglas@gmail.com

D

EMPLOYMENT

2000-present *Full Time Realtor in the Greater Norwalk Area*

- Individual Top Producing Agent from approximately 2002-2015
- Team Leader from approximately 2015-present
- Co-Partner & manager of 3 junior real estate agents

OTHER PRIOR EXPERIENCE

2013-2021 *Volunteer, City of Norwalk Board of Assessment Appeals*

Harriet Petrides

(203) 856-0489
hpetrides@aol.com
10 Burlington Drive
Norwalk, CT 06851

EXPERIENCE

Realtor Sales Associate

William Raveis Real Estate

January 2012-Present

Norwalk, CT

- Performed comparative market analysis to estimate property value.
- Resolved issues and conflicts during purchase or sale of real estate property.
- Trained real estate agents by advising and coaching on contracts and general sales processes.
- Guided and assisted buyers or sellers throughout entire transaction process.
- Compared property with similar properties that had recently sold to determine its competitive market price.

William Pitt Sotheby's Real Estate

May 1993-January 2012

JOHN BOVE

R

6 Little Way, Norwalk CT 06855

General

The firm of Bove, Milici & Josem was created by the merger of the law offices of Bove, Josem & Josem with those of John A. Milici. This merger occurred in October 1990. Mr. Josem retired in January 2000. John A. Milici retired in July, 2009. The firm is now John J. Bove, LLC. The office engages in a range of specialties including commercial and residential real estate transactions, bank representation in such areas as consumer compliance, regulatory compliance and loan origination (commercial and real estate). In addition, the firm represents developers and property owners in zoning, condominium development and construction matters.

John J. Bove

John J. Bove graduated Summa Cum Laude from Sacred Heart University with a Bachelor's Degree, in December, 1977. He graduated from St. John's University School of Law in June, 1980. He was admitted to the Connecticut Bar in October, 1980 and to the Federal Court for the District of Connecticut in February, 1981. He has practiced extensively in all areas of real property law, both residential and commercial, including all phases of transactions on behalf of purchasers, sellers, developers, landlords, tenants and lenders. In addition, his practice includes planning and zoning matters, environmental reviews, construction agreements, condominium developments, planned unit developments, governmental applications and compliance relative to waterfront construction, and general land use and development. He is also involved in the creation of various entities for the purpose of acquiring, owning and developing real estate. He has also represented both lenders and borrowers in loan closings. He has prepared and reviewed common interest ownership (condominium) documents. Currently, approximately ninety (90%) percent of his practice is devoted to real property law. Additionally he has served as general counsel to Norwalk's Third Taxing District, served as an alternate on Norwalk's Water Pollution Control Authority, and has just completed a three year term as Commodore of the South Norwalk Boat Club.



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 2-23-23

DEPARTMENT: Fleet

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:

☐	The Item is available only from a single source (Justification is attached) provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☒	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☒	The Item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☐	Other, please explain:

TOTAL COST: 174,999.30

MUNIS Account: 0923 4031 J777 C0313

VENDOR: FREIGHTLINER OF HARTFORD

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
Sharon Digitally signed by Sharon Purchasing Agent Name Date: 2023.02.24 09:46:58 -05'00'	X Supports	<i>Chris Toner</i>
	X Does Not Support	Department Head Name
	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Date

JUSTIFICATION:

The purchase of this truck is to replace our 1990 GMC sign truck the had to be removed from service. This is a custom built truck that was designed specifically to meet the needs of the Public Works department to remove and install various signs throughout the city. This truck is available for purchase off state of Connecticut contract.

State contract #14PSX0239

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

Prepared for:
The City of Norwalk

Prepared by:
Ed Zynko
FREIGHTLINER OF HARTFORD
199 ROBERTS STREET
EAST HARTFORD, CT 06108
Phone: 203 507-9886
E-Mail: edzynko@FOHCT.com

A proposal for



Prepared by
FREIGHTLINER OF HARTFORD
Ed Zynko

Sep 15, 2022

Freightliner M2 106



Norwalk Sign Truck



09/15/2022 12:39 PM

Page 1 of 18

Prepared for:
The City of Norwalk

Prepared by:
Ed Zynko
FREIGHTLINER OF HARTFORD
199 ROBERTS STREET
EAST HARTFORD, CT 06108
Phone: 203 507-9886
E-Mail: edzynko@FOHCT.com

QUOTATION

Per State of Connecticut DAS Contract# 14PSX0239

M2 106 CONVENTIONAL CHASSIS

SET BACK AXLE - TRUCK
CUM B6.7 260 HP @ 2400 RPM, 2600 GOV, 750 LB-FT @
1800 RPM
ALLISON 2500 RDS AUTOMATIC TRANSMISSION WITH
PTO PROVISION
RS-21-160 21,000# R-SERIES SINGLE REAR AXLE
23,000# FLAT LEAF SPRING REAR SUSPENSION WITH
HELPER AND RADIUS ROD
DETROIT DA-F-12.0-3 12,000# FF1 71.5 KPI/3.74 DROP
SINGLE FRONT AXLE
12,000# DUAL TAPERLEAF FRONT SUSPENSION

106 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL
CAB
3800MM (150 INCH) WHEELBASE
11/32X3-1/2X10-3/16 INCH STEEL FRAME
(8.73MMX258.8MM/0.344X10.19 INCH) 120KSI
1600MM (63 INCH) REAR FRAME OVERHANG
TEM TO EVALUATE AND INSTALL FRAME RAIL
REINFORCEMENT AS NEEDED FOR FRONT
FRAME MOUNTED EQUIPMENT

TOTAL

ITEM 1H:	TOTAL # OF UNITS (1)	\$	109,773.30
ITEM 1J		\$	65,226.00
CUSTOMER PRICE BEFORE TAX		\$	174,999.30

TAXES AND FEES

TAXES AND FEES	\$	0
OTHER CHARGES	\$	0

TRADE-IN

TRADE-IN ALLOWANCE	\$	(0)
--------------------	----	-----

BALANCE DUE	(LOCAL CURRENCY)	\$	174,999.30
-------------	------------------	----	------------

COMMENTS:

Projected delivery on ___ / ___ / ___ provided the order is received before ___ / ___ / ___.

APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X _____ Date: ___ / ___ / ___.

Daimler Truck Financial

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or
contact us at Information@dtfoffers.com.

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to
fit your business needs. For more information about our products and services, visit
our website at www.daimler-truckfinancial.com.

Norwalk Sign Truck



09/15/2022 12:39 PM

Page 2 of 18

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EAST HARTFORD, CT 06108
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E-Mail: edzynko@FOHCT.com

SPECIFICATION PROPOSAL

Description

Vehicle Configuration

M2 106 CONVENTIONAL CHASSIS
2024 MODEL YEAR SPECIFIED
SET BACK AXLE - TRUCK
LH PRIMARY STEERING LOCATION

General Service

TRUCK/TRAILER CONFIGURATION
DOMICILED, USA 50 STATES (INCLUDING
CALIFORNIA AND CARB OPT-IN STATES)
UTILITY/REPAIR/MAINTENANCE SERVICE
GOVERNMENT BUSINESS SEGMENT
DIRT/SAND/ROCK COMMODITY
TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN
TRANSIT, IS SPENT ON PAVED ROADS
MAXIMUM 8% EXPECTED GRADE
SMOOTH CONCRETE OR ASPHALT PAVEMENT -
MOST SEVERE IN-TRANSIT (BETWEEN SITES)
ROAD SURFACE
MEDIUM TRUCK WARRANTY
EXPECTED FRONT AXLE(S) LOAD : 12000.0 lbs
EXPECTED REAR DRIVE AXLE(S) LOAD :
21000.0 lbs
EXPECTED GROSS VEHICLE WEIGHT CAPACITY
: 33000.0 lbs

Truck Service

END DUMP BODY
EXPECTED TRUCK BODY LENGTH : 10.0 ft
EXPECTED TRUCK BODY WIDTH : 96.0 in
CUSTOM TRUCK AND EQUIPMENT
EXPECTED BODY/PAYLOAD CG HEIGHT ABOVE
FRAME "XX" INCHES : 32.0 in

Engine

CUM B6.7 260 HP @ 2400 RPM, 2600 GOV, 750
LB-FT @ 1800 RPM

Electronic Parameters

74 MPH ROAD SPEED LIMIT
CRUISE CONTROL SPEED LIMIT SAME AS ROAD
SPEED LIMIT

Norwalk Sign Truck



09/15/2022 12:39 PM

Page 3 of 18

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Description

PTO MODE ENGINE RPM LIMIT - 2100 RPM
PTO RPM WITH CRUISE SET SWITCH - 900 RPM
PTO RPM WITH CRUISE RESUME SWITCH - 900 RPM
PTO MODE CANCEL VEHICLE SPEED - 5 MPH
PTO GOVERNOR RAMP RATE - 250 RPM PER SECOND
FUEL DOSING OF AFTERTREATMENT ENABLED IN PTO MODE-CLEANS HYDROCARBONS AT HIGH TEMPERATURES ONLY
PTO MINIMUM RPM - 700
REGEN INHIBIT SPEED THRESHOLD - 5 MPH

Engine Equipment

2010 EPA/CARB/GHG21 CONFIGURATION
2008 CARB EMISSION CERTIFICATION - CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD CORNER OF DRIVER DOOR)
STANDARD OIL PAN
ENGINE MOUNTED OIL CHECK AND FILL
SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER AND UNDER HOOD BLEND AIR DOOR
DR 12V 180 AMP 36-SI BRUSHLESS QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE
(2) DTNA GENUINE, FLOODED STARTING, MIN 2000CCA, 370RC, THREADED STUD BATTERIES
BATTERY BOX FRAME MOUNTED
STANDARD BATTERY JUMPERS
SINGLE BATTERY BOX FRAME MOUNTED LH SIDE UNDER CAB
WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN
NON-POLISHED BATTERY BOX COVER
CAB AUXILIARY POWER CABLE
POSITIVE LOAD DISCONNECT WITH CAB MOUNTED CONTROL SWITCH MOUNTED OUTBOARD DRIVER SEAT
CUMMINS TURBOCHARGED 18.7 CFM AIR COMPRESSOR WITH INTERNAL SAFETY VALVE
STANDARD MECHANICAL AIR COMPRESSOR GOVERNOR
AIR COMPRESSOR DISCHARGE LINE

Prepared for:
The City of Norwalk

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Description

ELECTRONIC ENGINE INTEGRAL SHUTDOWN
PROTECTION SYSTEM
CUMMINS ENGINE INTEGRAL BRAKE WITH
VARIABLE GEOMETRY TURBO ON/OFF
RH OUTBOARD UNDER STEP MOUNTED
HORIZONTAL AFTERTREATMENT SYSTEM
ASSEMBLY WITH RH B-PILLAR MOUNTED
VERTICAL TAILPIPE
ENGINE AFTERTREATMENT DEVICE,
AUTOMATIC OVER THE ROAD REGENERATION
AND DASH MOUNTED REGENERATION
REQUEST SWITCH
10 FOOT 00 INCH (120 INCH+0/-5.9 INCH)
EXHAUST SYSTEM HEIGHT
RH CURVED VERTICAL TAILPIPE B-PILLAR
MOUNTED ROUTED FROM STEP
6 GALLON DIESEL EXHAUST FLUID TANK
100 PERCENT DIESEL EXHAUST FLUID FILL
LH MEDIUM DUTY STANDARD DIESEL EXHAUST
FLUID TANK LOCATION
STANDARD DIESEL EXHAUST FLUID PUMP
MOUNTING
STANDARD DIESEL EXHAUST FLUID TANK CAP
STAINLESS STEEL AFTERTREATMENT
DEVICE/MUFFLER/TAILOPIPE SHIELD
AIR POWERED ON/OFF ENGINE FAN CLUTCH
AUTOMATIC FAN CONTROL WITHOUT DASH
SWITCH, NON ENGINE MOUNTED
CUMMINS SPIN ON FUEL FILTER
FULL FLOW OIL FILTER
700 SQUARE INCH ALUMINUM RADIATOR
ANTIFREEZE TO -34F, OAT (NITRITE AND
SILICATE FREE) EXTENDED LIFE COOLANT
GATES BLUE STRIPE COOLANT HOSES OR
EQUIVALENT
CONSTANT TENSION HOSE CLAMPS FOR
COOLANT HOSES
RADIATOR DRAIN VALVE
LOWER RADIATOR GUARD
PHILLIPS-TEMRO 750 WATT/115 VOLT BLOCK
HEATER
CHROME ENGINE HEATER RECEPTACLE
MOUNTED UNDER LH DOOR
ALUMINUM FLYWHEEL HOUSING

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Description

ELECTRIC GRID AIR INTAKE WARMER
DELCO 12V 38MT HD STARTER WITH
INTEGRATED MAGNETIC SWITCH

Transmission

ALLISON 2500 RDS AUTOMATIC TRANSMISSION
WITH PTO PROVISION

Transmission Equipment

ALLISON VOCATIONAL PACKAGE 146 -
AVAILABLE ON 3000/4000 PRODUCT FAMILIES
WITH VOCATIONAL MODEL RDS
ALLISON VOCATIONAL RATING FOR ON/OFF
HIGHWAY APPLICATIONS AVAILABLE WITH ALL
PRODUCT FAMILIES
PRIMARY MODE GEARS, LOWEST GEAR 1,
START GEAR 1, HIGHEST GEAR 6, AVAILABLE
FOR 3000/4000 PRODUCT FAMILIES ONLY
SECONDARY MODE GEARS, LOWEST GEAR 1,
START GEAR 1, HIGHEST GEAR 3, AVAILABLE
FOR 3000/4000 PRODUCT FAMILIES ONLY
S1 PERFORMANCE PRIMARY SHIFT SCHEDULE,
AVAILABLE FOR 3000/4000 PRODUCT FAMILIES
ONLY
S1 PERFORMANCE SECONDARY SHIFT
SCHEDULE, AVAILABLE FOR 3000/4000
PRODUCT FAMILIES ONLY
2500 RPM PRIMARY MODE SHIFT SPEED
2500 RPM SECONDARY MODE SHIFT SPEED
2ND GEAR ENGINE BRAKE PRESELECT RANGE
WITH AGGRESSIVE DOWNSHIFT STRATEGY
2ND GEAR ENGINE BRAKE ALTERNATE
PRESELECT WITH MODERATE DOWNSHIFT
STRATEGY
FUEL SENSE 2.0 DISABLED - PERFORMANCE -
TABLE BASED
DRIVER SWITCH INPUT - DEFAULT - NO
SWITCHES
MAXIMUM ENGINE SPEED FOR PTO
ENGAGEMENT 1000 RPM
MAXIMUM ENGINE SPEED FOR PTO
OPERATION 3000 RPM
MAXIMUM OUTPUT SPEED FOR PTO
ENGAGEMENT 3000 RPM - ALLISON 5TH GEN
TRANSMISSIONS
MAXIMUM OUTPUT SPEED FOR PTO
OPERATION 3000 RPM - ALLISON 5TH GEN
TRANSMISSIONS

Prepared for:
The City of Norwalk

Prepared by:
Ed Zynko
FREIGHTLINER OF HARTFORD
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Description

VEHICLE INTERFACE WIRING CONNECTOR
WITHOUT BLUNT CUTS, AT BACK OF CAB
ELECTRONIC TRANSMISSION CUSTOMER
ACCESS CONNECTOR FIREWALL MOUNTED
CUSTOMER INSTALLED CHELSEA 280 SERIES
PTO
PTO MOUNTING, RH SIDE OF MAIN
TRANSMISSION ALLISON & EATON FULLER
MAGNETIC PLUGS, ENGINE DRAIN,
TRANSMISSION DRAIN, AXLE(S) FILL AND
DRAIN
PUSH BUTTON ELECTRONIC SHIFT CONTROL,
DASH MOUNTED
TRANSMISSION PROGNOSTICS - ENABLED 2013
WATER TO OIL TRANSMISSION COOLER, IN
RADIATOR END TANK
TRANSMISSION OIL CHECK AND FILL WITH
ELECTRONIC OIL LEVEL CHECK
SYNTHETIC TRANSMISSION FLUID (TES-295
COMPLIANT)

Front Axle and Equipment

DETROIT DA-F-12.0-3 12,000# FF1 71.5 KPI/3.74
DROP SINGLE FRONT AXLE
MERITOR 16.5X5 Q+ CAST SPIDER CAM FRONT
BRAKES, DOUBLE ANCHOR, FABRICATED
SHOES
NON-ASBESTOS FRONT BRAKE LINING
CONMET CAST IRON FRONT BRAKE DRUMS
FRONT BRAKE DUST SHIELDS
FRONT OIL SEALS
VENTED FRONT HUB CAPS WITH WINDOW,
CENTER AND SIDE PLUGS - OIL
STANDARD SPINDLE NUTS FOR ALL AXLES
HALDEX AUTOMATIC FRONT SLACK
ADJUSTERS WITH STAINLESS STEEL CLEVIS
PINS
TRW THP-60 POWER STEERING
POWER STEERING PUMP
2 QUART SEE THROUGH POWER STEERING
RESERVOIR
CURRENT AVAILABLE SYNTHETIC 75W-90
FRONT AXLE LUBE

Front Suspension

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Description

12,000# DUAL TAPERLEAF FRONT SUSPENSION
MAINTENANCE FREE RUBBER BUSHINGS -
FRONT SUSPENSION
FRONT SHOCK ABSORBERS

Rear Axle and Equipment

RS-21-160 21,000# R-SERIES SINGLE REAR
AXLE
6.43 REAR AXLE RATIO
IRON REAR AXLE CARRIER WITH STANDARD
AXLE HOUSING
MXL 16T MERITOR EXTENDED LUBE MAIN
DRIVELINE WITH HALF ROUND YOKES
DRIVER CONTROLLED TRACTION
DIFFERENTIAL - SINGLE REAR AXLE
(1) DRIVER CONTROLLED DIFFERENTIAL LOCK
REAR VALVE FOR SINGLE DRIVE AXLE
BLINKING LAMP WITH EACH MODE SWITCH,
DIFFERENTIAL UNLOCK WITH IGNITION OFF,
ACTIVE <5 MPH
MERITOR 16.5X7 Q+ CAST SPIDER CAM REAR
BRAKES, DOUBLE ANCHOR, FABRICATED
SHOES
NON-ASBESTOS REAR BRAKE LINING
BRAKE CAMS AND CHAMBERS ON REAR SIDE
OF DRIVE AXLE(S)
CONMET CAST IRON REAR BRAKE DRUMS
REAR BRAKE DUST SHIELDS
REAR OIL SEALS
BENDIX EVERSURE LONGSTROKE 1-DRIVE
AXLE SPRING PARKING CHAMBERS
HALDEX AUTOMATIC REAR SLACK ADJUSTERS
WITH STAINLESS STEEL CLEVIS PINS
CURRENT AVAILABLE SYNTHETIC 75W-90 REAR
AXLE LUBE

Rear Suspension

23,000# FLAT LEAF SPRING REAR SUSPENSION
WITH HELPER AND RADIUS ROD
SPRING SUSPENSION - NO AXLE SPACERS
STANDARD U-BOLT PAD WITH U-BOLTS
EXTENDED 1.00" LONGER THAN STANDARD
FORE/AFT CONTROL RODS

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Description .

Brake System

AIR BRAKE PACKAGE
WABCO 4S/4M ABS WITH TRACTION CONTROL,
WITH ATC OFF-ROAD SWITCH
REINFORCED NYLON, FABRIC BRAID AND WIRE
BRAID CHASSIS AIR LINES
FIBER BRAID PARKING BRAKE HOSE
STANDARD BRAKE SYSTEM VALVES
STANDARD AIR SYSTEM PRESSURE
PROTECTION SYSTEM
STD U.S. FRONT BRAKE VALVE
RELAY VALVE WITH 5-8 PSI CRACK PRESSURE,
NO REAR PROPORTIONING VALVE
WABCO SYSTEM SAVER HP WITH INTEGRAL
AIR GOVERNOR AND HEATER
WABCO OIL COALESCING FILTER FOR AIR
DRYER
AIR DRYER MOUNTED UNDER HOOD
ALUMINUM AIR BRAKE RESERVOIRS
PULL CABLES ON ALL AIR RESERVOIR(S)
QUICK DISCONNECT FITTING WITH TIRE
INFLATION KIT

Trailer Connections

PRIMARY CONNECTOR/RECEPTACLE WIRED
FOR COMBINATION STOP/TURN, CENTER PIN
POWERED THROUGH IGNITION WITH STOP
SIGNAL PREWIRE PACKAGE
SAE J560 7-WAY PRIMARY TRAILER CABLE
RECEPTACLE MOUNTED END OF FRAME
UPGRADED CHASSIS MULTIPLEXING UNIT
UPGRADED BULKHEAD MULTIPLEXING UNIT

Wheelbase & Frame

3800MM (150 INCH) WHEELBASE
11/32X3-1/2X10-3/16 INCH STEEL FRAME
(8.73MMX258.8MM/0.344X10.19 INCH) 120KSI
TEM TO EVALUATE AND INSTALL FRAME RAIL
REINFORCEMENT AS NEEDED FOR FRONT
FRAME MOUNTED EQUIPMENT
1600MM (63 INCH) REAR FRAME OVERHANG
FRAME OVERHANG RANGE: 61 INCH TO 70
INCH

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Description

CALC'D BACK OF CAB TO REAR SUSP C/L (CA) :
84.06 in
CALCULATED EFFECTIVE BACK OF CAB TO
REAR SUSPENSION C/L (CA) : 81.06 in
CALC'D FRAME LENGTH - OVERALL : 251.57 in
CALCULATED FRAME SPACE LH SIDE : 37.92 in
CALCULATED FRAME SPACE RH SIDE : 31.96 in
SQUARE END OF FRAME
FRONT CLOSING CROSSMEMBER
STANDARD WEIGHT ENGINE CROSSMEMBER
STANDARD CROSSMEMBER BACK OF
TRANSMISSION
STANDARD MIDSHIP #1 CROSSMEMBER(S)
STANDARD REARMOST CROSSMEMBER
STANDARD SUSPENSION CROSSMEMBER

Chassis Equipment

THREE-PIECE 14 INCH PAINTED STEEL
BUMPER WITH COLLAPSIBLE ENDS
BUMPER MOUNTING FOR SINGLE LICENSE
PLATE
FENDER AND FRONT OF HOOD MOUNTED
FRONT MUDFLAPS
HUCK-SPIN ROUND COLLAR CHASSIS
FASTENERS
CLEAR FRAME RAILS FROM BACK OF CAB TO
FRONT REAR SUSPENSION BRACKET, BOTH
RAILS OUTBOARD

Fuel Tanks

70 GALLON/264 LITER RECTANGULAR
ALUMINUM FUEL TANK - LH
RECTANGULAR FUEL TANK(S)
PLAIN ALUMINUM/PAINTED STEEL
FUEL/HYDRAULIC TANK(S) WITH PAINTED
BANDS
FUEL TANK(S) FORWARD
POLISHED STAINLESS STEEL STEP FINISH
FUEL TANK CAP(S)
DAVCO 245 FUEL/WATER SEPARATOR WITH 12
VOLT HEAT AND WATER IN FUEL SENSOR
EQUIFLO INBOARD FUEL SYSTEM
HIGH TEMPERATURE REINFORCED NYLON
FUEL LINE

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	Description
Tires	MICHELIN XZE 255/70R22.5 16 PLY RADIAL FRONT TIRES MICHELIN X MULTI D 255/70R22.5 16 PLY RADIAL REAR TIRES
Hubs	CONMET PRESET PLUS PREMIUM IRON FRONT HUBS CONMET PRESET PLUS PREMIUM IRON REAR HUBS
Wheels	ACCURIDE 28828 22.5X8.25 10-HUB PILOT 6.18 INSET 2-HAND HD STEEL DISC FRONT WHEELS ACCURIDE 28828 22.5X8.25 10-HUB PILOT 2- HAND HD STEEL DISC REAR WHEELS FRONT WHEEL MOUNTING NUTS REAR WHEEL MOUNTING NUTS
Cab Exterior	106 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB AIR CAB MOUNTING NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE LH AND RH EXTERIOR GRAB HANDLES WITH SINGLE RUBBER INSERT STATIONARY PAINTED FULL GRILLE FOR CHASSIS WITHOUT INTEGRAL FRONT FRAME EXTENSIONS ARGENT SILVER HOOD MOUNTED AIR INTAKE GRILLE FIBERGLASS HOOD HOOD LINER, ADDED FIREWALL AND FLOOR HEAT INSULATION SINGLE 14 INCH ROUND HADLEY AIR HORN UNDER LH DECK DUAL ELECTRIC HORNS SINGLE HORN SHIELD REAR LICENSE PLATE MOUNT END OF FRAME LED HEADLIGHT ASSEMBLY AND INCANDESCENT MARKER/TURN LAMP LED AERODYNAMIC MARKER LIGHTS INTEGRAL LED STOP/TAIL/BACKUP LIGHTS

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Description

STANDARD FRONT TURN SIGNAL LAMPS
DUAL WEST COAST BRIGHT FINISH HEATED
MIRRORS WITH LED LIGHTS AND LH AND RH
REMOTE
DOOR MOUNTED MIRRORS
102 INCH EQUIPMENT WIDTH
LH AND RH 8 INCH BRIGHT FINISH CONVEX
MIRRORS MOUNTED UNDER PRIMARY
MIRRORS
RH AND LH 8 INCH STAINLESS STEEL FENDER
MOUNTED CONVEX MIRRORS WITH TRIPOD
BRACKETS
STANDARD SIDE/REAR REFLECTORS
RH AFTERTREATMENT SYSTEM CAB ACCESS
WITH PLAIN DIAMOND PLATE COVER
COMPOSITE EXTERIOR SUN VISOR
63X14 INCH TINTED REAR WINDOW
TINTED DOOR GLASS LH AND RH WITH TINTED
OPERATING WING WINDOWS
RH AND LH ELECTRIC POWERED WINDOWS,
PASSENGER SWITCHES ON DOOR(S)
1-PIECE BONDED HEATED WIPER PARK SOLAR
GREEN GLASS WINDSHIELD
2 GALLON WINDSHIELD WASHER RESERVOIR
WITH FLUID LEVEL INDICATOR, FRAME
MOUNTED

Cab Interior

DRIVER RETENTION PACKAGE
OPAL GRAY VINYL INTERIOR
MOLDED PLASTIC DOOR PANEL WITHOUT
VINYL INSERT WITH ALUMINUM KICKPLATE
LOWER DOOR
MOLDED PLASTIC DOOR PANEL WITHOUT
VINYL INSERT WITH ALUMINUM KICKPLATE
LOWER DOOR
BLACK MATS WITH SINGLE INSULATION
HEAVY DUTY RUBBER DEBRIS-TRAPPING
FLOOR MATS
DASH MOUNTED ASH TRAYS AND LIGHTER
NO FORWARD ROOF MOUNTED CONSOLE
IN DASH STORAGE BIN
CENTER STORAGE CONSOLE MOUNTED ON
BACKWALL
(2) CUP HOLDERS LH AND RH DASH

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Description

GRAY/CHARCOAL FLAT DASH
SMART SWITCH EXPANSION MODULE
2-1/2 LB. FIRE EXTINGUISHER
FIRST AID KIT
HEATER, DEFROSTER AND AIR CONDITIONER
STANDARD HVAC DUCTING WITH SNOW
SHIELD FOR FRESH AIR INTAKE
MAIN HVAC CONTROLS WITH RECIRCULATION
SWITCH
STANDARD HEATER PLUMBING
VALEO HEAVY DUTY A/C REFRIGERANT
COMPRESSOR
BINARY CONTROL, R-134A
PREMIUM INSULATION
SOLID-STATE CIRCUIT PROTECTION AND
FUSES
12V NEGATIVE GROUND ELECTRICAL SYSTEM
DOME DOOR ACTIVATED LH AND RH, DUAL
READING LIGHTS, FORWARD CAB ROOF
ALL UNIT(S) KEYED ALIKE WITH CUSTOMER
SPECIFIED KEY NUMBER FT1014
KEY QUANTITY OF 2
LH AND RH ELECTRIC DOOR LOCKS
(1) DUAL 2.1 AMP USB CHARGERS IN DASH
TRIANGULAR REFLECTORS WITHOUT FLARES
ELITE ISRINGHAUSEN HIGH BACK AIR
SUSPENSION DRIVERS SEAT W/2 AIR LUMBAR,
INTEGRATED CUSHION EXTENSION, TILT,
ADJUSTABLE SHOCK, HEAT
BASIC ISRINGHAUSEN HIGH BACK NON
SUSPENSION TOOL BOX PASSENGER SEAT
DUAL DRIVER SEAT ARMRESTS, NO
PASSENGER SEAT ARMRESTS
LH AND RH INTEGRAL DOOR PANEL ARMRESTS
BLACK CORDURA PLUS CLOTH DRIVER SEAT
COVER
BLACK CORDURA PLUS CLOTH PASSENGER
SEAT COVER
HIGH VISIBILITY ORANGE SEAT BELTS
ADJUSTABLE TILT AND TELESCOPING
STEERING COLUMN
4-SPOKE 18 INCH (450MM) STEERING WHEEL

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Description

DRIVER AND PASSENGER INTERIOR SUN
VISORS

Instruments & Controls

WOODGRAIN DRIVER INSTRUMENT PANEL
WOODGRAIN CENTER INSTRUMENT PANEL
BLACK GAUGE BEZELS
LOW AIR PRESSURE INDICATOR LIGHT AND
AUDIBLE ALARM
2 INCH PRIMARY AND SECONDARY AIR
PRESSURE GAUGES
ENGINE COMPARTMENT MOUNTED AIR
RESTRICTION INDICATOR WITH GRADUATIONS,
WITH WARNING LIGHT IN DASH
97 DB BACKUP ALARM
ELECTRONIC CRUISE CONTROL WITH
SWITCHES ON AUXILIARY GAUGE PANEL (B
DASH PANEL)
KEY OPERATED IGNITION SWITCH AND
INTEGRAL START POSITION; 4 POSITION
OFF/RUN/START/ACCESSORY
ICU3S, 132X48 DISPLAY WITH DIAGNOSTICS, 28
LED WARNING LAMPS AND DATA LINKED
HEAVY DUTY ONBOARD DIAGNOSTICS
INTERFACE CONNECTOR LOCATED BELOW LH
DASH
2 INCH ELECTRIC FUEL GAUGE
PROGRAMMABLE RPM CONTROL -
ELECTRONIC ENGINE
ELECTRICAL ENGINE COOLANT TEMPERATURE
GAUGE
2 INCH TRANSMISSION OIL TEMPERATURE
GAUGE
ENGINE AND TRIP HOUR METERS INTEGRAL
WITHIN DRIVER DISPLAY
NO DR ASSIST SYSTEM
ELECTRIC ENGINE OIL PRESSURE GAUGE
OVERHEAD INSTRUMENT PANEL
AM / FM / BLUETOOTH / AUX RADIO SYSTEM
DASH MOUNTED RADIO
(4) RADIO SPEAKERS IN CAB
AM/FM ANTENNA MOUNTED ON FORWARD LH
ROOF
POWER AND GROUND WIRING PROVISION
OVERHEAD

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Description

ROOF/OVERHEAD CONSOLE CB RADIO
PROVISION
ELECTRONIC MPH SPEEDOMETER WITH
SECONDARY KPH SCALE, WITHOUT
ODOMETER
STANDARD VEHICLE SPEED SENSOR
ELECTRONIC 3000 RPM TACHOMETER
IGNITION SWITCH CONTROLLED ENGINE STOP
PRE-TRIP LAMP INSPECTION, ALL OUTPUTS
FLASH, WITH SMART SWITCH
DIGITAL VOLTAGE DISPLAY INTEGRAL WITH
DRIVER DISPLAY
SINGLE ELECTRIC WINDSHIELD WIPER MOTOR
WITH DELAY PROGRAMMED TO SLOWEST
SPEED WITH PARK BRAKE SET
MARKER LIGHT SWITCH INTEGRAL WITH
HEADLIGHT SWITCH
ONE VALVE PARKING BRAKE SYSTEM WITH
DASH VALVE CONTROL
SELF CANCELING TURN SIGNAL SWITCH WITH
DIMMER, WASHER/WIPER AND HAZARD IN
HANDLE
INTEGRAL ELECTRONIC TURN SIGNAL
FLASHER WITH HAZARD LAMPS OVERRIDING
STOP LAMPS

Design

PAINT: ONE SOLID COLOR

Color

CAB COLOR A: L6694EY SHAMROCK GREEN
ELITE EY
BLACK, HIGH SOLIDS POLYURETHANE CHASSIS
PAINT
POWDER WHITE (N0006EA) FRONT
WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)
POWDER WHITE (N0006EA) REAR
WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)
BUMPER PAINT: FP24812 ARGENT SILVER
DUPONT FLEX
SUNVISOR PAINTED SAME AS CAB COLOR A
STANDARD E COAT/UNDERCOATING

Certification / Compliance

U.S. FMVSS CERTIFICATION, EXCEPT SALES
CABS AND GLIDER KITS

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Extended Warranty

CUM 2017 B6.7: HD1 MD DTY 5 YEARS / 100,000 MILES / 161,000 KM
EXTENDED WARRANTY. FEX APPLIES

CUM 2017 B6.7: AT3 MD DTY 5 YEARS / 100,000 MILES / 161,000 KM
AFTERTREATMENT. FEX APPLIES

TC4: MD MODERATE 5 YEARS/100,000 MILES / 161,000 KM
EXTENDED TRUCK COVERAGE. FEX APPLIES

ALLISON 2500 RDS SERIES TRANSMISSION EXTEND WARRANTY, 5
YEARS/UNLIMITED MILES FEX

AXLE: MD MODERATE 5 YEAR/100,000 MILE/161,000 KM EXTENDED
COVERAGE

TOWING: 5 YEARS/UNLIMITED MILES/KM EXTENDED TOWING
COVERAGE \$1200 CAP FEX APPLIES

Body & Equipment by Equipment Specialists

We are Pleased to Quote the Following One (1) New Iroquois Custom Built Flatbed
INSTALLED ON Freightliner M2 WITH 84" CA:

BODY:

- Iroquois Heavy Duty Arrow-Lite Series Aluminum Stake/Platform Body Model 14015-1
- Length: 12' 4" Width: 96"
- 100% Heat Treated Aluminum Alloy Construction Heavy Duty Extruded Aluminum Rails: 6063-T6c With .250 (1/4") Wall And .5 (1/2") Web
- Heavy Duty Extruded Aluminum Floor: 6063-T6 With .125 (1/8") Wall And I-Beam Style Cross Bracing On 3" Center (Interlocking Planks)
- 6" Aluminum Structural Channel Longsills Recessed Stake Pocket Holes, Front & Rear Of Each Side Only, (Reinforced To Rail & Floor)
- Ice Clearance Lights & Reflectors Recessed Into 45 Degree Cast Aluminum Corners
- Mud Flaps

RAILGATE:

- Thiemen Model AATVLR-20-9036+6 All Aluminum Railgate
- 2000 Lb Capacity
- Weld-On Aluminum Rails
- One Piece Aluminum Platform
- 90" X 36" Loading Platform With 6" Tapered Ramp
- Toggle Switch Control With In-Cab Shut-Off
- Gravity Down
- Manual Close Platform / Torsion Assist
- Sliders With Top & Bottom Rollers

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- 96" Wide Body Required
- Platform To Store Approx. 32" Above Floor
- 54" Rails
- Outside Width Rail-To-Rail 95"
- Inside Width 86.63"
- Bed Height 33"-51"
- Led Taillight Kit
- Remote Pendant

TOOLBOXES & CUSTOM WORK:

- Buyers Model BP964824 Aluminum Diamond Plate Backmate 96" X 48" X 24" Mounted to Front Portion of Decking. This will Replace the need of a Headboard
- Buyers Model 1701564 Diamond Plate Aluminum Topsider Toolbox 18" X 16 X 88" Mounted On Streetside
- Buyers Model 1701564 Shall Be Mounted On Aluminum Raised Open Compartment. This Compartment Shall Store The Sign Poles & Shall Extend To End Of Body
- Buyers Model 1701568 Diamond Plate Aluminum Topsider Toolbox Mounted On Passengerside On The Platform Body
- Right Rear Forgivable Step To Access Body With Handle (Need To Go Over With City)
- Custom Underbody Compartment To Store Rhino Hpp 18 Hydraulic Power Pack

LIGHTING:

- Front Strokes: 2 @ ECCO ED3777AG Recessed In Grill
- Rear Strokes: 2 @ ECCO 3965AG Mounted In Boxes at Top Sides of Railgate
- Two (2) Led Spots – Location TBD
- Icc Required Led Lighting on Body

TOW PLATE:

- 1/2" Towplate
- Custom ICC Bar

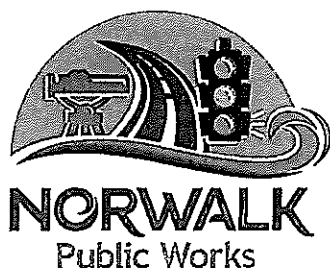
MISC:

- Custom Fabrication Per Fleet Mgr
- Cone Holders Front Bumper
- Wheel Chock Holder
- Back-Up Alarm
- Rhino HPD60 Post Driver With 30' Hose
- Rhino HPP-18 Hydraulic Power Pack
- Rhino PL3 Post Puller
- Fully Installed With 84" CA And Six (6) Aux Switches
- Non-Slip Coating on Floor

Prepared for:
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(***) All cost increases for major components (Engines, Transmissions, Axles, Front and Rear Tires) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to factory invoices.



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

MEMORANDUM

TO: Vanessa Valadares, P.E. – Chief of Operations and Public Works

CC: Drew Berndlmaier, P.E. – Senior Civil Engineer
James Meehan, P.E. – Principal Engineer
Mateo Arias – Junior Engineer

FROM: Justin Carter – Junior Engineer

RE: Project PM2023-1 PAVEMENT MANAGEMENT PROGRAM

DATE: March 2, 2023

The Department of Public Works has prepared plans for "Project PM2023-1." This project consists of the City's annual Paving Program

After reviewing the bid results, we recommend that this contract is awarded to the apparent low bidder, Burns Construction Company, Inc.. I have attached a copy of the bid results received from five (5) bidders for your reference, including an itemized comparison of the three (3) lowest bids.

I would like to request that the following items be included on the agenda for the March 7, 2023, Public Works Committee meeting.

- a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Burns Construction Company, Inc.. for Project PM2023-1 PAVEMENT MANAGEMENT PROGRAM for a sum not to exceed \$2,478,440.89, with the option to extend this Agreement for one (1) additional term of one (1) year.
- b. Authorize the Chief of Operations and Public Works to execute Orders on Contract with Burns Construction Company, Inc.. for Project PM2023-1 PAVEMENT MANAGEMENT PROGRAM for a sum not to exceed \$247,844.09.

Account No.

0920 4021 5777 C0021
0922 4021 5777 C0021
0923 4021 5777 C0021
0924 4021 5777 C0021
0924 4021 5777 C0503
0918 6030 5777 C0588
0922 6030 5777 C0588

0923 6030 5777 C0588
03 00 00 2602

A copy of the bid information from the Purchasing Department for Project PM2023-1
PAVEMENT MANAGEMENT PROGRAM can be found at the link below.

<https://www.norwalkct.org/DocumentCenter/Index/1715>



Bid Sheet

Project: PM2023-1 PAVEMENT MANAGEMENT PROGRAM

BID OPENING: Monday
February 27, 2023
2:00 PM

	<u>Bidder</u>	<u>Bid Bond</u>	<u>Electronic Submittal</u> <u>(Yes/No)</u>	<u>Bid Amount</u>
1	The Grasso Companies LLC	15%	Yes	\$3,057,836.64
2	Laydon Industries LLC	15%	Yes	\$3,827,570.50
3	B&W Paving & Landscape, LLC	15%	Yes	\$3,391,716.00
4	Burns Construction Company, INC.	15%	Yes	\$2,478,115.89 \$2,478,440.89*
5	Waters Construction	15%	Yes	\$3,919,473.59
6				

Notes:

* Corrected math error

Project Number : PM2023-1

Project Name : PAVEMENT MANAGEMENT PROGRAM

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estimate	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
202000	EARTH EXCAVATION	1,000	\$17.75	\$17,750.00	\$5.00	\$5,000.00	\$40.00	\$40,000.00	\$7.00	\$7,000.00
202503A	REMOVAL OF CONCRETE CURBING	4,300	\$1.00	\$4,300.00	\$5.00	\$21,500.00	\$10.00	\$43,000.00	\$10.00	\$43,000.00
202504A	REMOVAL OF BITUMINOUS CONCRETE CURBING	10,482	\$1.88	\$19,706.16	\$1.50	\$15,723.00	\$4.00	\$41,928.00	\$5.00	\$52,410.00
209001	FORMATION OF SUBGRADE	2,250	\$3.00	\$6,750.00	\$2.50	\$5,625.00	\$3.00	\$6,750.00	\$2.00	\$4,500.00
304002	PROCESSED AGGREGATE BASE	500	\$30.00	\$15,000.00	\$20.00	\$10,000.00	\$50.00	\$25,000.00	\$5.00	\$2,500.00
403876A	10" RECLAMATION - ASPHALT GRAVEL BASE	11,388	\$4.89	\$55,687.32	\$8.00	\$91,104.00	\$2.00	\$22,776.00	\$7.34	\$83,587.92
406171A	HMA SUPERPAVE 0.50" (12.5) LEVEL 2	4,713	\$107.90	\$508,532.70	\$129.00	\$607,977.00	\$126.00	\$593,838.00	\$129.11	\$608,495.43
406172A	HMA SUPERPAVE 0.375" (9.5) LEVEL 2	6,387	\$113.35	\$723,966.45	\$134.00	\$855,858.00	\$135.00	\$862,245.00	\$135.27	\$863,969.49
406201A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (MAJOR ARTERIAL) MIN BID - SEE SPECIAL NOTES	10	\$101.69	\$1,016.90	\$125.00	\$1,250.00	\$100.00	\$1,000.00	\$280.00	\$2,800.00
406202A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (MINOR ARTERIAL) MIN BID - SEE SPECIAL NOTES	250	\$59.20	\$14,800.00	\$50.00	\$12,500.00	\$100.00	\$25,000.00	\$260.00	\$65,000.00
406203A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (COLLECTOR) MIN BID - SEE SPECIAL NOTES	400	\$44.29	\$17,716.00	\$50.00	\$20,000.00	\$100.00	\$40,000.00	\$240.00	\$96,000.00
406204A	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (LOCAL) MIN BID - SEE SPECIAL NOTES	477	\$46.34	\$22,104.18	\$65.00	\$31,005.00	\$100.00	\$47,700.00	\$150.00	\$71,550.00
406267A	BITUMINOUS CONCRETE MILLING (0" - 4")	89,672	\$2.37	\$212,522.64	\$3.75	\$336,270.00	\$5.00	\$448,360.00	\$2.76	\$247,494.72
406279A	MILL FULL LANE 1.5" (40 LF TO 200 LF)	200	\$2.37	\$474.00	\$4.55	\$910.00	\$50.00	\$10,000.00	\$3.00	\$600.00
406280A	MILL FULL LANE 1.5" (> 200 LF)	500	\$2.37	\$1,185.00	\$6.75	\$3,375.00	\$25.00	\$12,500.00	\$3.00	\$1,500.00
406451A	BITUMINOUS CONCRETE 1.5" OVERLAY FULL LANE (40 LF TO 200 LF)	20	\$122.70	\$2,454.00	\$250.00	\$5,000.00	\$225.00	\$4,500.00	\$190.00	\$3,800.00
406452A	BITUMINOUS CONCRETE 1.5" OVERLAY FULL LANE (> 200 LF)	44	\$122.69	\$5,398.36	\$250.00	\$11,000.00	\$300.00	\$13,200.00	\$175.00	\$7,700.00
406998A	DENSITY ADJUSTMENT	1	\$17,000.00	\$17,000.00	\$17,000.00	\$17,000.00	\$17,000.00	\$17,000.00	\$17,000.00	\$17,000.00
406999A	ASPHALT ADJUSTMENT COST	1	\$159,350.00	\$159,350.00	\$159,350.00	\$159,350.00	\$159,350.00	\$159,350.00	\$159,350.00	\$159,350.00
407010A	SPEED BUMPS	2,000	\$2.50	\$5,000.00	\$5.00	\$10,000.00	\$6.00	\$12,000.00	\$2.14	\$4,280.00
507042A	RESET CATCH BASIN	60	\$742.77	\$44,566.20	\$2,000.00	\$120,000.00	\$1,200.00	\$72,000.00	\$1,000.00	\$60,000.00
507781	RESET MANHOLE	25	\$592.72	\$14,818.00	\$1,000.00	\$25,000.00	\$1,000.00	\$25,000.00	\$900.00	\$22,500.00
507792A	RECONSTRUCT CATCH BASIN	20	\$386.48	\$7,729.60	\$200.00	\$4,000.00	\$500.00	\$10,000.00	\$275.00	\$5,500.00
507829	CONVERT MANHOLE TO TYPE "C" CATCH BASIN	5	\$3,463.79	\$17,318.95	\$500.00	\$2,500.00	\$3,000.00	\$15,000.00	\$1,000.00	\$5,000.00
507831	CONVERT CATCH BASIN TO MANHOLE	5	\$3,158.19	\$15,790.95	\$500.00	\$2,500.00	\$3,000.00	\$15,000.00	\$1,000.00	\$5,000.00
651001A	BEDDING MATERIAL	200	\$20.00	\$4,000.00	\$5.00	\$1,000.00	\$50.00	\$10,000.00	\$30.00	\$6,000.00

Project Number : PM2023-1
Project Name : PAVEMENT MANAGEMENT PROGRAM

ems	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
351344A	STORM DRAINAGE ALLOWANCE	1	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
311001A	CONCRETE CURBING	568	\$41.00	\$23,288.00	\$48.00	\$27,264.00	\$70.00	\$39,760.00	\$32.00	\$18,176.00
311007A	CONCRETE CURBING (<45 LF PER MOB.)	45	\$63.14	\$2,841.30	\$10.00	\$450.00	\$140.00	\$6,300.00	\$100.00	\$4,500.00
312000A	EXTRUDED CONCRETE CURB	18,560	\$7.75	\$143,840.00	\$10.00	\$185,600.00	\$9.00	\$167,040.00	\$15.00	\$278,400.00
314001	RESET STONE CURBING	500	\$15.00	\$7,500.00	\$30.00	\$15,000.00	\$50.00	\$25,000.00	\$24.00	\$12,000.00
315001	BITUMINOUS CONCRETE LIP CURBING	2,050	\$4.83	\$9,901.50	\$9.00	\$18,450.00	\$10.00	\$20,500.00	\$8.00	\$16,400.00
921001A	CONCRETE SIDEWALK	2,820	\$14.00	\$39,480.00	\$14.00	\$39,480.00	\$26.00	\$73,320.00	\$12.00	\$33,840.00
921004A	CONCRETE SIDEWALK (<110 SF PER MOB.)	110	\$29.83	\$3,281.30	\$25.00	\$2,750.00	\$44.00	\$4,840.00	\$30.00	\$3,300.00
921010A	CONCRETE DRIVEWAY RAMP (<90 SF PER MOB.)	90	\$21.72	\$1,954.80	\$30.00	\$2,700.00	\$45.00	\$4,050.00	\$30.00	\$2,700.00
921011A	CONCRETE DRIVEWAY RAMP	500	\$17.10	\$8,550.00	\$16.00	\$8,000.00	\$40.00	\$20,000.00	\$13.85	\$6,925.00
921047A	RESET STONE DRIVEWAY	1	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
922001A	BITUMINOUS CONCRETE SIDEWALK	4,396	\$32.48	\$142,782.08	\$45.00	\$197,820.00	\$60.00	\$263,760.00	\$41.78	\$183,664.88
922502A	BITUMINOUS CONCRETE DRIVEWAY OVERLAY	100	\$185.00	\$18,500.00	\$250.00	\$25,000.00	\$225.00	\$22,500.00	\$150.00	\$15,000.00
924007A	HANDICAP RAMPS (ADA COMPLIANT)	32	\$88.00	\$2,816.00	\$250.00	\$8,000.00	\$42.00	\$1,344.00	\$20.00	\$640.00
944003A	FURNISHING AND PLACING TOPSOIL	4,000	\$9.00	\$36,000.00	\$12.00	\$48,000.00	\$2.00	\$8,000.00	\$6.70	\$26,800.00
950003A	TURF ESTABLISHMENT (LAWN)	4,000	\$3.67	\$14,680.00	\$1.00	\$4,000.00	\$10.00	\$40,000.00	\$2.00	\$8,000.00
980003A	PROJECT SURVEY AND STAKEOUT	1	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
111051A	LOOP VEHICLE DETECTOR	300	\$40.00	\$12,000.00	\$2.00	\$600.00	\$30.00	\$9,000.00	\$16.00	\$4,800.00
111451	LOOP DETECTOR SAW CUT	300	\$6.08	\$1,824.00	\$2.00	\$600.00	\$10.00	\$3,000.00	\$16.00	\$4,800.00
210101	4" WHITE EPOXY RESIN PAVEMENT MARKINGS	20,000	\$0.75	\$15,000.00	\$0.68	\$13,600.00	\$0.55	\$11,000.00	\$0.50	\$10,000.00
210103	4" DOUBLE YELLOW EPOXY RESIN PAVEMENT MARKINGS	18,827	\$1.50	\$28,240.50	\$1.32	\$24,851.64	\$1.00	\$18,827.00	\$0.91	\$17,132.57
210105	EPOXY RESIN PAVEMENT MARKINGS - SYMBOLS AND LEGENDS	2,000	\$6.00	\$12,000.00	\$6.00	\$12,000.00	\$7.00	\$14,000.00	\$5.00	\$10,000.00
210106	12" WHITE EPOXY RESIN PAVEMENT MARKINGS	324	\$6.00	\$1,944.00	\$6.00	\$1,944.00	\$2.00	\$648.00	\$4.12	\$1,334.88
210124	24" WHITE EPOXY RESIN PAVEMENT MARKINGS	60	\$12.00	\$720.00	\$13.00	\$780.00	\$3.00	\$180.00	\$7.76	\$465.60
302060A	RESET GATE BOXES	200	\$4.30	\$860.00	\$50.00	\$10,000.00	\$150.00	\$30,000.00	\$53.00	\$10,600.00
			\$2,478,440.89		\$3,057,836.64		\$3,391,716.00		\$3,151,516.49	

Apparent Low Bidder : BURNS CONSTRUCTION COMPANY, INC.
Second Bidder : THE GRASSO COMPANIES LLC
Third Bidder : B&W PAVING & LANDSCAPING, LLC



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 02/15/2023

DEPARTMENT: TMP

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:

☐	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
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☒	Other, please explain: It is explained in the Justification box.

TOTAL COST: \$59,843.36 MUNIS Account: 0922-4120 5777 C0232

VENDOR: M&J ENGINEERING P.C.

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
	Supports	
Purchasing Agent Name	Does Not Support	Department Head Name
SHARON CONNERS	Single Source Requires	JAMES TRAVERS
Date <u>02/15/2023</u>	Common Council Authorization (in excess of \$20,000.00)?	Date <u>02/15/2023</u>

JUSTIFICATION:

1. The "West Ave Adaptive System 102-364" project was supposed to be inspected and administered in-house, but with Mike Yeosock's retirement and shortage of staff, we won't be able to do it in-house and we need to hire a consultant.
2. The construction of his project is scheduled to start on April 1st, 2023. The contract has been signed with the contractor on January 5th, 2023. We have 45 days from the date the contract is signed to send the " Notice to Proceed" to the contractor. Going through the RFP procedure will take at least 2 months which will be over our time limit. Also, we need to hold the project and ask DOT for a time extension for Notice to Proceed and the cost would be way higher than what we received from M&J.
3. M&J consultants are hired for CI for "Phase 4 Traffic Signal Upgrade 102-360". We asked them to provide us with a quote for CI for "West Ave Adaptive System 102-364" since both projects can be inspected and administered concurrently. Their quote is \$59,843.36 which is absolutely reasonable.
5. By amending the M&J agreement for "Phase 4 Traffic Signal Upgrade 102-360" to include the construction inspection and administration for "West Ave Adaptive System 102-364", we will save both time and money.

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

February 7, 2023

Fred Eshraghi, CVP, SCI
City of Norwalk Transportation, Mobility and Parking
125 East Avenue
Norwalk, CT 06856-5125

**RE: Transportation, Mobility, and Parking (TMP) - Construction Engineering Services for
Construction Administration and Inspection, CTDOT Project No. 102-364**

Dear Mr. Eshraghi,

M&J Engineering, P.C. (M&J) is pleased to present our fee proposal for the Construction Management and Inspection of State Project 102-364, in response to the request sent on January 23, 2023.

M&J will provide construction inspection/Engineering and project administrators for the following activities in accordance with the Standard Specifications Form 818.

Construction Inspection & Engineering:

- ♦ Maintenance and Protection of Traffic (Lane Closures / Traffic Shifts)
- ♦ Installation of Construction Signs
- ♦ Selective Clearing and Thinning
- ♦ Trenching and Backfilling
- ♦ Installation of Pedestal Foundations
- ♦ Clean Existing Conduit and Handholes
- ♦ Modification of Concrete Handhole
- ♦ Installation of Rigid Metal Conduit
- ♦ Installation of Conductor Cable
- ♦ Installation of Concrete Sidewalk
- ♦ Installation of Sidewalk Ramps
- ♦ Installation of Aluminum Pedestals
- ♦ Installation of Pedestal Mounted Pedestrian Signals
- ♦ Removal of Pavement
- ♦ Painting of Epoxy Pavement Markings
- ♦ Painting of Epoxy Symbols and Legends

- ♦ Removal and Relocation of existing Signs
- ♦ Removal and Relocation of Traffic Signal Equipment
- ♦ Installation of Blank Out and Internally Illuminated Sign
- ♦ Installation of Sheet Aluminum Signs

Construction Administration

- ♦ Daily Coordination with Contractor
- ♦ Review Baseline schedule and Monthly schedule updates
- ♦ Provide Daily Report on construction activity
- ♦ Address Contractor Correspondence (Respond to and Draft as needed)
- ♦ Review Working Drawings
- ♦ Provide Computations as needed.
- ♦ Run monthly or bi-monthly Payment Estimates
- ♦ Incorporate Change Orders as needed
- ♦ Complete Materials Testing for acceptances as required.
- ♦ Maintain Project Records
- ♦ Project Closeout

Please refer to the attached fees and resumes for our proposed personnel.

I am available at your convenience for any questions and/or clarifications pertaining to this submittal. I can be reached directly on my cell phone at (516) 547-2905. Thank you for your consideration.

Very Truly Yours,



Jamil Miranda, PE

Senior Vice President

Proposed Project Assignment

Construction Coordinator

Years of Experience: 27

Education

B.S., Construction Technology, Norfolk State University

Key Qualifications

Mr. Epps is an accomplished Engineer with 27 years of experience in Heavy Highway & Civil Construction. During his tenure with the CTDOT he has held several positions on transportation construction projects in the capacity of: Field Engineer, Project Manager (Resident Engineer), and Project Engineer on Major Interchange, Movable Bridge, Simple Span Bridge, Major Roadway, and Traffic Signalization projects. Responsibilities for the titles respectively; are the daily inspection/oversight, testing, and reporting; lead field engineer overseeing a group of engineers inspecting construction projects and managing several engineering and inspection teams on individual projects simultaneously. The positions coincide with scopes of work inclusive of corridor programs, marine construction, steel erection, concrete works, micro tunneling, utility relocation/construction, steel erection, pile driving, deep drainage, earth support systems, groundwater control, environmental remediation, and most other related activities. His experience in execution, inspection, management, and completion of civil construction work provides for superior insight from the perspective of administration, constructability, sequencing of work, and methods to suit project schedules and project conditions.

RELEVANT EXPERIENCE

City of Stamford, Mill River Greenway Phase 2, Stamford, CT, Construction Coordinator providing construction inspection services to the City of Stamford for the extension of the Mill River Greenway Phase 2, Project No 135-338. The scope of the project includes an extension of the Mill River Greenway along the west side of the Mill River from Hanrahan St. North to Scalzi Park for approximately 2,300 feet. The proposed improvements include the construction of a 12-foot-wide paved pathway to accommodate pedestrians and bicyclists, installation of a pedestrian bridge, stormwater drainage improvements, minor sidewalk construction, parking lot reconstruction, and the installation of lighting, fencing, and landscaping. This project was funded by the Municipal Systems Action Team.

CTDOT, Construction Engineering and Inspection Services for Devon Bridge Rehabilitation over Housatonic River (Project #0083-0267), Stratford and Milford, CT, Chief Inspector for this \$13.5 million rehabilitation of the Devon Bridge (Bridge No. 00327), an 876-foot, 10-span bascule structure which carries Route 1 across the Housatonic River. Structural deterioration and wear are prevalent throughout the concrete and steel elements, warranting repairs across the structure. Rehabilitation of concrete elements such as abutment stems, piers, spandrel arches, counterweight, and prestressed deck units will require repairs inclusive of cracks, hollow areas, spalls, and honeycombs. The rehabilitation and/or repair of the structural steel components include replacement of stringers under the lift span and sidewalk and select repair to section loss strengthening members of the floor beams, movable truss, and trunnion towers. Vehicle and pedestrian traffic will be maintained through a three-stage construction plan with a lightweight barrier system maintaining two lanes of traffic and a walkway during construction. In addition, modifications will be made to the existing deck with partial and full-depth patches, fiberglass sidewalks will be incorporated, and a fiberglass grid deck will replace the existing steel grid deck. Additional repairs involve deck patching, substructure patching, replacement of waterproof membrane, spot painting, replacement of motors and drive systems, and replacement water service.

CTDOT, WALK Bridge Program, Norwalk, CT, Project Engineer on this ~\$1.2 billion program (\$700M Construction Cost). This is a Construction Manager/General Contractor (CM/GC) project delivery method to replace the existing 123-year-old Warren Truss Swing Span over the Norwalk River, including three smaller simple span railroad bridges over local roads. The proposed structure type is a 240 ft vertical lift span. Currently working on the design phase of this CMGC process to ensure proper execution of specification development, bottoms up estimating practices, contractor means and methods, value engineering, materials procurement, schedule development, Metro-North Coordination, and lead engineer on special task forces assignments. Pre-construction activities include subsurface exploration; driving 30" steel pile and Z sheet pile to determine the pile capacity and noise/vibration effects on the surrounding community, use of ground penetrating radar to locate buried bridge structures from the 1800's, soil borings and numerous test pits.

CTDOT, Repairs to Movable Bridge No.01349 over the Saugatuck River, Route 136, Project Engineer on this \$3.5 million Emergency Declaration Project. The referenced structure sustained damage during Super Storm Sandy and Federal funds were allotted for the repair of the Mechanical, Electrical and Structural elements. The contractor in conjunction with CTDOT engineering staff assessed the damage to determine the need to replace and/or refurbish the mechanical, electrical, and structural components. The damage was more extensive than originally anticipated as a result additional time was required to restore the bridge to normal operating condition. Continued coordination with the USCG regarding restricted bridge openings and closure on the navigational channel during repairs.

CTDOT, Rehabilitation of Metro-North Bridge No. 03948R and Bridge No. 03955R, Greenwich, CT Project Engineer will be providing construction inspection services to the City of Stamford for the extension of the Mill River Greenway Phase 2, Project No 135-338. The scope of the project includes an extension of the Mill River Greenway along the west side of the Mill River from Hanrahan St. North to Scalzi Park for approximately 2,300 feet. The proposed improvements include the construction of a 12-foot-wide paved pathway to accommodate pedestrians and bicyclists, installation of a pedestrian bridge, stormwater drainage improvements, minor sidewalk construction, parking lot reconstruction, and the installation of lighting, fencing, and landscaping. This project was funded by the Municipal Systems Action Team.

NYSDOT, Design-Build Services for Hunts Point Interstate Access Improvements, Bronx, NY Assistant Resident Engineer for independent construction inspection services for quality control on this \$459,710,000 project to improve access between the Hunts Point Peninsula, Sheridan Boulevard, the Bruckner Expressway and address structural and operational deficiencies. Major items will include a new flyover ramp to Edgewater Road, providing access to the Hunts Point peninsula from the eastbound Bruckner Expressway via the Exit 49 ramp to northbound Sheridan Boulevard. New ramps to and from Edgewater Road, providing access to the Hunts Point peninsula from Sheridan Boulevard; pedestrian bridge replacement at Bryant Avenue and Bruckner Boulevard, replacing existing superstructure, substructure, and related appurtenances (such as railing, lighting, and sidewalk). In addition to two bridge superstructure replacements and widening the existing westbound truss bridge and eastbound bridge over Amtrak/CSX.

CTDOT, Replacement of U.S. Route 1 Bridge No.00330 over the Wepawaug River, Project Engineer on this \$7 Million project, which included full replacement of the existing two-span simple span structure, stage construction working inside cofferdams for substructure work, steel H piles installation due to poor soil conditions, new structural steel, new bridge rail, temporary and permanent underground, and overhead utility relocation, and time of Year restrictions for the in-water work.

CTDOT, Rehabilitation of Rt.15 over Riversville Road and E. Byram River – Bridge No.05653, Greenwich, CT, Project Engineer - on this ~\$1.5 Million project to rehabilitate the substructure of the existing multi span bridge, sounding concrete to determine deteriorated areas, class s concrete repairs on the abutments stem, wingwalls and piers.

CTDOT, Pavement Preservation of I-95 in the Towns of Darien & Norwalk, CT, Project Engineer for this ~\$15 Million Contract to reclaim the existing hot mix asphalt wearing surface and replaced it with a polymer modified asphalt which improved rideability along 5.3 miles of freeway in the both the northbound and southbound direction. The scope of work entailed mainly night work, fine milling, asphalt surface patch, partial depth patch on bridge decks, waterproofing membrane, new asphaltic plug expansion joint systems, joint and crack seal underlying pavement, drainage improvements, signage and intersection improvements at ramp intersections.

CTDOT, New Milford Maintenance Facility Construction, New Milford, CT, 2021- Present, Construction Coordinator performing construction engineering and inspection services for CTDOT (Project 095-0255) for the construction of a new maintenance facility and demolition of the existing facility in the Town of New Milford. This project consists of the construction of a new single-story CTDOT maintenance facility consisting of vehicle maintenance bays, vehicle wash bays, a traveling crane system, and offices for CTDOT personnel. The building is comprised mainly of steel frame construction with exterior metal panel siding and masonry walls. Construction includes the installation of a building automation system for a sequence of operations for electrical and HVAC monitoring systems. Enhancements to site work include the regrading for stormwater runoff, a new drainage system, installation of new utilities, and a new detention basin.

Proposed Project Assignment

Chief Inspector

Years of Experience: 19

Key Qualifications

Mr. Testa has nineteen years of experience in the construction industry and am experienced in the inspection of roadway, bridge, and railroad construction. He has excellent interpersonal, written and oral communication skills; strong work ethics and an eagerness to expand his existing knowledge. Mr. Testa has served as project engineer and project manager for a construction firm in Connecticut performing site work and commercial construction of all types.

Professional Registrations

- NICET IV: Highway Construction
- NICET II:: Underground Utilities Construction Water and Sewer Lines
- NICET I: Transportation Engineering Technologies/ Highway Construction
- NETTCP: Concrete Inspector
- NETTCP: HMA paving Inspector
- QCISC

RELEVANT EXPERIENCE

City of Stamford, Mill River Greenway Phase 2, Stamford, CT, Million, Chief Inspector providing construction inspection services to the City of Stamford for the extension of the Mill River Greenway Phase 2, Project No 135-338. The scope of the project includes an extension of the Mill River Greenway along the west side of the Mill River from Hanrahan St. North to Scalzi Park for approximately 2,300 feet. The proposed improvements include the construction of a 12-foot-wide paved pathway to accommodate pedestrians and bicyclists, installation of a pedestrian bridge, stormwater drainage improvements, minor sidewalk construction, parking lot reconstruction, and the installation of lighting, fencing, and landscaping. This project was funded by the Municipal Systems Action Team.

CTDOT, I-691 Resurfacing, Bridge Rehabilitation, and Safety Improvements, Middlefield, Meriden, Southington, and Cheshire, CT, Chief Inspector M&J Engineering, P.C. is performing Quality Control and Inspection Services for CTDOT (Project 079-0244) for a design-build of the rehabilitation of I-691. This \$60 million dollar project involves resurfacing, illumination upgrades, sign replacements, drainage improvements, bridge rehabilitation, and guide rail replacement. The failing concrete pavement between Exit 5 and 4 in the westbound direction is being addressed with roadway improvements and safety refinements. To meet the current Federal Highway Administration Standards, bridge rehabilitation will be performed on the bridge decks and parapets. Safety enhancements involve improved signage and new guide rails. This project serves the purpose of improving travel conditions and increasing safety for all users along I-691 from Meriden to Southington. The project location begins near the Meriden Mall/Midstate Medical center area in Meriden and continues through Middlefield, Meriden, Southington, and Cheshire. The overall project limits are from mile 0 to mile 9 on I-691 and Route 66 between mile 0 and 1.95 for signage upgrades. To minimize impacts to motorists, the project is proposed to be completed in four stages for each direction. Project-wide substantial completion is anticipated in August of 2023.

CTDOT, Construction Engineering & Inspection for Route 15 (Merritt Parkway) and Rehabilitation of Historic Bridges, Stamford & New Canaan, CT, Chief Inspector responsible for ensuring the best interests of the State are served and that the Contractor works in accordance with the terms of the Contract. Verified and documented that the contractor is performing the work in accordance with the provisions of the contract; assisting the Resident Engineer and supervises Senior Inspectors and Inspectors. This project involves the resurfacing of Route 15 in both directions and various safety improvements, rehabilitation of historic bridges and aesthetics improvements for over thirteen miles of roadway.

CTDOT, Construction Engineering & Inspection for Route 15 (Merritt Parkway) and Rehabilitation of Historic Bridges, Fairfield and Westport, CT, Senior Inspector Responsible for the management and inspection for the safety improvements, resurfacing enhancements and bridge improvements of 5 miles each direction of the Historic Merritt Parkway in Fairfield and Westport. Provide engineering solutions for Contract issues, coordinate on project issues, manage Inspectors, interface with the Contractor, negotiate new and adjusted items, and ensures that all proper documentation is performed to the highest standards. The Project consists of the restoration of eleven historic bridges, drainage

restoration and upgrades, roadway corrections, widening, and resurfacing, miles of slip-form curbing, landscape redesign, guide rail, concrete barrier, and traffic control signs.

CTDOT, C – 32 Rail Improvement Project No. 0300 – 0206, New Haven County, CT, Chief Inspector This project consists of improvements on the New Haven Line and the Waterbury Line Project elements include removal and replacement of Ties and realignment and installation of track, installation of new track switches and crossovers, installation of new signals and signal houses. As Senior Inspector, my responsibilities included oversight of contractor's activities, coordination with Metro-North Railroad, and reviewing submittals, working drawings, documentation of MNRR Gangs and equipment, time track was taken and given back, time power was de-energized and reenergized, locations by mileposts and catenary structures as well as document execution.

City of New London, Construction Inspection Services for Traffic Signal Improvements, New London, CT, Chief Inspector providing construction inspection services to the City of New London for traffic signal improvements (State Project No. 094-2600). The improvements include but are not limited to replacing and upgrading traffic signal equipment at the intersections of Green Street at Tilley Street, Tilley Street at Bank Street, and Bank Street at Sparyard Street/New London Fire Department firehouse driveway. In addition to replacing the traffic signal equipment, the project will improve ADA accessibility and add emergency preemption equipment for improved fire response.

CTDOT, Construction Engineering & Inspection for Route 84, Newtown, CT, Senior Inspector Responsible for the management and inspection for the safety improvements, resurfacing enhancements, and bridge improvements of 5 miles each direction of Route 84 in Newtown. Provided engineering solutions for Contract issues, coordinated on project issues, managed Inspectors, interface with the Contractor, negotiate new and adjusted items, and ensures that all proper documentation is performed to the highest standards. The Project consists of safety improvements, drainage restoration and upgrades, roadway corrections, widening, resurfacing, landscape redesign, guide rail, concrete barrier, traffic control signs, and replacement of existing concrete roadway under the bituminous concrete pavement.

CTDOT, Enfield Road Thompsonville South (Section 1F), Enfield, CT, Chief Inspector I was responsible for the management and inspection of full depth roadway reconstruction, drainage, and sidewalks along 12 side streets. This 2-million-dollar project included four outfalls into existing waterways, new signage, new pedestrian crossings and direct interaction with the residents of the neighborhoods. Due to the limited information on this section of the town, numerous unforeseen existing underground conditions required extensive coordination with the utilities, the contractor and the designer, were key to the success of the project.

CTDOT, Danbury Dockyard Improvements/CP-243 Interlocking (Contract E), Norwalk, CT, Senior Inspector This \$237 million project consists of improvements on the Danbury Branch Line and construction of a new universal interlocking along the New Haven Line. Project elements include removal of existing and installation of new catenary systems, realignment and installation of track, installation of new track switches and crossovers, installation of new signals and signal houses, replacement of Ann St Bridge, and construction of new traction power balancing station. As Senior Inspector, my responsibilities included oversight of contractor's activities, coordination with Metro-North Railroad, and reviewing submittals and working drawings.

Proposed Project Assignment

Construction Inspector

Years of Experience: 3+

Education

B.S., Construction Engineering
Technology, New Jersey Institute of
Technology

Key Qualifications

Mr. Chaudhry is a skilled Project Engineer with three years of experience working with detailed plans, schedules, and budgets while using sophisticated spreadsheet and database management software. He is highly organized, methodical, and skilled at overseeing daily milestones across high-performance teams and proficient in applying systemic, analytical methods to deliver outstanding work results for clients such as the New York City Housing Authority.

Certifications

- OSHA 10 Hour
- OSHA 30 Hour

RELEVANT EXPERIENCE

City of Stamford, Mill River Greenway Phase 2, Stamford, CT, Million, Inspector providing construction inspection services to the City of Stamford for the extension of the Mill River Greenway Phase 2, Project No 135-338. The scope of the project includes an extension of the Mill River Greenway along the west side of the Mill River from Hanrahan St. North to Scalzi Park for approximately 2,300 feet. The proposed improvements include the construction of a 12-foot-wide paved pathway to accommodate pedestrians and bicyclists, installation of a pedestrian bridge, stormwater drainage improvements, minor sidewalk construction, parking lot reconstruction, and the installation of lighting, fencing, and landscaping. This project was funded by the Municipal Systems Action Team.

New York City Housing Authority, Local Law 11, New York City, Project Engineer for 400-building Local Law 11 program. Primary responsibilities included management of asbestos and masonry-related activities, and coordination between owner, A/E, and contractors. Reviewed change orders, submittals, RFIs, and payments and tracked and monitored field inspections and progress reports. Monitored site safety, and legal procedures to maintain a safe working environment for the project team. Reviewed project proposals and plans to develop project objectives. Collected and analyzed project information to create status reports and recommend future actions. Coordinated permitting issues and updated and tracked project schedule and contract closeout.

Eco Crete LLC, South Amboy, NJ, Estimator/Assistant Project Manager for serving on various public and private projects for a specialty concrete company. Monitored current and upcoming bid documents to ensure future work. Identified and monitored project scopes, constraints, cost, deadlines, and change orders. Prepared and filed estimate documents and collected data to track performance and efficiency. Monitored project specific objectives and communicated with subcontractors regarding schedule and work performance. Performed job site observations to provide direction for general personnel and subcontractor laborers. Ensured compliance with federal, state, and local regulations to prevent unnecessary delays. Aimed to maintain positive relationships with all project professionals and residential work.

D&N Construction, New York, NY, Office Assistant for organizing project reports for use by the project manager. Maintained all contract documents and related materials. Tracked, located, and maintained contractor daily reports and man-hours.



FUSS & O'NEILL

March 1, 2023

Fred Eshraghi, CVP, SCI
City of Norwalk Transportation, Mobility and Parking
125 East Avenue
Norwalk, CT 06856-5125

Re: Transportation, Mobility and Parking (TMP) On-Call Traffic Engineering Services
Mini-RFP Proposal for the Close-Out of the Phase 3 Signal System Project
Norwalk, Connecticut
Fuss & O'Neill Reference No. 20220359.A20

Dear Mr. Eshraghi:

Fuss & O'Neill (F&O), in conjunction with our subconsultant M&J Engineering, P.C. (M&J), is pleased to present our fee proposal for the close-out of the Phase 3 Traffic Signal Project.

Scope of Services

This project was inspected by in-house city personnel who have followed the procedures developed for previous City of Norwalk projects which have followed the requirements of the Connecticut Department of Transportation MUNICIPAL MANUAL. F&O/M&J will work with the City in completing the project database which is necessary to successfully close-out the project. We will work with the information that has been developed for the project and complete any necessary work sheets that are necessary to complete the required volumes. We will use information in the project database supplemented by any additional material developed as the result of consultation with the City's Project Manager and inspectors.

The City will provide the consultant with the project database and all material completed to date at the start of the project. F&O/M&J will review the material and establish a task list which must be accomplished to achieve a successful close-out. F&O/M&J assumes that no original field inspection by our personnel will be required. After reviewing the material, a list will be developed which will identify any field inspections that may be required. The City will be responsible for completing any remaining field inspections and will provide that information to F&O/M&J. F&O/M&J assumes that we will have access to the required City of Norwalk personnel who may be needed to answer any questions that may arise when the material is reviewed.

Our assumption is that the material available in the City's database is substantially complete and ready for the final close-out activity.

F&O/M&J will complete the close-out activity within two months of notice-to-proceed.

146 Hartford Road
Manchester, CT
06040
t 860.646.2469
800.286.2469
f 860.533.5143

www.fondo.com

California
Connecticut
Maine
Massachusetts
New Hampshire
New York
Rhode Island
Vermont



Project Staffing

Mr. Arnold Rubenstein, P.E. will serve as the Project Manager. Mr. Rubenstein leads M&J's Traffic/TIS Design group and has over 40 years experience with Traffic Systems. Mr. Rubenstein has served as a Resident Engineer for two New Jersey DOT traffic signal system projects as the manager of the City of Stamford Fiber-Optic Expansion construction inspection project. Mr. Rubenstein will be assisted by Nicole Rawlins who has over eight years with traffic signal projects. Ms. Rawlins worked with Mr. Rubenstein as an office engineer to close-out the two New Jersey DOT projects. In addition, Ms. Rawlins is currently completing an assignment as an Office Engineer for a New York City DOT project which is installing traffic signal pedestrian enhancements where she works closely with the in-house city inspectors. Mr. Stacey Epps, who will be managing ongoing City of Norwalk inspection projects, will serve as an advisor to the staff. Mr. Epps has been extensively working for the Connecticut DOT throughout his career. Resumes for the proposed personnel are attached.

Assumptions

This agreement has been prepared assuming the following:

- A. F&O/M&J will have access to the required City of Norwalk personnel who may be needed to answer any questions that may arise when the material is reviewed.
- B. The material available in the City's database is substantially complete and ready for the final close-out activity.

Schedule

We will complete the close-out activity within two months of notice-to-proceed.

Fees

We will complete the scope of services above for a lump sum fee of \$15,000. Lump sum tasks will be billed monthly as a percentage complete would not be exceeded without expressed authorization.

Any hourly and additional services outside the final scope of services will be provided according to the current Rate Schedule in effect at the time services are provided.



FUSS & O'NEILL

Fred Eshraghi, CVP, SCI

March 1, 2023

Page 3

Invoices will be sent on a monthly basis and payment must be made in accordance with the General Terms and Conditions.

Fees are valid for 90 days and the project duration is assumed to be as shown above. If authorization or project schedule extend beyond these durations, Fuss & O'Neill reserves the right to renegotiate the fee.

General Terms and Conditions

This work will be completed in accordance with the General Terms and Conditions of our Master Agreement for Project 4186 -Transportation, Mobility and Parking (TMP) On Call Traffic Engineering Services dated July 21, 2022.

Receipt of a signed copy of the Authorization to Proceed enclosed with this proposal or issuance of a purchase order referencing this proposal will serve to authorize the work outlined in the Scope of Services.

Thank you for requesting engineering service from Fuss & O'Neill. We look forward to working with you on this project.

Sincerely,

Mark G. Vertucci, P.E., PTOE
Vice President

Attachments: Authorization to Proceed
Staff Resumes

**Proposed Project Assignment
Project Manager****Years of Experience**
40+**Education**

- BE, Civil Engineering, Cooper Union, 1977
- MBA, Computer Methodology, Baruch College, 1983

Professional Registrations

- Professional Engineer (NY, NJ, FL, VA, PA, CT, MA, and RI)
- CFOT – Certified Fiber Optic Technician

Key Qualifications

Arnold Rubenstein, PE has over 40 years of experience in all aspects of Intelligent Transportation Systems, traffic signal systems, communications, and software development. Mr. Rubenstein leads the 10+ member ITS/Traffic/Electrical design group at M&J. He has a long history in designing and integrating traffic signal systems and has significant expertise with 2070/170 controllers. He has been extensively involved in the design and construction of ITS infrastructure including conduits, foundations, trenches, structural attachments, cabinets, and electrical connections. He has provided extensive hands-on construction support for numerous large scale ITS projects including the NYSDOT Western Queens ITS on the Long Island Expressway, BQE, NJDOT I-80 Magic, and Van Wyck Expressway. Mr. Rubenstein is also designing traffic signals systems and CCTV/incident management system for NCDPW. Mr. Rubenstein serves as the Project Manager for the TBTA On-Call ITS project which includes seven work orders including cyber security and advanced networking utilizing Cisco switches and also the District of Columbia DDOT On-Call ITS including video wall upgrades, cyber security investigation, and feasibility of SPAT data distribution. Mr. Rubenstein has substantial expertise with Adaptive Traffic Signal technology and TSP.

RELEVANT EXPERIENCE

City of Norwalk Phase III Traffic Control System Expansion, Norwalk, CT, 2014-2018, Project Manager was responsible for the design of the communication system and networking additions to accommodate an additional 11 intersections. The new fiber predominantly runs on aerial utility poles and replaces older existing cable. The system utilizes a CISCO fiber trunk consisting of five nodes and various branch secondary "spoke" rings. Work on the project also included the upgrade of the central, including a new Network Management server. **Ref: Fred Eshraghi, (203)854-7843**

Connecticut DOT Median Reconstruction and Resurfacing of I-95, Norwalk and Westport, 2018-Present – Project Manager for this project which M&J was responsible for the ITS and temporary lighting portion for State Project 102-295. There is an existing ITS trunk line running along the shoulder which must be relocated due to its proximity to the new travel lane. This relocation involves transferring the conduit across to the opposite side in certain sections to ensure that the trunk will remain operational throughout construction. There are also CCTV and VMS in the section that must be connected to the new trunk line. A PS&E plan package has been completed for this work. Project was successfully bid, and M&J is now providing construction support. **Ref: Bob Kennedy, 860-736-4713. Robert.Kennedy@ct.gov**

City of Greenwich Arch Street Adaptive Control System, Greenwich, CT, 2016-2021 – Project Manager for this project that M&J Engineering provided design services for the communication system for the Arch Street Corridor Adaptive Signal Project. M&J's work on the project included the design and construction support of the upgraded communication system. Served as the Project Manager and key technical contributor for the design developed. **Ref: James W. Michel, P.E., (203) 622-7813**

ConnDOT, Design Services for MNR Bridge over East Avenue and East Norwalk Station Platform Replacement (301-187/189), East Norwalk, CT, 2019 – Present, Project Manager for MEP, lighting, security, and communications. M&J provided design services for lighting, communications, MEP, platform heating, and overall cost estimating for the project to replace the platforms. **Ref: Jim Bridges, P.E., Sr. Project Manager, (518) 992-4830, Jbridges@mgmclaren.com**

City of New Rochelle Traffic System Expansion; 2014-Present, Project Manager – M&J is designed the communication system for a forty-five-intersection expansion of the city's existing McCain system which utilizes a fiber optic backbone. Work also included development of System Integration Specification which includes new Traffic Control and VMS (Video Management System) software and hardware including new central and field switches. The design utilizes wireless communications to reach the new intersections which is then "back-hauled" on an existing fiber optic trunk line back to the central. Mr. Rubenstein serves as the Project Manager and IT lead for the project. The PS&E has recently been completed. **Ref: Patrick Sbrano, P.E., Traffic Engineer, (914) 654-2135**

MTA Bridges and Tunnels, ITS/Networking Services for Miscellaneous ITS Design on an As-Needed Basis, New York City, 6/20 – Present, Project Manager for this \$10 million multi-year on-call task order assignment. To date, we have delivered three task orders and currently executing an additional four. Task Order #1 involved a comprehensive review of the networking for a recent completed SCADA system for the Hugh L. Carey (Brooklyn-Battery) Tunnel including cyber security hardening-completed. Task Order #2 involves the design of two new VMS to replace obsolete assemblies at the Marine Parkway Bridge – completed. Subsequent tasks to upgrade the Core Switches and PLC upgrades are in progress. **Ref: Krishna Venkataswami, 646-252-7126, kvenkata@mtabt.org**

**Proposed Project Assignment
Office Engineer**

Years of Experience
9

Education
B.S., Civil Engineering, 2009,
Rutgers University

Professional Registrations
E.I.T Certificate #15126

Computer Skills
Tru-Traffic/Synchro
ArcView/ArcGIS Google Earth
AutoCAD
Microstation V8
Microsoft Access/SQL Database
AASHTOWare SiteManager

Key Qualifications

Ms. Rawlins has prepared numerous Traffic Impact and Analysis studies for various cities and towns in New York and Connecticut.

Ms. Rawlins is an ITS/Traffic Engineer with significant computer expertise including software development and field hardware trouble shooting. Ms. Rawlins has significant signal timing expertise in Synchro and Tru-Traffic and completed timing for several major New York City Arterials including West Street. Recently, she developed signal timing with Synchro for five (5) Pelham Intersections. Since joining M&J, she has provided an important role on our ongoing Technology/ITS/Traffic initiatives. Mr. Rawlins also serves as a data collection supervisor for our TSP data collection and Field Inventory efforts.

Ms. Rawlins has developed a significant number of ITS/Traffic plans for many of our ongoing projects including signal design and is serving as an Assistant Project Manager for our Long Beach Signal Design Project. Ms. Rawlins has substantial experience in Accident Analysis and completed studies for our Nichols Road and Route 110 projects in Suffolk County.

RELEVANT EXPERIENCE

PANYNJ, ITS Traffic Design Services for Federal Circle Redevelopment, Queens, NY, 12/21 – Present, Signage Plans for this project providing ITS and traffic signal design. M&J has completed a 75% plan. PS&E is scheduled for April 2022. The project consists of three components. The ITS design includes the provision of MRVDS Sensys detectors to collect volumes and speeds utilizing wireless transmission, a new CCTV, and fiber-optic communications to three intersections and associated VIDS. The traffic signal design consists of one existing span wire installation that is being expanded to include protected phases, upgraded detectors, and communications. M&J developed a Synchro analysis to help establish the optimum phasing for the intersection. The traffic signage portion consists of forty custom ground-mounted signs designed utilizing the latest JFK standards and seventy-three standard MUTCD signs. *Ref: William McMenamin, P.E., 631-761-7204, wmcmenamin@gpinet.com*

NCDPW, Design Services for Long Beach East Signal Design, Nassau County, NY, 2/21 – Present, Traffic/ITS Engineer - for this traffic signal replacement project (PW-T62023-03D) which includes county-owned and maintained signals at various locations within the City of Long Beach and the hamlets of Lido Beach and Point Lookout. The purpose of this project is to prepare plans, specifications, and other related documents for the replacement of existing traffic signal control equipment, and the installation of variable message signs (VMS) and traffic cameras, which will connect to the County's existing communication infrastructure. The design and construction will allow the County to replace traffic signals and communications equipment that was damaged from Superstorm Sandy to improve safety, maximize roadway capacity, minimize delays along these arterials, and mitigate for future events like Superstorm Sandy. The scope of work includes developing a technical report, plans, specifications, and estimates for the construction for this project. This includes the design of 39 traffic signals, two VMS, and eight traffic cameras. This design will incorporate the use of existing copper and fiber optic communications back to the Traffic Management Center in Westbury. A Preliminary Design of the Communication System and Interconnect has been completed as well as initial APS Evaluation forms. *Ref: Christopher Paggi, P.E., 516-571-6889, CPaggi@nassaucountyny.gov*

NCDPW, Design Services for On-Call Traffic Engineering Services, Nassau County, NY, Traffic Engineer for Task Order 3, which included development of an evaluation tool that could be utilized to quickly determine the cost of deploying the technology at particular crosswalks. In addition, national standards were being utilized to develop a needs analysis worksheet to supplement the cost. The task order also included an evaluation of the current technology and specifications and standards to be utilized in future deployments. Based on the work, the deliverables were utilized to do a conceptual design for nineteen existing intersections. *Ref: Sheila Dukas, 516-572-0465*

Proposed Project Assignment

Construction Coordinator

Years of Experience: 27

Education

B.S., Construction Technology, Norfolk State University

Key Qualifications

Mr. Epps is an accomplished Engineer with 27 years of experience in Heavy Highway & Civil Construction. During his tenure with the CTDOT he has held several positions on transportation construction projects in the capacity of: Field Engineer, Project Manager (Resident Engineer), and Project Engineer on Major Interchange, Movable Bridge, Simple Span Bridge, Major Roadway, and Traffic Signalization projects. Responsibilities for the titles respectively; are the daily inspection/oversight, testing, and reporting; lead field engineer overseeing a group of engineers inspecting construction projects and managing several engineering and inspection teams on individual projects simultaneously. The positions coincide with scopes of work inclusive of corridor programs, marine construction, steel erection, concrete works, micro tunneling, utility relocation/construction, steel erection, pile driving, deep drainage, earth support systems, groundwater control, environmental remediation, and most other related activities. His experience in execution, inspection, management, and completion of civil construction work provides for superior insight from the perspective of administration, constructability, sequencing of work, and methods to suit project schedules and project conditions.

RELEVANT EXPERIENCE

City of Stamford, Mill River Greenway Phase 2, Stamford, CT, Construction Coordinator providing construction inspection services to the City of Stamford for the extension of the Mill River Greenway Phase 2, Project No 135-338. The scope of the project includes an extension of the Mill River Greenway along the west side of the Mill River from Hanrahan St. North to Scalzi Park for approximately 2,300 feet. The proposed improvements include the construction of a 12-foot-wide paved pathway to accommodate pedestrians and bicyclists, installation of a pedestrian bridge, stormwater drainage improvements, minor sidewalk construction, parking lot reconstruction, and the installation of lighting, fencing, and landscaping. This project was funded by the Municipal Systems Action Team.

CTDOT, Construction Engineering and Inspection Services for Devon Bridge Rehabilitation over Housatonic River (Project #0083-0267), Stratford and Milford, CT, Chief Inspector for this \$13.5 million rehabilitation of the Devon Bridge (Bridge No. 00327), an 876-foot, 10-span bascule structure which carries Route 1 across the Housatonic River. Structural deterioration and wear are prevalent throughout the concrete and steel elements, warranting repairs across the structure. Rehabilitation of concrete elements such as abutment stems, piers, spandrel arches, counterweight, and prestressed deck units will require repairs inclusive of cracks, hollow areas, spalls, and honeycombs. The rehabilitation and/or repair of the structural steel components include replacement of stringers under the lift span and sidewalk and select repair to section loss strengthening members of the floor beams, movable truss, and trunnion towers. Vehicle and pedestrian traffic will be maintained through a three-stage construction plan with a lightweight barrier system maintaining two lanes of traffic and a walkway during construction. In addition, modifications will be made to the existing deck with partial and full-depth patches, fiberglass sidewalks will be incorporated, and a fiberglass grid deck will replace the existing steel grid deck. Additional repairs involve deck patching, substructure patching, replacement of waterproof membrane, spot painting, replacement of motors and drive systems, and replacement water service.

CTDOT, WALK Bridge Program, Norwalk, CT, Project Engineer on this ~\$1.2 billion program (\$700M Construction Cost). This is a Construction Manager/General Contractor (CM/GC) project delivery method to replace the existing 123-year-old Warren Truss Swing Span over the Norwalk River, including three smaller simple span railroad bridges over local roads. The proposed structure type is a 240 ft vertical lift span. Currently working on the design phase of this CMGC process to ensure proper execution of specification development, bottoms up estimating practices, contractor means and methods, value engineering, materials procurement, schedule development, Metro-North Coordination, and lead engineer on special task forces assignments. Pre-construction activities include subsurface exploration; driving 30" steel pile and Z sheet pile to determine the pile capacity and noise/vibration effects on the surrounding community, use of ground penetrating radar to locate buried bridge structures from the 1800's, soil borings and numerous test pits.

CTDOT, Repairs to Movable Bridge No.01349 over the Saugatuck River, Route 136, Project Engineer on this \$3.5 million Emergency Declaration Project. The referenced structure sustained damage during Super Storm Sandy and Federal funds were allotted for the repair of the Mechanical, Electrical and Structural elements. The contractor in conjunction with CTDOT engineering staff assessed the damage to determine the need to replace and/or refurbish the mechanical, electrical, and structural components. The damage was more extensive than originally anticipated as a result additional time was required to restore the bridge to normal operating condition. Continued coordination with the USCG regarding restricted bridge openings and closure on the navigational channel during repairs.

CTDOT, Rehabilitation of Metro-North Bridge No. 03948R and Bridge No. 03955R, Greenwich, CT Project Engineer will be providing construction inspection services to the City of Stamford for the extension of the Mill River Greenway Phase 2, Project No 135-338. The scope of the project includes an extension of the Mill River Greenway along the west side of the Mill River from Hanrahan St. North to Scalzi Park for approximately 2,300 feet. The proposed improvements include the construction of a 12-foot-wide paved pathway to accommodate pedestrians and bicyclists, installation of a pedestrian bridge, stormwater drainage improvements, minor sidewalk construction, parking lot reconstruction, and the installation of lighting, fencing, and landscaping. This project was funded by the Municipal Systems Action Team.

NYSDOT, Design-Build Services for Hunts Point Interstate Access Improvements, Bronx, NY Assistant Resident Engineer for Independent construction inspection services for quality control on this \$459,710,000 project to improve access between the Hunts Point Peninsula, Sheridan Boulevard, the Bruckner Expressway and address structural and operational deficiencies. Major items will include a new flyover ramp to Edgewater Road, providing access to the Hunts Point peninsula from the eastbound Bruckner Expressway via the Exit 49 ramp to northbound Sheridan Boulevard. New ramps to and from Edgewater Road, providing access to the Hunts Point peninsula from Sheridan Boulevard; pedestrian bridge replacement at Bryant Avenue and Bruckner Boulevard, replacing existing superstructure, substructure, and related appurtenances (such as railing, lighting, and sidewalk). In addition to two bridge superstructure replacements and widening the existing westbound truss bridge and eastbound bridge over Amtrak/CSX.

CTDOT, Replacement of U.S. Route 1 Bridge No.00330 over the Wepawaug River, Project Engineer on this \$7 Million project, which included full replacement of the existing two-span simple span structure, stage construction working inside cofferdams for substructure work, steel H piles installation due to poor soil conditions, new structural steel, new bridge rail, temporary and permanent underground, and overhead utility relocation, and time of Year restrictions for the in-water work.

CTDOT, Rehabilitation of Rt.15 over Riversville Road and E. Byram River – Bridge No.05653, Greenwich, CT, Project Engineer - on this ~\$1.5 Million project to rehabilitate the substructure of the existing multi span bridge, sounding concrete to determine deteriorated areas, class s concrete repairs on the abutments stem, wingwalls and piers.

CTDOT, Pavement Preservation of I-95 in the Towns of Darien & Norwalk, CT, Project Engineer for this ~\$15 Million Contract to reclaim the existing hot mix asphalt wearing surface and replaced it with a polymer modified asphalt which improved rideability along 5.3 miles of freeway in the both the northbound and southbound direction. The scope of work entailed mainly night work, fine milling, asphalt surface patch, partial depth patch on bridge decks, waterproofing membrane, new asphaltic plug expansion joint systems, joint and crack seal underlying pavement, drainage improvements, signage and intersection improvements at ramp intersections.

CTDOT, New Milford Maintenance Facility Construction, New Milford, CT, 2021- Present, Construction Coordinator performing construction engineering and inspection services for CTDOT (Project 095-0255) for the construction of a new maintenance facility and demolition of the existing facility in the Town of New Milford. This project consists of the construction of a new single-story CTDOT maintenance facility consisting of vehicle maintenance bays, vehicle wash bays, a traveling crane system, and offices for CTDOT personnel. The building is comprised mainly of steel frame construction with exterior metal panel siding and masonry walls. Construction includes the installation of a building automation system for a sequence of operations for electrical and HVAC monitoring systems. Enhancements to site work include the regrading for stormwater runoff, a new drainage system, installation of new utilities, and a new detention basin.

SEAPORT™

ASSOCIATION

Keepers of Sheffield Island Lighthouse

To: Alan Lo, City of Norwalk – Department of Public Works
 From: Jerry Toni, Business Manager Norwalk Seaport Association
 February 16, 2023

**2023
OFFICERS**

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James Ferguson

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James Madden

Urban Mulvehill, Jr.

Urban Mulvehill III

Carol Pote

Jeremy Rubino

Emanuel Santa-Donato

Lillian Santa-Donato

Jonathan Small

Andrew Thane

Gerald B. Toni
Business Manager

A 501 (c) 3 nonprofit

Subject:

Norwalk Seaport Association
 Hope Dock lease Extension
 4 North Water Street
 Norwalk, CT 06854

The Norwalk Seaport Association, Inc. is requesting the City of Norwalk to extend the original lease / license agreement with the Norwalk Seaport Association, Inc. for use of the docking area / facilities known as the Hope Dock Facilities for the period April 1, 2023 – March 30, 2024, subject to all other terms and conditions as noted in the original documents.

Facilities: The Hope dock facilities include: (contract exhibits A & B attached)

- Ticket Booth (+-7' x 12')
- Expanded pier, dock ramp and floating dock (+- 9' x 55')
- All facilities were constructed by and paid for by the Norwalk Seaport Association as part of the original ten-year lease / license agreement with the City of Norwalk dated August 1, 2000, and extended on April 29, 2010, for an additional 10 years.
- The city has provided one-year extensions since 2020 given the ongoing uncertainty of the start of the Walbridge project.
- The Seaport owns the walkway, ramp, dock, ticket booth and information kiosk board.

Utilization:

- Provides docking / embarkation point for guests traveling via the Seaport's CJ Toth ferry (45') to Sheffield Island Lighthouse (SILH) and various other Seaport excursions.
- The Seaport offers weekend only service to SILH Memorial Day – late June.
- The Seaport offers daily service Tues-Sun. to SILH late June to Labor Day.
- The typical schedule to SILH is at 11 am & 3 pm; a complete trip is 3 hours.
- The Seaport also offers **Bird Watching Tours** in June, **Sunset Cruises** June – September and **Clambakes** July & August
- During May & June the Seaport provides educational tours to SILH for students from Westport, Darien, New Canaan and Norwalk.
- Norwalk students are provided these tours at no cost to the child or NPS...including bus transportation all of which is paid by the Seaport via fundraising, donations, and grants.
- Ferry traffic...during 2022 the Seaport ferry received over 8200 guests.

Jerry Toni
2/16/23

Norwalk Seaport Association, Inc. • 213 Liberty Square • Norwalk, CT 06855
 (203) 838-9444 phone • www.seaport.org

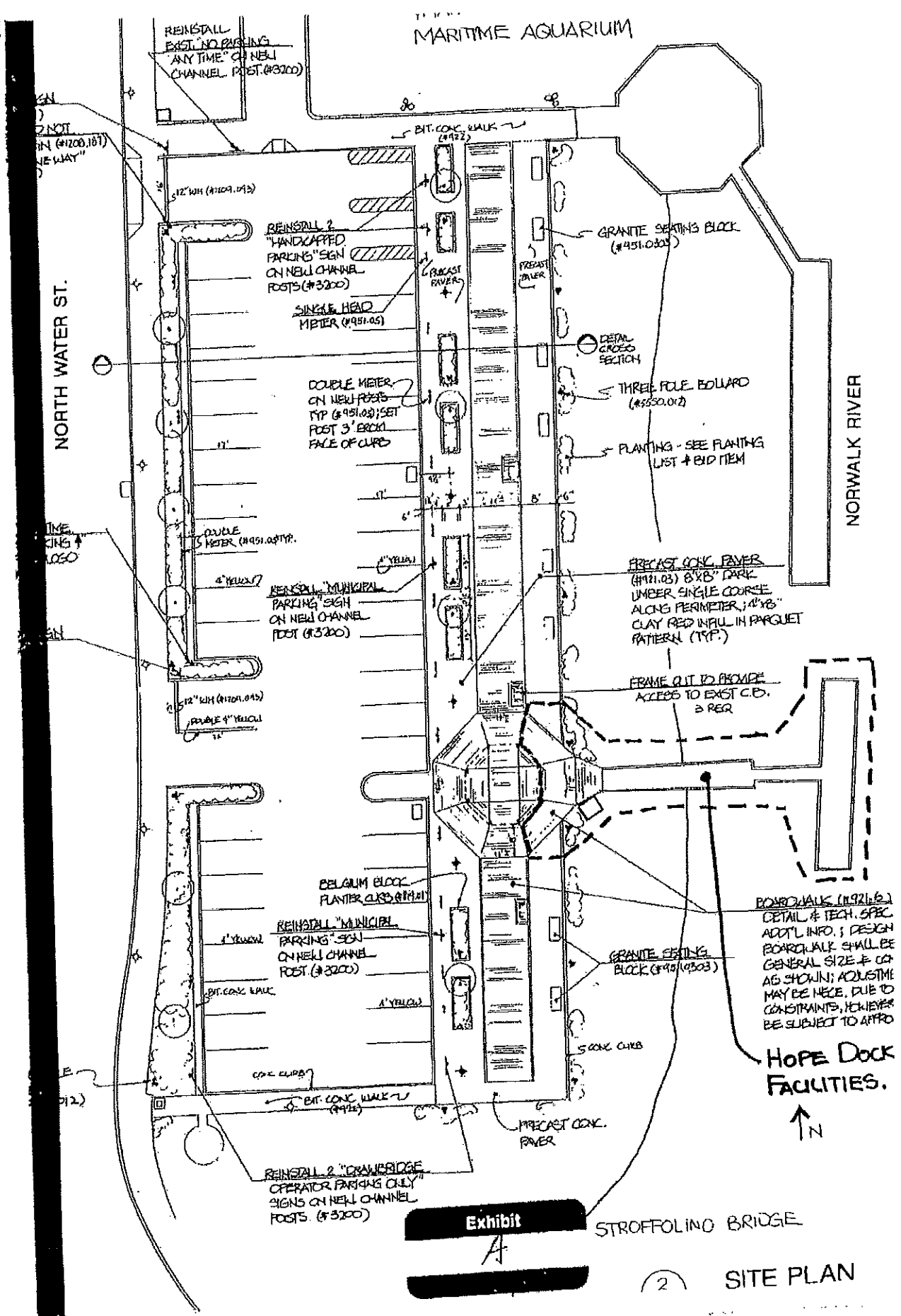
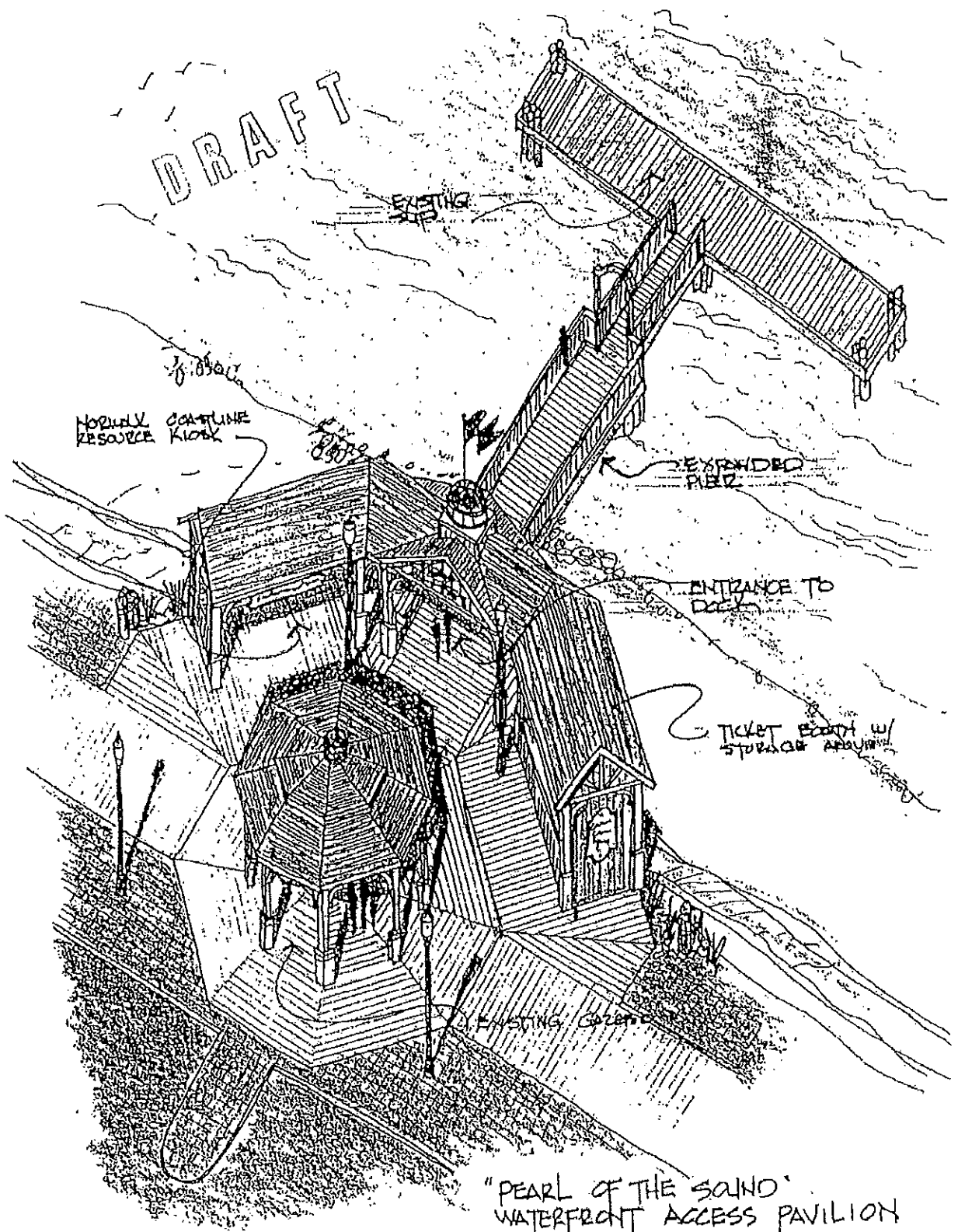


Exhibit
A

2 SITE PLAN



"PEARL OF THE SOUND"
WATERFRONT ACCESS PAVILION

Exhibit

B



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

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

RE : GRASSROOTS TENNIS LEASE EXTENSION AT
NATHANIEL ELY CENTER

DATE: FEBRUARY 24, 2023

Nathaniel Ely School was constructed around 1957. In the early 1980s, the building was leased to N.E.O.N. to operate the City's Headstart program. As the Headstart program expanded, a six classrooms stand alone portable structure was constructed in the upper parking lot in the early 1990s. With the departure of N.E.O.N. and subsequently the Housing Authority, the portable classrooms became vacant in the early 2010s.

Grassroots Tennis has been homebased at Ely Park for a number of years, providing valuable tennis and afterschool programs for kids in this urban community. With the availability of the portable classrooms, the City entered into a lease agreement with them in 2014 so that they can expand their afterschool educational portion of their program.

As this portable classroom structure was more than 25 years old, the City was looking to demolish the building as it continued to deteriorate. The original lease terms included a lease period of five years with rental payment of \$5,000 per year with the City's intent to set aside these funds for future demolition. The lease placed all operating and capital improvement responsibilities solely on Grassroots and Grassroots would determine the cost effectiveness on the continued investment into this old structure. With the end of the initial 5 years lease period, the Council approved an extension to December 31, 2023 for \$1 per year.

At this time, Grassroots is assessing their long terms facility options. It is essential for Grassroots to maintain their tennis program, afterschool education program and office facilities at Nathaniel Ely Center location. As such, Grassroots would like to request an extension of their lease for additional five years which will provide them with sufficient time to develop and implement a development strategy.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an amendment to the lease agreement with Norwalk/Stamford Grassroots Tennis and Education, Inc. (aka Norwalk Grassroots Tennis, Inc.) for the use of the portable classrooms at Nathaniel Ely Center to extend the lease period to December 31, 2028 at \$1 per year. Grassroots shall continue to have full operating and capital improvement financial responsibilities.



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*
RE : 98 SOUTH MAIN STREET- AMERICARE
DATE: FEBRUARY 24, 2023

As you may know, subsequent to NEON Inc.'s departure from 98 South Main Street a number of years ago, the City acquired the remaining ownership shares of the building from South Norwalk Community Center. Currently, the City has the sole ownership of the property. The building was constructed around 1984. It is a two story structure with a total of approximately 22,000 square feet. For over 30 years, this building served the community well and is in need of major renovation.

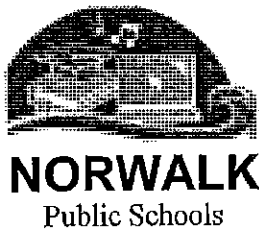
Americare, a community service provider who has been a building tenant prior to the City's ownership of the building, has continued to occupy a portion of the building. As the City continues to develop a long term use/development strategy for the building, it is desirable to executed a short term lease to establish the criteria for tenant relationship. The proposed terms are as follows:

- **Lease period** - 2 years;
- **Lease premises** – first floor adjacent to building main entrance for a total of approximately 2,300 square feet;
- **Lease payment** - \$4.50 per square feet per year to cover utility expenses for a total of \$10,350 per year. Currently, Americare pays approximately \$8,000 to cover utility expenses;
- **Termination clause** – Both parties have rights to terminate via 90 days written notice;
- **Insurance Coverage** – Americare to provide certificate of insurance;
- **Memo of Understanding relating to each party's responsibilities** – Americare and the City's Office of Building Management shall develop a

Memo of Understanding to capture each party's operating, repair and maintenance responsibilities.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute a short term lease agreement with Americares Free Clinics, Inc., an affiliate of Americare Foundation, Inc. for the continued use of a portion of 98 South Main Street to provide medical related services to the community. Terms of the agreement shall be as outlined in Alan Lo's memo dated February 24, 2023.



TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: RYAN HAROLD, DISTRICT SAFETY & SECURITY SUPERVISOR

RE: **ENHANCEMENTS TO SCHOOL SECURITY RESOLUTION
ACCESS CONTROL IMPROVEMENTS
BROOKSIDE, KENDALL, SILVERMINE, TRACEY & WOLFPIT ELEMENTARY**

DATE: FEBRUARY 21, 2023

The Enhancements to School Security program throughout the Norwalk Public Schools was established a number of years ago and the need for further improvements has been noted. During the life of this program, a number of security enhancements have already been incorporated at various locations within the district and include upgrades to intrusion, CCTV & PA systems, installation of protective window film & window treatments as well as the installation of a district wide high security master key system.

All schools are outfitted with an after-hour intrusion detection system. As a continuation of the Enhancements to School Security program, the need for a twenty-four-hour exterior door monitoring system has become a priority. The installation of Two-Point WiFi door alarms to all exterior doors will act not only as an intrusion detection system after-hours, but extend that protection during the school day which will notify schools of ajar doors and students leaving the building unauthorized. The project will start with our elementary schools that serve students with the highest risk of leaving the building unattended and unauthorized.

The Board of Education Facilities Department feels that releasing the requirements through a public bid will expose security vulnerabilities at the 5 schools that require these door alarm updates as students are currently propping doors open, this solution will prevent their ability to do so. Proposals for security contractors to provide said upgrades were requested from LDI Connect and Integrated System Services, LLC. Site walkthroughs to outline the scope of work were conducted and after much delay, LDI Connect declined to bid as it was beyond their capabilities. Integrated Systems LLC has done similar work in the district and is proficient with the Verkada door monitoring solution that is required and is the reason we are seeking to use them as a single source provider.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Integrated System Services, LLC. for the Enhancement to School Security - Access Control Improvements at Brookside, Kendall, Silvermine, Tracey and Wolfpit Elementary schools for a total not to exceed \$157,205.00. Acct #09235010-5777-C0537**



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 1/24/23

DEPARTMENT: NPS-Facilities/Security

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:

☒	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
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☒	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☐	Other, please explain:

TOTAL COST: \$157,205.00 MUNIS Account: 617187

VENDOR: Integrated Systems Services LLC, d/b/a Tone Klear Sonics

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
	Supports	
Purchasing Agent Name	Does Not Support	Department Head Name
	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Sandra Faloes
Date		Date 01-31-2023

JUSTIFICATION:

Vendor has done similar work in the district and is proficient with the Verkada door monitoring solution required. Requesting use as single-source provider. Also, releasing the bid to the public will expose security vulnerabilities at the 5 schools (Brookside, Kendall, Silvermine, Tracey, Wolfpit) that require these door alarm updates as students are currently propping doors open. These updates will prevent their ability to do so.

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

QUOTATION

INTEGRATED SYSTEMS SERVICES, LLC
d/b/a TONE KLEAR SONICS
87 Church Street
East Hartford, CT 06108
Tel (860) 610-0743
Fax (860) 289-0799

JOB *Kendal*
DATE *01/20/23*
CO
ATTN. *Ryan*
TEL
FAX

Qty	Item
	Provide and install wireless Verkada door monitoring solutions as required
	System shall provide 24 hour system supervision with SMS and Push notification as required
1	Verkada 3 year Alarm license
10	Verkada 3 year Wireless Alarm Hub license
63	Verkada BR13 wireless door contacts
10	Verkada wireless hub
10	Cat 5 drops as required
1	Labor 96 man hours @ the prevailing wage 74.64
	Owner to provide necessary POE switch's ports as required
	Material \$ 26,616.84
	Labor \$ 7,165.44

TOTAL

\$33,782.28

NOTES:

Prices good for 30 days unless otherwise noted
Installation labor is not included unless otherwise specified
Only items listed on quotation are included in proposal

- ☒ This proposal is as specified
☐ This proposal is based on what we consider to be an appropriate equivalent

QUOTATION

INTEGRATED SYSTEMS SERVICES, LLC
d/b/a TONE KLEAR SONICS
87 Church Street
East Hartford, CT 06108
Tel (860) 610-0743
Fax (860) 289-0799

JOB *Brookside School*
DATE *01/20/23*
CO
ATTN: *Ryan*
TEL
FAX

[illegible]**TOTAL**

\$27,905.79

NOTES:

Prices good for 30 days unless otherwise noted
Installation labor is not included unless otherwise specified
Only items listed on quotation are included in proposal

- ☒ This proposal is as specified
☐ This proposal is based on what we consider to be an appropriate equivalent

QUOTATION

INTEGRATED SYSTEMS SERVICES, LLC
d/b/a TONE KLEAR SONICS
87 Church Street
East Hartford, CT 06108
Tel (860) 610-0743
Fax (860) 289-0799

JOB Silvermine School
DATE 01/20/23
CO
ATTN: Ryan
TEL
FAX

[illegible]**TOTAL**

	\$37,170.60
--	-------------

NOTES:

Prices good for 30 days unless otherwise noted
Installation labor is not included unless otherwise specified
Only items listed on quotation are included in proposal

- ☒ This proposal is as specified
☐ This proposal is based on what we consider to be an appropriate equivalent

QUOTATION

INTEGRATED SYSTEMS SERVICES, LLC
d/b/a TONE KLEAR SONICS
87 Church Street
East Hartford, CT 06108
Tel (860) 610-0743
Fax (860) 289-0799

JOB *Tracy School*
DATE *01/20/23*
CO
ATTN: *Ryan*
TEL
FAX

Qty	Item
	Provide and install wireless Verkada door monitoring solutions as required
	System shall provide 24 hour system supervision with SMS and Push notification as required
1	Verkada 3 year Alarm license
6	Verkada 3 year Wireless Alarm Hub license
31	Verkada BR13 wireless door contacts
6	Verkada wireless hub
6	Cat 5 drops as required
1	Labor 60 man hours @ the prevailing wage 74.64
	Owner to provide necessary POE switch's ports as required
	Material \$ 22,134.00
	Labor \$ 4,478.40

TOTAL	\$26,612.40
--------------	--------------------

NOTES:

Prices good for 30 days unless otherwise noted
Installation labor is not included unless otherwise specified
Only items listed on quotation are included in proposal

- ☒ This proposal is as specified
☐ This proposal is based on what we consider to be an appropriate equivalent

QUOTATION

INTEGRATED SYSTEMS SERVICES, LLC
d/b/a TONE KLEAR SONICS
87 Church Street
East Hartford, CT 06108
Tel (860) 610-0743
Fax (860) 289-0799

JOB *Wolfpit School*
DATE *01/20/23*
CO
ATTN: *Ryan*
TEL
FAX

Qty	Item
	Provide and install wireless Verkada door monitoring solutions as required
	System shall provide 24 hour system supervision with SMS and Push notification as required
1	Verkada 3 year Alarm license
8	Verkada 3 year Wireless Alarm Hub license
40	Verkada BR13 wireless door contacts
8	Verkada wireless hub
8	Cat 5 drops as required
1	Labor 71 man hours @ the prevailing wage 74.64
	Owner to provide necessary POE switch's ports as required
	Material \$ 26,435.00
	Labor \$ 5,299.44

\$31,734.44

NOTES:

Prices good for 30 days unless otherwise noted
Installation labor is not included unless otherwise specified
Only items listed on quotation are included in proposal

- ☒ This proposal is as specified
☐ This proposal is based on what we consider to be an appropriate equivalent



5

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: RYAN HAROLD, DISTRICT SAFETY & SECURITY SUPERVISOR

RE: **ENHANCEMENTS TO SCHOOL SECURITY CAMERAS – BRIEN
MCMAHON & NORWALK HIGH SCHOOLS**

DATE: FEBRUARY 22, 2023

Pursuant to Project ID C0537, this request is to replace non-functioning and analog cameras with digital upgrades and installation of additional cameras to cover blind spots on both the interior and exterior of Brien McMahon and Norwalk High schools.

ACTION REQUESTED:

- a. **Authorize the Purchasing Agent to issue a Purchase Order with Omni Date for wireless access points at Brien McMahon and Norwalk High schools for a total not to exceed \$80,000.00. Acct #092350105777 C0537. (Budgeted FY23 NPS Capital, Project ID C0537) and forward to the Common Council for further action. Omnia Partners contract number : R192008**



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 2/22/23

DEPARTMENT: NPS-Facilities/Security

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:

☐	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
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☒	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☐	Other, please explain:

TOTAL COST: \$80,000 MUNIS Account: 619020
VENDOR: Omni Data, LLC

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
Sharon Conners Digitally signed by Sharon Conners Date: 2023.02.24 10:37:34 -05'00'	X	Supports	 Department Head Name Sandra Faioes Date 2/22/2023
		Does Not Support	
			Single Source Requires Common Council Authorization (in excess of \$20,000.00)?

JUSTIFICATION:

To replace and upgrade security cameras at Brien McMahon and Norwalk High schools. Analog to be upgraded to digital, broken hardware to be replaced and new installations to cover interior and exterior blind spots.

Omni Data LLC.

Omnia Partners contract no. R192008

Quotes - see attached

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

Capital Budget Form

Division BOARD OF EDUCATION
 Department PUBLIC SCHOOL
 Project Status EXISTING
 Project ID C0537
 Project Name ENHANCEMENT TO SCHOOL SECURITY
 Project Life 20 YEARS
 Schedule Start 07/01/2022
 Schedule Completion 06/30/2025
 Ranking # 3

POCD Code: 6.2.A

Alignment with Plan of Conservation & Development

Implement the facilities improvement plan over time.

Maintaining a safe environment for students and staff is of paramount importance to the District. Recent threats have exposed some areas where the District needs to bolster its security infrastructure. The recently-convened District-Wide Safety & Security Task Force is conducting a comprehensive analysis of the District's needs, but we know that improvements are required to the District's radio infrastructure, security cameras, alarm systems, and other deterrent measures.

Yes No

Is this request for new construction/equipment?

☒ ☐

Is this request for replacement/refurbishment?

☒ ☐

Project Description

#	FYE	Description	Amount	Justification
1	2023	Implement the recommendations of the District-Wide Safety & Security Task Force to ensure the safety and security of students and staff in NPS buildings	\$ 600,000	Maintaining a safe and secure environment is a paramount concern and responsibility of the District. As new threats emerge, the District must proactively respond to ensure that we are doing everything possible to maintain a safe environment
2	2024	Implement the recommendations of the District-Wide Safety & Security Task Force to ensure the safety and security of students and staff in NPS buildings	\$ 600,000	Maintaining a safe and secure environment is a paramount concern and responsibility of the District. As new threats emerge, the District must proactively respond to ensure that we are doing everything possible to maintain a safe environment
3	2025	Implement the recommendations of the District-Wide Safety & Security Task Force to ensure the safety and security of students and staff in NPS buildings	\$ 600,000	Maintaining a safe and secure environment is a paramount concern and responsibility of the District. As new threats emerge, the District must proactively respond to ensure that we are doing everything possible to maintain a safe environment
4	2026		\$ 0	
5	2027		\$ 0	
Project Total			\$ 1,800,000	

Expenditure/Revenue Schedule

Expenditures	2022-23 REQ	2023-24 REQ	2024-25 REQ	2025-26 REQ	2026-27 REQ	Total
Engineering/Design	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Site Costs & Acquisition	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Construction (includes remediation)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Equipment/Materials	\$ 600,000	\$ 600,000	\$ 600,000	\$ 0	\$ 0	\$ 1,800,000
Other/Contingency	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 600,000	\$ 600,000	\$ 600,000	\$ 0	\$ 0	\$ 1,800,000
Net Appropriations	\$ 600,000	\$ 600,000	\$ 600,000	\$ 0	\$ 0	\$ 1,800,000

CONTRACT # R192008 OMNIA

NHS Camera Replacements

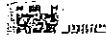
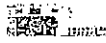


Prepared by:
Omni Data, LLC
Adam Wojcik
203-508-1315
Fax (203) 518-5219
adam.wojcik@myomnidata.com

Prepared for:
Norwalk Public Schools
125 East Ave
Norwalk, CT 06851
Ryan Harold
(203) 854-4000
haroldr@norwalkps.org

Quote Information:
Quote #: 020535
Version: 1
Delivery Date: 01/12/2023
Expiration Date: 04/12/2023

Hardware

Product Description	Thumbnail	Qty	Price	Ext. Price
Axis P4705-plve Offers Twochannels With 2mp Perchannel, At A Frame		1	\$1,292.00	\$1,292.00
Altronix EBridge 8 Port RCR		3	\$1,845.32	\$5,535.96
Altronix 1Port Transclever		18	\$204.27	\$3,676.86
AXIS P3265-LV 2 Megapixel Indoor Full HD Network Camera - Color - Dome - 131.23 ft Infrared Night Vision - H.264 (MPEG-4 Part 10/AVC), H.265 (MPEG-H Part 2/HEVC), Motion JPEG, H.264B, H.264M, H.264 HP, H.265 (MP) - 1920 x 1080 - 3.40 mm- 8.90 mm Varifocal		18	\$857.32	\$15,431.76
Xprotect Corporate Device Channel License		18	\$303.60	\$5,464.80
One Year Xprotect Corporate Device Channel		18	\$55.44	\$997.92
Trendnet Websmart 24port POE Switch		1	\$767.13	\$767.13

Hardware Subtotal: \$33,166.43

Professional Services

Product Description	Thumbnail	Qty	Price	Ext. Price
Installation / Configuration				\$4,600.00
Misc Materials		1	\$450.00	\$450.00

Professional Services Subtotal: \$5,050.00

Terms and Conditions

Prices are subject to change without notice. Terms are NET 15 and subject to 1.5% monthly fee for unpaid balance.

Signing this quote is agreeing to Omni Data, LLC's terms and conditions which can be found at

<https://www.myomnidata.com/terms-and-conditions.pdf>

Quote Summary

Description	Amount
Hardware	\$33,166.43
Professional Services	\$5,050.00
Total:	\$38,216.43

West Haven CT

Norwalk Public Schools

Signature: _____
 Name: Adam Wojcik
 Title: Director of Security & Services
 Date: 01/12/2023

Signature: _____
 Name: Ryan Harold
 Date: _____

BMHS Camera Upgrades



Prepared by:
Omni Data, LLC
 Adam Wojcik
 203-508-1315
 Fax (203) 518-5219
 adam.wojcik@myomnidata.com

Prepared for:
Norwalk Public Schools
 125 East Ave
 Norwalk, CT 06851
 Ryan Harold
 (203) 854-4000
 haroldr@norwalkps.org

Quote Information:
Quote #: 020522
 Version: 1
 Delivery Date: 01/11/2023
 Expiration Date: 04/11/2023

Hardware

Product Description	Thumbnail	Qty	Price	Ext. Price
Milestone Licenses not required for this project. System has licenses available for use.				
M3077-plve Offers Excellent Image Quality, 6 Mp Sensor, Complete 180° Or 360° Overview, Indoors Or Outdoors		1	\$781.10	\$781.10
AXIS M4216-LV M42 Series 4MP Vandal Resistant LED Fixed Dome IR WDR IP Camera, 3-6mm Varifocal Lens		1	\$745.70	\$745.70
AXIS P3727-PLV 2 Megapixel Indoor/Outdoor Full HD Network Camera		1	\$1,387.54	\$1,387.54
AXIS P4705-PLVE 2x2MP Dual-Sensor 360 Degrees IR Camera with Lightfinder, 3-6mm Lens		3	\$1,384.29	\$4,152.87
Axis Q6010-E Camera		4	\$1,681.41	\$6,725.64
Top Performance Ptz Camera With Hdtv 1080p @60fps, 40x Optical Zoom, Outdoor-ready, Ip66, Ik10 And Nema 4x-rated		3	\$3,440.39	\$10,321.17
T8645 Poe+ Over Coax Compact Kit Enables Legacy Coax Cabling To Be Kept When Converting An Analog System To Digital, And Comprises Axis T8641 Poe		1	\$468.24	\$468.24
Axis T91A64 Corner Bracket - 55.12 lb Load Capacity		1	\$81.26	\$81.26
AXIS T91B67 Pole Mount for Network Camera - White - 33.07 lb Load Capacity		1	\$97.71	\$97.71
AXIS T91D61 Camera Mount for Surveillance Camera - 33 lb Load Capacity		1	\$93.09	\$93.09
Axis T91D62 Telescopic Paraplt Mount		4	\$358.97	\$1,435.88

Hardware

Product Description	Thumbnail	Qty	Price	Ext. Price
Pendant Kit For The Axis Q60-series And Axis P55-series Ptz Network Cameras, Enables Mount On Standard '1,5 Threaded Brackets, White.		4	\$61.53	\$246.12
AXIS T94N02D Ceiling Mount for Network Camera		2	\$70.97	\$141.94
Lens M12 12mm F1.6 Q6100-e, Q6010-e		1	\$113.67	\$113.67
Lens M12 6mm F2.0 Q6010-e Q6100-e		2	\$113.67	\$227.34
Hardware Subtotal:				\$27,019.27

Professional Services

Product Description	Thumbnail	Qty	Price	Ext. Price
Installation / Configuration				\$4,600.00
Cat6 Cable Run 201-326'		13	\$475.00	\$6,175.00
Professional Services Subtotal:				\$10,775.00

Terms and Conditions

Prices are subject to change without notice. Terms are NET 15 and subject to 1.5% monthly fee for unpaid balance.

Signing this quote is agreeing to Omni Data, LLC's terms and conditions which can be found at

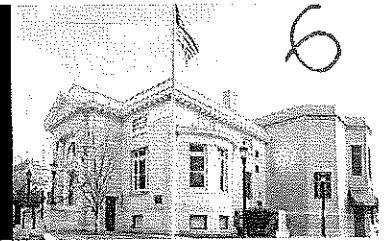
<https://www.myomnidata.com/terms-and-conditions.pdf>

Quote Summary

Description	Amount
Hardware	\$27,019.27
Professional Services	\$10,775.00
Total:	\$37,794.27



NORWALK PUBLIC LIBRARY



TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: SHERELLE HARRIS, LIBRARY DIRECTOR
DATE: FEBRUARY 23, 2023
RE: CONTINUATION OF THE SONO LIBRARY REPURPOSING PROJECT

On January 23, 2023 the City's Purchasing Department received solicited proposals for purposes of expanding the existing South Norwalk Library repurposing project.

SONO LIBRARY REPURPOSING PROJECT OVERVIEW

- This SoNo community deserve a modern library facility.
- The SoNo Library was last renovated 2004-2006.
- The SoNo Library is one of 1,689 Carnegie building in the United States.
- The SoNo repurposing project accommodates the safety and comfort of baby boomers and senior citizens.
- The SoNo repurposing project allows for expanded and diverse usage of technology.
- Having rooms that can be readily repurposed allows the library to meet the demand for meeting space.
- The Silver Petrucelli & Associates design maximized the adult space on the library's first floor and increased options for individual workspaces.
- The upgrade calls not only for furniture that can be easily moved, but furniture material that can be wiped clean and decorative plexiglass to act as barriers to spreading germs in close quarters.
- This project will complete the adult department, the first floor, of the SoNo Library.

CAPITAL BUDGET TIMELINE

2017-2018	Capital project approved (C0605)
2018-2019	Teen room and community room were completed. This experience revealed the need for a professional design team.
2020-2021	The library design committee—Sharon Banaante, Sherelle Harris, David Westmoreland and Mary Mann--worked with Sharon Conner, City of Norwalk's Purchasing Agent, to vet design companies. Of the three (3) designers chosen for interviews, the design committee chose to award the project to Silver / Petrucelli + Associates, Inc. because they most understood the desire to have a modern design without losing the historic nature of the building and because they often work on City of Norwalk projects and therefore, understand the City's processes and procedures for capital projects.
2021-2022	Silver / Petrucelli + Associates, Inc. presented designs for the first floor, the adult department, of the South Norwalk Library. This included the reading and computer rooms, the reference and circulation areas, the book stacks area and vestibule at the entrance level. The designs are illustrative of what the design team relayed to Silver / Petrucelli + Associates, Inc. about SoNo's about the elderly population, post-pandemic needs and the needs expressed by the community via survey and meetings. . Neil Rennie, Property Guardian Service Industries Manager, was consulted to monitor structural and maintenance aspects of the project.

The City of Norwalk received proposals from the following five (5) contractors.

FIRM	HEADQUARTERS	AMOUNT
A Prete Construction, Inc.	New Haven, CT	\$610,456
A Secondino & Son, Inc.	Branford, CT	\$562,199
Diversity Construction Group, LLC	Wallingford, CT	\$694,000
Pelletier Construction Management	Clinton, CT	\$671,797.35
Titan Enterprises, Inc.	Ansonia, CT	\$423,615

Silver / Petrucelli + Associates, Inc. has reviewed the bids received by the City of Norwalk on Tuesday, February 14, 2023, for the interior renovations of the SoNo Library. After careful scope review with the lowest bidder, Titan Enterprises, it is their opinion that the scope of work covered in Titan Enterprises' bid amount is representative of the scope defined per the bid documents. It is therefore Silver / Petrucelli + Associates' recommendation that the City of Norwalk award the renovation project to Titan Enterprises in the amount of \$423,615.00 for the base contract scope of work. The add alternates for the project will not be awarded at this time, but may be considered for future execution should additional funds become available. The Library Director concurs.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling to execute an agreement with Titan Enterprises, Inc. to provide interior renovations of the SoNo Library. 10 Washington Street. The fee for the base contract for shall not exceed \$207,949. Funds for this service are available in the capital budgeted account C0605 for the Norwalk Public Library.

Please note that **\$63,000** of remaining capital funds will go toward this project.

\$54,644 (C0605 SoNo Repurposing Project)

\$ 8,434 (C0625 SoNo Professional Painting Project)

Please also note that other funds were secured for this project.

\$91,000 for furniture to be drawn down from the City of Norwalk's Community Services department

\$91,041 for lighting upgrade to be paid for by South Norwalk Electric Works (SNEW) per vote by SNEW

Commissioners during the January 18, 2022 meeting.

MAIN LIBRARY

1 Belden Ave. • Norwalk, CT 06850 • 203.899.2780

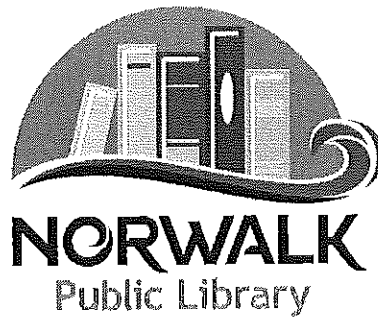
www.norwalkpl.org



SONO BRANCH

10 Washington St. • Norwalk, CT 06854 • 203.899.2790

www.norwalkpl.org/sono



**Norwalk Public Library
2022-23 Capital Request to Expand Existing Project C0605**



Norwalk Public Existing Project: SONO REPURPOSING (C0605)

The SoNo Library—one of 1,689 (Andrew) Carnegie buildings in the United States, 85 in New England, and 11 in Connecticut—has lovely, historic architecture. That lovely architecture, however, has been muted over the years with no fidelity to restoration and/or maintenance of its historic significance

The SoNo branch Library was renovated 2004 – 2006. It went from an old, neglected, psychedelically colored branch of the main library to an updated, slightly more modern facility with the maroon color scheme that was heavily used during that period. While the children's department gained significantly more square footage for public usage with its large storage spaces being converted into a computer lab and considerably more space for books, the library already looked dated upon its reopening. It looked so dated in fact that in 2007, the Library was chosen as one of the locations to film the library scene for the movie "For One More Day", starring Michael Imperioli and his son Vadim, who played the younger version of his character, because it fit the film's 1950s setting.

Community conversations, during a strategic planning process that began in 2018, revealed the following needs for the library's future. Patrons asked that we:

- Be attentive to the South Norwalk Branch capital needs
- Repurpose underused and irrelevant traditional library spaces
- Respond quicker to Norwalk's changing demographics
- Become more responsive to the needs of teens
- Increase options for access to additional individual and group meeting and *workspace*

The process included surveys, community conversations, and meetings with staff, Library Board members and community leaders.

During this time, the Library Board was planning for the renovation and expansion of the Main Library; therefore, Library administration and the Library Board decided on a repurposing project for the SoNo branch. The objective was not only to modernize the facility, but to have the ability to quickly transform traditional space into small meeting spaces when needed.

The SoNo branch gets many requests for room bookings, but cannot accommodate them all due to the fact that there is only one community room and limited space options.

There were plenty of times the SoNo Library had received requests for the community room on days/times it was already booked. This was frustrating for both the staff and the public until the Branch Manager decided to use the reading room for reasonable accommodations. For instance, former Norwalk police officer Carlton Giles requested the community room to host a travel group meeting on an evening in which was in use. He need the space quickly. Therefore, the Branch Manager enlisted the help of the custodians to move the heavy, furniture out of the room to transform it into a meeting space.

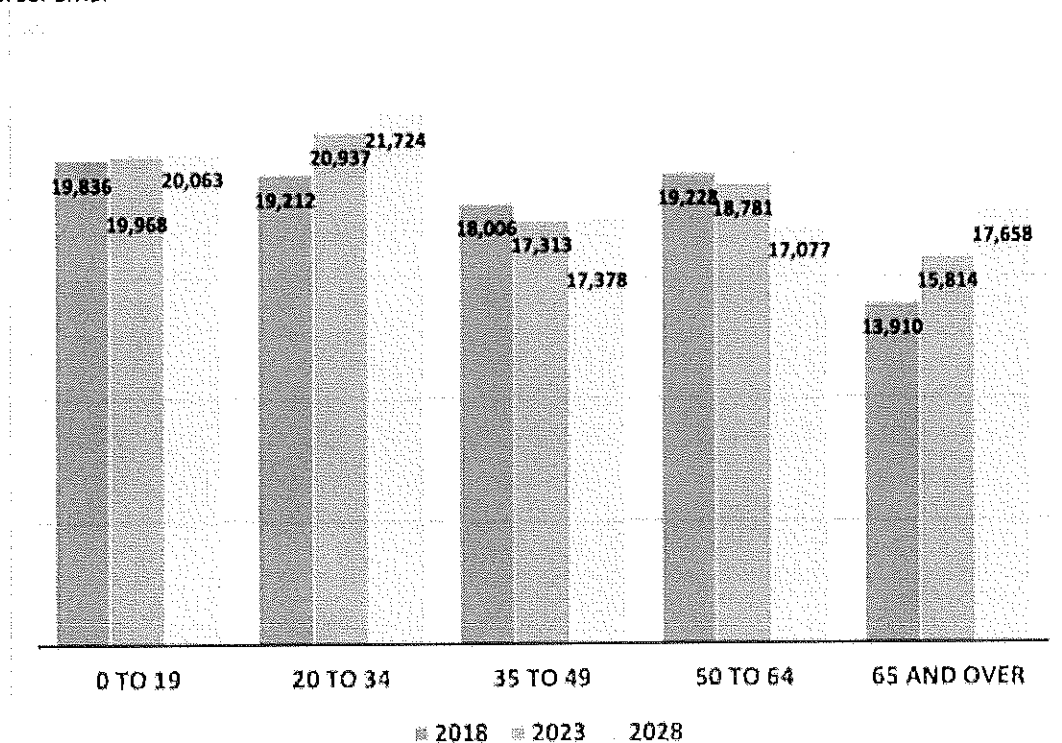
The process took all four custodians. We loved the idea of being able to transform the room to help out, but we knew that to make this a regular practice, lighter furniture that can easily be moved was needed. The room would also need technology upgrades for room bookings that required a projectors and screens and the like.

During the pandemic we used plexiglass as physical space protection from germs and decided to make it a permanent part of the design in the computer area where patrons are in close proximity. During this time the technology divide was even more pronounced when patrons could come inside of the library to use the computers or our WIFI printers. Many patrons sat on the front steps or in the parking lot to gain access to the Library's WIFI that extends beyond the walls. Another glaring notation was the lack of programming and seating for seniors. The SoNo Library primarily concentrated on the neighborhood's children and youth. Aside from its book and music CD collection, the SoNo Library's adult department lacked real appeal for older adults. In 2018 baby boomers, born between 1946 and 1964, were between 54- and 72-years-old and comprised about a quarter of the U.S. population. We also recognized the need for accommodations for both the wheelchair bound and non-wheelchair bound patrons to use the same online public access catalog (OPAC) We expressed to Silver Petrucelli that adjustable height stands are needed for the OPACs and they delivered.

See the graphic below, from the Norwalk Tomorrow webpage for a hyper-local understanding.

Norwalk Population, 2018-2028 (Projected)

Source: EMSI



Many in 54- to 72-year-old age group who frequent the SoNo branch are voracious print readers; however, there is no place for them to comfortably sit to read a book, listen to an audiobook, catch up on news via newspapers or magazines, or to learn technology in one-on-one settings which the SoNo Library began as a Book a Librarian program. Patrons make appointments to book a librarian, they specify what they would like to learn—how to use a new device they received, how to do a pivot table in Excel, how to open an email account, etc.—at their own individual pace.

“People of earlier generations who reached their middle 60s were, by reputation, anyway, often retired, sedentary, or even homebound. Libraries have long served this population with large-print books, outreach to senior centers, delivery of library materials to the homebound—something in which NPL has recently began to consider in a bigger way—and regularly scheduled movies at the library. These programs are still necessary, but not enough.” **David M. Guion, Journalist/Editor**

According to American Library Association, our older adults are:

- **America’s older adults are diverse**, differing by age, education, life experience, sexual orientation, health, geographic location, and income.
- **Active older adults typically live in their own homes or retirement communities**, are involved in community activities, and manage their own transportation.
- **One of the fastest-growing groups of active older adults are the baby boomers.**
- **Frail elders are typically the oldest adults and often include persons living in residential facilities** and those with various disabling conditions.

Sources and Resources

American Association of Retired Persons

www.aarp.org

American Society on Aging

www.asaging.org

National Council on Aging

www.ncoa.org

U.S. Administration on Aging

www.aoa.gov



February 20, 2023

City of Norwalk
South Norwalk Public Library
10 Washington Street
Norwalk, CT 06854

Re: South Norwalk Public Library
Bid Award Recommendation
SPA Project No. 20.239

To Whom It May Concern:

Silver / Petrucelli + Associates, Inc. has reviewed the bids received by the City of Norwalk on Tuesday, February 14, 2023, for the interior renovations of the Norwalk Public Library. After careful scope review with the lowest bidder, Titan Enterprises, it is our opinion the scope of work covered in their bid amount is representative of the scope defined per the bid documents. It is therefore our recommendation the City of Norwalk to award the renovation project to Titan Enterprises in the amount of **\$423,615.00** for the base contract scope of work. The add alternates for the project will not be awarded at this time but may be considered for future execution should additional funds become available.

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

Sincerely,

Amanda M. Cleveland, IIDA, NCIDQ Cert. #019790
Principal, Registered Interior Designer

Silver Petrucelli + Associates
3190 Whitney Avenue | Hamden CT 06518
311 State Street | New London CT 06320
203 230 9007 silverpetrucelli.com



Office of Building Management
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: NEIL RENNIE, PROPERTY MANAGER

DATE: FEBRUARY 24, 2023

RE: POLICE HEADQUARTERS SMOKE DETECTOR REPLACEMENT

Norwalk Police was constructed in 2005. The smoke detector heads protecting the building fire system are original to the building and due to multiple failures over the past two years, it was recommended by the service company that Building Management change out all smoke heads.

Silent Watchman	\$25,860.00
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ACTION REQUESTED:

- A. Authorize the Purchase Agent to issue a Purchase Order with Silent Watchman Security Services LLC. to provide Smoke Detector Head Replacement at Police Headquarters for a total not to exceed \$25,860.00 Acct #09237100 5777 C0137**
- B. Authorize a contingency allowance for a total not to exceed \$2,586.00.**



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 2/23/23

DEPARTMENT: Building Management

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:

☒	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
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☐	Other, please explain:

TOTAL COST: \$25,860.00 MUNIS Account: 09237100 5777 C0137

VENDOR: Silent Watchman

Purchasing Agent Signature		The Purchasing Agent		Department Head Signature	
Sharon Purchasing Agent Name Connors Date 2/23/23 14:22:46 -05'00'		☒	Supports	 Department Head Name	
			Does Not Support		
		☒	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Date <u>2/23/23</u>	

JUSTIFICATION:

Norwalk Police Department are experiencing multiple trouble and failure of the smoke/heat detectors within the facility.

Based on industry standards and practices, it is recommended that all detectors are replaced after 10 years of service.

Silent Watchman is our factory representative for Silent Knight by Honeywell Farenrhyt fire alarm system which is a proprietary system.

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

Silent Watchman

SCHEDULE OF EQUIPMENT

February 23, 2023

Norwalk Police Station
1 Monroe Street
Norwalk, CT 06854

Replace Existing Detectors that are Older Than 10 Years Old~

129 Honeywell Addressable Smoke Detector Heads Only Reuse Existing Detector Base
027 Honeywell Addressable Duct Smoke Detector Heads
Lot All associated wire & labor

Total Equipment & Programing: \$ 25,860.00
(Plus Applicable Taxes)

Stocking Option~

10 Honeywell Addressable Smoke Detector Heads Only

Total Equipment & Programing: \$ 1,220.00
(Plus Applicable Taxes)

NOTES:

- ~ This Prices are Only Valtd for 30 Days.
- ~ This Proposal is Based Reusing the Existing Detector Bases and Duct Housings.
- ~ All Work to Be Performed During Normal Operating Hours (M-F).
- ~ This Proposal Does Not Include Patching or Painting.
- ~ This Proposal is Based on the Manufacturers Standard One Year Warranty.
- ~ This Proposal Does Not Include Taxes.

Silent Watchman Security Services LLC.

BY: _____
(Security Representative)

Approved: _____
(Authorized Representative)

By: _____
(Subscriber)

(Print Name and Title)



Memorandum

March 9, 2023

To: Common Council

From: Steve Kleppin, Planning & Zoning Director

Re: AKRF– Affordable Housing Study

In June of 2021, CT General Statute 8-30j (Affordable Housing Plan) was amended, requiring municipalities to submit their Affordable Housing Plan by June of 2022. Prior to the amendment, there was no deadline for submittal. The only guidance was that plans had to be submitted every five (5) years. The statute can be viewed at:

https://www.cga.ct.gov/current/pub/chap_126a.htm

When the statute was amended there was considerable discussion internally and within the planning community on how to address the plan, especially since the statute itself provides very little guidance on what should be included in the plan. Some guidance was eventually issued from the state but there was no definitive consensus on the best approach for what should be included in the plan. With the deadline approaching, many municipalities either hired a consultant to assist them with their plans, partnered with their local Council of Governments or prepared an internal plan. We had preliminary discussions with WestCog on partnering with them but ultimately felt that the path proposed would not provide the data and outcomes needed to adequately address the issues confronting Norwalk. We also explored preparing a plan internally, but the data collection and outreach needed to conduct the plan were beyond current capacity. Simultaneous to these discussions occurring, the state of CT convened the Commission on Connecticut's Development & Future to "evaluate policies related to land use, conservation, housing affordability and infrastructure". Several subgroups were formed to look at these issues, with one tasked with developing standards for inclusion in an Affordable Housing Plan.

Since there were no clear parameters of what to include in the plan and considering there was additional guidance forthcoming, we opted to notify the Office of Policy of Management that we would not be submitting a plan by the June deadline so that we could prepare a plan that was meaningful and actionable for the City; and was structured to be in compliance with the recommendations of the affordable housing plan subgroup.

While the affordable housing plan subgroup prepared their guidance document, we prepared an RFP for a consultant to undertake the study. *\$120,000 of ARPA funds were set aside to conduct the study.* We only received 1 response from AKRF, who is a firm that we use frequently for on-call traffic review. I did speak with several consultants and asked why they did not bid on the job and the consistent response was heavy workload at the time, based on municipalities trying to meet the June deadline.

That affordable housing plan subgroup has prepared a report that contains numerous recommendations on what should be included in an Affordable Housing Plan and recommendations for the General Assembly to consider as amendments to the statute(s).

We have reviewed the recommendations with AKRF and are confident that the Scope of Work for our study will be consistent with those recommendations. Our goal is to have a data driven report that identifies Norwalk's current housing status as well as what the actual needs of the community are.

An oversight committee will be formed, comprised of a wide constituency, to guide the consultant with the assistance of City staff.

I have attached the Scope of Work for your review.

Feel free to reach out to me with any questions.

END

REVISED SCOPE FOR NORWALK AFFORDABLE HOUSING PLAN

2/16/2023

PHASE 1: PROJECT KICKOFF (AKRF & KDLLC)

- Task 1.1: Assign Diverse Leadership for Planning Effort**
- Task 1.2: Establish Communication Strategy**
- Task 1.3: Formalize Inclusive Community Participation Plan**
- Task 1.4: Prepare Data Collection and Analysis Plan**
- Task 1.5: Kickoff Meeting with Internal Team & Committee**

PHASE 2: DOCUMENTATION OF HOUSING PROGRAM & POLICY CONTEXT (AKRF)

- Task 2.1: Summarize Local History and Context of Affordable Housing**
- Task 2.2: Summarize Existing Programs and Policies**

PHASE 3: HOUSING NEEDS ASSESSMENT (KDLLC)

- Task 3.1: Analyze Local, Regional, and State Data on Demographics and Housing**
- Task 3.2: Conduct Market Analysis**
- Task 3.3: Engage Community in Housing Needs Assessment**
- Task 3.4: Finalize Housing Needs Report**

PHASE 4: ACTION AND IMPLEMENTATION PLANNING (AKRF)

- Task 4.1: Define Values, Goals and Objectives with Community Input**
- Task 4.2: Identify Existing Programs, Policies, and Housing Types that will Continue**
- Task 4.3: Establish Action & Implementation Plan with Community Input**
- Task 4.4: Assess the Impacts and Benefits of Proposed Actions**

PHASE 5: PLAN ADOPTION (AKRF)

- Task 5.1: Finalize Deliverables**
- Task 5.2: Prepare Guidebook to Affordable Housing Plan in Norwalk**
- Task 5.3: Compile and Transfer Data**
- Task 5.4: Draft Zoning Text and Regulatory Changes**

PHASE 1: PROJECT KICKOFF (AKRF & KDLLC)

Task 1.1: Assign Diverse Leadership for Planning Effort

- Establish inclusive internal project team
- Create diverse Affordable Housing Committee

Task 1.2: Establish Communication Strategy

- Create a website
- Develop social media marketing strategy
- Define strategies for maximizing inclusion for both needs assessment process and also for action/implementation planning

Task 1.3: Formalize Inclusive Community Participation Plan

- Document barriers to reaching diverse audiences and identify strategies for overcoming barriers
- Define general contents of housing needs survey
- Identify individuals & groups for stakeholder interviews, roundtable conversations, committee attendance, and live meetings
- Prepare schedule for needs assessment outreach events and for action/implementation planning outreach events

Task 1.4: Prepare Data Collection and Analysis Plan

- Prepare list of all available data with year, source, and contents
- Undertake spatial analysis showing the various ways geographic units that could be analyzed
- Identify data to be requested from city, county, state, real estate brokerages, and nonprofit organizations
- Describe strategies for overcoming data gaps for underrepresented communities

Task 1.5: Kickoff Meeting with Internal Team & Committee

- Present final scope including communicating strategy & inclusive community participation plan
- Invite community leaders to present affordable housing history
- Identify core values for planning effort including equity & inclusion

PHASE 2: DOCUMENTATION OF HOUSING PROGRAM & POLICY CONTEXT (AKRF)

Task 2.1: Summarize Local History and Context of Affordable Housing

Task 2.2: Summarize Existing Programs and Policies

- Comprehensive Plan Housing Element
- Zoning Code
- Fair Housing Laws
- Compliance with CGS 8-2
- Inclusionary Housing
- Norwalk Accessory Dwelling Unit Ordinance
- Norwalk Workforce Housing program
- Norwalk TOD Study

- AHP Guidance

PHASE 3: HOUSING NEEDS ASSESSMENT (KDLLC)

Task 3.1: Analyze Local, Regional, and State Data on Demographics and Housing

- Conduct Comprehensive Demographic & Household Analysis (Population, Race, Gender, Language, Income). Sources will include US Census American Community Survey and United Way ALICE Report.
- Inventory Housing Supply (including all available metrics for both market and affordable units).
- Analyze Housing Gaps (including both market and affordable units)
 - Examine Cost Burden Levels
 - Use HUD Comprehensive Housing Affordability Strategy Tool
 - Document waiting lists for affordable housing units
 - Present gaps identified in other housing needs assessments (Urban Institute, CHFA, OCA)

Task 3.2: Conduct Market Analysis

- Compile and analyze data on housing rents and sales for all relevant geographic units for both market and affordable units.
- Interview brokers and property managers about current market conditions.

Task 3.3: Engage Community in Housing Needs Assessment

- Conduct Stakeholder Interviews.
- Convene Roundtable Conversations.
- Conduct Online Survey. Survey will be circulated to a wide variety of stakeholder groups.
- Coordinate pop-up events aimed at maximizing participation in survey with Committee members and other volunteers.
- Host Housing Needs Webinar and in-person Housing Needs Community Forum
 - Present preliminary findings from housing needs assessment including results from data analysis, stakeholder outreach, and survey results gathered to date
 - Invite community to identify or prioritize additional needs and/or complete the survey
 - Provide community with education on the ways in which an AHP provides a pathway for meeting housing needs by articulating Housing Values, Goals, Objectives, and Actions
- Prepare Record of Community Engagement that documents diverse stakeholders included within the process and memorializes the findings from each outreach event.

Task 3.4: Finalize Housing Needs Report

- Integrate quantitative and qualitative findings into one integrated Housing Needs Report.
- Evaluate how existing housing policies or programs may or may not be meeting the housing needs identified through the HNA.
- Identify potential value propositions that would be responsive to the range of needs revealed by the assessment.
- Publish Housing Needs Report as a community tool for engaging in action and implementation planning.

PHASE 4: ACTION AND IMPLEMENTATION PLANNING (AKRF)

Task 4.1: Define Values, Goals and Objectives with Community Input

- Prepare Draft Values, Goals, and Objectives based upon the findings from the Community Needs Assessment.
- Present Draft Values, Goals, and Objective to Committee and Public.
- Specify alignment of local and regional goals.
- Ensure goals include provisions for equity, inclusion, and access.
- Outline recommendations, timelines, and responsible parties for implementation.
- Finalize Values, Goals, and Objectives

Task 4.2: Identify Existing Programs, Policies, and Housing Types that will Continue

Task 4.3: Establish Action & Implementation Plan with Community Input

- Define strategic actions for short, medium, and long-term for ALL kinds of housing units including market, missing-middle, mixed-income, affordable units, and naturally affordable units.
- Connect Actions to Goals.
- Include numeric targets (ranges) but emphasize the location, type, rationale, and impact (benefits) of different housing production goals for specific parts of the City.
- Identify responsible parties for implementing actions.
- Outline process for performance tracking.
- Define land use and zoning changes, such as:
 - Addressing conflicts with CGS 8-2
 - Updating density regulations
 - Revising overly restrictive design or conversion regulations
 - Facilitating transit oriented development
 - Facilitating housing for elderly, disabled, and lowest income tiers
- Provide conceptual site-specific recommendations (including for municipally owned land)
 - *Scope does not include conceptual site plans. Concept plans could be provided for an additional fee.*
- Identify funding options.
- Address production & preservation Incentives.
- Provide actions that specifically address equity and inclusion.
- Review Draft Action Plan with Committee & Community (one in-person meeting).
- Revise Draft Plan based upon input from Committee & Community (one round of review and edits).
- Action Plan will include recommendations, timelines, and identify responsible parties for implementation.

Task 4.4: Assess the Impacts and Benefits of Proposed Actions

- Provide top-level assessment of the impacts that various actions would have on meeting community needs/goals; regional housing needs; infrastructure and services; fiscal flows.
 - *Does not include detailed modelling; focus is simply on highlighting the comparative risk/reward of various actions.*

- Assumes that City of Norwalk GIS Department will be able to provide conceptual build-out information based on parameters provided by AKRF.

PHASE 5: PLAN ADOPTION (AKRF)

Task 5.1: Finalize Deliverables

- Draft AHAP for referral to the Planning and Zoning Commission, Common Council.
- Revisions to Draft AHAP based on comments from Planning and Zoning Commission, Common Council (one round of review and edits).
- Assist with filing copy of Draft AHAP with City Clerk's office and posting web-based version of Draft AHAP on City's website (35 days in advance of the Common Council public hearing).
- Preparation of presentation materials for the public hearing.
- Final AHAP for filing/postings (includes one round of review and edits based on public hearing)

Task 5.2: Prepare Guidebook to Affordable Housing Plan in Norwalk

- Completion of a "Guidebook to Affordable Housing in Norwalk" for use by residents and government officials, which would be based on the final AHAP.
- Guidebook is envisioned as a PDF document that can be posted to the City's website.

Task 5.3: Compile and Transfer Data

- All of the data utilized to complete the AHAP, including the baseline Housing Needs Assessment, development scenario(s), etc. would be made available as Word, Excel, and/or PDF documents.

Task 5.4: Draft Zoning Text and Regulatory Changes

- Provide recommended zoning and regulatory changes, including conceptual text recommendations to the zoning code.
 - Scope does not include the preparation of "adoption ready" zoning text amendments or guiding the zoning text amendments through the approvals process.

BUDGET

Phase/Task	Hours	Budget
Phase 1: Project Kickoff	55	\$9,862
Phase 2: Documentation of Housing Program & Policy Context	48	\$7,366
Phase 3: Housing Needs Assessment	228	\$43,493
Phase 4: Action and Implementation Planning	224	\$35,489
Phase 5: Plan Adoption	155	\$24,014
TOTAL	710	\$120,226
NOTES: - Does not include contingency budget. - Assumes all GIS work would be provided by the City of Norwalk. - All community engagement workshops and public hearings will be held in-person. - Some meetings with Planning/Zoning Department and Steering Committee will be conducted virtually. - Working draft distributed to the Planning/Zoning Department and Steering Committee members via email or digital platform.		

7. Planning/Zoning Department and Steering Committee members would have one round of preliminary review and one round of final review of draft Plan.
8. Includes 1 digital copy of the final AHAP and 25 bound hard color copies of the AHAP.
9. All other direct expenses (e.g., printing, mailing, and mileage) will be billed at cost.

City of Norwalk Recreation & Parks Department
Facility Rental Event Application Form

VII.D ①

PLEASE PRINT

PERSONAL/FAMILY

COMPANY/BUSINESS

NON-PROFIT (501C3) Yes ☒ No ☐

ORGANIZATION (IF APPLICABLE) Triangle Community Center

NAME OF BENEFICIARY (IF APPLICABLE) Triangle Community Center Annual Event: Yes ☒ No ☐ # of years 7

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Colin Hosten

TITLE Board President

YOUR NAME Edson Rivas

TITLE Business Development Advisor

ADDRESS: 650 West Ave.

E-MAIL ADDRESS: edson@CTPrideCenter.org

CITY: Norwalk

STATE: CT

ZIP CODE: 06850

HOME PHONE:

BUSINESS PHONE: 203-853-0600

CELL:

ext. 105

FACILITY REQUESTED: Veteran's Park FACILITY & EVENT INFORMATION

OF PARTICIPANTS 6,000

EVENT: Pride in the Park

DATE REQUESTED: 6/10/23

SET UP TIME 8 AM START TIME 12 PM END TIME 8 PM BREAKDOWN TIME 10 PM

RAIN DATE: 6/11/23

(RAIN DATE FOR BEACH RENTALS ONLY)

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

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☒ NO ☐ ARE YOU USING A FOOD TRUCK? (NOT ALLOWED AT BEACH) YES ☒ NO ☐ NAME:

ARE YOU REQUESTING A TENT? YES ☐ NO ☐ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?

YES ☒ NO ☐

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?

YES ☒ NO ☐

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?

YES ☒ NO ☐

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☒ NO ☐

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☐

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

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

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

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

APPLICANT'S SIGNATURE [Signature]

DATE: 2/21/23

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: YES ☐ NO ☐ N/A ☐
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES ☐ NO ☐ N/A ☐

2



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 32/9/2023

DEPARTMENT: Rec and Parks

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:

☐	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
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☒	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☐	Other, please explain:

TOTAL COST: 36,140.11 MUNIS Account: 09236030 5777 C0771

VENDOR: R and S Rentals and Sales

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
	Supports	
Purchasing Agent Name	Does Not Support	Department Head Name
	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Robert Stowers
Date		Date <u>2/9/2023</u>

JUSTIFICATION:

Sourcewell contract 031121, Utility tractors and mowers
Kubota tractor purchase required to operate attachment to groom and condition artificial turf fields.

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

-- Standard Features --

-- Custom Options --


Kubota

L Series

L4760HST

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model # V2403CRE4GL5/GL6Tier

IV Engine

Common Rail Direct Injection

w/ DPF and EGR

4 Cyl., 148.5 cu. in.

^ 47.0 Net Eng. HP

^ 39.5 PTO HP

@ 2600 Eng. rpm

12V 40Amp - 582CCA

Radial Air Flow Cooling

Dual Air Cleaner Element

HYDRAULICS

Open Center

Tandem Pump Gear Type

4.7 gpm Power Steering

9.4 gpm Remote/3 Pt. Hitch

14.1 gpm Total Hyd. Flow

Category I 3-Pt. Hitch

Lift Capacity ---

At lift Point 3858 lbs.

24" Behind 2756 lbs.

Position Control

FRONT AXLE

Hydrostatic Power SteeringCast

iron 4WD front axle

Tread Spacing -- Non-adjustable

Bevel Gear drive

DRIVE TRAIN

HST PLUS3 Forward / 3 Reverse

Hi-Med-Low Range

Mech. Wet Disc Brakes

Differential Lock

Cruise Control

FLUID CAPACITY

Fuel Tank 13.5 gal.Cooling

System 7.9 qts.

Crankcase 8.7 qts

Transmission and

Hydraulics 11.4 gal.

Front Axle Differential 9.5 qts.

^ Manufacturer Estimate

POWER TAKE OFF

Live Independent w/ Hydraulic

Clutch

Rear PTO - 1 Speed

SAE 1 3/8" Six Splines

540 rpm @ 2550 Eng. Rpm

Electric over Hydraulic PTO

Switch

DIMENSIONS

Overall Height w/ROPS 97.6"

Overall Length w/3pt. 129.5"

Wheel Base 74.6"

Crop Clearance 15.6"

STANDARD EQUIPMENT

ROPS w/Retractable Seat Belt

Safety Start Switch

Highback Adj. Swivel Seat w/

Deluxe

Suspension w/Arm Rests

Operator Presence Control

System

Parking Brakes

Flat Deck w/ Hanging Pedals

Electric Key Shut-off

Tilt Steering

Wide Anti-Slip Step

ISO Mounted Platform

Turn Signals / Hazard Flashers

SMV Sign

Telescoping Lower Links

2 Tier Halogen Head Lights

4 Position Loader Valve

One Piece Metal Hood

Cup Holder

Cruise Control

Auto Throttle Advance

Hydro Dual Speed (H-DS)

HST Response control

Throttle-Up Switch

IntelliPanel™

Lighted Communications

Symbols

Standard Tachometer

Digital Read for Speed, MPH,

PTO

speeds, diagnostics system

and

DPF system

Warning Symbols

SELECTED TIRES

ALR8869A & ALR8807

FRONT - 10-16.5 R4 Titan Trac Loader

REAR - 17.5L-24 R4 Firestone All Traction Utility

L4760HST Base Price: \$40,935.00

(7) FRONT SUITCASE WEIGHT \$602.00

BL8069-FRONT SUITCASE WEIGHT

(1) FRONT WEIGHT BRACKET \$117.00

MX8068-FRONT WEIGHT BRACKET

(7) BOLT KIT FOR BL8069 - 1 PER WEIGHT \$63.00

BL8049-BOLT KIT FOR BL8069 - 1 PER WEIGHT

(1) ALL-THREAD BOLT KIT BL8069 W/MX8068 \$34.00

BL8014-ALL-THREAD BOLT KIT BL8069 W/MX8068

Configured Price: \$41,751.00
Sourcewell Discount: (\$9,185.22)
SUBTOTAL: \$32,565.78

1Yr L4760HST Extended Warranty (2250 hrs.) \$900.00

Dealer Assembly: \$111.83

Freight Cost: \$562.50

PDI: \$400.00

Loaded rear tires \$700.00

Front weight install \$200.00

Tractor setup \$400.00

Delivery \$300.00

Total Unit Price: \$36,140.11

Quantity Ordered: 1

Final Sales Price: \$36,140.11

**Purchase Order Must Reflect
 the Final Sales Price**

To order, place your Purchase Order directly with the quoting
 dealer

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

3



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 2/13/2023

DEPARTMENT: Rec and Parks

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:

☐	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
☒	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☐	Other, please explain:

TOTAL COST: \$28,499.00 MUNIS Account: 09236030 5777 C0771

VENDOR: Finch Turf, Inc.

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
	Supports	
Purchasing Agent Name	Does Not Support	Department Head Name
	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Robert Stowers
Date		Date 2/13/2023

NORWALK RECREATION AND PARKS DEPARTMENT

FACILITY USAGE AND PARK FEES 2021-2022

	2022-23 Committee Recommendation	2023-2024 Proposed Fees
FODOR FARM		
Pavilion	\$350.00	\$385.00
Barn with Kitchen	\$600.00 for 3 hrs-\$100 Per add. Hr	\$660.00 for 3 hrs-\$100 Per add. Hr
Refundable Security Deposit	\$1,500.00	\$1,500.00
PARK USAGE FEES		
Groups of 1 - 99**	\$350.00 + \$50 P/H Custodian Min 3 Hrs.	\$385 + \$50 P/H Custodian Min 3 Hrs.
Groups of 100 - 249**	\$500.00 + \$50 P/H Custodian Min 3 Hrs.	\$550 + \$50 P/H Custodian Min 3 Hrs.
Groups of 250 - 499**	\$700.00 + \$50 P/H Custodian Min 3 Hrs.	\$750 + \$50 P/H Custodian Min 3 Hrs.
Groups of 500 - 999**	\$900.00 + \$50 P/H Custodian Min 3 Hrs.	\$1040 + \$50 P/H Custodian Min 3 Hrs.
Groups of 1000 - 1499**	\$1,800.00 + \$50 P/H Custodian Min 3 Hrs.	\$1,980 + \$50 P/H Custodian Min 3 Hrs.
Groups of 1500 - 2499**	\$2,500.00 + \$50 P/H Custodian Min 3 Hrs.	\$2805 + \$50 P/H Custodian Min 3 Hrs.
Groups of 2500 or more	Varies on the event	Varies with each event
Refundable Security Deposit	\$1,000.00	\$1,000.00
**25% Non Refundable deposit due 15 days after approval		
Special Event Fee	\$125.00	\$125.00
GRASSY/RAM/SHEA ISLAND		
Non Resident Registration Fee	\$25.00	\$25.00
Resident/Non Resident Camping Fee	\$15.00 per night per campsite	\$15.00 per night per campsite
SHOWMOBILE FEES		
Rental Fee	\$450.00 + \$250.00 set-up/take down	\$450.00 + \$250.00 set-up/take down
Norwalk Based Non Profit Organization	\$250.00 + \$250.00 set-up/take down	\$250.00 + \$250.00 set-up/take down
BALLFIELD LIGHTING FEE	\$250.00 per evening (Non Norwalk Leagues) includes supervisor to turn on/off	\$275.00 per evening (Non Norwalk Leagues)
Norwalk League	\$25.00 per hour	30.00 per hour
FIELD RENTAL	\$350 Per Field Per Day (Baseball) 1 Field Maint \$300 2 Field Maint \$600	\$385 Per Field Per Day (Baseball) 1 Field Maint \$330 2 Field Maint \$660
Non Dept. Program Participant Fee	\$5.00	

AGENDAMARCH 9TH 2023CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
MOTOR VEHICLE		
ACAR LEASING LTD	21-MV-300744 \$259.36	PRORATION
ACAR LEASING LTD	21-MV-300582 \$304.33	PRORATION
AIRPLUS INC	21-MV-301285 \$50.49	PRORATION
	21-MV-301286 \$58.47	PRORATION
AQUINO Y AQUINO LEYDI YANIRA	21-MV-302784 \$30.53	PRORATION
BERRIOS FRANK DAVID	21-MV-305693 \$378.48	PRORATION
BLAU VERONIKA	20-MV-401443 \$123.70	PRORATION
BRUNNER GEORGE JASON	21-MV-307728 \$67.45	PRORATION
CARMONA GILBERTO	21-MV-310066 \$60.38	PRORATION
CARPIO-ACABAL WILLIAMS DAVID	21-MV-310134 \$45.58	PRORATION
CUELLAR JORGE	21-MV-315084 \$521.38	PRORATION
CROAKE DONALD E	21-MV-314779 \$401.04	PRORATION
DAIMLER TRUST	21-MV-315663 \$356.40	PRORATION
DAIMLER TRUST	21-MV-315532 \$957.73	PRORATION
	21-MV-315660 \$661.32	PRORATION
DENICOLA LORRAINE	19-MV-402908 \$150.58	PRORATION
	20-MV-312975 \$172.75	PRORATION
	21-MV-317123 \$182.81	PRORATION
DENNISON-CUFFEE VERDELL	21-MV-317164 \$16.39	PRORATION
DICKINSON MARTHA WELCH	19-MV-403022 \$110.50	PRORATION
	20-MV-317542 \$118.82	PRORATION
	21-MV-317800 \$119.34	PRORATION
DICK ALAN WILLIAMS	21-MV-317777 \$32.27	PRORATION
FELDER MARY LANE	21-MV-321635 \$105.69	PRORATION

AGENDA**MARCH 9TH 2023****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
GESSNER CHRIS H	21-MV-325537 \$93.17	PRORATION
GONDA ELISHA	15-MV-325442 \$174.83	OVER PYMT
HALL WILLARD BRADLEY	21-MV-328389 \$111.38	PRORATION
HAMPTON CAROL	21-MV-328494 \$10.94	PRORATION
HERNANDEZ-VELEZ JONATHAN	21-MV-330214 \$68.60	PRORATION
	21-MV-328867 \$47.50	PRORATION
HINZE MARKA S	21-MV-330053 \$87.44	PRORATION
HONDA LEASE TRUST	21-MV-330776 \$544.90	PRORATION
	21-MV-330997 \$463.25	PRORATION
	21-MV-330997 \$405.48	PRORATION
	21-MV-331212 \$442.48	PRORATION
HONDA LEASE TRUST	21-MV-329807 \$34.43	PRORATION
	21-MV-330676 \$456.94	PRORATION
	21-MV-330805 \$296.81	PRORATION
	21-MV-331021 \$357.05	PRORATION
HUGHES DYLAN THOMAS	21-MV-330873 \$68.09	PRORATION
	21-MV-331712 \$286.55	PRORATION
HUNTLEY ROGER MICHAEL	21-MV-331791 \$369.90	PRORATION
IANNACONE ANN M	20-MV-407859 \$126.59	PRORATION
	21-MV-332491 \$284.22	PRORATION
JP MORGAN CHASE BANK	21-MV-SEE ATTACHED \$4,874.54	PRORATION
JP MORGAN CHASE BANK	21-MV-334391 \$112.18	PRORATION
KIMMICH FERDINAD S	21-MV-336331 \$13.90	PRORATION
KNEBEL JEFFREY P	21-MV-337747 \$473.75	PRORATION
MAJOR GERALD P	21-MV-341210 \$45.76	PRORATION

AGENDA**MARCH 9TH 2023****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
MARCEL-HIERRO YUSED F	21-MV-341716 \$108.83	PRORATION
NISSAN INFINITI LT LLC	21-MV-348312 \$600.65	PRORATION
NISSAN INFINITI LT LLC	21-MV-348012 \$460.14	PRORATION
	21-MV-348015 \$307.44	PRORATION
PORSCHE LEASING LIMITED	21-MV-352244 \$913.81	PRORATION
RAMIREZ-RUEDA LESLIE M	21-MV-354775 \$189.88	PRORATION
RIVERA GUERRA KEYLIM S	21-MV-356141 \$20.47	PRORATION
RIVERA VILMA LORENA	21-MV-354945 \$60.72	PRORATION
SANCHEZ-RAMIREZ STEPHANIE	21-MV-357529 \$72.52	PRORATION
SANTOS-BUCETA MARTHA	21-MV-359352 \$75.96	PRORATION
SALINAS CHRISTIAN OTTO	21-MV-359591 \$200.09	PRORATION
SATTLER JODY ANN	21-MV-351507 \$895.85	PRORATION
TOYOTA LEASE TRUST	21-MV-SEE ATTACHED \$1,009.63	PRORATION
TOYOTA LEASE TRUST	21-MV-364261 \$346.05	PRORATION
	21-MV-366621 \$773.10	PRORATION
TOYOTA LEASE TRUST	21-MV-366821 \$311.64	PRORATION
VAULT TRUST	21-MV-SEE ATTACHED \$6,521.13	PRORATION
VAULT TRUST	21-MV-368892 \$55.94	PRORATION
VW CREDIT LEASING LTD	21-MV-370576 \$140.76	PRORATION

REAL ESTATE

CORELOGIC TAX SERVICE

14 SILWEN LANE

5-16-22-0	21-RE-113292 \$4356.83	PAID IN ERROR
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AGENDA

MARCH 9TH 2023

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
CORELOGIC TAX SERVICE		
5-21-407-6	21-RE-100978 \$637.61	PAID IN ERROR
5-21-407-7	21-RE-100979 \$2269.98	PAID IN ERROR
5-21-407-8	21-RE-100980 \$2269.98	PAID IN ERROR
5-21-407-10	21-RE-100966 \$2269.60	PAID IN ERROR
COYLE KATHERINE		
11 MARVIN ST		
3-53-22-0	21-RE-106255 \$5,108.12	OVER/DUP PYMT
ISLAND VIEW PROPERTIES INC		
7 PLEASANT ST		
3-4-8-0	21-RE-113041 \$3876.59	PAID IN ERROR
LERETA PROPERTY TAX		
81 GRUMMAN AVE		
5-27-43-0	21-RE-115897 \$4939.76	PAID IN ERROR

JP MORGAN CHASE BANK

21-334394	AU95631	JM3KFBCM1K0638205	\$ 149.56 ✓
21-334455	AV52676	4S3GRAC60K3747191	\$ 199.44 ✓
21-334925	AV93970	JM3KFBDM5K0641705	\$ 112.18 ✓
21-335053	AS65847	SALZL2FX8LH025712	\$ 372.67 ✓
21-334331	AC21222	4S4BSENC5K3228222	\$ 473.34
21-334503	AP39964	4S4BSAHC5J3382903	\$ 46.28
21-334955	AU87462	JF2SKAWC3KH549658	\$ 418.10
21-334927	AX05449	JF2GTAPC8L8214141	\$ 491.22
21-335064	AU79584	JM3KFBCM6K0629855	\$ 249.46 ✓
21-334881	AV83156	JM1DKFB75K1451737	\$ 80.22 ✓
21-334561	AT65533	4S4BSABC4K3301108	\$ 90.21 ✓
21-334896	AT64870	4S3BNAS60K3023281	\$ 279.93 ✓
21-334838	AV95877	JF2GTAEC5K8392560	\$ 91.71 ✓
20-333395	AP39969	4S3GKAA68J1614274	\$ 235.42 ✓
20-333444	AK71185	4S4BSETC8J3208046	\$ 356.55
20-408417	BA06489	4S4BTANC6L3190460	\$ 654.10 ✓
20-408420	AN45652	JM3KFBCM8J0373071	\$ 308.69 ✓
20-333483	AK26616	JF2SJAECXHH595629	\$ 374.04 ✓
20-333844	AX38445	4S3GTAB6XL3715108	\$ 33.98 ✓
20-333697	AM14902	JF2GTAJC5JH238645	\$ 373.10 ✓
20-334317	AP34161	SALYL2RX4JA751323	\$ 742.96 ✓
20-333310	AP35980	4S3GTAB63J3729669	\$ 131.22 ✓
20-333497	474POP	JM3KFBDL4H0154804	\$ 206.78 ✓
20-334198	AP21171	JM3TCBCY2J0225899	\$ 143.44 ✓

TOTAL:

\$ 6,614.60 ✓

4874.54

TOYOTA LEASE TRUST

BILL	PLATE	VIN	AMOUNT
21-413715	BE01205	5TDJZRFH2KS599799	\$ 70.44
21-413845	BE33324	2T2HZMDA6LC248486	\$ 88.78
21-413609	BF04301	JTJKM7BX5N5307123	\$ 219.02
21-413812	BF81880	3MVDMBDL0NM406031	\$ 290.35
21-413751	BG47081	JM3KFBCM6N1558915	\$ 341.04

TOTAL	\$ 1,009.63
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VAULT TRUST

BILL #	PLATE #	VIN#	AMOUNT
21-368862	AU71611	1C4PJMDXXKD460739	\$ 274.81
21-368867	AR98222	1C4HJXEG4JW291471	\$ 236.61
21-368874	AR98314	1C4PJMDX8KD299940	\$ 494.26
21-368875	BA23209	ZACNJDBB2MPM11762	\$ 327.18
21-368876	BA41747	1C4GJXAG1LW181224	\$ 478.70
21-368896	AR98446	1C4PJMLB1KD286954	\$ 432.29
21-368909	AZ98965	1C4RJFAG9KC826382	\$ 626.67
21-368966	AHAHAH	1C4HJXDN3MW512580	\$ 564.85
21-369000	AY46016	3C4NJDBB4LT228924	\$ 506.76
21-369015	BC04337	3TYSZ5AN4MT014965	\$ 774.13
21-369018	BD12417	1C4RJFBG4JC378114	\$ 620.46
21-369029	AU72945	1C4PJMDX4KD446982	\$ 439.55
21-369036	AP20306	1C4RJFBGXJC387772	\$ 744.86
TOTAL			\$ 6,521.13



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

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

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

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: March 8, 2023
Re: **Narrative for February 2023 Tax Collector's Report**

As of the end of February 2023, having concluded the first eight months of the fiscal year, we had collected nearly \$353 million against our \$365 million adjusted levy, or **96.54%**. We also collected **97.24%** of our sewer use levy, an additional \$17 million, and 84.07% of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year (February 2022) we are behind relative to taxes (-1.33%), slightly ahead relative to sewer use (.62%); and behind relative to the IPP fee (-5.75%). Due to the extended due date of the motor vehicle supplemental billing, payable by April 1, 2023, we did anticipate a drop in the February 2023 collection numbers as compared with the prior fiscal year, when that billing was payable by February 1 rather than April 1.

With regard to prior years' collections, court stipulated tax credits and other adjustments beyond our control continue to erode prior years' collections. From July 2022 through the month of February 2023, note that we show a net loss of \$985,239.91 in principal. As has been the case throughout this fiscal year, tax credits granted in adjudicated property tax appeal cases continue to affect our net year to date collection of revenue from prior years. We do show a net gain of \$560,456.05 fiscal year to date in prior years' combined principal, interest and fee collections, as opposed to the net loss when looking only at principal.

In 2022, the Common Council approved the use of a third party collection agency to bill past due motor vehicle taxes for which we had no valid address. In November 2022, this agency sent its first mailing to approximately 7,800 taxpayers on our behalf. Between December, January and now February, we have collected more than \$517,000 in past due motor vehicle taxes and interest as a result of the collection agency's billing on our behalf. Please note that these collections are made directly to the City, and payments are processed by the tax collector's office, not the collection agency.

Tax bills for approximately \$4.5 million in supplemental motor vehicle taxes were mailed the week of February 20. These bills were for newly registered vehicles that are added to the tax rolls subsequent to the "grand list" date of October 1, 2021 - first time registration, not registration renewed. Under normal circumstances, these bills would have been due January 1, payable by February 1, the same as second installment bills. A two month extended due date and payment period were granted under CGS 12-142 to accommodate the delayed mailing of these bills. They are due March 1, 2023, payable without interest by April 1, 2023. This extension affects *only* the 2021 grand list supplemental motor vehicle bills.

On March 1, the Norwalk Assessor's and Tax Collector's offices underwent a software *conversion* to move our assessment and collection administrative systems off Munis entirely and onto Quality Data Services LLC (QDS) software. The city's financials, budgeting, accounting and other systems are still operating on Munis; only the assessment and tax collection modules have moved away.

In the tax collector's office, this conversion affects our billing; payment entry and payment processing; reporting, including receiving and providing reports to agencies such as the town clerk's office, the DMV, tax services and escrow agents, etc.; our IVR and online payment portals and E Tax Bill lookup; our financial reporting interface; all our recordkeeping, including fifteen years of payment and other history; and other areas as well.

The conversion went as well as could be expected. QDS staff members have been on site in Norwalk for the better part of the past several weeks. Our staff has received excellent training from their staff, and the back office employees at QDS who are responsible for making things work have been helpful. Speaking for myself, as a user of (now) seven different tax administrative systems over the course of 39 years in tax collection, it is going to take some time to learn the system's features and how best to use it. Norwalk's former tax billing and collection systems were driven by a permanent "customer identification number" (CID number) for decades, even before the use of Munis software. QDS does not operate this way, and there are other differences as well. We are adapting, and will continue to appreciate our taxpayers' patience as we navigate the changes.

The timing of the software conversion, and our delayed supplemental motor vehicle billing, have both necessitated changes to our regular spring schedule, including when we send past due notices, and when we file lien continuing certificates in the land records. We were not able to issue delinquent notices as we normally do in February. Those notices are at the printer now, and we expect them to go out later in March. Liens are normally filed by the second week of March, but this year, because the past due notices are being mailed later, we will file our liens after April 1. The lien continuing certificate filing processes will be done on the new software. I do not expect this change in timing to have a significant effect on our collection rate this year. Going forward in subsequent years, we expect to revert to the old schedule.

Our division remains short staffed due to two vacancies out of our eight person staff. We are anxious to fill those vacancies, but have not been able to move forward as quickly as we had hoped due to these other issues.

I am prepared to respond to questions, and will continue to keep all stakeholders informed of our progress.

**TAX COLLECTOR'S REPORT
FEBRUARY 2023**

FISCAL YEAR 2022-2023 (2021 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 22 - FEB 23	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$27,605,498.25	\$24,572,468.53	89.01%	\$27,174,527.99	(\$430,970.26)	90.42%
AUTOMOBILE-SUPPLEMENTAL	\$4,572,442.02	\$852,795.95	18.65%	\$4,496,691.36	(\$75,750.66)	18.96%
PERSONAL PROPERTY	\$26,217,238.98	\$21,017,412.25	80.17%	\$21,813,290.62	(\$4,403,948.36)	96.35%
REAL ESTATE	<u>\$315,360,461.09</u>	<u>\$306,349,375.95</u>	<u>97.14%</u>	<u>\$311,949,460.24</u>	<u>(\$3,411,000.85)</u>	<u>98.20%</u>
TOTAL TAX	\$373,755,640.34	\$352,792,052.68	94.39%	\$365,433,970.21	(\$8,321,670.13)	96.54%

SEWER USE	\$17,981,973.00	\$17,121,495.48	95.21%	\$17,608,320.33	(\$373,652.67)	97.24%
IPP FEE	\$190,750.00	\$162,252.49	85.06%	\$193,000.00	\$2,250.00	84.07%

FISCAL YEAR 2021-2022 (2020 GRAND LIST)	ORIGINAL LEVY	JUN 21 - FEB 22				
AUTOMOBILE-REGULAR	\$21,672,160.18	\$19,769,325.44	91.22%	\$21,334,411.94	(\$337,748.24)	92.66%
AUTOMOBILE-SUPPLEMENTAL	\$4,219,965.63	\$3,198,600.69	75.80%	\$4,208,440.17	(\$11,525.46)	76.00%
PERSONAL PROPERTY	\$22,966,731.64	\$21,902,709.54	95.37%	\$23,003,663.66	\$36,932.02	95.21%
REAL ESTATE	<u>\$308,716,745.40</u>	<u>\$300,643,233.73</u>	<u>97.38%</u>	<u>\$304,495,273.93</u>	<u>(\$4,221,471.47)</u>	<u>98.73%</u>
TOTAL TAX	\$357,575,602.85	\$345,513,869.40	96.63%	\$353,041,789.70	(\$4,533,813.15)	97.87%

SEWER USE	\$16,488,685.00	\$15,778,136.55	95.69%	\$16,331,457.16	(\$157,227.84)	96.61%
IPP FEE	\$187,000.00	\$170,660.47	91.26%	\$190,000.00	\$3,000.00	89.82%

TAX DIFFERENCE 2021 G.L. vs. 2020 G.L. INCREASE/(DECREASE)	\$16,180,037.49	\$7,278,183.28	-2.24%	\$12,392,180.51	(\$3,787,856.98)	-1.33%
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SEWER DIFFERENCE 2021 G.L. vs. 2020 G.L. INCREASE/(DECREASE)	\$1,493,288.00	\$1,343,358.93	-0.48%	\$1,276,863.17	(\$216,424.83)	0.62%
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IPP DIFFERENCE 2021 G.L. vs. 2020 G.L. INCREASE/(DECREASE)	\$3,750.00	(\$8,407.98)	-6.20%	\$3,000.00	(\$750.00)	-5.75%
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BACK TAXES COLLECTED	FISCAL YR 2022-2023 (JUL 22 - FEB 23)	FISCAL YR 2019-2020 (JUL 21 - FEB 22)	CUR YR vs. PRIOR YR INC/(DEC)
PRIOR TAXES	(\$1,098,505.55)	\$1,474,550.58	(\$2,573,056.13)
PRIOR SEWER USE FEE	\$110,314.82	\$212,265.20	(\$101,950.38)
PRIOR IPP FEE	<u>\$2,950.82</u>	<u>\$12,291.12</u>	<u>(\$9,340.30)</u>
TOTAL PRIOR TAX, SEWER & IPP	(\$985,239.91)	\$1,699,106.90	(\$2,684,346.81)
CURRENT INTEREST	\$612,808.45	\$463,953.21	\$148,855.24
PRIOR INTEREST	\$765,101.17	\$954,082.60	(\$188,981.43)
SEWER USE FEE INTEREST	\$59,979.15	\$77,987.46	(\$18,008.31)
IPP FEE INTEREST	<u>\$2,968.47</u>	<u>\$5,671.54</u>	<u>(\$2,703.07)</u>
TOTAL INTEREST COLLECTED	\$1,440,857.24	\$1,501,694.81	(\$60,837.57)
PRIOR LIEN FEE	\$8,047.51	\$11,577.26	(\$3,529.75)
CURRENT LIEN FEE	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
TOTAL LIEN FEE COLLECTED	\$8,047.51	\$11,577.26	(\$3,529.75)
MISC FEES COLLECTED**	\$96,791.21	\$353,935.73	(\$257,144.52)
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$560,456.05	\$3,566,314.70	(\$3,005,858.65)

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

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

ARPA Projects Request by Departments
Economic and Community Development

City of Norwalk Munis General Ledger Account Number	Name	ARPA Project #	Project Expenditure Category	SubCategory	04-11-22 revised	Project Description	City of Norwalk Munis General Ledger Account Number
133710-5796-AEC23	Economic and Financial Impact Analysis	AEC23	2-Negative Economic Impacts	2.13-Other Economic Support	\$180,000	Economic and financial impact analyses for upcoming mixed-use development	
133710-5796-AEC24	Urban Land Institute - Advisory Services Program	AEC24	2-Negative Economic Impacts	2.13-Other Economic Support	\$80,000	Contract with the Urban Land Institute to complete a Housing Advisory Program	

CFO APPROVAL

CHIEF OF STAFF APPROVAL

INTERNAL USE:

FINANCE AND CLAIMS DATE

COMMON COUNCIL DATE

Jessica Vonashek

3.07.2023

3.14.2023

Building a Housing Plan and an Affordable Housing Plan

3/9/2023

City of Norwalk, CT

Plan of Conservation and Development

Chapter 4: Housing Choice and Healthy Lifestyle

GOAL

Norwalk has a neighborhood and housing strategy that maintains a variety of neighborhood types and housing choices through a variety of mechanisms.

- Create a housing policy and implementation infrastructure within City government
 - ***Develop a Norwalk Housing Plan*** that establishes a set of housing data to monitor and analyze, a policy framework, and an implementation plan.
- Promote diverse housing types, such as townhouses, condos, live-work units, and rental apartments in Norwalk's urban core, at transit-oriented locations and in mixed-use clusters on major corridors, in village districts when appropriate, and through redevelopment.
- Seek solutions to provide sufficient safe and affordable housing for low-income and very low-income residents.
 - As part of the Housing Policy Plan, develop an integrated ***citywide strategy for affordable housing*** in Norwalk.

Proposed approach to develop a Housing Plan and an Affordable Housing Plan

HOUSING PLAN

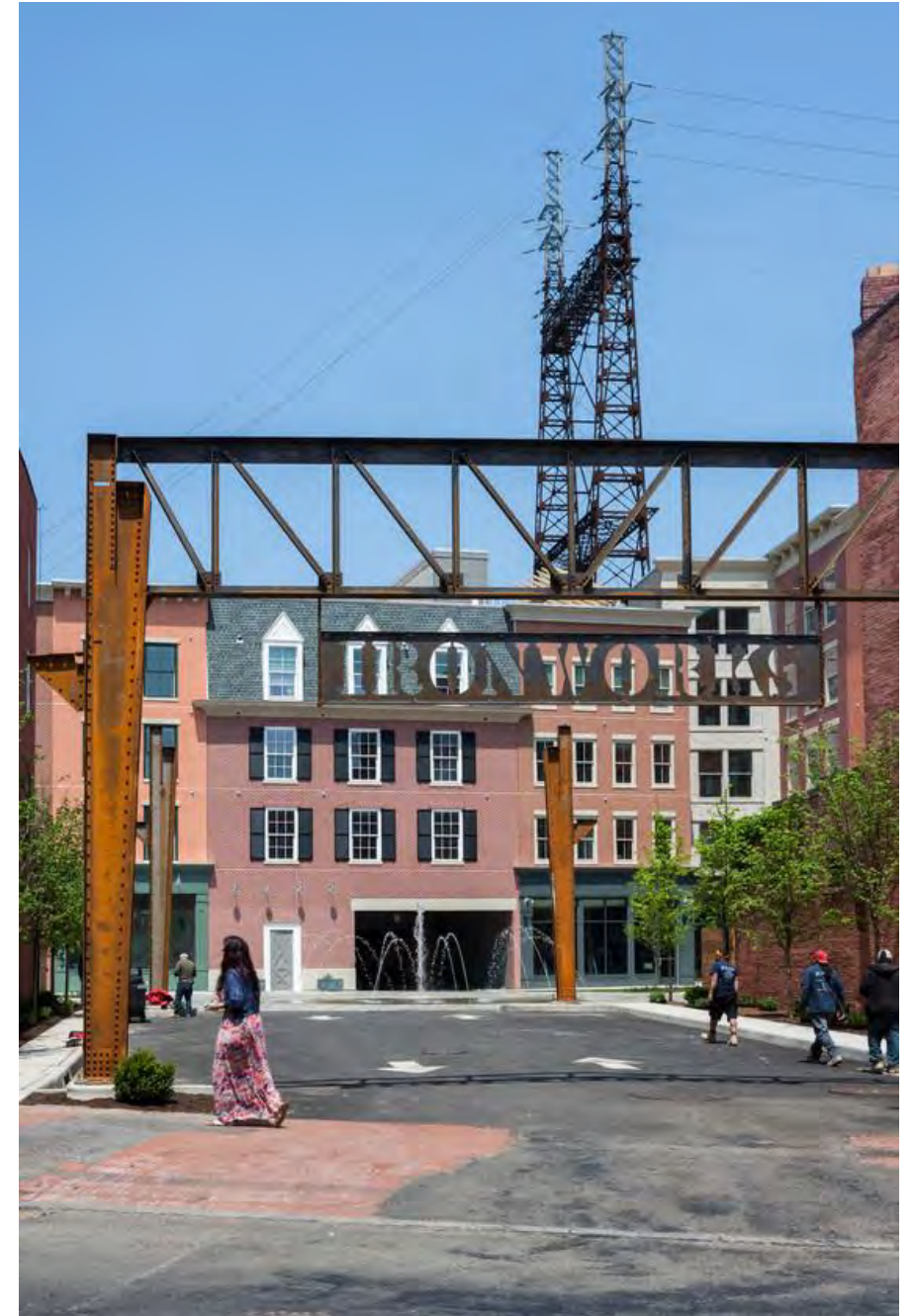
- We propose \$80,000 in ARPA funding to have the Urban Land Institute conduct a three-day Advisory Services Program in Norwalk.
- The three-day program will include three to five national housing experts who will interview at least 20 people. The experts will provide guidance and best practices related to city-wide residential and mixed-use development. A presentation will be given at the conclusion of the three-day program. A report will be provided within two weeks after the program.
- Provides an independent, objective candid advice on important land use and real estate issues.
- This process can take place in the next five to six months. It will take two weeks to complete.

AFFORDABLE HOUSING PLAN

- Use of \$120,000 in ARPA funding was approved by the Common Council.
- Since then, the city released an RFP, held interviews, and selected AKRF, as the preferred vendor.
- Since then, we have worked with AKRF on the scope of the plan to incorporate best practices identified by the Commission on Connecticut's Future and Development Report of the Affordable Housing Plans Working Group. See report attached ([link here](#)).
- The scope has been agreed upon and we are ready to contract.
- The Affordable Housing Plan process will be completed in 10 to 12 months.

Next Steps

- Received approval from the Economic and Community Development Committee on March 2, 2023. Seek approval from the Finance Committee (March 9, 2023) and the Common Council (March 14, 2023). With support, contract with the Urban Land Institute to conduct an Advisory Services Program for no more than \$80,000. Continue to partner with the Common Council Ad Hoc Affordable Housing Committee and other stakeholders through the process.
- Received approval from the Economic and Community Development Committee on March 2, 2023. Seek approval from the Common Council (March 14, 2023). With support, contract with AKRF on the Affordable Housing Plan for no more than \$120,000. Continue to partner with the Common Council Ad Hoc Affordable Housing Committee and other stakeholders throughout the process.





URBAN LAND INSTITUTE
Advisory Services Program
Summary of the Advisory Panel Process
2021



Overview

The Urban Land Institute Advisory Panel Program assembles teams of senior real estate and land use professionals to help solve your most challenging issues.

Our experience advising communities has been a core role for ULI since 1947, when it helped Louisville, Kentucky, solve transportation challenges during a time when America's exodus to suburbia was just beginning and the decline of the country's industrial metropolises was many years away. Over the past seven decades, ULI, through its Advisory Services Program panels, has provided nonpartisan and objective land use advice that is not influenced by local politics, special interest groups, or intractable interests.

Panels bring together the best and brightest from ULI's diverse membership – developers, planners, financiers, market analysts, economists, architects, designers, and public officials – to provide practical solutions and objective advice not available from any other source.

Providing guidance to more than 700 panels in 49 states and 21 countries, Advisory Services panels over the years have addressed issues ranging from small-scale, declining Rust Belt towns to burgeoning vacation resorts in the South China Sea, and from post-9/11 New York City to redevelopment challenges of historic structures such as the Astrodome in Houston and Navy Pier in Chicago.

Background

The Advisory Services Panel process is a for-fee service. ULI contracts with one or more "sponsors" who act as ULI's client during the process. A panel week usually begins on Sunday evening and concludes on Friday afternoon. The week is highly structured and over the past 70 years ULI has perfected the agenda to ensure maximum efficiency and participation from the sponsors.

Sponsors play a central role in the success of Advisory Services panels. From the very beginning, sponsors work with ULI staff to develop a unique panel program.



Sponsors are involved in all aspects of planning—from defining the panel scope and assignment and developing background materials and resources for panelists to identifying local resources and stakeholders for the panel to interview, including business leaders, community leaders, real estate leaders, residents, public officials, and others with helpful insights.

Before the Panel

ULI staff members meet with a potential sponsor to talk about their specific land use and development challenges, and discuss the scope of the panel, timing, travel logistics, panel recruitment from the ULI membership, and the preparation of briefing materials.

ULI handles all logistics. Logistical arrangements are completed exclusively by ULI staff and provide for panelists' travel, lodging, and workspace.

Throughout the entire panel process, ULI staff members work closely with the sponsor to create a scope of work to address the sponsor's land use and development challenges. The scope of work is usually provided as a series of 7-10 strategic questions.

The sponsor prepares briefing materials, arranges interviews with local stakeholders, and plans a tour of the study area for the panelists.

During the Panel

A panel tours and studies a problem and offers comprehensive recommendations all in five days. A typical five-day panel week is arranged as follows:

- Sunday: Panelists' arrival, orientation, and sponsor dinner;
- Monday: Panel assignment briefing, study tour, and public reception;
- Tuesday: Stakeholder interviews;
- Wednesday: Panel deliberations and work sessions;
- Thursday: Report and presentation preparation; and
- Friday: Presentation of the panel's findings and recommendations.



After the Panel

Approximately 90 days after completion of the panel, the sponsor receives a draft of a comprehensive report detailing the panel's comprehensive findings and recommendations.

After the sponsor submits comments on the manuscript, ULI publishes the report. The sponsor receives 150 printed copies of the report, as well as a digital version.

Stakeholder Interviews are the Key to Panel Success

An important part of the panel process includes stakeholder interviews held on the Tuesday of the panel week. These private and candid interviews are with key community leaders, businesses and institutions and allow the panel to dig deeply into the issues surrounding the land use challenge. A typical panel will interview anywhere from 80 to 100 stakeholders who represent not only land owners and businesses, but community institutions and grassroots organizations that have the knowledge, history and insight into the subject.

Timing, Cost and Deliverables

ULI can usually have a panel team on the ground within two months of signing a contract. This time is used to recruit panelists and arrange logistics.

A 5 Day ULI Advisory Services Panel costs \$135,000. This fee is mostly used to cover travel and on-site expenses such as food, lodging and transportation. The remainder goes back to the larger mission of ULI.

Sponsors will receive 150 full-color printed copies of the final report as well as a digital version for posting on websites.

For more information visit: <https://americas.uli.org/programs/advisory-services/>



Urban Land Institute

Advisory Services Program

A ULI Advisory Services Panel Report

Warwick Junction
Durban, South Africa
February 22–27, 2015



A ULI Advisory Services Panel Report

Frankfurt and Offenbach
Germany
May 3–8, 2015



A ULI Advisory Services Panel Report

Dallas
Texas
February 29–March 4, 2016



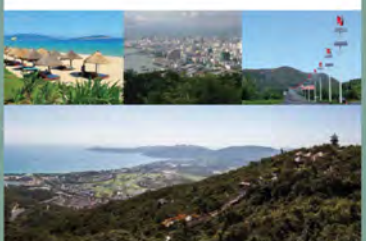
A ULI Advisory Services Panel Report

Seattle
Washington
June 21–26, 2015



A ULI Advisory Services Panel Report

Sanya
China
中国·三亚
August 11–16, 2013



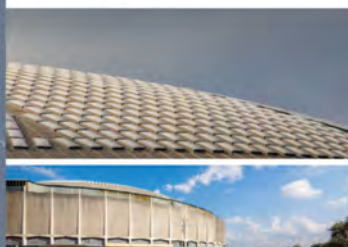
AN ADVISORY SERVICES PANEL REPORT

H.H. Richardson Complex
Buffalo, New York



A ULI Advisory Services Panel Report

Houston Astrodome
Harris County, Texas
December 15–19, 2014



A ULI Advisory Services Panel Report

Georgetown
South Carolina
September 18–23, 2016



Helping Communities Help Themselves

**Experts Providing Practical Solutions
for Complex Land Use Issues**



Since 1947, advisory services panels have helped find creative, practical solutions for some of the most challenging issues facing today's urban, suburban and rural communities.

- ▷ Get timely, candid and unbiased input from expert land use professionals.
- ▷ Kick-start critical conversations and move beyond deadlock.
- ▷ Gain fresh insights and discover innovative solutions to the most complex real estate development challenges.

Panels bring together the best and brightest from ULI's diverse membership including developers, planners, financiers, market analysts, economists, architects and public officials to provide practical and candid advice that is not available from any other source. We work with local governments, private developers, community development corporations, and many other organizations to address the most challenging real estate and land use issues facing communities today.

www.uli.org/advisoryservices

To inquire about convening a panel in your community, or to serve as a panelist, contact Tom Eitler, Vice President, Advisory Services at 1-202-624-7186 or teitler@uli.org.



**Urban Land
Institute**

Advisory Services Program

Urban Land Institute, Advisory Services Program: Sole Source Justification

ULI – The Urban Land Institute, is a nonprofit research and education organization whose mission is to promote responsible leadership in the use of the land. To help fulfill its mission, the ULI maintains an Advisory Services program for the purpose of benefiting the general public through improved planning and utilization of urban land. Through its Advisory Services Program, ULI assembles teams of real estate planning, development, and financing experts who volunteer their time to provide objective advice on addressing challenging land use issues. It is ULI's ability to draw on the expertise of its more than 45,000 members with extensive experience and expertise in land planning and development that makes the Advisory Services Program a unique process that is not replicated by any other organization. The knowledge, development experience and commitment to objectivity by each panel member highlights the ULI Advisory Services Panel Program's unique nature. The multidisciplinary teams assembled by ULI provide a panel sponsor with an unbiased set of recommendations for strategic actions for moving a community forward. The team includes people and expertise that is not available for hire under any other means.



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 2/2/23

DEPARTMENT: Law Dept.

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:

☐	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
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☒	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☒	Other, please explain: Acquisition of Worldox

TOTAL COST: See Eclosed Pricing Sheets MUNIS Account: IT Pay from their budget

VENDOR: Net Documents

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
	Supports	
Purchasing Agent Name	Does Not Support	Department Head Name
	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Darin Callahan
Date		Date <u>2/2/2023</u>

JUSTIFICATION:

See attached explanation

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

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

See attached explanation

December 9, 2022

Please approve the following services for Mary Bendik and Andrea Prigot to provide netdocuments Implementation, Training and Conversion work.

Description of Services	Quantity	Rate	Total
Planning meeting to configure the system. Review Admin Console features. Configure 1 Cabinet, Lookup Tables and Workspace Template. *	1.5	240	360.00
Test Conversion of one Client so we have data for the Training classes.	1	240	240.00
Configure ndMail, DocuSign and ndOCR. **	1	240	240.00
Provide Training on how to Configure 1 computer with ndOffice, ndMail. ***	1	240	240.00
Provide Training on Basic netdocuments Features. ****	1	240	240.00
Provide Training on Advance netdocuments Features. *****	1	240	240.00
Final Conversion Worldox 101,000 files (6-10 hours)*****	8	240	1920.00
Total Services:	14.5	240	\$3,480.00
Optional Services:			
Go Live Remote Telephone Support	2	240	480.00
Configure 8 additional computer with ndOffice and ndMail. **	6	240	1440.00

*If we need to configure more than one Cabinet then it will take about 1 hr. per Cabinet at a rate of \$240.00/hour.

**You must have Office 365 and Exchange for ndMail. This requires an Exchange Plan 1 License for the ndMail Service Account.

***If you need me to configure the other 8 computers, then it will take about 45 minutes for each computer at a rate of \$240.00/hour.

**** All training is live with Documentation and Videos provided.

***** Worldox Cloud will export your data.

Approved By: _____

Date Approved: ____/____/____



Customer: City of Norwalk

Address: 125 East Avenue, Corporation Counsel Norwalk, Connecticut 06851

Order Form

Year 1 - Pricing

Services	Quantity	Service User Type	Storage GB	Monthly Unit Price	Annual Recurring Total
ORGANIZE	7.00	Internal	210	USD 45.75	USD 3,843.00
CollabSpaces	7.00	n/a		USD 6.88	USD 577.92
Year 1 - Pricing TOTAL:					USD 4,420.92

Year 2 - Pricing

Services	Quantity	Service User Type	Storage GB	Monthly Unit Price	Annual Recurring Total
ORGANIZE	7.00	Internal	210	USD 70.88	USD 5,953.50
CollabSpaces	7.00	n/a		USD 7.48	USD 627.97
Year 2 - Pricing TOTAL:					USD 6,581.47

Year 3 Pricing

Services	Quantity	Service User Type	Storage GB	Monthly Unit Price	Annual Recurring Total
ORGANIZE	7.00	Internal	210	USD 95.70	USD 8,038.80
CollabSpaces	7.00	n/a		USD 9.24	USD 776.16
Year 3 Pricing TOTAL:					USD 8,814.96

Terms and Conditions

This Order Form ("**Order Form**") is binding between Customer and NetDocuments (each as defined on the signature page attached to this Order) as of the date of the last signature below (as defined on the signature page attached to this Order), and subject to the terms contained herein. Capitalized terms used but not otherwise defined herein shall have the meanings ascribed to them in the Agreement, as defined in Section 1.1, below.

1. Miscellaneous.

- 1.1. Terms and Conditions. This Order is incorporated by reference into and governed by the terms of the Software as a Service Agreement found at <https://www.netdocuments.com/services-agreement/2022v1>.
- 1.2. Service Region. The Parties understand that Customer's designated Service Region shall be US.
- 1.3. Interpretation. For purposes of this Order, the words "including" and "include" mean inclusion without limitation and do not limit the generality of the statements they qualify, and the word "or" is not exclusive and shall have the meaning commonly ascribed to the term "and/or."
- 1.4. Currency. All pricing is quoted in and shall be paid in USD.

2. Services Term.

- 2.1. Initial Term. The initial term of Customer's subscription to the Services in this Order shall commence on the Order Effective Date and shall continue for a period of 3 Year (the "Initial Term"). At the completion of the Initial Term, this Order will renew for consecutive annual terms (each, a "Renewal Term") unless either party gives the other notice writing that it declines to renew at least 30 days prior to the end of the Initial Term or any Renewal Term.

3. Billing and Payment Terms.

- 3.1. Additional Users. Customer may subscribe for additional Internal Users of any NetDocuments Service listed herein for the then-current price for Customer's existing Internal Users of that respective Service.
- 3.2. Additional Services. Except as set forth below, the number of Internal Users of any additional Service must always be equivalent to the number of NetDocuments DM Internal Users subscribed by Customer.
- 3.3. Billing Frequency. NetDocuments will invoice Subscription Fees Annually in advance.
- 3.4. Billing Commencement Date. Billing for the Service(s) listed on this Order Form will commence upon contract execution or when the Service(s) are available for use by Customer, whichever occurs first.
- 3.5. Invoices. On the Billing Commencement Date, NetDocuments shall invoice Customer the applicable Subscription Fees according to the terms of the relevant Order or Statement of Work. Customer shall pay all invoices within 30 days of the invoice date. Failure to pay undisputed amounts within 60 days of the invoice due date will constitute a material breach of the Agreement.

4. Additional Terms for Specific Services. The following additional provisions apply to the Services and Solutions listed herein:

- ndOCR:

ndOCR is a web-based application that applies optical character recognition and file compression technology to Customer Data stored in the NetDocuments DM Service. ndOCR is provided with configuration options that specify the types of Customer Data to be processed using ndOCR and how the results of that processing will be stored within the Services. ndOCR permits Customer to configure processing by reference to specified 'cabinets' but not at any lower level. ndOCR might not process all Customer Data in all formats.

5. No Professional Services. The Subscription Fees set forth above do not include any Professional Services. Professional Services (if any) will be subject to a separate Statement of Work between the parties.

IN WITNESS WHEREOF, the parties, through their authorized representatives, have read, understood, and agree to be bound by the terms of this Order, which is effective as of the date of the last signature below.

City of Norwalk

By:

Name:

Title:

Date:

NetDocuments

By:

Name:

Title:

Date:

NetDocuments Acquires Worldox

October 18, 2022

Lehi, Utah

[Back to Press Releases](#)

NetDocuments, the most trusted cloud platform where legal professionals do their best work, today announced it has acquired Worldox, a global document management system (DMS) provider that has helped shape the legal technology landscape for more than 30 years.

Leadership from both organizations identified a customer-first approach and vision for the future as key synergies that will align customers for success as they move to future-proof their firms with the leading cloud DMS in the industry.

"We are thrilled to welcome Worldox customers, partners, and employees to NetDocuments, and look forward to building upon the strong relationships established by the Worldox team," stated Josh Baxter, CEO of NetDocuments. "Going forward, our focus will be integrating Worldox customers onto our cutting-edge platform at their own pace, while delivering on our commitment to all of our customers through continual innovation on the NetDocuments platform."

This acquisition comes following NetDocuments' latest product launch of PatternBuilder, a document and workflow automation tool which uniquely combines a rich DMS experience with inherited security capabilities and advanced legal automation technologies. Law firms and legal teams on the NetDocuments cloud platform are well-positioned to take advantage of solutions like this that address their

Press Contact

ATTN: Press Relations

press@netdocuments.com

(850) 459-4947

Recent Posts

**Lee & Thompson selects
NetDocuments for cloud-based
document and email
management**

January 12, 2023

**NetDocuments Acquires
Worldox**

October 18, 2022

**Powerful Integrations and Open
APIs Drive NetDocuments
Customer Success**



Chat with an Expert

biggest document organization, collaboration, automation, and governance challenges.

Rebecca Sattin, Co-CEO and CIO at Worldox commented, "Industry trends among law firms and legal teams reflect a prevailing cloud-first strategy and the desire to future-proof their organizations with platforms that can deliver a wide variety of tools, seamlessly connect to other technologies, and scale with their needs. NetDocuments' proven ability to support these capabilities coupled with their commitment to innovating new, customer-inspired solutions made the combining of our organizations a win-win for customers, partners, employees, and the legal industry as a whole."

Worldox, a NetDocuments company, will continue to operate uninterrupted and customers can expect informational webinars to answer questions about this exciting step in enabling even more legal professionals to do their very best work. Current Worldox customers may call (844) 638-3696 or email

experiencespecialists@netdocuments.com to connect with an Experience Specialist directly, or visit the website to learn more.

Hennepin acted as the exclusive financial advisor to NetDocuments.

###

About NetDocuments

NetDocuments, the most trusted cloud-based content management and productivity platform that helps legal professionals do their best work. Backed by over 20 years of experience in cloud innovation, NetDocuments supports 3,700+ law firms, corporate legal departments, and public sector entities with solutions that drive better user experiences and business outcomes. NetDocuments offers a complete end-to-end platform for document and email organization and management, including award-winning security and research capabilities; robust automation, collaboration, and search technologies; seamless integrations with other tools professionals use daily; and much more. Learn more about NetDocuments.

For more information, please contact:

Jobst Elster
(850) 459-4947

October 13, 2022

Legal Professionals Can Now Automate Their Expertise with NetDocuments PatternBuilder

August 18, 2022

NetDocuments Makes the 2022 Inc. 5000 List of Fastest-Growing Private Companies

August 16, 2022

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AU

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+61 2 8310 4319

Latin America

For South
3 Bridge House
Street
3 RG1 8LS
3129 9324

Mexico
+52 55 5985 3005

Brazil
+55 21 4040 4623

Solutions

ORGANIZE
PROTECT
PLAN
DELIVER
LEARN

Resources

How to Successfully Switch
Your DMS
DocuSign + NetDocuments
How Ice Miller Adopted
the Cloud Completely
Remote
Blog
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Company

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Partners

Partner Integrations
App Directory
Locate A Partner
Partner Portal
Become A Partner



EXPLANATION

The City's Law Department utilizes a document management system to departmentally warehouse all its electronic documents. This includes everything from emails, draft legal documents, executed contracts, etc. . . The Law Department has utilized Worldox as its document management provider for the past eight year. Prior to engaging Worldox, the Law Department did not have an electronic document management system. All department files were managed with a physical filing system.

It was announced in a press release in the Fall of 2022 that Worldox was acquired by a competitor, Net Documents.

<https://www.netdocuments.com/press-releases/netdocuments-acquires-worldox#:~:text=NetDocuments%2C%20the%20most%20trusted%20cloud%20platform%20where%20legal,legal%20technology%20landscape%20for%20more%20than%2030%20years.>

Net Documents offers a similar (although more sophisticated) document management system to its clients.

As a result of the acquisition, the Worldox platform will no longer be available as of summer of 2023 Making conventional bidding procedures problematic from a timing standpoint. However, Net Documents is working with current Worldox customer to help them transition on to the Net Documents platform. It is our understanding that the Worldox technical staff were retained in the acquisition to facilitate the transition to Net Documents for prior Worldox customers and provide ongoing platform to platform continuity.

Net Documents arranged for a workshop for the Law Department to attend so that Law Department staff could get a live tutorial on the functionality of the system. Our assessment is that the Net Documents offers a document management system which we believe will make the transition from the existing Worldox platform to the Net Documents platform efficient, manageable and seamless, and put the Law Department in the best position to avoid disruption in services as a result of migrating to a new documents management system. The cost breakdown or seven users on the Net Documents Platform is as follows:

Year 1: \$7,900.92
Year 2: \$6,581.47
Year 3: \$8,814.96

Table: Net Documents

Year 1	Cost
Implementation, Training, and Conversion.	\$3,480.00
Software License,	\$4,420.92

Technical Support Total	\$7,900.92
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Year 2	Cost
Implementation,	\$ 0.00

Training, and
Conversion.

Software License, Technical Support	\$6,581.47
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Total	\$6,581.47
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Year 2	Cost
Implementation,	\$ 0.00

Training, and
Conversion.

Software License, Technical Support	\$8,814.96
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Total	\$8,814.96
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DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 03-06-23

DEPARTMENT: Finance/Comptroller/IT

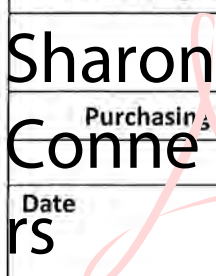
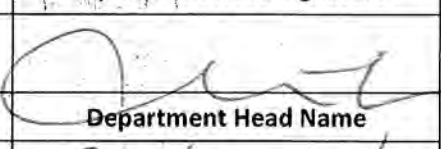
Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

☐	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
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	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
☒	Other, please explain: Munis (Tyler Technology) is the vendor of the City and Norwalk Public School cloud base ERP system for Financial/Budgeting/Payroll/Purchasing and Tax.

TOTAL COST: \$323,144.85/ANNUALLY MUNIS Account: 011370-5742 IT SOFTWARE

VENDOR: MUNIS (TYLER TECHNOLOGIES)

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
 Digitally signed by Sharon Conners Date: 2023.03.07 09:01:50 -05'00'	X	Supports	 Department Head Name Christa May Law Date: 03-06-23
		Does Not Support	
	X	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	

JUSTIFICATION:

Munis (Tyler Technology) is the vendor of the City and Norwalk Public School cloud base ERP system using the follow modules Munis Financial Management, Munis Human Capital Management, Munis Procurement and Munis Tax Billing & Collection. The system also includes Tyler Content Manager for archiving financial, payroll, purchasing and accounts payable documents. Help desk support are available. Three cloud base environments (production, training, and testing environments).

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

Vendor 1: NA

Vendor 2: NA

EMERGENCY: Explain in detail the nature of the emergency

NA



AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. ("Tyler") and the City of Norwalk, Connecticut ("Client").

WHEREAS, Tyler and the Client are parties to an agreement dated October 24, 2017 ("Agreement"); and

WHEREAS, the Term of the Agreement expires February 28, 2023 ("Expiration Date");

THEREFORE, in consideration of the mutual covenants contained herein, Tyler and the Client agree as follows.

1. SaaS Term. The term of the Agreement is hereby renewed for a three (3) year term, indicated on the Sales Quotation attached hereto as Exhibit 1 and commencing on the day following the Expiration Date (for the purposes of this Amendment, the "Renewal Term"). After the completion of the Renewal Term, the Agreement will renew automatically for additional one (1) year terms at our then-current SaaS Fees unless terminated in writing by either party at least sixty (60) days prior to the end of the then-current term. We will provide you notice of any increase in SaaS Fees no less than sixty (60) days prior to the commencement of the renewal term.
2. SaaS Fees. SaaS Fees, as detailed in the attached Sales Quotation, for year one are invoiced annually in advance, beginning on the commencement date of the Renewal Term. Subsequent annual SaaS Fees are invoiced annually in advance, beginning on the anniversary of the initial invoice date. Tyler agrees there shall be no increase in annual SaaS Fees during the three (3) year Renewal Term. Tyler agrees the annual renewal term for Year Four (4) and Year Five (5) is subject to a five percent (5%) cap on increases to the annual SaaS Fees.
3. Users Limits. The SaaS fees may be based on user limits indicated in the attached Sales Quotation and the Agreement, with the Sales Quotation controlling in the event of conflict. Should the number of users be exceeded, Tyler reserves the right to re-negotiate the SaaS fees based upon any resulting changes in the pricing categories.
4. Removal of Tax Billing. Notwithstanding any terms in the Agreement to the contrary, Client may, upon thirty (30) days advance written notice to Tyler, remove the Tax Billing module from the Agreement. Tyler shall credit Client's account for any prepaid SaaS fees for Tax Billing for any time following the effective date of removal, with such credit available at Client discretion to apply to SaaS Fees payable pursuant to the Agreement.
5. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
6. All other terms and conditions of the Agreement shall remain in full force and effect.

SIGNATURE PAGE FOLLOWS



IN WITNESS WHEREOF, persons having been duly authorized and empowered to enter into this Amendment hereunto executed this Amendment effective as of the date last set forth below.

Tyler

By: _____

Name: _____

Title: _____

Date: _____

City of Norwalk, Connecticut

By: _____

Name: _____

Title: _____

Date: _____



Exhibit 1
Investment Summary

The following Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Investment Summary is effective as of the Effective Date, despite any expiration date in the Investment Summary that may have lapsed as of the Effective Date. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement. In the event of conflict between the Agreement and terms in the Comments section of this Investment Summary, the language in the Agreement will prevail.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK



Quoted By: Eddie Flaherty
 Quote Expiration: 07/11/23
 Quote Name: City and Schools of Norwalk, CT-
 ERP- SaaS Renewal
 Quote Description: SaaS Renewal
 SaaS Term: 3.00

Sales Quotation For:

City of Norwalk
 PO Box 5125
 125 East Avenue
 Norwalk CT 06856-5125
 Phone: +1 (203) 854-7900

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Financial Management			
Accounting/GL/BG/AP	1	0	\$ 70,406.70
Project & Grant Accounting	1	0	\$ 12,000.45
Purchasing	1	0	\$ 18,802.35
Requisitions	1	0	\$ 14,001.75
Human Resources Management			
Employee Self Service	1	0	\$ 4,989.60
Human Resources & Talent Management	1	0	\$ 7,998.90
Payroll	1	0	\$ 14,482.65
Revenue Management			
Accounts Receivable	1	0	\$ 16,201.50
Tax Billing	1	0	\$ 31,200.75
Content Management			
Content Manager Core	1	0	\$ 22,578.15

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Data Insights			
Crystal Reports	1	0	\$ 14,223.30
Role Tailored Dashboard	1	0	\$ 13,493.55
Additional			
Enterprise ERP Office	1	0	\$ 13,515.60
Enterprise Forms Processing (including Common Form Set)	1	0	\$ 6,249.60
Subscription Fees			
Concurrent Users	60	0	\$ 63,000.00
TOTAL		0	\$ 323,144.85

Summary	One Time Fees	Recurring Fees
Total Tyler License Fees	\$ 0.00	\$ 0.00
Total SaaS	\$ 0.00	\$ 323,144.85
Total Tyler Services	\$ 0.00	\$ 0.00
Total Third-Party Hardware, Software, Services	\$ 0.00	\$ 0.00
Summary Total	\$ 0.00	\$ 323,144.85
Contract Total	\$ 969,434.55	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held for six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.

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- Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.

- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Content Manager Core includes up to 1TB of storage. Should additional storage be needed it may be purchased as needed at an annual fee of \$5,000 per TB.

Financial library includes: 1 A/P check, 1 EFT/ACH, 1 Purchase order, 1099M, 1099INT, 1099S, and 1099G.

State Tax includes Tyler Forms Library - State Tax - 5 Forms.

Personnel Actions Forms Library includes: standard Personnel Action form - New and standard Personnel Action Form - Change.

In the event Client acquires from Tyler any edition of Content Manager software other than Enterprise Edition, the license for Content Manager is restricted to use with Tyler applications only. If Client wishes to use Content Manager software with non-Tyler applications, Client must purchase or upgrade to Content Manager Enterprise Edition.

Tyler's form library prices are based on the actual form quantities listed, and assume the forms will be provided according to the standard Enterprise ERP form template. Any forms in addition to the quoted amounts and types, including custom forms or forms that otherwise require custom programming, are subject to an additional fee. Please also note that use of the Tyler Forms functionality requires the use of approved printers as well. You may contact Tyler's support team for the most current list of approved printers. Any forms included in this quote are based on the standard form templates provided. Custom forms, additional forms and any custom programming are subject to additional fees not included in this quote. The additional fees would be quoted at the time of request, generally during the implementation of the forms. Please note that the form solution provided requires the use of approved printers. You may contact Tyler's support team for the most current list of approved printers.