

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

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting(s):

February 23, 2016

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS: Louis J. Bonsangue, Conservation Commission
David S. Hollar, Oak Hills Park Authority

APPOINTMENTS: Alex A. Knopp, Public Library Board
Jalin T. Sead, Fair Housing Advisory Commission
Michael L. Witherspoon, Zoning Commission (alternate)

REAPPOINTMENTS: Stanley M. Siegel, Public Library Board

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATIONS AND APPOINTMENTS

APPOINTMENTS:

B. CONSENT CALENDAR

VI. REPORTS: DEPARTMENTS, BOARD AND COMMISSIONS

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS COMMITTEE

1. Accept the Freeholders Report and Approve the discontinuance and abandonment of a portion of Isaacs Street beginning at the westerly boundary of the property located at 19 Isaacs Street (Tax Lot 1-29-54-0) and heading west to the easterly boundary of the property located at 20 Isaacs Street (Tax Lot 1-29-63-0) as depicted on a map prepared by Redniss & Mead entitled "Property Survey Depicting An Abandonment Of A Portion Of Isaacs Street Prepared For POKO-IWSR Developers, LLC, Norwalk, Connecticut," dated November 16, 2015, at a scale of 1" = 40' on file in the Department of Public Works, in accordance with Section 7.5 of the "Land Disposition and Development Agreement By and Between the City of Norwalk, Connecticut, the Redevelopment Agency of the City of Norwalk and POKO-IWSR Developers, LLC," dated November 14, 2007.
2. Authorize the Mayor, Harry W. Rilling, to execute any and all necessary or desired documents in connection with the finalization of the discontinuance and release of the City's interests in the discontinued roadway, including a general release to release any interests that the City may have in the property comprising the abandoned portion of Isaacs Street beginning at the westerly boundary of the property located at 19 Isaacs Street (Tax Lot 1-29-54-0) and heading west to the easterly boundary of the property located at 20 Isaacs Street (Tax Lot 1-29-63-0) as depicted on a map prepared by Redniss & Mead entitled "Property Survey Depicting An Abandonment Of A Portion Of Isaacs Street Prepared For POKO-IWSR Developers, LLC, Norwalk, Connecticut," dated November 16, 2015, at a scale of 1" = 40' on file in the Department of Public Works, in accordance with Section 7.5 of the "Land Disposition and Development Agreement By and Between the City of Norwalk, Connecticut, the Redevelopment Agency of the City of Norwalk and POKO-IWSR Developers, LLC," dated November 14, 2007.
3. Approve the following Resolution: "The Common Council of the City of Norwalk supports the efforts of Western Connecticut Council of Governments in applying for a State of Connecticut Regional Performance Incentive Program for a Regional Snow Plow Routing Study and hereby authorizes the Mayor, Harry W. Rilling, to execute any and all documents necessary for the City to enter into an agreement with the State of Connecticut in order to receive and participate in such study."
4. Forward the following action to the March 8, 2016 Common Council Meeting: "Rescind the September 8, 2015 resolution to install an honorary street name sign, "Pastor Sadie Miles Way", at 2 Berkeley Street."
5. Designate a portion of Berkeley Street in honor of Pastor Sadie Miles in accordance with Chapter 95 of the City Code. Two signs: One at West Avenue and Berkeley Street and One at Elm Street and Berkeley Street.
6. Authorize the Mayor, Harry W. Rilling, to execute an escrow agreement between the City of Norwalk and General Growth Properties, Inc. for the funding of a traffic engineering peer review of the traffic impact study for the SoNo Collection mall project on local roads. General Growth Properties will fund the escrow amount with an amount to be determined by the City necessary to complete a full and thorough review.

7. Authorize the Mayor, Harry W. Rilling, to execute a professional services agreement with Parsons Brinckerhoff, Inc. in an amount not to exceed \$90,000 to provide traffic peer review services of the traffic impact study for the SoNo Collection mall project on local roads, subject to the execution and funding of an escrow account agreement by General Growth Properties, Inc. between the City of Norwalk and General Growth Properties, Inc.
8. Authorize the Mayor, Harry W. Rilling to execute the First amendment to the July 7, 2015 Agreement with Sealcoating, Inc for Project No. PM 2015-3 Crack Sealing at Various Locations, for a sum not to exceed \$300,000.

Account No. 0916 4021 5777 C0021

- 9a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with FGB Construction Company for Project No. PM 2016-1 Pavement Management Program, for a sum not to exceed \$3,582,588.00.
- 9b. Authorize the Director of Public Works to execute Orders on Contract with FGB Construction Company for Project No. PM 2016-1 Pavement Management Program, for a sum not to exceed \$358,258.80.

Account No. 0916 4021 5777 C0021
0915 4021 5777 C0021
0914 4021 5777 C0021
0916 4021 5777 C0503
0916 4021 5777 C0302
0910 4021 5777 C0302
030000-2602
0915 1000 5777 C0536
0916 1000 5777 C0536
0913 5010 5777 C0516
0915 5010 5777 C0516
0916 5010 5777 C0516

B. HEALTH, WELFARE AND PUBLIC SAFETY COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with ETT enterprises, Inc. d/b/a ETT Environmental Services for the removal of the underground fuel storage tanks at the Fire Support Services facility, 100 Fairfield Avenue (Bid #3551) for a sum not to exceed \$34,798.95.

Account nos. 091531105777C0542, 090931105777C0411

2. Authorize the Fire Chief, Laurence Reilly, to execute Change Orders on the Agreement with ETT Enterprises, Inc. d/b/a ETT Environmental Services for the removal of the underground fuel storage tanks at the Fire

**COMMON COUNCIL
NORWALK, CONNECTICUT**

**AGENDA
7:30 PM EST**

**MARCH 8, 2016
COUNCIL CHAMBERS**

Support Services Facility, 100 Fairfield Avenue, for a sum not to exceed \$2500. Account no. 090931105777C0411

3. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the Connecticut Department of Transportation, in the amount of \$44,500.00, with the City of Norwalk responsible for 25% or \$11,125.00.
4. Authorize the Police Chief, Thomas E. Kulhawik, to execute any and all agreements, documents, instruments and amendments thereto as may be necessary to implement all programs through Connecticut Department of Transportation Distracted Driving Grant, pursuant to such grant funding.

C. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling to enter into a license agreement with The Rink at Harbor Point LLC to set-up, operate and manage (2) Seasonal Portable Rinks at Veterans Park from October 1, 2017 – March 31, 2027 (10 Years) with (2) Five Year Renewal Options.

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

PUBLIC LIBRARY BOARD	M/C	Nwtk. Code 87-1
ALEX A. KNOPP (D) 35 Fifth Street Norwalk, CT 06855		Term Expires – 12/31/2018
FAIR HOUSING ADVISORY COMMISSION	M/C	Nwtk. Code 59-A
JALIN T. SEAD (D) 24 Woodbury Avenue Norwalk, CT 06850		Term Expires – 9/01/2018
ZONING COMMISSION	M/C	Nwtk. Code 79
MICHAEL L. WITHERSPOON (D) 5 Observatory Place Norwalk, CT 06854		Term Expires – 07/01/2018 Alternate

REAPPOINTMENTS

PUBLIC LIBRARY BOARD	M/C	Nwtk. Code 87-1
STANLEY M. SIEGEL (U) 1 Arnold Lane Norwalk, CT 06853		Term Expires – 12/31/2018

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APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND
OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS
ARE SUBJECT TO THE AVAILABILITY OF FUNDS**

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

Ms. King, City Clerk read the notice stating that the meeting was being videotaped and audio recorded for the public broadcast and that assisted listening devices were available.

I. ROLL CALL

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

Council at Large:	Mr. Richard Bonenfant	Mr. Michael Corsello
	Mr. Bruce Kimmel	
	Mr. Douglas Hempstead	
District A:	Ms. Eloisa Melendez	Mr. Steven Serasis
District B:	Ms. Phaedrel Bowman	Mr. Travis Simms
District C:	Mr. John Kydes	Ms. Michelle Maggio
District D:	Ms. Shannon O'Toole Giandurco	
District E:	Mr. Thomas Livingston	Mr. John Igneri

There were 13 (thirteen) Common Council members present and two (2) absent (Mr. DePalma and Mr. Sacchinelli).

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

II. ACCEPTANCE OF MINUTES

Regular Meeting(s): January 26, 2016

The following correction was made to the minutes:

Page 1 – second paragraph, first sentence should read:

Ms. King, City Clerk read the notice stating that the meeting was being videotaped and audio recorded for the public broadcast and that assisted listening devices were available.

**** MR. IGNERI MOVED TO ACCEPT THE MINUTES AS CORRECTED**

**** MOTION PASSED UNANIMOUSLY**

City of Norwalk

Common Council – Regular Meeting

February 23, 2016

Page 1

III. PUBLIC PARTICIPATION

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

Mr. Joseph Giandurco, Chestnut Hill Road spoke in support of increasing the proposed cap. He said that raising the cap represents a \$7.00 increase and that seniors and singles benefit from a strong school system.

Ms. Diane Cece, Olmstead Place spoke about Item 7C10 – the agreement with The Rink at Harbor Point, LLC and said that she spoke in favor of this at the public information session. She asked that this item be sent back to Committee – she said that she was unable to go to the public hearing, but reviewed the documents and it looks like there will be no revenue to the City for the first four years. She said that she received a rendering of the ice rink overlaid on the Park and that it is huge and the footprint is bigger than people anticipated.

Ms. Cece said that people thought this would be an amenity for Norwalk families, but this draws on the region. She asked that this item be sent back to Committee so people could do their homework.

Mr. Michael Mushak, Elmwood Avenue spoke in support of the Pride in the Park event. He said that he is proud that Norwalk has this event that celebrates diversity. He also spoke in support of moving forward with the Perry Avenue bridge and asked to be sure that there will bicycle lanes because it is part of the Norwalk River Valley Trail.

Mr. Mushak spoke about the proposed ice rink and said that he did not feel it should go back to Committee; it covers 2% of the park and is in a corner of the parking lot. He said that it is not gigantic. He said that the ice rink will make Veteran's Park a destination. Mr. Mushak spoke in support of the appointment of Ms. Wallerstein to the Public Library Board.

IV. MAYOR

Mayor Rilling announced that the Youth Ministry will participate in the Hunger Walk and fast for 30 hours this Saturday, February 27th. He said that the Mayor's Walk will join them. He commended the 200 young people who bring awareness to hunger.

Mayor Rilling said that last Saturday's walk was dedicated to Lieutenant Tim Murphy.

Mr. Kydes is holding a solar symposium at City Hall on Thursday evening.

Mayor Rilling said that he is continuing small business visits. This past Wednesday he visited the Panic Room; he asked that anyone who wants him to visit their business to contact his office.

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

Susan O. Wallerstein, Public Library Board

**** MR. KIMMEL MOVED TO APPROVE THE APPOINTMENT OF SUSAN O. WALLERSTEIN TO THE PUBLIC LIBRARY BOARD**

Mr. Kimmel said that Ms. Wallerstein has been involved in a number of activities in Norwalk and that she is an excellent choice.

Mr. Igneri agreed and said that Ms. Wallerstein would be wonderful for the Library.

Mr. Serasis said that he worked with Ms. Wallerstein in different capacities and that she has a lot of heart and soul for the Library.

Mr. Hempstead said that he and Ms. Wallerstein served together a long time ago; she is witty, sharp and an excellent choice.

Mr. Corsello said that Ms. Wallerstein was an excellent choice.

Mayor Rilling said that Ms. Wallerstein has done a wonderful job as chair of the Norwalk Arts Commission.

**** MOTION PASSED UNANIMOUSLY**

**** MR. IGNERI MOVED TO SUSPEND THE RULES TO TAKE THE AGENDA OUT OF ORDER**

**** MOTION PASSED UNANIMOUSLY**

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

Mr. Kimmel reported that last Tuesday, the Ordinance Committee prepared for a public hearing on senior tax relief. He said that there has been some confusion by the public on the capital budget process and described the capital budget process. The Board of Estimate and Taxation will hold a public hearing on March 23rd on the operating budget; this is when the public will be able to discuss line items.

On February 29th the Common Council members will meet with the FOI Chief Information Officer to discuss FOI. The operating budget public hearing will be on March 23rd.

RESIGNATIONS AND APPOINTMENTS

APPOINTMENTS:

Kara A. T. Murphy, Ethics Board

Due to a potential conflict of interest, Mr. Simms recused himself and left the Common Council Chambers.

**** MR. CORSELLO MOVED TO APPROVE THE APPOINTMENT OF
KARA A. T. MURPHY TO THE ETHICS BOARD**

Mr. Corsello said that Ms. Murphy is a very experienced and accomplished lawyer and well recognized by her peers.

Mr. Bonenfant wished Ms. Murphy good luck and said that if they do not hear from her, all the better.

**** MOTION PASSED UNANIMOUSLY**

Mr. Kimmel pointed out that Ms. Murphy's term will expire in March and is confident that when her name is put forward again, she will be approved.

Mr. Simms returned to the Common Council Chambers.

B. CONSENT CALENDAR

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

RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

7A1 A&B

7A2

7A3

7A4

7A5

7A6

7A7

7A8

7A9

PUBLIC WORKS COMMITTEE

7B1

7B2

ORDINANCE COMMITTEE

7C1

7C2

FINANCE COMMITTEE

7D1

7D2

7D3

VI. REPORTS: DEPARTMENTS, BOARD AND COMMISSIONS

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. A). AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH THE TRIANGLE COMMUNITY CENTER FOR "PRIDE IN THE PARK" TO TAKE PLACE SUNDAY, JUNE 5, 2016 IN MATHEWS PARK FROM 12:00 NOON -8:00 PM. SET UP TO TAKE PLACE ON SUNDAY, JUNE 5, 2016 AT 7:00 AM WITH TEAR DOWN NO LATER THAN 8:00 PM ON SUNDAY, JUNE 5, 2016.

B). APPROVE THE USE OF THE SHOW MOBILE BY THE TRIANGLE COMMUNITY CENTER FOR "PRIDE IN THE PARK" TO BE HELD SUNDAY, JUNE 5, 2016.

2. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH THE NORWALK YMCA CAMP SUNRISE TO USE CALF PASTURE BEACH FOR THEIR SUMMER CAMP ON THE FOLLOWING FRIDAY'S: JUNE 24, JULY 1,8, 15, 22, 29, AUGUST 5,12, 19 FROM 11 :00 AM -6:00 PM. ESTIMATED ATTENDANCE 100.

3. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH SOUTH NORWALK ARTS CELEBRATION, INC. FOR THE USE OF 50 WASHINGTON PLAZA, VETERANS PARK PARKING AREA, AND HERITAGE/OYSTER SHELL PARK FOR THE 40TH ANNUAL SONO ARTS CELEBRATION 2016 TO BE HELD FRIDAY-SUNDAY, AUGUST 5, 6, 7, 2016 FROM 7:00 AM FRIDAY, AUGUST 5, 2016 THROUGH 6:00 PM SUNDAY, AUGUST 7, 2016. ESTIMATED ATTENDANCE 15,000-20,000.

4. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT THE COLOR VIBE 5K FOR USE OF VETERANS PARK TO HOLD A ROAD RACE ON SATURDAY, AUGUST 20, 2016 FROM 9:00 AM -11 :00 AM. SET UP TO TAKE PLACE FRIDAY, AUGUST 19, 2016 AT 9:00 AM WITH TEAR DOWN NO LATER THAN 12:00 NOON ON SUNDAY, AUGUST 21, 2016. ESTIMATED ATTENDANCE 2,500 -6,000.

5. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT "OBA ALZHEIMER'S ASSOCIATION CT CHAPTER TO USE CALF PASTURE BEACH FOR "WALK TO END ALZHEIMERS (WALK/5K) SUNDAY, SEPTEMBER 18, 2016 FROM 9:00 AM- 2:00 PM. SET UP TO TAKE PLACE SUNDAY, SEPTEMBER 18, 2016 AT 6:00 AM WITH TEAR DOWN NO LATER THAN 5:00 PM SUNDAY, SEPTEMBER 18, 2016. ESTIMATED ATTENDANCE 1,500+.

6. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH ACHILLES INTERNATIONAL TO HOST A LIGHTHOUSE TO LIGHTHOUSE RACE IN SHADY BEACH FROM 10:00 AM-4:30 PM, SATURDAY, SEPTEMBER 17, 2016.

SET UP TO TAKE PLACE SATURDAY, SEPTEMBER 17, 2016 AT 6:00 AM WITH TEAR DOWN NO LATER THAN 8:00 PM ON SATURDAY, SEPTEMBER 17, 2016. ESTIMATED ATTENDANCE 250.

7. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH THE WILLIAM RAVEIS CHARITABLE FUND FOR THE USE OF CALF PASTURE BEACH FOR A "WILLIAM RAVEIS RIDE & WALK EVENT TO TAKE PLACE SUNDAY, OCTOBER 16, 2016 FROM 7:00 AM - 1 :00 PM. SET UP TO TAKE PLACE SATURDAY, OCTOBER 15, 2016 AT 8:00 AM AND SUNDAY, OCTOBER 16, 2016 AT 5:00 AM WITH TEAR DOWN NO LATER THAN 5:00 PM ON SUNDAY, OCTOBER 16, 2016. ESTIMATED ATTENDANCE 500.

8. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH THE EXCHANGE CLUB OF NORWALK FOR THE USE OF TAYLOR FARM FOR THE ANNUAL NORWALK EXCHANGE ANTIQUE AUTO SHOW TO BE HELD SUNDAY, APRIL 24, 2016 FROM 8:00 AM - 5:00 PM WITH A RAIN DATE OF SUNDAY, MAY 1, 2016. SET UP TO TAKE PLACE THURSDAY, APRIL 21, 2016 AT 12:00 NOON WITH TEAR DOWN NO LATER THAN 12:00 NOON. ESTIMATED ATTENDANCE 500.

9. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH JDRF (JUVENILE DIABETES RESEARCH FOUNDATION) FOR THE USE OF BRIEN MCMAHON CASAGRANDE FIELD ON SUNDAY, SEPTEMBER 25, 2016 FROM 8:30 AM - 1 :30 PM. SET UP TO TAKE PLACE 6:00 AM WITH TEAR DOWN NO LATER THAN 5:00 PM ON SUNDAY, SEPTEMBER 25, 2016. ESTIMATED ATTENDANCE 1,000.

B. PUBLIC WORKS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH PJF CONSTRUCTION CORP., FOR CONNDOT PROJECT NO. 102-319, REHABILITATION OF THE PERRY AVENUE BRIDGE OVER THE NORWALK RIVER, IN THE AMOUNT OF \$3,422,165.71.

2. AUTHORIZE THE DIRECTOR OF PUBLIC WORKS, TO ISSUE ORDERS ON CONTRACT TO PJF CONSTRUCTION CORP., FOR CONNDOT PROJECT NO. 102-319, REHABILITATION OF THE PERRY AVENUE BRIDGE OVER THE NORWALK RIVER, IN THE AMOUNT NOT TO EXCEED \$342,217.

ACCOUNT NOS.

09-13-4021-5777-C0392

09-15-4021-5777 ·C0392

09-16-4021-5777-C0392

C. ORDINANCE COMMITTEE

**1. APPROVE PROPOSED REVISIONS TO CHAPTER 103 TAXATION
ORDINANCE-ARTICLE V, SECTION 103-14 APPOINTMENT OF
ALTERNATES; INCREASE IN MEMBERSHIP.**

**2. APPROVE PROPOSED REVISION TO NORWALK HARBOR
MANAGEMENT COMMISSION, BY LAWS OF THE NORWALK
HARBOR MANAGEMENT COMMISSION.**

D. FINANCE COMMITTEE

**1. ACCEPT AND APPROVE THE REPORT OF THE CLAIMS
COMMITTEE DATED: FEBRUARY 2, 2016.**

**2. FOR INFORMATIONAL PURPOSES ONLY: NARRATIVE ON TAX
COLLECTIONS DATED: FEBRUARY 11, 2016.**

**3. FOR INFORMATIONAL PURPOSES ONLY: MONTHLY TAX
COLLECTOR'S REPORT DATED: JANUARY 31, 2015.**

**** MOTION PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED TO SUSPEND THE RULES TO ADD AN
ITEM TO THE AGENDA – APPOINTMENTS TO THE BOARD OF
ASSESSMENT APPEALS**

**** MOTION PASSED UNANIMOUSLY**

APPOINTMENTS:

**** MR. KIMMEL MOVED TO APPROVE THE FOLLOWING REGULAR
APPOINTMENTS TO THE BOARD OF ASSESSMENT APPEALS:**

**KATHLEEN CLEMENT – REAPPOINTMENT
HARRIET PETRIDES – APPOINTMENT**

**** MOTION PASSED UNANIMOUSLY**

- ** MR.IGNERI MOVED TO APPROVE THE FOLLOWING ALTERNATE APPOINTMENTS TO THE BOARD OF ASSESSMENT APPEALS:**

**VINCENT BOCCANFUSCO
ARLINE CIOFFI
MEGGAN DOUGLAS (WARREN)
JAN WOODWARD**

- ** MOTION PASSED UNANIMOUSLY**

- ** MR. SIMMS MOVED TO APPROVE THE FOLLOWING APPOINTMENTS TO THE BOARD OF ASSESSMENT APPEALS:**

**PETER LANE
TIM RORIK
LESLIE SOYLAND**

Mr. Kimmel commented that this is a hard and difficult job and commends anyone willing to serve on this board.

- ** MOTION PASSED UNANIMOUSLY**

Ms. King administered the Oath of Office to Ms. Wallerstein and Ms. Murphy.

VI. REPORTS: DEPARTMENTS, BOARD AND COMMISSIONS

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

- ** MR. SIMMS MOVED TO APPROVE THE FOLLOWING ITEM:**

10. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH THE RINK AT HARBOR POINT, LLC TO SET UP, OPERATE AND MANAGE PORTABLE RINKS AT VETERANS MEMORIAL PARK FOR OCTOBER 1, TO MARCH 30 EACH YEAR WITH TERMS AS OUTLINED.

Due to a potential conflict of interest, Mr. Bonenfant recused himself and left the Common Council Chambers.

Mr. Simms explained that his project is going to be paramount in transforming Norwalk; it is a great opportunity for children to learn how to skate. He said that he is honored and pleased that this ice rink is being proposed.

Mr. Kimmel spoke in support of the ice rink; however, he said that some Council members felt the backup information could have been clear. He said that to his credit, Mr. Mocciaie answered a lot of questions and commended him for doing that.

Ms. O'Toole Giandurco commended Mr. Mocciaie for answering all of the questions, but said that she can't make heads or tails out of the contract and asked that this item be tabled to the next Committee meeting to clean up the backup.

Mr. Hempstead said that he has no problem with the ice rink, but said that there are a lot of conflicts in the lease. Mr. Coppola said that the lease in the packet is a sample. Mr. Hempstead said that the terms are conflicting. Mr. Mocciaie said that the terms are 10-5 & 5.

Mr. Coppola asked Mr. Mocciaie if there is a draft of the lease prepared yet. Mr. Mocciaie said that it has not been prepared. Mr. Coppola explained that a lot of what is being asked cannot be answered until the lease is reviewed by the Law Department. Mr. Hempstead said that he was trying to figure out the best methodology to send to the Law Department with conceptals only.

Mr. Coppola said that this item should be referred when the lease agreement is in place.

**** MR. SIMMS WITHDREW HIS MOTION**

**** MR. HEMPSTEAD MOVED TO APPROVE THE CONCEPT OF THE LEASE AGREEMENT WITH THE RINK AT HARBOR POINT LLC VETERANS PARK PORTABLE RINKS AS OUTLINED IN A MEMORANDUM DATED FEBRUARY 16, 2016, SUBJECT TO REVIEW BY THE LAW DEPARTMENT AND FORWARDED TO THE COMMON COUNCIL FOR FINAL AUTHORIZATION**

Mr. Kimmel said that this is not time sensitive, it makes sense to do this. Mr. Coppola said that if the Common Council agrees to the terms, the Law Department will come back with a final lease.

**** MOTION PASSED UNANIMOUSLY**

Mr. Bonenfant returned to the Common Council Chambers.

D. FINANCE COMMITTEE

**** MR. KIMMEL MOVED THE FOLLOWING RESOLUTION:**

**4. WHEREAS, SECTION 1-289 OF THE NORWALK CHARTER
REQUIRES THAT A MAJORITY OF THE COMMON COUNCIL VOTE
TO ESTABLISH A SPECIFIC SPENDING LIMITATION ON LOCALLY
FUNDED EXPENDITURES DURING THE PROCESS OF
ESTABLISHING THE NEXT FISCAL YEAR'S OPERATING BUDGET.**

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

**THE MAXIMUM LIMIT ON TOTAL APPROPRIATIONS FOR THE
CITY OF NORWALK FOR FISCAL YEAR BEGINNING JULY 1, 2016
SHALL BE NO MORE THAN \$316,339,469. THIS APPROPRIATION CAP
REPRESENTS TOTAL EXPENDITURES OF \$337,095,669 LESS
ESTIMATED INTERGOVERNMENTAL GRANTS OF \$20,756,200.**

**BE IT FURTHER RESOLVED THAT THE RESULT OF THIS VOTE
AND RESOLUTION, TOGETHER WITH THE ATTACHED 2016-17
BUDGET GUIDE, BE FORWARDED BY THE CLERK OF THE CITY OF
NORWALK TO THE BOARD OF ESTIMATE AND TAXATION.**

**** MR. KIMMEL MOVED TO AMEND HIS MOTION AS FOLLOWS:**

**4. WHEREAS, SECTION 1-289 OF THE NORWALK CHARTER
REQUIRES THAT A MAJORITY OF THE COMMON COUNCIL VOTE
TO ESTABLISH A SPECIFIC SPENDING LIMITATION ON LOCALLY
FUNDED EXPENDITURES DURING THE PROCESS OF
ESTABLISHING THE NEXT FISCAL YEAR'S OPERATING BUDGET.**

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

**THE MAXIMUM LIMIT ON TOTAL APPROPRIATIONS FOR THE
CITY OF NORWALK FOR FISCAL YEAR BEGINNING JULY 1, 2016
SHALL BE NO MORE THAN \$316,639,469. THIS APPROPRIATION CAP
REPRESENTS TOTAL EXPENDITURES OF \$337,695,669 LESS
ESTIMATED INTERGOVERNMENTAL GRANTS OF \$20,756,200.**

**BE IT FURTHER RESOLVED THAT THE RESULT OF THIS VOTE
AND RESOLUTION, TOGETHER WITH THE ATTACHED 2016-17**

**BUDGET GUIDE, BE FORWARDED BY THE CLERK OF THE CITY OF
NORWALK TO THE BOARD OF ESTIMATE AND TAXATION.**

Mr. Kimmel said that this is an \$300,000 increase to the cap. He said that if the original spending cap is adopted, it will represent the lowest tax increase in a decade. He said that the additional \$300,000 leaves the Board of Education with \$300,000 less than they requested. Mr. Kimmel said that Mayor Rilling stressed that the Common Council needs to do everything in their power to fund the Board of Education and pledged that if there are any shortfalls, the City will work with them to come up with the funding.

Mr. Kimmel said that there has been a misunderstanding about the total amount that the Board of Education is asking for. He said that there is an additional request for the restructuring of Special Education. The Mayor and Common Council pledges to support this request and minimize the impact on taxpayers.

Mr. Kimmel said that as a former teacher, he commends Dr. Adamowski who is addressing the most difficult issue facing the school system. He said that the schools deserve every penny they can get and when all is said and done, the Board of Education will be fully funded. Mr. Kimmel commended those involved in creating the budget and said that it is a compromise; a good faith effort and hoped that everyone would support the amendment.

Mayor Rilling said that he met with Dr. Adamowski about inaccurate information that was presented to him. He said that the budgets were originally \$300,000 apart and that the City would replace \$300,000 with the understanding that they will look for \$300,000 in savings. He said that he told Dr. Adamowski that he has his commitment to work toward a Board of Education budget that is fully funded.

**** AMENDMENT PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED TO ADD ANOTHER \$300,000 TO THE CAP**

Mr. Hempstead said that the Board of Education as not spent up to the cap over the last three years and that there is a great level of trust by the Common Council about the quality of their budget.

Mr. Kimmel said that he appreciated Mr. Hempstead's comment, but will vote against his amendment. He said that he agrees that the relationship between the Common Council and Board of Education is mended, but does not require totally funding their \$176 million request; \$300,000 was a compromise.

Mr. Kimmel said that there was a piece of misinformation in a public statement, that if the additional \$300,000 is not added to the cap, that classroom assignments will go up to 30. Mr. Kimmel said that no matter what they do, there will be no classes of 30 students.

He said that they are committed to ensuring that the Board of Education has all it needs. He added that anything the Common Council does, has a direct impact on the taxpayers.

Mr. Kydes asked for the total numbers:

4. WHEREAS, SECTION 1-289 OF THE NORWALK CHARTER REQUIRES THAT A MAJORITY OF THE COMMON COUNCIL VOTE TO ESTABLISH A SPECIFIC SPENDING LIMITATION ON LOCALLY FUNDED EXPENDITURES DURING THE PROCESS OF ESTABLISHING THE NEXT FISCAL YEAR'S OPERATING BUDGET.

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

THE MAXIMUM LIMIT ON TOTAL APPROPRIATIONS FOR THE CITY OF NORWALK FOR FISCAL YEAR BEGINNING JULY 1, 2016 SHALL BE NO MORE THAN \$316,939,469. THIS APPROPRIATION CAP REPRESENTS TOTAL EXPENDITURES OF \$337,995,669 LESS ESTIMATED INTERGOVERNMENTAL GRANTS OF \$20,756,200.

BE IT FURTHER RESOLVED THAT THE RESULT OF THIS VOTE AND RESOLUTION, TOGETHER WITH THE ATTACHED 2016-17 BUDGET GUIDE, BE FORWARDED BY THE CLERK OF THE CITY OF NORWALK TO THE BOARD OF ESTIMATE AND TAXATION.

Ms. Bowman said that she would not support Mr. Hempstead's amendment, but said that wants to see Briggs High School taken care of.

**** MOTION FAILED WITH FOUR (4) IN FAVOR (MR. BONENFANT, MS. O'TOOLE GIANDURCO, MS. MAGGIO AND MR. HEMPSTEAD) AND NINE (9) OPPOSED (MR. CORSELLO, MR. KIMMEL, MS. MELENDEZ, MR. SERASIS, MS. BOWMAN, MR. SIMMS, MR. KYDES, MR. IGNERI, MR. LIVINGSTON)**

Mr. Kimmel re-read his motion as amended.

**** MOTION PASSED UNANIMOUSLY**

Mayor Rilling said that the third annual Beauty and Bubbly event will take place on Friday evening. Mr. Hempstead said that he is participating in the Penguin Plunge in support of the Child Guidance Center.

VIII. RESOLUTIONS FROM COMMON COUNCIL

There were none this evening.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none this evening.

X. SUSPENSION OF RULES

There were none this evening.

XI. ADJOURNMENT

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

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

ATTEST: _____
Donna King, City Clerk

RESUME OF ALEX A. KNOPP, ESQ.

Residence: 35 Fifth Street, Norwalk, Connecticut 06855

Telephone: (cell) 203-554-7307

E-mail: alex.knopp@yale.edu or Aknopp@sbcglobal.net or alexsheffrep@gmail.com

PROFESSIONAL AND CIVIC EXPERIENCE [NOTE: My professional positions are shown highlighted to distinguish them from my volunteer civic activities.]

2014 – present: Chairman, Connecticut State Advisory Committee of the United States Civil Rights Commission (volunteer position)

2012 – present: Consultant to the NAACP Legal Defense Fund, serving as the Plaintiffs' Representative to the State Department of Education in Sheff v. O'Neill, the landmark Connecticut desegregation education case decided in 1996 by the Connecticut Supreme Court. The position was established in the 2008 Stipulation as a remedial action in the case.

2006 – present: Yale Law School, Clinical Visiting Lecturer in Law; I currently co-teach the Legislative Advocacy Clinic and the Education Adequacy Clinic

2006 -- present: Connecticut Advisory Board Member of the Regional Plan Association (volunteer position)

2013 – 2014: Member, CT State Legislative Task Force on Impediments to Fair Housing (volunteer position)

2008- 2012: Executive Director, The Center for Public Service and Social Justice at Yale (also known as Dwight Hall at Yale)

2001-2005: Mayor (2 terms) of the City of Norwalk, CT

2003-2005: Board Member, Connecticut Resources Recovery Authority

(appointed by the General Assembly to represent municipal members with population in excess of 50,000)

2003 -- Member, CT Blue Ribbon Commission on Property Tax Burdens and Smart Growth (established by the CT General Assembly)

2000-2001: Member, Task Force on Election Reform of the National Conference of State Legislatures

1987-2001: State Representative (8 terms) from Norwalk in the Connecticut General Assembly (leadership positions included House Chair of Government Administration & Elections Committee, House Chair of Housing Committee, Ranking Member of Legislative Regulations Review Committee and House Co-Chair of Democratic Screening Committee)

1996-2001: Legal Writer/Case Digester, Connecticut Law Tribune (Legal Weekly)

1984-1993: South Western Regional Planning Agency, Norwalk Representative

1989-1991: Attorney, Of Counsel, Pirro & Church, LLC, Norwalk, CT

1985-1987: Legal Counsel for the Attorney Grievance Committee for Stamford-Norwalk Judicial District (appointed by the Judges of the Superior Court)

1984-1988: Attorney, Law Office of Alex Knopp, Norwalk, CT, including service as Special Public Defender and Special Assistant State's Attorney

1983-1987: Councilman-At-Large (2 terms), Norwalk Common Council (elected to President of Common Council for 1985-86)

1981-1984: Attorney, Koskoff, Koskoff & Bieder, P.C. (Bridgeport and Danbury, CT)

EDUCATION

J.D., 1981, George Washington University Law School, Washington., D.C.

Class Rank: #1 out of 384 graduates.

Class Valedictorian

Honors: Degree awarded with “Highest Honors”; Order of the Coif [legal honor society]

B.A., Government, 1969, Wesleyan University, Middletown, CT

Honors: Degree awarded Magna Cum Laude;

Elected to Phi Beta Kappa;

Awarded The Thomas J. Watson Fellowship;

Awarded The Victor Butterfield Award for Campus Leadership

Honorable Mention, Harper’s Magazine National College Essay Contest

Rhodes Scholarship Finalist

PERSONAL

Married to Bette Bono since 1984; Children Jessie (29 years) and Andrew (27 years)

Jalin T. Sead



24 Woodbury Ave, Norwalk, CT, 06850 | (203)-820-6958 | Jalin.Sead@gmail.com

Summary

- Reliable – Calm under pressure – Organized – Team Player – Dedicated – Fast Learner – Passionate

Experience

ACCOUNTS PAYABLE | HOCON GAS | 2015-PRESENT

- Receive and process Invoices
- Calculate daily propane prices
- Accounts Receivable Support
- Update spreadsheets using Microsoft Excel
- Sales Support
- Draft contracts for various departments
- Trained in all departments

FOUNDER/ DIRECTOR | JCA OUTREACH | 2009-PRESENT

- Coordinated Fundraising
- Recruited and Trained over 20 mentors who counseled approximately 25 mentees
- Supervised Mentors and 10 administrative assistants
- Recruited and trained eight board members
- Created statistical database comparing our results to similar agencies throughout the country
- Coordinated marketing
- Created Website
- Liaison for student and mentors

FACULTY OFFICE ASSISTANT | NORWALK COMMUNITY COLLEGE | 2013-2015

- Maintained supply inventory in the Faculty Services Center
- Completed Orders from faculty for student handouts, booklets, and tests
- Opened and closed office four days a week
- Assist some faculty member with the design of curriculum and lesson plans
- Served on the advisory board for Criminal Justice Program

DEPARTMENT LEAD | BESTBUY | 2011-2013

- Trained all of the new employees, approximately 40 a year
- Supervised all new cashiers, approximately 20 new cashiers a year
- Maintained \$500,000 product inventory
- Coordinated an incentive system for achieving daily goals
- Selected as Employee of the month numerous times

MEDICAL RECORDS CLERK | NORWALK COMMUNITY HEALTH CENTER | 2008-2009

- Responsible for handling over 5000 patient Medical records
- Recognized as employee of the year at Grand opening of new Facility
- Assisted in special projects – Computer System Upgrade
- Opened and closed facility

Education

ASSOCIATES | MAY 2014 | NORWALK COMMUNITY COLLEGE

- **Major:** Criminal Justice(Community/ Juvenile Justice)
- **Related coursework:** Community - Juvenile Justice - Org & Administration - Criminal Law - Ethical Issues - Writing in Law Enforcement - Sociology - Psychology - Public speaking

Honors & Community Service:

- President of Criminal Justice Club
- 2011 Young Entrepreneur of the Year
- Man of Promise and Distinction
- Leadership Award Recipient
- Academic award recipient



Michael L. Witherspoon

E-mail address:
spoontitle@aol.com

Business address:
50 Washington Street, Suite 741
Norwalk, CT 06854
(203) 354-4581

EDUCATION North Carolina Central University School of Law, Durham, NC
Juris Doctorate, May 2002

University of South Carolina, Columbia, SC
Bachelor of Science in Business Administration, cum laude, May 1998
Majors: Marketing & Management

LEADERSHIP

ROLES 2007-Present Observatory Place Condominium Association Attorney

EXPERIENCE ATTORNEY

Law Office of Michael L. Witherspoon, LLC, Norwalk, CT 08/07-Present.
Performed title searching, closings, correspondence, case research, internet research, handled probate, housing and real estate cases, prepared leases, attended courtroom hearings, worked on the City of Norwalk Tax Sale Project and other jobs.

ATTORNEY

Ma'ayergi & Associates, LLC, Stamford, CT 04/06-07/07.
Performed title searching, closings, correspondence, case research, internet research, handled civil, housing, immigration and real estate cases, attended courtroom hearings and other jobs.

ATTORNEY

Law Office of Michael L. Witherspoon, LLC, Stamford, CT 2/05-3/06.
Performed title searching, closings, correspondence, document recording, internet research, case research, handled housing, civil and traffic cases, client interviewing, attended courtroom hearings and other jobs.

ATTORNEY

Law Offices of Gregory G. Andriunas, Stamford, CT 8/02-1/05.
Performed title searching, closings, will preparation, correspondence, recording, internet research, case research, handled housing, civil and traffic cases, client interviewing, attended courtroom hearings, conferences and other jobs.

Michael L. Witherspoon

E-mail address:
spoontitle@aol.com

Business address:
50 Washington Street, Suite 741
Norwalk, CT 06854
(203) 354-4581

References

Attorney John C. Land, III, P. O. Drawer 138, Manning, SC 29102; (803) 435-8894

Attorney Ann F. Loflin, 123 Orange Street, P. O. Box 1315, Durham, NC 27702;
(919) 682-0383

Attorney Antoinette R. Kaine, P. O. Box 29, Stratford, CT 06615;
(203) 813-8875

STANLEY M. SIEGEL

One Arnold Lane - Rowayton, CT 06853

Home: 203/853-3669 - Cell: 203/249-6293 / email: smsiegel@optonline.net

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RESUMÉ – Updated to January 10, 2010

EMPLOYMENT:

Present: East Norwalk Association / East Norwalk Association Library – Executive Director
41 Van Zant Street – East Norwalk, CT 06855 – 203/838-0408

Prior: Specialized Marketing Services - Principal
One Arnold Lane – Rowayton, CT 06853
An Advertising/Communications/Public Relations Agency

Consolidated Edison Company of NY/ Director of Employee Information
Xerox Corporation: Director of Employee Information Services
Ethyl Corporation: Editor, Corporate Publications
IBM - Consultant, Employee Publications
National Stock Exchange - Vice President, Information Services
New York Mercantile Exchange – Director of Information

MILITARY: United States Army Reserve – Army Intelligence – Fairbanks, Alaska 1952-1953
United States Army Active Duty - Military Police Corps, 1953-1955

EDUCATION: New York University - Graduate Studies / Advertising, Public Relations
University of Alaska - Bachelor of Science
Brooklyn College - Undergraduate

ACCREDITATION: *Who's Who in the East* - 1978

SUPPLEMENTARY: Norwalk Public Library - Board of Directors (see following pages)
East Norwalk Association/East Norwalk Association Library (see following pages).

Fairfield University - Adjunct Professor, School of Communication
Friends of Norwalk Community College - Board
Brookfield Craft Center - President of the Board
Retired Seniors Volunteer Program – Board Consultant
American Chamber of Commerce Executives - Consultant
Greater Norwalk Chamber of Commerce - Consultant
SoNo (South Norwalk) Business Association - Director
Norwalk Center Professional and Merchants Association - Board

PERSONAL: Married, two children.

REFERENCES: Available upon request.

ADDITIONAL PERTINENT CREDENTIALS:

ASSOCIATION OF CONNECTICUT LIBRARY BOARDS (ACLB) - President, 4 years

CONNECTICUT LIBRARY ASSOCIATION (CLA) - Executive Board Development Committee

FRIENDS OF CONNECTICUT LIBRARIES (FOCL) - Liaison Member, Board of Directors

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NORWALK PUBLIC LIBRARY BOARD OF DIRECTORS:

Appointed by Mayor Alex Knopp, as of January 1, 2004; subsequently reappointed through December 2016. Elected President of the Board of Trustees, 3rd Term, June 2009.

PERTINENT NORWALK PUBLIC LIBRARY ACCOMPLISHMENTS:

Charged with and undertook the **rewriting of the By-Laws and creation of a Board Manual** – approved and set in place, May 2005

CREATED THE 21ST CENTURY FUND COMMITTEE: Appointed Chair and charged with "bridging the gap" of \$250,000 between the approved budget and the technology requirements for the South Norwalk Branch Library renovation. To date, we have raised in excess of \$200,000. The Committee continues to function.

"SONO LIBRARY BOOK WALK – PATHWAY TO THE FUTURE" BUY-A-BRICK CAMPAIGN: Created this concept to support the 21st Century Fund. To date we have sold in excess of 200 bricks. The project continues to function.

MARKETING/PUBLIC RELATIONS COMMITTEE: Suggested that the Board create such a committee to go hand-in-hand to help the Norwalk Public Library become "The Best Library There Is." I was appointed chair of said Committee and continue to function as such.

GRAPHIC STANDARDS: Created a "graphics standards" for the Library's signage and printed materials. Replaced stack-end directory, informational, and instructional signs and posters with newly created "standard" pieces to provide the Library with an updated, more effective, user-friendly, appearance.

SOUVENIR GRAND REOPENING INSERT: Created a 16-page tabloid-sized insert in the Norwalk Hour to coincide with the Grand Reopening of the South Norwalk Branch Library.

ESSAY CONTEST: In conjunction with the Grand Reopening of the South Norwalk Branch Library, initiated a Library Essay Contest for 3 age groups, with U.S. Savings Bonds as prizes for the winners.

"READ" POSTER CAMPAIGN: Created the concept. To date we have enlisted and produced more than a dozen celebrity, student, teacher and other personalities and role models. "Read" Posters were created to instill the importance and joy of reading throughout the Greater Norwalk Community.

PUBLIC INFORMATION OFFICE: To assure continuity with the "Best Library There Is" plan, I was appointed (and accepted, pro bono) as the director of the newly formed Public Information Office to

provide all marketing, communication, advertising, press and public relations efforts on behalf of the Norwalk Public Library.

WEBSITES and NEWSLETTERS: Created and managed the original Library Board and Friends of the Norwalk Public Library websites: www.nplboard.org; www.nplfriends.org; and various Library related email newsletters for the Library staff, Friends membership and segments of the public.

BIG READ: Represented the Norwalk Public Library in the National Endowment of the Arts multi-community "Big Read" project (Fahrenheit 451) – as part of a 4-community grant applied for by the cities of Bridgeport, Shelton, Stamford and Norwalk. And the following year, again, (Tom Sawyer).

FRIENDS OF THE NORWALK PUBLIC LIBRARY: Served as Board-liaison with the Board of the Friends of the Norwalk Public Library. Act as their publication producer and webmaster.

LIBRARY TRUSTEE OF THE YEAR: Named "Library Trustee of the Year" by the Connecticut Association of Library Boards for 2006.

EAST NORWALK ASSOCIATION / EAST NORWALK ASSOCIATION LIBRARY:

Hired, June 2008 after providing a Marketing Plan to benefit the organization purpose and the community (East Norwalk) it serves.

Rebranded the original East Norwalk Improvement Association and its East Norwalk Library to its current dba names: East Norwalk Association and East Norwalk Association.

Began an every-other-week newspaper column – Inside East Norwalk in the Norwalk Citizen (2010) until the column was picked up by The Hour, 2014. To date there have been 52 columns in The Hour.

Created and maintain the Association Library website: www.eastnorwalklibrary.org.

Continue to serve, at the pleasure of the East Norwalk Association Board. Responsibilities include Association programs and forums. East Norwalk Association Library responsibilities include: staff supervision; children, young adult and public-interest programs and features; creation of new useable spaces within the Library for special opportunities that include 3D printing, private tutoring, gaming, etc.; initiated the no famous, and still ongoing "D2R2 Dogs to read to" program for children which received nationwide TV coverage. The "job" continues...

Please contact me for any additional details that may be useful and/or required.



DEPARTMENT OF PUBLIC WORKS

February 10, 2016

Honorable Mayor and Members
Of the Common Council
City Hall
125 East Avenue
Norwalk, CT 06856

**FREEHOLDERS REPORT – Abandonment/Discontinuance of a Portion of Isaacs Street
(Between 19 Isaacs Street and 20 Isaacs Street)**

Ladies and Gentlemen:

We, the undersigned Freeholders, appointed by your Honorable Body, do hereby assess benefits and damages resulting from the proposed street abandonment/discontinuance of a portion of Isaacs Street beginning at the westerly boundary of the property located at 19 Isaacs Street (Tax Lot 1-29-54-0) and heading west to the easterly boundary of the property located at 20 Isaacs Street (Tax Lot 1-29-63-0) for the Wall Street Area Development Project – Parcel 2A in accordance with the "Land Disposition and Development Agreement By and Between the City of Norwalk, Connecticut, the Redevelopment Agency of the City of Norwalk and POKO-IWSR Developers, LLC," dated November 14, 2007. This area will be subject to Public Access and General Utility Easements, as well as an Escrow Agreement between the City and the Developer to defray the cost of the continued maintenance of the road by the City.

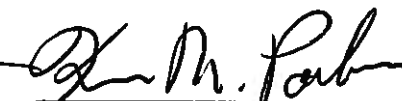
Reference is hereby made to a map prepared by Redniss & Mead entitled "Property Survey Depicting An Abandonment Of A Portion Of Isaacs Street Prepared For POKO-IWSR Developers, LLC, Norwalk, Connecticut," dated November 16, 2015, at a scale of 1" = 40'.

It is envisioned and intended by the parties hereto that title to any such abandoned public street will devolve, pursuant to common law, at no cost, onto the owners of said abutting properties on either side, to the center line of the right-of-way.

We, the Freeholders, recommend that no benefits or damages be assessed as a result of this action.

Respectfully Submitted,


Larry Ruttenberg


Kevin Poruban


Dominick A. Cundari

Regional Performance Incentive (RPI) Program

Resolution of Endorsement and Authorization

(To be completed by the City or Town Clerk)

The Legislative Body* of the Town/City of _____
convened on _____ (date) and adopted a resolution by
the vote of _____ to _____ which endorsed the **Regional Performance
Incentive Program** proposal(s) listed below, referenced in Connecticut General
Statutes Section 4-124s, (2014 Supplement). *(Please list all proposals below.)*

Regional Snow Plow Routing Study

In addition, the Legislative Body* has authorized _____
(name and title)
to act on this endorsement by signing all necessary agreements and take all
necessary actions related to this proposal to enter into a binding agreement
with the Office of Policy and Management according to terms of the RPI grant
program.

Attested to by:

Name: _____

Title: _____
(City/Town Clerk)

Date: _____

*NOTE: For the purposes of the **Regional Performance Incentive (RPI)
Program**, "legislative body" means the board of selectmen, town council, city
council, board of alderman, board of directors, board of representatives or
board of the mayor and burgesses of a municipality.



Regional Performance Incentive Program

Pursuant to CGS Section 4-124s

Form RPI-2 Rev.10/2015

Proposal for Joint Provision of Service(s) or Study to be filed with the Secretary of the Office of Policy and Management

Submit to: Office of Policy and Management,
450 Capitol Ave. MS #54 SLP
Hartford, CT 06106-1379,
Att: RPI Program

Applicant Entity (RPOs; Two or more Municipalities acting through an RPO; and/or Economic Development Districts):

Name	Western Connecticut Council of Governments (WestCOG)
Address	888 Washington Blvd. Fl. 3
City/State/Zip	Stamford, CT 06901

Contact Person(s):

Name	Elizabeth Esposito
Title	Associate Planner
Telephone	203-965-4973
Fax	203-316-4995
E-mail	eesposito@westcog.org

Amount of Regional Performance Incentive Funding Requested: \$254,782

Short Descriptive Title of Project: Regional Snow Plow Routing Study

REQUIRED PROPOSAL ELEMENTS Items (1) through (15):

(1.) Proposed Shared Service(s) or related Study: Describe at least one service currently provided by a participating municipality or municipalities or study of the provision of such service, which is not currently provided on a regional basis, for which this proposal is being submitted:

Snow removal is a necessity in New England. Currently all municipalities in the Western Connecticut Council of Governments (WestCOG) Region individually provide this service at a municipal level. Since existing snow plow routes are constrained by municipal boundaries, they are not optimally designed. Municipalities could realize significant efficiencies and cost savings by analyzing optimal routes within their borders and by working jointly with neighboring municipalities to create regional plowing routes.

WestCOG Regional Snowplow Routing Study

Regional routes could reduce redundancies, such as doubling back at municipal borders, thereby optimizing vehicle miles traveled, time, and fuel. The proposed study would identify optimal plow routes on a local and on a regional scale, saving participating municipalities a considerable amount of money in their snow removal budgets.

(2.) Describe the need for such service (attach additional pages as necessary):

Snow removal is a core public works function of Connecticut municipalities. Public works departments use plows and trucks to clear roads of snow and ice and apply deicing material to improve driving conditions. These services are necessary because they not only improve safety and access for emergency personnel and civilians, but also improve economics by enabling employees to reach jobs and freight to reach its destinations in a timely manner.

While all of the municipalities in the WestCOG region have developed routes and protocols for snow and ice events, few have studied the efficiencies of their routes. Making roads passable during winter storms is time consuming and the equipment, material, labor, and maintenance needed to clear snow and ice are costly, especially as winter storms increase in frequency and severity as they have done for the past several years. Jointly optimizing snow plow routes will enable municipalities to share equipment, material, and employees, reducing their budgets while simultaneously maintaining or improving the essential snow removal service provided to their citizens.

(3.) Describe the method of delivering such service on a regional basis and the organization responsible for delivering such regional service or study:

WestCOG will act as the purchasing agent on behalf of the participating municipalities, acquiring the software and contracting a vendor to perform the optimization analysis. WestCOG holds a regular meeting of Public Works Directors, which enables municipal staff to share information. WestCOG and the participating municipalities will use in these meetings to develop a scope of work and aggregate data.

Once grant funding is received, WestCOG will issue a request of proposals and will choose a qualified consultant, and purchase the software necessary to perform the study. All efforts will be conducted in accordance with grant guidelines. Once the consultant completes their work, the recommended routes will be distributed to the participating municipalities, who then will choose the best method to implement the recommendations.

(4.) Describe the population that will be served:

This study will provide the municipalities of Bethel, New Fairfield, Newtown, Norwalk, Redding, Ridgefield, Stamford, and Westport with the information needed to improve snow plow routing. Implementation of the recommendations from the proposed study will benefit the population of the participating municipalities - approximately 320,000 persons - by enabling cost savings that may be passed on to taxpayers through mill rate reductions. In addition, the implementation of the recommendations could also enable road conditions to be improved more efficiently, benefits anyone who travels through those towns.

(5) Describe the manner in which regional service delivery will achieve economies of scale:

WestCOG Regional Snowplow Routing Study

Jointly participating in this study will allow participating municipalities to achieve economies of scale by reducing redundancy and lowering the material and labor costs. The largest cost savings will likely result from reduced software licensing and personnel training cost. With one software license held by WestCOG and shared among the towns, the participating municipalities can forgo the costs they would incur if they were to individually acquire this technology. This software, once acquired may also be used for other route optimization projects such as, street sweeping, school bus routing, and trash pick-up routes, thereby reducing costs for municipalities to engage in future projects.

Additional savings may be realized from implementation of the study's recommendations, which may include sharing equipment, materials, and employees across municipal borders.

(6.) Provide the amount by which participating municipalities will reduce their mill rate as a result of the savings realized (Exclude grant funds from calculations.):

Please see the table in question 7 for additional detail on the savings.

Table 6a: Savings through conducting a single, regional study (rather than multiple, individual ones)

Municipality	Savings	Mill Rate Reduction
Bethel	\$227,493	0.1228
New Fairfield	\$259,340	0.1537
Newtown	\$261,237	0.0860
Norwalk	\$261,237	0.0204
Redding	\$259,340	0.1594
Ridgefield	\$259,340	0.0561
Stamford	\$261,237	0.0139
Westport	\$261,237	0.0267
TOTAL	\$2,050,461	

The American Public Works Association found that optimized snowplow routing can save an estimated 12% on total plowing costs. Implementation of the recommendations from the proposed study would allow these savings to be realized.

Table 6: Savings through implementation of regional study findings

Municipality	Savings	Mill Rate Reduction
Bethel*	\$38,859.05	0.0210
New Fairfield*	\$30,401.49	0.0180
Newtown	\$94,723.04	0.0312
Norwalk*	\$116,577.16	0.0091
Redding	\$37,958.40	0.0233
Ridgefield	\$95,800.00	0.0207
Stamford*	\$144,007.08	0.0076
Westport*	\$56,231.34	0.0057
TOTAL	\$614,557.56	

**Data are estimates. Savings and Mill Rate Reduction calculated by using the average plowing cost per*

WestCOG Regional Snowplow Routing Study

road mile from towns with data available.

(7.) Provide a cost benefit analysis for the provision of the service by each participating municipality and by the entity submitting the proposal:

The primary benefit to municipalities will be the cost savings resulting from the economies of scale of purchasing one software license, training WestCOG staff to use it, and hiring a consultant to perform the optimization analysis. By taking a regional perspective, the benefits would greatly outweigh the costs. The figures presented below assume:

- Full time employees earn \$40/hour plus a 145% BFO rate on each direct hour charged.
- Consultants earn \$100/hour.
- Procurement per town takes 80 hours if individually performed and 40 hours if jointly performed.
- Project management per town takes 100 hours if individually performed and 60 hours if jointly performed.
- Software to run the analysis would cost \$71,500 and requires ArcGIS, which costs an additional \$3,500.

Table 7a: Costs

Town	Costs									Total Cost
	Procure	Project Mgmt.	Data Collect.	Data Process.	Municip. Review	Software	Training	Subtotal	10% Contingency	
Bethel	\$4,736	\$5,328	\$16,000	\$104,000	\$8,000	\$71,500	\$26,200	\$235,764	\$23,576	\$259,340
New Fairfield	\$4,736	\$5,328	\$16,000	\$104,000	\$8,000	\$71,500	\$26,200	\$235,764	\$23,576	\$259,340
Newtown	\$4,736	\$3,552	\$16,000	\$104,000	\$8,000	\$75,000	\$26,200	\$237,488	\$23,749	\$261,237
Norwalk	\$4,736	\$3,552	\$16,000	\$104,000	\$8,000	\$75,000	\$26,200	\$237,488	\$23,749	\$261,237
Redding	\$4,736	\$5,328	\$16,000	\$104,000	\$8,000	\$71,500	\$26,200	\$235,764	\$23,576	\$259,340
Ridgefield	\$4,736	\$5,328	\$16,000	\$104,000	\$8,000	\$71,500	\$26,200	\$235,764	\$23,576	\$259,340
Stamford	\$4,736	\$3,552	\$16,000	\$104,000	\$8,000	\$75,000	\$26,200	\$237,488	\$23,749	\$261,237
Westport	\$4,736	\$3,552	\$16,000	\$104,000	\$8,000	\$75,000	\$26,200	\$237,488	\$23,749	\$261,237
Total*	\$37,888	\$35,520	\$128,000	\$832,000	\$64,000	\$586,000	\$209,600	\$1,893,008	\$189,301	\$2,082,309
WestCOG**	\$2,368	\$3,552	\$16,000	\$104,000	\$8,000	\$71,500	\$26,200	\$231,620	\$23,162	\$254,782

Table 7b: Benefits and benefit/cost ratio

Town	Savings	Benefit/Cost Ratio
Bethel	\$227,493	7.1
New Fairfield	\$259,340	8.1
Newtown	\$261,237	8.2
Norwalk	\$261,237	8.2
Redding	\$259,340	8.1
Ridgefield	\$259,340	8.1
Stamford	\$261,237	8.2

WestCOG Regional Snowplow Routing Study

Westport	\$261,237	8.2
Total*	\$2,050,461	
WestCOG**	\$1,795,679	7.0

* Total of all individual projects.

** Cost of a regional project.

(8.) Describe a plan of implementation for the delivery of the service on a regional basis (NOTE: The estimated time line and length of time to implement the proposal):

Conducting this regional study entails running a competitive procurement process in accordance with this grant and all applicable guidelines. This will include negotiating a contract with the selected vendor and managing the vendor's work. Each step is detailed below:

Procurement process:

WestCOG staff with assistance from the Public Works Directors would develop a scope of work and request for proposals (RFP). The RFP would establish the data standards and selection criteria. WestCOG staff would then be responsible for reviewing proposals and selecting a responsible vendor based on the standards and criteria described in the RFP. Estimated time: 3 months

Negotiate a vendor agreement:

WestCOG would negotiate an agreement with the vendor. The agreement would be executed by and between the vendor and WestCOG. Estimated time: 2 months

Manage vendor:

WestCOG would be responsible for overseeing the work to ensure the vendor delivers products as specified in the contract. The vendor would be responsible for distributing the final product to the municipalities. Estimated time: 9 months

(9.) Provide a list of potential legal obstacles to the regional provision of the service and how these obstacles will be resolved:

No potential legal obstacles are anticipated in order to perform this study. However there may be potential legal obstacles in the implementation of the study's recommendations, which the consultant will include in their analysis.

(10.) Describe how the proposed service will be sustained once it is established and all grant funding has been expended:

Regional cooperation for the coordination of snow plow routes is difficult to achieve, since municipalities are on different update schedules or have never done a route efficiency study at all. This program represents the catalyst necessary to get municipalities on the same update schedule with the same data standards. By owning the license to the software and having staff with knowledge of the software, WestCOG can perform updates as needed in the future, with funding from participating municipalities.

The results of the original study may lead to the implementation of the recommended programs by the participating municipalities which they will maintain.

WestCOG Regional Snowplow Routing Study

(11.) Provide a list of other public or private funding potentially leveraged by the project proposed herein: N/A.

(12.) Percent of municipalities in the applicant organization participating in the proposed regional service project: 44.4% (8/18). It is intended that the project will serve as a model for other communities in the region and in the state to learn from and replicate.

(13.) Attach hereto a resolution by the legislative body of each municipality affected by the proposal, endorsing such proposal: To be provided.

(14.) Attach the following material:

1. **A site location map of the project location, (not the region or EDD), if applicable**
2. **A proposed Project Schedule (Outline the Proposed Project timeline)**
3. **Project cost estimates supporting the request for funding.**
4. **A list of all necessary local/state/federal permits and approvals required for the project.**

(15.) Has a copy of the proposal been sent to legislators representing the participating municipalities? Yes (attached).

(16.) Affirmation by the CEO of the Applicant Organization(s):

I do hereby affirm that the information contained herein is true and accurate to the best of my knowledge.

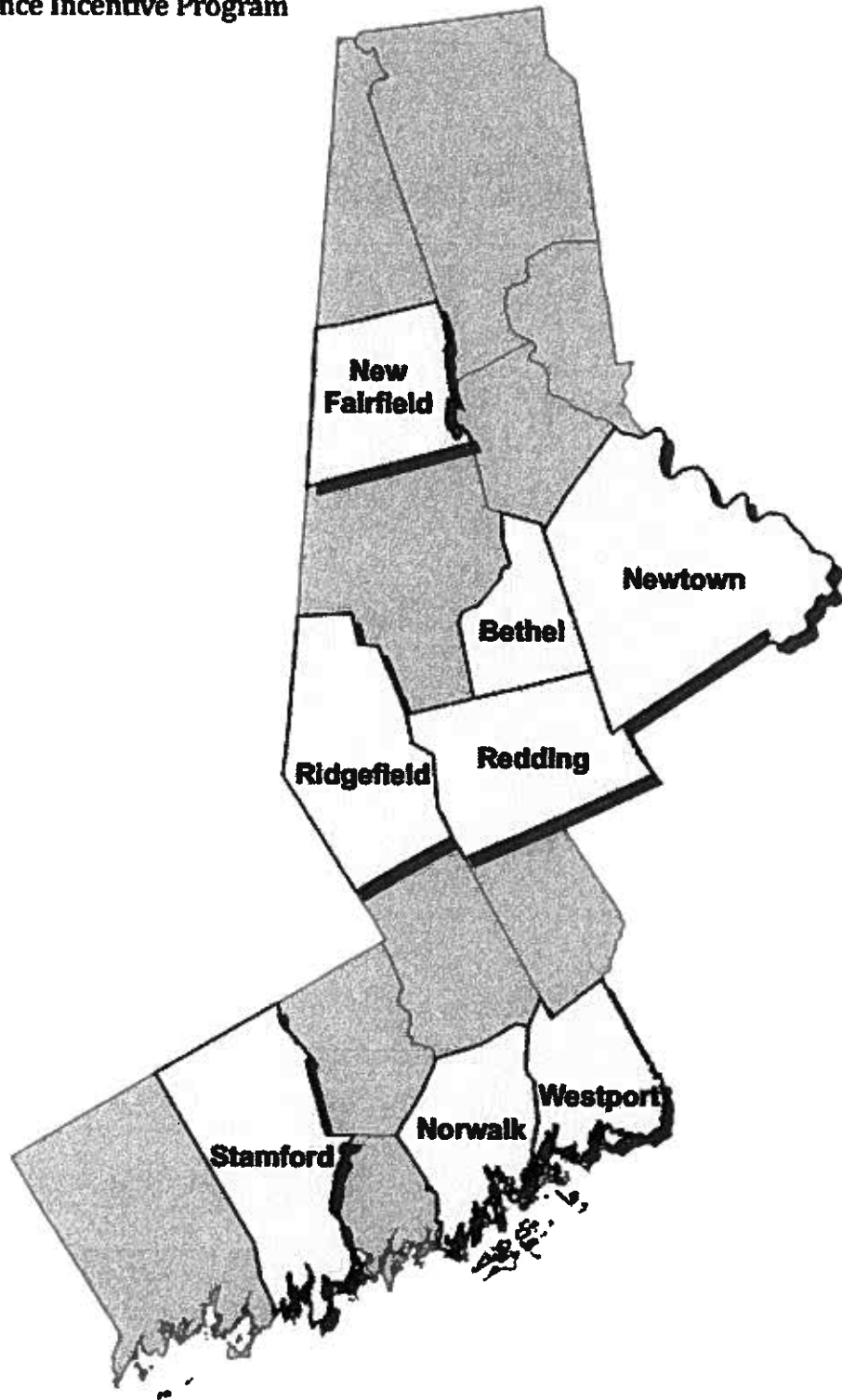
Signature:

Name: Francis Pickering

Title: Executive Director

Date: December 29, 2015

14.1 Regional Snow Plow Route Efficiency Study - WestCOG Project Location Map
Regional Performance Incentive Program



WestCOG Regional Snowplow Routing Study

14.2 Schedule

Procurement Process														
Develop RFP														
Advertise RFP														
Vendor Selection														
Negotiate Vendor Agreement														
Project Management														
Training														
Data Collection														
Data Processing														
Municipal Review														
Month Number	01	02	03	04	05	06	07	08	09	10	11	12	13	14

14.3 Budget

Item	Cost
Procurement	\$2,368
Project Management	\$3,552
Data Collection	\$16,000
Data Processing	\$104,000
Municipal Review	\$8,000
Routing Software	\$71,500
Software	\$26,200
Subtotal	\$231,620
Contingency (10%)	\$23,162
Total	\$254,782

14.4 Permits & Approvals

No permits are required for this project.



MEMORANDUM

To: Bruce Chimento – Director
From: Michael Yeosock, PE- Assistant Principal Engineer
Date: 2/25/2016
RE: GGP – SoNo Collection Peer Traffic Review

On February 24, 2016, a committee composed of staff from Planning & Zoning and the Department of Public Works Traffic Engineering division interviewed 4 firms that were shortlisted for a peer review of the traffic impact study submitted for the SoNo Collection mill project. The group had unanimously agreed to the selection of Parson Brinckerhoff (PB) as the best qualified firm for this task in the time frame required.

The Department of Public works will be working with PB to develop a scope of work that will include a review of impact of traffic within the facility and the surrounding area.



500 Winding Brook Drive
Glastonbury, CT 06033
Main: 860-659-0444
Wsp-pb.com/usa

City of Norwalk
125 East Avenue
Norwalk, CT 068512
Attn: Michael Yeosock, PE, Assistant Principal Engineer

Re: Request for Proposals for Professional Traffic Engineering Peer Review Services

Dear Mr. Yeosock,

Over the past 10 years, we have familiarized ourselves with your city and your vision to accommodate the future development of the SoNo Collection. Because of this experience, Parsons Brinckerhoff, Inc. is qualified to deliver your scope of services set forth in your Request for Proposal. Parsons Brinckerhoff, Inc., a member of the global WSP | Parsons Brinckerhoff family of companies, is a full-service planning, engineering, design, program management, and construction management firm. For over 30 years, our Connecticut office has provided quality and timely services to local municipalities, private sector clients, regional planning agencies, and the Connecticut Department of Transportation (CTDOT). During this time, we have successfully completed a wide array of projects including site civil design and permitting, local street improvements, major roadway reconstruction, traffic signal and intersection upgrades, construction inspection and program/construction management services, and bridge rehabilitation and replacement projects. In 2010, The Connecticut Association of Street and Highway Officials (CASHO) acknowledged our continued service to Connecticut municipalities with the Distinguished Service Award. As an active Business Associate of the Connecticut Conference of Municipalities we maintain an ongoing commitment to municipal growth in the State of Connecticut. . .

Successful assignments must be led by a talented, skilled and experienced manager and technical staff, all of whom must coordinate and manage a diverse range of work. Our team is led by Project Manager, Vahid Karimi P.E., who brings proven experience to this project including the distinction of having successfully managed many of the largest land development projects in the Northeast region. With nearly 35 years of experience in traffic engineering, Vahid has regional and local experience having managed the Citywide Comprehensive Transportation Management Study, design and construction of 31 traffic signals throughout the City including those on West Avenue, and having served as the on-call engineering consultant to the City Public Works Department. A seasoned professional engineer and project manager, Vahid is well known to the City and will be your primary point of contact.

As the Area Manager of the Connecticut office, I want to assure you that this contract will receive top management attention. The proper resources will be made available to you, and our team will work closely, cooperatively and responsively with your staff to ensure a successful project. We are very pleased to submit this Letter of Interest and look forward to the opportunity of providing our services to the City of Norwalk. If you have any questions or require additional information, do not hesitate to contact me at 860-815-0257 / moretti@pbworld.com.

Sincerely,
Parsons Brinckerhoff, Inc.

Anthony A. Moretti, PE
Vice President/Area Manager

2. PLAN FOR MANAGING & PERFORMING SERVICES

Parsons Brinckerhoff, Inc. has a thorough knowledge in land development projects in terms of transportation Impact Assessment and Needs. The site development project traffic study will be comprehensively reviewed for general conformity with standard engineering practices, including but not limited to: Office of State Transportation Administration (OSTA) guidelines, the Institute of Transportation Engineers (ITE) recommendations and guides, Manual on Uniform Traffic Control Devices (MUTCD) standards, The American Association of State Highway and Transportation Officials (AASHTO) guidelines, the City of Norwalk standards, regulations and policies.

Our engineering review begins with compiling all pertinent site development documents and plans. Immediately upon receipt, we will assess the application to determine whether the basic required documentation has been provided. We will notify the City if documentations are missing, and will proceed with the review only after all the required documentation has been received. This approach offers saving in review time and reduces unnecessary costs. Once we complete the review, we will submit to the City for review and submittal to the developer and the engineer of record. At the City's request, we will attend follow-up meetings with the developer's engineer and review our comments and the responses by the engineer. After all comments are reviewed and addressed, the Planning and Zoning Commission will then schedule a public meeting to discuss the findings. We typically attend the first public meeting to report our initial findings to the City, the Applicant, and the Public. Our attendance at subsequent meetings is at the discretion of the P&Z Commission, or DPW and depending on the City's assessment of the degree of outstanding technical issues. Generally, larger and more complex projects require us to attend subsequent meetings. At each meeting, meeting notes become a vital part of the record and allows us to address any outstanding issues.

It is important to state that the City will always know when dialogue is happening between us and the applicant's engineer during the peer review process. We will communicate directly with the applicant or the applicant's engineer only if the City directs us to do so. In our experience, the direct dialogue with the applicant's engineer has generally centered on clarifying technical issues raised during the review process.

TRAFFIC ENGINEERING PEER REVIEW

Our traffic staff are seasoned professionals experienced in complex land development projects and knowledgeable in the traffic engineering peer review process. Oftentimes, the traffic elements of a project drive the mitigation for the entire site and surrounding roadway network. On-site traffic, pedestrian, and bicycle activity are reviewed, as well as existing and future off-site conditions.

With the traffic engineering peer review, our engineers conduct an in-depth field reconnaissance, evaluate the safety characteristics of the area, prepare an independent assessment, and develop our own recommendations based on site development traffic impact and needs. Specific areas we review include, but are not limited to, traffic volumes, accident history, stopping sight distance, roadway network and layout, site trip generation characteristics, operational characteristics, levels of service and traffic impacts, traffic signal design, site plan access/egress and on-site circulation, presence of pedestrian and bicycle amenities, safety, and overall mitigation. Our conclusions are summarized in a memo/report for the client and findings are presented in a public forum.

MANAGEMENT PLAN ROOTED IN SUCCESSFUL LAND DEVELOPMENT PROJECTS



As shown in the Relevant Experience section, Parsons Brinckerhoff brings proven experience in land development projects:

- Blue Back Square Development
- Route 34 East/Downtown Crossing
- Fairfield Metro Center Development
- Copley Place Development
- Millennium Place
- North Point Development

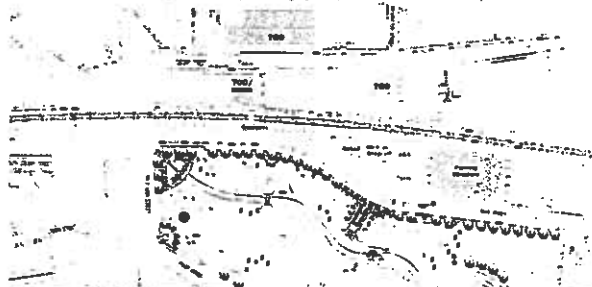
CAPABILITY TO PERFORM SERVICES

Parsons Brinckerhoff, Inc. will conduct the traffic engineering review analysis using the nationally accepted standards, methodology, and criteria noted in above documents conforming to the specific scope of services contained in the RFP. In general, we will complete the following scope:

- ✓ *Review site access driveway(s), traffic control devices, site circulation and parking.*
 - Our traffic engineers will review the site plans and visit the site to obtain information and observe factors affecting access and circulation including roadway geometry, traffic control signals, signs and pavement markings
- ✓ *Complete an engineering assessment regarding the capacity of roads and intersections used by or providing access for traffic from the development.*
 - Review traffic volume generated by the development, and assess volume-to-capacity (v/c) ratios, level of service (LOS), and vehicle queuing at intersections under existing and future conditions.
 - The traffic analysis will be reviewed based on the existing street system and any planned roadway improvements. The extent and nature of any street deficiencies will be identified
- ✓ *Review safety issues, such as accident history of nearby roads and intersections summarized in traffic study report.*
 - We will review design speed for driveway sight line requirements, and evaluate geometry of the roadway and intersection layout.
- ✓ *Our traffic team will comprehensively review emergency access design in terms of geometry and turning radii for accommodating emergency vehicles.*
- ✓ *Review Traffic Study area, compare traffic counts, and check seasonal adjustments.*
 - Seasonal variations and background growth will be evaluated based on historical traffic volume data obtained from CTDOT traffic forecasting unit, and any approved planned development projects near the site



Meriden Transit Center & Transit-Oriented Development Master Plan



- ✓ *Review vehicle trip generation/trip distribution assumptions.*
 - Compare with data from ITE Trip Generation, ULI, or local sources, and associate development traffic forecasting with other nearby area malls as stated in the RFP
- ✓ *Review level of service analysis. Check input data for intersections under Existing, No-Build, and Build conditions.*
 - Our traffic team will also assess incremental traffic impact of study intersections performance measures (increase in delay, drop in level of service, or increase in vehicle queuing on approaches) by study peak periods.
 - The traffic analysis will be based on the existing street system and any planned roadway improvements.
 - The extent and nature of any street deficiencies will be identified.
- ✓ *Review bicycle and pedestrian access and safety issues, including bike paths, sidewalks, crosswalks, ADA compliance, and access ramps at all study intersections and mid-block roadway segments*
- ✓ *Delineate the scope and magnitude of off-site improvements necessary to support the project.*
 - Our traffic team will comprehensively evaluate adequacy of recommended mitigation measures, provide additional improvement measures as needed, review pedestrian activity, and assess potential traffic demand on traffic signal system coordination along West Avenue.



DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: BRUCE CHIMENTO
FROM: DREW BERNDLMAIER
SUBJECT: PM2015-3: CRACK SEALING AT VARIOUS LOCATIONS
DATE: FEBRUARY 26, 2016
CC: LISA BURNS

As previously discussed, Sealcoating, Inc has proposed extending the length of their contract (PM 2015-3: Crack Sealing) into 2016, in an effort to get an earlier start in the current calendar year.

They have completed their base bid scope and are willing to do more work for the City of Norwalk, at their existing low bid prices, as long as work will be allowed to take place early in the season. They are available immediately upon the weather being conducive for this application (April).

Last year, the Second bidder was 21.5% higher than Sealcoating's low bid, and the Third bidder was nearly 60% higher.

Because it would take longer to put this contract out to bid and sign a new contract, the City could take advantage of this apparent savings, that may only be available in the early part of the construction season.

Project Number: PM2015-3 Bid Date: May 4, 2015
 Project Name: CRACK SEALING AT VARIOUS LOCATIONS

Item Number	Description	Quantity	Unit	Apparent Low Bidder		Second Bidder		Third Bidder		Engineer's Estimate	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
409.0110	CRACK SEALING	14,500.00	GAL	\$13.25	\$192,125.00	\$16.10	\$233,450.00	\$21.17	\$306,965.00	\$18.50	\$268,250.00
					\$192,125.00		\$233,450.00		\$306,965.00		\$268,250.00

Apparent Low Bidder = Sealcoating Inc., Braintree, MA

Second Bidder = Connecticut Sealcoating LLC, Bethlehem, CT

Third Bidder = Empire Paving, Inc., North Haven, CT

PM2016-1 Paving Program Summary		
Detailed Scope of Work is Attached		
Street	Segment	Earliest Start
ADMIRAL LANE	from Route 53 to Cul-de-sac	
ARBOR COURT	from Arbor Dr to Cul-de-sac	
ARBOR DRIVE	from Flax Hill Rd to Soundview Ave	
BAYNE STREET	localized repairs (see detailed scope)	
BOW END ROAD	from East Rocks Rd to Cul-de-sac	
BOXWOOD ROAD	from Eastwood Rd to Cul-de-sac	
CALF PASTURE BEACH ROAD	from Marvin St to Cul-de-sac	
CLARA DRIVE	from Dry Hill Rd to Cul-de-sac	
COLLEGE STREET	from Dry Hill Rd to Visconti St	
COVEWOOD DRIVE	from Wilson Ave to Cul-de-sac	
CRANBURY WOODS ROAD	from Mohawk Dr to Chestnut Hill Rd	
CRESCENT BEACH ROAD	from South Beach Dr to Ensign Road	
CROSSLAND PLACE	from Kingsbury Rd to Cul-de-sac	
DAIRY FARM COURT	from Dairy Farm Rd to Cul-de-sac	
DAIRY FARM ROAD	from Strawberry Hill Ave to William St	
EAST BEACH DRIVE	from Yarmouth to Parkview	
EAST BEACH DRIVE	from Parkview to South Beach Dr	
FIELD STREET	localized repairs (see detailed scope)	
GRUMMAN AVENUE	from Kensett Ave to City Limits	
HARVARD STREET	from Visconti to Dry Hill Rd	
HAZEL STREET	from Newtown Av to Dry Hill Rd	
HOYT STREET	from U.S. Route 1 to Main St	
IMPERIAL DRIVE	from Scribner Ave to Coventry Pl	
JERSEY LANE	from William St to Dairy Farm Rd	
KAREN DRIVE	from Dairy Farm Rd to Richlee Rd	
LIGHTHOUSE LANE	from William St to Karen Dr	
LONGSHORE AVENUE	from Woodward Ave to Channel Avenue	
MARVIN STREET	from Gregory Blvd to Calf Pasture Beach Rd	
MECHANIC STREET	from Wall St to Dead End	
MILL BROOK DRIVE	from East Rocks Rd to Cul-de-sac	
MOHAWK DRIVE	from Stonecrop Rd to Cranbury Woods Rd	
OLD TROLLEY WAY	from Dr. MLK Jr. Dr to Witch Lane	
PERRY AVENUE	localized repairs (see detailed scope)	
QUAKER ROAD	from Scribner Ave to Cul-de-sac	
RAMPART ROAD	from U.S. Route 1 to Flax Hill Rd	
RICHLEE ROAD	from Waterbury Rd to Hillendale Manor	
RICKEY LANE	from Soundview Ave to Cul-de-sac	
ROBBINS SQUARE EAST	from Bouton St to Dead End	
ROBBINS SQUARE SOUTH	from Robbins Square East to Dead End	
ROLLING LANE	from Karen Drive to Lighthouse Lane	
SCRIBNER AVENUE	from U.S. Route 1 to Richards Ave	
SILVERMINE AVENUE	localized repairs (see detailed scope)	
SLEEPYHOLLOW DRIVE	from Dry Hill Rd to Cul-de-sac	
SOUTH BEACH DRIVE	from East Beach Dr to Crescent Beach Rd	
SPLITROCK ROAD	from Dock Rd to Cul-de-sac	
STONYBROOK ROAD	from Newtown Ave to Toilsome Ave	
TALLY DRIVE	from William St to William St	
TOILSOME AVENUE	from Allen Rd to Grumman Ave	
TROLLEY PLACE	from Old Trolley Way to Cul-de-sac	
WATER STREET	from Burritt Ave to Washington St	
YARMOUTH ROAD	from South Beach Dr to Parkview Rd	
BOE - SCHOOLS		
COLUMBUS ELEMENTARY SCHOOL	Chestnut St	Mid June (Last day of school may vary)
MARVIN ELEMENTARY SCHOOL PT 1	Calf Pasture Beach Rd	Mid June (Last day of school may vary)
MARVIN ELEMENTARY SCHOOL PT 2	Calf Pasture Beach Rd	Mid June (Last day of school may vary)

POSSIBLE AMENDMENT STREETS		
BEDFORD AVENUE	<i>from U.S. Route 1 to Prospect St</i>	
BROADVIEW TERRACE	<i>from Nelson Ave to Harrison Ave</i>	
BROOKLAWN AVENUE	<i>from Garner St to Circle Rd</i>	
BYINGTON PLACE	<i>from U.S. Route 1 to Union Park</i>	
CIRCLE ROAD	<i>from Brooklawn Ave to Garfield St</i>	
COLONIAL PLACE	<i>from Morgan Pl to Cul-de-sac</i>	
GARFIELD STREET	<i>from Circle Rd to Garner St</i>	
GOLDEN HILL STREET	<i>from Summitt Ave to Fairfield Ave</i>	
HARRISON AVENUE	<i>from Broadview Tr to Roscoe St</i>	
HIGHBROOK ROAD	<i>from Dry Hill Rd to Newtown Ave</i>	
MORGAN AVENUE	<i>from East Ave to Dead End</i>	
MORGAN PLACE	<i>from Morgan Ave to Colonial Pl</i>	
MOTT AVENUE	<i>from Belden Ave to Byington Pl</i>	
OAKFIELD ROAD	<i>from Garner St to Garner St</i>	
OUTLOOK DRIVE	<i>from Garner St to Cul-de-sac</i>	
ROCKRIDGE DRIVE	<i>from Outlook drive to Cul-de-sac</i>	
ROSCOE STREET	<i>from Harrison Ave to Nelson Ave</i>	
UNION PARK	<i>from Byington Place to U.S. Route 1</i>	
UNION PARK PLACE	<i>from Union Park to Dead End</i>	
WEST AVENUE	<i>from North Main St to Garner St</i>	

Project Number: PM2016-1

Bid Date:

February 23, 2016

Project Name: PAVEMENT MANAGEMENT PROGRAM

Item Number	Description	Quantity	Unit	Apparent Low Bidder			Second Bidder			Third Bidder			Engineer's Estimate		
				Unit Price	Amount	Unit Price	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Amount
202.0100	EARTH EXCAVATION	170.00	CY	\$22.00	\$3,740.00	\$12.00		\$2,040.00	\$14.00	\$2,380.00	\$19.00	\$3,230.00			
202.0120	EARTH EXCAVATION (SPECIAL - REMOVAL OF CONCRETE CURB)	11,900.00	LF	\$4.00	\$47,600.00	\$3.00		\$35,700.00	\$3.00	\$35,700.00	\$3.00	\$35,700.00			
202.0130	EARTH EXCAVATION (SPECIAL - REMOVAL OF BITUMINOUS CONCRETE LIP CURB)	6,900.00	LF	\$2.00	\$13,800.00	\$1.35		\$9,315.00	\$3.00	\$20,700.00	\$0.55	\$3,795.00			
209.0000	FORMATION OF SUBGRADE	500.00	SY	\$1.30	\$650.00	\$2.00		\$1,000.00	\$5.00	\$2,500.00	\$3.00	\$1,500.00			
304.0000	PROCESSED AGGREGATE BASE	170.00	CY	\$30.00	\$5,100.00	\$20.00		\$3,400.00	\$25.00	\$4,250.00	\$30.00	\$5,100.00			
306.0350	10" RECLAIMED ASPHALT - GRAVEL BASE	5,000.00	SY	\$5.00	\$25,000.00	\$4.50		\$22,500.00	\$6.00	\$30,000.00	\$5.80	\$29,000.00			
403.0109	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (MAJOR ARTERIAL) MIN BID- SEE SPECIAL NOTES	10.00	SY	\$125.00	\$1,250.00	\$120.00		\$1,200.00	\$120.00	\$1,200.00	\$150.00	\$1,500.00			
403.0209	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (MINOR ARTERIAL) MIN BID- SEE SPECIAL NOTES	50.00	SY	\$100.00	\$5,000.00	\$100.00		\$5,000.00	\$100.00	\$5,000.00	\$105.00	\$5,250.00			
403.0309	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (COLLECTOR) MIN BID- SEE SPECIAL NOTES	100.00	SY	\$85.00	\$8,500.00	\$80.00		\$8,000.00	\$80.00	\$8,000.00	\$90.00	\$9,000.00			
403.0409	ROAD ENCROACHMENT PERMANENT PAVEMENT REPAIR (LOCAL) MIN BID- SEE SPECIAL NOTES	4,400.00	SY	\$60.00	\$264,000.00	\$60.00		\$264,000.00	\$60.00	\$264,000.00	\$65.00	\$286,000.00			
406.0212	SUPERPAVE 0.375" (9.5) LEVEL 2	8,200.00	TON	\$91.05	\$746,610.00	\$91.50		\$750,300.00	\$95.00	\$779,000.00	\$108.00	\$885,600.00			

Project Number: PM2016-1

Bid Date:

February 23, 2016

Project Name: PAVEMENT MANAGEMENT PROGRAM

Item Number	Description	Quantity	Unit	Apparent Low Bidder			Second Bidder			Third Bidder			Engineer's Estimate	
				Unit Price	Amount		Unit Price	Amount		Unit Price	Amount		Unit Price	Amount
406.0222	SUPERPAVE 0.5" (12.5) LEVEL 2	9,200.00	TON	\$86.74	\$798,008.00		\$87.00	\$800,400.00		\$90.00	\$828,000.00		\$103.00	\$947,600.00
406.0291	ESCALATION	1.00	ALLOW	\$78,500.00	\$78,500.00		\$78,500.00	\$78,500.00		\$78,500.00	\$78,500.00		\$78,500.00	\$78,500.00
406.0292	DENSITY ADJUSTMENT	1.00	ALLOW	\$18,500.00	\$18,500.00		\$18,500.00	\$18,500.00		\$18,500.00	\$18,500.00		\$18,500.00	\$18,500.00
406.0305	BITUMINOUS CONCRETE MILLING 0"-4" DEPTH OF CUT	155,000.00	SY	\$2.10	\$325,500.00		\$2.25	\$348,750.00		\$2.30	\$356,500.00		\$2.44	\$378,200.00
406.0320	MILL FULL LANE 1.5" (40-200 LF)	1,100.00	SY	\$10.00	\$11,000.00		\$4.50	\$4,950.00		\$7.00	\$7,700.00		\$20.00	\$22,000.00
406.0330	MILL FULL LANE 1.5" (>200 LF)	1,600.00	SY	\$3.00	\$4,800.00		\$3.00	\$4,800.00		\$3.00	\$4,800.00		\$18.00	\$28,800.00
406.4000	1.5" OVERLAY FULL LANE (40-200 LF)	100.00	TON	\$200.00	\$20,000.00		\$150.00	\$15,000.00		\$175.00	\$17,500.00		\$215.00	\$21,500.00
406.4100	1.5" OVERLAY FULL LANE (>200 LF)	150.00	TON	\$105.00	\$15,750.00		\$100.00	\$15,000.00		\$130.00	\$19,500.00		\$150.00	\$22,500.00
507.0400	RESET MANHOLE	175.00	EA	\$300.00	\$52,500.00		\$500.00	\$87,500.00		\$400.00	\$70,000.00		\$350.00	\$61,250.00
507.0500	RESET CATCH BASIN	200.00	EA	\$300.00	\$60,000.00		\$500.00	\$100,000.00		\$400.00	\$80,000.00		\$350.00	\$70,000.00
507.1100	RECONSTRUCT CATCH BASIN	15.00	VF	\$250.00	\$3,750.00		\$250.00	\$3,750.00		\$400.00	\$6,000.00		\$250.00	\$3,750.00
507.1310	RESET UTILITY GATES	550.00	EA	\$45.00	\$24,750.00		\$45.00	\$24,750.00		\$55.00	\$30,250.00		\$55.00	\$30,250.00
650.1500	DRAINAGE: UNDERDRAINS	1.00	ALLOW	\$200,000.00	\$200,000.00		\$200,000.00	\$200,000.00		\$200,000.00	\$200,000.00		\$200,000.00	\$200,000.00
811.0000	CONCRETE CURBING	2,400.00	LF	\$32.00	\$76,800.00		\$30.00	\$72,000.00		\$27.00	\$64,800.00		\$35.00	\$84,000.00
811.0002	CONCRETE CURB (<45 LF PER MOB)	90.00	LF	\$42.00	\$3,780.00		\$40.00	\$3,600.00		\$35.00	\$3,150.00		\$40.00	\$3,600.00
812.0000	EXTRUDED CONCRETE CURBING	11,900.00	LF	\$6.25	\$74,375.00		\$7.00	\$83,300.00		\$10.00	\$119,000.00		\$12.00	\$142,800.00
815.0000	BITUMINOUS CONCRETE LIP CURBING	17,000.00	LF	\$3.80	\$64,600.00		\$4.00	\$68,000.00		\$4.25	\$72,250.00		\$4.40	\$74,800.00

Project Number: PM2016-1
Project Name: PAVEMENT MANAGEMENT PROGRAM

Bid Date: February 23, 2016

Item Number	Description	Quantity	Unit	Apparent Low Bidder			Second Bidder			Third Bidder			Engineer's Estimate	
				Unit Price	Amount	Unit	Unit Price	Amount	Unit	Unit Price	Amount	Unit	Unit Price	Amount
921.0100	CONCRETE SIDEWALK	6,300.00	SF	\$9.00	\$56,700.00		\$20.00	\$126,000.00		\$9.00	\$56,700.00		\$9.25	\$58,275.00
921.0102	CONCRETE SIDEWALK(<110 SF PER MOB)	220.00	SF	\$16.00	\$3,520.00		\$20.00	\$4,400.00		\$12.00	\$2,640.00		\$12.60	\$2,772.00
921.0170	HANDICAP RAMPS (ADA COMPLIANT)	700.00	SF	\$28.00	\$19,600.00		\$40.00	\$28,000.00		\$45.00	\$31,500.00		\$40.00	\$28,000.00
921.0202	CONCRETE DRIVEWAY(<90 SF PER MOB)	180.00	SF	\$16.00	\$2,880.00		\$20.00	\$3,600.00		\$14.00	\$2,520.00		\$13.00	\$2,340.00
922.0100	2" BITUMINOUS CONCRETE SIDEWALK	5,800.00	S'Y	\$34.00	\$197,200.00		\$34.00	\$197,200.00		\$36.00	\$208,800.00		\$37.00	\$214,600.00
922.0400	DRIVEWAY OVERLAY	150.00	TON	\$150.00	\$22,500.00		\$150.00	\$22,500.00		\$175.00	\$26,250.00		\$170.00	\$25,500.00
944.0000	FURNISHING AND PLACING OF TOPSOIL, 6" THICK	600.00	CY	\$40.00	\$24,000.00		\$35.00	\$21,000.00		\$35.00	\$21,000.00		\$41.00	\$24,600.00
945.0000	FERTILIZING, SEEDING AND MULCHING	5,300.00	S'Y	\$1.00	\$5,300.00		\$1.00	\$5,300.00		\$1.00	\$5,300.00		\$1.15	\$6,095.00
985.0015	SURVEY: ESTABLISH GRADES	1.00	ALLOW	\$3,500.00	\$3,500.00		\$3,500.00	\$3,500.00		\$3,500.00	\$3,500.00		\$3,500.00	\$3,500.00
1111.5100	LOOP VEHICLE DETECTOR SAW CUT	550.00	LF	\$15.00	\$8,250.00		\$13.50	\$7,425.00		\$14.00	\$7,700.00		\$15.00	\$8,250.00
1209.0920	EPOXY PAINT - DOUBLE 4" YELLOW	18,500.00	LF	\$0.90	\$16,650.00		\$0.90	\$16,650.00		\$0.90	\$16,650.00		\$0.84	\$15,540.00
1209.0929	EPOXY PAINT - 4" WHITE	8,000.00	LF	\$0.45	\$3,600.00		\$0.45	\$3,600.00		\$0.45	\$3,600.00		\$0.42	\$3,360.00
1209.0940	EPOXY PAINT SYMBOLS AND LEGENDS	2,000.00	SF	\$3.75	\$7,500.00		\$3.75	\$7,500.00		\$3.75	\$7,500.00		\$3.75	\$7,500.00
1209.0950	EPOXY PAINT - 12" WHITE	4,500.00	LF	\$3.75	\$16,875.00		\$3.75	\$16,875.00		\$3.75	\$16,875.00		\$3.75	\$16,875.00
1209.0960	EPOXY PAINT - 24" WHITE	2,300.00	LF	\$7.50	\$17,250.00		\$7.50	\$17,250.00		\$7.50	\$17,250.00		\$7.60	\$17,480.00
1251.0100	SPEED BUMPS	1,000.00	SF	\$12.00	\$12,000.00		\$2.00	\$2,000.00		\$8.00	\$8,000.00		\$12.10	\$12,100.00

Project Number: PM2016-1 Bid Date: February 23, 2016
 Project Name: PAVEMENT MANAGEMENT PROGRAM

Item Number	Description	Quantity	Unit	Apparent Low Bidder		Second Bidder		Third Bidder		Engineer's Estimate	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
5600.0400	BOARD OF EDUCATION - COLUMBUS MAGNET ELEMENTARY SCHOOL (SEE SCOPE)	1.00	LS	\$60,000.00	\$60,000.00	\$62,000.00	\$62,000.00	\$76,000.00	\$76,000.00	\$120,000.00	\$120,000.00
5600.0910	BOARD OF EDUCATION - MARVIN ELEMENTARY SCHOOL - BUS TURN AROUND (SEE SCOPE)	1.00	LS	\$67,000.00	\$67,000.00	\$77,000.00	\$77,000.00	\$71,500.00	\$71,500.00	\$110,000.00	\$110,000.00
5600.0920	BOARD OF EDUCATION - MARVIN ELEMENTARY SCHOOL - PARKING LOT AREAS (SEE SCOPE)	1.00	LS	\$84,400.00	\$84,400.00	\$92,000.00	\$92,000.00	\$102,000.00	\$102,000.00	\$200,000.00	\$200,000.00
					\$3,582,588.00		\$3,745,055.00		\$3,814,465.00		\$4,330,512.00

Apparent Low Bidder = FGB Construction Company Norwalk, CT

Second Bidder = Deering Construction, Inc. Norwalk, CT

Third Bidder = The Grasso Companies, LLC Norwalk, CT

February 4, 2016

NORWALK PURCHASING DEPARTMENT **RESPONSE SUMMARY – PROJECT #3651** **REMOVAL OF UNDERGROUND FUEL STORAGE TANKS** **FIRE SUPPORT SERVICES FACILITY, 100 FAIRFIELD AVENUE**

Thank you for your response to our Request for Bid submissions. The following is a summary of the firms that submitted bids for this solicitation.

CONTRACTORS	TOTAL LUMP SUM BID	Bid Surety
1. American Petroleum Equipment & Construction Co., Inc.	\$69,647.00	Bid Bond
2. Cisco Environmental, LLC.	\$43,000.00	Bid Bond
3. Connecticut Tank Removal, Inc.	\$29,500.00	Bid Bond
4. Dec-Tam Corporation	\$53,000.00	Bid-Bond
5. EnviroTech of Fairfield County, Inc.	\$23,300.00	Check
6. ETT Environmental Services	\$30,000.00	Bid Bond
7. Herbert Recovery Systems, Inc.	\$28,900.00	Check
8. Kropp Environmental Contractors, Inc.	\$42,000.00	Bid Bond
9. Lemelin Environmental Services, Inc.	\$46,200.00	Bid Bond
10. Red Technologies, LLC	\$46,020.00	Bid Bond
11. Riveco Construction, LLC	\$66,550.00	Bid Bond
12. Stamford Wrecking Company	\$68,620.00	Bid Bond
13. True Blue Environmental, Inc.	\$42,442.00	Bid Bond

February 4, 2016

Norwalk Purchasing Department

RESPONSE SUMMARY – PROJECT #3651

REMOVAL OF UNDERGROUND FUEL STORAGE TANKS

FIRE SUPPORT SERVICES FACILITY, 100 FAIRFIELD AVENUE

		Enviro-Tech		Herbert Recovery		Connecticut Tank Removal		ETT Environmental Svcs	
		Base Bid		Base Bid		Base Bid		Base Bid	
Item #1			\$19,000.00		\$20,900.00		\$22,600.00		\$21,300.00
Item #2			\$2,500.00		\$4,000.00		\$3,800.00		\$5,900.00
Item #3			\$1,800.00		\$4,000.00		\$3,100.00		\$2,800.00
Total			\$23,300.00		\$28,900.00		\$29,500.00		\$30,000.00
Product removal	4485	\$2.60	\$11,661.00	\$0.95	\$4,260.75	\$1.40	\$6,279.00	\$1.07	\$4,798.95
			\$34,961.00		\$33,160.75		\$35,779.00		\$34,798.95
Bituminous Concrete	256	\$14.00	\$3,584.00	\$6.00	\$1,536.00	\$6.45	\$1,651.20	\$8.00	\$2,048.00
			\$38,545.00		\$34,696.75		\$37,430.20		\$36,846.95
Contaminated Soil	100	\$95.00	\$9,500.00	\$125.00	\$12,500.00	\$89.00	\$8,900.00	\$110.00	\$11,000.00
Clean Fill	100	\$30.00	\$3,000.00	\$29.00	\$2,900.00	\$41.00	\$4,100.00	\$28.00	\$2,800.00
			\$12,500.00		\$15,400.00		\$13,000.00		\$13,800.00
			\$47,461.00		\$48,560.75		\$48,779.00		\$48,598.95

To: Reilly, Lawrence

Subject: Recommendation of award - Bid #3651 Removal of Underground Fuel Storage Tanks, Fire Support Services Facility, 100 Fairfield Ave., Norwalk, CT 06854

Larry:

I reviewed the bids from the three (3) lowest priced submissions:

EnviroTech of Fairfield County, Inc.
Herbert Recovery Systems, Inc
ETT Environmental Services

EnviroTech's bid submission did not include the product removal cost in their price, which brought their base bid figure to \$34,961.00.

And likewise Herbert's Recovery System's bid submission did not include the product removal, which brought their base bid figure to \$33,160.75.

I requested a certificate of insurance from Hebert Recovery, however the insurance coverage they had were not acceptable to the City.

Specifically, the City had requested \$2 Million in Pollution liability coverage, however Hebert Recovery only had \$1 Million in coverage.

ETT Environmental Services' bid submission did not include the product removal, which brought their base bid figure to \$34,798.95.

I requested a certificate of insurance from ETT Environmental Services and they had all of the insurance coverages requested by City.

Therefore based on this review of the bid submissions received for this project, I recommend an award to ETT Environmental Services for this project.

For your reference here is the suggested language for the award recommendation:

Authorize the Mayor, Harry W. Rilling, to execute an Agreement with ETT Enterprises, Inc. d/b/a ETT Environmental Services for the removal of the underground fuel storage tanks at the Fire Support Services Facility, 100 Fairfield Avenue (Bid #3551) for a sum not to exceed \$34,798.95.
Account No. 091531105777C0542

Authorize the Fire Chief, Laurence Reilly, to execute Orders on the Agreement with ETT Enterprises, Inc. d/b/a ETT Environmental Services for the removal of the underground fuel storage tanks at the Fire Support Services Facility, 100 Fairfield Avenue for a sum not to exceed \$1,200.00.
Account No. 091531105777C0542

Additionally, I have attached a copy of the preliminary bid summary sheet and the bid detail summary sheet for your reference and use.

Please let me know if you have any questions

**Norwalk Police Department
Professional Standards
Internal Affairs & Inspections**

Memo

To: City of Norwalk Common Council Members

From: Lieutenant Paul Vinett

Date: March 01, 2016

Re: Grant Authorization

The Norwalk Police Department will be applying for grant funding from the State of Connecticut Department of Transportation for Distracted Driving High Visibility Enforcement in an effort to decrease fatalities and injuries as a result of crashes caused by driver distraction, especially those caused by hand held mobile phone use. Increased enforcement, especially High Visibility Enforcement of Connecticut's hand held mobile phone ban for drivers will be on Norwalk roads and streets identified to have high rates of fatal and injury crashes.

There will be two separate and required enforcement periods within this one grant application, April 04 through April 30, 2016 and August 03 through August 16, 2016. Federal funds will account for 75% of the cost for overtime. The grant has a 25% matching fund requirement. The City receives reimbursements into the general fund for each infraction issued for hand held mobile phone violations.

In 2015 Norwalk Police Officers issued 728 infractions tickets during the enforcement periods for cell phone use and an additional 161 infraction tickets or arrests for other violations.

The authorizations requested are as follows:

1. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to apply for and accept grant funds from the Connecticut Department of Transportation, in the amount of \$44,500.00, with the City of Norwalk responsible for 25% or \$11,125.00.
2. Authorize the Police Chief, Thomas E. Kulhawik to execute any and all agreements, documents, instruments and amendments thereto as may be necessary to implement all programs through Connecticut Department of Transportation Distracted Driving Grant, pursuant to such grant funding.

STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION HIGHWAY SAFETY OFFICE	SHADED AREA FOR HSO USE ONLY		
	Project No:	☐ Project Initiation ☐ Project Revision	☐ Project Cancellation ☐ Project Continuation
	Program Area:	Date Approved:	
	Program Description: Distracted Driving		
HIGHWAY SAFETY PROJECT APPLICATION ACCEPTANCE – IT IS UNDERSTOOD AND AGREED BY THE UNDERSIGNED THAT FUNDS RECEIVED AS A RESULT OF THIS APPLICATION IS SUBJECT TO THE REGULATIONS GOVERNING HIGHWAY SAFETY PROJECTS. THIS AGREEMENT MAY BE TERMINATED BY EITHER PARTY IN ACCORDANCE WITH THE HIGHWAY SAFETY OFFICE POLICY. COPY OF POLICY OBTAINED UPON REQUEST.			
PROJECT TITLE: FY 2016 DDHVE			
GOVERNMENTAL UNIT: City of Norwalk		ADDRESS OF GOVERNMENTAL UNIT: 125 East Avenue, Norwalk, CT 06851	
APPLICANT: Norwalk Police Department		ADDRESS OF APPLICANT: One Monroe Street, Norwalk, CT 06854	
FEDERAL IDENTIFICATION NUMBER (FEIN): 06-6011881		ANTICIPATED PROJECT STARTUP DATE: April 4, 2016	
APPROVED PROJECT PERIOD: (mo/date/yr) FOR HSO USE ONLY			
FROM:		THROUGH: September 30, 2016	
PROJECT DIRECTOR: Paul Vinett	TITLE: Lieutenant, Grant Manager	TELEPHONE NUMBER: 203-854-3007	
		FAX NUMBER: 203-854-9215	
SIGNATURE: Lt. Paul Vinett	ADDRESS & ZIP CODE: One Monroe Street, Norwalk CT 06854	E-MAIL ADDRESS: pvinett@norwalkct.org	
FINANCIAL OFFICER: Frederic Gilden	TITLE: Comptroller	TELEPHONE NUMBER: 203-854-7715	
		FAX NUMBER: 203-854-7710	
SIGNATURE:	ADDRESS & ZIP CODE: City Hall, 125 East Avenue, Norwalk, CT 06851	E-MAIL ADDRESS: fgilden@norwalkct.org	
AUTHORIZING OFFICIAL: Harry W. Rilling	TITLE: Mayor	TELEPHONE NUMBER: 203-854-7701	
		FAX NUMBER:	
SIGNATURE:	ADDRESS & ZIP CODE: City Hall, 125 East Avenue, Norwalk, CT 06851	E-MAIL ADDRESS: hrilling@norwalkct.org	
APPROVAL FOR HSO USE ONLY			
FISCAL REVIEW COMPLETED BY: Christine Biske	PROJECT MANAGER REVIEW COMPLETED BY:		DATE:
DATE:	PROGRAM COORDINATOR REVIEW COMPLETED BY: Joseph T. Cristalli, Jr.		DATE:
THIS ACTION:	GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE: Thomas J. Maziarz		
PREVIOUS ACTION:	SIGNATURE:		DATE:
TOTAL OBLIGATED:			

PROJECT TITLE	APPLICANT
FY 2016	
STATEMENT OF PROBLEM	To date, identifying the role distracted driving has played in fatality and injury crashes has been a challenge in Connecticut, due to the way crash data is collected and limitations of the crash reporting form (PR-1) itself. In order to effectively allocate 405(e) funds to multiple areas including enforcement mobilizations, the HSO chose to use an index of a combination of factors to best identify where the largest volumes of crashes, non-interstate roadway use, and population centers intersect. The goal of which is to target suspected locations where distraction as a result of hand held mobile phone use by drivers leads to crashes; and to identify areas where enforcement of Connecticut's hand held mobile phone for drivers can be effective. The applicant was selected by the HSO to conduct High Visibility Enforcement (HVE) based on a combination of the following data, weighted and ranked to determine areas where traffic volumes are highest, and the most crashes occur by town: • Fatal and injury crashes 2009-2013 • Daily Vehicle Miles Traveled (DVMT) (2012) • Population (2012) • Crash rate per DVMT • Crash Rate per population • Past High Visibility Enforcement grant performance

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

OBJECTIVES

To decrease fatalities and injuries as a result of crashes caused by driver distraction, especially those caused by hand held mobile phone use by:

- Increasing enforcement, especially HVE of Connecticut's hand held mobile phone ban for drivers in areas identified to have high rates of fatal and injury crashes

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

ACTIVITIES

The following enforcement parameters will be required of participating municipal law enforcement agencies:

- Spotter-type enforcement strategy – Spotter type enforcement is required unless other enforcement strategies are described in HS-1 in detail to plan enforcement schedules and strategies. This must be pre-approved in HS-1 grant application.
- Spotter type enforcement can be done in teams or individually. Please note – spotter -self initiated is not roving. Rather, this category involves an officer choosing a strategic, covert location advantageous to the observation of all types of hand held mobile phone use. When this behavior is observed, the officer then "self-initiates" the stop.
- Non-spotter type enforcement explanation:

SCROLL DOWN TO LAST ACTIVITY SHEET TO SUPPLY A DETAILED EXPLANATION IF YOUR AGENCY INTENDS TO PROPOSE A DIFFERENT ENFORCEMENT STRATEGY.

- Enforcement Schedule
 - Daytime Enforcement – Daytime enforcement changes with seasonal patterns. Enforcement must take place during daylight hours
 - 7 days per week eligible
 - Minimum of 4 hours shifts/Maximum 8 hour shifts
 - Must include at least 1 AM/PM peak drive time (7am-10am/3pm-5pm seasonal) on weekdays. If possible the HSO would encourage both the AM/PM peak drive times as enforcement times but agencies must enforce during at least 1.
- Enforcement Locations
 - Enforcement areas should include intersections and other areas where traffic naturally slows. Enforcement locations should be included in grant applications with narrative for rationale as to why locations were chosen (*example – CT statute makes manipulating a hand held mobile device at a traffic sign or signal a violation)
- Enforcement Schedule
 - April 4, 2016 to April 30, 2016
 - August 3, 2016 to August 16, 2016
- Personnel
 - Minimum of 2 Officers/Maximum of 8

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

ACTIVITIES CONTINUED

- Training
 - Applicant will participate in any training programs sponsored by the HSO
 - Anticipated training activities could include the following
 - Enforcement strategies piloted by other Connecticut Law Enforcement Agencies
 - Earned media training
 - Grant application and reporting training

Earned media participation:

- Participating agencies are required to take part in earned media activity related to DDHVE. This could include the following:
 - Hosting a kick-off press event
 - Conducting ride-alongs or interviews with media at enforcement locations
 - Notification of media outlets through the use of interview opportunities, press releases and media advisories
 - Cooperation with the HSO earned media contractor including:
 - Distribution of press releases
 - Use of Approved Talking points
 - Creation and submission of earned media activity with reimbursement documentation

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

ACTIVITIES CONTINUED: LOCATION & JUSTIFICATION

List proposed enforcement locations and provide a justification for each location.
Double-click in highlighted area to type.

The Norwalk Police Department will be using the team approach as recommended by the State DOT for enforcement of distracted driving and hand held electronic statutes. This type of enforcement worked well in 2014 for Norwalk Officers who issued 404 infractions for hand held electronic devices and an additional 65 infractions for other violations for a total of 469 infractions and again in 2015 with 728 infractions issued for cell phone use with an additional 161 infractions for other violations.

Locations listed below were chosen for high traffic volumes with congestion, high accident rates and/or pedestrian cross walk areas.

West Avenue – Heavy to medium traffic with numerous businesses, court house, post office, multiple apartment and condominium complexes and a high level of pedestrian traffic.

East Avenue and Winfield Street (Route 136) – Both part of the route for commuters avoiding I-95 congestion, creating congestion in an already busy traffic area with small businesses and driveways along those streets, including one of three Norwalk train stations.

Connecticut Avenue (Route 1) – Heavy traffic from 7:00 a.m. to 7:00 p.m. A main route for commuters avoiding I-95 that also has exits and entrances to I-95. It's also the largest retail and shopping area for Norwalk and the surrounding towns.

North Main Street at West Avenue – One of the busiest intersections and roads in and out of the South Norwalk District and main train station. Street lined businesses with on street parking and a lot of pedestrian traffic crossing the streets.

Main Avenue – Lined with large office and corporate buildings the avenue carries a very high volume of traffic during morning and evening rush hours. It also has business and restaurants spread out along its two miles. Main Avenue is the route to the Merritt Parkway for Norwalk traffic.

North Avenue (Route 1) – This section of Route 1 through Norwalk narrows to one lane in each direction for three city blocks between East Avenue and Main Avenue. The volume of traffic is always high in this bottleneck. The intersections with East and Main both have a high accident rate due to volume and distraction.

East Avenue – There are several major intersections along this avenue and I-95 is the busiest both as an exit and entrance. There are numerous accidents both on East Avenue and the I-95 ramps which hampers traffic even more.

All of the locations above have been scouted for safe areas to have vehicles pull off the main road and that will allow the officers to work in a safe environment and not hamper vehicular traffic.

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

ACTIVITIES CONTINUED: NON-SPOTTER TYPE ENFORCEMENT

Explain your non-spotter type of enforcement.
Double-click in highlighted area to type.

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

Enforcement Work Sheet

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM.
8 HOUR SHIFTS MAXIMUM
April 4-April 30 WAVE**

Date: 4/4/2016

Location: West Avenue and North Main St

	Hrs	Rate	Total
Spotter	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
			\$0.00
			\$0.00
			\$0.00

Date: 4/4/2016

Location: Main Avenue

	Hrs	Rate	Total
Spotter	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
			\$0.00
			\$0.00
			\$0.00

Date: 4/6/2016

Location: Route 1 Connecticut Avenue

	Hrs	Rate	Total
Spotter	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
			\$0.00
			\$0.00
			\$0.00

Grand Total \$4,972.30

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

Enforcement Work Sheet

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM.
8 HOUR SHIFTS MAXIMUM**

April 4-April 30 WAVE

Date: 4/8/2016

Location: Van Zant Street, Route 136

	Hrs	Rate	Total
Spotter	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
			\$0.00
			\$0.00
			\$0.00

Date: 4/12/2016

Location: West Avenue north of I-95

	Hrs	Rate	Total
Spotter	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
			\$0.00
			\$0.00
			\$0.00

Date: 4/12/2016

Location: North Avenue Route 1

	Hrs	Rate	Total
Spotter	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
			\$0.00
			\$0.00
			\$0.00

Grand Total \$4,972.30

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

Enforcement Work Sheet

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM.
8 HOUR SHIFTS MAXIMUM**

April 4-April 30 WAVE

Date: 4/15/2016

Location: East Ave

	Hrs	Rate	Total
Spotter	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
			\$0.00
			\$0.00
			\$0.00

Date: 4/16/2016

Location: Connecticut Avenue Route 1

	Hrs	Rate	Total
Spotter	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
			\$0.00
			\$0.00
			\$0.00

Date: 4/18/2016

Location: East Avenue

	Hrs	Rate	Total
Spotter	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
			\$0.00
			\$0.00
			\$0.00

Grand Total \$4,972.30

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

Enforcement Work Sheet

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM.
8 HOUR SHIFTS MAXIMUM**

April 4-April 30 WAVE

Date: 4/20/2016

Location: North Avenue Route 1

	Hrs	Rate	Total
Spotter	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
			\$0.00
			\$0.00
			\$0.00

Date: 4/22/2016

Location: West Avenue at Maple Street

	Hrs	Rate	Total
Spotter	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
			\$0.00
			\$0.00
			\$0.00

Date: 4/23/2016

Location: Westport Avenue, Route 1 at East Avenue

	Hrs	Rate	Total
Spotter	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
	6	\$61.01	\$366.06
			\$0.00
			\$0.00
			\$0.00

Grand Total \$4,972.30

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

Enforcement Work Sheet

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM.
8 HOUR SHIFTS MAXIMUM**

April 4-April 30 WAVE

Date: **4/26/2016** Location: **Winfield Street, Van Zant Street, Route 136**

	Hrs	Rate	Total
Spotter	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
			\$0.00
			\$0.00
			\$0.00

Date: **4/26/2016** Location: **Main Avenue**

	Hrs	Rate	Total
Spotter	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
	5	\$64.67	\$323.35
			\$0.00
			\$0.00
			\$0.00

Date: **4/29/2016** Location: **North Main Street at West Avenue**

	Hrs	Rate	Total
Spotter	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
	5	\$61.01	\$305.05
			\$0.00
			\$0.00
			\$0.00

Grand Total \$4,667.25

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

Enforcement Work Sheet

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM.
8 HOUR SHIFTS MAXIMUM**

August 3-August 16 WAVE

Date: 8/5/2016

Location: East Avenue at Van Zant Street

	Hrs	Rate	Total
Spotter	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
			\$0.00
			\$0.00
			\$0.00

Date: 8/6/2016

Location: Connecticut Avenue Route 1

	Hrs	Rate	Total
Spotter	8	\$62.23	\$497.84
	8	\$62.23	\$497.84
	8	\$62.23	\$497.84
	8	\$62.23	\$497.84
	8	\$62.23	\$497.84
			\$0.00
			\$0.00
			\$0.00

Date: 8/9/2016

Location: Van Zant Street, Winfield Street, Route 136

	Hrs	Rate	Total
Spotter	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
			\$0.00
			\$0.00
			\$0.00

Grand Total \$5,600.70

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

Enforcement Work Sheet

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM.
8 HOUR SHIFTS MAXIMUM**

August 3-August 16 WAVE

Date: 8/9/2016

Location: Main Avenue

	Hrs	Rate	Total
Spotter	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
			\$0.00
			\$0.00
			\$0.00

Date: 8/11/2016

Location: East Avenue approaching Route 1

	Hrs	Rate	Total
Spotter	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
			\$0.00
			\$0.00
			\$0.00

Date: 8/12/2016

Location: West Avenue at North Main Street

	Hrs	Rate	Total
Spotter	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
			\$0.00
			\$0.00
			\$0.00

Grand Total \$4,760.50

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

Enforcement Work Sheet

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM.
8 HOUR SHIFTS MAXIMUM**

August 3-August 16 WAVE

Date: **8/13/2016** Location: **Connecticut Avenue, Westport Avenue, Route 1**

	Hrs	Rate	Total
Spotter	8	\$62.23	\$497.84
	8	\$62.23	\$497.84
	8	\$62.23	\$497.84
	8	\$62.23	\$497.84
	8	\$62.23	\$497.84
			\$0.00
			\$0.00
			\$0.00

Date: **8/15/2016** Location: **West Avenue north of I-95**

	Hrs	Rate	Total
Spotter	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
			\$0.00
			\$0.00
			\$0.00

Date: **8/15/2016** Location: **North Avenue Route 1**

	Hrs	Rate	Total
Spotter	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
			\$0.00
			\$0.00
			\$0.00

Grand Total \$5,693.95

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

Enforcement Work Sheet

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM.
8 HOUR SHIFTS MAXIMUM**

August 3-August 16 WAVE

Date: **8/16/2016** Location: **Van Zant Street, Winfield Avenue, Route 136**

	Hrs	Rate	Total
Spotter	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
	5	\$62.23	\$311.15
			\$0.00
			\$0.00
			\$0.00

Date: **8/16/2016** Location: **Main Avenue**

	Hrs	Rate	Total
Spotter	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
	5	\$65.96	\$329.80
			\$0.00
			\$0.00
			\$0.00

Date: Location:

	Hrs	Rate	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00

Grand Total \$3,204.75

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

BUDGET DETAIL

PLEASE COMPLETE PROJECT WORKSHEET(S) PRIOR TO COMPLETING THIS PAGE.

(A) PERSONNEL SERVICES

Total Estimated Wages (Sum of all worksheets)	(1)	\$43,816.35
Overtime Fringe Benefit Rate @ __ 1.45% Multiply this rate (if applicable) times the Total Estimated Wages	(2)	\$635.34
Add Total Estimated Wages and Fringe Benefit Costs for Grand Total Amount	(3)	\$44,451.69
Please round up the Grand Total Amount to the next highest \$100.00 (i.e. \$1,852.11 to \$1,900)	(4)	\$44,500

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

City/Town of: _____ City of Norwalk _____

FRINGE BENEFIT CERTIFICATION STATEMENT

I hereby certify that the fringe benefit rate of 1.45% % is the rate authorized by the
City/Town of: _____ City of Norwalk _____
for application against all OVERTIME hours worked by the sworn police agency personnel for the following
time period:

FROM:

(Date) (Date)
1-Jan-16 1-Sep-16

The category/percentage breakdown of this rate is as follows:

Cost Category	Percentage
1. Medicare	1.45%
2. _____	_____
3. _____	%
4. _____	%
5. _____	%
6. _____	%
7. _____	%
8. _____	%
Total Overtime Fringe Rate	<u>1.45%</u>

I further certify that this statement is correct in all respects and that the fringe benefit rate identified above accurately represents the OVERTIME fringe benefit costs to the municipality for the individuals employed under this project.

City/Town's Chief Financial Officer

Name: _____ Frederic Gilden _____

Title: _____ Comptroller _____

Ink Signature: _____

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

PROJECT EXPENDITURES -- REIMBURSEMENT REQUIREMENTS

This is a federally reimbursable program. The cost of all expenses incurred under this project must first be paid for with municipal or state agency funds. The sub-grantee may then apply for reimbursement based on the procedures and policies listed below.

Project Start Date April 4, 2016	Billing Period Ending Date April 30, 2016	Reimbursement Deadline May 20, 2016
2nd Billing Period Start Date August 3, 2016	Billing Period Ending Date August 16, 2016	Reimbursement Deadline September 1, 2016

- Only expenses contained in the approved Highway Safety Grant application may be claimed for reimbursement.
- Expenses MUST be incurred within the approved grant Start and Ending Dates. (see above)
Please verify the Grant Start Date and Grant Ending Date prior to any Grant activity.
- PERSONNEL SALARIES -- Personnel salary expenditures are authorized as part of this Grant. Completed and signed "*Highway Safety Program Time Sheet & Activity Reports*" MUST accompany these expenditures for reimbursement. Under no circumstances may an employee sign their own time sheet as employee and supervisor - even if they are the ranking officer for that shift. All time sheets must have two separate individual and legible signatures and they must be originals. Photocopies or faxed timesheets are not acceptable forms of reimbursable documentation.
- Under the terms and conditions of this Grant application, ALL SUPPORTING DOCUMENTATION must be submitted to the Highway Safety Office no later than the deadline date listed above.
Please verify the Reimbursement Deadline prior to any Grant activity.
- All claims that are missing required support documentation will be returned to the grantee and will not be processed for reimbursement until all required documentation is submitted and filled out completely and properly.

**FAILURE TO MEET THE REIMBURSEMENT REQUIREMENTS
SET FORTH MAY RESULT IN YOUR CLAIM BEING DENIED.**

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

ATTACHMENT A
SINGLE AGENCY AUDITING REQUIREMENTS AND PROCEDURES
EFFECTIVE OCTOBER 1, 2015

AUDIT REQUIREMENT STATEMENT:

The town/city of Norwalk Police Department declares that for the fiscal year ending September 30, 2016 the sum total of Federal funds awarded to local government agencies from all sources does exceed \$750,000 and that it will conduct an audit report as required under 2 CFR part 200, subpart F (REVISED) AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS AND 49 CFR UNIFORM ADMININISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS PART 18.26

Signed: Harry W. Rilling, Mayor

Date: _____

OR

AUDIT EXEMPTION STATEMENT:

The town/city of Norwalk Police Department declares that for the fiscal year ending September 30, 2016 the sum total of Federal funds awarded to local government agencies from all sources does not exceed \$750,000 and that it will conduct an audit report as required under 2 CFR part 200, subpart F (REVISED) AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS AND 49 CFR UNIFORM ADMININISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS PART 18.26

Signed: _____

Date: _____

The following sanctions policy will be in effect for sub grantees who do not submit Audit Reports or who do not correct findings in those reports:

- a. Any sub grantee receiving \$750,000 or more in Federal funds from all sources who fails to submit an audit report two or more sequential fiscal years will not be eligible for highway safety grants until all audit reporting requirements are met.
- b. Any sub grantee who has not taken corrective action on an audit finding within six months of the submission of an audit report will have funds automatically deducted from any pending claims. If there are no pending claims with the HSO, the sub grantee will not be eligible for highway safety grants until a corrective action has been negotiated with the HSO.

PROJECT TITLE	APPLICANT
FY Highway Safety Projects	Norwalk Police Department

Certifications and Assurances for Subgrantees

- **EQUIPMENT**

Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the State; or the State, by formal agreement with appropriate officials of a political subdivision or State agency, shall cause such equipment to be used and kept in operation for highway safety purposes 23 CFR 1200.31

- **CIVIL RIGHTS**

The subgrantee will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794) and the Americans with Disabilities Act of 1990 (42 USC § 12101, *et seq.*; PL 101-336), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970(P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse of alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 *et seq.*), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; The Civil Rights Restoration Act of 1987, which provides that any portion of a state or local entity receiving federal funds will obligate all programs or activities of that entity to comply with these civil rights laws; and, (k) the requirements of any other nondiscrimination statute(s) which may apply to the application.

- **BUY AMERICA ACT**

The subgrantee will comply with the provisions of the Buy America Act (49 U.S.C. 5323(j)) which contains the following requirements:

Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of a satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

PROJECT TITLE	APPLICANT
FY Highway Safety Projects	Norwalk Police Department

• **POLITICAL ACTIVITY (HATCH ACT)**

The subgrantee will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

RESTRICTION ON STATE LOBBYING

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception.

PROJECT TITLE	APPLICANT
FY Highway Safety Projects	Norwalk Police Department

This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

• **CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (See below)

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals.

PROJECT TITLE	APPLICANT
FY Highway Safety Projects	Norwalk Police Department

Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

• **OTHER FEDERAL REQUIREMENTS**

Cash drawdowns will be initiated only when actually needed for disbursement. 49 CFR 18.20

Cash disbursements and balances will be reported in a timely manner as required by NHTSA. 49 CFR 18.21.

The same standards of timing and amount, including the reporting of cash disbursement and balances, will be imposed upon any secondary recipient organizations. 49 CFR 18.41.

Failure to adhere to these provisions may result in the termination of drawdown privileges.

Signature of Certifying Official: Harry W. Rilling, Mayor

Date: _____

PROJECT TITLE	APPLICANT
FY 2016 DDHVE	Norwalk Police Department

BUDGET SUMMARY

Federal Share	75.00%
State/Local Share	25.00%

BUDGET SUMMARY SUBMITTAL

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES	\$44,500.00	FEDERAL FUNDS (75%)	\$33,375.00
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS (25%)	\$11,125.00
OPERATING COSTS	XXXXXXXXXX	TOTAL FUNDS (100%)	\$44,500.00
EQUIPMENT	XXXXXXXXXX		
INDIRECT COSTS	XXXXXXXXXX		
TOTAL BUDGETED	\$44,500.00		

BUDGET SUMMARY APPROVAL (HSO USE ONLY)

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	
PERSONNEL SERVICES		FEDERAL FUNDS (75%)	
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS (25%)	
OPERATING COSTS	XXXXXXXXXX	TOTAL FUNDS (100%)	
EQUIPMENT	XXXXXXXXXX		
INDIRECT COSTS	XXXXXXXXXX		
TOTAL BUDGETED			