

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

Special Meeting: December 10, 2019

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: Sharon R. Baanante, Norwalk Public Library
David L. Jaeger, Jr., Norwalk Transit District
Tad Diesel, Zoning Board of Appeals, Alternate

REAPPOINTMENTS: Dana Laird, Historical Commission
Moina Noor, Norwalk Public Library

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. ORDINANCE COMMITTEE

1. Approve revisions to the following sections of Chapter 68, Noise:
 - Sound Level limits: § 68-5(A)(1) – Table 2;
 - Sound Level limits: § 68-5(C)(13); and
 - Prohibited activities: § 68-6(B)(6).
2. Approve revision to Chapter 103, Taxation, Article II, Tax Exemption for Solar Energy Systems. Replace the current sections, 103-3 and 103-4 with the following section:
 - § 103-3 – Use of solar energy system

B. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

- 1a. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Norwalk Hospital Foundation for the use of Calf Pasture Beach for their Annual WCC (Whittingham Cancer Center) Walk/Run to be held Saturday, May 16, 2020 from 7:30 AM – 12:00 Noon. Set up to begin at 5:00 AM with tear down no later than 2:00 PM on Saturday, May 16, 2020. Estimated attendance 2,000
- 1b. Approve the use of the Show Mobile by the Norwalk Hospital Foundation for their Annual WWC (Whittingham Cancer Center) Walk/Run to be held Saturday, May 16, 2020 from 7:30 AM – 12:00 Noon
- 2a. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Alzheimer's Association CT Chapter for the use of Calf Pasture Beach for their Annual Walk to End Alzheimer's to be held Sunday, October 11, 2020 from 8:30 AM – 1:30PM. Set up to begin at 6:00 AM with tear down no later than 2:00 PM on Sunday, October 11, 2020. Tents to be set up Friday, October 9th. Estimated attendance 1500
- 2b. Approve the use of the Show Mobile by the Alzheimer's Association CT Chapter for their Annual Walk to End Alzheimer's to be held Saturday, October 11, 2020 from 8:30 AM – 1:30PM
3. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Norwalk Lacrosse Association, Inc. for their use of Veterans Park for the Pound the Sound Youth Lacrosse Event to be held Saturday, June 6, 2020 from 8:00 AM – 7:00 PM and Sunday, June 7, 2020 from 8:00 AM – 7:00 PM. Setup to begin at 6:00 AM on Friday, June 5, 2020 with tear down no later than 7:00 PM on Sunday, June 7, 2020. Estimated attendance 1000 (over two days)
4. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with MBI, Inc. Norwalk High School Marching Band for their use of Norwalk High School Parking Lot(s) for their Annual Winter Percussion Event to be held Saturday, March 21, 2020 from 8:00 AM – 9:00 PM. Estimated attendance 2500 (staggered)
- 5a. Authorize the Mayor, Harry W. Rilling, to enter into a contract with Maggiore Construction, Inc. for the Veterans Park Marina Finger Floats Replacement for a sum not to exceed \$58,865.00. Account #004150-5585

- 5b. Authorize the Director, Recreation and Parks to issue change order to Maggiore Construction, Inc. for the Veterans Park Marina Finger Floats Replacement for a sum not to exceed \$5,886.00. Account #014150-5585
6. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Rowayton School PTA for their use of Rowayton Elementary School Field for the Rowayton Carnival to be held Friday, May 8, 2020 from 4:00 PM – 10:00 PM and Saturday, May 9, 2020 from 11:00 AM – 5:00 PM. Set up to begin at 7:00 AM on Wednesday, May 6, 2020 with tear down no later than 9:00 AM on Sunday, May 10, 2020 (weather permitting) Estimated attendance 500 (daily)
7. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Gordon Fine Arts, LLC for their use of Mathews Park for their Annual Norwalk Art Festival to be held Saturday June 27, 2020 and Sunday, June 28, 2020 from 10:00 AM – 5:00 PM each day. Set up to begin at 10:00 AM on Friday, June 26, 2020 with tear down no later than 7:00 PM Sunday, June 28, 2020. Estimated attendance 400
8. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Gordon Fine Arts, LLC for the use of 50 Washington Street Plaza for their Annual SoNo Arts Festival to be held on Saturday, August 1, 2020 from 10:00 AM – 7:00 PM and Sunday, August 2, 2020 from 10:00 AM – 5:00 PM. Set up to begin at 7:00 AM on Saturday, August 1, 2020 with tear down no later than 7:00 PM Sunday, August 2, 2020. Estimated attendance 1,200.
9. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with LAZ Parking LTD, LLC for management of the seasonal paid parking collection and enforcement at Calf Pasture Beach, Shady Beach, Shady Beach, Taylor Farm, Veterans Park and Cranbury Park for 2020-2023 for an amount not to exceed \$187,200 the first year, \$194,688 the second year, \$202,475 the third year and \$210,574 the final year as a sole source provider for this project.
10. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Flowbird for the purchase of 4 CWTCC Pay Stations for an amount not to exceed \$30,740.00. Account #014150-5585.

C. PUBLIC WORKS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute an amendment to the original Agreement(s) with H.W. Lochner for Design and Coordination Services dated September 29, 2016 in connection with Walk Bridge Program (State Project Nos. 301-0176, 301-0188, 0301-0181, 301-0187, 102-297, 301-0180) for a total sum not to exceed \$201,318.77.

Account No. 100% State Reimbursable
09 18 4062 5799 C0613

2. Approve the Fourth Taxing District property extensions through September 30, 2019 as per the list dated December 27, 2019.

D. LAND USE AND BUILDING COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the License Agreement with Norwalk Seaport Association, Inc. for access to the Hope Dock from North Water Street Parking Lot, to extend the agreement period from February 1, 2020 to January 31, 2021.
- 2a. Authorize the Purchasing Agent to issue a Purchase Order to WC McBride Electrical Contractor, LLC. for the Norwalk Concert Hall – Sound System Replacement Project for a total not to exceed \$39,140.00. Acct. #09197100 5777 C0439
- 2b. Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$3,914.00
- 3a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal Business Services, LLC for City Hall Air Handler Unit refurbishment project for a total not to exceed \$64,839.96. Funds are available from account # 0920 4071 5777 C0439 and 0919 7100 5777 C00476.
- 3b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$6,483.00.
4. Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the Agreement with Norwalk Grassroots Tennis and Education, Inc. for the use of the modular building at Nathaniel Ely Center, to accept the 2-year renewal option for \$1 per year. The City will continue to have no responsibilities for utility expenses, building repairs and/or capital replacement.
5. Authorize the Purchasing Agent to issue a Purchase Order to JCJ Architecture, PC, to provide limited conceptual architectural design services for the new Norwalk High School construction project. This design effort, together with construction cost estimating services, to be provided by a separate firm, will be the basis for the new Norwalk High School budget. Fees for the design services shall be for a total not to exceed \$50,000.00. Funds are available in existing Norwalk High School capital budget account #0918/195010 5777 0610.

E. FINANCE COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: December 12, 2019 and January 9, 2020.
2. For informational purposes only: Narrative on Tax Collections dated December 12, 2019 and January 9, 2020.
3. For informational purposes only: Monthly Tax Collector's Report Dated: November 2019 and December 2019.

X. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

**COMMON COUNCIL
NORWALK, CONNECTICUT**

**AGENDA
7:30 PM EST**

**JANUARY 14, 2020
COUNCIL CHAMBERS**

APPOINTMENTS

NORWALK PUBLIC LIBRARY	M/C	Nwlk. Code 87
SHARON R. BAANANTE (D)		Term Expires 12/31/2023
64 Comstock Hill Avenue Norwalk, CT 06850		

NORWALK TRANSIT DISTRICT	M/C	Public Act 261
DAVID L. JAEGER, JR. (D)		Term Expires 09/30/2022
6 Lori Lane Norwalk, CT 06851		

ZONING BOARD OF APPEALS	M/C	Nwlk. Code 116
TAD DIESEL (R)		Term Expires 11/01/2021
		Alternate
6 Merrill Road Norwalk, CT 06851		

REAPPOINTMENTS

HISTORICAL COMMISSION	M/C	Nwlk. Code 57A
DANA KAIRD (D)		Term Expires 12/31/2024
214 Highland Avenue Norwalk, CT 06853		

NORWALK PUBLIC LIBRARY	M/C	Nwlk. Code 87
MOINA NOOR (D)		Term Expires 12/31/2023
15 Pequot Drive Norwalk, CT 06855		

**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**

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

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

I. ROLL CALL

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

Council at Large:	Mr. Gregory Burnett Mr. Manny Langella Ms. Barbara Smyth	Mr. Colin Hosten Mr. Nick Sacchinelli
District A:	Mr. David Heuvelman	Mr. Kadeem Roberts
District B:	Mr. Ernie Dumas	Ms. Darlene Young
District C:	Mr. John Kydes	Mr. George Theodoridis
District D:	Mr. George Tsiranides	Mr. Tom Keegan
District E:	Mr. Thomas Livingston	Ms. Lisa Shanahan

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

Also present were Mayor Harry Rilling and City Clerk, Donna King.

II. ACCEPTANCE OF MINUTES

Special Meeting: November 19, 2019

**** MS. SHANAHAN MOVED TO ACCEPT THE MINUTES AS PRESENTED
** MOTION PASSED UNANIMOUSLY**

Regular Meeting: November 26, 2019

**** MS. SHANAHAN MOVED TO ACCEPT THE MINUTES AS PRESENTED
** MOTION PASSED WITH ONE (1) ABSTENTION (MR. LIVINGSTON)**

III. PUBLIC PARTICIPATION

No members of the public wished to speak this evening.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS RESIGNATIONS:

Chris Gavrielidis, Zoning Board of Appeals, Alternate

Mayor Rilling announced Mr. Gavrielidis resignation from the Zoning Board of Appeals, Alternate.

APPOINTMENTS:

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

Sheri Brown, Board of Estimate and Taxation

Ms. Young and Mr. Kydes spoke in support of this appointment. Mayor Rilling also spoke in support.

**** MOTION PASSED UNANIMOUSLY**

**** MS. SMYTH MOVED TO APPROVE THE FOLLOWING
APPOINTMENT**

Ed Abrams, Board of Estimate and Taxation

Ms. Smyth spoke in support of the appointment.

December 10, 2019

Common Council

Page 2

- ** MOTION PASSED UNANIMOUSLY**
**** MR. HEUVELMAN MOVED TO APPROVE THE FOLLOWING APPOINTMENT**

Chris Gavrielidis, Zoning Board of Appeals, Regular

Mr. Heuvelman spoke in support of the appointment.

- ** MOTION PASSED UNANIMOUSLY**
**** MR. HOSTEN MOVED TO APPROVE THE FOLLOWING APPOINTMENT**

Joshua M. Goldstein, Zoning Commission, Alternate

Mr. Hosten spoke in support of the appointment.

- ** MOTION PASSED UNANIMOUSLY**

X. SUSPENSION OF RULES

- ** MS. SMYTH MOVED TO SUSPEND THE RULES TO ADD TWO PEOPLE TO THE CONSERVATION COMMISSION EFFECTIVE JANUARY 2, 2020**
**** MOTION PASSED UNANIMOUSLY**
**** MS. SHANAHAN MOVED TO APPROVE THE APPOINTMENT OF STEVEN KLOCKE AND MATTHEW CAPUTO TO THE CONSERVATION COMMISSION EFFECTIVE JANUARY 2, 2020**
**** MOTION PASSED UNANIMOUSLY**

REAPPOINTMENTS:

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

Vincent J. Amoruccio, Board of Health

Kenneth R. Lalime, Board of Health

Terry Tavella Quell, Board of Health

Mr. Burnett and Ms. Young spoke in support of the reappointments

**** MOTION PASSED UNANIMOUSLY**

**** MR. KYDES MOVED TO APPROVE THE FOLLOWING
REAPPOINTMENT**

Artic Kassimis, Board of Estimates and Taxation

Mr. Kydes spoke in support of the reappointment.

**** MOTION PASSED UNANIMOUSLY**

**** MR. KEEGAN MOVED TO APPROVE THE FOLLOWING
REAPPOINTMENT**

Charles A. Pirro, Pension Board

Mr. Keegan spoke in support of the reappointment.

**** MOTION PASSED UNANIMOUSLY**

**** MR. HEUVELMAN MOVED TO APPROVE THE FOLLOWING
REAPPOINTMENT**

Keith A. Lyon, Zoning Board of Appeals

Mr. Heuvelman spoke in support of the reappointment.

**** MOTION PASSED UNANIMOUSLY**

Ms. King administered the Oath of Office to those present.

MAYOR'S REMARKS:

Mayor Rilling said there was a State offer to allow the City to build a new Norwalk High School. This item has to go through the various boards and committees and the Common Council. A public hearing will be held on Monday to brief the public on the details.

The Wreaths Across America made their annual stop in Norwalk and were welcomed with a meal sponsored by St. Ann Club. They lay 2 million wreaths on the graves of Veterans across America and the globe.

December 12, 2019 is International Human Rights Day. A discussion on Criminal Justice Reform will be hosted by the Human Relations Commission in the Community Room.

December 10, 2019

Common Council

Page 4

Brien McMahon High School's Annual Poinsettia Concert will be held on December 17, 2019. Norwalk High School's Annual Candlelight Ceremony will be held from December 16th to 18th 2019. Rabi Hecht will light the Menorah in front of City Hall on December 19, 2019 in celebration of Hanukah.

The Mayor's Ball will be held on January 31, 2019 at Serafina. The beneficiaries this year are STAR and the Norwalk YMCA. Mayor wished everyone a Merry Christmas, Happy Hanukah, Happy Holidays and a happy 2020.

V. COUNCIL PRESIDENT

Ms. Smyth announced the cancellation of the December 24, 2019 meeting of the Common Council.

B. CONSENT CALENDAR:

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

VII.A.1, VII.A.1, VII.A.2, VII.A.3, VII.A.4A, VII.A.4B, VII.B.1A, VII.B.1B, VII.B.2, VII.B.3, VII.B.4, VII.B.5, VII.B.6, VII.7A, VII.B.7B, VII.B.8A, VII.B.8B, VII.B.9A, VII.B.9B, VII.B.10, VII.C.1A, VII.C.1B

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO SIGN THE SETTLEMENT AGREEMENT AND RELEASE WITH TURCO GOLF, INC. AND FUSS & O'NEILL, INC. TO RESOLVE THE CLAIMS AND POTENTIAL LITIGATION REGARDING THE CONSTRUCTION OF THE BATTING CAGE AT NATHAN HALE MIDDLE SCHOOL. EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORWALK AND SOUTHPORT ASSOCIATES, PC, FOR PROFESSIONAL ENGINEERING SERVICES FOR THE DESIGN OF THE HISTORIC STREET LIGHT SYSTEM ON WALL STREET, FOR A SUM NOT TO EXCEED \$16,800.00 ACCOUNT NO. 01 40 30 5258

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A LEASE AGREEMENT (FILE NO. 102-119-03A) WITH THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION AT NO MONTHLY COST FOR THE PURPOSE OF CONSTRUCTING A PORTION OF STATE PROJECT 102-350 NORWALK RIVER VALLEY TRAIL – PHASE 2.

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH VHB, INC. FOR THE DESIGN OF ADAPTIVE SIGNALS ON WEST AVENUE FOR AN AMOUNT NOT TO EXCEED \$30,000.00. ACCOUNT NO. 09 20 4120 5777 C0232

4A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH NATIONAL WATER MAIN CLEANING COMPANY FOR CLEANING EXISTING DRAIN SYSTEMS AT VARIOUS LOCATIONS (PROJECT DRG 2019-1) FOR AN AMOUNT NOT TO EXCEED \$468,800.00. ACCOUNT NO. 09 15 4027 5777 C0440 09 17 4027 5777 C0440 09 18 4027 5777 C0440 09 19 4027 5777 C0425 09 20 4027 5777 C0302

4B. AUTHORIZE THE CHIEF OF OPERATIONS AND PUBLIC WORKS TO EXECUTE ORDERS ON CONTRACT WITH NATIONAL WATER MAIN CLEANING COMPANY FOR CLEANING EXISTING DRAIN SYSTEMS AT VARIOUS LOCATIONS (PROJECT DRG 2019-1), FOR A SUM NOT TO EXCEED \$46,880.00. ACCOUNT NO. 09 15 4027 5777 C0440 09 17 4027 5777 C0440 09 18 4027 5777 C0440 09 19 4027 5777 C0425 09 20 4027 5777 C0302

B. LAND USE AND BUILDING COMMITTEE

1A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH ALDEN BAILEY RESTORATION CORP. FOR THE MILL HILL TOWN HOUSE MORTAR REPAIR/REPOINTING PROJECT FOR A TOTAL NOT TO EXCEED \$138,410.00. ACCT. #0918/19/206310 5777 C0521

1B. AUTHORIZE THE NORWALK HISTORICAL COMMISSION TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED \$14,000

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH NEWFIELD CONSTRUCTION, INC. AS THE CONSTRUCTION MANAGER (CM) FOR THE JEFFERSON ELEMENTARY SCHOOL – RENOVATE-AS-NEW PROJECT. TERMS

OF THE AGREEMENT SHALL INCLUDE THE FOLLOWING: • PRE-CONSTRUCTION PHASE SERVICES (INCLUDING REIMBURSABLE ALLOWANCE) FOR \$86,550 • CM FEES (% OF TOTAL TRADE BIDS) AT 1.20% • CM CONTINGENCY (% OF TOTAL TRADE BIDS) AT 1.50%. FOLLOWING THE TRADE CONTRACTORS' BIDDING PROCESS, A GUARANTEED MAXIMUM PRICE (GMP) WILL BE SUBMITTED TO THE COMMON COUNCIL FOR APPROVAL. ACCT. #0919/205010 5777 C0619

3. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDERS TO SHI INTERNATIONAL CORP. FOR THE SUPPLY OF 675 ARUBA AP-315 ACCESS POINTS AND LICENSE FOR NORWALK PUBLIC SCHOOLS FOR A TOTAL NOT TO EXCEED \$55,000. ACCT. #09205010 5777 C0112

4. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDERS TO EPLUS TECHNOLOGY INC. FOR THE SUPPLY OF 13 CISCO CATALYST 3850 48PT AND MODULES FOR NORWALK PUBLIC SCHOOLS FOR A TOTAL NOT TO EXCEED \$31,000. ACCT. #09205010 5777 C0112

5. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDERS TO SHI INTERNATIONAL CORP. FOR THE SUPPLY OF AN ARUBA 7220 CONTROLLER AND LICENSES FOR NORWALK PUBLIC SCHOOLS FOR A TOTAL NOT TO EXCEED \$12,500.00 ACCT. #09205010 5777 C0112

6. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDERS TO SYNACKTEK LLC FOR THE SUPPLY AND INSTALLATION OF PULSE POLICY SECURE NAC SOLUTION FOR NORWALK PUBLIC SCHOOLS FOR A TOTAL NOT TO EXCEED \$105,000. ACCT. #09195010 5777 C0112

7A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH EPIFANO BUILDERS INC. FOR THE INSTALLATION OF A PICNIC SHELTER AT ELY PARK FOR A TOTAL NOT TO EXCEED \$53,750.00. ACCT # 09196030 5777 C0321 & 09186030 5796 C0321

7B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED \$5,375. AUTHORIZED 8A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RE-TECH LLC FOR THE RENOVATION OF THE OLD RECREATION AND PARKS' AND HUMAN RELATION'S OFFICES FOR NEW PLANNING

**& ZONING OFFICES FOR A TOTAL NOT TO EXCEED \$86,000.00.
ACCT. #014086-5266 AND #09193310 5777 C0630**

**8B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO
ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO
EXCEED \$8,600.00 AUTHORIZED 9A. AUTHORIZE THE MAYOR,
HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH
SHORELINE RESTORATION LLC FOR THE BEN FRANKLIN CENTER
ROOF REPLACEMENT PROJECT (PHASE 2) FOR A TOTAL NOT TO
EXCEED \$206,052.00. FUNDS ARE AVAILABLE FROM ACCOUNT
#0920 7100 5777 C0295 AND #0919/20 7100 5777 C0476.**

**9B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO
ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT
TO EXCEED \$20,605.00 AUTHORIZED 10. AUTHORIZE THE MAYOR,
HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS
NECESSARY TO ACCEPT DONATION OF 24 JAMES STREET TO THE
CITY OF NORWALK BY THE PROPERTY OWNER.**

C. HEALTH AND PUBLIC SAFETY COMMITTEE

**1A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE
ANY AND ALL DOCUMENTS NECESSARY TO APPLY FOR AND
ACCEPT GRANT FUNDS FROM THE STATE OF CONNECTICUT FOR
THE PREVENTIVE HEALTH AND HUMAN SERVICES BLOCK GRANT
IN THE AMOUNT OF \$66,672 FOR THE PERIOD OCTOBER 1, 2019 TO
SEPTEMBER 30, 2022.**

**1B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE
ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS OR
AMENDMENTS AS MAY BE NECESSARY TO IMPLEMENT THE
PREVENTIVE HEALTH AND HUMAN SERVICES BLOCK GRANT FOR
THE PERIOD OCTOBER 1, 2019 TO SEPTEMBER 30, 2022.**

**** MOTION PASSED UNANIMOUSLY**

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC WORKS COMMITTEE

**** MR. TSIRANIDES MOVED TO AUTHORIZE THE PURCHASING
AGENT TO ISSUE A PURCHASE ORDER TO GENGRAS FORD LLC,
FOR THE PURCHASE OF TWO (2) 2020 FORD PLUG-IN HYBRID
ELECTRIC CARS FOR A SUM NOT TO EXCEED \$60,191.72. ACCOUNT
NO. 09 18 6030 5777 C0486 09 20 4031 5777 C0313**

Mr. Tsiranides explained the item and said it is a pilot program with the City to go green. Mr. Kydes spoke in support of the item and said it is great when a plan comes together. He thanked Mr. Carr, Chief of Operations and Public Works for going through the process.

Mr. Carr explained that these cars will not replace vehicles, but will be an addition to the fleet. He described how the cars will operate.

Mr. Livingston said that this was a lot of work and shows the City's focus on sustainability. Mr. Hosten asked about the software system. Mr. Carr explained how the car reservation system will work. Mr. Heuvelman spoke in support of the item and thanked Mr. Carr for his work on this.

Mayor Rilling noted the current fleet is old and the cost to repair is high.

**** MOTION PASSED UNANIMOUSLY**

A. GENERAL COUNCIL BUSINESS:

**** MR. LIVINGSTON MOVED TO GO INTO EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEM:**

1. DISCUSSION REGARDING PENDING LITIGATION TITLED FIRETREE LTD. V. CITY OF NORWALK, ET. AL., D.N. 3:17-CV-01088, PENDING IN THE UNITED STATES DISTRICT COURT, DISTRICT OF CONNECTICUT. EXECUTIVE SESSION

**** MOTION PASSED UNANIMOUSLY**

The public was excused and the Common Council went into Executive Session at 8:17 p.m.

The Common Council members came out of Executive Session at 8:53 p.m.

During the Executive Session no motions were made and no votes were taken.

**** MS. SMYTH MOVED TO APPROVE THE SETTLEMENT AS DISCUSSED IN EXECUTIVE SESSION**

**** MOTION PASSED UNANIMOUSLY**

X. MOTIONS POSTPONED TO A SPECIFIC DATE

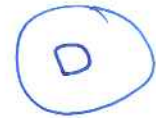
There were none this evening.

XI. ADJOURNMENT

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

There was no further business and the meeting was unanimously adjourned at 8:55 p.m.

ATTEST: _____
Donna King, City Clerk



Sharon R. Baanante

sharonbaanante@gmail.com • linkedin.com/in/sharonbaanante/ • Norwalk, CT • (203) 247-2355

Senior Social Impact & Community Engagement Leader

Accomplished, forward-thinking, and goal-oriented leader with a diverse background leading high-impacting program and social programming initiatives. Skilled in the development, implementation, and administration of key strategies focused on enhanced program awareness, community engagement, and fundraising. Talent for providing transformational leadership to drive the accomplishment of established goals. Collaborative communicator capable of cultivating partnerships across diverse agencies and community leaders to promote cohesive program practice and positive outcomes.

Areas of Expertise

• Program Development & Management	• Social Programming	• Leadership & Development
• Strategic Analysis & Planning	• Community Engagement	• Continuous Improvement
• Event Management	• Fundraising	• Relationship Management
• Process Design & Management	• Project Management	• Public Relations
• Volunteer Management	• Partnership Development	• Advocacy

Career Experience

Norwalk Women Who Vote

2019 to Present

Co-Founder

Oversee the establishment of a grassroots organization focused on the identification, inspiration, and support of women to hold positions across various levels of local and state government agencies. Develop and implement programming strategies aligned with organizational objectives include the planning and facilitation of events.

- Grew member base to 150 within the first month.
- Consistently expand programming by planning and deploying high-profile events to empower women, including Unscripted! Meet the Candidates, Bootcamp: How to Help a Political Candidate Win, and How to Get Appointed or Elected to Norwalk Commissions, Boards, and Common Council.

Love ALL Project

2017 to Present

Founder

Facilitate collaboration between Love ALL Project and community organizations to develop cultural public programming that cultivates a deeper understanding of underrepresented communities. Liaise with various organizations including Building One Community, Norwalk Public Library, Triangle Community Center, Connecticut Institute for Refugees and Immigrants, Open Door Shelter, Al Madany Islamic Center, Norwalk Historical Society, and the Family & Children's Agency to promote program awareness. Manage a portfolio of 40 volunteers ensuring alignment of performance with program needs.

- Instrumental in expanding program capacity to 40 volunteers, 800 Facebook followers while successfully hosting programs encompassing 500 attendees.
- Recognized in the 2018 publication, "Library Services for Immigrants and New Americans; Celebration and Integration" highlighting the program's innovative approach to cultural programming in collaboration with the Norwalk Public Library.

...continued...

Sharon R. Baanante

Page | 2

Grace Farms Foundation

2014 to 2016

Director of Events

Served as a member of the strategic leadership team collaborating on the opening of a community and cultural center focused on community, art, nature, faith and social justice. Optimized partnerships and programming with non-profit organizations including United Nations University, NASA, Connecticut Institute for Refugees and Immigrants, Future 5, New Canaan Community Foundation, STAR Inc., Arts for Healing, and Walter E. Lockett Foundation. Delivered advocacy in pursuit of goals around inclusion and social responsibility.

- Championed the development and implementation of strategies supporting 350+ events and programs, including library programming
- Key contributor to the definition and execution of new philanthropic initiatives.

Tuesday's Children

2014

Development Director

Directed the day-to-day operations focused on fundraising, event management, and public relations to drive program awareness and success. Cultivated and managed relationships with various agencies and individuals to optimize funding opportunities and strengthen position in the community. Managed a cross-functional team of grant consultants, interns, and volunteers.

- Raised \$450K by successfully planning the program's annual gala in seven weeks.
- Orchestrated the organization's most successful public relations campaign.
- Expanded the major giving program in collaboration with senior leaders.

Morgan Stanley

2005 to 2010

Director – Firmwide Marketing & Corporate Events

Managed the coordination and execution of global events for premier clients, financial advisors and senior management in collaboration with the CEO, James Gorman. Developed and implemented event strategies to maximize return on investment (ROI). Partnered cross-departmentally to drive success across established objectives.

- Entrusted to develop and administer budgets up to \$7MM.
- Effectively planned and executed 100+ events.

Additional Experience

Account Manager & Hospitality Director – Octagon Marketing • **Manager – Event Planning** – Pitney Bowes

Education

Bachelor of Arts in Political Science - American Law and International Relations - University of Connecticut
Graduate Studies in Sustainability – Harvard Extension School

Certifications

Corporate Social Responsibility – Rutgers University

Volunteer Affiliations

Advisory Board Member – 2019 Norwalk Film Festival • Voting Member - Norwalk Arts Commission (Aug 2018-current)

DAVID L. JAEGER, JR.
6 Lori Lane Norwalk CT 06851
203-216-3436 • djaeger107@hotmail.com



SUMMARY PROFILE
PROFESSIONAL WORK EXPERIENCE

PEOPLES UNITED BANK, Bridgeport, CT

2005 - Present

Private Banker – Vice President (2015 to present)

ASSOCIATE PRIVATE BANKER (2013 – 2015)

BRANCH MANAGER (2006 – 2013)

RETAIL MANAGEMENT TRAINING PROGRAM (2005)

ADDITIONAL EXPERIENCE

CONNECTICUT GENERAL ASSEMBLY, Hartford, CT
Legislative Aide

2003 – 2005

Common Council Member – City of Norwalk CT 2009 – 2011 District A

Campaign Coordinator – 137 District State Representative (election years 2004 and 2006); 140th District (election year 2002)

EDUCATION

MBA, University of New Haven, New Haven, CT
BS, Sacred Heart University, Fairfield CT
Study Abroad Program in Luxembourg

LICENSES

Connecticut Life/Health Insurance Producer; FINRA - Series 6; FINRA - Series 63 and Series 65;
Connecticut Notary Public

COMMUNITY AFFILIATIONS

Norwalk Exchange Club Member; Norwalk Girls Softball League – Coach; Norwalk Little League -
Coach; Wolfpit Elementary School Volunteer

TAD (THOMAS A.) DIESEL
6 MERRILL ROAD, NORWALK, CONNECTICUT

860-985-4TAD

TADiesel@outlook.com

OVERVIEW

More than 25 years in Connecticut business, government and public service. My background in telecommunications helped facilitate approvals of cable television's development. As deputy to Mayor Richard Moccia I conveyed Norwalk's support for economic development. As a private citizen I have contributed to the advancement of community health, education and religion.

PROFESSIONAL EXPERIENCE

2006--2013 City of Norwalk *The Mayor's Director of Marketing and Business Development*

Served as the chief deputy to the Mayor during four 2-year terms in office. Representative/advocate with City departments and agencies, State and Federal offices; and the Business Community.

Notable endeavors include:

- Worked with the development and regulatory communities to advance the cause of commercial development, seek and obtain site approvals for the redevelopment of Norwalk's core neighborhoods, attract new and expand existing private enterprise, and serve as liaison with the business community.
- Chairman of the Greater Norwalk Chamber of Commerce Board of Directors, serving two terms representing the City of Norwalk.
- Establishment of "Norwalk on the Move" magazine in collaboration with *The Hour* Newspaper.
- Oversaw development of branding and social media messaging for the City of Norwalk and the Norwalk Redevelopment Agency.

As appointed by the Mayor, service also included:

- Press Liaison.
- Emergency Preparedness Public Information Officer.
- Reverse 911 management team.
- Public Service Agency Grants Awards Committee.
- Norwalk Arts Commission.

PREVIOUS PROFESSIONAL EXPERIENCE

1998 – 2005 Cablevision *Area Vice President, Government and Public Affairs*

Cablevision's senior executive in Connecticut. Planned and implemented external communication, media and public relations, and government and regulatory affairs. Managed franchise compliance, legislative communication, State and Federal legislative lobbying. Developed and implemented outcome and measurement-based budgeting for information-based department.

1984 – 1998 TeleCommunications, Inc.

1988-1998 *Area Director, Government and Public Affairs*. Represented successful company interests in obtaining regulatory approval to implement internet and telephone services throughout the northeastern United States.

1984-1988 *General Manager, Maryland Eastern Shore*. Overall management of system, including first-in-the-nation upgrade and implementation of two-way cable television communication system.

ADDITIONAL LEADERSHIP POSITIONS

- Stamford Chamber of Commerce Board of Directors
- Connecticut Television Network Board of Directors
- New England Cable Television Association, Board of Directors Chair
- Maryland, Delaware, DC Cable Television Association Board of Directors Chair

EDUCATION

- University of Connecticut *Bachelor of Arts, Political Science* Storrs, Connecticut
- Central Connecticut State University *Master of Science, Organizational Management, Communication* New Britain, Connecticut
- Norwalk Chamber of Commerce Small Business Development Academy Norwalk, Connecticut

COMMUNITY ACTIVITIES

- Farmington, Connecticut, Board of Education. Elected to four two-year terms. *Newsweek* Number 1 Connecticut High School ranking 2005.
- Indian River County, Florida, 4-H "Volunteer of the Year" in 2017 in recognition of work to advance government programmatic, staffing and financial support for 4-H.
- State of Florida Bicycle Association "Volunteer of the Year" in 2016 in recognition of work to gain public, media and government backing of bicycle safety and infrastructure-development programs.
- Master Gardener volunteer at the National Elephant Center in Fellsmere, Florida.
- Saint Patrick Church, Farmington, Trustee.
- Graham Scholarship Foundation, Board of Directors.

VETERAN UNITED STATES AIR FORCE

Sergeant, Honorable Discharge.

REFERENCES:

Pertinent references available upon request.

Dana Laird
214 Highland Ave
Rowayton, CT 06853
(203)856-0462



Brien McMahon High School; Class of 1981

**Skidmore College, Saratoga Springs, NY; Class of 1985, Bachelor of Science
in Studio Art, Minor in Art History**

Work Experience Picture Framing (28+ years experience)

Mulqueen Art & Custom Framing, Norwalk, CT; 1991-2009

Rockwell Galleries, several locations; 2009-present.

**I am a life long resident of Norwalk and through volunteering I have
shared my knowledge with the community. I belong to several area groups;**

Rowayton Arts Center, Artist Member; 1985-

**Western Connecticut Chapter of the National Railway Historical Society
which operates the Sono Switch Tower Museum; 1999-**

Rowayton Historical Society Board Member

Norwalk Museum Volunteer; 2001-

Association of Gravestone Studies; 2001-

Norwalk Historical Commission Volunteer (cemeteries); 2001-

Norwalk Quilt Trail Photographer

**I believe that my many years of volunteering for local historical groups
will enable me to continue protecting our City's character by serving on the
Norwalk Historical Commission.**

Moina Noor



15 Pequot Dr.
Norwalk, CT 06855

203-216-4754
moina.noor@yahoo.com

COMMUNICATIONS EXPERIENCE

Digital Communications Manager at New Canaan Country School, January 2013 to current

- Responsible for the school's digital communications including the website, promotional videos, electronic communications and social media.
- Create high-quality materials that tell the school's stories through writing, photography, videography which is shared through various digital and print platforms
- Work closely with the Admission, Fundraising and Educational Administrators to help them achieve the school's business and strategic goals.
- Partner with a digital marketing agency to create and disseminate advertisements through Google AdWords, Google Remarketing and Facebook/Instagram Ads
- Proficient in Google Analytics, FinalCut Pro (video editing software) and Adobe Products including InDesign, Photoshop, and Lightroom.
- Knowledge of CSS and HTML

Freelance Public Relations, November 2011-2013

- Used local publications, including print and online media, blogs, event calendars and social media to publicize and promote news and events of local non-profit organizations including The Friends of the Norwalk Islands, the Norwalk Education Foundation, and the Community Cooperative Nursery School Art Show. Several front page and section lead placements.

JOURNALISM EXPERIENCE

Education Reporter and Editor, Main Street Connect, Norwalk, CT March 2010-October 2011

- Daily reporter for TheDailyNorwalk.com and sister community news websites in southern Fairfield County. Covered education, politics, and community news. Profiled local personalities. Developed knowledge of Boards of Education, teachers' unions, school budgets, curriculum trends, special education, and state and national education legislation
- Assisted news reporters in the development of stories. Edited stories for content and style.
- Used social media such as Twitter and Facebook to disseminate information.
- Took photographs and short videos to accompany stories which were posted on YouTube
- Participated in Columbia Journalism School Conference on Education Reporting in Oct. 2010

NorwalkNet.com, Norwalk, CT July 2009-September 2011

Wrote a personal blog that provided daily news, information and opinion about the Norwalk Public Schools. It also covered locally-relevant national and state education news, and had approximately 1,500 unique visitors a month.

Freelance Journalism

- Regular contributor to *The New York Times*, Connecticut section from June 2008-June 2009. Covered regional education and community news. Helped launch the NY Times blog, *The Choice*, which provides news and information about the college admissions process.
- Special Correspondent for the *Stamford Advocate* and *Greenwich Time*. Wrote feature articles for the Community, Food, Health, Home and Art sections, October 2006-June 2008
- Wrote first person essays which have appeared in *The New York Times* and *San Francisco Chronicle*

Analyst, New York University Medical Center, New York, NY March 1994 - May 1999

- Worked as an analyst and communications manager on a re-engineering team led by McKinsey Consultants. Responsible for improving hospital efficiency and patient satisfaction Through data collection and analysis. Effort focused on the Cardiovascular Dept., Operating Rooms and Radiology Departments.
- Created communication strategy to inform personnel and solicit feedback about department wide change initiatives. Duties included writing newsletters, creating PowerPoint presentations for administrators and staff, and creating departmental websites

NOT-FOR-PROFIT EXPERIENCE

Board Member, Norwalk Education Foundation, Norwalk, CT, March 2012-2015

- Served on the Communications Committee of a foundation dedicated to supporting and advocating for the Norwalk Public Schools
- Participant of "Fundamentals of Fundraising" sponsored by the Association of Fundraising Professionals, May-July 2012

Grant Writer, Unity Productions Foundation, Arlington, VA Jan. 2003-June 2007

- Wrote grant proposals to acquire production funding for *Prince Among Slaves* and *Cities of Light: The Rise and Fall of Islamic Spain*, two documentaries that have appeared on PBS.
- Assisted in raising \$500,000 from the Corporation for Public Broadcasting, the National Endowment for the Humanities and the US Institute for Peace.
- Developed publicity and community outreach materials for the marketing of UPF's films.

Grant writer, Bay Area Teen Voices, San Francisco, CA October 1999-Oct 2001

- Wrote grant proposals for art and creative writing education programs serving disadvantaged young women in juvenile hall and alternative high schools.

Board Chairperson, SAYA! (South Asian Youth Action), Elmhurst, NY June 1996-May 1999

Appointed as founding Board Chairperson; Worked with board and staff to set organizational policies, programming strategy, review budgets, fundraise, and perform community outreach.

EDUCATION

Smith College, Northampton, MA, Bachelor of Arts in Government, May 1992.

Chapter 68: Noise

§ 68-5 Sound Level limits.

- A. No Person shall operate or cause to be operated any source of Sound from any use occupancy in such a manner as to create a Sound Level which exceeds the limits set forth in the use occupancy category in Table 2, when measured at or within the Property Line of the receiving property.
- (1) Continuous Sound
The limit in Table 2 may not be exceeded by incidents representing the normal, usual operation of the Sound source, during any three or more sampling intervals, the duration of which shall be no less than one half minute, within any one hour period. If the total duration of the Sound under investigation is less than one and one half minute, the requirement for a minimum of three measurements shall be waived.

TABLE 2
MAXIMUM PERMISSIBLE SOUND LEVEL LIMITS
BY RECEIVING LAND USE
dB(A)

Residential ¹ Day Time	Residential Night Time	Commercial 24 hours	Industrial 24 hours
OUTDOORS			
55	45	63	70
INDOORS ²			
45	35	55	60

1. If the residential receptor is within a commercial or Industrial Zone, or within 200 feet of such a zone, the permissible Sound Level limits in Table 2 are increased by 5 dB(A), and the day time limits apply until 10:00 p.m.
2. Indoor measurements shall only be taken if the Sound source is on or within the same property as the receiving property, as in the case of a Multi-Dwelling Unit Building or a Multi-Use Property (e.g., Sound generated within a commercial unit of a Multi-Use Property building and received within a residential unit of the same building). In addition, indoor measurements shall be taken if the Property Line between the receiving property and the source property is a common wall, floor or ceiling

§ 68-5 Sound Level limits.

- C. Restricted Uses and Activities. The following shall be exempt from this chapter and these regulations are subject to special conditions as spelled out and to the general prohibition of § 68-6:
- (13) The operation of a standby or portable generator is exempt from the limits in this Chapter when there is a power outage affecting the subject property. The regular testing/exercising of a generator must be conducted on weekdays (Monday – Friday) during Daytime Hours and for the minimum duration suggested by the manufacturer. During such testing the sound level limit shall be 70 dBA at the Property Line of any Affected Person. The permissible limits in 68-5(A) apply to the operation of generators tested outside of the prescribed hours or operated when there is no power outage affecting the subject property. No person shall at any time operate a generator during Nighttime Hours in a Residential Zone unless there is a power outage affecting the

subject property. Generators used on a permitted Construction Site may not exceed 65 dBA at the Property Line of any Affected Person. This does not apply to a power outage from loss of power resulting from non-payment to applicable utility.

§ 68-6 Prohibited activities.

B. The following activities are prohibited:

- (6) After the appropriate permits have been obtained, Site Work or Construction and Demolition activities utilizing Construction Equipment on a Construction or Demolition site in a Residential Zone or Noise Sensitive Zone shall be limited to the weekdays, Monday through Friday, other than state or federal holidays, from 8:00 a.m. to 5:00 p.m. During the permitted hours, such activities are exempt from the limits in Section 68-5(A).

After the appropriate permits have been obtained, Site Work or Construction and Demolition activities utilizing Construction Equipment on a Construction or Demolition site in a Commercial Zone or Industrial Zone shall be limited to weekdays, Monday through Friday, other than state or federal holidays, from 8:00 a.m. to 5:00 p.m. and on Saturdays from 10:00 a.m. to 3:00 p.m. During the permitted hours, such activities are exempt from the limits in Section 68-5(A).

All motorized equipment used in Construction and Demolition activity shall be operated with a properly functioning muffler. The exemptions in this provision shall not apply to sound production devices (e.g. radios) used at a Construction Site.

Article II

Tax Exemption for Solar Energy Systems

§ 103-3 Use of solar energy system.

A. Definitions:

(1) Solar Energy System means equipment which provides for the collection, transfer, storage and use of incident solar energy for water heating, space heating, cooling or generation of electricity, which absent such solar energy system would require a conventional energy resource, such as petroleum products, natural gas or electricity.

(2) Owner means the individual, corporation, partnership, limited liability company, unincorporated association, trustee, fiduciary, guardian, conservator, or other legal entity or any combination thereof in whose name(s) the title to a taxable interest in real estate stands on the land records of the City of Norwalk.

(3) Property means real property within the City of Norwalk which is identified in the tax records as a parcel of land and/or building, or which constitutes an individual condominium unit, planned community unit or separately taxable common element as shown on the records of the City of Norwalk's Tax Assessor.

B. Authorized:

An Owner of Property located within the City of Norwalk shall be entitled to an exemption from property tax on a Solar Energy System on such Property.

C. Exemption:

The extent of the exemption provided is the amount by which the assessed valuation of such Property equipped with such Solar Energy System exceeds the assessed valuation of such Property equipped with the conventional portion of the heating or cooling system, exclusive of any portion of such system related to solar energy.

D. Term:

An Owner of Property located within the City of Norwalk shall be entitled to the property tax exemption provided herein for so long as the Solar Energy System is equipped and operating on any such Property.

E. Application; time for filing:

Application for the exemption must be filed by the Owner of such Property within 30 days following the annual assessment date. The application must be completed on a form provided by the Tax Assessor's office. Failure to file such application in said manner and form within the time prescribed shall constitute a waiver of the right to such exemption for the assessment year.

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM 2019

VII. B

PLEASE PRINT

ORGANIZATION NAME: Norwalk Hospital Foundation PERSONAL/FAMILY COMPANY/BUSINESS ☒ NON-PROFIT (501C3) Yes ☒ No ☐

NAME OF BENEFICIARY: Norwalk Hospital Is this an Annual Event: Yes ☒ No ☐ # of years

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Grace Linhard TITLE: Chief Develop. Officer

YOUR NAME: Jumie DeSisto TITLE: Events Manager

ADDRESS: 34 Maple E-MAIL ADDRESS: jumie.deSisto@nwhm.org

CITY: Norwalk STATE: CT ZIP CODE: 06441

HOME PHONE: BUSINESS PHONE: (203) 852-2027 CELL: (203) 545-1916

FACILITY REQUESTED: CALF PASTURE / TAYLOR PARK / Shady Beach # OF PARTICIPANTS: 2000

EVENT: WCC Walk/Run DATE REQUESTED: 5/16/2020

SET UP TIME: 8AM STARTING TIME: 10AM BREAKDOWN TIME: 12pm END TIME: 2pm RAIN DATE:

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒ (RAIN DATE FOR BEACH RENTALS ONLY)

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

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ NAME:

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

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☐ NO ☒
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☐ NO ☒
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☐ NO ☒
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☐ NO ☒

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

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO:
IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐
If yes, name of person(s) Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

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

APPLICANT'S SIGNATURE: [Signature] DATE: 8/14/2019

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 10/3/19 YES ☐ NO ☐ N/A ☐
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES ☐ NO ☐ N/A ☐

RECREATION AND PARKS SHOWMOBILE
2019 - 2020 RENTAL APPLICATION FORM

APPLICATION

NAME OF ORGANIZATION: Norwalk Hospital
REPRESENTATIVE NAME: Jaimie Desisto
ADDRESS: 34 Maple Ave. Norwalk, CT
EMAIL: jaimie.desisto@wnh.org
CITY: Norwalk
BUSINESS PHONE: (203) 852-2022 REPRESENTATIVE PHONE: _____
RENTAL DATES: 5/16/2020 TIME: 5AM - 2PM
LOCATION OF RENTAL: CARF PASTURE BEACH, Dnady Beach, Taylor Farm
PURPOSE OF RENTAL: 10th WCC Walk/Run
INSURANCE COVERAGE: _____
FEE: _____ DEPOSIT: _____ BOND: _____
APPLICANT SIGNATURE: Jaimie Desisto DATE: 8/16/2019
APPROVED BY: _____ DATE: _____
COMMITTEE APPROVAL: _____ DATE: _____

POLICY

A. USE OF SHOWMOBILE

1. The Director of Recreation and Parks will allocate the use of the Showmobile to Norwalk based non-profit organizations subject to availability. The Recreation and Parks Committee and the Norwalk Common Council will decide which non-Norwalk organizations and for profit organizations are allowed to rent the Showmobile
2. Organizations using the Showmobile will not be allowed to mask any logo or any other portion on or in the Showmobile, nor can tape of any kind be used on any of its surfaces
3. Only authorized Personnel of the Recreation and Parks Department will be allowed to move and operate the Showmobile. Personnel must be hired to deliver, set up, close up and return it to the Norwalk Parks Department

B. RENTAL FEES: DEPOSITS AND BONDS

1. The Director shall establish all rental fees based on all Department costs of providing the Showmobile to the renting organization. The minimum fee for the use of the Showmobile is \$500.00 for Norwalk based non-profit organizations and \$700.00 for all other organizations. The Norwalk Exchange Club is exempt from the rental fee
2. A deposit of \$100.00 must accompany all applications. The deposit will only be refunded if the application is denied. In all cases where applications are approved the deposit will be used toward the final rental fee. All rental fees and operating costs exceeding the deposit must be paid in full 45 days prior to the organizations rental date
3. The Director may require a bond of up to \$1,000.00 on any rental, as well as specified insurance coverage
4. All organizations must name the City of Norwalk as additionally insured on a standard \$1,000,000.00 liability policy
5. All organizations must pay the operating costs for transportation, set up and removal of the Showmobile (NO EXCEPTIONS)

**CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM 2019**

PLEASE PRINT

LEGAL ORGANIZATION NAME: Alzheimer's Disease & Related Disorders, Inc. PERSONAL/FAMILY COMPANY/BUSINESS ☒ ☐
 NAME OF BENEFICIARY: DBA. Alzheimer's Association Connecticut Chapter NON-PROFIT (501C3) Yes ☒ No ☐
 NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Robin Sharp is this an Annual Event: Yes ☒ No ☐ # of years 15+
 YOUR NAME: Tori Vigorito TITLE: Executive Director
 ADDRESS: 70 New Canaan Ave. Third Floor E-MAIL ADDRESS: tvigorito@alz.org
 CITY: Norwalk STATE: CT ZIP CODE: 06851
 HOME PHONE: _____ BUSINESS PHONE: 860-828-2828 CELL: _____

FACILITY REQUESTED: Call pasture Beach # OF PARTICIPANTS: 1,500 +/-
 EVENT: Walk to End Alzheimer's DATE REQUESTED: Sunday, October 14th
 SET UP TIME: 6:00 AM STARTING TIME: 8:30 AM BREAKDOWN TIME: 1:30 PM END TIME: 2:00 PM RAIN DATE: N/A (11th)
 (RAIN DATE FOR BEACH RENTALS ONLY)

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

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

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ NAME: _____

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

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☐ NO ☒
 ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☐ NO ☒
 ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☐ NO ☒
 WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☐ NO ☒

BEACH PERMITS ONLY:

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

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND
 REGULATIONS ARE CLEAR AND ADHERED TO
 IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☒
 If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending
 the outings for accountability in case of emergency

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

APPLICANT'S SIGNATURE: Vigorito DATE: 8/27/19

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 11/13/19 YES ☐ NO ☐ N/A ☐
 COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES ☐ NO ☐ N/A ☐

RECREATION AND PARKS SHOWMOBILE
2019 - 2020 RENTAL APPLICATION FORM

APPLICATION

NAME OF ORGANIZATION: Alzheimer's Association Connecticut chapter
REPRESENTATIVE NAME: Tori Vigorito
ADDRESS: 70 New Canaan Ave, Third Fl, Norwalk, CT
EMAIL: TVigorito@alz.org
CITY: Norwalk, CT
BUSINESS PHONE: 860-828-2828 REPRESENTATIVE PHONE: _____
RENTAL DATES: 10/11/20 TIME: 6:00 am - 1:00 pm
LOCATION OF RENTAL: Cal Pasture Beach
PURPOSE OF RENTAL: walk to end Alzheimer's
INSURANCE COVERAGE: _____
FEE: \$500 DEPOSIT: _____ BOND: _____
APPLICANT SIGNATURE: [Signature] DATE: 12/4/19
APPROVED BY: _____ DATE: _____
COMMITTEE APPROVAL: _____ DATE: _____

POLICY

A. USE OF SHOWMOBILE

1. The Director of Recreation and Parks will allocate the use of the Showmobile to Norwalk based non-profit organizations subject to availability. The Recreation and Parks Committee and the Norwalk Common Council will decide which non-Norwalk organizations and for profit organizations are allowed to rent the Showmobile
2. Organizations using the Showmobile will not be allowed to mask any logo or any other portion on or in the Showmobile, nor can tape of any kind be used on any of its surfaces
3. Only authorized Personnel of the Recreation and Parks Department will be allowed to move and operate the Showmobile. Personnel must be hired to deliver, set up, close up and return it to the Norwalk Parks Department

B. RENTAL FEES: DEPOSITS AND BONDS

1. The Director shall establish all rental fees based on all Department costs of providing the Showmobile to the renting organization. The minimum fee for the use of the Showmobile is \$500.00 for Norwalk based non-profit organizations and \$700.00 for all other organizations. The Norwalk Exchange Club is exempt from the rental fee
2. A deposit of \$100.00 must accompany all applications. The deposit will only be refunded if the application is denied. In all cases where applications are approved the deposit will be used toward the final rental fee. All rental fees and operating costs exceeding the deposit must be paid in full 45 days prior to the organizations rental date
3. The Director may require a bond of up to \$1,000.00 on any rental, as well as specified insurance coverage
4. All organizations must name the City of Norwalk as additionally insured on a standard \$1,000,000.00 liability policy
5. All organizations must pay the operating costs for transportation, set up and removal of the Showmobile [NO EXCEPTIONS]

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM 2019

Applied for

PRINT

GAL ORGANIZATION NAME: Norwalk Lacrosse Association, Inc. PERSONAL/FAMILY ☐ COMPANY/BUSINESS ☐ NON-PROFIT (501C3) Yes ☒ No ☐

NAME OF BENEFICIARY: Pound on The Sound is this an Annual Event? Yes ☒ No ☐ # of years 20+

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Jack Couch TITLE: President

YOUR NAME: Jack Couch TITLE: President

ADDRESS: 3 SPAR RD E-MAIL ADDRESS: LacRad2118@gmail.com

CITY: Norwalk STATE: CT ZIP CODE: 06855

HOME PHONE: 203 838 0232 BUSINESS PHONE: 203 838 0232 CELL: 203-252-4661

FACILITY/FIELD* REQUESTED: Vet's Park FACILITY & EVENT INFORMATION # OF PARTICIPANTS 1000+ 2475

EVENT: Pound on The Sound 4th Lacrosse DATE REQUESTED: June 6 & 7, 2020

SETUP TIME: 6:00 STARTING TIME: 8:00 BREAKDOWN TIME: 7:00 ENDTIME: 7:00 RAIN DATE: N/A

June 5th June 6 June 7 June 7 (RAIN DATE FOR BEACH RENTALS ONLY)

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

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

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ NAME: _____

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

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☐ NO ☒
YES ☐ NO ☒
YES ☐ NO ☒
YES ☐ NO ☒

*- VRA permit holder at
Vets Club RipkA*

BEACH PERMITS ONLY:

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

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO
S A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☒ N/A
(yes, name of person(s)) _____ Each group should have accessible a list with all the children's names that are attending outings for accountability in case of emergency

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

APPLICANT'S SIGNATURE: Johnson [Signature]

DATE: 26 NOV 2019

OFFICE USE ONLY

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

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM 2018-2019

PLEASE PRINT

ORGANIZATION NAME: MBT-NHS Marching Band PERSONAL/FAMILY _____
COMPANY/BUSINESS _____
NON-PROFIT (501C3) Yes ☒ No ☐ # of years 16

NAME OF BENEFICIARY: MBI Is this an Annual Event: Yes ☒ No ☐
NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Stan Remson TITLE: _____

YOUR NAME: Vicky Cook TITLE: _____
Committee Chair

ADDRESS: 24 France St. E-MAIL ADDRESS: _____
vcook@optonline.net

CITY: Norwalk STATE: CT ZIP CODE: 06851

HOME PHONE: 203 981 9443 BUSINESS PHONE: _____
CELL: _____

FACILITY REQUESTED: NHS Parking lot FACILITY & EVENT INFORMATION # OF
PARTICIPANTS 2500 Staggered

EVENT: NHS Winter Guard Percussion DATE REQUESTED: _____
3/21/20

SET UP TIME: 8AM STARTING TIME: 1pm BREAKDOWN TIME: 9pm END TIME: 9pm RAIN DATE: N/A

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒ (RAIN DATE FOR BEACH RENTALS ONLY)

~~PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY INCLUDING CRANBURY PARK~~

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ NAME: _____

ARE YOU REQUESTING A TENT? YES _____ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO;

ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT

ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED

SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☒ NO ☐

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☒ NO ☐

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☐ NO ☒

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? N/A

YES ☐ NO ☒

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES _____

NO ☐

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

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

CITY OF NORWALK
PURCHASING DEPARTMENT

BIDDER'S INFORMATION AND ACKNOWLEDGMENT FORM

Maggiore Construction, Inc.
Bidder's Name

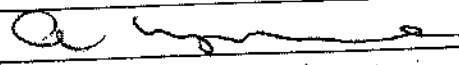
5 Eversley Avenue
Street Address

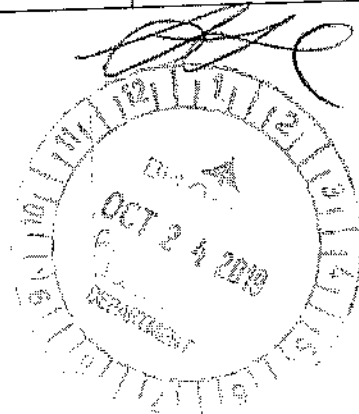
Norwalk	CT	06851
City	State	Zip

Business Telephone: (203) 853-0042

Email Address: info@maggioreconstruction.com
--

Anthony Maggiore - President
Printed Name and Title of Individual Submitting Bid

The undersigned acknowledges that the terms, conditions and specifications of this bid are understood and unconditionally accepted.	
	10-22-19
Signature	Date



CITY OF NORWALK
PURCHASING DEPARTMENT

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

None.

CITY OF NORWALK PURCHASING DEPARTMENT

GENERAL INFORMATION

1. INTRODUCTION

The City of Norwalk is requesting bids to replace and full installation of finger floats at the Veteran's Park Marina. The budget for this project is \$46,000.00. The requirements of this project are outlined in greater detail under Section 2 Scope of Work/Project Specifications.

2. BID DOCUMENTS

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

3. ADDENDA

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

4. BIDDER'S LIST

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

5. QUESTIONS CONCERNING THIS BID

All questions concerning this solicitation must be directed, via e-mail, to Carleen Megaro, Buyer at cmegaro@norwalkct.org. The deadline for the submission of questions is 2:00 pm October 17, 2019.

6. SUBMISSION OF BID

All sealed Bids should be submitted to the City of Norwalk's Purchasing Department no later than October 24, 2019 at 2:00 pm at the address listed below:

City of Norwalk Purchasing Department
125 East Avenue, Room 202
Norwalk, CT 06856-5125

7. SUMMARIES

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

CITY OF NORWALK PURCHASING DEPARTMENT

SPECIAL NOTES:

- 1.) PROJECT SCHEDULE: Work done in winter and install by April 15, 2020.
- 2.) A pre-bid conference and walkthrough will be held at 10:00 am, October 10, 2019 at 42 Seaview Ave. Norwalk, CT 06855.
- 3.) BUILDING PERMITS - Contractors shall obtain and pay for all required permit(s) for this project. Permits fees are NOT waived for this project.
- 4.) References to Department of Public Works, Director of Public Works, and Engineer in section 3 and section 4 are to be interpreted as "Owner's designated representative".
- 5.) Section 4, Item 109-04-2b, page 79, Contractor Charges is changed to read "...profit and overhead shall be figured at fifteen (15) percent unless some other basis is approved by the Director."
- 6.) Section 3.8, Liquidated Damages, change to read "Liquidated damages as defined in Article 27 of the Norwalk General Conditions for Construction will be \$100.00 per day.
- 7.) Contractors are hereby reminded that all submitted bid amounts MUST include all costs/insurance premium required to satisfy the various insurance limits as identified in these documents.
- 8.) Contractors are hereby advised that the determination of the lowest responsible bidder will be based on the sum of the Base Bid(s) and the Alternate Item(s) selected by the City in its best interest. Said determination by the City would be final.
- 9.) The Bid submission (original and copies) is required to be delivered to the Purchasing Department. Uploading a digital copy is not required but recommended.

The City of Norwalk is an Affirmative Action/Equal Opportunity Employer; Minority/Women's Business Enterprises are encouraged to apply

TABLE OF CONTENTS

SECTION 1 - FORMS OF PROPOSAL

- 1.1 RESPONSE FORMS
- 1.2 BIDDERS QUALIFICATIONS
- 1.3 SAMPLE CONTRACT
- 1.4 INSURANCE COVERAGE REQUIREMENTS

SECTION 2 – PROJECT SPECIFICATIONS/SCOPE OF WORK

SECTION 3– GENERAL BIDDING INFORMATION

SECTION 4 • GENERAL CONDITIONS FOR CONSTRUCTION

CITY OF NORWALK - GENERAL CONDITIONS FOR CONSTRUCTION

SECTION 5.1 – NORWALK LIVING WAGE ORDINANCE INFORMATION

SECTION 1 - FORMS OF PROPOSAL

1.1 RESPONSE FORM - BID #3966 Finger Floats

Vendor Name - Maggiore Construction, Inc.		
Address - 5 Eversley Avenue, Norwalk, CT 06851		
Phone - (203) 853-0042	Fax - (203) 853-9262	Email - info@maggioreconstruction.com
Manager - Anthony Maggiore		Fed ID# 06-1014806

The undersigned hereby declares that he has or they have carefully examined the plans, specifications and project site and has satisfied himself as to all the quantities and conditions, and understands that in signing this proposal he waives all right to plead any misunderstanding regarding the same.

The undersigned further understands and agrees that he will furnish and provide all the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the work necessary under the aforesaid conditions, to carry out the contract and to accept in full compensation therefore the amount of the contract as agreed to by the Contractor and the City.

The undersigned further agrees, in case of variations of quantities from those shown or specified, the following unit prices will be used in adjusting the contract price. If quantities are authorized by the City, the following amount will be added to the contract as required. Unless otherwise noted, each UNIT PRICE shall include all equipment, tools, labor, permits, fees, etc., incidental to the installation and completion of the work involved.

It is further understood and agreed that all the information included in, and attached to, or required by the Request for Bid shall become public record upon delivery to the City.

The following unit prices shall apply to this project:

Finger Floats

Cost to construct, deliver and fully install Finger Floats Qty=23	\$ 2,559.35 Each	\$ 58,865.00 Extended Cost
--	------------------	----------------------------

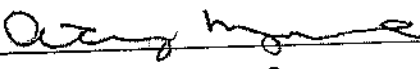
PROJECT:	3966 Finger Floats
VENDOR NAME:	Maggiore Construction, Inc.

Bid Security in the form of a (check one) is attached.	☒ Bond	☐ Certified Check
Cost for performance bond <u>included</u> in lump sum	\$0 - no performance bond required	per thousand dollars
Insurance Agency Name -	United Casualty + Surety	Tel.- 800-829-2663
Agency Address -	292 Newbury St. #105 Boston, MA 02115-2801	

Submitted by - Anthony Maggiore - President	10/24/19
Authorized Agent of Company (name and title)	Date

The above signatory acknowledges receipt of the following addenda issued during the bidding period and understands that they are a part of the bidding documents (if applicable):

Addendum #	1	Dated	10/2/19	Addendum #	4	Dated	10/18/19
Addendum #	2	Dated	10/11/19	Addendum #		Dated	
Addendum #	3	Dated	10/15/19	Addendum #		Dated	

Submitted by:	
Print Name of Authorized Agent of Company	Anthony Maggiore
Signature of Authorized Agent of Company	
Date	10.24.19

PROJECT:	3966 Finger Floats
VENDOR NAME:	Maggiore Construction, Inc.

1.2 STATEMENT OF BIDDERS QUALIFICATIONS

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

1. Number of years in business - 39
2. Number of personnel employed Part-time - 0, Full-time 4
3. List projects of this type/size your firm has completed within the last three (3) years:

Project	Date	Contact Person	Phone No.
Rolling Ridge Condo Reno	Sept 2018	Sally Dodd	(203) 869-9158
Hindley Elementary Reno	Aug 2017	Jim Stamatis	(203) 515-2993
3 rd Taxing District-Office Reno	Oct 2016	Ron Scofield	(203) 866-9271

4. SUBCONTRACTORS: If subcontractors are to be used, please list firm name, address, name of principal, and phone number below or on a separate sheet. Also, indicate the portion or section of work a subcontractor will be performing.

COMPANY NAME	ADDRESS	PRINCIPAL	PHONE
Caulfield Docks	243 Harvey Ave, Doylestown, PA	Tony Caulfield	215-490-1940
A+A Crane	6889 N Washington Ave, Bridgeport	Sherri Winslow	203-336-8009

5. ORGANIZATIONAL STRUCTURE OF BIDDER (check which applies)

☐	general partnership
☐	limited partnership
☐	limited liability corporation
☐	limited liability partnership,
☐	corporation doing business under a trade name
☐	individual doing business under a trade name
☒	other (specify) sub chapter S corp

PROJECT:	3966 Finger Floats			
VENDOR NAME:	Maggiore Construction, Inc.			

6. STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE'S OFFICE; e.g., are all required filings current and in good standing or has the entity been withdrawn or canceled	Connecticut corporations - Will the Secretary of State be able to issue a Certificate of Good Standing within 30 days of the bid opening?		Yes	No
	Out-of-State corporations - Do you have a valid license to do business in the State of Connecticut? (Evidence in the form of a Certificate of Authority from the Connecticut Secretary of State will be required within 30 days of the bid opening.)		Yes	No
CT LICENSE/REGISTRATION NUMBER		501992		
7. Is your local organization an affiliate of a parent company? If so, indicate the principal place of business of your company and the name of the agent for service if different from what has been indicated on the response form:				
Business Name		N/A		
Address				
City		State		Zip
Name of Agent				

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

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

8. The awarded contractor may be required to submit one copy of the following information relative to its company's financial statements prior to contract signing. This information must represent the current circumstance which surrounds the financial position of the bidding organization. Note: This information will be kept confidential if provided in a separate envelop from your bid pricing.

All information should be supported with appropriate audited financials.

- Book Value (Total Assets (-) Total Liabilities)
- Working Capital (Current Assets (-) Current Liabilities)
- Current Ratio (Current Assets/Current Liabilities)
- Debt to Equity Ratio (Long Term Debt/Shareholder's Equity)
- Return on Assets (Net Income/Total Assets)
- Return on Equity (Net Income/Shareholder's Equity)
- Return on Invested Capital (Net Income/Long Term Debt + Shareholders' Equity)

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

END OF SECTION

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Maggiore Construction, Inc.
5 Eversley Ave.
Norwalk, CT 06851

SURETY:

(Name, legal status and principal place of business)

United Casualty and Surety Insurance Company
292 Newbury St. #105
Boston, MA 02115-2801

OWNER:

(Name, legal status and address)

City of Norwalk
125 East Avenue
Norwalk, CT 06856

BOND AMOUNT: 10% of total bid amount

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

PROJECT: Replacement of finger floats at marina

(Name, location or address, and Project number, if any)

Veteran's Park Marina
42 Seaview Avenue Norwalk, CT 06855

Project Number, if any: 3966

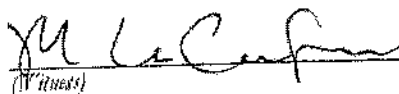
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this

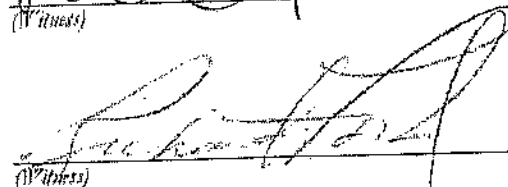
22nd day of October, 2019

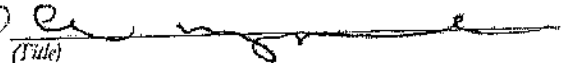

(Witness)

Maggiore Construction, Inc.

(Principal)

(Seal)


(Witness)


(Title)

United Casualty and Surety Insurance Company

(Surety)

(Seal)


(Title) Kelly A. Specht, Attorney-in-Fact



By arrangement with the American Institute of Architects, the National Association of Surety Bond Producers (NASBP) (www.nasbp.org) makes this form document available to its members, affiliates, and associates in Microsoft Word format for use in the regular course of surety business. NASBP vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010, Bid Bond. Subsequent modifications may be made to the original text of this document by users, so careful review of its wording and consultation with an attorney are encouraged before its completion, execution or acceptance.

California All-Purpose Certificate of Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Orange

S.S.

On October 22, 2019 before me, Derek Syme, Notary Public

(Name of Notary Public - Title)

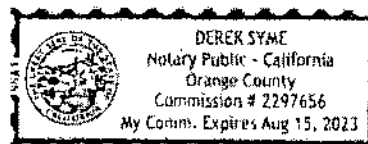
personally appeared Kelly A. Specht

(Name of Signer(s))

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



(Signature of Notary Public)

Seal

OPTIONAL INFORMATION

Although the information in this section is not required by law, it could prevent fraudulent alterations and unauthorized use of this document and may prove useful to parties relying on this document.

Description of Attached Document

The preceding Certificate of Acknowledgment is attached to a document titled/for the purpose of _____

Bld Bond - Magglore Construction - Norwalk, CT

containing 1 pages, and dated October 22nd, 2019

The signer(s) capacity or authority is/are as:

- ☐ Individual(s)
☒ Attorney-in-fact
☐ Corporate Officer(s)

(Title)

- ☐ Guardian/Conservator
☐ Partner - Limited/General
☐ Trustee(s)
☐ Other: _____

representing: United Casualty and Surety Insurance Company

(Company Name - Complete and Print Name)

Method of Signer Identification

Proved to me on the basis of satisfactory evidence:

- ☐ form(s) of identification ☐ credible witness(es)

Notarial event is detailed in notary journal on:

Page # _____ Entry # _____

Notary contact: _____

Other

- ☐ Additional Signer ☐ Signer(s) Thumbprints(s)

☐ _____



UNITED CASUALTY AND SURETY INSURANCE COMPANY
US Casualty and Surety Insurance Company
United Surety Insurance Company

Agency No. 171372

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That United Casualty and Surety Insurance Company, a corporation of the State of Nebraska, and US Casualty and Surety Insurance Company and United Surety Insurance Company, assumed names of United Casualty and Surety Insurance Company (collectively, the Companies), do by these presents make, constitute and appoint:

Kelly A. Specht, Kandis Gregory, Richard P. Ford, Thomas C. Buckner, Michael Herranen, Bethany Mercer

its true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety. This Power of Attorney shall expire without further action on December 31st, 2023.

This Power of Attorney is granted under and by authority of the following resolutions adopted by the Board of Directors of the Companies at a meeting duly called and held on the 1st day of July, 1993:

Resolved that the President, Treasurer, or Secretary be and they are hereby authorized and empowered to appoint Attorneys-in-Fact of the Company, in its name and as its acts to execute and acknowledge for and on its behalf as Surety any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected Officers of the Company in their own proper persons.

That the signature of any officer authorized by resolutions of this Board and the Company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereunto affixed, this 1st day of August, 2019.



UNITED CASUALTY AND SURETY INSURANCE COMPANY
US Casualty and Surety Insurance Company
United Surety Insurance Company

Joel R. Chachkes, Treasurer

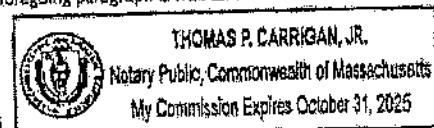
Corporate Seals

Commonwealth of Massachusetts
County of Suffolk ss:

On this 1st day of August, 2019, before me, Thomas P. Carrigan, Jr., a notary public, personally appeared Joel R. Chachkes, Treasurer of United Casualty and Surety Insurance Company, US Casualty and Surety Insurance Company and United Surety Insurance Company, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person(s), or the entity on behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the Commonwealth of Massachusetts that the foregoing paragraph is true and correct.
WITNESS my hand and seal.

Thomas P. Carrigan, Jr., Notary Public Commission Expires: 10/31/2025

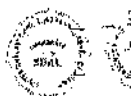


I, Robert F. Thomas, Chief Operating Officer of United Casualty and Surety Insurance Company, US Casualty and Surety Insurance Company and United Surety Insurance Company do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Boston, Massachusetts this 22nd day of

October, 2019

Corporate Seals



Robert F. Thomas, Chief Operating Officer

TO CONFIRM AUTHENTICITY OF THIS BOND OR DOCUMENT EMAIL: CONFIRMBOND@UNITEDCASUALTY.COM

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM ~~2018-2019~~

2019-2020

Amie Aburman

NAME: Rowayton School PTA PERSONAL/FAMILY _____
COMPANY/BUSINESS _____
NON-PROFIT (501C3) Yes ☒ No _____
BENEFICIARY: Rowayton Elementary School Is this an Annual Event: Yes ☒ No _____ # of years 25
CORPORATE OFFICER AUTHORIZED: Ally Griffin TITLE: Co-president, PTA
CUTE THE LICENSE AGREEMENT: allysylvester@gmail.com
OUR NAME: Meg Schwanhauser TITLE: Permit Coordinator
PTA
ADDRESS: 213 Rowayton Ave. E-MAIL ADDRESS: mschwanhauser@gmail.com
CITY: Norwalk STATE: CT ZIP CODE: 06853
HOME PHONE: _____ BUSINESS PHONE: _____
CELL: 917-693-3295

FACILITY & EVENT INFORMATION
FACILITY REQUESTED: Rowayton Elementary School # OF 500 total participants
PARTICIPANTS Field
EVENT: Rowayton School Carnival DATE REQUESTED: Event dates MAY 8 + 9, 2020
SETUP TIME: 5/6/2020 STARTING TIME: A.M. BREAKDOWN TIME: 5/9 + 5/10 END TIME: 5/11 RAIN DATE: NO
fields should be clear by
NOTE: *weather dependant* (RAIN DATE FOR BEACH RENTALS ONLY)

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

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

SERVING FOOD: ☒ YES ☐ NO ARE YOU USING A FOOD TRUCK? ☒ YES ☐ NO NAME: TBD

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

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? ☒ YES ☐ NO
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? ☒ YES ☐ NO
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? ☒ YES ☐ NO
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? ☒ YES ☐ NO

BEACH PERMITS ONLY: N/A

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

DOES THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO
WILL A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? ☒ YES ☐ NO

CONTRACT FOR RENTAL PROPERTIES IN THE CITY OF NORWALK

THIS APPLICATION / CONTRACT MUST BE COMPLETED FOR EACH EVENT AND RETURNED TO RECREATION & PARKS DEPARTMENT WITH PAYMENT OF APPLICABLE DEPOSIT FEES IN ORDER TO CONFIRM THE DATE. THE SECURITY DEPOSIT MUST BE PAID PRIOR TO THE EVENT. FAILURE TO ABIDE MAY JEOPARDIZE RENTAL

APPLICATION

NAME OF

GROUP/ORGANIZATION

be referred to as "the RENTER".

Rowayton Elementary School PTA

(To

ADDRESS, PHONE NUMBER OF CONTACT PERSON FOR GROUP:

Meg Schwanhauser 917-693-3295

mschwanhauser@gmail.com

2020 EVENT DESCRIPTION, DATE(S), LOCATION AND TIME(S) 5/8 = 4 pm 10 pm
Date: Friday May 8 + Sat May 9 From 5/9 11 AM To 5 pm

SET UP TIME: 5/6 AM/PM to All Day AM/PM

CLEAN UP TIME 5/10 AM/PM to All Day AM/PM

Use of (please check one):

Bunkhouse

Bunkhouse Pavilion 2

Calf Pasture Event Area 1

Calf Pasture Event Area 2

Cranbury Park

Cranbury Park - Gallaher Mansion (Nothing may be tossed i.e. rice, confetti, balloons during or after the event)

Cranbury Park Pavilion 1

Mathews Park

Oyster Shell Park

Shady Beach

Showmobile

Veterans Park

Other

Rowayton School Field - 1 Roton Ave. at McKinley.

The areas for which access is being granted are referred to as the "SITE." The SITE shall consist of the parking lot area adjacent to the venue

Live flames of any kind, including candles, sparklers, Tiki torches, fire pits, etc., are strictly prohibited in every park in the City including

and limits of insurance specified hereunder are minimum requirements and shall in no way limit or requiring additional limits and coverage to be provided under the RENTER's policies.

INCLUDE A WAIVER OF SUBROGATION

✓ can be requested as part of PTA insurance plan

Insurance and Limits of Insurance:

General Liability: Commercial General Liability insurance providing for a total limit of One Million Dollars (\$1,000,000.00) occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed and contractual liability coverage for the indemnification obligations arising under this Agreement. The annual aggregate limit shall not be less than Two Million Dollars (\$2,000,000.00).

Liquor Liability: Whenever liquor will be served at an EVENT or on the SITE, RENTER shall carry a policy providing a minimum of one million dollars coverage for damages arising out of bodily injury and property damage imposed on the Renter as a result or by reason of selling, serving or furnishing of any alcoholic beverage.

Liquor Liability: should be purchased with a minimum of one million dollars coverage for organizations not in business of manufacturing, distributing, selling or furnishing alcoholic beverages.

Liquor License/Permit: If alcoholic beverages are being sold, then a Liquor license should be purchased.

Umbrella/Excess Liability: With respect to all operations the RENTER performs, the insurance limits required can be provided with a combination of Umbrella or Excess Liability insurance that would "follow form" of the underlying required terms and conditions.

"Tail" Coverage: If any of the required liability insurance is on "claims made basis, tail" coverage will be required at the completion of the Project for a duration of twenty-four (24) months, or the maximum time period reasonably available in the marketplace. RENTER shall furnish certification of "tail" coverage as described or continuous "claims made" liability coverage for twenty-four (24) months following Project completion. Continuous "claims made" coverage will be acceptable in lieu of "tail" coverage, provided its retroactive date is on or before the effective date of this Agreement. If continuous "claims made" coverage is used, RENTER shall be required to keep the coverage in effect for a duration of not less than twenty-four (24) months from the date of final completion of the Project.

Acceptability of Insurers: The RENTER's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City. Additionally, all carriers are subject to approval by the City of Norwalk and/or the Norwalk Board of Education, as appropriate.

Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the RENTER shall notify the City whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the RENTER agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the RENTER.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the RENTER to pay and/or to indemnify.

Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided or cancelled before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the RENTER is primarily responsible for providing such written notice to the CITY thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the EVENT of any such change the RENTER shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the CITY related to the RENTER's services.

Waiver of Governmental Immunity: Unless requested otherwise by the City, the RENTER and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

Additional Insured: The liability insurance coverage, except Errors and Omissions, Professional Liability, or Workers' Compensation, if included, required for the performance of the Project shall include the City as an Additional Insured with respect to the RENTER's activities to be performed under this Agreement. Coverage shall be primary and noncontributory with any other insurance and selfinsurance.

Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the RENTER shall furnish Certificate(s) of Insurance to the City Clerk's Office prior to the RENTER's EVENT. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insured (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM 2019

PLEASE PRINT

LEGAL ORGANIZATION NAME: Gordon Fine Arts LLC PERSONAL/FAMILY _____
COMPANY/BUSINESS ☒ NON-PROFIT (501 C3) Yes _____ No ☒

NAME OF BENEFICIARY: _____ is this an Annual Event? Yes ☒ No _____ # of years 8
NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: _____ TITLE: _____

YOUR NAME: Susan Brown Gordon TITLE: owner
ADDRESS: 26 Vew Street E-MAIL ADDRESS: Suebg-art@gmail.com
CITY: Norwalk STATE: Ct ZIP CODE: 06850
HOME PHONE: _____ BUSINESS PHONE: _____ CELL: 518 852-6478

FACILITY REQUESTED: Matthews Park fields FACILITY & EVENT INFORMATION # OF PARTICIPANTS 400
EVENT: Norwalk Art Festival DATE REQUESTED: June 27-28, 2020
SET UP TIME: _____ STARTING TIME: 10am BREAKDOWN TIME: 7:00 END TIME: 5:00 PM RAIN DATE: NA
June 26 (RAIN DATE FOR BEACH RENTALS ONLY)

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

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

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ NAME: _____

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

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES _____ NO ☒
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES _____ NO ☒
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES _____ NO ☒
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES _____ NO ☒

YES ☐ NO ☒
YES ☐ NO ☒
YES ☐ NO ☒
YES ☐ NO ☒ Arts Hall

BEACH PERMITS ONLY:

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

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO
IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES _____ NO _____
If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

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

APPLICANT'S SIGNATURE: Susan Brown Gordon DATE: 11/6/19

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 11/8/20 YES _____ NO _____ N/A _____
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM 2019

PLEASE PRINT

LEGAL ORGANIZATION NAME: Gordon Fine Arts LLC PERSONAL/FAMILY ☒
COMPANY/BUSINESS ☒
NON-PROFIT (501 C3) Yes ☒ No ☒ # of years 50?
NAME OF BENEFICIARY: _____ is this an Annual Event? Yes ☒ No ☒
NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: _____ TITLE: _____
YOUR NAME: SUSAN BROWN GORDON TITLE: owner/director
ADDRESS: 26 View Street E-MAIL ADDRESS: Suebg-art@gmail.com
CITY: Norwalk STATE: CT ZIP CODE: 06850
HOME PHONE: 518 852-6418 BUSINESS PHONE: same CELL: 518 852-6479

FACILITY REQUESTED: 50 Washington Plaza Park FACILITY & EVENT INFORMATION # OF PARTICIPANTS 400-1,200
EVENT: SoNo Arts Festival DATE REQUESTED: August 1-2-2020
SET UP TIME: 7am STARTING TIME: 10am BREAKDOWN TIME: 7pm END TIME: 6pm RAIN DATE: NONE
(RAIN DATE FOR BEACH RENTALS ONLY)

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

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

SERVING FOOD: YES ☒ NO ☒ ARE YOU USING A FOOD TRUCK? YES ☒ NO ☒ NAME: _____

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

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☒ NO ☒
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☒ NO ☒
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☒ NO ☒
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☒ NO ☒

YES
YES
YES
YES

NO
NO
NO
NO

ARTS HALL

BEACH PERMITS ONLY:

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

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND
REGULATIONS ARE CLEAR AND ADHERED TO
IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☒ NO ☒
If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending
the outings for accountability in case of emergency

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

APPLICANT'S SIGNATURE: Susan Gordon

DATE: Nov 6, 2019

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 1/8/20 YES ☒ NO ☒ N/A ☒
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES ☒ NO ☒ N/A ☒



CITY OF NORWALK
Recreation and Parks Department
125 East Avenue, Room 129
PO BOX 5125
Norwalk, CT 06851-5125

MEMORANDUM

Date: January 2nd, 2020
To: Recreation, Parks & Cultural Affairs Committee Members
From: Nick Roberts, Director Recreation & Parks 
Subject: Parking Collection Contract for Parks

In fiscal year 2019-2020 LAZ Parking LTD, LLC was awarded a one year contract for the collection of parking fees at Cranbury, Veterans Park and Calf Pasture Beach, the first year enacting a cashless system for the Parks Department. Because of the integration between LAZ and the Parking Authorities systems for purposes of enforcement processing is such that use of a different vendor would cause system compatibility issues, we are requesting the approval of utilizing the Sole Source method to retain the services of LAZ and execute a contract for an additional 4 years.

Laz through their software system is integrated with the City's IT system and IT provides automatic downloads, in compliance with federal PCI rules, regarding resident license plate information which allows the company to use the LPR (license plate recognition system) and correctly scan license plates to ticket parking violators. While the trucks and LPR equipment was directly purchased by the Parks and Rec department, the equipment is programmed to interact and work with the LAZ LPR system. Parking tickets are also processed by LAZ using the existing Parking Authority's enforcement system which includes issuance, notification, appeals, customer service and processing.

LAZ has been contracted by the Parking Authority for the past 10 years and have developed a specialized knowledge or expertise over that extensive period of time within the City of Norwalk. Their equipment and software systems are already in place and reduces additional startup costs for a new vendor and the City. Additionally, the benefits of utilizing a sole vendor to enforce paid parking citywide creates compatibility, compliance, and better quality and customer service for residents who have already become familiar with the company's operations.

SOLE SOURCE PROCUREMENT REQUEST

Date - 12/16/2019

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

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

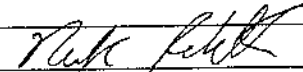
CWTBA Pay Station

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

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

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

The City currently has 50 of the same paystations in service which are compatible with the City's enforcement contractor.



Department Head's Signature

The Purchasing Agent

Corporation Council

☐ Supports

☐ Does not support

☐ Supports

☐ Does not support

This request for a sole source purchase

Ken Hughes

Digitally signed by Ken Hughes
Date: 2019.12.16 11:51:05 -0500

Signature

Signature

PARKING

January 9, 2020

Ken Hughes
Superintendent, Parks & Public Property
City of Norwalk
1 South Smith St.
Norwalk, CT 06855

RE: Norwalk Beach Parking Enforcement

Dear Ken:

As a follow up to our conversations, here is a summary of the enforcement services we can perform subject to council approval and a formal agreement.

Scope of Services

LAZ to provide Beach Parking Enforcement services at Calf Pasture Beach, Shady Beach (including Taylor Farm), Veteran's Park and Cranberry Park parking lots (the Facilities"). LAZ shall coordinate the set-up and implementation of pay-by-cell phone service for non-residents to pay for parking in the Facilities during the beach season. Contractor shall provide enforcement personnel to provide enforcement services. Parks and Recreation shall pay for the enforcement vehicle, the license plate recognition (LPR) cameras, and the LPR enforcement system. LAZ will also assist in coordinating the LPR camera and system procurement as agent for parks & rec.

Term:

2020-2023 beach seasons. Agreement shall automatically extend for successive annual terms, however compensation to be negotiated annually depending on scope of services.

Compensation:

\$187,200 Fixed Fee for the 2020 Beach Season
\$194,688 Fixed Fee for the 2021 Beach Season
\$202,476 Fixed Fee for the 2022 Beach Season
\$210,575 Fixed Fee for the 2023 Beach Season

LAZ Parking is the 2nd largest parking company in the US, with the broadest experience and finest employees in the industry. We successfully manage over \$1.2 billion dollars of revenue on behalf of our clients annually at over 905,000 parking spaces. We have a very keen focus on implementing efficient operational procedures, dynamic marketing campaigns, revenue integrity systems, new technology applications and best-in-class customer service initiatives.

15 Lewis St.
Hartford, CT 06103

(860)761-2547
(860)761-3114

Lazparking.com



As you know, LAZ already has a long-standing relationship with the Norwalk Parking Authority, and we look forward to working with you and your team on the beach parking operations. Currently, we have successfully operated the beach parking facilities for the City of Stamford for several years.

We look forward to the opportunity of working with you as your Partner in Parking!

Sincerely,

A handwritten signature in black ink, appearing to read "Stathis Manousos".

Stathis Manousos
Vice President, Business Development &
Regional Manager
W: (860)761-2547
C: (860)250-4735



CITY OF NORWALK
 Nick Roberts
 Director of Recreation and Parks
 nroberts@norwalkct.org
 P: 203.854.7725
 Norwalk City Hall
 125 East Avenue, PO BOX 5125
 Norwalk, CT 06856-5125

MEMORANDUM

Date: January 6th, 2020

To: Recreation, Parks & Cultural Affairs Committee Members

From: Nick Roberts, Director Recreation & Parks *NR*

Subject: Parking Collections 2019

2019 marked the first year the Parks Department implemented a cashless system for its paid parking sites which includes Veteran's Park, Cranbury Park, Calf Pasture and Shady Beaches. While the new parking system has been a change for residents and visitors alike, the payment by mobile app system improves traffic flow by eliminating congestion at the park entrances, enhances the public's experience by utilizing an automated system to verify resident passes, and reduces the possibility of loss and theft of funds.

There are variable factors which can impact facility usage such as weather and special events, however the chart below details the collection of the funds for this year and shows an increase in revenues for the same time period over the past three years as well.

City of Norwalk Parks Parking Revenue 2017-2019				
Site	2017 (5/1-10/15)	2018 (5/1-10/15)	2019 (5/15-10/15)	2018 Vs. 2019 Comparable
Calf Pasture	\$ 221,015.00	\$ 225,686.00	\$ 296,062.00	\$ 70,376.00
Cranbury Park	\$ 35,935.00	\$ 32,210.00	\$ 34,643.00	\$ 2,433.00
Vet's Park	\$ 19,450.00	\$ 19,020.00	\$ 14,800.00	\$ (4,220.00)
Total	\$ 276,400.00	\$ 276,916.00	\$ 345,505.00	\$ 68,589.00

In addition to increased revenues, the use of a mobile application also provides staff a daily report of the number of cars at the sites which can be used for planning and staffing purposes. The data also provides park usage and attendance for one of the city's largest and most heavily used sites which is critical in submitting grant applications. The chart below details the number of paid parking transactions, and revenue by month at all three locations.

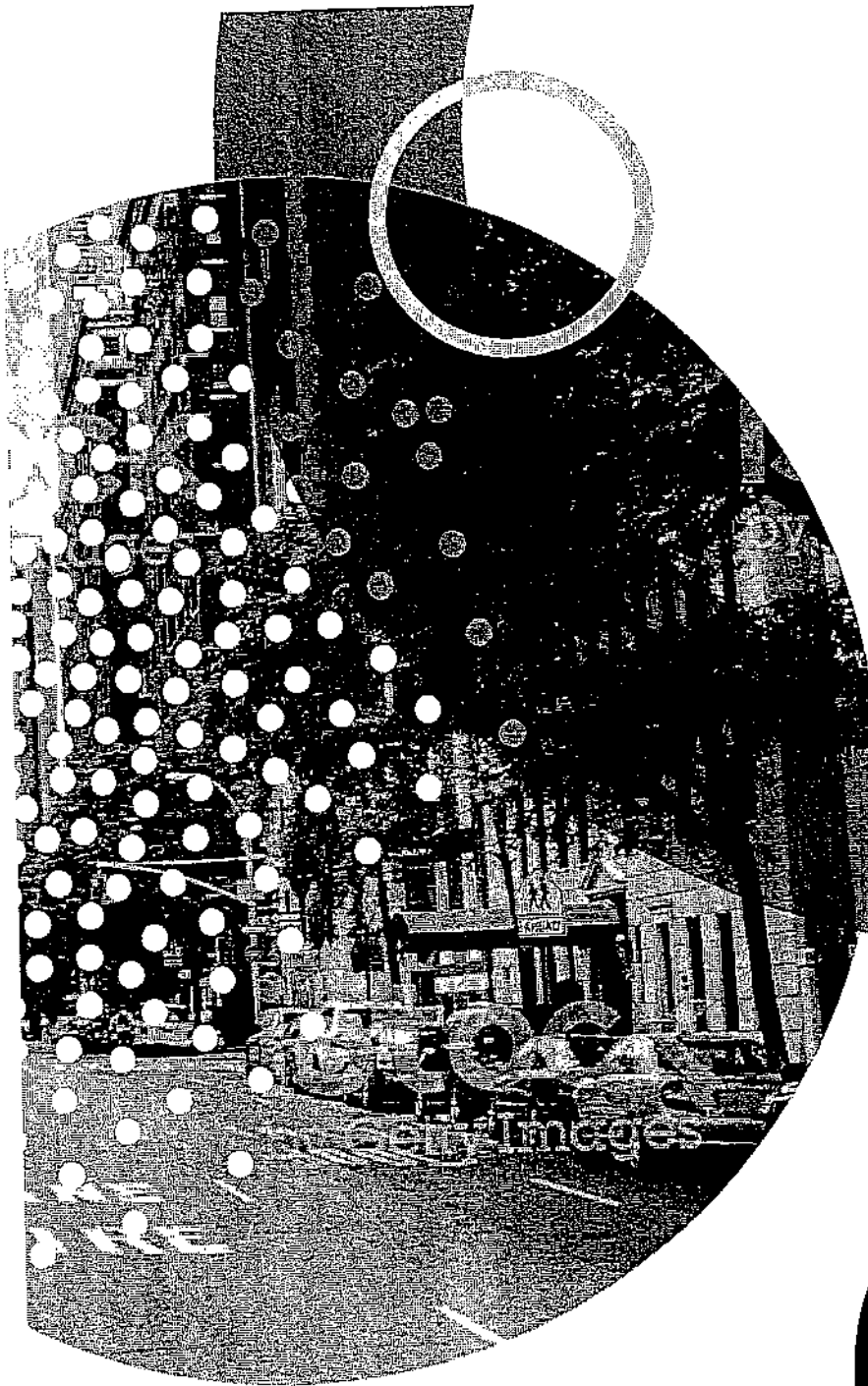
City of Norwalk Parks Parking Transactions & Revenue May - October 2019		
Month	# Transaction	Revenue
Calf Pasture/Shady Beach		
May	640	\$21,097
Jun	1342	\$41,605
Jul	3014	\$100,340
Aug	1929	\$59,455
Sept	2269	\$29,340
Oct	65	\$1,740
Passes sold	454	\$38,475
Ripkas passes	290	\$4,010
Total	10003	\$296,062
Cranbury Park		
May	353	\$3,533
Jun	497	\$4,970
Jul	358	\$3,580
Aug	449	\$4,490
Sept	500	\$5,000
Oct	233	\$2,330
Passes sold	97	\$10,740
Total	2487	\$34,643
Vet's Park		
May	96	\$480
Jun	1286	\$6,430
Jul	147	\$735
Aug	147	\$735
Sept	233	\$2,330
Oct	40	\$200
Bus Parking	778	\$3,890
Total	2727	\$14,800
Grand Total	15217	\$345,505

As with any new system there were lessons learned which we will be implementing next season to improve the overall process. These items were raised by the public in some cases and we want to ensure that we are responsive to their needs and concerns as well.

- Public communication to residents about utilizing the online system to verify their vehicle registration will commence in early spring prior to beach season
- Park Ambassadors will be utilized again this year in the guard house at the beach on weekends and holidays to answer any questions and provide customer service
- Credit card pay stations will be installed at Calf Pasture and at Cranbury Park for customers who do not have access to a smart phone
- We are reviewing policies/procedures for residents passes as well as parking fees for non-residents

FLOWBIRD
Urban
Intelligence

WWW.FLOWBIRD.GROUP



CWT Multi-Use Kiosks

MORE THAN A PAY STATION

Technical Specifications

KEY HIGHLIGHTS



COLOR TOUCH
SCREEN OPTION



STAINLESS STEEL -
CORROSION RESISTANT



MODULAR
DESIGN

GENERAL DESIGN	
MATERIAL	304 stainless steel; Powder coated with anti-graffiti design
SIZE	(HxWxD) 61.22" x 16.42" x 15.35"
WEIGHT	229 pounds
TEMP/HUMIDITY	0 °F to 140 °F (-31 °F with main heater)/ Up to 97% humidity
COLOR	Standard - Black (Custom colors and wraps also available)
COMPLIANCE	EN 12414, CE, FCC, ISO 9001, ISO
USER INTERFACE	
LIGHTING	Front face lighting option available
DISPLAY OPTIONS	• 9" Color Touch Screen • 7" Color Display • 6.6" Monochrome Display
LANGUAGE	Multiple languages supported
KEYPAD (for non-touch screen models)	• 4 software-controlled buttons below the display • Piezo keypad and buttons (Alphanumeric keyboard with up to 48 buttons)
PAYMENT OPTIONS	
COIN PAYMENT	• Up to 16 coins/tokens, three switch controlled, reprogrammable • Mechanical coin slot shutter with inductive loop
BANK NOTE PAYMENT	4-way note insertion; single bill escrow
CARD PAYMENT	Magnetic stripe, EVM chip card, and contactless card acceptance
OTHER	Cashless configuration available
COLLECTION	
	• Electronic lock option • Coin canister capacity: 2,600 quarters • Bill stacker capacity options: 500 or 1,000 notes
POWER SUPPLY	
	• Battery (12 V DC) • Solar (12 V, 13.6 W) • Mains (230 V/115 V AC)
SECURITY	
	• 4 point locking system • Cash vault: 0.24" hardened steel, drilling protected locking latches
TICKET	
	• Thermo-electric printer, graphics supported, landscape or portrait. • Paper Roll: 2.95" - 5.90" Length, 2.24" Width; 3,000 per roll for 4" tickets
COMMUNICATIONS	
	GPRS, 3G LAN Supported, 4G Supported
REMOTE MANAGEMENT	
	Connected to Flowbird back-office suite; rates are remotely configurable



Flowbird - Confidential Quotation For: NORWALK CT

Quote Issued: December 16, 2019

Quote Expires: January 31, 2020

Quote Name: (4) CWT Stealth

Quote ID: 502

General Information

Bill To:
NORWALK CT

Contact:
NORWALK CT

Prepared By:
Ed Kinkade

Prepared For:

Equipment

Product Name	Quantity	Unit Price	Year One Total	Year Two Total	Year Three Total
CWTCC Pay Station Color: Black Power: Solar or A/C Payment Methods: Configuration: Warranty: 13-month Hardware Warranty	4	\$6,645.00	\$26,580.00		
Color Touch Display	4	\$0.00	\$0.00		
Light Bar with Motion Sensor	4	\$200.00	\$800.00		
Annual Total			\$27,380.00	\$0.00	\$0.00

On-Going Services

Product Name	Quantity	Sales Price	Year One Total	Year Two Total	Year Three Total
WebOffice Basic Includes: Configuration Maintenance alarms alerts to cell phone Reporting (standard) Credit Card Gateway Cellular Communication Fees 24/7 Support	4	\$540.00	\$2,160.00		
Annual Total			\$2,160.00	\$0.00	\$0.00

General Services

Product Name	Quantity	Sales Price	Year One Total	Year Two Total	Year Three Total
CWT Installation Flowbird will secure and level pay station to the ground and provide hardware training, review preventative maintenance and trouble shooting Ground preparation is not included.	4	\$300.00	\$1,200.00		
Annual Total			\$1,200.00	\$0.00	\$0.00

Total Costs

Year One Total	Year Two Total	Year Three Total
\$30,740.00	\$0.00	\$0.00

All prices stated are exclusive of taxes and shipping costs unless specifically itemized in this quotation. Customer is responsible for all taxes or providing proof of tax-exempt status. By accepting this order, Customer agrees to be bound by all applicable terms and conditions or terms of existing contract(s) between Customer and Flowbird for the same products and services, if any.

Accepted by: *Pat Roberts* Date: 11/9/2020





STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION

2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone: (860) 594-2696



December 20, 2019

Ms. Monique Cipriano
Executive Assistant - Engineering
City of Norwalk
Department of Public Works
125 East Avenue - P.O. Box 5125
Norwalk, Connecticut 06856-5125

Dear Ms. Cipriano:

Subject: Acceptance of Increased Cost--Preliminary Engineering
City of Norwalk
Walk Bridge Program
State Project No. 0301-0501 PE (Parent Project No. 0301-0176)
Federal Aid Project No. DNA
Master Agreement No. 02.03-03(11)

On August 31, 2017, the Department of Transportation (State) and the City of Norwalk, Department of Public Works (Utility) executed a Project Authorization Letter providing for certain Preliminary Engineering (PE) charges.

The original estimate, dated August 25, 2017, in the amount of One Hundred Two Thousand Six Hundred Eighty-nine Dollars and Eighty-nine Cents (\$102,689.89--State's share), was exceeded by an additional expenditure of Two Hundred One Thousand Three Hundred Eighteen Dollars and Seventy-seven Cents (\$201,318.77 - State's share). The additional expenditure is explained in your letter, dated December 12, 2019 (copy enclosed). Therefore, the total expenditure for PE is in the amount of Three Hundred Four Thousand Eight Dollars and Sixty-six Cents (\$304,008.66--State's Share).

You may regard this letter as acceptance of the additional expenditure in the amount indicated above, just as though it had been included in the original estimate, and governed by the terms of the Master Agreement between the State and the Utility, dated February 7, 2011.

Very truly yours,

 James Fallon, P.E.
2020.01.07
14:11:32-06'00'

James A. Fallon, P.E.
Division Chief of Facilities and Transit
Bureau of Engineering and Construction

Enclosure

Craig Wallace:mab/sk ckw/mgp/llf

bcc: Christopher Bonsignore -John D. Hanifin

James A. Fallon-Leo L. Fontaine-Michael G. Piteo-Craig Wallace

DOT.FedBilling@ct.gov

Eugene V. Falcone--Please increase purchase order.

Christian F. Davis-Arnell Richardson

DOT.PFM

MAICPE-0301-0501

S:\Desser\Utilities Section\Clerical Folders\Craig Wallace\MAICPE-0301-0501-CITY OF NORWALK, DPW



**Norwalk Water
Pollution Control
Authority**

www.wpcanorwalk.org

December 12, 2019

Mr. Craig Wallace, Utility Engineer
State of Connecticut Department of Transportation
Utilities Section
2800 Berlin Turnpike
P.O. BOX 317546
Newington, CT 06131-7546

Subject: Walk Bridge Program: Project Nos. 301-176, 301-188, 301-181, 301-187, 102-297, 301-180 & 301-189: Agreement Between City of Norwalk and H.W. Lochner, Inc.

Dear Mr. Wallace:

I am writing to you, because on August 31, 2017, the City of Norwalk Water Pollution Control Authority (WPCA) entered into an agreement with the State of Connecticut Department of Transportation, in conjunction with the July 11, 2017 agreement that the City of Norwalk entered into with H.W. Lochner, Inc. for engineering services to be provided for the above noted project; which was approved, and not permitted to exceed the reimbursable amount of \$102,689.89, without additional State DOT approvals being obtained.

Since the inception of the agreement between the City of Norwalk WPCA and the State of Connecticut DOT, the approved reimbursable amount is nearing exhaustion, because of unforeseen changes that have occurred from the initial project design. In order for H.W. Lochner, Inc. to continue to provide engineering services to WPCA in correlation with the associated project, the WPCA is requesting additional reimbursable funds from the State DOT in the amount of \$201,318.77; which will increase the total in requested funds to the amount of \$304,008.66.

In summary, the request for additional funds is being made for the following reasons associated with H.W. Lochner, Inc.:

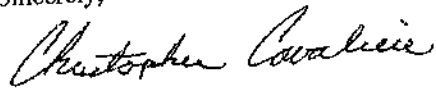
- For continuation to review and provide comments on submissions.
- For continuation to attend scheduled meetings.
- Changes to the existing alignment of Fort Point Street, which will require the existing sanitary sewer infrastructure to be relocated in conjunction with the alignment.
- To develop plans, specifications and estimates for Advanced Utility Relocation related work.
- To conduct field inspections.

Attached, and for your review, please find the H.W. Lochner, Inc. fee proposal for additional work associated with advanced utility work in support of the City of Norwalk WPCA for the Walk Bridge Railroad Program administered by the Connecticut Department of Transportation.

Please contact me if you have any questions or concerns, and, or, require additional information pertaining to the request.

Thank you in advance for your assistance and understanding.

Sincerely,

A handwritten signature in cursive script that reads "Christopher Cavaliere".

Christopher Cavaliere
Junior Engineer

Enclosures

cc: Anthony Carr, PE, CFM, LTJG, US Coast Guard, Chief of Operations and Public Works
Ralph Kolb, Sr. Environmental Engineer, WPCA
Vanessa Valadares, Sr. Civil Engineer, DPW Engineering

LOCHNER



H.W. Lochner, Inc.
55 Hartland Street
Suite 401
East Hartford, CT 06108

T 860.760.5840
F 860.760.5841

hwlochner.com

December 10, 2019

Anthony R. Carr, PE, CFM
LTJG, US Coast Guard
Chief of Operations and Public Works
Public Works Department
125 East Avenue
Norwalk, CT 06856

Subject: **On-Call Utility Engineering Services**
City of Norwalk DPW/WPCA
State Project No. 301-501/501A
Advanced Utility Contract for Walk Bridge Program

Dear Chief Carr:

As requested by your office, we are enclosing our fee proposal for additional work associated with advanced utility work in support of the City's Water Pollution Control Authority (WPCA) for the Walk Bridge Railroad Program administered by the Connecticut Department of Transportation. Lochner has worked toward the original scope contained in our July 11, 2017 agreement, however the nature of the work has increased as detailed in the attached scope, requiring additional fees. The following is enclosed for your review:

- Fee Proposal with Direct Expenses
- Revised Scope, dated December 10, 2019
- Certified Payroll

We understand the City's process for approving this extra work as well as the conditional reimbursement by the State of Connecticut. If you have any questions or require additional information, please do not hesitate to contact the undersigned at your convenience.

Very Truly Yours,

LOCHNER

Date: 2019.12.10
11:35:07-05'00'

Stephen A. Wexell, P.E.
Associate Vice President

Enclosures

cc: Mr. Ralph Kolb

Utility Projects 301-501/501A –Walk Bridge Program
City of Norwalk DPW/WPCA Scope – Additional Funding Scope
On-Call Engineering Services for Sanitary Sewer Coordination, Protection and Support and Relocation
Revised December 10, 2019

Description of Work

The City of Norwalk Department of Public Works (DPW)/Water Pollution Control Authority (WPCA) has contracted with HW Lochner (Lochner) to provide on-call engineering services for various tasks associated with the coordination, design, protection and support, inspection and other work associated with the relocation and replacement of the sanitary sewer infrastructure impacted by the proposed construction of the projects that comprise the Walk Bridge Program. This scope of work is intended to supplement the original scope with the City of Norwalk, dated June 28, 2016.

Work Tasks

Each of the Walk Bridge Corridor Projects is set up as an individual Task Order (TO-). The following tasks will be performed, with additional effort beyond the original scope described.

TO-1 - State Project 301-176: Walk Bridge Project

1. Review of Documents and Site Investigations
 - Review and provide comments on submissions.
 - Inspecting/Monitoring test pit operations, if requested.
 - Review of construction submittals.
2. Meetings and Coordination
 - Attend additional meetings and coordinate with Department and Program as needed.
 - Existing control house – additional coordination needed to determine sewer connection from control house to North Water Street. WPCA to assist in dye testing or tracing, if dye testing is inconclusive. Work also includes coordination and review of the proposed sewer connection plan and fees for increased burden.
 - Coordination with Department and Eversource regarding proposed duct bank along Elizabeth Street, crossing Water Street with potential impacts to 48" sewer interceptor. Coordination will be necessary on the east side of the river along Fort Point Street. This work may require the Eversource Contractor to perform pre and post construction video inspection, or submit an emergency bypass pumping plan, depending on the scope of potential impacts to the 48" sewer. Review of any required Contractor submittals is included under this task.
 - Coordination with Department and Designer regarding proposed storm drainage and proposed utilities (including MNR duct banks) on North Water Street with potential impacts to 54" sewer interceptor.
 - Overall coordination with the Project is covered under this task.
3. Plans, Specifications and Estimates (PS&E) for Protection and Support and Potential Replacement of Sanitary Sewer
 - Develop PS&E for protection and support for 54" sewer interceptor (design need pending coordination with proposed storm drainage and utilities on North Water Street).

4. Field Inspection for support and protection of sanitary sewer facilities.

TO-2 - State Project 301-188: Osborne Avenue Bridge (301-501)

1. Review of Documents and Site Investigations
 - Review and provide comments on submissions.
 - Inspecting/Monitoring test pit operations, if requested.
 - Review of construction submittals.
2. Meetings and Coordination
 - Attend additional meetings and coordinate with Department and Program as needed.
 - Additional coordination needed to determine if combined sewers in the area can be separated.
3. Plans, Specifications and Estimates (PS&E) for Protection and Support and Replacement of Sanitary Sewer
 - Develop PS&E for replacement of 12" VC sewer on Osborne Ave, including sewer bypass plans, specifications and estimate.
4. Field Inspection for installation, support and protection of sanitary sewer facilities.

TO-4 - State Project 301-187: East Avenue Bridge (301-501)

1. Review of Documents and Site Investigations
 - Review and provide comments on submissions.
 - Inspecting/Monitoring test pit operations.
 - Review of construction submittals.
 - Providing a scope of work, including proposed locations, for a flow monitoring program for the purpose of estimating bypass pumping needs. The flow monitoring work will be performed by the Contractor to support their bypass pumping design.
2. Meetings and Coordination
 - Attend additional meetings and coordinate with Department and Program as needed.
 - Additional coordination needed to determine if combined sewers in the area can be separated.
 - Coordination with utilities and Designer to ensure there are no conflicts between the sanitary sewer and the relocated gas main, duct banks, water main and storm drainage.
3. Plans, Specifications and Estimates (PS&E) for Protection and Support and Replacement of Sanitary Sewer
 - Develop PS&E for replacement of 12" and 15" VC sewer on East Avenue, including sewer bypass plans, specifications and estimate.
4. Field Inspection for installation, support and protection of sanitary sewer facilities.

TO-7 - State Project 301-189: Fort Point Street Bridge (301-501A)

1. Review of Documents and Site Investigations
 - Review and provide comments on submissions.
 - Inspecting/Monitoring test pit operations.
 - Review of construction submittals.
2. Meetings and Coordination
 - Attend additional meetings and coordinate with Department and Program as needed.

December 11, 2019

- Additional coordination needed for sanitary sewer connection from proposed Walk Bridge Control House.
 - Coordination with utilities and Designer to ensure there are no conflicts between the proposed sanitary sewer and the relocated utilities and storm drainage.
3. Plans, Specifications and Estimates (PS&E) for Protection and Support and Replacement of Sanitary Sewers.
 - Develop PS&E for relocation of the 36" sewer interceptor, 14" force main and 12" sewer, including sewer bypass plans, specifications and estimate.
 4. Field Inspection for installation, support and protection of sanitary sewer facilities.

Consultant's Proposal SummaryRevised December 12, 2019

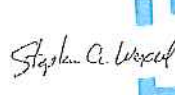
H. W. Lochner, Inc.
55 Hartland Street
East Hartford, CT 06103

City of Norwalk Department of Public Works/WPCA
On-Call Engineering Services

Norwalk River Railroad (Wall) Bridge Corridor Projects
Advanced Utility Contract 301-501/501A

ITEM OF WORK	TOTAL HOURS	TOTAL PAYROLL	BF&O PERCENT	PROFIT PERCENT	TOTAL FEE
Task Order 1 - SPN 0301-0176 Walk RR Bridge	400	\$ 18,797.68	161.89%	8.50%	\$ 53,413.73
Task Order 2 - SPN 0301-0188 Osborne Bridge	248	\$ 11,711.52	161.89%	8.50%	\$ 33,278.36
Task Order 3 - SPN 0301-0181 CP243	0	\$ -	161.89%	8.50%	\$ -
Task Order 4 - SPN 0301-0187 East Avenue Bridge	344	\$ 15,474.00	161.89%	8.50%	\$ 43,969.47
Task Order 5 - CPN 102-0297 East Avenue Roadway	0	\$ -	161.89%	8.50%	\$ -
Task Order 6 - SPN 0301-0180 Danbury Branch Dockyard	0	\$ -	161.89%	8.50%	\$ -
Task Order 7 - SPN 0301-0189 Fort Point Street Bridge	536	\$ 23,702.64	161.89%	8.50%	\$ 67,351.21
On-Call Engineering Services TO-1 to TO-7	1,528	\$ 69,685.84			\$ 198,012.77
Estimated Direct Costs					\$ 3,306.00
TOTAL COST					\$ 201,318.77

ESTIMATED DIRECT COSTS:			
ITEM	Quantity	Unit Cost	Amount
MILEAGE	5700	0.58	\$ 3,306.00
POSTAGE, EXPRESS MAIL			\$ -
REPRODUCTION			\$ -
FLOW METER VENDOR SERVICES			\$ -
			\$ -
			\$ 3,306.00
Total			


 Date: 2019.12.13
 09:46:40-05'00'

City of Norwalk Department of Public Works
On-Call Engineering Services
Norwalk River RR (Walk) Bridge Corridor Projects

Task Order 1 - SPN 0301-0176 Walk RR Bridge
COST ESTIMATE SUMMARY (LABOR) - November 2019

	H.W. LOCHNER, INC.						LOCHNER TOTALS
	SENIOR PROJECT MGR.	SENIOR STR. ENGR.	STRUCT. ENGINEER	SENIOR CIVIL ENGR.	CIVIL ENGINEER	JR. ENG/ TECH.	
Task Order 1 - SPN 0301-0176 Walk RR Bridge							
1 Review of Documentation & Site Investigations				21	80	80	181
2 Meetings and Coordination				40	40	24	112
3 Plans, Specifications and Estimate				8		8	16
4 Field Inspection				8	40	40	88
SUBTOTAL, TQ-1	8	0	0	80	160	152	400
TOTAL HOURS	8	0	0	80	160	152	400
Hourly Rate	\$ 107.79	\$ 76.39	\$ 49.57	\$ 73.71	\$ 43.72	\$ 33.18	
Total Direct Salary	\$ 862.72	\$ -	\$ -	\$ 5,896.80	\$ 6,995.20	\$ 5,043.36	\$ 18,797.68
H.F. & O	161.89%	161.89%	161.89%	161.89%	161.89%	161.89%	
Profit	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	
TOTAL COST	\$ 2,450.29	\$ -	\$ -	\$ 16,755.80	\$ 19,870.91	\$ 14,330.74	\$ 53,412.73

City of Norwalk Department of Public Works
On-Call Engineering Services
Norwalk River RR (Walk) Bridge Corridor Projects
Task Order 2 - SPN 0301-0188 Osborne Bridge
COST ESTIMATE SUMMARY (LABOR) - November 2019

	H.W. LOCHNER, INC.						LOCHNER TOTALS
	SENIOR PROJECT MGR.	SENIOR STR. ENGR.	STRUCT. ENGINEER	SENIOR CIVIL ENGR.	CIVIL ENGINEER	JR. ENG/ TECH.	
Task Order 2 - SPN 0301-0188 Osborne Bridge							0
1. Review of Documentation & Site Investigations				24			32
2. Meetings and Coordination	8				40	40	88
3. Plans, Specifications and Estimate				8	80	40	128
4. Field Inspection						80	218
SUBTOTAL, TO-2	8	0	0	40	120	80	248
TOTAL HOURS	8	0	0	40	120	80	248
Hourly Rate	\$ 167.79	\$ 76.39	\$ 49.57	\$ 73.71	\$ 43.72	\$ 33.18	
Total Direct Salary	\$ 862.32	\$ -	\$ -	\$ 2,948.40	\$ 5,246.40	\$ 2,654.40	\$ 11,711.52
B, F & O	161.89%	101.89%	161.89%	161.89%	161.89%	161.89%	
Profit	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	
TOTAL COST	\$ 2,450.79	\$ -	\$ -	\$ 8,377.90	\$ 14,907.65	\$ 7,542.49	\$ 23,278.36

City of Norwalk Department of Public Works
On-Call Engineering Services
Norwalk River RR (Walk) Bridge Corridor Projects

Task Order 3 - SPN 0301-0181 CP243
COST ESTIMATE SUMMARY (LABOR) - November 2019

	H.W. LOCHNER, INC.						LOCHNER TOTALS
	SENIOR PROJECT MGR.	SENIOR STR. ENGR.	STRUCT. ENGINEER	SENIOR CIVIL ENGR.	CIVIL ENGINEER	JR. ENGR/ TECH.	
Task Order 3 - SPN 0301-0181 CP243							0
1 Review of Documentation & Site Investigations							0
2 Meetings and Coordination							0
3 Plans, Specifications and Estimate							0
4 Field Inspection							0
SUBTOTAL, TO-3	0	0	0	0	0	0	0
TOTAL HOURS	0	0	0	0	0	0	0
Hourly Rate	\$ 107.79	\$ 76.39	\$ 49.57	\$ 73.71	\$ 43.12	\$ 33.18	
Total Direct Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B.F. & O	161.89%	161.89%	161.89%	161.89%	161.89%	161.89%	161.89%
Profit	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%
TOTAL COST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Norwalk Department of Public Works
On-Call Engineering Services
Norwalk River RR (Walk) Bridge Corridor Projects
Task Order 4 - SPN 0301-0187 East Avenue Bridge
COST ESTIMATE SUMMARY (LABOR) - November 2019

	H.W. LOCHNER, INC.						LOCHNER TOTALS
	SENIOR PROJECT MGR.	SENIOR STR. ENGR.	STRUCT. ENGINEER	SENIOR CIVIL ENGR.	CIVIL ENGINEER	JR. ENG/ TECH.	
Task Order 4 - SPN 0301-0187 East Avenue Bridge							
1 Review of Documentation & Site Investigations				40	16	8	80
2 Meetings and Coordination	2				40	40	80
3 Plans, Specifications and Estimate				8	80	80	168
4 Field Inspection				48	144	144	344
SUBTOTAL, TO-4	2	0	0	48	144	144	344
TOTAL HOURS	2	0	0	48	144	144	344
Hourly Rate	\$ 167.79	\$ 26.79	\$ 49.57	\$ 73.21	\$ 43.72	\$ 32.12	
Total Direct Salary	\$ 342.32	\$ -	\$ -	\$ 3,538.08	\$ 6,255.68	\$ 4,777.92	\$ 15,424.00
B.F. & O	161.89%	161.89%	161.89%	161.89%	161.89%	161.89%	
Profit	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	
TOTAL COST	\$ 2,430.29	\$ -	\$ -	\$ 10,053.48	\$ 17,889.23	\$ 12,576.49	\$ 43,969.47

City of Norwalk Department of Public Works
On-Call Engineering Services
Norwalk River RR (Walk) Bridge Corridor Projects
Task Order 5 - CPN 102-0297 East Avenue Roadway
COST ESTIMATE SUMMARY (LABOR) - November 2019

	H.W. LOCHNER, INC.						LOCHNER TOTALS
	SENIOR PROJECT MGR.	SENIOR STR. ENGR.	STRUCT. ENGINEER	SENIOR CIVIL ENGR.	CIVIL ENGINEER	JR. ENG/ TECH.	
Task Order 5 - CPN 102-0297 East Avenue Roadway							0
1 Review of Documentation & Site Investigations							0
2 Meetings and Coordination							0
3 Plans, Specifications and Estimate							0
4 Field Inspection							0
SUBTOTAL, TO-5	0	0	0	0	0	0	0
TOTAL HOURS	0	0	0	0	0	0	0
Hourly Rate	\$ 107.79	\$ 76.19	\$ 49.57	\$ 73.71	\$ 43.73	\$ 33.18	
Total Direct Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B, F & O	161.89%	161.89%	161.89%	161.89%	161.89%	161.89%	161.89%
Profit	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%
TOTAL COST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Norwalk Department of Public Works
On-Call Engineering Services
Norwalk River RR (Walk) Bridge Corridor Projects**

**Task Order 6 - SPN 0301-0180 Danbury Branch Dockyard
COST ESTIMATE SUMMARY (LABOR) - November 2019**

	H.W. LOCHNER, INC.						
	SENIOR PROJECT MGR.	SENIOR SIR. ENGR.	STRUCT. ENGINEER	SENIOR CIVIL ENGR.	CIVIL ENGINEER	JR. ENGR/ TECH.	LOCHNER TOTALS
Task Order 6 - SPN 0301-0180 Danbury Branch Dockyard							
1 Review of Documentation & Site Investigations							0
2 Meetings and Coordination							0
3 Plans, Specifications and Estimate							0
4 Field Inspection							0
SUBTOTAL, TD-6	0	0	0	0	0	0	0
TOTAL HOURS	0	0	0	0	0	0	0
Hourly Rate	\$ 107.79	\$ 76.39	\$ 39.57	\$ 73.71	\$ 43.72	\$ 33.18	
Total Direct Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B.F. & O	161.89%	161.89%	161.89%	161.89%	161.89%	161.89%	161.89%
Profit	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%
TOTAL COST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Norwalk Department of Public Works
On-Call Engineering Services
Norwalk River RR (Walk) Bridge Corridor Projects
Task Order 7 - SPN 0301-0189 Fort Point Street Bridge
COST ESTIMATE SUMMARY (LABOR) - November 2019

H.W. LOCHNER, INC.							
	SENIOR PROJECT MGR.	SENIOR STR. ENGR.	STRUCT. ENGINEER	SENIOR CIVIL ENGR.	CIVIL ENGINEER	JR. ENG/ TECH.	LOCHNER TOTALS
Task Order 7 - SPN 0301-0189 Fort Point Street Bridge							
1. Review of Documentation & Site Investigations					16	16	32
2. Meetings and Coordination				40	24	24	88
3. Plans, Specifications and Estimate				24	80	80	184
4. Field Inspection				8	108	108	224
SUBTOTAL, TO-7	0	0	0	72	228	228	528
TOTAL HOURS	0	0	0	72	228	228	528
Hourly Rate	\$ 107.79	\$ 76.39	\$ 49.37	\$ 11.71	\$ 43.71	\$ 33.18	
Total Direct Salary	\$ 862.32	\$ -	\$ -	\$ 842.12	\$ 9,968.16	\$ 7,565.04	\$ 18,375.64
B, F & O	161.89%	161.89%	161.89%	161.89%	161.89%	161.89%	
Profit	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	
TOTAL COST	\$ 2,450.15	\$ -	\$ -	\$ 13,080.22	\$ 28,324.59	\$ 21,496.11	\$ 64,850.97

CERTIFICATION

Company Name: H. W. Lochner, Inc.

Project Description: On-Call Engineering Services

WALK Bridge Corridor Projects, Sanitary Sewer Infrastructure

Project No. SPN 301-176;301-180;301-181;301-187;301-188;301-189

Core ID No.

The listed hourly rates are the actual hourly rates paid to the following individuals to be utilized on the subject project as of June 29, 2019.

PERMANENT EMPLOYEE* YES/NO	CLASSIFICATION	EMPLOYEE NAME	ACTUAL HOURLY RATE	ACTUAL AVERAGE** HRLY. RATE
Yes	Sr. Project Manager	Richard Bray	111.47	107.79
Yes	Sr. Project Manager	Tim Wilson	104.11	
Yes	Sr. Civil Engineer	Stephen Wexell	78.74	73.71
Yes	Sr. Civil Engineer	Thomas Borden	68.68	
Yes	Civil Engineer	Andrew Robinson	40.03	43.72
Yes	Civil Engineer	Stephen Spear	40.64	
Yes	Civil Engineer	Erin Wilkinson	40.58	
Yes	Civil Engineer	Carl Verge	41.21	
Yes	Civil Engineer	Ryan Allard	56.12	
Yes	Sr. Struct. Engineer	Brian Byrne	77.46	76.39
Yes	Sr. Struct. Engineer	David Geissert	81.93	
Yes	Sr. Struct. Engineer	Dan Minturn	69.79	
Yes	Struct. Engineer	Karen Harley	53.43	49.57
Yes	Struct. Engineer	Harry Martindale	52.33	
Yes	Struct. Engineer	David Miroslaw	46.62	
Yes	Struct. Engineer	Dan Horvath	45.89	
Yes	Jr. Engr./Technician	Chris van Olden	36.50	33.18
Yes	Jr. Engr./Technician	Cheryl Rich	34.32	
Yes	Jr. Engr./Technician	Jack Speer	31.45	
Yes	Jr. Engr./Technician	Angelika Zygo	31.82	
Yes	Jr. Engr./Technician	Kevin McDyer	31.79	

I, Richard Bray, certify that the above actual hourly rates are correct and other factual unit costs supporting the compensation contained within the submitted fee proposal are accurate, complete and current. I further agree that the proposed agreement shall contain a provision that the original contract price and any additions thereto shall be adjusted to exclude any significant sums by which the Commissioner determines the contract price was increased due to inaccurate, incomplete or noncurrent wage rates and other factual unit costs. All such contract adjustments shall be made during the life of the contract or within one year following the end of the contract.

* A permanent employee is defined as receiving paid leave and all other company benefits.

** office average of actual hourly rates of all individuals per classifications.



Richard A. Bray, Vice President

10/30/2019

date

H. W. Lochner, Inc.
55 Hartland Street, Suite 401
East Hartford, CT 06108



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

MEMORANDUM

TO: Public Works Committee of the Common Council
FROM: Paul L. Sotnik, P.E. - Senior Civil Engineer, D.P.W. *P.L.S.*
CC: Anthony Carr, P.E., C.F.M. – Chief of Operations and Public Works
REF: 4th Taxing District Extension Information
DATE: December 27, 2019

The extension of the 4th Taxing District is done as per Section 1-17 of Article II, Taxing Districts of the City Charter and Special Acts, as well as Chapter 94 of the City Ordinance. The 4th Taxing District is the sewered portion of the 5th Taxing District. The 4th Taxing District therefore, does not have a fixed boundary and can potentially change every year. The 1st, 2nd, 3rd, 5th, and the 6th Taxing Districts all have fixed boundaries. Properties that are in the 5th Taxing District usually have subsurface sewage disposal systems (septic systems) and do not have access to the City sanitary sewer system. Parcels in the 5th Taxing District that have access (even though not physically connected) to the City sanitary sewer system along the frontage of the property are eligible to be taken into the 4th Taxing District. In cases where the City sanitary sewer system is not accessible along the frontage of their property, some property owners will choose to run their sewer lateral to the nearest City sanitary sewer. This would also make the property eligible to be taken into the 4th Taxing District. In summary, either access to, or connection to the City sanitary sewer system makes a property in the 5th Taxing District eligible to be taken into the 4th Taxing District.

When the access to (through a sanitary sewer system extension project), or connection to the sewer system is completed by September 30 of one year, the parcels are taken into the 4th district, and added to the Grand list for the tax bills that are due on July 1st of the following year. If you have access to, or connection to the sewer system is completed on/or after October 1st of one year, the parcels are taken into the 4th district, and added to the Grand list for the tax bills that are due on July 1st of the second following year (twenty-one months later). When taken into the 4th Taxing District, the property also becomes eligible for City garbage collection. There is an

increase in the mill rate between the 4th Taxing District and the 5th Taxing District. This difference in the mill rate is intended to cover the cost of the garbage collection. The cost of processing the sewage at the City Waste Water Treatment plant for parcels in all of the Taxing Districts in the City is covered by the Water Pollution Control Authority (W.P.C.A.) sewer user fee that was instituted for fiscal year 2002 - 2003. The cost of garbage collection is already included in the mill rate for the 1st, 2nd, 3rd, and the 6th Taxing Districts.

Property owners who cannot receive City garbage collection due to accessibility of the parcel (say on a private road, residential condominium complexes, or residential cooperative units) and have to use a private garbage disposal company, are eligible to apply for an exemption at the office of the Tax Assessor (with proper documentation on or before April 15 prior to the ensuing fiscal year) and will be credited the portion of the mill rate in the 4th Taxing District that is specifically for garbage collection. That is 0.566 mills for fiscal year 2019 - 2020. They will then be put into the Taxing District called the 4N. This exemption also applies to the 1st, 2nd, and 3rd Taxing Districts.

CITY OF NORWALK

FINAL TAX RATES FOR JULY 1, 2019-2020

ROUNDED TO NEAREST XX.XXX MILLS

(2018 Grand List)

SERVICE DIST	sewered 1ST	2ND	sewered 3RD	sewered 5th 4TH	5TH	6TH	sewered 6th 7TH	non-3rd 8TH	non-1st 9TH	M.V.
GARBAGE	0.566	0.566	0.566	0.566			CONVERTED	CONVERTED	CONVERTED	
5TH DIST	20.230	20.230	20.230	20.230	20.230	20.230	TO	TO	TO	
FIRE DIST	2.519	2.519	2.519	2.519	2.519	2.519	6TH DIST.	3RD DIST.	1ST DIST.	
6TH DIST						1.165	THESE DISTRICTS NO LONGER USED			
STREET LIGHTS				0.049	0.049					
2019-20 (2018 G.L.)	23.315	23.315	23.315	23.364	22.798	21.395				30.543
2019-20 No Garbage	22.749	22.749	22.749	22.798						
% CHANGE	-12.3661%	-12.3661%	-12.3661%	-12.3697%	-12.0787%	-11.5690%				0.1443%
2018-19 (2017 G.L.)	26.605	26.605	26.605	26.662	25.930	24.194				30.499
2018-19 No Garbage	25.873	25.873	25.873	25.930						
2017-18 (2016 G.L.)	25.682	25.682	25.682	25.746	25.024	23.312				29.340
2017-18 No Garbage	24.960	24.960	24.960	25.024						
2016-17 (2015 G.L.)	25.444	25.444	25.444	25.503	24.795	22.942				28.907
2016-17 No Garbage	24.736	24.736	24.736	24.795						
2015-16 (2014 G.L.)	25.371	25.371	25.371	25.430	24.710	22.852				28.805
2015-16 No Garbage	24.651	24.651	24.651	24.710						
2014-15 (2013 G.L.)	25.041	25.041	25.041	25.100	24.328	22.425				28.241
2014-15 No Garbage	24.269	24.269	24.269	24.328						

FY 2019-20 Sewer Use Fees

Residential

Commercial

Flow

\$360.00* per residential unit/apartment/condominium

\$515.00** w/ up to 110,000 gallons of usage

various*** commercial & mixed use properties w/over 110,000 gallons of usage - \$515.00

*In-law Unit/

Accessory adds 1/2 the base rate- \$180 to the

\$360 = \$540

plus \$9.30 per 1,000 gallons in excess of 110,000 gallons

FY 2019-20 Industrial Pretreatment

(IPP Fees)

High Strength

Surcharge

Fee

\$250

Non-

Compliance

Fee

\$500

Registration

Application

Fee

\$200

Base

Administration

Fee

\$250

Norwalk Water Pollution Control Authority									
2019 Grand List Update									
Date: 12/27/19									
Date WPCA Connection Paid (Or Access To Sewer)	Street Number	Parcel Location	DBL	Existing Sewer District	Commercial/ Residential	Finished No. of Units	Description		
9/9/2019	1	Charcoal Road	5-81-266-0	5N	Residential	1	1-Family		
7/1/2019	241	Highland Avenue	5-80-213-0	5N	Residential	1	1-Family		
7/1/2019	243	Highland Avenue	5-80-25-0	5N	Residential	1	1-Family		
10/3/2019	245	Highland Avenue	5-80-214-0	5N	Residential	1	1-Family		
9/17/2019	2	James Street	5-47-63-0	5N	Residential	1	1-Family		
1/18/2019	43	King Street	5-3B-126-0	5N	Residential	1	1-Family		



VII.D

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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*
RE : HOPE DOCK AT NORWALK WATER STREET
NORWALK SEAPORT ASSOCIATION – LEASE EXTENSION
DATE: DECEMBER 23, 2019

The Norwalk Seaport Association currently operates a historic vessel from the Hope Dock facilities near the gazebo in the North Water Street Parking Lot. The Hope Dock facilities consist of the dock and ramp which were constructed and maintained by the Seaport. The Seaport has a License Agreement with the City since 2000 in order to provide access to the Hope Dock facilities from the parking lot esplanade. This Agreement is due to expire on January 31, 2020.

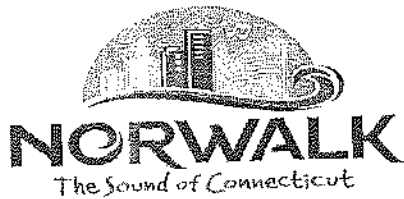
As the State of Connecticut continues to develop their plans for the replacement of the Walk Bridge, temporary and permanent relocation of the existing marine facilities along North Water Street Parking Lot and Maritime Aquarium is expected. There have been in-depth discussions and understanding among the State, the City, the Maritime Aquarium and the Seaport Association regarding the proposed changes necessary to support the Walk Bridge construction process, however, details and schedule are yet to be finalized.

In recognition of the status of the Walk Bridge project, City staff, in consultation with representatives from the Seaport, is recommending an one year extension (from February 1, 2020 to January 31, 2021) to the existing agreement. The proposed amendment will take into consideration of the Seaport's needs to provide services while allowing the City to terminate the Agreement necessary to accommodate the State's needs for access. As this is a short term extension to an existing agreement, Planning Commission approval, in accordance with Connecticut General Statutes, Section 8-24, is NOT required.

ACTION REQUIRED:

Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the License Agreement with Norwalk Seaport Association, Inc. for access to the Hope Dock from North Water Street Parking Lot, to extend the agreement period from February 1, 2020 to January 31, 2021.

Cc: Darin Callahan, Assistant Corporation Counsel



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

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: ALAN LO, BUILDINGS & FACILITIES MANAGER *AL*
RE: CONCERT HALL – SOUND SYSTEM REPLACEMENT
DATE: DECEMBER 23, 2019

The Norwalk Concert Hall currently has an antiquated sound system that was installed over 30 years ago. The system has limited capability and it provides substandard sound quality which does not meet Concert Hall's program needs.

In response to requests from user groups, Jaffe Holden, Norwalk's local acoustics design consultant, provided free services to design a new system. On November 22, 2019 the City's Purchasing Department solicited bids for the replacement of the Concert Hall sound system. The City received a total of one (1) bid.

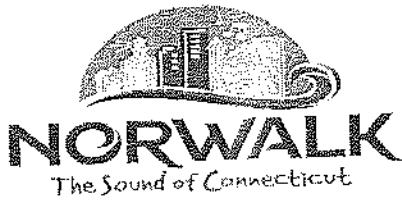
The results are as follows:

FIRM	TOTAL LUMP SUM BID
WC McBride Electrical Contractor, LLC,	\$39,140.00

After reviewing the bid submissions and a follow-up scope review with the apparent low bidder the Purchasing Department and the Office of Building Management would like to recommend the award to WC McBride Electrical Contractor, LLC.

ACTION REQUESTED:

- a. Authorize the Purchasing Agent to issue a Purchase Order to WC McBride Electrical Contractor, LLC. for the Norwalk Concert Hall – Sound System Replacement Project for a total not to exceed \$39,140.00.00. Acct. #09197100 5777 C0439
- b. Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$3,914.00



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

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: ALAN LO, BUILDING & FACILITIES MANAGER 
RE: CITY HALL AIR HANDLER REFURBISHMENT
DATE: DECEMBER 13, 2019

Norwalk City Hall was renovated in 1987. The air handler units providing heating and air conditioning are now 32 years old. The Office of Building Management has initiated a multi-year replacement project of the five main air handler units and four smaller air handler units. We replaced unit #5 about two years ago and #4 this past summer. At this time, we would like to proceed with the refurbishment of air handling unit #2.

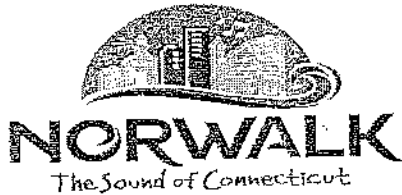
On November 13, 2019, the City's Purchasing Department solicited bids for the refurbishment of the Concert Hall air handler which includes valve replacement. The City received one (1) bid as follows:

FIRM	TOTAL LUMP SUM BID
Universal Business Services, LLC	\$64,839.96

After completion of a scope review session with the apparent low bidder, the Purchasing Department and the Office of Building Management are recommending the award of this project to Universal Business Services, LLC. They were successful in completing the refurbishment of air handler unit #2.

ACTION REQUESTED:

- Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal Business Services, LLC for City Hall Air Handler Unit refurbishment project for a total not to exceed \$64,839.96. Funds are available from account # 0920 4071 5777 CO439 and 0919 7100 5777 CO0476.
- Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$6,483.00.



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

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE
FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*
RE : NORWALK GRASSROOTS TENNIS – LEASE
DATE: JANUARY 2, 2020

.....

The freestanding modular classrooms at Nathaniel Ely Center were constructed by NEON around 1985. The construction was fully funded by NEON and as part of a lease amendment, NEON had full operating and capital responsibilities over this structure. This modular building is located at the upper parking lot and is detached from the main structure. As a modular timber structure, the City considered this building to have a limited life. The lease amendment was very specific, requiring NEON to demolish the structure in the event that NEON no longer has leasehold interest/relationship with the City.

Since NEON and Norwalk Housing Authority no longer provide childcare services at Nathaniel Ely Center, the City leased the modular building to Norwalk Grassroots Tennis and Education beginning on January 1, 2015. The lease was for a period of 5 years with two 2-year options. Under the lease terms, Grassroots Tennis has full responsibilities for utility expenses, maintenance and capital repairs/replacement. Due to the age of the building, the City's goal was to collect rent for 5 years at \$5,000 per year to cover future demolition costs. These funds are kept in a separate capital account. The lease was silent regarding rental rate for the option years pending the condition of the building and relationship with the tenant.

As you may know, Grassroots Tennis is a non-profit entity. They have continued to grow and provide greater services to the youth in community in both sports and afterschool education. With the completion of the new tennis courts (with funding contribution from Grassroots) and the continued delay with the new Columbus

School at Ely project, Grassroots is requesting an extension of their lease for two years at \$1 per year.

ACTION REQUESTED:

“Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the Agreement with Norwalk Grassroots Tennis and Education, Inc. for the use of the modular building at Nathaniel Ely Center, to accept the 2-year renewal option for \$1 per year. The City will continue to have no responsibilities for utility expenses, building repairs and/or capital replacement costs.”



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

TO : MEMBERS OF COMMON COUNCIL

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER

RE : **NEW NORWALK HIGH SCHOOL PROJECT –
APPROVAL OF ARCHITECT FOR CONCEPTUAL DESIGN**

DATE: JANUARY 9, 2020

In conversation with State DAS Office of Construction Grants in September 2019 regarding reimbursement of various eligible projects for Norwalk High School, the State suggested the need to have a comprehensive assessment of Norwalk High School and the development of a complete long term building improvement strategy, including the possibility of a new building. Through these conversations, the concept of a new Norwalk High School with the possibility of a 80% reimbursement began to surface. City and Board of Education staff developed conceptual education specifications and building layouts and submitted to the State for consideration. In December, the City received positive response from the State and thereafter, the City began the project development phase for a new school.

As we begin the planning phase for a new school and start to develop a schedule, we find there is limited time to prepare all of the documents required for state project submission and budget requirements for a project of this magnitude. In an effort to provide the most accurate information within our time frame it would be prudent to develop a conceptual design by a professional architect and obtain a professional cost estimate expeditiously. These tasks take time to develop and would range in cost from \$50,000 to \$100,000.

At the January 6, 2020 Land Use and Building Management Committee meeting, I advised the Committee that we will need to further develop a project scope and budget by March 1, 2020 in order for the City to incorporate

this project into the 2020-2021 Capital Budget approval process. The standard RFP process for an architect would be expected to take until the beginning of March by the time a contract is fully executed for the successful respondent to begin work. This process would not be practical based on our time constraints. Therefore, with the approval of the Committee, Jim Giuliano and I began evaluation of various school architectural firms with experience in major school construction projects. We reached out to JCJ Architecture to determine their availability to provide necessary staffing in the next six weeks to develop the required conceptual design. Attached is a brief summary of the firm's services and experience.

Please be advised that this award to JCJ Architecture is for a limited scope only. Jim and I will be working with Purchasing Department to prepare a Request for Proposals (RFP) for architectural services for the entire project. We intend to attach JCJ's report and the Norwalk High School Education Specifications (Ed Spec is scheduled to be completed and approved by Board of Education in February) as part of the RFP.

ACTIONS REQUESTED:

Authorize the Purchasing Agent to issue a Purchase Order to JCJ Architecture, PC, to provide limited conceptual architectural design services for the new Norwalk High School construction project. This design effort, together with construction cost estimating services, to be provided by a separate firm, will be the basis for the new Norwalk High School budget. Fees for the design services shall be for a total not to exceed \$50,000.00. Funds are available in existing Norwalk High School capital budget account #0918/195010 5777 0610.

CONTACT

James E. LaPosta, Jr., FAIA, LEED AP
120 Huyshope Avenue, Suite 400
Hartford, CT 06106
T: 860.247.9226
F: 860.524.8067
E: jlaposta@jcj.com

YEAR ESTABLISHED

1936

OWNERSHIP

Corporation

SIZE OF FIRM

109 Total Staff
44 Registered Architects
25 LEED AP
7 Offices

LOCATIONS

Boston
Hartford
Los Angeles
New York
Atlanta
San Diego
Phoenix

RESOURCES/SERVICES

Master Planning
Pre-Design Feasibility and Planning
Project Management
Architecture
Interior Design
Construction Documents
Construction Administration
Historic Preservation
Regulatory Approvals
Sustainable Design
Graphic Design and Environmental Branding

AREAS OF EXPERTISE

Public and Private K12
College and University
Community and Non-Profit
Corporate / Commercial
Historic and Adaptive Reuse
Public Safety and Justice
Municipal

JCJ Architecture has been in continuous operation in the City of Hartford since 1936. The firm's roots are based on a portfolio and expertise in public education, municipal, community, public safety, historic restoration and hospitality. The firm has built a practice that balances the business and art of design by integrating rigorous methods of management with the highest standards of design and client service.

JCJ ARCHITECTURE

We practice a demanding discipline that calls for the highest quality in formulation and implementation. The collective skills we have acquired through study, observation and practice are supported by a business framework that gives structured freedom to creativity and an overriding sense of purpose. We strive to connect with our clients in their world and to bring our extensive experience and knowledge to every project and every interaction. Most importantly, we understand that the world is changing and what we must do to help our clients adapt and thrive.

JCJ Architecture's extensive portfolio of work demonstrates our ability to provide comprehensive services and apply our collective knowledge for clients in the public and private sectors. We are proud of having created buildings and environments of exceptional quality and of having contributed to making many communities better places to live and work. In all aspects of our work, we strive to live and practice in alignment with our corporate mission statement: Design That Builds Community.

FOUR CLIENT-FOCUSED ACTIONS GUIDE OUR PROCESS:

- ENGAGE:** Arrive at the best solutions engaging directly with Stakeholders to brainstorm ideas and concepts.
- EXPLORE:** Leave no stone unturned in our quest to develop responsive project solutions.
- COORDINATE:** Keep all members of the project team moving in a positive direction that fulfills project and client goals.
- RESPOND:** Share information and report a timely and effective manner.

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

2

21. TITLE AND LOCATION (City and State)

Middlesex Middle School
Darien, CT

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2000

CONSTRUCTION (if applicable)
2000

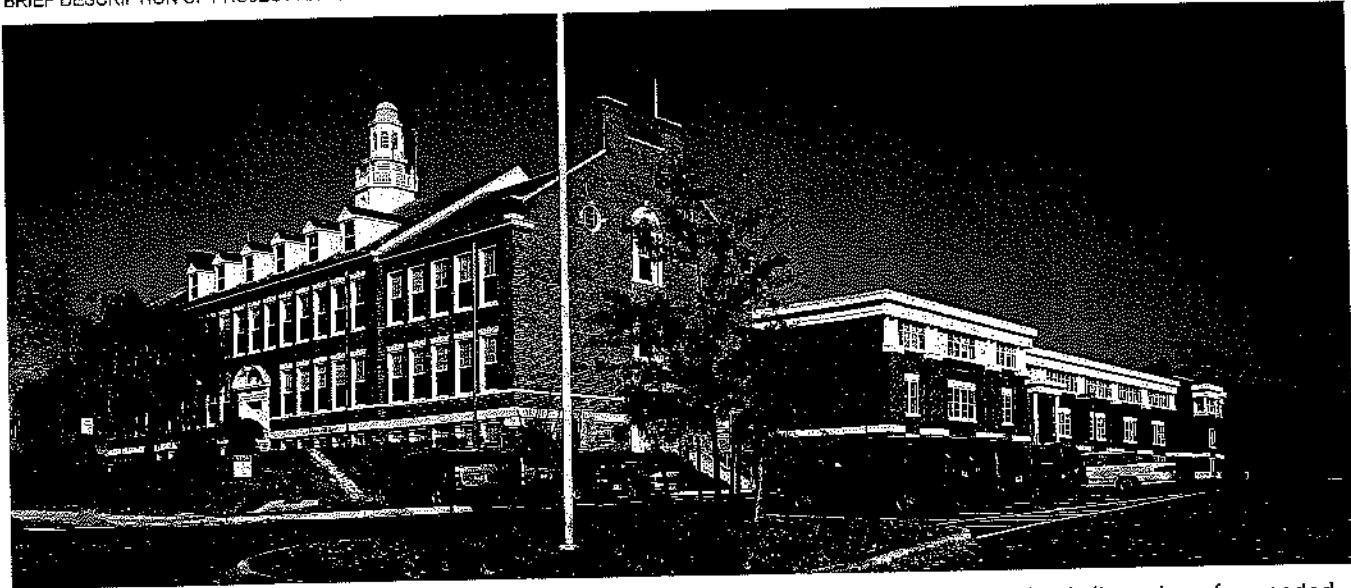
23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
Darien Public Schools

b. POINT OF CONTACT
Evonne Klein - former First Selectman

c. POINT OF CONTACT TELEPHONE NUMBER
203.656.7300

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope, size, and cost)*



A major landmark in the Town of Darien, this handsome three-story, Georgian style Middle School sits on top of a wooded knoll. Built to the southeast of the site, the new three-story classroom addition contains a media center, science labs, an additional gymnasium, a new cafeteria and kitchen. After the new addition was completed, the older single-story wings of the building were demolished and the original building completely renovated and brought up to code. In the place of the old single-story additions is a new main entrance to the building with a parent drop off loop and visitor parking. As part of a master plan for the entire site, a new bus driveway to the rear of the site was added, along with several new sports fields.

Renovation; Size: 55,000 SF, New Construction; Size: 120,000 SF, 900 students, Grades 6-8; Cost: \$22,000,000

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	JCJ Architecture, PC	Hartford, CT	Architecture, Interior Design
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified.
Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER
5

21. TITLE AND LOCATION (City and State)

Duggan PreK-8 School
Waterbury, CT

22. YEAR COMPLETED
PROFESSIONAL SERVICES
2009

CONSTRUCTION (if applicable)
2011

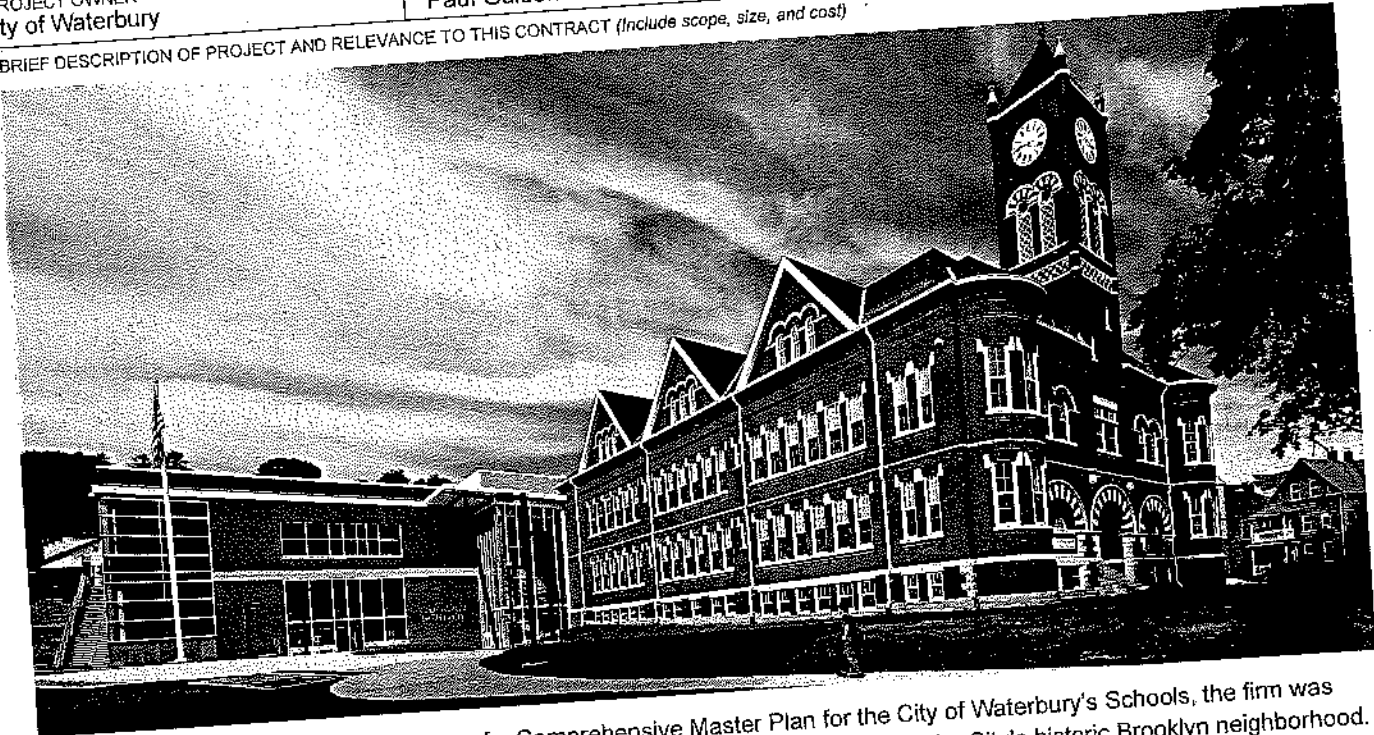
23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
City of Waterbury

b. POINT OF CONTACT
Paul Guidone

c. POINT OF CONTACT TELEPHONE NUMBER
203.346.2341

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)



Following JCJ Architecture's completion of a Comprehensive Master Plan for the City of Waterbury's Schools, the firm was engaged to provide services to restore, renovate and expand the Duggan School in the City's historic Brooklyn neighborhood. The original school, constructed in 1890, had been closed for over a decade; strong public sentiment was responsible for the revival of the four-story, 31,000 square foot local landmark.

A three-story addition of nearly 45,000 square feet engages the existing structure at the back of the wedge-shaped site. Contemporary details within the new construction function alongside original architectural elements, making the school a unique reflection of the community's commitment to education, preservation and the surrounding neighborhood.

The school is configured to maximize student engagement with their peers while providing each grade its own place within the school. A tightly constrained and sloping site, the design solution maximizes available space, preserves historic site features and is proportioned to fit within a neighborhood of three and six-family homes.

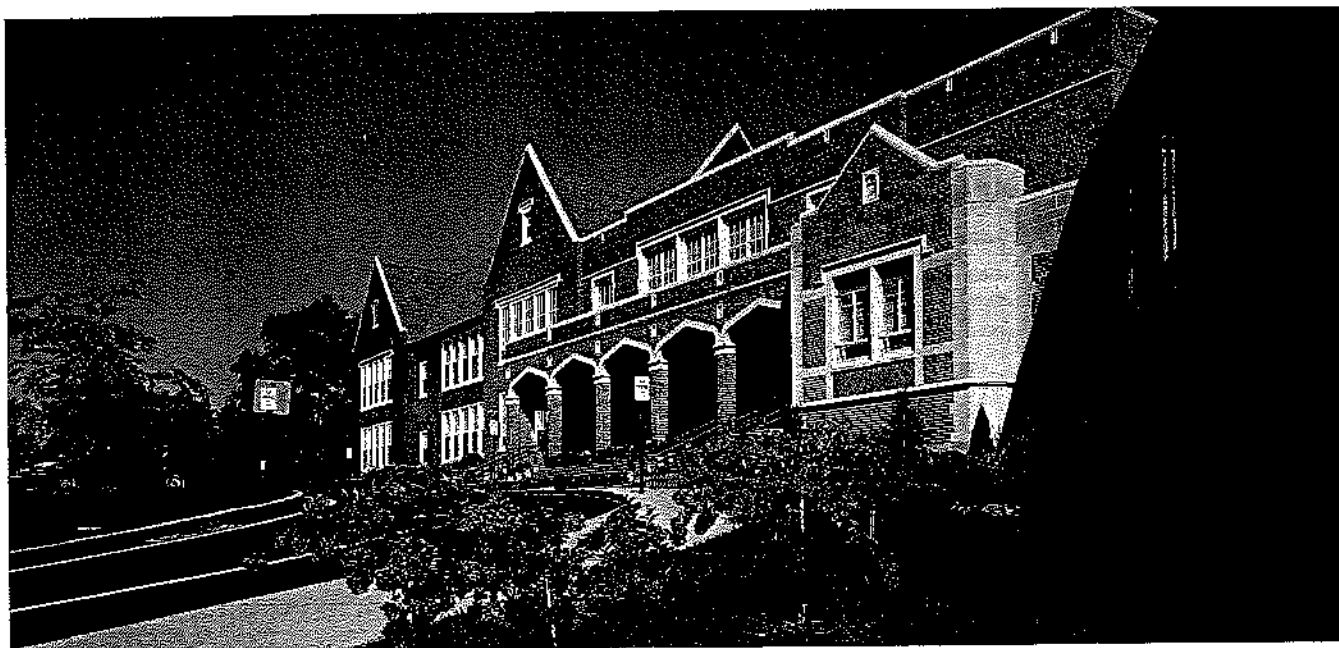
Size: Addition & Renovation - 31,000 SF (Renovation)/45,000 SF (New); 550 students; Grades K-8; Cost: \$31,900,000

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	JCJ Architecture, PC	Hartford, CT	Architecture, Interior Design
b.	BVH Integrated Services, PC	Bloomfield, CT	MEP/FP
c.	Crabtree McGrath	Georgetown, MA	Food Services

STANDARD FORM 330

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 6
21. TITLE AND LOCATION (City and State) Greens Farms School Westport, CT		22. YEAR COMPLETED PROFESSIONAL SERVICES 1998 CONSTRUCTION (if applicable) 2000
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Town of Westport	b. POINT OF CONTACT Josephine Fuchs-Luscombe	c. POINT OF CONTACT TELEPHONE NUMBER 203.227.0393
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(include scope, size, and cost)</i>		



JCJ provided programming, site evaluation, space planning and full architecture and interior design services for this historic elementary school. The school was completely gutted and renovated to 21st century education standards. Extensive landscaping included new playgrounds and ball fields, and evokes a park-like setting. Preservationist architect Barkin & Andrade was retained by JCJ to ensure that the historical integrity of the building was maintained.

A side entrance that once served as the original main entrance became the focal point of the project. The space includes a restored arts and crafts fountain containing artwork that celebrates the coastal heritage of the community. The State Historical Commission had oversight over all proposed renovations and restoration measures, due to its listing on the National Register of Historic Places.

New Construction; Size: 47,500 SF, Renovations; Size: 50,000 SF; Grades K-5, Cost: \$9,500,000

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME JCJ Architecture, PC	(2) FIRM LOCATION (City and State) Hartford, CT	(3) ROLE Architecture, Interior Design
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

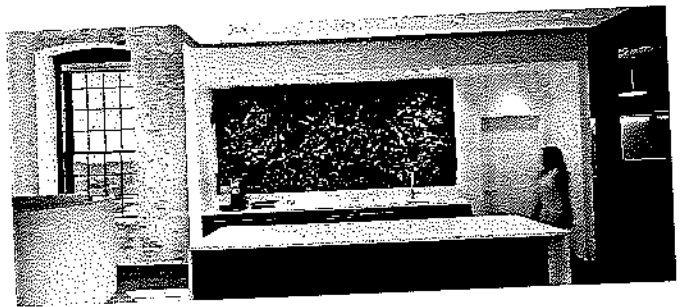
DESIGNING WELLNESS

From the earliest phases of project planning, we encourage clients to consider how master planning decisions can promote healthy work practices and lifestyles as well ecological sensitivity.

Institutions are more concerned than ever about design that takes the physical and mental well-being of occupants into consideration. Site planning and spatial design can foster stress reduction, improved performance, fitness, and nutrition, and is an asset to maximizing human potential. JCI is one of a select few architecture firms to be part of the Delos Living Alliance, and are one of the first firms in the world to have trained, provisional WELL Building Standard Accredited Professionals (WELL APs). WELL Building Standard® is a program which is managed and administered by the International WELL Building Institute (IWBI), and is third party certified through IWBI's collaboration with the Green Building Certification Institute (GBCI) that oversees the LEED Green Building Rating System. WELL design principles and technology are transforming our work places, schools, homes, offices and other indoor environments by placing health and wellness at the center of design and construction decisions. The platform includes guidelines for creating spaces that nurture and promote human health and well-being. By exploring the intersection between people and the built environment, JCI creates healthy buildings by marrying the best innovations in technology, healthcare, science, design, and enterprise. Just as architecture has great potential to provide systems and materials that are sensitive to human biology, spatial design can actually cultivate choices that help prevent health problems before they begin. Positioning buildings on sites to take advantage of natural lighting and ventilations as well as views to the outside are known to reduce stress.

Sustainable and eco-sensitive design should also be an early consideration. Properly planned and managed development can produce a wide range of economic, environmental, and aesthetic benefits to society, right alongside the preservation of one of our most important resources – green space, vegetation and habitat. Embracing this philosophy, many of our clients have undertaken significant efforts related to preservation of biota and enhancement of landscapes and landholdings. If deemed appropriate by you, we are able to keep an eye towards minimal impact on immediate surroundings and ecosystem, and will bring a thoughtful and balanced understanding of strategies, potential pitfalls, and benefits that come with intervention at the sites. To

develop an ecologically sensitive design, the team must have an understanding of natural systems and processes. Not only should the landscape architecture avoid invasive, exotic vegetation and protect native plants, soils, wildlife and water resources, but the project's designers and engineers should endeavor to protect nature's balance in the building design. Building forms and the physical aspects of materials should be carefully considered. As projects progress, JCI's design teams recommend a variety of approaches that are sustainable and focused on high efficiency. Utilizing low VOC, renewable, recycled and recyclable materials, low-flow plumbing fixtures, etc., as well as embracing activities that contribute to the goal of achieving a lesser carbon footprint are powerful choices that will contribute to a better future.



During the project, the JCI consortium will work with you to establish your human and ecological wellness goals and share our expertise. We do not practice a process of 'Green for Green's sake' but filter all of our work through the critical question 'how does this approach support the mission of this client?' We embrace a 'triple bottom line: people, planet, performance'. Ultimately we expect our designs to deliver results. We work with key stakeholders to identify sustainable design opportunities through an EcoCharette process. In this process we can quickly prioritize opportunities based on stakeholder interest, program alignment, funding, and building integration. JCI began designing sustainable projects long before the LEED rating system was developed by the U.S. Green Building Council. As architects, we value our role as environmental stewards, and know that responsible use of resources and architectural distinction do not need to be mutually exclusive. Holistic design approach allows us to integrate green strategies into the fundamental building design, thereby minimizing first costs. Passive solutions such as maximizing building orientation, minimizing building depth, and thinking of the incorporation of day lighting and natural ventilation can have considerable effects on building performance and indoor environmental quality when the design is ultimately developed.

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

INTEGRATION OF 21ST CENTURY TECHNOLOGY

EDUCATIONAL TECHNOLOGY

Each successive generation of learners has new hi-tech tools available. At their core, these critical tools must support genuine teaching and learning by being integrated seamlessly into our school buildings, and the buildings must be designed flexibly to support integration of new technologies as they develop. Having designed more than 200 new and or renovated schools in the last two decade, JCJ Architecture understands how to integrate current information technology needs into public schools and works corroboratively to support and integrate a school district's standards while accommodating developing educational technologies. Having worked across many school districts nationally, we have the ability to bring best-in-class experience to the City of Norwalk.

The current research in educational technology supports the notion that both the learner and the learning environment must be viewed as dynamic. JCJ works with teachers to understand how their settings are being influenced by technology and how the technology can be re-assessed to promote authentic and experiential learning opportunities.

Students today are often more comfortable with technology than their teachers are and the social trends of today mean that just about everyone carries a smart phone. At JCJ we work with the best technology consultants we can find to assure us and our clients that we are looking at the latest trends, specifying equipment that is appropriate, and building in room to grow.

The growth of school technology has not really followed the trends in other parts of society. While students are constantly using their phones to communicate in many different ways, some schools are still using overhead projectors in the classroom. The leap forward that is almost here is to cloud computing for the curricular aspects. We say 'almost here' but we are now designing schools and technology packages that will fully support cloud based technology whenever the district is ready to throw the switch.

The benefits to cloud based computing is the significant reduction in per-pupil costs for the interface. Whereas previously a laptop computer might be the most cost efficient device, a pad or touch-screen device can be less than one-fifth the cost, allowing districts to put more devices into the hands of students.

We'll work with the South Norwalk School at the Ely Siteto understand the direction and goals of the IT department, then we'll incorporate the appropriate backbone and cabling into the schools. Selection of IT equipment will be done by the District and the consultant team, with an emphasis on furthering the technology plan of the District and providing the most economical, functional, and durable hardware possible.



I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE
August 8, 2017

33. NAME AND TITLE

James E. LaPosta, Jr., FAIA, LEED AP- Principal | President

VII. E

AGENDA

DECEMBER 12, 2019

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
ACOSTA LILIANA OROZCO	18-MV-300981 (\$35.70)	PRORATION
AMF CONSTRUCTION SERV LLC	18-MV-302399 (\$36.13)	PRORATION
BAIJAL HEMANT	18-MV-304151 (\$16.16)	PRORATION
BENOIST-DETIVEAUD JEAN FRANCIOS	18-MV-305669 (\$23.92)	PRORATION
BJERNESTAD PETER J	18-MV-306211 (\$119.21)	PRORATION
CCAP AUTO LEASE LTD	18-MV-311641 (\$239.03)	PRORATION
CCAP AUTO LEASE LTD	17-MV-311285 (\$374.65)	PRORATION
CCAP AUTO LEASE LTD	17-MV-SEE BACK UP (\$4,076.27)	PRORATION
CCAP AUTO LEASE LTD	17-MV-311272 (\$556.15)	PRORATION
	18-MV-311387 (\$406.10)	PRORATION
CCAP AUTO LEASE LTD	17-MV-311338 (\$306.40)	PRORATION
CCAP AUTO LEASE LTD	17-MV-402535 (\$61.52)	PRORATION
DAIMLER TRUST	18-MV-315817 (\$598.94)	PRORATION
DEBARTOLOMEIO BRIDGET E	18-MV-316590 (\$13.23)	PRORATION
ENTERPRISE FM TRUST	18-MV-320696 (\$49.33)	PRORATION
FOLEY ERIN MARIE	18-MV-323485 (\$106.23)	PRORATION
GABRIELLE TRUCK LEASING LLC	18-MV-324352 (\$378.89)	PRORATION
GAO JIALI	18-MV-324712 (\$19.91)	PRORATION
GRAY VICTORIA LYNN & ERIC	18-MV-406209 (\$137.53)	PRORATION
HAGERTY JANE C	18-MV-328506 (\$46.94)	PRORATION
HILL GLEN A	18-MV-330162 (\$73.18)	PRORATION
HONDA LEASE TRUST	18-MV-327482 (\$94.44)	PRORATION
	18-MV-331195 (\$267.98)	PRORATION
	18-MV-331521 (\$334.26)	PRORATION
	18-MV-331639 (\$117.28)	PRORATION

AGENDA**DECEMBER 12, 2019****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
HONDA LEASE TRUST	18-MV-330744 (\$252.07)	PRORATION
	18-MV-331061 (\$246.94)	PRORATION
	18-MV-331092 (\$253.11)	PRORATION
HONDA LEASE TRUST	17-MV-331491 (\$327.43)	PRORATION
HONDA LEASE TRUST	18-MV-SEE BACK UP (\$2,425.29)	PRORATION
HYUNDAI LEASE TITLING TRUST	17-MV-332132 (\$362.29)	PRORATION
HYUNDAI LEASE TITLING TRUST	18-MV-332644 (\$274.49)	PRORATION
JOSEPH MICHAEL F	18-MV-334489 (\$62.41)	PRORATION
JP MORGAN CHASE BANK NA	18-MV-335548 (\$36.77)	PRORATION
LOKAJ TOMASZ	18-MV-340079 (\$74.10)	PRORATION
MAMMADOU ROUSHAR	18-MV-341824 (\$62.56)	PRORATION
MARTINEZ AURA B	18-MV-342585 (\$120.00)	PRORATION
MATTERA PIETRO P	18-MV-343121 (\$68.20)	PRORATION
MEDINA HERNANDO A	18-MV-344163 (\$58.55)	PRORATION
MONZON JUAN L	17-MV-345856 (\$101.72)	PRORATION
NAVARRO LINDSAY S	18-MV-347745 (\$79.47)	PRORATION
NISSAN INFINITI LT	18-MV-348704 (\$422.54)	PRORATION
NISSAN INFINITI LT	18-MV-349005 (\$359.92)	PRORATION
	18-MV-349090 (\$570.85)	PRORATION
NOIA RAYMOND F	18-MV-349305 (\$31.63)	PRORATION
OSORIO SANDRA P	17-MV-350491 (\$110.38)	PRORATION
RIZZO MASONRY & LANDSCAPING INC	18-MV-356833 (\$32.70)	PRORATION
ROY EUNICE M	18-MV-358291 (\$14.70)	PRORATION
SACCHINELLI NICHOLAS R	18-MV-358832 (\$17.65)	PRORATION
TOYOTA LEASE TRUST	18-MV-366503 (\$54.49)	PRORATION

AGENDA

DECEMBER 12, 2019

CLAIMS COMMITTEE MEETING**REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
TOYOTA LEASE TRUST	17-MV-366998 (\$140.05)	PRORATION
	17-MV-414553 (\$577.56)	PRORATION
	17-MV-366489 (\$233.71)	PRORATION
TOYOTA LEASE TRUST	18-MV-366821 (\$110.33)	PRORATION
	18-MV-367212 (\$131.06)	PRORATION
TOYOTA LEASE TRUST	18-MV-SEE ATTACHED (\$7,810.85)	PRORATION
TOYOTA LEASE TRUST	18-MV-SEE ATTACHED (\$2,794.79)	PRORATION
TOYOTA LEASE TRUST	17-18-MV-SEE ATTACHED (\$6,813.89)	PRORATION
TOYOTA LEASE TRUST	17-MV-SEE BACK UP (\$837.65)	PRORATION
TOYOTA LEASE TRUST	18-MV-366801 (\$244.01)	PRORATION
	18-MV-366892 (\$330.33)	PRORATION
	18-MV-367057 (\$330.33)	PRORATION
	18-MV-367118 (\$321.46)	PRORATION
USB LEASING LT	18-MV-368406 (\$245.63)	PRORATION
VAULT TRUST	18-MV-SEE BACK UP (\$1,742.77)	PRORATION
VAULT TRUST	17-MV-368993 (\$271.41)	PRORATION
VW CREDIT LEASING LTD	18-MV-371037 (\$126.02)	PRORATION
	18-MV-371247 (\$283.84)	PRORATION
VW CREDIT LEASING LTD	18-MV-370893 (\$152.08)	PRORATION
VW CREDIT LEASING LTD	18-MV-370785 (\$317.89)	PRORATION
	18-MV-370808 (\$364.19)	PRORATION
	18-MV-371050 (\$619.04)	PRORATION
	18-MV-371057 (\$293.09)	PRORATION
	18-MV-371327 (\$203.47)	PRORATION
VW CREDIT LEASING LTD	17-MV-370428 (\$182.26)	PRORATION

AGENDA

DECEMBER 12, 2019

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
VW CREDIT LEASING LTD	18-MV-SEE ATTACHED (\$2,000.82)	PRORATION
VW CREDIT LEASING LTD	18-MV-370827 (\$285.76)	PRORATION
	18-MV-370990 (\$126.02)	PRORATION
WANG SHIAO H	18-MV-371594 (\$106.26)	PRORATION
WASHER LOUISE B	18-MV-371718 (\$11.36)	PRORATION
ZHANG EDWARD HONG	18-MV-373992 (\$227.18)	PRORATION
HORN VALERIE P		ABATE SEWER BASE
20 MEEKER CT	16-RE-112470 (\$385.00)	FEE PER WPCA
6-28C-12A-0	17-RE-112518 (\$352.00)	

CCAP AUTO

BILL #	PLATE #	VIN#	AMOUNT
17-311245	OAGFX3	1C4PJMB52EW159981	\$511.86
17-311282	8AVMA1	1C4RJFAG0FC890963	\$385.91
17-311375	1ASFN3	1C4RJFCT9FC611083	\$562.43
17-311377	1AMVM1	1C3CCCBBXFN566526	\$305.29
17-311379	1ATRL6	1C4PJMDB7FW641277	\$371.69
17-311473	1APWH2	1C4PJMDB8FW538451	\$334.67
17-311490	9AMVM8	1C4PJMB52EW280641	\$511.86
17-311495	4AKEH7	1C4RJFJGXEC404786	\$655.42
17-311603	4AJDF5	1C4RJFJGXEC404786	\$437.14
TOTAL			\$4,076.27

HONDA LEASE TRUST

BILL #	PLATE #	VIN#	AMOUNT
18-330581	AG88827	2HKRM4H38GH692197	\$ 94.87
18-330812	184YGS	3CZRU6H34GM728693	\$ 212.85
18-330824	AN68367	2HKRM4H78GH705985	\$ 164.47
18-330926	AM51250	2HGFC1E5XHH706896	\$ 376.84
18-331117	AE78849	1HGCR2F37GA129651	\$ 29.23
18-331350	AG23920	2HGFC1F71GH654587	\$ 34.00
18-331396	AD54873	19UUB3F57GA001734	\$ 448.80
18-331399	AK91695	5J8TB4H71JL000414	\$ 627.47
18-331434	170XFY	5FPYK3F79HB029584	\$ 121.83
18-331527	AC99756	5J6RM4H4XGL031169	\$ 273.79
18-331571	AH41096	5FNRL5H37GB131903	\$ 41.14

TOTAL**\$ 2,425.29**

VAULT TRUST

BILL #	PLATE #	VIN#	AMOUNT
18-369329	4AWKK6	2C3CDZDJ7FH831898	\$ 173.34
18-369359	AD23792	1C4RJFBG3FC943427	\$ 135.37
18-369367	AD23487	1C4BJWEG6GL199157	\$ 110.78
18-369389	967ZDZ	1C4RJFAG8FC838531	\$ 432.30
18-369451	AB70272	1C4RJFCG8FC209946	\$ 204.88
18-369537	AC79942	1C4RJFBG0FC688073	\$ 90.44
18-369552	AA40943	JA4JZ4AX1GZ042528	\$ 72.93
18-369555	AK25008	ZARFAEDNXH7550082	\$ 152.19
18-369577	6AWRV6	1C4PJMDB0FW682138	\$ 370.54
TOTAL			\$ 1,742.77

VW CREDIT INC

BILL #	PLATE #	VIN#	AMOUNT
17-370724	1AFFL5	1VWAT7A31EC100057	\$ 59.26
18-370898	1AFFL5	1VWAT7A31EC100057	\$ 196.70
18-370929	AD55718	WA1L2AFP0GA105878	\$ 206.10
18-370987	AC18738	WVGBV7AX8GW548233	\$ 378.43
18-371201	AA43593	WAUB8GFF6G1031762	\$ 400.93
18-371239	0ASRK6	1VWAT7A38FC032843	\$ 173.18
18-371252	AA85133	3VWD17AJXFM427512	\$ 239.19
18-371315	277ZHM	WVGBV7AX4GW002688	\$ 347.03
TOTAL			\$ 2,000.82

AGENDA**JANUARY 9, 2020****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
ACAR LEASING LTD	18-MV-300677 (\$505.37)	PRORATION
BALA ADITHY A	18-MV-304270 (\$42.76)	PRORATION
CAB EAST LLC	16&17-MV-SEE BACK UP (\$660.83)	PRORATION
CONNECTICUT GREEN LLC	18-MV-313705 (\$43.67)	PRORATION
DASH JANE NICOLE	18-MV-316200 (\$58.67)	PRORATION
FINANCIAL SER VEH TRUST	18-MV-SEE ATTACHED (\$2,767.03)	PRORATION
FINANCIAL SER VEH TRUST	18-MV-SEE ATTACHED (\$2,010.72)	PRORATION
GARCIA-LEIVA HECTOR TOLENTINO	17-MV-325007 (\$42.75)	PRORATION
	17-MV-325008 (\$89.72)	PRORATION
	18-MV-325033 (\$73.23)	PRORATION
GEORGE JESSE J	18-MV-325707 (\$27.29)	PRORATION
HAAN AUTO TRUST	17-MV-328307 (\$355.89)	PRORATION
HONDA LEASE TRUST	18-MV-SEE ATTACHED (\$890.16)	PRORATION
JP MORGAN CHASE BANK NA	18-MV-335140 (\$114.78)	PRORATION
	18-MV-338282 (\$251.36)	PRORATION
JP MORGAN CHASE BANK NA	18-MV-334643 (\$101.65)	PRORATION
	18-MV-334678 (\$154.86)	PRORATION
	18-MV-335253 (\$34.91)	PRORATION
	18-MV-335409 (\$314.35)	PRORATION
KOZAK IHOR	18-MV-337462 (\$28.85)	PRORATION
MACLEOD HEATHER A	18-MV-341322 (\$82.19)	PRORATION
	18-MV-340796 (\$90.00)	PRORATION
MORA-SALINAS MIGUEL	18-MV-346255 (\$84.24)	PRORATION
NISSAN INFINITI LT	18-MV-349218 (\$121.22)	PRORATION
NISSAN INFINITI LT	18-MV-348954 (\$419.08)	PRORATION

AGENDA

JANUARY 9, 2020

CLAIMS COMMITTEE MEETING**REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
PADULA JEAN J	18-MV-351084 (\$35.00)	PRORATION
PINEDA ROBERTO	18-MV-353505 (\$35.74)	PRORATION
SINCLAIR ANDREW DOUGLAS	18-MV-361898 (\$24.75)	PRORATION
VW CREDIT LEASING LTD	18-MV-371021 (\$477.39)	PRORATION
 CADAVID ALVARO		
97 NEW CANAAN AVE	16-RE-103819 (\$2872.00)	SEWER FEE
5-51-7-0	17-RE-103924 (\$3016.00)	ADJUSTMENT
 <u>SPECIAL REQUESTS:</u>		
CAB EAST LLC	18-MV-SEE ATTACHED (\$18,037.68)	PRORATION

[illegible]

Financial ser veh trust

<u>BILL NO.</u>	<u>VIN</u>	<u>REG</u>	<u>AMOUNT</u>
17-322413	5UXWX9C55E0D42604	489XEZ	\$ 533.73
18-322683	5UXWX9C55E0D42604	489XEZ	\$ 392.32
17-322414	WBAVL1C57FVY40876	AA81615	\$ 39.92
18-322780	WBAVL1C57FVY40876	AA81615	\$ 399.29
18-322698	5YMKT6C54G0R78920	AC49829	\$ 733.33
18-322706	WBA8D9C58JEM33988	AA49858	\$ 202.60
18-322718	WBXHT3C3XG5E49433	AB96864	\$ 222.23
18-322755	WMWXM5C59FT942169	809RYH	\$ 243.61
			\$ 2,767.03

REF REQ
MAILED
11-26-19

FINANCIAL SER VEH TRUST

18-322584	260WHX	WBALM1C51GE634779	\$ 744.46
18-322710	AA60790	WBA3B5G58FNS17620	\$ 387.72
18-322659	AM36731	WBA8B7G53GNT14498	\$ 575.25
18-322692	AP90861	WMWXP5C59H3C63984	\$ 61.24
18-322533	AL71914	WBA3X9C58GD869952	\$ 242.05
TOTAL			\$2,010.72

[illegible]



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

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

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

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: December 11, 2019
Re: Narrative for November, 2019 Tax Collector's Report

As of the end of November 2019, five months into our fiscal year, we had collected more than \$175 million, or **52.5%** of our now nearly \$334 million adjusted tax levy. Between the end of October and the end of November 2019, our adjusted tax levy went up more than \$3.4 million, because we added the 2018 motor vehicle supplemental levy to the collectible figure. Because of this, our year to date collection percentage decreased, from 52.73 to 52.5%, in this time period. As of the end of November, 2019, we collected more than \$8 million of our sewer use levy, or **49.05%**. We also collected 79.18% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority. Compared with the prior fiscal year, we are slightly behind with regard to taxes (-0.34%) and sewer use collections (-2.20%). With regard to prior years' collections, through the month of November 2019, we showed a net collection of more than \$2.3 million in back taxes, interest, lien fees and other fees.

Tax statements for the second installment were mailed to Norwalk taxpayers beginning on December 6. This billing includes supplemental motor vehicle bills (noted above) for motor vehicles newly registered after October 1, 2018. Those bills are 'due' January 1, payable by February 3, 2020, along with the second installment of dual installment real estate, sewer use and business personal property bills.

In October, our delinquent tax collector issued approximately 30 new alias tax warrants for past due business personal property to our state marshals for collection. In these cases, we go door to door with the marshals in an attempt to collect and / or determine if there is any property subject to seizure. We are also in the final stages of a payroll garnishment against approximately 60 city and board of education employees who owe back taxes to the city. This is a process we undertake once or twice annually. We are also working with the Department of Health to identify taxpayers who owe past due business personal property taxes. The city will withhold renewal of any health permit until the establishment's back taxes are paid. This affects taxpayers such as nail salons, restaurants and other food establishments, hotels, and various other businesses. Health permits are renewed in January.

We have commenced work on the tax sale that will be held in July, 2020, and will continue that work through the winter. We identified 185 properties that would potentially be included in the sale, and sent preliminary correspondence to the owners notifying them of the sale with the intention of providing as much advance notice as possible - approximately three months more time than required by statute. Our preliminary criteria is either three years in arrears, or \$15,000 or more due. We also included accounts that were close to the \$15,000 threshold, in case that amount changes. We will not finalize the criteria until after the second installment collection period ends in February 2020. The properties we identified represent approximately \$4.6 million in taxes, including second installment payments that become delinquent on Feb. 3. Since we sent the letters, in about a week's time, we collected more than \$46,000 on these properties.

Maintaining a high current tax collection rate by efficiently enforcing collection of past due taxes allows budget making authorities to set lower mill rates, because there can be less of an 'allowance' for anticipated uncollectibles in the coming fiscal year. When taxpayers fail to pay on time, the city is nonetheless committed to spending to bring to fruition all of the programs planned for that fiscal year. Because not everybody will pay on time, mill rates are set slightly higher to allow for 'uncollected taxes'. If we keep the current tax collection rate high, that 'uncollectible' amount can be less. This is tax relief for every taxpayer. This is the primary driver for our aggressive and consistent tax collection enforcement policies. It is important to keep this thought in mind as we begin the annual budget process, as approximately 90% of the City's annual operating revenue is generated from property taxes.



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

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

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

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: January 8, 2020
Re: Narrative for December, 2019 Tax Collector's Report

As of the end of December 2019, halfway through our fiscal year, we had collected more than \$207 million, or **62.12%** of our now nearly \$334 million adjusted tax levy. As of the end of December, 2019, we collected more than \$10 million of our sewer use levy, or **60.54%**. We also collected 79.55% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority. Compared with the prior fiscal year, we are slightly ahead with regard to taxes (1.43%) as well as sewer use collections (1.68%). With regard to prior years' collections, through the month of December 2019, we showed a net collection of more than \$2.6 million in back taxes, interest, lien fees and other fees.

Tax statements for the second installment were mailed to Norwalk taxpayers beginning on December 6. This billing included supplemental motor vehicle bills for motor vehicles newly registered after October 1, 2018. Those bills are 'due' January 1, payable by February 3, 2020, along with the second installment of dual installment real estate, sewer use and business personal property bills.

Last month, we began work on the tax sale that will be held on July 20, 2020. We identified 185 properties that would potentially be included in the sale, and sent preliminary correspondence to the owners notifying them of the sale with the intention of providing as much advance notice as possible - approximately three months more time than required by statute. Since we sent the letters, in just about a month's time, we have already collected more than \$1.1 million in taxes on these properties. 15 properties were paid in full, and partial payments were made on others. Our preliminary criteria was either three years in arrears, or \$15,000 or more due. We also included accounts that were close to the \$15,000 threshold, in case that amount changes. We will finalize the criteria after the collection period ends next month. The properties we identified represent approximately \$4.6 million in taxes, including second installment payments that become delinquent on Feb. 3.

We are working with the Department of Health to identify taxpayers who owe past due business personal property taxes. The city will withhold renewal of any health permit until the establishment's back taxes are paid. This affects taxpayers such as nail salons, restaurants and other food establishments, hotels, and various other businesses. Health permits are renewed in January. Maintaining a high current tax collection rate by efficiently enforcing collection of past due taxes allows budget making authorities to set lower mill rates, because there can be less of an 'allowance' for anticipated uncollectibles in the coming fiscal year. When taxpayers fail to pay on time, the city is nonetheless committed to spending to bring to fruition all of the programs planned for that fiscal year. Because not everybody will pay on time, mill rates are set slightly higher to allow for 'uncollected taxes'. If we keep the current tax collection rate high, that 'uncollectible' amount can be less. This is tax relief for every taxpayer. This is the primary driver for our aggressive and consistent tax collection enforcement policies. It is important to keep this thought in mind as policy makers begin the annual budget process, as approximately 90% of the Norwalk's annual operating revenue is generated from property taxes.

**TAX COLLECTOR'S REPORT
NOVEMBER 2019**

**FISCAL YEAR 2019-2020
(2018 GRAND LIST)**

AUTOMOBILE-REGULAR \$20,398,846.95
AUTOMOBILE-SUPPLEMENTAL \$3,411,633.59
PERSONAL PROPERTY \$18,801,474.70
REAL ESTATE \$292,525,761.66
TOTAL TAX \$335,037,716.90

SEWER USE

\$16,686,428.00
IPP FEE \$203,250.00

**FISCAL YEAR 2018-2019
(2017 GRAND LIST)**

AUTOMOBILE-REGULAR \$19,785,892.64
AUTOMOBILE-SUPPLEMENTAL \$3,590,970.07
PERSONAL PROPERTY \$21,248,718.54
REAL ESTATE \$280,979,420.26
TOTAL TAX \$325,605,001.51

SEWER USE

\$15,844,431.00
IPP FEE \$207,250.00

**TAX DIFFERENCE 2018 G.L. vs. 2017 G.L.
INCREASE/(DECREASE)**

\$9,432,715.39

**SEWER DIFFERENCE 2018 G.L. vs. 2017 G.L.
INCREASE/(DECREASE)**

\$241,997.00

**IPP DIFFERENCE 2018 G.L. vs. 2017 G.L.
INCREASE/(DECREASE)**

(\$4,000.00)

BACK TAXES COLLECTED

PRIOR TAXES \$1,456,245.81
PRIOR SEWER USE FEE \$98,836.72
PRIOR IPP FEE \$4,174.89
TOTAL PRIOR TAX, SEWER & IPP \$1,560,257.42

CURRENT INTEREST

PRIOR INTEREST \$298,316.17
SEWER USE FEE INTEREST \$361,159.15
IPP FEE INTEREST \$32,035.51
TOTAL INTEREST COLLECTED \$2,395.48

PRIOR LIEN FEE

CURRENT LIEN FEE \$7,531.96
TOTAL LIEN FEE COLLECTED \$0.00

MISC FEES COLLECTED**

\$61,573.71

**TOTAL PRIOR TAX, ALL INTEREST
& ALL FEES**

\$2,323,770.40

ADJ. TAX COLLECTIONS

JUN 19 - NOV 19

\$17,686,829.56
\$2,827.81
\$9,993,845.04
\$147,638,870.28
\$175,302,372.67

JUN 18 - NOV 18

\$17,302,199.26
\$11,309.37
\$11,512,501.21
\$143,118,990.63
\$171,945,000.49

ORIGINAL LEVY

\$19,785,892.64
\$3,590,970.07
\$21,248,718.54
\$280,979,420.26
\$325,605,001.51

JUN 19 - NOV 19

\$17,686,829.56
\$2,827.81
\$9,993,845.04
\$147,638,870.28
\$175,302,372.67

\$3,357,372.18

(\$160,325.90)

\$683.71

**FISCAL YR 2017-2018
(JUL 18 - NOV 18)**

\$1,551,391.22
\$79,479.06
\$2,250.00
\$1,643,120.28

**FISCAL YR 2018-2019
(JUL 19 - NOV 19)**

\$284,557.26
\$433,463.74
\$38,280.99
\$758,432.27

**FISCAL YR 2019-2020
(JUL 20 - NOV 20)**

\$8,527.64
\$0.00
\$8,527.64

**FISCAL YR 2020-2021
(JUL 21 - NOV 21)**

\$351,789.95

\$2,762,281.14

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

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

COLLECTION %

88.56%
0.08%
53.16%
50.91%
52.50%

CHANGE IN LEVY

(\$346,722.88)
(\$5,231.36)
\$2,780.14
(\$807,344.61)
(\$1,156,518.71)

CORRECTED LEVY*

\$19,952,124.07
\$3,406,402.23
\$18,804,264.84
\$291,718,417.05
\$333,881,198.19

COLLECTION %

87.03%
0.08%
53.15%
50.47%
52.32%

\$3,357,372.18

(\$160,325.90)

\$750.00

**CUR YR vs. PRIOR YR
INC/DEC**

(\$105,145.41)
\$20,357.66
\$1,924.89
(\$82,862.86)

**CUR YR vs. PRIOR YR
INC/DEC**

\$14,258.91
(\$72,304.59)
(\$6,246.48)
(\$144,801)
(\$64,435.96)

**CUR YR vs. PRIOR YR
INC/DEC**

(\$995.68)
\$0.00
(\$995.68)

**CUR YR vs. PRIOR YR
INC/DEC**

(\$290,216.24)

(\$438,510.74)

CHANGE IN LEVY

(\$346,722.88)
(\$5,231.36)
\$2,780.14
(\$807,344.61)
(\$1,156,518.71)

CORRECTED LEVY*

\$19,952,124.07
\$3,406,402.23
\$18,804,264.84
\$291,718,417.05
\$333,881,198.19

COLLECTION %

87.45%
0.31%
54.18%
50.94%
52.81%

COLLECTION %

52.36%
79.42%

(\$937,932.36)

(\$443,935.00)

\$750.00

COLLECTION %

1.90%

COLLECTION %

0.04%

COLLECTION %

79.18%

COLLECTION %

79.18%

\$5,500.00

COLLECTION %

51.25%

CHANGE IN LEVY

(\$327,635.65)
(\$6,752.30)
(\$11,706.38)
\$127,507.98
(\$218,586.35)

CORRECTED LEVY*

\$19,458,256.99
\$3,584,217.77
\$21,237,012.16
\$281,106,928.24
\$325,386,415.16

COLLECTION %

52.36%
79.42%

COLLECTION %

51.25%

(\$937,932.36)

(\$443,935.00)

\$750.00

COLLECTION %

0.04%

COLLECTION %

79.14%

COLLECTION %

79.14%

COLLECTION %

79.14%

\$750.00

COLLECTION %

51.25%

**TAX COLLECTOR'S REPORT
DECEMBER 2019**

**FISCAL YEAR 2019-2020
(2018 GRAND LIST)**

	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 19 - DEC 19	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$20,298,846.95	\$17,928,764.40	88.32%	\$19,941,605.79	(\$357,241.16)	89.91%
AUTOMOBILE-SUPPLEMENTAL	\$3,411,633.59	\$656,994.79	19.26%	\$3,400,042.19	(\$11,591.40)	19.32%
PERSONAL-PROPERTY	\$18,801,474.70	\$11,118,067.45	59.13%	\$18,804,294.84	\$2,780.14	59.13%
REAL ESTATE	\$292,525,761.66	\$177,644,782.40	60.73%	\$291,655,494.37	(\$870,267.29)	60.91%
TOTAL TAX	\$335,037,716.90	\$207,343,609.04	61.89%	\$333,801,397.15	(\$1,236,319.71)	62.12%
SEWER USE	\$16,686,428.00	\$10,040,922.73	60.17%	\$16,585,006.00	(\$101,422.00)	60.54%
IPP FEE	\$203,260.00	\$166,065.07	81.70%	\$208,750.00	\$5,500.00	79.55%

**FISCAL YEAR 2018-2019
(2017 GRAND LIST)**

	ORIGINAL LEVY	JUN 18 - DEC 18	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$19,785,892.64	\$17,542,822.46	88.66%	\$19,448,625.28	(\$337,267.36)	90.20%
AUTOMOBILE-SUPPLEMENTAL	\$3,590,970.07	\$487,849.00	13.59%	\$3,545,931.91	(\$45,038.16)	13.76%
PERSONAL-PROPERTY	\$21,248,718.54	\$12,506,643.34	58.86%	\$21,237,012.16	(\$11,706.38)	58.89%
REAL ESTATE	\$280,979,420.26	\$185,878,118.68	59.39%	\$281,082,923.10	\$103,502.84	59.37%
TOTAL TAX	\$325,605,001.51	\$197,415,433.48	60.63%	\$325,314,492.45	(\$290,509.06)	60.68%
SEWER USE	\$15,844,431.00	\$9,516,392.41	60.06%	\$16,168,017.00	\$323,586.00	58.86%
IPP FEE	\$207,250.00	\$168,034.70	81.08%	\$208,000.00	\$750.00	80.79%

TAX DIFFERENCE 2018 G.L. vs. 2017 G.L.
INCREASE/(DECREASE)

	\$9,432,715.39	\$9,933,175.56	1.26%	\$8,486,904.74	(\$945,810.65)	1.43%
--	----------------	----------------	-------	----------------	----------------	-------

SEWER DIFFERENCE 2018 G.L. vs. 2017 G.L.
INCREASE/(DECREASE)

	\$841,997.00	\$524,430.32	0.11%	\$416,989.00	(\$425,008.00)	1.68%
--	--------------	--------------	-------	--------------	----------------	-------

IPP DIFFERENCE 2018 G.L. vs. 2017 G.L.
INCREASE/(DECREASE)

	(\$4,000.00)	(\$1,969.63)	0.63%	\$750.00	\$4,750.00	-1.23%
--	--------------	--------------	-------	----------	------------	--------

BACK TAXES COLLECTED

FISCAL YR 2018-2019 (JUL 19 - DEC 19) FISCAL YR 2017-2018 (JUL 18 - DEC 18) CUR YR vs. PRIOR YR INC/(DEC)

PRIOR TAXES	\$1,589,320.92	\$1,667,488.25	(\$98,167.34)
PRIOR SEWER USE FEE	\$102,710.87	\$87,684.33	\$15,046.54
PRIOR IPP FEE	\$5,174.89	\$2,699.77	\$2,475.12
TOTAL PRIOR TAX, SEWER & IPP	\$1,697,206.68	\$1,777,852.36	(\$80,645.68)
CURRENT INTEREST	\$386,891.38	\$334,543.60	\$52,347.78
PRIOR INTEREST	\$427,943.54	\$471,127.03	(\$43,183.49)
SEWER USE FEE INTEREST	\$51,872.95	\$42,415.51	\$9,457.44
IPP FEE INTEREST	\$2,927.10	\$2,926.85	\$0.25
TOTAL INTEREST COLLECTED	\$869,634.97	\$851,012.99	\$18,621.98
PRIOR LIEN FEE	\$8,927.96	\$9,390.21	(\$562.25)
CURRENT LIEN FEE	\$0.00	\$0.00	\$0.00
TOTAL LIEN FEE COLLECTED	\$8,927.96	\$9,390.21	(\$562.25)
MISC FEES COLLECTED**	\$71,976.97	\$361,690.37	(\$289,713.40)
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$2,647,646.58	\$2,999,945.93	(\$352,299.35)

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