

**CITY OF NORWALK  
LAND USE AND BUILDING MANAGEMENT COMMITTEE  
REGULAR MEETING  
MAY 1, 2019**

ATTENDANCE: Tom Livingston; Chairman; Chris Yerinides; Beth Siegelbaum; Greg Burnett; Nick Sacchinelli; Barbara Smyth; Doug Hempstead

STAFF: Alan Lo, Building and Facilities Manager

OTHERS: William Hodel, Facilities Manager, Board of Education; Barbara Meyer-Mitchell, Board of Education member; Ernie Dumas , Christine Bradley, Library Director, Sherelle Harris, Asst. Library Director

**CALL TO ORDER**

Mr. Livingston called the meeting to order at 7:34 p.m.

**I. ROLL CALL**

Mr. Livingston called the roll. A quorum was present.

**II. PUBLIC HEARING**

There was no public hearing

**III. PUBLIC PARTICIPATION**

There was no public participation.

**IV. MINUTES OF PREVIOUS MEETING**

**May 1<sup>st</sup>, 2019**

**\*\* MS. YERINIDES MOVED APPROVAL OF THE MINUTES OF MAY 1<sup>ST</sup>, 2019.**

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**\*\* THE MOTION PASSED UNANIMOUSLY.**

## **V. OLD BUSINESS**

### **A. Public Library**

**1. Review bids for security services at the libraries and refer the following to the Common Council for action:**

**AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A 5-YEAR AGREEMENT WITH ANDY FRAIN SERVICES INC. TO PROVIDE SECURITY SERVICES AT THE NORWALK PUBLIC LIBRARY (1 BELDEN AND 10 WASHINGTON STREET). FEES FOR EACH YEAR SHALL NOT EXCEED THE FOLLOWING:**

**FY 2019-20: \$98,000**

**FY 2020-21: \$129,948**

**FY 2021-22: \$132,547**

**FY 2022-23: \$135,208**

**FY 2023-24: \$135,208**

**Funds are available in Library operating budget account 016200-5296.**

**\*\* MR. HEMPESTEAD MOVED THE ITEM.**

Ms. Bradley and Ms. Harris explained the reason why they didn't select the lowest bidder; Ms. Harris said the one selected is more professional and closely attend the Library requirements.

Mr. Hempstead noted that the contract is for 5 years and asked what happened if the company doesn't perform as expected. Mr. Lo responded that the contract can be terminated.

**\*\* THE MOTION PASSED UNANIMOUSLY.**

### **B. Bouton Street Surplus Properties**

**Recommendation on the proposed disposition of two city owned properties located at Bouton Street, District 5, Block 81, Lots 169 and 173 and refer recommendation to the Planning Commission for Section 8-24 Review and authorize to advertise for sale.**

**\*\* MR. DUMAS MOVED THE ITEM.**

Mr. Lo mentioned that it will be advertised next month. Mr. Livingston asked if there wasn't a neighbor that was interested in the property. Mr. Lo said that there was but due to a confusion, the sale didn't proceed.

### **C. City property located at West Cedar Street**

**Review comments from city departments on the possible disposition of City property located at the southeast corner of Scribner Avenue and West Cedar Street intersection and schedule a Public Hearing base on the recommendation of the Committee.**

Mr. Livingston mentioned that this item had already been discussed and no action is required.

## **VI. NEW BUSINESS**

### **A. School Construction**

1. **Review proposed action for the Norwalk High School Culinary Program Expansion and Toilet Rooms Renovation Project and refer the following to the Common Council for action:**
  - a. **Authorize the Mayor, Harry W. Rilling, to execute an Amendment to the agreement with Newfield Construction, Inc. as the Construction Manager (CM) for the Norwalk High School Culinary Program Expansion and Toilet Rooms Renovation Project, to accept the Guaranteed Maximum Price (GMP) for a total not to exceed (amount to be determined). Funds are available in Acct. #0918/195010 5777 C0610.**
  - b. **Authorize the NFCC to issue Change Orders on contract for a total not to exceed (amount to be determined).**

**\*\* MR. LIVINGSTON MOVED THE ITEM.**

Mr. Lo mentioned that will need a meeting with the Council Committee on June 25<sup>th</sup>, 2019 and may need a special meeting with Land of use and Building and Norwalk Facilities Construction Committees .

The Committee decided this item will be tabled and a special meeting will be scheduled.

2. **Review bid results for the Norwalk High School Scoreboard Replacement Project and refer the following to the Common Council for action:**
  - a. **Authorize the Mayor, Harry W. Rilling, to execute a contract with Hampden Engineering, Corp. for the Norwalk High School Scoreboard Replacement**

**Project for a total not to exceed \$106,250.00. Funds are available in Acct. #09/18195010 5777 C0610.**

- b. Authorize the NFCC to issue Change Orders on contract for a total not to exceed \$10,625.00.**

**\*\* MR. SACCHINELLI MOVED THE ITEM.**

**\*\* MR. LIVINGSTON MOVED TO TABLE THIS ITEM AND SCHEDULE A SPECIAL MEETING WITH SOMEONE FROM THE ATHLETIC DEPARTMENT.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

- 3a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Maggiore Construction Inc. for the Brien McMahon High School Marine Science Pathway Construction Project for a total not to exceed \$532,366. Funds are available in Acct. #09205010 5777 C0651, #15725000 739 57 and #09205010 5777 C0587.**

- 3b. Authorize the NPS Facilities Dept. to issue Change Orders on contract for a total not to exceed \$53,236.**

**\*\* MS. YERINIDES MOVED THE ITEM.**

Mr. Hodel explained the concept of Marine Science Pathways. He said that, when the student completes the Marine Science Pathways, the student will be qualified to get a pilot license for piloting marine vessels.

Ms. Meyer-Mitchell mentioned that students from others schools should be allowed to participate on this project, but transportation will be available primarily to the Brien McMahon High School students.

**\*\* THE MOTION PASSED UNANIMOUSLY.**

- 4a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with the Mercury Electric, LLC dba The Mercury Group for the Kendall Elementary School Portable Air Conditioning and Electrical Project for a total not to exceed \$138,089. Funds are available in Acct. #09205010 5777 C0652.**

- 4b. Authorize the NPS Facilities Dept. to issue Change Orders on contract for a total not to exceed \$13,809.**

**\*\* MR. SMITH MOVED THE ITEM.**

Mr. Hodel explained how the project will take place and answered to the Committee questions.

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**5a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with KAFA Group, LLC. for the Tracey Elementary School Cafeteria and Kitchen Upgrade Project for a total not to exceed \$217,170. Funds are available in Acct. #09205010 5777 C0610.**

**5b. Authorize the NPS Facilities Dept. to issue Change Orders on contract for a total not to exceed \$21,717.**

***The item below (5c) was withdrawn:***

*5c. Authorize the Purchasing Agent to issue a Purchase Order to (lowest responsible bidder) for the purchase of Kitchen Equipment for the Cafeteria at Tracey Elementary School for a total not to exceed (\$ amount to be determined). Funds are available in Acct. #09205010 5777 C0610.*

**\*\* MR. SACCHINELLI MOVED ITEMS 5A. AND 5B.**

Mr. Hodel mentioned that this project consists in a family style eating, adding round tables, detachable chairs, if the school has proper space; to have food stations , where the student can decide what kind of food they want. He said that the project also includes an upgrade in the kitchen, providing a better quality and fresher meals for the students. Part of the project, he added, is to install dishwasher machines, and use metal silverware, washable plates and trays.

Mr. Hodel shared the project was very successful when implemented to Rowayton and Candle Schools based on the feedbacks from governate councils, principals and parents.

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**6. Authorize the Purchasing Agent to issue a Purchase Order to Insalco Corporation for the purchase of Montessori Furniture for two Montessori Classrooms at Brookside Elementary School for a total not to exceed \$40,773.60. Funds are available in Acct. #09205010 5777 C0654 utilizing State of Connecticut Contract pricing per contract #16PSX0190.**

**\*\* MR. LIVINGSTON MOVED THE ITEM.**

Mr. Hodel commented on this item.

**\*\* THE MOTION PASSED WITH THREE VOTES IN FAVOR AND TWO ABSTENTIONS.**

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- 7a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Sal Sabia Electric Contractors Inc. for the Roton Middle School Portable Air Conditioning and Electrical Projects for a total not to exceed \$245,000. Funds are available in Acct. #09205010 5777 C0652.**
- 7b. Authorize the NFS Facilities Dept. to issue Change Orders on contract for a total not to exceed \$24,500.**

**\*\* MS. SACCHINELLI MOVED THE ITEM.**

Mr. Hodel mentioned that, the air conditioning project for the Roton Middle School is similar to the Candle School. He said that, they cannot install windows air conditioner at Roton School, so they will have to install a split system or try to use condensed air from outside. He said that this will increase the price.

Mr. Hodel said that, keeping in mind that the price will be increased, his plan is to have a two phases project.

There was a discussion, where it was mentioned that one of the problems was that the capital budget is not approved until April 15 and the money isn't technically available until July 1<sup>st</sup>, therefore, no payments can be made to vendors, until July 1<sup>st</sup>. Mr. Hodel said they have a very short window to get things done because the schools open the end of August and most of the projects has to be done by the time schools open. Based on that, he would recommend ask for an special capital appropriation for phase two and also consider for the next projects, to have the money available by October or November, so that, he believes to have lower bidders and better prices by January.

Mr. Burnett suggested to change the process, instead of requesting special capital appropriation. Mr. Livingston suggested the proper committees discuss a possible change in the process. After another short discussion the motion passed unanimously.

**\*\* THE MOTION PASSED UNANIMOUSLY.**

- 8a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with KAFA Group, LLC. for the West Rocks Middle School Cafeteria and Kitchen Upgrade Project for a total not to exceed \$300,637. Funds are available in Acct. #09205010 5777 C0610.**
- 8b. Authorize the NPS Facilities Dept. to issue Change Orders on contract for a total not to exceed \$30,064.**
- 8c. Authorize the Purchasing Agent to issue a Purchase Order to Hertz Furniture for the purchase of Furniture for the Cafeteria at West Rocks Middle School for a total not to exceed \$25,153.20. Funds are available in Acct. #09205010 5777 C0610, utilizing State of Connecticut Contract pricing per contract #15PSX0041 and 16PSX0190.**

**\*\* MS. SIEGELBAUN MOVED THE ITEM.**

Mr. Holder gave a brief explanation on this item.

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**9. Authorize the Chairman of the Norwalk Facilities Construction Commission, to certify Norwalk Facilities Construction Commission's approval of final plans, project manual and cost estimate for the Rowayton Elementary School Asbestos Abatement Project State Project No. to be determined.**

**10. School construction project update (electronic copy on website, hard color copy will be available at meeting).**

The Committee discussed this item. The Committee didn't take any further action.

**11. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Hygenix Inc. to provide environmental testing and monitoring services for hazardous materials remediation for the Ponus Ridge School Addition and Renovation Project for a total not to exceed \$75,000.00. Funds are available in Acct. #09185010 5777 C0608.**

**\*\* MR. LIVINGSTON MOVED THE ITEM.**

Mr. Lo commented on this item.

**\*\* THE MOTION PASSED UNANIMOUSLY.**

## **B. Building Management**

**1. Review technical correction for the City Hall air handler refurbishment project and refer the following to the Common Council for action:**

**“Technical Correction: Rescind Common Council action of May 14, 2019 Item VII, F. 6a and 6b. to correct the name of the company from “Universal Business Services, LLC” and replace with the following:**

**a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal Building Services, LLC for a total not to exceed \$84,249.39. Funds are available from account 0914 4071 5777 C0439.**

**b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,424.00.”**

**\*\* MR. HEMPESTEAD MOVED THE ITEM.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**VII. MISCELLANEOUS/DISCUSSION ITEMS**

There was no discussion on this item.

**VIII. ADJOURNMENT**

**\*\* MS. SMITH MOVED TO ADJOURN.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Marizete Venancio  
Telesco Secretarial Services