



LAND USE AND BUILDING MANAGEMENT COMMITTEE

**MEETING AGENDA
WEDNESDAY, MAY 5, 2021 AT 7:00 PM**

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



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



Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.



Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.



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

- I. ROLL CALL**
- II. PUBLIC PARTICIPATION**
- III. MINUTES OF PREVIOUS MEETING(S)**
April 7, 2021

IV. OLD BUSINESS (None)

V. NEW BUSINESS

A. Building Management

1. Review sole source approval request for building energy management system vendors and refer the following to the Common Council for action:
“a. Approve New England Energy Controls Incorporated, an authorized service representative for KMC Building Energy Management Systems, as a sole source vendor to maintain and service KMC energy management equipment in city buildings . This approval shall expire July 1, 2024.

b. Approve Automated Building Systems Incorporated, an authorized service representative for Alerton Control Systems, as a sole source vendor to maintain and service Alerton energy management equipment in city buildings. This approval shall expire July 1, 2024.”
2. Review bids for the replacement of heating pipes at the DPW Garage and refer the following to the Common Council for action:
“a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with L&R Plumbing & Heating LLC. for heating pipes replacement project at DPW Truck Garage for a total not to exceed \$163,400.00. Funds are available from accounts #09217100 5777 C0119

b. Authorize the Office of Building Management to issue change orders on contract for a total not to exceed \$16,300.00.”

B. School Construction Projects

1. School projects update
2. Review and approve latest plan for Jefferson School furniture and IT equipment replacement project (Council approval is NOT required)
“Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee’s approval of final plans, project

manual, and cost estimate for the JEFFERSON ELEMENTARY SCHOOL – FF&E State Project. No. 103-0251RNV.”

3. Review fee proposals for conceptual/feasibility/site evaluation of development concept for new Columbus School/new South Norwalk School and refer the recommendation to the Common Council for action:
 - “a. Authorize the Purchasing Agent to issue a Purchase Order to JCJ Architects to provide conceptual design services and professional cost estimates for the Columbus School/ South Norwalk school project for a total not to exceed \$28,000.00 Acct. #09195010 5777 C0607.**
 - b. Authorize to establish a contingency for additional services as may be required for a total not to exceed \$2,800.00”**
4. Review and approve the latest plan for the removal of underground heating oil tanks at various schools (Council approval is NOT required)
 - a. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee’s approval of final plans, project manual, and cost estimate for the Wolfpit Elementary School Oil Tank Replacement Project – State Proj. #103-0254 CV/OT**
 - b. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee’s approval of final plans, project manual, and cost estimate for the Silvermine Elementary School Oil Tank Replacement Project – State Proj. #103-0255 CV/OT**
 - c. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee’s approval of final plans, project manual, and cost estimate for the Roton Middle School Oil Tank Replacement Project – State Proj. #103-0256 CV/OT**
 - d. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee’s approval of final plans, project manual, and cost estimate for the Rowayton Elementary School Oil Tank Replacement Project – State Proj. #103-0257 CV/OT.**

- e. **Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Fox Run Elementary School Oil Tank Replacement Project – State Proj. #103-0258 CV/OT**

 - f. **Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Nathan Hale Middle School Oil Tank Removal Project – State Proj. #103-0259 CV/OT**

 - g. **Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Kendall Elementary School Oil Tank Removal Project – State Proj. #103-0260 CV/OT**

 - h. **Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Naramake Elementary School Oil Tank Replacement Project – State Proj. #103-0261 CV/OT**
5. Review proposals for design services for Silvermine School parking lot improvement project and refer the following to the Common Council for action:
- “a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with M & J Engineering P.C. for the Silvermine Elementary School – Driveway Improvements Design Project for a total not exceed \$50,000 Funds are available in Acct. # 0921 5010 5777 C0790.**

 - b. Authorize the NPS Facilities Dept. to issue Change Orders on this contract for a total not exceed \$5,000.00.”**

VI. MISCELLANEOUS/DISCUSSION ITEMS

Prepared by Alan Lo, Dated: April 29, 2021

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
SPECIAL MEETING
APRIL 7, 2021**

ATTENDANCE: Tom Livingston, Chairman; Greg Burnett; David Heuvelman; Tom Keegan; Kadeem Roberts; Nicholas Sacchinelli; Barbara Smyth

OTHER: Alan Lo; Jerry Toni; Eric Gebrian; Gino Mattera; Jon Gombotz; Lisa Yates; Mike Losasso; Donna Smirniotopoulos; David Westmoreland; Jim Giuliano, Construction Solution Group; Wendell Livingston

CALL TO ORDER

Chairman Livingston called the meeting to order at 7:01 P.M. There was a quorum present.

ROLL CALL

Chairman Livingston provided the roll call.

PUBLIC PARTICIPATION

Ms. Donna Smirniotopoulos came forwards. She wished to comment on the appropriation for design for Norwalk High School. She said that she did not think it was responsible for the council to be approving expenditures for a brand-new high school at this time. With the delays in bringing new elementary schools to South Norwalk it would be irresponsible to continue on this path with Norwalk High School. She questioned why they were going forward with a facility that wasn't even deemed necessary when people are losing money and jobs. She also noted that most of the dealings regarding the project happen behind the backs of the Board of Education. She has also become aware of a proposal to site two elementary schools at the Columbus Magnet School property which would result in 1,100 students in a few square blocks. She questioned if this was a good answer to the elementary school problem when there was land available at Eli. This was a horrible compromise and there would be no playground for the children yet they were being asked to fund \$6,000,000 for a high school that was unneeded. She asked that this item be tabled until it could be cleared up where the funding was coming from.

Chairman Livingston noted that the Columbus School proposal came solely from the Board of Education.

MINUTES OF PREVIOUS MEETING(S)

MARCH 3, 2021

Committee Member Heuvelman noted the following changes:

- Page 4, paragraph 6, add 'Ms. Pampel said that they would be doing an ROI and looking at ways to reduce energy costs' to the end.

- Page 4, Paragraph 7, change 'Mr. Keegan said that they had reached out to parents and students.' To 'Mr. Keegan asked if they had reached out to parents and students.'

**** COMMITTEE MEMBER ROBERTS MOTIONED TO ACCEPT THE MINUTES OF MARCH 3, 2021 AS AMENDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

OLD BUSINESS

SURPLUS PROPERTY AT WEST CEDAR STREET AND SCRIBNER AVENUE REVIEW AND ACCEPT DESIGN FOR THE LATEST SITE PLAN WITH LANDSCAPE PLANTING SUGGESTION, AND PROCEED WITH PROPERTY APPRAISAL TO ESTABLISH SELLING PRICE

Mr. Alan Lo came forwards to speak on this item. This item has discussed at previous meetings. What is currently proposed is that the City is supportive of the proposed sale of the property and are requesting that they maintain a landscape easement about 12' wide along the edge of the property. Also, that planting beds be created. Two driveway entrances will be created and locations to be determined. There will be some form of bond to ensure that, after the property is sold, the landscape will be installed. The proposal has many of the compromises and suggestions made by Land Use & Building Management previously. Following an appraisal, it will be brought back to Land Use and Building Management for approval/recommendation to the full Common Council for final approval. They do not currently have a price set.

Chairman Livingston said that his concerns had been addressed.

Committee Member Heuvelman said he wanted to see a contract of sale and sale price the next time it came back to Land Use at that time. Discussion followed on the details and the conditions to set the terms for the contract.

NEW BUSINESS

HISTORICAL COMMISSION

REVIEW BID SUMMARY FOR PHASE II OF THE SMITH STREET ADA IMPROVEMENT PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH PINNACLE DESIGN BUILD LLC FOR MILL HILL JAIL AND BARN SITE ACCESSIBILITY ALTERATIONS – PHASE 2 PROJECT FOR A TOTAL NOT TO EXCEED \$221,749.00. ACCT. #09196310 5799 C0374, 09196310 67777 C0430, 09216310 5777 C0521

AUTHORIZE THE HISTORICAL COMMISSION TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED \$23,000.00."

Mr. David Westmoreland came forwards to discuss these items. In 2016 a grant was received from the state for \$625,000 to do ADA access work around the buildings. An ADA ramp was built at the building. The current phase has 3 parts to it. The first part was finished last year and cost \$153,000. The second

phase has been sent out to bid. Three bids have been received. He reviewed the details of the bids for the Commission.

**** CHAIRMAN LIVINGSTON CALLED FOR A VOTE ON THIS ITEM.**

**** THE VOTE WAS UNANIMOUS.**

CITY PROPERTY

REVIEW REQUEST FROM SEAPORT ASSOCIATION TO EXTEND HOPE DOCK LICENSE AGREEMENT AND REFER RECOMMENDATION TO THE COMMON COUNCIL FOR ACTION:

"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 RETROACTIVELY FROM FEBRUARY 1, 2021 TO JANUARY 31, 2022."

**** COMMITTEE MEMBER BURNETT MOTIONED TO APPROVE THIS ITEM.**

Mr. Alan Lo came forward to speak on this item. There has been a request for an extension for another year. Mr. Lo reviewed the details of the project for the Committee.

Mr. Jerry Toni came forwards to discuss this item. He informed the committee of the purpose of the Seaport Association and what they use the dock for. He stated that they had believed that 2020 would be their last year using the dock due to the Walk Bridge project but things had not worked out that way so they can use the dock for one more year. There are two dock proposals. One is to take both this dock and the Maritime dock and slide both down closer to the Stroffolino Bridge and both would board and depart from that location. Also, a second dock has been proposed by the State of Connecticut over on Water Street for use by the State. Discussion followed on the details of the proposed docks.

Chairman Livingston asked if they could cancel the lease agreement in the event that the State's project moves faster. Mr. Toni said that the contract was one-sided and if it was canceled, they would have to move immediately.

Mr. Toni asked about the responsibility of the lawn care by the docks. Mr. Lo provided an answer to the satisfaction of Mr. Toni.

**** THE MOTION TO APPROVE THIS ITEM PASSED UNANIMOUSLY.**

SCHOOL CONSTRUCTION PROJECTS

SCHOOL PROJECTS UPDATE

Mr. Jim Giuliano came forward to discuss this item. He wished to review two items that had no action items required at the moment as well as other items. Ponus Ridge School is still being worked on to close out and will likely be continued to be worked on closing out until around mid-summer. The project at Jefferson Elementary has been started and excavation for the gymnasium addition has been started.

REVIEW AND APPROVE LATEST PLAN FOR NARAMAKE SCHOOL CAFETERIA IMPROVEMENT PROJECT (COUNCIL APPROVAL IS NOT REQUIRED) "AUTHORIZE THE CHAIRMAN OF NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE, ACTING IN THEIR CAPACITY AS THE CITY OF NORWALK'S DESIGNATED SCHOOL BUILDING COMMITTEE, TO CERTIFY THE LAND USE & BUILDING MANAGEMENT COMMITTEE'S APPROVAL OF THE (FF&E) FIXTURE, FURNITURE AND EQUIPMENT PLANS, SPECIFICATIONS, AND COST ESTIMATE FOR THE NARAMAKEELEMENTARY SCHOOL KITCHEN ADDITION AND INTERIOR ALTERATION, STATE PROJECT NO. 103-0253 EA"

**** COMMITTEE MEMBER HEUVELMAN MOTIONED TO APPROVE THIS ITEM.**

Mr. Jon Gombotz came forward to discuss this item. They have reached phase 2 of the project which is the FF&E phase. They are currently out to bid for the general trades for the project. They are expecting bids back near the end of the month. He then reviewed what the FF&E package included.

Chairman Livingston noted that there was currently no cost estimate for approval.

Mr. Gombotz said that he could provide that if need-be and have it forwarded after the meeting. He reported that the estimate was around \$56,000 for FF&E. Mr. Giuliano then reviewed the details of the furniture for the Committee. A blueprint of the proposed seating and furniture arrangements was provided. Originally \$100,000 had been budgeted for the project when they had been under the assumption that they would need new cafeteria tables as well.

**** THE MOTION TO APPROVE PASSED UNANIMOUSLY.**

PRESENTATION ON SCHEMATIC DESIGN PHASE FOR CRANBURY SCHOOL PROJECT INCLUDING ENERGY UTILIZATION/MECHANICAL SYSTEM REPORT. (EXPECTING TO TAKE 25-30 MINUTES MAX.)

Mr. Lo came forward to present this item. Mr. Mike Losasso also came forwards to present. He provided an agenda discussing the Preconstruction Schedule, Conceptual Planning & State Grant History, Site Survey and Wetlands Delineation, Development of Site Plan Alternates, Site Plan, Building Layout, and Design Options.

The Schematic Design Review was finished on April 6th leaving Design Development Phase and Construction Documents Phase in pre-construction. They are expected to be done on August 20th and December 10th respectively. They are expecting to go out to bid in January-February of 2022.

Mr. Losasso provided photos and blueprints of the site including outlines of the Wetlands on the property. A review of the proposed site plans, including the alternate designs, ensued for the Committee. Ms. Lisa Yates also came forwards to review the proposed designs.

Mr. Lo commented that the design team intends to provide a higher level of architectural aesthetic at the cafeteria entrance and media center with the rest of the building having a basic design. Also, the lobby was expected to serve multiple purposes and was sized to do so. He noted that there were requests for addition in classroom bathrooms for 1st and 2nd grades but unfortunately, this would not be in compliance with school standards. He also said that they were unlikely going to be able to provide

soundproofed doors between classrooms. There are multipurpose rooms as well including a music room and art room as well as resource rooms

Committee Member Burnett commented on the amount of glass in the project. He asked if it would be special glass, specifically bulletproof, and how it was maintained. Mr. Lo said that the project team has not selected a façade design for the cafeteria. He noted that all exterior window under six feet was required to be break-resistant. Mr. Losasso noted that ballistic rated glazing was required by Norwalk standards at the main entrance.

The presentation continued on into HVAC and Sustainable System Options. Mr. Eric Gebrain reviewed the heating options including heat pumps, mostly heat pumps with propane boilers, and a geothermal heating option. He noted that the geothermal option often does not work out due to high initial installation costs. He included a one-sheet comparison of all the three options. Other alternative energy options were considered.

Chairman Livingston asked if skylights would help with the heating. Mr. Losasso said that they would allow daylight into the classrooms but would not provide as much energy and heating as other options and don't provide insulation. Mr. Lo noted that they would also only service the top floor of the building and would not provide any benefit to lower floors. Mr. Gebrain also noted that since natural gas will not be available at Cranbury, the latest technology will have greater reliance electricity and electric-generation equipment at this new proposed school. Discussion followed regarding the cleanliness of electricity.

Committee Member Heuvelman pointed out how a month prior they had gone through the preliminary work that's being done right now and 21st century classrooms. He noted that the design was fairly standard and asked why they weren't looking into more innovative designs. Mr. Losasso responded by talking about possible classroom designs and focusing on flexibility. He recounted another school which also had a fully open design that had resulted in large amounts of acoustic design issues.

Mr. Losasso also said that, though the site was large, wetland limitation had dictated the location and configuration of the new building. This includes the wetlands setback, the existing building, and wooded area around the school.

**REVIEW PROPOSAL FROM EVERSOURCE TO EXTEND GAS MAIN AND GAS SERVICE TO JEFFERSON SCHOOL AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR APPROVAL:
"AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH YANKEE GAS SERVICES COMPANY D/B/A EVERSOURCE ENERGY TO PROVIDE NATURAL GAS SERVICE FOR THE JEFFERSON ELEMENTARY SCHOOL – RENOVATE AS NEW PROJEC FOR A TOTAL OF \$76,276. FUNDS ARE AVAILABLE IN ACCT. #0919/20 5010 5777 C0619"**

**** COMMITTEE MEMBER KEEGAN MOTIONED TO APPROVE THIS ITEM.**

Mr. Lo came forward to discuss this item. He stated that natural gas is one of the most efficient ways to heat a building and there is no gas for the building in question. Eversource has identified a path to bring gas to the property. The price provided is to bring gas to the property.

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW FEE PROPOSALS FOR NORWALK HIGH SCHOOL FOR ARCHITECTURAL SERVICES AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH KAESTLE BOOS ASSOCIATES, INC. TO APROVIDE ARCHITECTURAL DESIGN SERVICES FOR THE NEW NORWALK HIGH SCHOOL PROJECT FOR A TOTAL NOT TO EXCEED \$5,954,083.00 ACCT. #09215010 5777 C0787.

AUTHORIZE TO ESTABLISH A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED \$297,704.00. ACCT. #09215010 5777 0787.

**** COMMITTEE MEMBER SMYTH MOTIONED TO APPROVE THIS ITEM.**

Mr. Lo came forward to discuss this item. There is a two-step process for hiring architects for the High School. They have established an interview committee and considered two members of the Common Council, two members of the Board of Education, as well as Frank Costanzo, Senator Duff, and Laoise King. Mr. Giuliano said that they would follow the same process that they used for both Cranbury and Naramake architect selection process; which was a two-step process as well. They have received nine applications and scored them. They then met and interviewed the top four. He reviewed the details of the interview process for the Committee. They are not certain that the alternate in the proposals will result in a cost savings and the athletics field will be out of service for four years during construction. He also reviewed the estimated fees for the project.

Chairman Livingston asked if this was to be submitted as 80% of the reimbursement as well. Mr. Lo confirmed this.

Committee Member Burnett asked if the decision was time-sensitive. He noted that this was a major decision especially with the number of items being worked on. He suggested that it should be a separate meeting with all the facts and details for the Committee reviewal. Mr. Giuliano said that they were looking at a base design for Norwalk High School with a pool tonight. If there are considerable savings to be found after the fact they were going to come back and ask for an adjustment to that. Mr. Lo said that they were looking to hire a consultant so they could sit down and consider the options available. Discussion followed on the details.

Committee Member Heuvelman asked if the cost savings is what was offsetting building a new athletics field, facilities, and tennis courts. He said that they'd need to save an awful large amount of money to tear down and rebuild the buildings while remaining in the price range. Mr. Giuliano agreed and said the design team will be charged to take a closer look at the design options and assess financial impact for each option.

Committee Member Heuvelman clarified that, tonight, they were just approving the money to just look at the architectural fee for the proposed projects.

**** THE MOTION PASSED WITH SIX IN FAVOR (LIVINGSTON; BURNETT; HEUVELMAN; ROBERTS; SACCHINELLI; SMYTH) AND ONE OPPOSED (KEEGAN).**

ROWAYTON HISTORICAL SOCIETY

REVIEW DECD GRANT REQUIREMENTS FOR THE RESTORATION OF THE FRANK E. RAYMOND MARITIME MUSEUM AND BOATHOUSE AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH THE STATE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT AND AC AS THE AUTHORIZED REPRESENTATIVE OF THE CITY OF NORWALK FOR THE PURPOSE OF ACCEPTING AND TRANSFERRING FUNDS TO THE ROWAYTON HISTORICAL SOCIETY IN AN AMOUNT NOT TO EXCEED \$37,000."

Chairman Livingston recused himself from the meeting at 8:36 P.M. Committee Member Smyth assumed Chairmanship.

**** COMMITTEE MEMBER HEUVELMAN MOTIONED TO APPROVE THIS ITEM.**

Chairman Smyth reviewed the details for the Committee. The Historical Society is in the process of restoring the Maritime Museum and Boathouse. The restoration will cost \$115,000 and is funded by private contributions. This grant will help that ongoing work. The City of Norwalk is not contributing funds in any way. The Committee just needs to formally accept the funds.

Ms. Livingston came forwards to present. She reviewed the details of the museum and boat house. She also provided an overview on the exhibits that will be provided for the museum.

Committee Member Burnett asked about the specifics of the grant. Ms. Livingston said that it had been specifically outlined in their application that they wanted the four things that had been listed earlier. As such those are the requirements for spending. If they go over, they will be responsible for providing the missing funds.

**** THE MOTION PASSED UNANIMOUSLY.**

Chairman Livingston rejoined the meeting at 8:44 P.M. and resumed the Chairmanship.

MISCELLANEOUS/DISCUSSION ITEMS

Chairman Livingston said that he wanted to touch on the discussion that had been had at the Planning Committee regarding the bathroom project. He said that he had spoken with Dr. Estrella having a joint meeting with the Board of Education Facilities Committee so that they can discuss these issues as a group. They are hoping to have a joint meeting before long.

He also clarified that they had not been saying that they didn't support parental issues. What they've been saying is that they are looking for the most cost-effective way of doing so. He clarified that they do care about the bathrooms but they do not think they need to be fully gutted and replaced. He is working with others to find the most cost-effective way of addressing the issues.

Committee Member Burnett pointed out that regarding the upcoming capital budget approval, the money had been transferred to the library's request for digitization. He questioned why they had selected the bathrooms to fund that project from all the line items available. Chairman Livingston said

that it was likely because the cost estimate had been made on the assumption that they would be gutting the bathrooms and, if they were not, then the cost would be lower.

Committee Member Heuvelman asked if the purpose of the two committees meeting in the proposed joint meeting would be to discuss where maintenance sits and where new building comes into play and similar items.

Chairman Livingston said that there needs to be more communication between the committees. He pointed to several instances where he believed discussion could be held between the two committees. It is important that the schools are functioning and the budget is balanced. Discussion followed on the possible maintenance details. Chairman Livingston noted that, when he had spoken to a principle, while bathrooms had been an issue the biggest priority had been air conditioning.

ADJOURNMENT

**** COMMITTEE MEMBER HEUVELMAN MOTIONED TO ADJOURN.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:54 P.M.

Respectfully Submitted
Ian A. Soltes
Telesco Secretarial Services



CITY OF NORWALK
Alan Lo, Buildings and Facilities Manager
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Norwalk, CT 06856-5125

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: **Municipal Buildings – Energy Management System Vendors**

DATE: April 27, 2021

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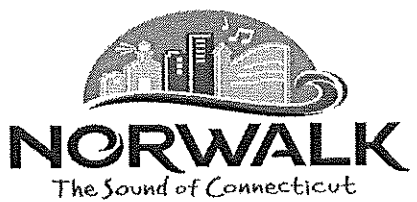
Approximately 18 years ago, the Office of Building Management began to assess the needs to upgrade the buildings HVAC equipment controls to better achieve greater operating efficiencies, occupant comfort and energy savings. We interviewed several building management/control vendors and obtained an understanding of their building management systems. We were concerned with manufacturers' proprietary products and our goals were to identify control companies that would provide equipment with greater flexibility and adaptability. We also wanted to limit the number of vendors to two to three manufacturers across all buildings, so that our staff would have a greater familiarity, we could maintain common critical parts inventory from building to building, while maintaining a competitive environment.

Currently, we are using KMC Controls, authorized service representative is New England Energy Controls, Inc. and Alerton Control Systems, authorized service representative is Automated Building Systems, Inc. These systems are user friendly and non-proprietary. We continue to expand these systems, as we replace older equipment, upgrade our energy strategy and maintain/upgrade our systems. In strict compliance with our Purchasing guidelines, I am hereby presenting these companies to the Common Council as a sole source vendor. Please note that the average service/troubleshooting calls are based on time and material and are in the range of \$1000 to \$1500, while a service call to replace system components upgrades would range from \$3,000 to 6,000. In occasion,

Building Management may obtain direct quote for new control equipment as part of a HVAC capital project.

Action Requested:

- a. **Approve New England Energy Controls Incorporated, an authorized service representative for KMC Building Energy Management Systems, as a sole source vendor to maintain and service KMC energy management equipment in city buildings. This approval shall expire July 1, 2024.**
- b. **Approve Automated Building Systems Incorporated, an authorized service representative for Alerton Control Systems, as a sole source vendor to maintain and service Alerton energy management equipment in city buildings. This approval shall expire July 1, 2024.**



CITY OF NORWALK
Alan Lo, Buildings and Facilities Manager
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Norwalk, CT 06856-5125

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: ALAN LO, BUILDING & FACILITIES MANAGER *AL*
DATE: APRIL 28, 2021
RE: PHASE II – DPW GARAGE PIPING PROJECT

The Department of Public Works Administration Building and Fleet Garage at 15 South Smith Street was acquired by DPW in 1998. The Administration Building and Fleet garage have a combined square footage of 43,500. As a result of a mechanical survey conducted by Peterson Engineering Group of the building heating system in 2013, the consulting engineer recommended that the heating pipes be tested. Tri-State Non-Destructive Testing Inc. performed an ultrasonic test on the heating pipes and found the pipes to be a schedule #10 pipe (thin wall) and not the industry standard schedule #40 (thick wall) pipe. The test results found that the supply/return lines had lost up to 34% of normal thickness. Should the piping should fail during the winter season the facility would be without heat for an extended period of time during repair.

On April 19, 2021 the City’s Purchasing Department solicited bids for the DPW Garage Piping Project. The City received three (3) bids. The results are as follows:

FIRM	PHASE 1 Garage plus Controls
L&R Plumbing & Heating LLC.	\$163,400.00
Southport Contracting Inc.	\$176,000.00
All State Construction	\$202,422.00

ACTION REQUESTED:

- A. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with L&R Plumbing & Heating LLC. for HVAC Piping at DPW , Truck Garage portion of the building for a total not to exceed \$163,400.00. Funds are available from accounts #0921700 5777 C0119**
- B. **Authorize the Office of Building Management to issue change orders on contract for a total not to exceed \$16,300.00.**



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VB.2

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER

RE: JEFFERSON ELEMENTARY SCHOOL – FFE (FURNITURE FIXTURES AND EQUIPMENT) – APPROVAL OF FINAL PLANS, SPECIFICATION AND COST ESTIMATE

DATE: APRIL 28, 2021

The City of Norwalk Common Council approved the Guaranteed Maximum Price for the Jefferson Elementary School – Renovate as New Project at their February 9, 2021 meeting. The project began on March 1st, 2021, and the demolition of the portable classrooms has been completed, and Newfield Construction Group, LLC, the Construction Manager is working on the foundations for the gymnasium addition.

The interior renovation of the building will begin this summer beginning at the completion of the school year. The project is currently on schedule and is anticipated to open for the 22' – 23' school year.

As part of the project the purchase of new furniture and technology for the building is necessary as much of the furniture is original to the building and from the 1970's with many mismatched styles and types of furniture.

Of the total project budget \$1,126,020 has been allocated for the purchase of furniture, fixtures, and technology equipment (FFE). As this is as a renovate-as-new project which will be reimbursed by the State Office of School Construction Grants it is subject 32.50% reimbursement from the State.

In the event any committee member would like to review the furniture package in advance of the meeting it can be accessed via the following link;

https://1drv.ms/u/s!ArmroE7vIhxgQgm_5toSK7CTJU5?e=Q1s4q

ACTION REQUESTED:

1. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the JEFFERSON ELEMENTARY SCHOOL - FFE State Project. No. 103-0251RNV.



CITY OF NORWALK
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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER *AL*
RE: SOUTH NORWALK SCHOOL –CONCEPT DESIGN/PROFESSIONAL COST ESTIMATE
DATE: APRIL 29, 2021

In 2017 both the City and Norwalk Public Schools (NPS) approved the submission of a grant application to the States Office of School Construction Grants and Review for a new Pre-K through 8th grade school to be located in Springwood Ely Park. Unfortunately, it was discovered that the construction of a new school at this location was not feasible for a variety of reasons. In addition, the City approved funding for a renovate-as-new neighborhood school at the existing Columbus School site, which, if the New Columbus School was constructed would allow for the existing Columbus School to be vacant thereby facilitating an efficient and expeditious renovation project to create an elementary Global Academy program.

As a result of the Springwood Ely Park site issue both the New Columbus School and the Global Academy program have stalled. The City and Norwalk Public Schools have been assessing the feasibility of a solution for both programs that meets NPS's desire to provide as many seats as possible in South Norwalk and stays within the City's previously approved budgets for both schools. The solution consists of two separate schools (existing Columbus Bank Street program and new neighborhood school) on the same site sharing common areas such as a cafeteria and gymnasium.

Both the City and NPS would like to explore this option further by engaging a design firm to provide a conceptual design and professional cost estimate. Since the concept could confirm the team's idea which would require the purchase of land in South Norwalk the team requests that this process move expeditiously. The process of identifying and purchasing land that can support the concept may be time consuming and with the desire to submit a grant application for June 30th of 2022 we will need to have control of the property.

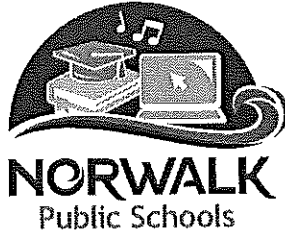
The City has reached out to three firms; Friar Associates (who performed the concept design for the IB program) JCJ Architects (who designed the New Columbus School) and Antinozzi Associates

(who is currently providing design services on multiple schools in the City). The following is a summary of the fee proposals received:

Firm	Architectural Fee
JCJ Architects	\$28,000.00
Antinozzi Associates	\$29,000.00
Friar Associates	\$33,000.00

- a. Authorize the Purchasing Agent to issue a Purchase Order to JCJ Architects to provide conceptual design services and professional cost estimates for the Columbus School/ South Norwalk school project for a total not to exceed \$28,000.00 Acct. #09195010 5777 C0607.**

- b. Authorize to establish a contingency for additional services as may be required for a total not to exceed \$2,800.00**



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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE

RE: **BOE - DISTRICT WIDE OIL TANK REPLACEMENT**

DATE: APRIL 28, 2020

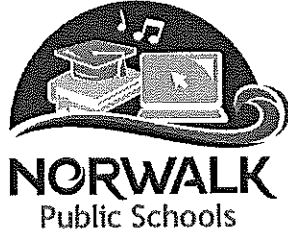
Many of the Norwalk Public Schools are heated by oil. Each location served by Oil Heat has an Under Ground Storage Tank for heating oil storage. The useful life of these tanks is 30 years. At many locations the 30 year useful life has been reached and it is now time to replace these tanks. This replacement project will seek reimbursement from the State of Connecticut Office of School Construction Grants.

In June 2020, the common council authorized Salamone Associates as the engineering firm for the Project. Since that time, the drawings and specification for the project have been created and reviewed.

At this time in accordance with the Office of School Construction Grants and Review requirements, we are seeking approval from the Land Use and Building Management Committee for their approval of the final drawings, plans and cost estimates for these projects.

1. **Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Wolfpit Elementary School Oil Tank Replacement Project - State Proj. #103-0254 CV/OT**
2. **Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Silvermine Elementary School Oil Tank Replacement Project - State Proj. #103-0255 CV/OT**

- 3. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Roton Middle School Oil Tank Replacement Project – State Proj. #103-0256 CV/OT**
- 4. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Rowayton Elementary School Oil Tank Replacement Project – State Proj. #103-0257 CV/OT.**
- 5. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Fox Run Elementary School Oil Tank Replacement Project – State Proj. #103-0258 CV/OT**
- 6. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Nathan Hale Middle School Oil Tank Removal Project – State Proj. #103-0259 CV/OT**
- 7. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Kendall Elementary School Oil Tank Removal Project – State Proj. #103-0260 CV/OT**
- 8. Authorize the Chairman of the City of Norwalk Land Use & Building Management Committee, to certify the City of Norwalk, Land Use & Building Management Committee's approval of final plans, project manual, and cost estimate for the Naramake Elementary School Oil Tank Replacement Project – State Proj. #103-0261 CV/OT**



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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: WILLIAM HODEL, DIRECTOR OF FACILITIES & MAINTENANCE
RE: **BOE - SILVERMINE ELEMENTARY SCHOOL - DRIVEWAY IMPROVEMENTS - DESIGN**
DATE: APRIL 28, 2020

The Silvermine Elementary School serves nearly 500 students from the across the school district with increasing enrollment every year. The school is situated on Perry Avenue at the intersection of Yew Street. The School has a circle in the front, which serves as both the Bus Loop and combined entrance for the school. The only parking lot is located in the lower level of the school and is only accessible through one driveway.

At drop off and pickup times, this circle is occupied with school buses queuing to pick up students. In order to access the only driveway to the lower level parking lot, all vehicles must go around large school buses, encounter a busy crosswalk and travel down a driveway to the lower level lot, then return to the busy circle at the top via the same roadway where children are being dropped off by parents.

In many instances this creates dangerous situations for students, staff, parents, and all involved especially at the main crosswalk and when passing school buses.

To remedy this situation the Norwalk Public Schools and City Purchasing Department issued an RFP for design services from Civil Engineering firms to assess the situation and provide recommendations for driveway improvements.

The City Purchasing Department received twelve responses to the RFP. After review of the requests for proposal, it was determined M & J Engineering P.C. was the lowest qualified respondent.

1. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with M & J Engineering P.C. for the Silvermine Elementary School – Driveway Improvements Design Project for a total not exceed \$50,000 Funds are available in Acct. # 0921 5010 5777 C0790.**
2. **Authorize the NPS Facilities Dept. to issue Change Orders on this contract for a total not exceed \$5,000.00.**