



LAND USE AND BUILDING MANAGEMENT COMMITTEE

MEETING AGENDA WEDNESDAY, MARCH 4, 2020 AT 7:30 PM CITY HALL ROOM #A333

- I. ROLL CALL
- II. PUBLIC PARTICIPATION
- III. MINUTES OF PREVIOUS MEETING(S)

February 5, 2020

IV. NEW BUSINESS

A. Fire Department

- 1. Review bids for improvements at the New Canaan Avenue Firehouse and refer the following to the Common Council for action:
 - a. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with Champion Maintenance Contractor for New Canaan Avenue Fire Station improvement project for a total not to exceed \$191,250.00. Account #09153110 5777 C0557**
 - b. **Authorize the Fire Department to issue change orders on the contract for a total not to exceed \$19,125.00”**

B. Building Management

- 1. Consider request from Norwalk Symphony to name portion of the Norwalk Concert Hall after Ms. Anita Behnken and schedule a Public Hearing.
- 2. Review bids for the replacement of roof top air handler unit at Police Headquarters and refer the following to the Common Council for action:

“a. Authorize the Mayor, Harry W. Rilling, to execute a Contract with All State Construction, LLC for the Norwalk Police Headquarters – Roof Top Mechanical Equipment Replacement Project for a total not to exceed \$30,112.00. Account #09207100 5777 C0137

b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$3,011.00.”

3. Review request for technical correction of Common Council action and refer the following to the Council for action:

“Rescind: Common Council action of January 14, 2020 Item VII.D. 3a&b to correct the name of the company from **“Universal Business Services LLC”** to **“Universal Building Services, LLC”**. The corrected action shall read as follows:

a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal Building Services, LLC for a total not to exceed \$64,839.96. 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 \$6,483.00”

C. School Construction Projects

1. General update

V. **MISCELLANEOUS/DISCUSSION ITEMS**

A. Presentation on Office of Building Management structure and responsibilities

B. Update on City Hall office improvement project and office relocation.

C. Discussion on the responsibilities of Norwalk Facilities Construction Commission (NFCC).

Prepared by Alan Lo,
Dated: February 27, 2020

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT
REGULAR MEETING
FEBRUARY 5, 2020**

ATTENDANCE: Nick Sacchinelli, Acting Chair; David Heuvelman, Tom Keegan, Kadeem Roberts, Barbara Smyth

OTHERS: Alan Lo, Building Management, Atty. D. Callahan; Diane Lauricella, Jeff Rosnick

CALL TO ORDER

Mr. Sacchinelli called the meeting to order at 7:30 p.m.

ROLL CALL

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

PUBLIC PARTICIPATION

Ms. Dianne Lauricella of 49 Taylor Avenue said that she was present because she saw that there was a proposal to develop a school construction manual. She said she had recently attended a Net Energy conference. Net Energy would mean that the amount of energy used by a school is produced by solar panels or other alternative means. Ms. Lauricella said that other towns were using more advanced solar techniques and Norwalk was losing tens of thousands of dollars by not utilizing more advance technology. She said that Newtown now has solar panels on many of their schools and public buildings. However, Norwalk missed out on this by not planning for potential solar energy production. She said that she had been in Norwalk for 35 years and decided that it was her mission to have her city become more efficient.

Ms. Lauricella then requested that when the Committee went into Executive Session that they not to talk about doing a "land swap" with a parcel that is located outside of South Norwalk. The land substitution should be located in the same District. Ms. Lauricella said that she had two suggestions, one is for a parcel by the Ice House building near Village Creek and the Norwalk Land Trust property. A second site could be on Ely Avenue where there was a large warehouse. She said that the previous Council had decided not to investigate these two parcels.

Mr. Jeff Rosnick came forward and said he was a Columbus School parent and that there was a perception that the Columbus building had been placed on the back burner. This was particularly true since the focus of the recent meetings have been on Norwalk High

School and not on Columbus. Mr. Lo said that he would speak with Mr. Rosnick after the meeting and update him on the details.

MINUTES OF THE PREVIOUS MEETING(S).

**** MS. SMYTH MOVED THE MINUTES OF JANUARY 6, 2019.**

The following correction was noted:

Page 3, following “**b. Authorize the office of building management to issue change orders on contract for a total not to exceed \$3,914.00.**” please insert the following:

•• MR. HEUVELMAN MOVED THE ITEM.

**** THE MOTION TO APPROVE THE MINUTES AS CORRECTED PASSED WITH THREE (3) IN FAVOR (KEEGAN, HEUVELMAN AND ROBERTS) AND TWO (2) ABSTENTIONS (SACCHINELLI AND SMYTH)**

EXECUTIVE SESSION

**** MR. SACCHINELLI MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS LEGAL ISSUES.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Committee, Mr. Lo and Atty. Callahan entered into Executive Session at 7:42 p.m. They returned to Public Session at 9:06 p.m. No motions were made or actions taken during Executive Session.

NEW BUSINESS

A. City Property

1. Review proposal to purchase city property located on Bouton Street and refer the following to the Common Counsel for action:

“Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary for the sale of City surplus properties located on Bouton Street (District 5, Block 81, Lots 169 & 173) to A1Z7 LLC for a total of \$34,000.”

**** MR. KEEGAN MOVED THE ITEM.**

Mr. Lo gave a brief overview of the properties. He explained that they abut Mahon football field and there is a steep slope. Lot 171 has been purchased and the owner wishes to purchase Lots 169 and 173. He has offered \$34,000 for the two parcels. The

lots have no intrinsic value for the City. This proposal will have to be presented for an 8-24 Review by the Planning Commission before it is presented to the full Council.

**** THE MOTION PASSED UNANIMOUSLY.**

B. School Construction Projects.

1. General Update.

Mr. Lo said that he had not prepared an update for the Committee at this time.

2. Review proposal from Construction Solutions Group, LLC to develop a School Building Construction Standards Manual and refer the following to the Common Council for action (proposal will be available for the meeting):

“Authorize the Purchasing Agent to issue a Purchase Order to Construction Solutions Group, LLC to prepare a School Building Construction Standard Manual for an amount not to exceed (amount to be determined). Account number #0918/195010 5777 C0610.

**** MS. SMYTH MOVED THE ITEM.**

Mr. Lo distributed copies of a document dated January 31, 2020 outlining the School Design Standards Proposal.

Mr. Lo said that both he and Mr. Giuliano are so busy with various projects, they would like to create standard proposals for School Construction Design rather than having to start from scratch each time. They have learned various things from doing the Ponus Ridge school construction project such as setting parking lot lighting poles back 3 feet from the curb so they are not damaged when snow and ice are plowed and having consistent basic standards for items such as sidewalks.

Mr. Lo said that the types of technology that Ms. Lauricella was requesting was very extensive. While there are aspects of the energy efficiency that the City can do, each one has to be tailored to the individual projects.

The development of the proposed building standards would cost \$24,564.00. Mr. Lo said that they had learned a great deal from the Ponus construction project, such as balancing the access needs of ADA individuals against the new need for security access.

The Committee wished to know how long these standards would be effective. Mr. Lo said that they would be updated by staff as the standards change.

**** THE MOTION PASSED UNANIMOUSLY.**

MISCELLANEOUS/DISCUSSION ITEMS

Review procedure/scope of Building Management Service RFP

Mr. Lo said that the Professional Management of the buildings started in 1997 during the Esposito Administration. Since then, the department has grown and they now oversee the management of 17 different buildings. Mr. Lo gave a brief outline of the Building Management Department which consists of three components – Facilities Management, Building Engineering and Janitorial Services, which was included in the information packet. He said that there was no action required but would recommend that the Council consider the negotiation with Guardian for a new 5 year contract for Facilities Management Services and Building Engineering Services while issuing Janitorial Services for bidding.

ADJOURNMENT

**•• MR. HEUVELMAN MOVED TO ADJOURN.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services

CITY OF NORWALK
FIRE DEPARTMENT

121 CONNECTICUT AVENUE
NORWALK, CONNECTICUT 06854



Tel: (203) 854-0200

TO: ALAN LO, BUILDING & FACILITIES MANAGER
FROM: GINO GATTO, CHIEF
DATE: February 24, 2019
RE: NEW CANAAN AVENUE FIREHOUSE INTERIOR ALTERATIONS

The New Canaan Avenue Firehouse was built in 1961 and serves the west side of Norwalk. The firehouse has had several repair upgrades throughout the years including a new roof in 1998.

This project consists of Updating the bathrooms of the officers on the first floor, re-doing the public restroom to make it ADA assessable. We are going to update the kitchen and add a new egress to the apparatus floor for a speedier response. The turnout gear will be in a new room so we can vent the space.

On the second floor, we are re-doing the bathroom to make it more gender-neutral for our female firefighters and add an area for a women's locker room.

The funds are part of the Station renovation plan.

On January 9, 2020 the Purchasing Department solicited bids for the Interior Alterations at the New Canaan Avenue firehouse. 14 bids were received. The bid results are as follows:

VENDOR	TOTAL LUMP SUM PRICE
Champion Maintenance Contractors	\$ 191,250.00
Kafa Group, LLC	\$ 236,975.00
RJM Construction Associates Inc.	\$ 238,000.00
Maggiore Construction, Inc.	\$ 263,000.00
Giacorp Contracting Inc.	\$ 268,650.00
RFJ Associates, LLC dba Tomlinson Hawley Patterson	\$ 271,700.00
John L. Simpson Co. Inc	\$ 272,500.00
Titan Enterprises Inc.	\$ 292,000.00
Tancreti Construction LLC	\$ 321,861.87
Diversity ConstrucTion Group, LLC	\$ 389,000.00
NAC Industries Inc.	\$ 396,000.00
Wernert Construction Management, LLC	\$ 433,317.00

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with ___ Champion Maintenance Contractor. Funds are available from account. 0915 3110 5777 C0557**

- b. **Authorize the Fire Department to issue change orders on the contract for a total not to exceed \$.19,125.00**



Jonathan Yates,
Music Director

February 3, 2020

Board of Directors:
Christopher D. Bell,
President
Louis L. Broudy,
Vice President

Ms. Barbara Smyth, Council President
Common Council, City of Norwalk
125 East Avenue
Norwalk, CT 06851

Christopher McCormack,
Vice President

Re: REQUEST TO THE COMMON COUNCIL, CITY OF NORWALK

Eric Freeman, Treasurer
Libby Mucci, Secretary

On November 20, 2018, Anita Behnken, long-serving Member of the Norwalk Symphony Board of Governors, died.

Douglas Adams
Richard A. Beyman
Robert Bourguignon
Lawrence Cavanagh
Wallace Davis
Lee Greenberg
David Hollander
Charles Johnson
Dr. Carole Ann Maxwell
Vanessa Smith Morest
Mary Petro Noonan
Gregory Payne
Warren Shapiro
Eva Toft
Georgia von Schmidt
Schuyler Winter

The importance of her service to the Symphony can hardly be overstated, and the Board earnestly requests the Common Council to dedicate a portion of the Concert Hall to her memory.

After having served on the Board of Governors of the Symphony for more than 30 years, and generously contributing to it, Anita became its President in the first decade of this century. She personally attended almost all performances and prevailed on so many others to attend. When new conductors and Executive Directors had to be found, she was the key to putting together committees that found them.

It was a time when support for Classical music was declining all across America. Community orchestras were closing. Year after year, as President, she fought and succeeded in strengthening the Board and maintaining its finances. She restored the fortunes of the Symphony.

Our City is a much better place because of the effectiveness of her work in preserving the Norwalk Symphony.

Sandra Miklave,
Executive Director
Katherine Altman
Business Manager

We appreciate the attention of the Council to this matter.

Sincerely yours,

Christopher D. Bell
President

Chapter 27. Buildings and Facilities, City

[⁽¹⁾HISTORY: Adopted by the City of Norwalk Common Council as indicated in article histories. Amendments noted where applicable.]

[1] *Editor's Note: Former Ch. 27, Building Management, Department of, adopted 6-12-1979, was repealed 7-27-1982. For current provisions regarding building management, see § 74-23A.*

Article I. Naming

[Adopted 9-27-2011]

§ 27-1. Purpose.

The purpose of this article is to establish guidelines and formalize procedures when considering the naming or renaming of a City-owned or -controlled building and facility, or sections thereof, administered under the responsibility charged to the Land Use and Building Management Committee of the Common Council.

§ 27-2. Policy and considerations.

- A. The primary consideration when naming a building or facility, or section thereof, should be to clearly identify the location and function for ease of access and to avoid confusion. A geographical description is preferred in the name. A public facility or part of a facility may be identified by naming in honor of an individual or group through use of a memorial plaque or similar commemorative inscription.
- B. If a facility is to be named in honor of an individual, it is generally required that such individual has made a significant contribution to the community through public service and deeds and was respected for his or her accomplishments and good conduct. An individual shall be deceased at least one year prior to the naming. Groups should not be in a position to influence the process by funding of past or future operations of the building or facility, and it is ultimately important for the City to avoid any perception of improper manipulation, special favor, vested interest, or endorsement of businesses, products or services.

§ 27-3. Procedure.

Naming of City buildings and facilities shall proceed as follows.

- A.

The proposed naming of a facility shall be placed on a Land Use and Building Management Committee regular meeting agenda for discussion and review. In the event that the facility or part thereof to be named is located at a City Park, the proposed naming shall be placed on the Recreation, Parks and Cultural Affairs agenda for discussion and review.

- B. A public hearing is required prior to forwarding the naming request to the full Common Council for approval. The hearing shall be held at a regular meeting of the Land Use and Building Management Committee, and the scheduling of said hearing shall have been approved at a previous regular meeting by a majority vote of the Committee.
- C. A two-thirds majority (10 votes) of the Common Council is required for the approval of the naming or renaming of a facility which falls under the responsibility of the Land Use and Building Management Committee of the Common Council.

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: NEIL RENNIE, PROPERTY MANAGER

DATE: FEBRUARY 27, 2020

RE: NORWALK POLICE HEADQUARTERS – ROOF TOP UNIT (RTU-4) REPLACEMENT

On February 6, 2020 the City’s Purchasing Department solicited bids for the replacement of Roof Top Unit (RTU-4) at the Norwalk Police Headquarters. This RTU is one of the six major RTU’s that need to be replaced along with four CRAC units (computer room air conditioning). RTU’s were installed in 2005 and operate 24/7. Building Management had asked for \$400,000 to replace all RTU’s at the same time but Building Management was only awarded \$100,000 as part of the 2019-2020 Capital Budget. Building Management has since requested the additional \$300,000 in this year’s Capital Budget. The reasons for replacement are that the RTU’s are becoming less reliable, require more servicing over the years and have reach their life expectancy. This building is a critical city property since 911 call center is located on the third floor. In addition to new RTU’s, Building Management will also be installing Variable Air Volume unit (VAV) with reheat controls for improved energy efficiencies, all connected to existing Building Management System (BMS) (provided by NEEC our control contractor as additional cost to this project).

The City received four (4) bids. The results are as follows:

FIRM	Low Bidder
All State Construction, Inc	\$30,112.00
Main Enterprises Inc	\$37,700.00
Universal Building Services LLC	\$48,635.62
Sav-Mor Cooling & Heating, Inc	\$31,900.00

After reviewing the submissions for the above mentioned project, the Purchasing Department and the Office of Building Management recommend award to the apparent low bidder, ALL STATE CONSTRUCTION, LLC.

ACTION REQUESTED:

a. Authorize the Mayor, Harry W. Rilling, to execute a Contract with ALL STATE CONSTRUCTION, LLC for the Norwalk Police Headquarters – Roof Top Mechanical Equipment Replacement Project for a total not to exceed \$30,112.00. Account #09207100 5777 C0137

b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$3,011.00.



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: FEBRUARY 27, 2020

Norwalk City Hall was renovated in 1987. The air handler units providing heating and air conditioning is now 32 years old. The Office of Building Management has initiated a multi-years replacement project of the 5 main air handler units and 4 smaller air handler units. We replaced Unit #5 about 2 years ago and refurbished the unit serving the Concert Hall 6 months ago. On January 14, 2020, the Common Council approved the following action to proceed with the refurbishment of Unit #2.

a. 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. AUTHORIZED

3b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$6,483.00. AUTHORIZED

Unfortunately, there was a typo with the name of the company. In lieu of "Universal Business Services, LLC", the correct name is "Universal Building Services, LLC". Therefore, the following technical correction is required:

Rescind: Common Council action of January 14, 2020 Item VII.D. 3a&b to correct the name of the company from "Universal Business Services LLC" to "Universal Building Services, LLC". The corrected action shall read as follows:

a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Universal Building Services, LLC for a total not to exceed \$64,839.96. 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 \$6,483.00

Proposed amendment to Chapter 30 of the Code of the City of Norwalk to read as follows:

Chapter 30

CAPITAL PROJECTS PROGRAM

- § 30-1. Definition of “capital budget”.
- § 30-2. Purpose.
- § 30-3. Program of capital expenditures constitutes and is known as “capital projects program”.
- § 30-4. Capital budget items.
- § 30-5. Estimates.
- § 30-6. Comptroller’s report.
- § 30-7. Hearings; preparation of budget.
- § 30-8. Review by Mayor.
- § 30-9. Action by Board of Estimate and Taxation.
- § 30-10. Adoption of budget.
- § 30-10.1. Schedules, progress and completion reports and recommendations for termination or abandonment of capital budget items.
- § 30-11. Restrictions.
- § 30-11.1. Financing additional obligations.
- § 30-12. Financing recommendations.
- § 30-13. Planning Commission and Common Council authorized to hold public hearings.
- § 30-14. Inconsistent ordinances repealed.
- § 30-15. Establishment of Norwalk Facilities Construction Commission; membership; terms.
- § 30-16. Designated School Building Committee.
- § 30-17. Effective Date.
- § 30-15. Establishment of Norwalk Facilities Construction Commission; membership; terms.

There is established a Norwalk Facilities Construction Commission (“NFCC”) charged with the implementation and oversight of capital building projects.

30-15.1. Members

(A) Members of the NFCC shall be appointed by the Mayor with the approval of the Common Council.

(B) The NFCC shall consist of eleven members, as follows:

(1) The Mayor or his designee shall serve as chairman of the NFCC;

(2) Two members of the Common Council, one of whom shall be the Chairman of the Land Use and Building Management Committee of the Common Council and the other who shall be affiliated with a non-majority political party or, if there is no such party represented on the Council, the second member may be any other Council member recommended by the Council;

- (3) One member shall be the chairperson of the Board of Education's Permanent Education Specifications Committee or such other member of the Board as may be recommended by the Board of Education;
- (4) One member shall be recommended by the Parent Teacher Organization Council of Norwalk;
- (5) One member shall be the Chairman of the Board of Estimate and Taxation or such other member as may be recommended by the Board;
- (6) One member shall be the Superintendent of Schools or his designee from the Central Office Staff of the Board of Education responsible for facility construction; and
- (7) Four public members shall be electors of the City of Norwalk who shall have experience with building projects, such as construction trades, general contracting, construction management, architecture, engineering, public parking facilities and finance. No more than three of the five members who include the four public members and the one PTO Council representative shall be affiliated with the same political party.

30.15.2. Terms

- A. The representative of the Parent Teacher Organization Council and two of the four public members shall be appointed for an initial term ending January 1, 2007 and two of said public members shall be appointed for an initial term ending January 1, 2006. Thereafter, the terms for these members of the Commission shall be for four years and the Mayor shall appoint, with the approval of the Common Council, each year, successors to those members whose terms expire on the succeeding January 1.
- B. The terms of the Mayor, Common Council members, Board of Education member and Board of Estimate and Taxation member, as voting ex officio members, shall be coterminous with the terms of their office.

30-15.3. Powers and duties

- A. The NFCC shall develop a facilities construction program to implement facility policy decisions adopted by the Common Council and, as may be appropriate, by the Board of Education and Parking Authority.
- B. The NFCC shall provide project management and oversight of those capital public building projects in Norwalk in excess of \$250,000 or as designated by the Common Council including -oversight of project planning and design, recommending selection of architect and construction manager or general contractor, project execution planning, status tracking for schedule and budget, reporting, project completion and closeout. Capital public building projects do not include public infrastructure improvements such as roads, bridges and drainage which shall continue to be the responsibility of the Department of Public Works.
- C. The NFCC may establish performance standards and specifications that ensure quality construction. The NFCC shall be responsible for full life cycle cost analysis.

The NFCC may establish clear performance goals and standards for architects, construction managers and other professionals providing services in connection with NFCC projects.

- D. The NFCC shall submit any matter requiring approval by the Common Council directly to the Council agenda as if it were a committee of the Council. The Mayor shall designate one of such Common Council members to propose motions to the Common Council as authorized by the Commission.

30-15.4. Building Advisory Committees

- A. The Mayor shall establish and appoint a Building Advisory Committee for each project and shall designate the chairman of each such Committee. Each Building Advisory Committee shall advise the NFCC on user needs related to the function and the design of the project and the construction implementation schedule. Each Building Advisory Committee shall remain in existence until the completion of the construction project.
- B. The membership of each such Building Advisory Committee for a City project shall consist of the following:
 - (1) One member of the Common Council representing the district in which the city project is located or an at large member if the project involves more than one district;
 - (2) One member of the City Department that will occupy or use the building; and
 - (3) At least three members of the public knowledgeable about the purpose of the building or having construction experience.
- C. The membership of each such Building Advisory Committee for an individual school building project shall consist of the following:
 - (1) One member of the Common Council representing the district in which the school project is located;
 - (2) One member of the Norwalk Board of Education recommended by the Chairman of the Board of Education;
 - (3) Two members such as the principal or principal's designee of said school and from the faculty or staff of said school as recommended by the Superintendent of Schools; and
 - (4) Three members recommended by the Parent Teacher Organization Council of said school and approved by the Board of Education.
- D. The Mayor shall designate a representative from the NFCC for each such Building Advisory Committee.
- E. The Ad Hoc Advisory or Building Advisory Committees currently in existence for Brookside Elementary School, West Rocks Middle School, Brien McMahon High

School, the School Roofs Project, the Norwalk Police Station and the Oak Hills Park Restaurant shall continue to serve as and shall be designated as Building Advisory Committees pursuant to this section for their respective capital building project.

§ 30-15.5. Staffing and Operations

- A. The NFCC may request through the Mayor the assistance of public officials or city employees in matters such as purchasing, legal, security, public works, building and public safety in carrying out its duties.
- B. The NFCC after a competitive proposal process shall recommend a construction program management firm to the Mayor and Common Council to be responsible for the day-to-day implementation and oversight of the facilities construction program and staffing for the NFCC.
- C. The NFCC shall have a separate line item in the City Operating Budget and, if needed, in the City Capital Budget, and may submit requests for capital funds through the City's capital budget process.
- D. Norwalk Facilities Construction Commission Operations.
 - (1) The NFCC shall meet at least monthly and at such other times as it deems necessary.
 - (2) The NFCC shall provide a standardized monthly report to the Mayor and Common Council regarding the status of all ongoing capital building projects, and shall provide a monthly report to the Board of Education on the status of all school building projects. Such reports shall be public documents.
 - (3) The NFCC shall develop polices and practices for facility planning, facility management and utility conservation to control operating costs.

§ 30-16. Designated School Building Committee

- A. The NFCC is hereby designated and shall serve as the Norwalk School Building Committee and shall have all such power and authority as may be necessary to properly perform and discharge its responsibilities and obligations pursuant to the Connecticut General Statutes.
- B. The NFCC shall commence service as the Norwalk School Building Committee as of August 1, 2003.

§ 30-17. Effective Date

This Chapter shall take effect pursuant to § 1-193 of the Charter of the City of Norwalk.

Amendments to Section 30-2 to read as follows:

§ 30-2. Purpose

In adopting this chapter, it is the intent of the Common Council to establish rules of procedure for orderly planning for the expenditure of funds for long-term capital improvement projects and procedures for implementation and oversight of capital projects, the cost of which are to be defrayed from the sale of bonds, notes or other certificates of indebtedness, until such time as some other procedure is incorporated into the charter of the City.

Amendments to Section 30-10.1. A. to read as follows:

§ 30-10.1. Schedules, progress and completion reports and recommendations for termination or abandonment of capital budget items. [Added 1-24-1961]

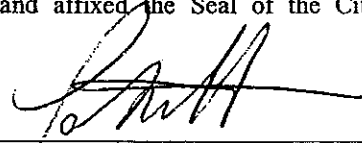
A. Upon adoption of the capital budget as set forth in § 30-10, the Comptroller shall notify Norwalk Facilities Construction Commission and each department or agency of those items under such department's or agency's responsibility, together with the amount thereof which has been approved. The Norwalk Facilities Construction Commission and each department or agency shall within 30 days after notification by the Comptroller submit to the Comptroller a work program scheduling the expected progress of each capital budget item to completion. On the first of each month, the Comptroller shall submit to the Mayor, Common Council and Planning Commission, a report showing monies expended in the capital budget and the status of each capital budget item.

STATE OF CONNECTICUT {
 { ss. Norwalk
COUNTY OF FAIRFIELD {

I, PAM STARK, CITY CLERK OF NORWALK, in said County and State, and keeper of the records and Seal thereof, do hereby certify that the Common Council of the City of Norwalk, at its Regular Meeting held May 13, 2003 adopted the above Ordinance.

I further certify that the above is a true copy of the action taken on May 13, 2003, and said Ordinance has not been further amended, modified, altered or repealed in any way and remain in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Norwalk, Connecticut, this 15th day of May, 2003.



Pam Stark, City Clerk

(SEAL)