

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Rawle Dummett
CC: Kim Allen
Date: March 18, 2021
Re: Disposal of aged Assets

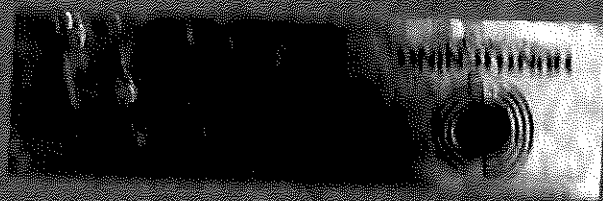
The Purchasing Agent respectfully seeks permission from the Board of Selectmen to dispose of the items listed below at the transfer station, in accordance with Chapter 3.08.020, Section 2.112.020 of the Ordinance. These assets have either outlived their usefulness to the Town or are broken. None of these items have asset identification numbers attached.

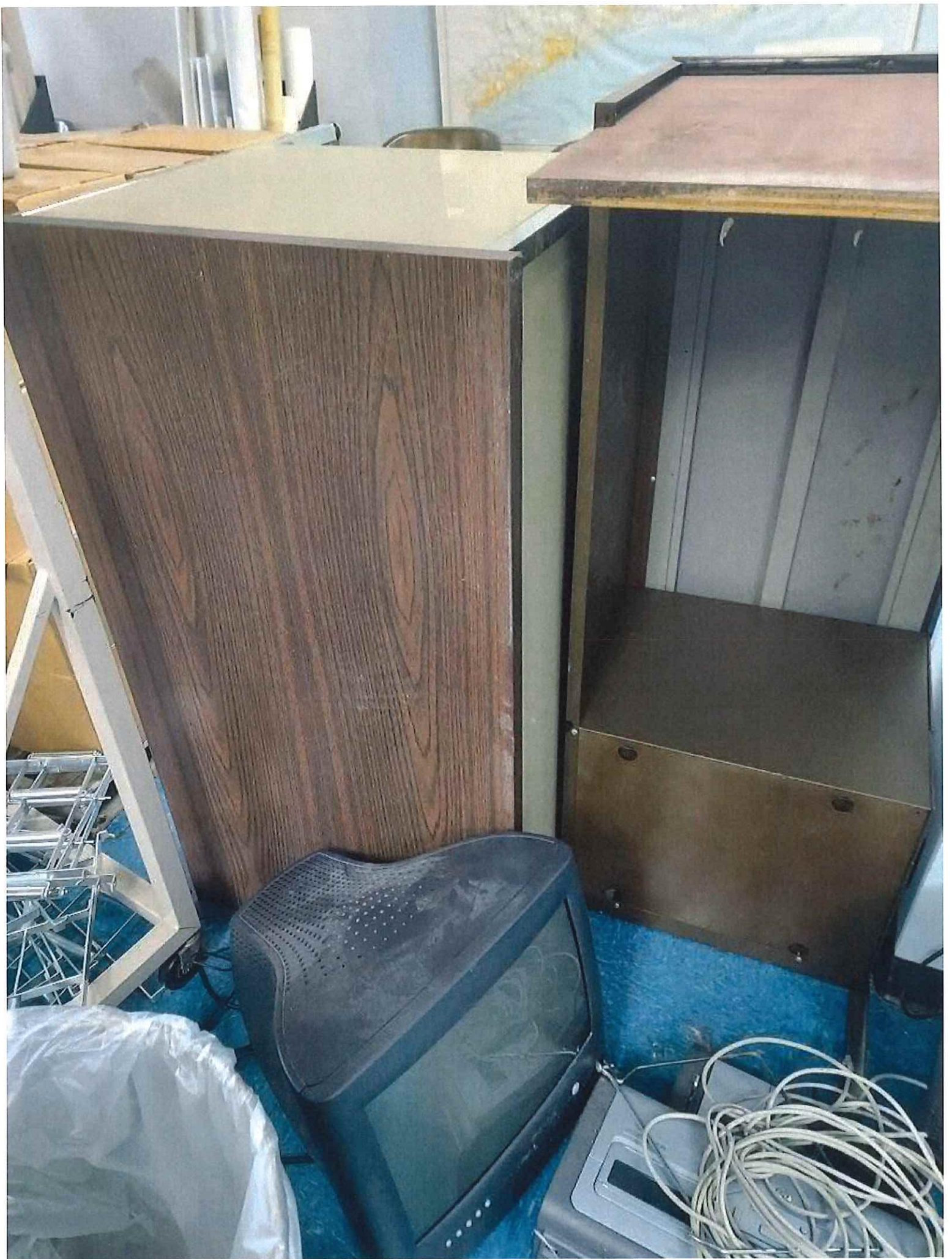
1. Three broken desks.
2. One broken cupboard
3. Two Computer Monitors C/N-05E532-47803-373-CWLU and C/N05E532-47803-373-CWLX
4. One HP 7660 photosmart printer S/N MY3A1332MN - Q3010A
5. One Burgundy Office Chair
6. One Grey Office Chair
7. One Black Office Chair

Sincerely,

Rawle Dummett
Purchasing Agent













CN-05E532-47803-373-CWLX



REV A00

DP/N 05E532

Made in China



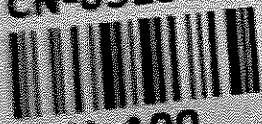
POWER
SEE INSTRUCTION
BOOKLET AND STYLE
CORD TO BE USED

VID



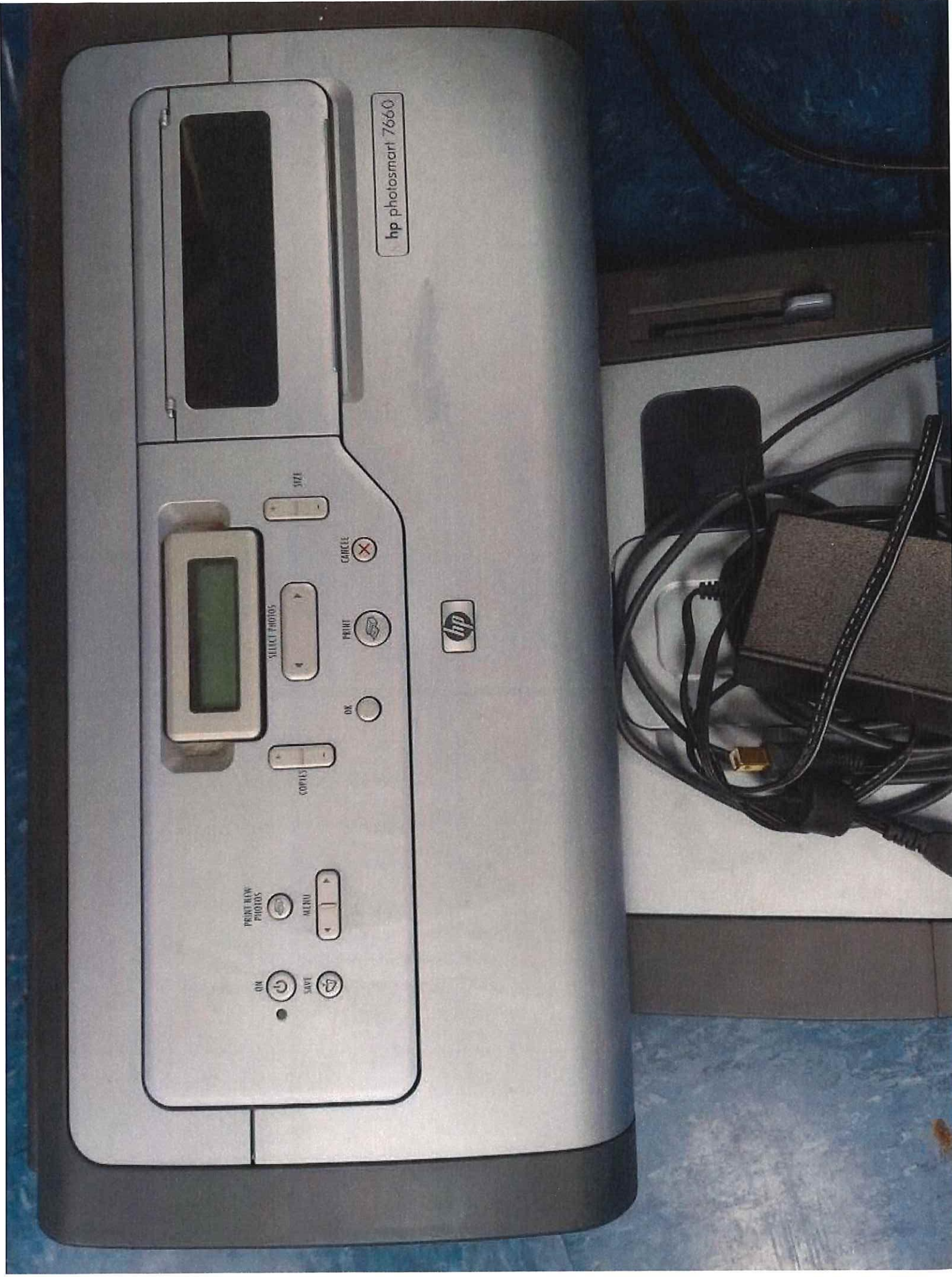


CN-05E532-47803-373-CWLU



REV A00

DP/N 05E532
Made in China



hp photosmart 7660



PRINT NEW PHOTOS



MENU



OK



SAVE



COPY



OK



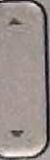
PRINT



CANCEL



SELECT PHOTOS



SIZE



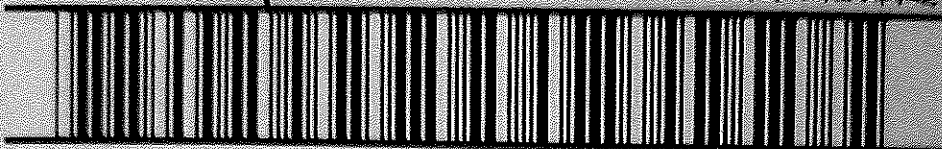


S/N MY3A1332MN

Q3010A

Oct 01, 2003

MADE IN MALAYSIA 马来西亚制造



FC Tested To Comply
With FCC Standards

FOR HOME OR OFFICE USE

This device complies with Canadian
EMC Regulation ICES-003

Cet appareil est conforme a la norme
NMB-003 de Canada



LISTED I.T.E. 8428



R33001 E-B021-03-1672(B)



A008474

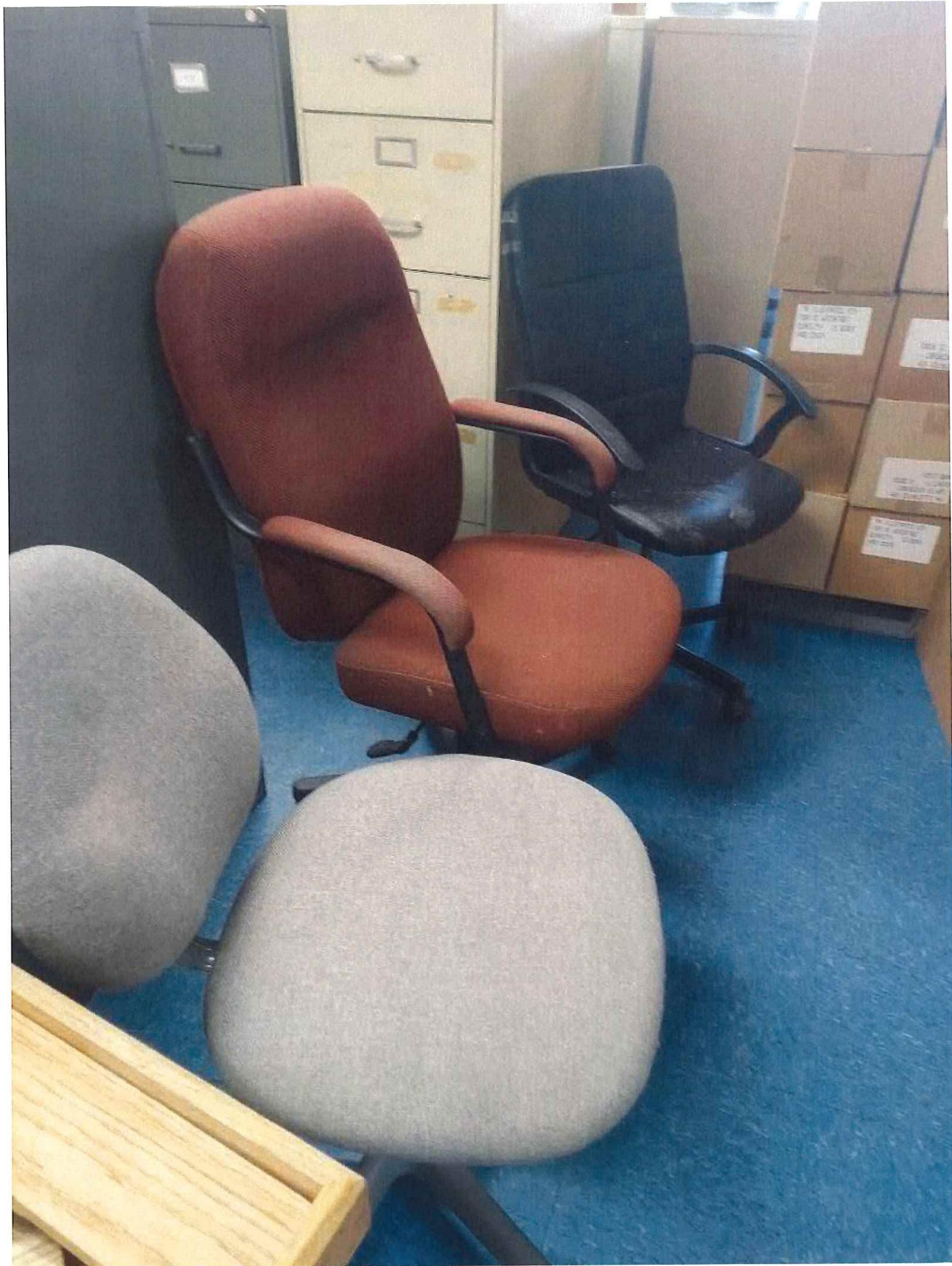
规定型号:

AR

[19]

REGULATORY MODEL NUMBER: SDGOA-0376

REV 3



FINANCE DEPARTMENT

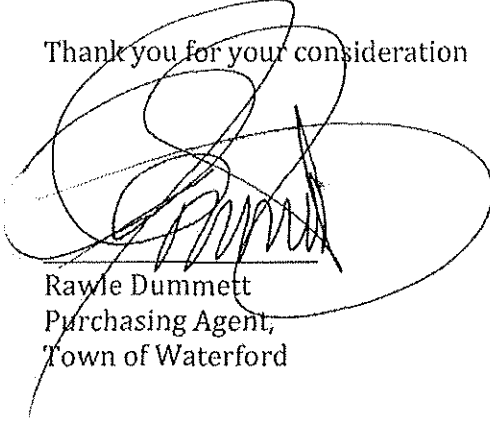
Memo

To: The Board of Selectmen
From: Rawle Dummett
Date: April 1, 2021
Re: Disposal of aged assets

Dear Mr. Brule:

In accordance with the Town Property Ordinance, Chapter 2.112.020 it is requested that the Board of Selectmen please consider an act to surplus for disposal, the SullAir J30DWH48P generator recently removed from Richards Grove wastewater pumping station, which will be replaced by a newly acquired Cummins generator. It should be noted that this generator does not have its own Asset ID, but is considered a component of the entire Pump Station **Asset#9204030623**. Upon your approval, the Purchasing Agent will then dispose of item by auction.

Thank you for your consideration



Rawle Dummett
Purchasing Agent,
Town of Waterford

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

March 30, 2021

Mr. Rawle Dummett – Purchasing Agent
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Re: Surplus Declaration – Richards Grove Road PS Generator

Dear Rawle,

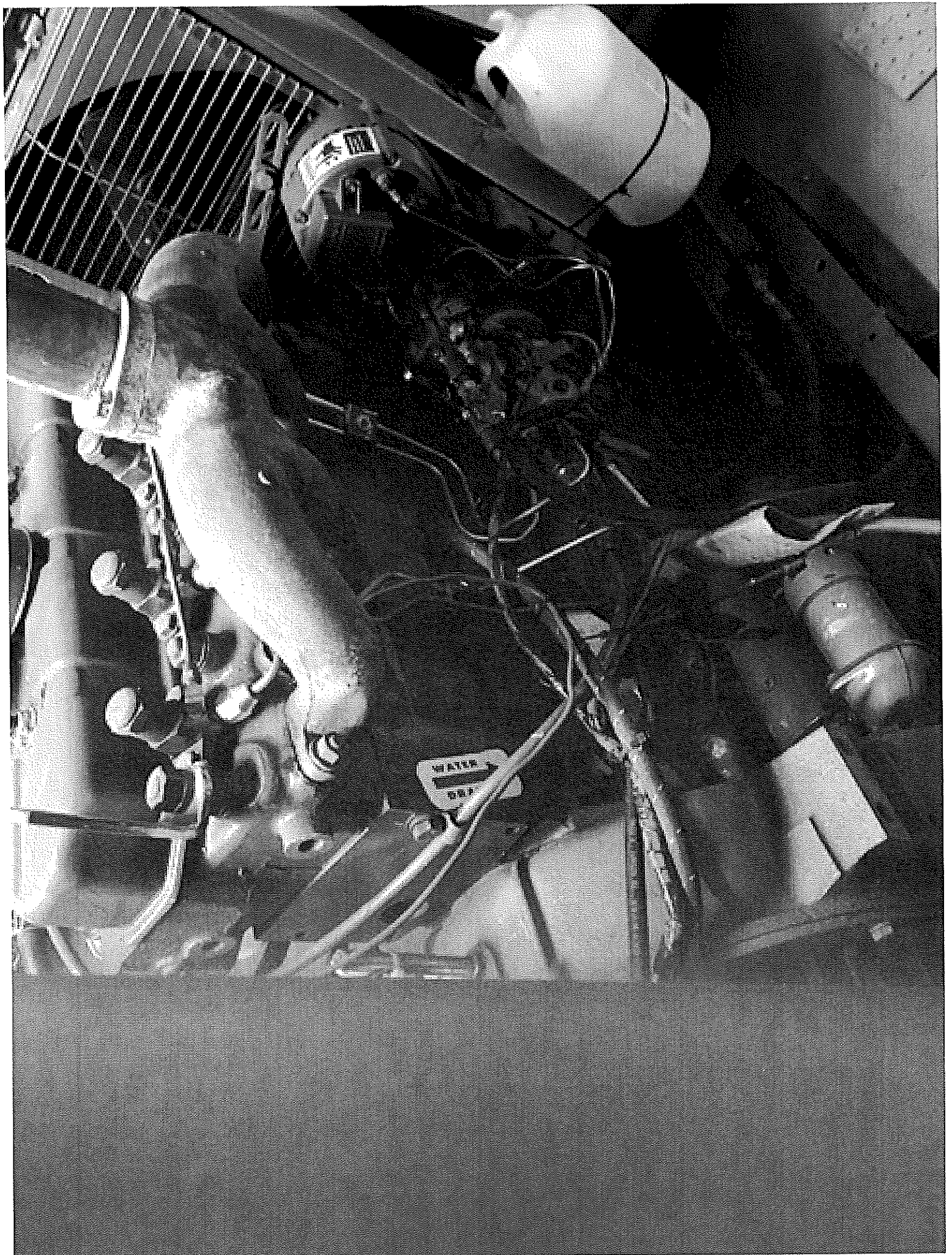
It is hereby requested that the SullAir J30DWH48P generator that was recently removed from the Richards Grove wastewater pumping station be declared surplus and disposed according to Town ordinances and policies. The removed unit is stored at the [top of the hill] Municipal Complex grounds. The SullAir generator does not have its own asset number. It is a component of the Richards Grove pumping station (Asset # # 9204030623)

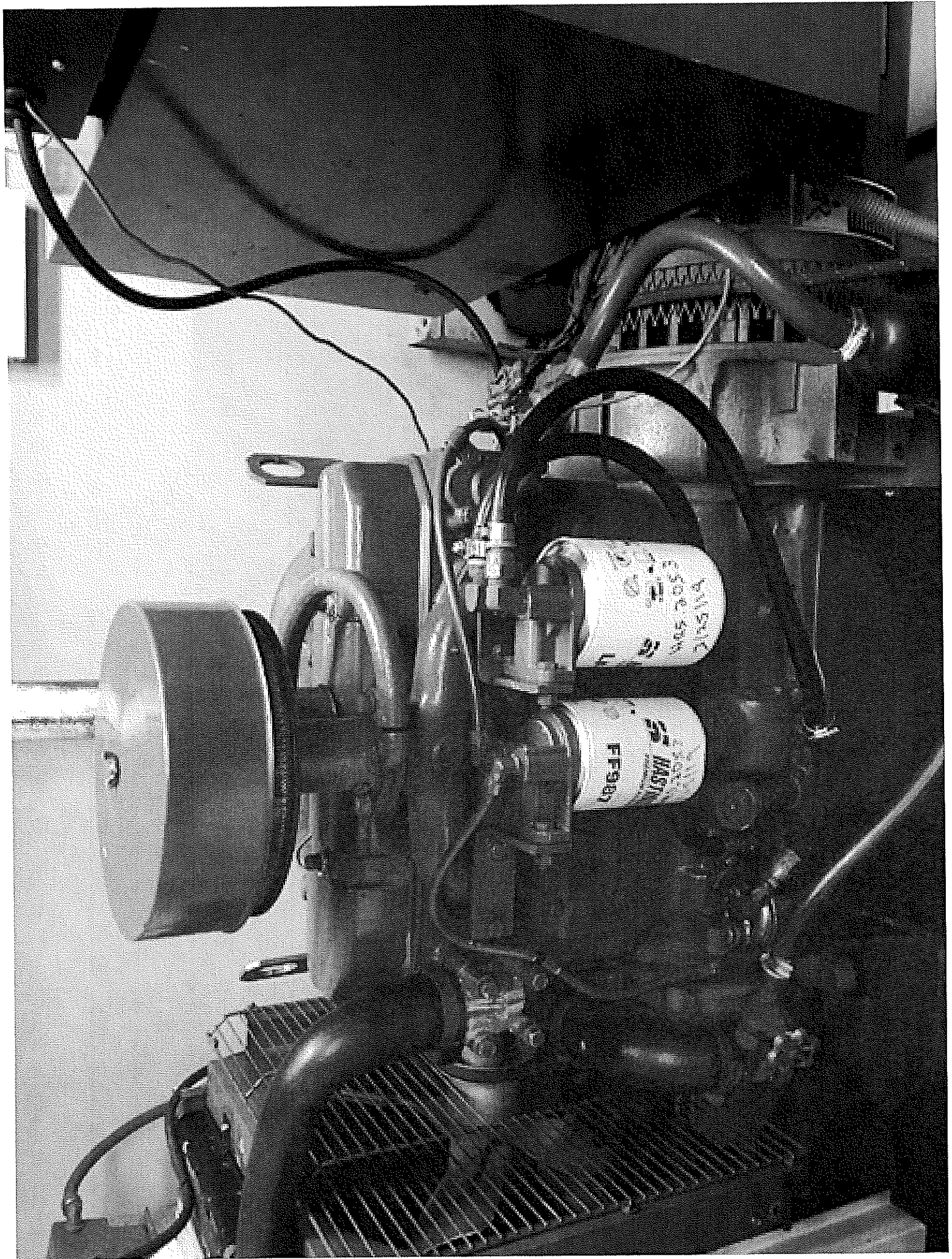
Our staff is preparing the area for the installation of a new Cummins generator at the station.

Yours truly,

Neftali Soto – Chief Engineer
Utility Commission

Cc: Jim Bartelli – Assistant Director
Peter Clark - Foreman
Utility Commission





TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (> \$1000)

Fire Department
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	Current Budget Amount	Budget Transfer INCREASE	Budget Transfer DECREASE	Revised Budget Amount	
1	10123	52050	Dues, Conferences & Education	\$ 27,605		\$ 5,000	\$ 22,605	
2	10123	52090	Heating Oil	\$ 6,361		\$ 6,000	\$ 361	
3	10123	52320	Fire Hydrants	\$ 231,796		\$ 6,252	\$ 225,544	
4	10123	52372	Insurance	\$ (17,252)	\$ 17,252		\$ -	#1
5	10123	52379	Hose Testing & Repairs	\$ 2,285.00		\$ 2,138.00	\$ 147	
6	10123	52387	Pump Testing Services	\$ 1,525.00		\$ 1,500.00	\$ 25	
7	10123	52377	SCBA Testing & Repairs	\$ (3,638.00)	\$ 3,638.00		\$ -	#2
8	10123	53021	Consumable Supplies	\$ 4,228.00		\$ 1,068.00	\$ 3,160	
9	10123	53113	Responder Awards	\$ 4,482.00		\$ 3,700.00	\$ 782	
10	10123	53020	Other Supplies	\$ (4,768.00)	\$ 4,768.00		\$ -	#3
11	10123	53090	Fuels & Lubricants	\$ 16,266.00		\$ 4,562.00	\$ 11,704	
12	10123	53070	Auto Repairs	\$ (4,562.00)	\$ 4,562.00		\$ -	#4
13	10123	54218	Firefighting Equipment	\$ 13,166.00		\$ 1,149.00	\$ 12,017	
14	10123	54220	Radio/Emergency Lights	\$ (1,149.00)	\$ 1,149.00		\$ -	#5
15	10123	54218	Firefighting Equipment	\$ 12,017.00		\$ 1,979.00	\$ 10,038	
16	10123	54222	Rescue Truck Equipment	\$ (1,979.00)	\$ 1,979.00		\$ -	#6

Explanation:

1-4 This overage is due to coverage increasing more than projected the previous fiscal year, when the policy included WAS coverage.

5-7 This overage is due to repairs with the increased usage during the current fiscal year.

8-10 This overage is due to necessity to purchase EMS supplies for the R1 vehicles (10) during the current fiscal year.

11-12 This overage is due to an increase in large vehicle repairs during the current fiscal year.

13-14 The procurement of pagers for the Quaker Hill and Goshen stations created this overage

15-16 The procurement of expired rescue rope and associated equipment created this overage

Bruce A. Miller
Department Head

Bruce A. Miller, Director of Fire Services

3/1/2021
Date

Kim Allen
Director of Finance

3/3/2021
Date

First Selectman

Date

Commission/Board Approval

Date



FOR 2021 13

GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10123 FIRE SERVICES							
10123 51110 ADMINISTRATION	219,533	0	219,533	143,800.64	.00	75,732.36	65.5%
10123 51120 INSPECTION	76,849	0	76,849	52,322.26	.00	24,526.74	68.1%
10123 51210 CLERICAL AND TECHNICAL	131,263	0	131,263	82,585.76	.00	48,677.24	62.9%
10123 51240 EDUCATIONAL INCENTIVES	20,430	0	20,430	16,925.00	.00	3,505.00	82.8%
10123 51310 FIRE FIGHTING	1,226,023	71,569	1,297,592	942,233.33	.00	355,358.67	72.6%
10123 51440 DISPATCH	0	0	0	.00	.00	.00	.0%
10123 51450 EXTRA DUTY	0	0	0	.00	.00	.00	.0%
10123 51451 EXTRA DUTY REGULAR	0	0	0	.00	.00	.00	.0%
10123 51810 OVERTIME	59,518	0	59,518	164,557.86	.00	-105,039.86	276.5%
10123 51830 TRAINING & EDUCATION	0	0	0	.00	.00	.00	.0%
10123 51920 F.I.C.A.	132,622	5,475	138,097	101,454.48	.00	36,642.52	73.5%
10123 52010 ADVERTISING	200	0	200	.00	.00	200.00	.0%
10123 52020 POSTAGE	250	0	250	157.70	.00	92.30	63.1%
10123 52030 PROFESSIONAL FEES	3,875	0	3,875	3,901.00	.00	-26.00	100.7%
10123 52040 SERVICE CONTRACT AND RENTALS	18,130	0	18,130	10,312.75	2,510.00	5,307.25	70.7%
10123 52050 DUES, CONFERENCES & MEETINGS	48,675	0	48,675	17,554.49	3,515.00	27,605.51	43.3%
10123 52060 PRINTING	0	0	0	23.05	.00	-23.05	100.0%
10123 52070 REIMBURSABLE EXPENSES	1,500	0	1,500	.00	.00	1,500.00	.0%
10123 52080 TELEPHONE	18,050	0	18,050	11,637.90	.00	6,412.10	64.5%
10123 52090 HEATING FUEL	45,410	0	45,410	23,281.96	15,766.63	6,361.41	86.0%
10123 52100 ELECTRICITY	62,383	0	62,383	40,765.43	.00	21,617.57	65.3%
10123 52110 WATER	5,746	0	5,746	3,377.29	.00	2,368.71	58.8%
10123 52120 SEWER	8,645	0	8,645	4,170.30	.00	4,474.70	48.2%
10123 52290 PUBLIC SAFETY AWARENESS	2,500	0	2,500	410.20	.00	2,089.80	16.4%
10123 52310 EXAMINATIONS	6,000	0	6,000	3,754.95	707.30	1,537.75	74.4%
10123 52320 RENTAL OF HYDRANTS	457,200	0	457,200	225,403.08	.00	231,796.92	49.3%
10123 52370 CLOTHING OR UNIFORMS	15,500	0	15,500	5,288.06	1,699.55	8,512.39	45.1%
10123 52371 FIRE POLICE	1,500	0	1,500	21.17	.00	1,478.83	1.4%
10123 52372 INSURANCE	117,810	0	117,810	135,061.39	.00	-17,251.39	114.6%
10123 52373 LP GAS	4,375	0	4,375	1,681.05	.00	2,693.95	38.4%
10123 52374 CABLE TELEVISION	6,060	0	6,060	5,146.94	.00	913.06	84.9%
10123 52375 GROUND LADDER TESTING	5,825	0	5,825	5,919.45	.00	-94.45	101.6%
10123 52376 HYDRAULIC TESTING	2,500	0	2,500	1,427.32	.00	1,072.68	57.1%
10123 52377 BREATHING APPARATUS	6,760	0	6,760	10,397.79	.00	-3,637.79	153.8%
10123 52378 BUILDING MAINTENANCE	80,000	0	80,000	66,340.17	11,860.00	1,799.83	97.8%
10123 52379 ROSE TESTING AND REPAIRS	9,825	0	9,825	7,539.45	.00	2,285.55	76.7%
10123 52387 PUMP TESTING SERVICE	4,000	0	4,000	2,475.00	.00	1,525.00	61.9%
10123 52392 GENERATOR MAINTENANCE	4,225	0	4,225	.00	.00	4,225.00	.0%
10123 52396 FF - PROTECTIVE CLOTHING	0	0	0	.00	.00	.00	.0%
10123 53010 OFFICE SUPPLIES	2,000	0	2,000	488.53	.00	1,511.47	24.4%

03/03/2021 12:05

kallen

Town of Waterford, CT
YEAR-TO-DATE BUDGET REPORTP
glytbdud

FOR 2021 13

ACCOUNTS FOR:
101 GENERAL FUND

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10123 53020 OTHER SUPPLIES	17,000	0	17,000	20,137.83	1,629.43	-4,767.26	128.0%*
10123 53021 CONSUMABLE SUPPLIES	7,500	0	7,500	3,271.21	.00	4,228.79	43.6%*
10123 53070 AUTO REPAIRS	88,000	0	88,000	83,834.02	8,727.46	-4,561.48	105.2%*
10123 53090 FUELS AND LUBRICANT	28,800	0	28,800	13,900.06	.00	14,899.94	48.3%*
10123 53110 COMPUTER SUPPLIES	2,500	0	2,500	1,483.62	.00	1,016.38	59.3%*
10123 53111 FF PROTECTIVE CLOTH	78,080	0	78,080	36,113.58	3,654.81	38,311.61	50.9%*
10123 53112 FIREFIGHTING SUPPLI	10,000	0	10,000	9,257.84	130.08	612.08	93.9%*
10123 53113 VOLUNTEER RESPONDER	5,000	0	5,000	517.60	.00	4,482.40	10.4%*
10123 54060 OFFICE EQUIPMENT	3,000	0	3,000	208.50	.00	2,791.50	7.0%*
10123 54202 EQUIPMENT - FIRE INV	500	0	500	158.34	.00	341.66	31.7%*
10123 54207 SCBA REPLACEMENT BO	0	0	0	.00	.00	.00	.0%*
10123 54215 THERMAL CAMERAS -OS	0	0	0	.00	.00	.00	.0%*
10123 54216 MULTI-GAS METER	0	0	0	.00	.00	.00	.0%*
10123 54217 RESCUE SAWS	0	0	0	.00	.00	.00	.0%*
10123 54218 FIREFIGHTER EQUIPME	30,000	0	30,000	10,834.72	7,806.52	11,358.76	62.1%*
10123 54219 EQUIPMENT STORAGE I	0	0	0	.00	.00	.00	.0%*
10123 54220 RADIO/EMERGENCY JIG	9,000	0	9,000	6,187.38	3,961.31	-1,148.69	112.8%*
10123 54221 SERVICE TRUCK EQUIP	0	0	0	.00	.00	.00	.0%*
10123 54222 RESCUE TRUCK EQUIPM	5,000	0	5,000	.00	6,978.76	-1,978.76	139.6%*
10123 54226 EQUIPMENT	12,000	0	12,000	.00	.00	12,000.00	.0%*
10123 54241 TELEPHONE SYSTEM -G	0	0	0	.00	.00	.00	.0%*
TOTAL FIRE SERVICES	3,101,562	77,044	3,178,606	2,276,320.45	68,946.85	833,338.70	73.8%*
TOTAL GENERAL FUND	3,101,562	77,044	3,178,606	2,276,320.45	68,946.85	833,338.70	73.8%*
TOTAL EXPENSES	3,101,562	77,044	3,178,606	2,276,320.45	68,946.85	833,338.70	73.8%*



make an impact



107 Selden Street
Berlin, CT 06037

Eversource Energy
Clinton D. Lester
Manager, Growth & Restoration
CT Gas Project Management
O: (860) 292-2236 C: (860) 966-8844
E: clinton.lester@eversource.com

E: Gary Schneider <gschneider@waterfordct.org>
Town of Waterford
Director of Public Works

Yankee Gas (d/b/a Eversource Energy) Payment In Lieu of PRR

Dear Gary,

In most gas installations within Connecticut roadways "permanent resurfacing and restoration" ("PRR") is performed by the utility or its contractors that are installing gas infrastructure; the Municipality has requested that it perform and be responsible for the PRR and that, in lieu of performing and being responsible for the PRR, Eversource will instead pay the agreed-upon amount as outlined in the attached invoice to the Municipality.

The Municipality agrees to waive PRR related to ESG's gas replacement Projects located in Waterford. The streets included within this agreement are as outlined in the attached documents and are as follows:

- Milton Rd
- Dunbar Rd
- Rainbow Ct

By accepting this payment the Municipality agrees that the PRR is the sole responsibility of the Municipality (all at the Municipality's sole cost and expense) shall include, without limitation, the following: (1) the proper maintenance of the temporary pavement installed by Eversource or Eversource's contractor for areas affected by the installation, repair, maintenance and/or modification of gas facilities conducted by Eversource or its contractor; (2) the permanent resurfacing and restoration of such area or areas; and (3) all other activities related and necessary to the PRR and its successful completion such as, without limitation, abutter notifications, permit acquisitions, and traffic control (including the cost of police and flagmen).

The Municipality agrees to indemnify, defend, release and hold harmless Eversource, its parent and affiliates and its and their respective officers, employees, contractors, agents and representatives and their respective heirs, successors and assigns (collectively – which includes Eversource - , the "Eversource Representatives") from and against any and all claims, damages, penalties, fines and/or all other liability (including in each case reasonable attorneys' fees) based upon or arising out of any of the Municipality's obligations and/or responsibilities under this Agreement including, without limitation, any performance by the Municipality or its contractors of the PRR and the condition of the trench and portion of roadway affected by the PRR, whether such claims, damages, penalties, fines and liabilities arise out of any civil litigation, administrative agency enforcement actions, criminal litigation or otherwise.

Title: _____

Signature: _____

Date: _____



107 Selden Street
Berlin, CT 06037

Eversource Energy
Clinton D. Lester
Manager, Growth & Restoration
CT Gas Project Management
O: (860) 292-2236 C: (860) 966-8844
E: clinton.lester@eversource.com

Proposed final paving details

Street	ESG scheduled start date if performing PRR	Municipal anticipated start date for PRR
Milton Rd	November 2021	
Dunbar Rd	November 2021	
Rainbow Ct	November 2021	

Title: _____

Signature: _____

Date: _____

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385

March 30, 2021

Mr. Rob Brule, First Selectman
Town of Waterford Town Hall
15 Rope Ferry Road
Waterford, CT 06385

RE: Request to Appropriate Funding for the Rehab of the HVAC system at the Evergreen pumping station and at the Harvey Avenue pumping station

Dear Mr. Brule,

For the past three years, as part of our Town Capital Improvements Program, we have secured funding designations for general upgrades and the rehab of the Old Norwich Road pumping station, as well as for the upgrade of the Evergreen pumping station HVAC system, and the upgrade of the Harvey Ave. pumping station HVAC system. These [multi-years] designations are under LI 20531-57816 for a total of \$1,050,000.

At this time, the work herein pursued consists of the removal, rehabilitation of HVAC and electrical systems at the Evergreen Avenue and Harvey Avenue sewer pumping stations. The project involves demolition and modification to existing piping, fans, boilers, ductwork and electrical conduit and wiring as well as the installation of new HVAC and plumbing items and equipment. The work includes the installation of a new fan and ductwork modifications at the Harvey Ave. pump station to improve dehumidification and bring the stations ventilation system up to current codes. It also includes a full heating and HVAC upgrade at the Evergreen Ave. pump station, replacing the failed condensing units and installing a new boiler and appurtenances not replaced during the last comprehensive upgrade.

These HVAC electro-mechanical components are vital for safety reasons, as well as for the need to have a controlled climate environment for the protection of the electronic components at the stations.

Wright-Pierce Engineers (WPE) developed the plans and specifications for the work needed. WPE are the Utility Commission wastewater on-call engineers that have provided consulting and design services for all our wastewater infrastructure improvements and rehabs as part of the major rehab capital program. The purchasing office opened bids on March 11, 2021. At \$484,562, Electrical Energy Systems Corp. (EESC) of Southington, CT submitted the lowest responsive bid for the required work. During their March 18, 2021, the Utility Commission accepted EESC bid and directed the writer to pursue the appropriation of funds for the work needed, and for the administration of the contract associated with the work.

Considering the fact that this work is needed and, considering that [multi-years] designations have been previously approved and, considering that the bid received is within an acceptable range of the engineer's estimate and, considering the need for expertise to administer the work and look in the best interest of the Town of Waterford; therefore, it is hereby respectfully requested for appropriations from LI 20531-57816 of \$490,000 for the rehab of the Evergreen Ave. and Harvey Ave. HVAC system(s), and (not to exceed) \$16,000 for the project contract administration to be approved.

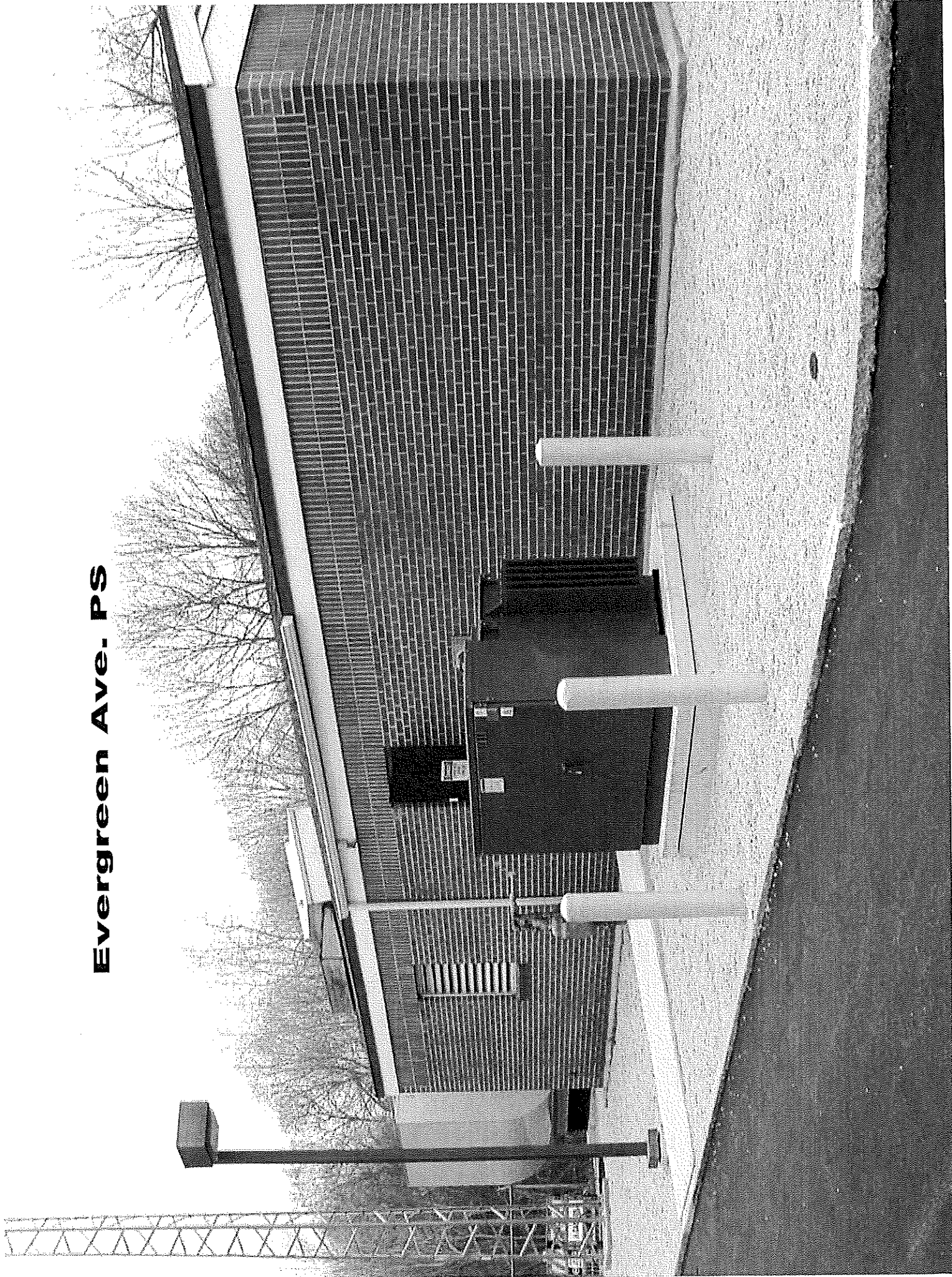
Respectfully submitted for your consideration,

A handwritten signature in black ink, appearing to read 'Neftali Soto', with a stylized flourish at the end.

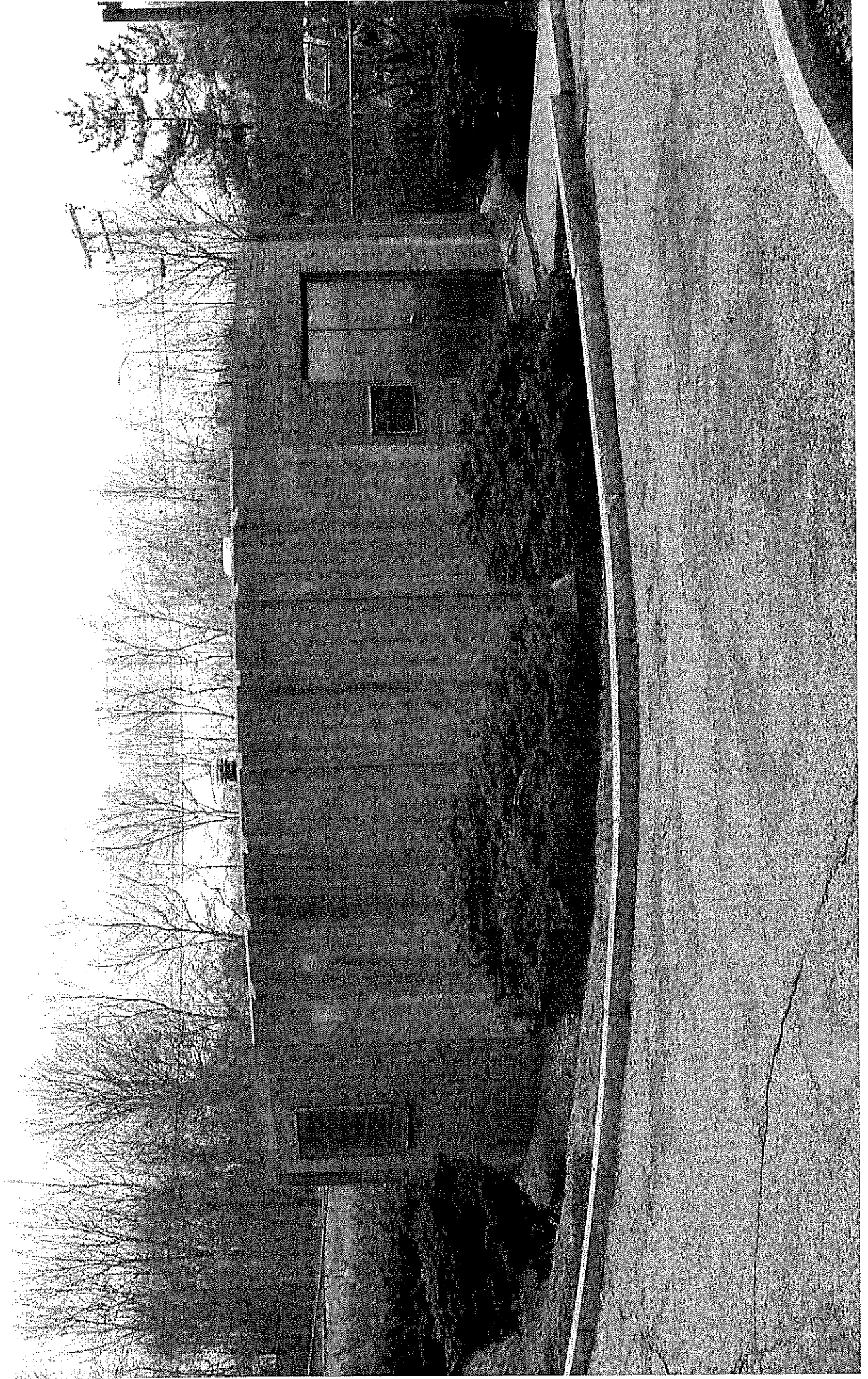
Neftali Soto, P.E., Chief Engineer
Utility Commission

Cc: Kim Allen – Director of Finance
Rawle Dummett – Purchasing Agent
Utility Commission

Evergreen Ave. PS



Harvey Ave. PS



COPY NO. _____

**EVERGREEN AVENUE & BLUE HILLS PUMP STATION
HVAC IMPROVEMENTS
BID # 21-100**

**WATERFORD UTILITY COMMISSION
WATERFORD, CONNECTICUT**

**BIDDING AND CONTRACT REQUIREMENTS
AND SPECIFICATIONS**

JANUARY 2021

20483

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

BID FORM
Evergreen Avenue and Blue Hill
Pump Stations HVAC Improvements
BID # 21-100

Electrical Energy Systems Corp., 215 Captain Lewis Drive, Southington, CT 06489

VENDOR NAME AND ADDRESS

N/A

PRINTED NAME AND TITLE OF VENDOR'S AGENT

Phone: 860-621-9657 Fax: 860-621-2456 cvose@eesc-ct.com

PHONE AND FACSIMILE NUMBERS, E-MAIL ADDRESS

I Cynthia A. Vose V.P. of Operations of the
Name Position

above named firm hereby submit the following bid in accordance with Town of Waterford specifications.

Cynthia A. Vose
SIGNATURE

March 11, 2021

DATE

PROJECT IDENTIFICATION:	Evergreen Avenue and Blue Hills Pump Stations HVAC Improvements
THIS BID IS SUBMITTED TO:	Town of Waterford Connecticut
	15 Rope Ferry Road
	Waterford, Connecticut 06385

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into a purchase order agreement with the Town of Waterford at the stipulated price indicated in this bid.
2. Bidder accepts all of the terms and conditions of the Advertisement or Invitation to Bid. This Bid will remain subject to acceptance for 90 days after the day of Bid opening.

3. BIDDER has familiarized itself with the nature and extent of the Bid Documents including any Addenda (acknowledge receipt of any and all Addenda by listing the date and Addenda Number where indicated below), Work, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

Addenda
Date

Addenda
Number

4. BIDDER has given ENGINEER written notice of all conflicts, errors or discrepancies that it has discovered in the Bid Documents and the written resolution thereof by ENGINEER is acceptable to BIDDER.
5. BIDDER certifies that the Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.
6. BIDDER understands that the OWNER reserves the right to reject any or all bids.
7. Bidder will complete the Work described in the Contract Documents for the following price(s):

BID SCHEDULE

Item No.	Quantity	Brief Description of Item with Unit Bid Price in Words	Unit Bid In Figures	Amount In Figures
1	1 L.S.	Evergreen Avenue Pump Station HVAC/Electrical Improvements all-inclusive The Sum of \$ <u>Three hundred ninety three thousand eight hundred thirty seven XXX</u> Per Lump Sum	\$ <u>393,837.00</u>	\$ <u>393,837.00</u>
2	1 L.S.	Blue Hills Pump Station HVAC/Electrical Improvements all-inclusive less Item #3 The Sum of \$ <u>Forty five thousand seventy five XXX</u> Per Lump Sum	\$ <u>45,075.00</u>	\$ <u>45,075.00</u>
3	1 L.S.	Blue Hills Pump Station HVAC-Provide and install ductwork modifications to HV-1 The Sum of \$ <u>Forty thousand six hundred fifty XXX</u> Per Lump Sum	\$ <u>40,650.00</u>	\$ <u>40,650.00</u>
4	Allowance	Owners System Integrator Allowance The Sum of \$ <u>five thousand dollars</u> Amount in Words	\$ <u>5,000</u>	\$ <u>5,000</u>

TOTAL BID: Total of Items 1 through 4 above.

Four hundred eighty four thousand five hundred sixty two XXX	(\$ <u>484,562.00</u>)
(use words)	(use figures)

8. Communications concerning this Bid shall be addressed to:
 Rawle Dummett, Purchasing Agent
 Finance Office, 15 Rope Ferry Road
 Waterford, Connecticut 06385
 Phone: (860) 444-5842
 Fax: (860) 440-0579
rdummett@waterfordct.org

AFFIRMATIVE ACTION/EQUAL EMPLOYMENT ACTIVITIES

Please indicate the name and address of the company official(s) responsible for carrying out the Equal Employment Opportunity/Affirmative Action Program for your company.

John E. Taylor, Jr.

Electrical Energy Systems Corporation.

215 Captain Lewis Dr., Southington, CT 06489

If your company does not have a written affirmative action plan, please estimate the number of vacancies during the next 12 months, and indicate the numerical or percentage goals you have set for the employment of minority people and females to make your labor force reflective of the labor market in which you operate.

The vendor/bidder understands that failure to complete the above form in a satisfactory manner will preclude such vendor from being actively considered for contract with the Town of Waterford. The vendor/bidder also understands that the Affirmative Action statements will become part of any contract, and that breach of such statements will constitute a breach of the contract subject to such remedies as provided by law.

I certify that there are no misrepresentations, omissions, or falsifications in the foregoing statements and answers, and that the entries above are true, complete, and correct to the best of my knowledge and belief.

March 11, 2021

Date


Signature

Cynthia A. Vose

V.P. of Operations
Title

Subscribed and sworn to before me at Southington, Connecticut, this 11th

Day of March 20 21.

Lynette Cade
Notary Public
Commission Expires: 4/30/2022

AFFIRMATIVE ACTION STATEMENT

NOTE: IF YOUR COMPANY HAS LESS THAN 10 EMPLOYEES, OR HAS COMPLETED THIS SAME FORM WITHIN 1 YEAR, YOU MAY DISREGARD THE FOLLOWING EQUAL EMPLOYMENT/AFFIRMATIVE ACTION SECTION, EXCEPT AS NOTED.

- OR: (1) The number of employees 53
- (2) Completed this form within one year Yes X No

FOR SEALED BIDS: If your company has completed this form within one year Please forward a photocopy of the initial form with your bid. If significant Changes have taken place within the past year, please update the information on this form.

REQUIREMENT – Any vendor/bidder seeking to do business with the Town of Waterford must, upon request, supply the Town and/or the Waterford Human Resources with any information concerning the Affirmative Action/Equal Employment practices of the vendor/bidder, which the Town and/or Commission deems necessary in fulfilling its charge. Failure to supply such information, when requested, will result in the termination of any further transactions between the vendor/bidder and the Town of Waterford.

COMPANY NAME AND ADDRESS

Electrical Energy Systems Corporation, 215 Captain Lewis Dr., Southington, CT 06489

TYPE OF BUSINESS

Electrical Contractor

TYPE OF ORGANIZATION

 X Corporation Partnership Individual

If unit filing this application is not the above-named company, give the name, address, and telephone number of reporting unit. (Branch, agent, representative).

FIFTEEN ROPE FERRY ROAD

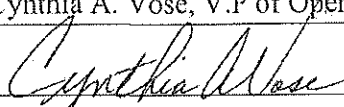


WATERFORD, CT 06385-2886

**TOWN OF WATERFORD
NON-COLLUSION STATEMENT**

"The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid."

We understand that this proposal must be signed by an authorized agent of our company to constitute a valid proposal.

Date:	<u>March 11, 2021</u>
Name of Company:	<u>Electrical Energy Systems Corporation</u>
Name and Title of Agent:	<u>Cynthia A. Vose, V.P of Operations</u>
By (SIGNATURE):	<u></u>
Address:	<u>215 Captain Lewis Drive</u>
	<u>Southington, CT 06489</u>
Telephone Number:	<u>860-621-9657</u>

CONTRACTOR INFORMATION SHEETS

(These sheets must be completed and included with Bid)

COMPANY NAME: Electrical Energy Systems Corporation

ADDRESS: 215 Captain Lewis Dr., Southington, CT 06489

ESTABLISHED: March 1989
(Month) (Year)

TYPE OF ORGANIZATION: (Circle One)

A) Individual

B) Partnership

C) Corporation

D) Joint Venture

E) Other _____

(Specify)

(If Applicable)

FORMER FIRM NAME(S) YEARS IN BUSINESS

N/A

YEARS OF WORK IN A RELATED FIELD: 32 years
(Described Any Related Work)

EQUIPMENT AND EMPLOYEES:

Provide a list (attached to this sheet) of equipment and employees anticipated to be utilized for this work. See attached Sheet #3

USE OF SUBCONTRACTORS:

To provide all the services listed in the specifications, would any services be handled by subcontractors? yes Yes/No If "Yes", please explain:

brick & concrete work, HVAC

Subcontractor Name(s): Ronnie Demeo Construction Inc.
Central Mechanical Services Inc.

PROJECT MANAGER: TBD

Electrical Energy Systems Corporation

KEY PERSONNEL

1. John E. Taylor, Jr.
Chairman
44 Years in Electrical & General Contracting
2. Scott Paradis
President/Project Manager/Estimator
28 Years in Electrical Contracting
3. Steve Kaczynski
Project Manager
42 Years in Electrical & General Contracting
4. David C. Ash
Estimator/Project Manager
31 Years in Electrical Contracting
5. James Nasuta
Estimator/Safety Officer
41 Years in Electrical Contracting

Ina Harris

From: Jim Nasuta
Sent: Thursday, March 11, 2021 10:39 AM
To: Ina Harris
Subject: FW: Bonding

Jim Nasuta | jnasuta@eesc-ct.com

Electrical Energy Systems Corporation | 215 Captain Lewis Drive | Southington, CT 06489
Office (860) 621-9657 x312 | Fax (860) 621-2456 | Mobile (860) 818-5976
CT License #ELC.0103805-E1 | MA License #A-11725 | www.eesc-ct.com | AA/EOE

From: Steve Susanin <ssusanin@alliant.com>
Sent: Thursday, March 11, 2021 10:37 AM
To: Jim Nasuta <jnasuta@eesc-ct.com>
Subject: Bonding

Jim,

Electrical Energy Systems is FULLY BONDABLE for HVAC improvements at Evergreen Avenue and Blue Hills Pump Station for \$484,562.

EES has a bonding program with Zurich Surety, an AM Best A Plus rated carrier for 25,000,000 Single Bond and 50,000,000 Aggregate Bond line.

Any questions, don't hesitate to call.

Steven E. Susanin
Senior Vice President
Alliant Insurance Services, Inc.
Construction Services Group
40 Stanford Drive, 2nd Floor
Farmington, CT 06032

860-269-2165 Office
860-690-6303 Cell
ssusanin@alliant.com

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Electrical Energy Systems Corporation
215 Captain Lewis Drive
Southington, CT 06489

SURETY:

(Name, legal status and principal place of business)

Fidelity and Deposit Company of Maryland
1299 Zurich Way, 5th Floor
Schaumburg, IL 60196-1056
Mailing Address for Notices

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.

OWNER:

(Name, legal status and address)

Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:

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

Evergreen Avenue & Blue Hills Pump Station HVAC Improvements

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 sented this 11th day of March, 2021.

Dea Harris
(Witness)

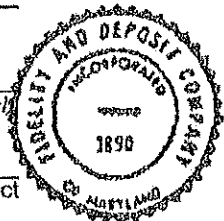
L. J. Lyons
(Witness)

Electrical Energy Systems Corporation
(Principal) (Seal)

By: Cynthia Rose
(Title) VP of Operations

Fidelity and Deposit Company of Maryland
(Surety) (Seal)

By: Victoria P. Parkerson
(Title) Attorney-in-Fact



Bond Number Bld Bond

Obligee Town of Waterford

**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Robert D. Murray, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint Victoria P. Parkerson, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York, the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland, and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland, in their own proper persons.

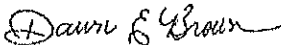
The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 19th day of June, A.D. 2019.

ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND



By: Robert D. Murray
Vice President

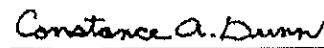


By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 19th day of June, A.D. 2019, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, Robert D. Murray, Vice President and Dawn E. Brown, Secretary of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.



Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 11th day of March, 2021.



Brian M. Hodges, Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reportsforclaims@zurichna.com
800-626-4577

Bid Tabulation Request for Quote Bid#21-100 Evergreen and Blue Hills Pump Stations HVAC Improvements Opened 03/11/2021 11:00am					
Vendor	Item 1	Item 2	Item 3	item 4	Total
Electrical Energy Systems Corp.	\$393,837.00	\$45,075.00	\$40,650.00	\$5,000.00	\$484,562.00
All State Construction, Inc	\$434,941.00	\$126,017.00	\$4,792.00	\$5,000.00	\$570,750.00

Neftali Soto

From: Dennis Dievert <dennis.dievert@wright-pierce.com>
Sent: Monday, March 15, 2021 1:21 PM
To: Neftali Soto
Cc: Jim Bartelli; Peter Clark; Eric Williams; Ed Machinski; Amy Windle
Subject: RE: Bid #21-100 Evergreen Ave & Blue Hills PS HVAC Improvements - EESC

CAUTION: This email originated from outside of the organization.

Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.

Tali,

We have reviewed the bid received for the HVAC Upgrade Project at the Evergreen Blue Hills Pump Station on March 11, 2021. One bid from Electrical Energy Systems (EES) was received. The submitted bid amount was \$484,562.00, or within 7% of our engineer's estimate of \$450,000. All submitted paperwork appears to be in order and we are not aware of any apparent reason why this project should not be awarded to EES as the lowest responsive bidder. EES has conducted work on many water and wastewater projects in the state of CT and is qualified to complete a project of this caliber. We are currently working with them on major upgrades to the Stamford and Torrington Wastewater treatment plants and have a good working relationship with their staff.

Thank you.

From: Neftali Soto <nsoto@waterfordct.org>
Sent: Thursday, March 11, 2021 12:39 PM
To: Dennis Dievert <dennis.dievert@wright-pierce.com>
Cc: Jim Bartelli <jbartelli@waterfordct.org>; Peter Clark <PClark@waterfordct.org>; Eric Williams <ewilliams@waterfordct.org>; Ed Machinski <emachinski@waterfordct.org>; Amy Windle <AWindle@waterfordct.org>
Subject: RE: Bid #21-100 Evergreen Ave & Blue Hills PS HVAC Improvements - EESC

If you can send me a recommendation letter or note along the lines of based on your experience with EESC, as well as the submitted price proposal, for us to pursue the awarding of a contract to them that would be great. I have to then proceed with the funding appropriation process which is: (1) acceptance by UC, then (2) appropriation by BOS, then (3) appropriation by BOF, and then (4) appropriation by RTM. Unless I can sneak the last step of the appropriation process (the RTM) on a special meeting before that, the soonest that I can have funds available is 15 days after June 7, 2021. My next utility commission meeting is this coming Tuesday. If you can have something by then that would be great.

From: Dennis Dievert <dennis.dievert@wright-pierce.com>
Sent: Thursday, March 11, 2021 12:21 PM
To: Neftali Soto <nsoto@waterfordct.org>
Subject: RE: Bid #21-100 Evergreen Ave & Blue Hills PS HVAC Improvements - EESC

CAUTION: This email originated from outside of the organization.

Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.

Thanks. I have done a lot of projects with EESC. They are very good.

Let me know what you need from me moving forward.

From: Neftali Soto <nsoto@waterfordct.org>
Sent: Thursday, March 11, 2021 12:12 PM
To: Dennis Dievert <dennis.dievert@wright-pierce.com>; Dennis Dievert <dennis.dievert@wright-pierce.com>
Subject: FW: Bid #21-100 Evergreen Ave & Blue Hills PS HVAC Improvements - EESC

Bids received.

From: Sealed Bids <sealedbids@waterfordct.org>
Sent: Thursday, March 11, 2021 11:42 AM
To: Neftali Soto <nsoto@waterfordct.org>; Jim Bartelli <jbartelli@waterfordct.org>
Subject: FW: Bid #21-100 Evergreen Ave & Blue Hills PS HVAC Improvements - EESC

Gentlemen.

Please see the attached.

Rawle Dummett

*Purchasing Agent
Town of Waterford
Tele:860-444-5842*



From: Ina Harris [<mailto:iharris@eesc-ct.com>]
Sent: Thursday, March 11, 2021 10:49 AM
To: Sealed Bids <sealedbids@waterfordct.org>
Cc: Jim Nasuta <inasuta@eesc-ct.com>
Subject: Bid #21-100 Evergreen Ave & Blue Hills PS HVAC Improvements - EESC

**CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender's email address and know the
content is safe.**

See attached bid.

Ina Harris | iharris@eesc-ct.com
Electrical Energy Systems Corporation | 215 Captain Lewis Drive | Southington, CT 06489

Office (860) 621-9657 x305 | Fax (860) 621-2456

CT License #ELC.0103805-E1 | MA License #A-11725 | www.eesc-ct.com | AA/EOE

January 11, 2021
W-P Project No. 20483

Mr. Neftali Soto, PE
Chief Engineer
Town of Waterford Utility Commission
15 Rope Ferry Road
Waterford, CT 06385

Subject: Proposal of Construction Phase Engineering Services
Evergreen Avenue and Blue Hills Pump Station HVAC Upgrades

Dear Tali:

As requested by the Waterford Utility Commission (WUC), this letter presents our proposed scope and budget to provide construction phase engineering services for the HVAC upgrade improvements to the Evergreen Avenue and Blue Hills Pump Station. Based on our understanding of the WUC's needs, and assuming that the WUC will handle day to day inspections, Wright-Pierce proposes to perform the following construction administration phase services:

Construction Administration

1. Prepare for and attend preconstruction conference.
2. Schedule and attend up to 4 project meetings and prepare meeting minutes.
3. Make visits to the site at appropriate intervals to observe the progress of the work and to assist the WUC's Resident Project Representative on an as-needed basis. For budget purposes, it is anticipated that Wright-Pierce will conduct up to eight four-hour visits over the duration of the project.
4. Review contractor's construction plan and shop drawing submittals for compliance with the Contract Documents.
5. Respond to Contractor's Request for Information (RFIs).
6. Review Contractors' payment requests and estimate amounts to be paid by the WUC.
7. Negotiate changes in the scope of work, price and/or completion time and prepare change orders which become necessary due to factors discovered during the progress of the work resulting from interpretations and clarifications of the Contract Documents.
8. Issue instructions and other communications from and on behalf of the WUC to the Contractor.
9. Prepare punch lists of uncompleted or unacceptable work.
10. Prepare record drawings.
11. Assist with facility start-up.
12. Assist with any warranty or operational issues during the one-year construction warranty period.
13. Conduct a Substantial Completion inspection and prepare a Certificate of Substantial Completion.

Mr. Neftali Soto, PE
January 11, 2021
Page 2 of 2



A total of 110 hours are budgeted for the construction administration phase based on an 4-month construction period and is inclusive of both office and field time as well as start-up site visits from both the electrical and mechanical design engineers of record.

Proposed Fee

Our proposed not-to-exceed budget to provide construction administration engineering services for the subject project is \$16,000. Should you have any questions or desire additional information, please call.

Very truly yours,

WRIGHT-PIERCE

Christopher N. Pierce, PE
Vice-President

WATERFORD UTILITY COMMISSION

SPECIAL MEETING MINUTES

2021 MAR 23 PM 4:06

DATE: March 18, 2021

PLACE: Zoom Meeting

PRESIDING: Acting Chairman Ken Kirkman

MEMBERS PRESENT: Steve Negri, Raymond Valentini and Rodney Pinkham

ALSO PRESENT: Staff: Neftali Soto-Chief Engineer, Jim Bartelli-Assistant Director, Attorney Nick Kepple and Bob Tuneski-Liaison for Board of Finance

Chairman Green called the meeting to order at 6:00 PM

CITIZEN SESSION

Ms.Thorman from 24 High Ridge Dr. was present to request an adjustment on the amount of consumption from the January bill. She does not agree with the high consumption she was charged for. There was a discussion and the decision was tabled until the April bill could be reviewed.

SECRETARY'S REPORT

MOTION Made by Mr. Negri to approve the Minutes of the February 16, 2020 meeting, Mr. Valentini seconded.

VOTE The motion passed.

BILLING ADJUSTMENTS

The Commission reviewed the February Adjustments. The adjustment report will be kept in the office for review.

EXPENDITURES

MOTION made by Mr. Negri to approve March 2021 bill list, Mr. Valentini seconded.

VOTE The motion passed unanimously.

OLD BUSINESS – REPORTS & UPDATES

- **FINANCIALS – WW FUND REVENUES/EXPENDITURES REPORT**
The financial were reviewed.
- **MUNICIPAL COMPLEX REHAB – STATUS UPDATE**
Mr. Kirkman gave a report. The garage is close to being finished. The overhead fans are being installed now. Waiting on quote from the Chief of Police for fire protections to the gas pumps.
- **COLLECTIONS-UPDATE**
Attorney Kepple reported that they have collected a higher amount than last year.
- **TRI TOWN AGREEMENT**
Mr. Soto gave a report. Technical staff has met and made good progress.

UNFINISHED BUSINESS

- **New London Response for Cyber Security**
The e-mail from New London was reviewed and discussed. The Commission asked Mr. Soto to follow up with a request of more information from New London.

NEW BUSINESS

- **Acceptance of F.R. Mahony grinder pump bid**

MOTION Made by Mr. Negri to accept the grinder pump bid from F.R. Mahoney for 10 units in the amount of \$26,610.00, Seconded by Mr. Valentini.

VOTE Passed

- **Acceptance of EESC bid for Evergreen and Harvey Ave. Pump Station for HVAC work.**

MOTION Made by Mr. Valentini to accept the bid from Electrical Energy Systems Corp for the amount of \$484,562.00 and for Wright-Pierce to provide construction phase engineering services for the HVAC upgrade for the amount of \$16,000.00, Seconded by Mr. Negri.

VOTE Passed

- **U.S. Automation-Dock Road Pump Station-Bid Waiver**

MOTION Made by Mr. Negri to waive the bid process for the upgrades to the Dock Rd Pump Station since U.S Automation is our on-call controls and SCADA integrator

already. Funding will be out of the Sewer Development & Maintenance Fund,
Seconded by Mr. Valentini.

VOTE Passed

- 92 Great Neck Road- Sewer Backup Claim and Request for Reimbursement. Lengthy discussion ensued.

MOTION Made by Mr. Negri to reimburse the resident at 92 Great Neck Road for the expense of clearing a clog in our wastewater system that our insurance provider denied, Seconded by Mr. Valentini

VOTE Two-Yes and One- Abstained
Motion Passed

- On-Call Contractors Extension-Deedy Constr., Prime Electric and Turrello

MOTION Made by Mr. Negri to extend the current contract with the same rates for another two years, Seconded by Mr. Valentini.

VOTE Passed

- Affordable Housing flyer Permission to insert a 1/3 page with information for a survey to be completed by the Planning Director, Abby Piersall.

MOTION Made by Mr. Negri to grant permission to allow survey flyer to be inserted with our April billing, Seconded by Mr. Valentini.

VOTE Passed

Executive Session

Not Needed

WATER-VEOLIA REPORT

Report was emailed to the commission. It was reviewed by the members.

CORRESPONDENCE

PLANS REVIEW

No plans to be reviewed

PERSONNEL

- The department is fully staffed right now with 8 field staff

OTHER

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 7:37 p.m.

MOTION made by Mr. Pinkham to adjourn. Mr. Valentini seconded.

VOTE The motion passed unanimously.

Respectfully submitted,

Amy L. Windle
Recording Secretary

**MEMORANDUM OF UNDERSTANDING
BETWEEN
TOWN OF WATERFORD
AND EASTERN CONNECTICUT CONSERVATION DISTRICT**

This MEMORANDUM OF UNDERSTANDING (MOU) is hereby made and entered into by and between the Town of Waterford, hereinafter referred to as the Town, and the Eastern Connecticut Conservation District, hereinafter referred to as ECCD.

A. BACKGROUND:

ECCD is an established organization with IRS 501(c)3 non-profit status. ECCD's vision is to "Provide technical assistance and environmental education to promote sound natural resource management utilizing a watershed approach." ECCD is one of five Conservation Districts in Connecticut created statutorily to assist Connecticut DEEP (CGS Section 22a-315). CT DEEP administers funding for the federal government under Section 319 of the Clean Water Act (CWA). The purpose of Section 319 funding is to address priority conservation issues related to non-point source pollution, towards the goal of restoring water quality standards to impaired waterbodies.

ECCD has been awarded a Clean Water Act Section 319 grant from CT DEEP to address issues related to non-point source pollution (NPS) in the four towns of the Niantic River watershed: East Lyme, Waterford, Montville and Salem. The purpose of the grant is to provide funding to install stormwater best management practices (BMPs) throughout the four watershed towns. The BMPs will be incorporated into existing storm drain infrastructure, where suitable, and will infiltrate stormwater from pervious surfaces or collect rainwater from rooftops for re-use. BMPs will include up to three (3) tree filters, seven (7) rain gardens, eight (8) stormdrain catch basin filters and ten (10) rain barrels. The actual numbers of BMPs installed is contingent upon several factors including current pricing and the ability of other cooperating towns to participate fully.

The funding will facilitate implementation of recommendations made in the *Niantic River Watershed Protection Plan* (2006) and the *Niantic River Watershed Protection Plan Update* (2020), specifically, the reduction of nutrient and bacterial loads from stormwater outfalls, runoff and direct discharges to the Niantic River and its tributaries. Stormwater from anticipated potential sites presently discharges to Niantic River, as well as Latimer Brook, Oil Mill Brook, Stony Brook and their tributaries.

B. PURPOSE:

The purpose of this MOU is to develop a framework of understanding and cooperation between the Town and ECCD.

C. ROLES AND RESPONSIBILITIES

ECCD SHALL:

- 1) administer the grant;

- 2) provide funding for the stormwater BMPs;
- 3) recruit and coordinate project partners;
- 4) conduct project planning;
- 5) prepare and administer sub-contractor agreements;
- 6) provide construction supervision and inspection;
- 7) develop and conduct a public information and education campaign;
- 8) provide the Town with technical assistance as needed, including the development of an *Operation and Maintenance manual for the installed BMPs*;
- 9) notify DEEP of all meetings with the Towns of East Lyme, Waterford, Montville and Salem and any subcontractors;
- 10) invite DEEP staff to tour the project upon completion.

The Town SHALL:

- 1) provide in-kind match by assisting ECCD with planning and site selection for the tree filters and Smart Sponges, site design, engineering assistance, education & outreach, and assist with installation of Smart Sponges;
- 2) work with ECCD to obtain any permits or approvals necessary for the project installations, which will be conducted in 2020, 2021 and 2022;
- 3) provide space to conduct public meetings, as needed;
- 4) promote the project on its website and other social media; and
- 5) distribute education and outreach materials to raise community awareness of the project.

D: IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. PROJECT SUMMARY. ECCD will administer a Clean Water Act Section 319 NPS grant to incorporate and install stormwater best management practices at sites throughout the Town of Waterford within the Niantic River watershed.
2. OWNERSHIP. Upon completion of the project, for BMPs installed on town-owned lands or right-of-ways, the Town will assume ownership of the installed BMPs and will be responsible for long-term operation and maintenance with responsible Town staff and any future maintenance sub-contractors. BMPs, such as rain barrels and rain gardens, installed on private property will be owned and maintained by the property owner.
3. MODIFICATION. Modifications to this agreement shall be made by mutual consent of all parties, by the issuance of a written modification, signed and dated by authorized officials, prior to any changes being performed.
4. TERM OF AGREEMENT. This agreement will remain in effect until such time as the project is complete or the project contract between ECCD and CT DEEP expires.
5. PRINCIPAL CONTACTS. The principal contacts for this instrument are:
ECCD

Judy Rondeau, Assistant Director

Eastern Connecticut Conservation District
139 Wolf Den Road
Brooklyn, CT 06234
860-774-9600, ext. 13

Town of WATERFORD

Abby Y. Piersall
Director of Planning and Development
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
860-444-5813

6. COMPLIANCE. The parties agree to be bound by applicable State of Connecticut and federal rules governing Equal Employment Opportunity, Non-Discrimination and Immigration.
7. COMMENCEMENT. This agreement is executed as of the date of last signature.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

For the Eastern Connecticut Conservation District

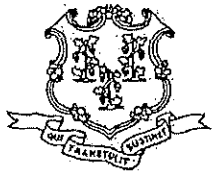
Date: _____

William Jorsz, Board Chair
Eastern Connecticut Conservation District

For the Town of East Lyme

Date: _____

Robert Brule, First Selectman



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
(860) 594-2705

April 1, 2021

The Honorable Robert J. Brule
First Selectman
Town of Waterford
Town Hall
15 Rope Ferry Road
Waterford, Connecticut 06385

Dear First Selectman Brule:

Subject: **Authorization to Advertise**
State Project No. L152-0001
Local Transportation Capital Improvement Program (LOTICIP)
Cross Road Rehabilitation
Town of Waterford

The Department of Transportation (Department) has reviewed the Final Design Submission and supporting documentation forwarded by the Town of Waterford (Municipality) through the Southeastern Connecticut Council of Governments (COG) for the subject project. The Department has also received the Project Authorization Letter (PAL) signed by the Municipality.

You are hereby informed that the Municipality is authorized to advertise for the receipt of construction bids, in accordance with the provisions listed below:

- The most recent State wage rates must be included in the bid package at the time of advertising. The wage rates must be requested from the Connecticut Department of Labor at least ten (10) days but not more than twenty (20) days prior to the date of advertisement for bid. The wage rate request form is available online at <http://www.ctdol.state.ct.us/wgwkstnd/forms/prevwgfm.htm>.
- This contract is subject to State set-aside and contract compliance requirements which were enacted under Public Act 15-5 and became effective October 1, 2015. The Connecticut Commission on Human Rights and Opportunities (CHRO) is responsible for administering these requirements; however, the Municipality must include language relative to the requirements in the bid notice and the contract documents. Further information can be found on the CHRO web page at www.ct.gov/chro. Questions regarding the requirements are to be directed to CHRO at (860) 541-3400.
- The Municipality must notify the COG and the Department of the actual advertising date and scheduled bid opening date.
- A 28-day advertising period is recommended. A 21-day minimum advertising period is required. After the bid opening, the Municipality must submit the following information to the Department through the COG:
 - Actual date of bid opening
 - Number of bidders

April 1, 2021

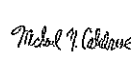
- Bid tabulation of the three (3) lowest bids
- Explanation and/or justification if the low bid is ten percent (10%) above or below the engineer's estimate
- Contractor's Certification of Compliance with Connecticut General Statute Section 31-57b
- **Coordination with the Department will be required prior to any actions by the Municipality relative to the following situations:**
 - **Rejection of bid(s)**
 - **Approval of bid withdrawal(s)**
 - **Recommendation of award to a bidder other than the apparent low bidder**
- Recommendation from the Municipal Chief Administrative Officer for the award of the contract, endorsed by the COG Executive Director (or equivalent)
- Anticipated award date

Subsequent to receipt and review of the above documentation by the Department, approval to award the contract to the lowest responsible bidder and commitment to fund the project at the approved low bid amount plus ten percent (10%) for contingencies and ten percent (10%) for incidentals will be issued. This approval will prompt a grant payment from the Department to the Municipality for the total amount.

Please note that a supplemental PAL will be issued only if the total cost, based on the approved low bid, exceeds the amount specified in the original PAL. As stated in the LOTCIP guidelines, the amounts specified in the original PAL are not to be confused with the actual grant payment to be made based on the approved low bid.

If you have any questions, please contact the Project Manager, Mr. William Grant, P.E, at (860) 594-3229 or by e-mail at William.E.Grant@ct.gov.

Very truly yours,


Digitally signed by
Michael N. Calabrese,
P.E.
Date: 2021.03.31
22:20:15-04'00'

Michael N. Calabrese, P.E.
Division Chief of Highway Design
Bureau of Engineering and Construction

cc: Mr. Gary Schneider, Director, Waterford Public Works
Mr. Daniel Matheson, Assistant Director, Waterford Public Works
Mr. James Butler, Executive Director, Southeastern Connecticut Council of Governments
Ms. Kate Rattan, Transportation Program Manager, Southeastern Connecticut Council of Governments

MINUTES
BOARD OF SELECTMEN
Regular Meeting
March 16, 2021
5:00 P.M.
Waterford Town Hall
ZOOM via Phone Access Only

Meeting ID: 436 089 7991

Passcode: 123123

One tap mobile

+13126266799,,4360897991# US (Chicago)

+19292056099,,4360897991# US (New York)

Members Present: First Selectman Robert Brule and Selectwoman Elizabeth Sabilia, and Selectwoman Jody Nazarchyk.

1. **Call to Order & Roll Call** First Selectman Brule called the meeting to order at 5:00 pm.
2. **Pledge of Allegiance**
3. **Public Comment:**
4. **Senior Services:** To consider and act on a recommendation from Lisa Cappuccio, Senior Services Director, for the Agreement between the State of Connecticut and the Town of Waterford, CASH GRANT towards the purchase of a wheelchair-accessible motor vehicle(s) for elderly and/or disabled person's transportation programs.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-0

5. Appointments and Resignations:

5a. To accept the Resignation of Dorothy Concascia from the Waterford Youth & Family Service Advisory Board.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-0

5b. To consider and act on the recommendation to appoint Chris Muckle (U) to the Waterford Youth & Family Service Advisory Board to fill the term from 6/2/2020-6/1/2023.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-0

5c. To consider and act on the recommendation to appoint of Cate Blanchard to the Eastern Connecticut Tourist District Committee to fill the term from 3/3/2021-3/2/2024.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-0

5d. To consider and act on the recommendation to appoint of Karen Bishop (D), as an alternate to the Niantic River Watershed Committee term from 3/2/21-3/1/2025

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-0

5e. To accept the Resignation of Stephanie Hughes from the Economic Development Commission.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-0

5f. To consider and act on the recommendation to appoint of Jill Szymanski (D) to the Economic Development Commission to fill the term from 8/31/18-8/30/22

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-

5g. To consider and act on the recommendation to appoint of Eric Palmer (U) to the Economic Development Commission to fill the term from 8/31/18 to 8/20/22.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-0

5h. To consider and act on the recommendation to appoint Daniel Radin (IT) as an alternate to the Economic Development Commission to fill the term from 8/31/2020-8/30/2024.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-0

8. Correspondence: NONE

9. New Business

9a The VA is hosting a Veterans vaccination clinic in Waterford on 3/17/21 from 8a-5p at Oswegatchie Elementary school-2nd Vaccination clinic scheduled for April 7th, 2021 at The Town Hall

9b. Schedule Food Drive- March 27th 12p-2p

10. Consent Agenda:

10a. Tax refund in the total of \$56,083.53

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated,
VOTING IN FAVOR: unanimous VOTE:3-0

10b. Meeting Minutes-March 2, 2021-APPROVED

11. Adjournment- There being no further business to come before the Board, and upon a motion made by Ms. Nazarchyk and seconded by Ms. Sabilia, the Meeting of the Board of Selectmen was adjourned at 5:42 pm.

Respectfully Submitted,

Cindy Dupointe
Recording Secretary