

Replacement of the 2002 Boston Whaler

"PB2"

Model: Justice "JC-125"

HIN: WCG00215E202

1. Background

- Vessel is 13 years old and currently has major stress cracks (cracks in the hull).
- Vessel has experienced use in extreme conditions over the last 13 years (ie; Marine Unit responds to calls for service in less than ideal conditions)
- Navigation equipment is out dated and sometimes inoperable
- Vessel has already undergone extensive fiberglass repair and two "T-Top" replacements (center console canopy structure)
- Not worth investing money into upgrading navigation equipment on pre-existing wiring harness.
- Vessel has reached its serviceability life for use as a public safety / SAR (search and rescue) asset, however has value in the private/commercial sector

2. Purpose and Justification

"Mission specific Vessel"

(Why Fairfield needs to maintain shallow water response vessel)

- Several locations in our AOR (area of responsibility) are shallow water i.e.; Penfield Reef, Sunken Island, around Penfield Lighthouse.
- "But the Fire Department has a shallow water boat"
 - FD does not engage in property recovery (towing)
 - Our Marine Unit is staffed full time allowing for rapid response (boat is already in the water ready to go vs trailering it from HQ)
 - Marine Unit is qualified/trained to engage in SAR missions with the USCG.
 - MOU in place with USCG authorizing Marine Unit to engage in "official" SAR missions
- Current shallow water response asset does not meet mission requirements set forth by USCG/FEMA guidelines that are outlined in the CONOPS (Concept of Operations) for LIS (Long Island Sound)
- PSG funded asset is equipped to fill an operational void that exists with current
- PSG funded asset will be equipped with latest Navigation, FLIR (forward looking infrared camera), for SAR missions. As well as Homeland Security required equipment i.e.; CBRN technology ("Chemical, Biological, Radiological, Nuclear, and Explosive")
- The Public Safety Industry has been transitioning from fiberglass-hulled vessels to aluminum because of their longevity, proving to be a more cost effective asset investment.

3. Description of proposal

The Town of Fairfield has been awarded a grant from the Department of Homeland Security, to purchase a regional asset, a 23 foot Safe Boat Center Console vessel. The grant was awarded on a total approved project cost of \$304,461.00. The 75% grant award is \$228,346.00 with a 25% required municipal contribution in the amount of \$76,115.00

- a. The police department's tentative plan is to fund the required \$76,115.00 from FY15/16 operating budget from the following line items:

4. Reliability of cost estimate

- a. No additional costs are expected. The new vessel also becomes eligible for sustainment funding through the Department of Homeland Security.

5. Increased Efficiency or productivity

- a. PSG funded asset will be equipped with latest Navigation, FLIR (forward looking infrared camera), for SAR missions. As well as Homeland Security required equipment ie; CBRN technology ("**Chemical, Biological, Radiological, Nuclear, and Explosive**")

6. Additional or long range costs

- a. Routine maintenance costs should remain the same, however the asset would now be available to received sustainment funding.

7. Additional use/demand on facilities or staff

- a. None

8. Alternatives to this request

- a. Purchase a vessel through normal funding channels.

9. Safety and loss control

- a. N/A

10. Environmental considerations

- a. None

11. Insurance/maintenance

- a. Maintenance would be taken care of by Police.

12. Financing

- a. See attached

13. Other considerations

- a. None

14. Other approvals.

- a. None yet



FAIRFIELD POLICE DEPARTMENT

INTER-OFFICE CORRESPONDENCE

TO: Robert Mayer

FROM: Deputy Chief Chris Lyddy

DATE: Friday, October 16, 2015

RE: Grant No. EMW-2015-PU-00313

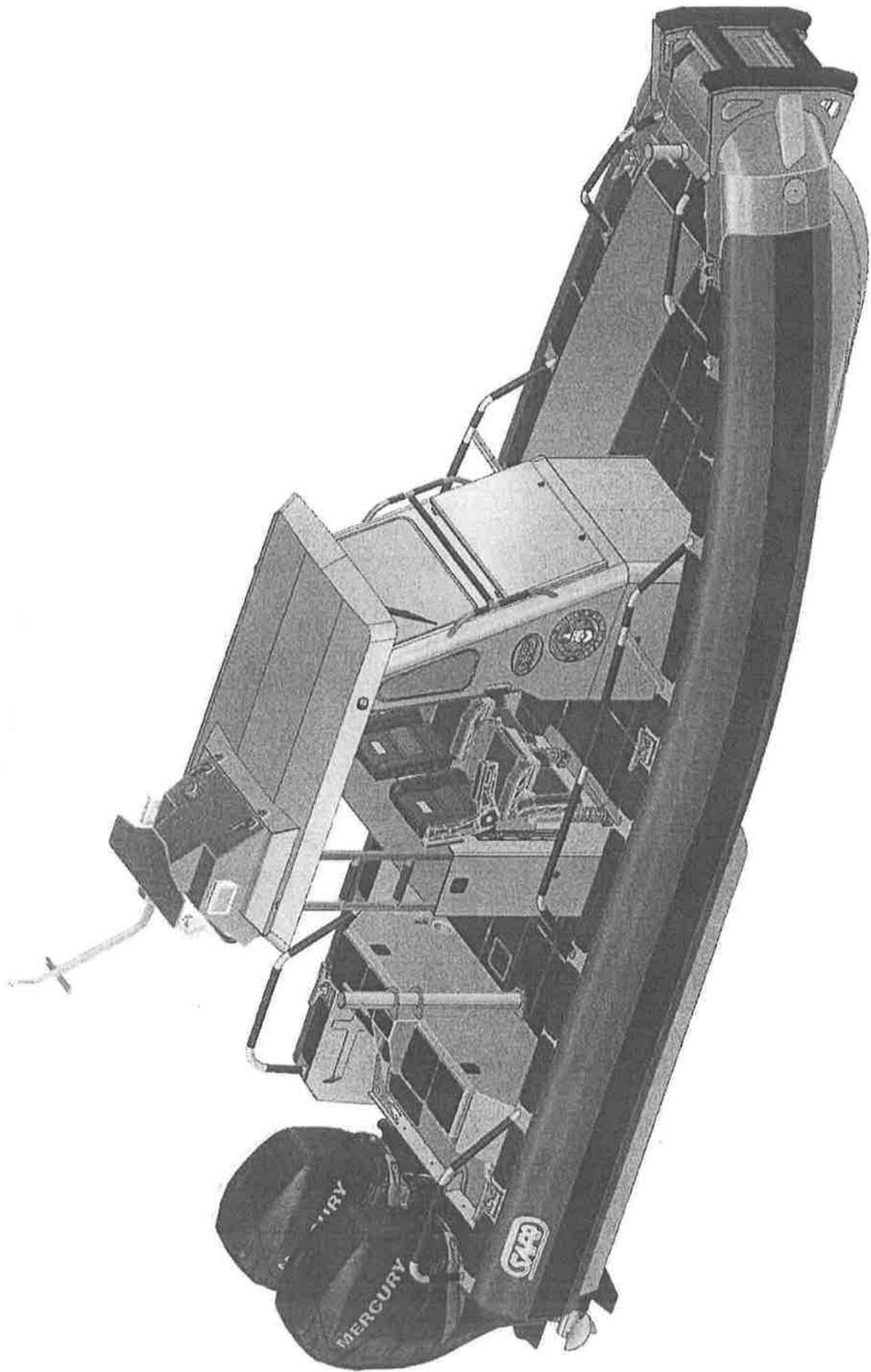
The Town of Fairfield has been awarded a grant from the Department of Homeland Security, to purchase a regional asset, a 23 foot Safe Boat Center Console vessel. The grant was awarded on a total approved project cost of \$304,461.00. The 75% grant award is \$228,346.00 with a 25% required municipal contribution in the amount of \$76,115.00

The police department's tentative plan is to fund the required \$76,115.00 from FY15/16 operating budget from the following line items:

\$30,000.00	Sale	Sale of existing vessel
\$6,425.00	In-Kind	In-kind allowance for expenses related to purchase/training
\$5,751.00	57000	Remove one light bar from capital
\$5,000.00	54150	MV Fuel anticipated reduction
\$5,000.00	54330	Reduction in inventory of vehicle parts
\$9,000.00	51040	Anticipated savings in Special Officers Line item
\$8,500.00	56140	Reduce inventory of ammunition
\$6,439.00	54320	Postpone an anticipated canteen area renovation.

Respectfully Submitted,

Chris Lyddy, Deputy Chief of Police





SAFE 23 Center Console

Specifications / Features

SAFE 23 Center Console Specifications:

Length Overall (LOA) (Feet)	23'
Length Overall (Meters)	7.0
Beam Overall (BOA) (Feet)	8'-6"
Beam Overall (Meters)	2.6
Deadrise at Transom (Degrees)	25
Draft (Engine Trimmed Up) (Inches)	17"
Max HP	400
Fuel Cap (gal)	100
Max Number of Persons	13
Seated Positions	6
Dry Weight: vessel, no engines, no fuel, no options, no liquids, no people, no cargo, (approximate) (lbs)	4,786
Light Load: dry weight, weight of heaviest engines (lbs)	6,607
Operational Load (lbs)	7,946
Cargo/Personnel Capacity-Net- Gross minus weight of heaviest engines, weight of fuel, and options (lbs)	2,719
Height on trailer - Road Transport (Feet)	11'
Length on trailer - Road Transport (Feet)	31'
Trailer Weight (lbs)	7,226

SAFE 23 Center Console Features:

HULL & DECK

1/4" - 5086 bottom plate with SAFE Boats exclusive stringer system with angled transverse framing
Pressure tested air tight hull
Reinforced keel beaching plate
Notched transom with speed shoe in bottom plate
Performance wings below collars for increased lift and stabilization while maneuvering
Fully welded performance lifting strakes
Self bailing decks with high volume scupper drains
Bow storage/anchor locker with aft facing door
Dual aft rigging locker system with topside access
Sacrificial hull anode(s)

SUPER STRUCTURE

Aluminum T-top with rain capture ring and down spouts to self-bailing deck
Laminated safety glass windshield and side windows with blow-out resistant gasket
Swing down radar pod
Safety hand/grab rail system with black rubberized rail wrap

CONSOLE & DASH

Port side helm
OHIP - Over Head Instrument Panel

SEATING, SEAT STORAGE & UPHOLSTERY

Two (2) flip up seats with seat belts mounted on bolster storage box
Aft storage bolster with large aft facing gasketed aluminum doors

COLLAR SYSTEM

Patented 100% foam SAFE XDR-1 Extreme Duty Reinforced Collar System with black rubstrake
Available collar colors include: black, blue, gray, orange, green, red

COATINGS, COVERINGS & LETTERING

Black non-skid decks and gunnels
Black rubberized dash skid
Upholstered headliner

TOWING, LIFTING & ATTACHMENT POINTS

Six (6) 10" cast aluminum weld on cleats
Bow and stern lifting eyes
Weld on bow eye with dual SS inserts
Weld on transom tie downs

ELECTRICAL SYSTEM & POWER GENERATION

House battery system 12VDC - one (1) marine grade battery with switch
Blue Sea 360 marine grade breaker system
Backlit switch panel with marine grade switches
Four (4) 12VDC power receptacles - two (2) on dash and two (2) on arch
Self-parking intermittent windshield wiper system with washer

LIGHTING

LED navigation lights (running and anchor)
Independently controlled interior/exterior dimmable LED walkway lights
Red/white overhead dome light
Four (4) flood lights - one (1) port, one (1) starboard and two (2) aft deck
One (1) 12VDC rechargeable flashlight

ELECTRONICS, NAVIGATION & COMMUNICATION

Magnetic compass w/ dimmable back-lighting
Navigation horn

SAFETY, RESCUE & DIVING EQUIPMENT

Two (2) fire extinguishers
Life ring mount

FUEL SYSTEM

100 - gallon fuel tank with a formed bottom (1/4" - 5086)

*All specifications shown are subject to change



SAFE Boats International LLC

8800 SW Barney White Rd Bremerton, WA 98312

360.674.7161 – 360.674.7149 fax

www.safeboats.com

U.S. Department of Homeland Security
Washington, D.C. 20472



Jim Wiltsie
Town of Fairfield
611 Old Post Road
Fairfield, CT 06824

Re: Grant No. EMW-2015-PU-00313

Dear Jim Wiltsie:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2015 Port Security Grant Program has been approved in the amount of \$228,346.00. As a condition of this award, you are required to contribute a cost match in the amount of \$76,115.00 of non-Federal funds, or 25 percent of the total approved project costs of \$304,461.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2015 Port Security Grant Program Funding Opportunity Announcement.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please go on-line to the ND Grants system at <https://portal.fema.gov>. After logging in, you will see a subtitle Grants Management. Under this subtitle, you will see a link that says Award Package(s). Click this link to access your award packages. Click the Review Award Package link to review and accept the award package for your award. Please print your award package for your records.

Step 2: Please fill out and have your bank complete and sign the SF 1199A, Direct Deposit Sign-up Form. The information on the 1199A must match your SAM record. Be sure to include your DUNS and grant number on the form in Section 1F "Other." The SF 1199A should be sent directly from your financial institution to the FEMA Finance Center, via fax or mail to the Vendor Maintenance Office (see address below). The 1199A form will not be accepted unless it is received directly from the financial institution. Please pay careful attention to the instructions on the form.

FEMA Finance Center
Attn: Vendor Maintenance
P.O. Box 9001
Winchester, VA 22604

Secured Fax: (540) 504-2625
Email: FEMA-Finance@FEMA.DHS.gov

System for Award Management (SAM): Please ensure that your organization's name, address, DUNS number, EIN, and banking information are up to date in SAM and that the DUNS number used in SAM is the same one used to apply for all

FEMA awards. The System for Award Management is located at <http://www.sam.gov>. Future payments will be contingent on the information provided in the SAM; therefore it is imperative that the information is correct.

If you have any questions or concerns regarding the process to request your funds, please call (866) 927-5646.



BRIAN KAMOIE, GPD Assistant Administrator

U.S. Department of Homeland Security
Washington, D.C. 20472



AGREEMENT ARTICLES
Port Security Grant Program

GRANTEE: Town of Fairfield
PROGRAM: Port Security Grant Program
AGREEMENT NUMBER: EMW-2015-PU-00313-S01

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Article I - Summary Description of Project

Project 1: CBRNE Equipped Shallow Water Vessel to Support Fairfield Critical Infrastructure is fully funded for \$228,346.

Article II - Acknowledgement of Federal Funding from DHS

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

Article III - Activities Conducted Abroad

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article IV - Age Discrimination Act of 1975

All recipients must comply with the requirements of the *Age Discrimination Act of 1975* (42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

Article V - Americans with Disabilities Act of 1990

All recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12101–12213).

Article VI - Best Practices for Collection and Use of Personally Identifiable Information (PII)

All recipients who collect PII are required to have a publically-available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate.

Award recipients may also find as a useful resource the DHS Privacy Impact Assessments: [Privacy Guidance](#) and [Privacy template](#) respectively.

Article VII - Title VI of the Civil Rights Act of 1964

All recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* (42 U.S.C. § 2000d *et seq.*), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article VIII - Civil Rights Act of 1968

All recipients must comply with Title VIII of the Civil Rights Act of 1968, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. § 3601 *et seq.*), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features (see 24 C.F.R. § 100.201).

Article IX - Copyright

All recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards, unless the work includes any information that is otherwise controlled by the Government (e.g., classified information or other information subject to national security or export control laws or regulations).

Article X - Assurances, Administrative Requirements and Cost Principles

Recipients of DHS federal financial assistance must complete OMB Standard Form 424B [Assurances – Non-Construction Programs](#). Certain assurances in this document may not be applicable to your program, and the awarding agency may require applicants to certify additional assurances. Please contact the program awarding office if you have any questions.

The administrative and audit requirements and cost principles that apply to DHS award recipients originate from 2 C.F.R. Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, as adopted by DHS at 2 C.F.R. Part 3002.

Article XI - Debarment and Suspension

All recipients must comply with Executive Orders 12549 and 12689, which provide protection against waste, fraud and abuse by debarment or suspending those persons deemed irresponsible in their dealings with the Federal government.

Article XII - Drug-Free Workplace Regulations

All recipients must comply with the *Drug-Free Workplace Act of 1988* (41 U.S.C. § 701 *et seq.*), which requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. DHS has adopted the Act's implementing regulations at 2 C.F.R. Part 3001.

Article XIII - Duplication of Benefits

Any cost allocable to a particular Federal award provided for in 2 C.F.R. Part 200, Subpart E, may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms

and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the non-Federal entity from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

Article XIV - Energy Policy and Conservation Act

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issues in compliance with this Act.

Article XV - Reporting Subawards and Executive Compensation

a. Reporting of first-tier subawards.

1. *Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).

2. Where and when to report.

i. You must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.

ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

b. Reporting Total Compensation of Recipient Executives.

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—

i. the total Federal funding authorized to date under this award is \$25,000 or more;

ii. In the preceding fiscal year, you received—

(A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)

2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:

i. As part of your registration profile at <https://www.sam.gov>.

ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. Reporting of Total Compensation of Subrecipient Executives.

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—

i. In the subrecipient's preceding fiscal year, the subrecipient received—

(A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)

2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

i. To the recipient.

ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. Exemptions

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

i. Subawards,

And

ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. Definitions. For purposes of this award term:

1. *Entity* means all of the following, as defined in 2 CFR part 25:

i. A Governmental organization, which is a State, local government, or Indian tribe;

ii. A foreign public entity;

iii. A domestic or foreign nonprofit organization;

iv. A domestic or foreign for-profit organization;

v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

2. *Executive* means officers, managing partners, or any other employees in management positions.

3. *Subaward:*

i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. ___ .210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

4. *Subrecipient* means an entity that:

i. Receives a subaward from you (the recipient) under this award; and

ii. Is accountable to you for the use of the Federal funds provided by the subaward.

5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

i. *Salary and bonus.*

ii. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.

v. *Above-market earnings on deferred compensation which is not tax-qualified.*

vi. *Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.*

Article XVI - False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of 31 U.S.C. § 3729 which set forth that no recipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

Article XVII - Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-424B, item number 17 for additional information and guidance.

Article XVIII - Fly America Act of 1974

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974* (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article XIX - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, 15 U.S.C. §2225a, all recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, as amended, 15 U.S.C. §2225.

Article XX - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

All recipients must comply with the *Title VI of the Civil Rights Act of 1964* (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. In order to facilitate compliance with Title VI, recipients are encouraged to consider the need for language services for LEP persons served or encountered in developing program budgets. Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency* (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, *DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article XXI - Lobbying Prohibitions

All recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal action concerning the award or renewal.

Article XXII - Non-supplanting Requirement

All recipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources. Where federal statutes for a particular program prohibits supplanting, applicants or recipients may be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt of expected receipt of Federal funds.

Article XXIII - Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards are in 37 C.F.R. Part 401 and the standard patent rights clause in 37 C.F.R. § 401.14.

Article XXIV - Procurement of Recovered Materials

All recipients must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Article XXV - Contract Provisions for Non-federal Entity Contracts under Federal Awards

a. Contracts for more than the simplified acquisition threshold set at \$150,000.

All recipients who have contracts exceeding the acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by Civilian Agency Acquisition Council and the Defense Acquisition Regulation Council as authorized by 41 U.S.C. § 10103, must address administrative, contractual, or legal remedies in instance where contractors violate or breach contract terms and provide for such sanctions and penalties as appropriate.

b. Contracts in excess of \$10,000.

All recipients that have contracts exceeding \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

Article XXVI - SAFECOM

All recipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XXVII - Terrorist Financing E.O. 13224

All recipients must comply with U.S. Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of recipients to ensure compliance with the E.O. and laws.

Article XXVIII - Title IX of the Education Amendments of 1972 (Equal Opportunity In Education Act)

All recipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), which provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance. Implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

Article XXIX - Trafficking Victims Protection Act of 2000

All recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the *Trafficking Victims Protection Act (TVPA) of 2000*, as amended (22 U.S.C. § 7104). This is implemented in accordance with OMB Interim Final Guidance, *Federal Register*, Volume 72, No. 218, November 13, 2007. Full text of the award term is located at 2 CFR § 175.15.

Article XXX - Rehabilitation Act of 1973

All recipients must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, 29 U.S.C. § 794, as amended, which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

Article XXXI - System of Award Management and Universal Identifier Requirements

A. Requirement for System of Award Management

Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for unique entity identifier

If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its unique entity identifier to you.
2. May not make a subaward to an entity unless the entity has provided its unique entity identifier to you.

C. Definitions

For purposes of this award term:

1. *System of Award Management (SAM)* means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).
2. *Unique entity identifier* means the identifier required for SAM registration to uniquely identify business entities.
3. *Entity*, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
 - a. A Governmental organization, which is a State, local government, or Indian Tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization; and
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
4. *Subaward*:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.330).
 - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

5. *Subrecipient* means an entity that:

- a. Receives a subaward from you under this award; and
- b. Is accountable to you for the use of the Federal funds provided by the subaward.

Article XXXII - USA Patriot Act of 2001

All recipients must comply with requirements of the *Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act* (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c. Among other things, the USA PATRIOT Act prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective, bona fide research, or other peaceful purpose

Article XXXIII - Use of DHS Seal, Logo and Flags

All recipients must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XXXIV - Whistleblower Protection Act

All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C. § 2409, 41 U.S.C. 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

Article XXXV - DHS Specific Acknowledgements and Assurances

All recipients must acknowledge and agree—and require any sub-recipients, contractors, successors, transferees, and assignees acknowledge and agree—to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance review or complaint investigation conducted by DHS.
2. Recipients must give DHS access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, the recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS awarding office and the DHS Office of Civil Rights and Civil Liberties.
6. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the recipient, or the recipient settles a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS Component and/or awarding office.

The United States has the right to seek judicial enforcement of these obligations.

Article XXXVI - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

Article XXXVII - Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. § 200.308. For awards with an approved budget greater than \$150,000, you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article XXXVIII - Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@dhs.gov if you have any questions.

Obligating Document for Award/Amendment

1a. AGREEMENT NO. 2. AMENDMENT NO. 3. RECIPIENT NO. 4. TYPE OF ACTION 5. CONTROL NO.
 EMW-2015-PU-00313-S01 AMENDMENTV00086476 NO. W510955N
 AWARD

6. RECIPIENT NAME AND ADDRESS 7. ISSUING FEMA OFFICE AND ADDRESS 8. PAYMENT OFFICE AND ADDRESS
 Town of Fairfield Grant Operations Financial Services Branch
 611 Old Post Road 245 Murray Lane - Building 410, SW 500 C Street, S.W., Room 723
 Fairfield, CT, 06824 Washington DC, 20528-7000 Washington DC, 20472
 POC: 866-927-5646

9. NAME OF RECIPIENT PROJECT OFFICER 10. NAME OF FEMA PROJECT COORDINATOR
 Jim Wiltsie 203-650-6242 Central Scheduling and Information Desk
 Phone: 800-368-6498
 Email: Askcsid@dhs.gov

11. EFFECTIVE DATE OF THIS ACTION 12. METHOD OF PAYMENT PARS 13. ASSISTANCE ARRANGEMENT 14. PERFORMANCE PERIOD
 09/01/2015 Cost Reimbursement
 From: 09/01/2015 To: 08/31/2018
 Budget Period
 09/01/2015 08/31/2018

15. DESCRIPTION OF ACTION
 a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE)	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
Port Security Grant Program	97,056	2015-SL-B411-P410- -4101- D:W510955N \$ 228,346.00	\$0.00	\$228,346.00	\$228,346.00	\$76,115.00
TOTALS			\$0.00	\$228,346.00	\$228,346.00	\$76,115.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
 N/A

16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)
 Port Security Grant Program recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN
 This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title) DATE
 Jim Wiltsie, Marine Unit Officer 09/11/2015

18. FEMA SIGNATORY OFFICIAL (Name and Title) DATE
 ANDREA GORDON, Assistance Officer 09/07/2015

 ANDREA GORDON, Assistance Officer

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Please review the Obligating Document provided below. When you are finished, click the *Go Back* button.

Town of Fairfield, Award Number: EMW-2015-PU-00313-S01

Program Name:	Port Security Grant Program	Total Cost Approved:	\$304,461.00
Year:	2015	Federal Share:	\$228,346.00
Project Period of Performance:	09/01/2015 to 08/31/2018	Applicant Share:	\$76,115.00

View: [Application Details](#) | [Award Details](#) | [Award Package](#)

Obligating Document for Award/Amendment

1a. AGREEMENT NO.	2. AMENDMENT NO.	3. RECIPIENT NO.	4. TYPE OF ACTION	5. CONTROL NO.
EMW-2015-PU-00313-S01	***	V00086476	AWARD	W510955N

6. RECIPIENT NAME AND ADDRESS	7. ISSUING FEMA OFFICE AND ADDRESS	8. PAYMENT OFFICE AND ADDRESS
Town of Fairfield 611 Old Post Road Fairfield, CT, 06824	Grant Operations 245 Murray Lane - Building 410, SW Washington DC, 20528-7000 POC: 866-927-5646	Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472

9. NAME OF RECIPIENT PROJECT OFFICER	PHONE NO.	10. NAME OF FEMA PROJECT COORDINATOR
Jim Wilsie	203-650-6242	Central Scheduling and Information Desk Phone: 800-368-6498 Email: Askcsid@dhs.gov

11. EFFECTIVE DATE OF THIS ACTION	12. METHOD OF PAYMENT	13. ASSISTANCE ARRANGEMENT	14. PERFORMANCE PERIOD	
09/01/2015	PARS	Cost Reimbursement	From: 09/01/2015	To: 08/31/2018
			Budget Period	
			09/01/2015	08/31/2018

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE)	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
Port Security Grant Program	97.056	2015-SL-B411-P410-4101-D:W510955N \$ 228,346.00	\$0.00	\$228,346.00	\$228,346.00	\$76,115.00
TOTALS			\$0.00	\$228,346.00	\$228,346.00	\$76,115.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Port Security Grant Program recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)

Jim Witsle, Marine Unit Officer

DATE

09/11/2015

18. FEMA SIGNATORY OFFICIAL (Name and Title)



ANDREA GORDON , Assistance Officer

DATE

09/07/2015

Return to Award Package

Agenda Item # 2



**TOWN OF FAIRFIELD
CONSERVATION DEPARTMENT**

To: Board of Selectman
From: Brian Carey, Conservation Director
Date: October 23, 2015
Re: CDBG-DR - Riverside Drive Coastal Resiliency & Flood Mitigation Study

To the Board of Selectman,

On September 3rd, 2015, the Town of Fairfield was awarded a Community Development Block Grant - Disaster Relief Program for the preparation of a Coastal Resiliency and Flood Mitigation Study for the Riverside Drive Corridor. These funds were made available as a result of Superstorm Sandy. These Federal Housing and Urban Development Funds are administered by the Connecticut Department of Housing. This award will reimburse 100% of the costs incurred and does not require any financial or in-kind services match from the Town.

Please see the attached information detailing the specifics of the grant award and required acceptance information. Once this resolution has been passed, the State Department of Housing will send the final grant assistance agreement for review by the Town attorney and signature from the First Selectman.

Riverside Drive Coastal Resiliency & Flood Mitigation Study \$250,000.00

Action Required: Acceptance of the Grant; No Appropriation Required; No Local Match Required

If you should have any questions regarding the attached matter, please feel free to contact me directly at (203) 256-3071.

Best regards,

Brian Carey
Conservation Director
Town of Fairfield



Dannel P. Malloy
Governor

SEP 10 2015

STATE OF CONNECTICUT
DEPARTMENT OF HOUSING



Evonne M. Klein
Commissioner

September 3, 2015

Joseph Michelangelo, P.E.
Director of Public Works
Town of Fairfield
725 Old Post Rd
Fairfield, CT 06824

**Re: Fairfield – Riverside Drive Coastal Resiliency & Flood Mitigation Study
CDBG-DR Planning Grant**

Dear Mr. Michelangelo:

The Department of Housing (DOH) has reviewed your application for financial assistance in the amount of \$250,000 to conduct an in depth study of coastal resiliency and flood mitigation along the Riverside Drive Corridor in Fairfield. You requested that DOH provide this financial assistance with the funds allocated by the State of Connecticut from the US Department of Housing and Urban Development (HUD) under the Community Development Block Grant – Disaster Recovery (CDBG-DR) program which is administered by DOH.

The goal of work under this grant will be to determine the design of flood protection and improvements to coastal resiliency within the study area that would protect the existing residences from the effects of future storms and anticipated sea level rise. The study will examine coastal risk reduction measures through a combination of approaches including natural or nature based features, non- structural intervention and structural interventions. **Your grant application has been approved in the amount of \$250,000.**

In the near future, you will receive the appropriate Grant Award documents from this office for execution. The DOH will require that the Town/City provides a resolution that allows for the acceptance of funds. Once those documents are fully executed, the Department of Housing will begin the process for paying the grant award and monitoring the project.

Thank you for your application to the CBBG-DR Program. If you have any questions about this letter, please contact John Rosenthal, Economic and Community Development Agent, at 860-270-8173.

Sincerely,

Evonne M. Klein
Commissioner

Riverside Drive Coastal Resiliency & Flood Mitigation Study

1. **Background** – During Hurricane Sandy, the existing dike structure constructed in the early 1970's was within inches of overtopping. The storm veered inland south of Fairfield, CT and spared this coastal community from the full force that hit New York and New Jersey. If the dike was overtopped, the residents living behind the protection of the dike would have incurred millions of dollars' worth of damage. The changing climate will continue to wreak havoc on our shoreline with the type of storm events such as type and magnitudes of Superstorm Sandy. This coastal resiliency study of the Riverside Drive Corridor will help determine what types of infrastructure and planning will help to alleviate the potential flooding associated with future storms and sea level rise.
2. **Purpose and Justification** – The purpose of the project is to study the effects that future sea level rise and storms will have on the Riverside Drive Corridor located between the Post Road to the north, Riverside Drive to the east, and South Benson Road to the west. The study will focus on resiliency and mitigation efforts that can be implemented including hard and soft structures that could potentially be implemented and reduce impacts from future coastal storms such as Superstorm Sandy.
3. **Detailed Description of Proposal** – The project will develop **COASTAL RESILIENCE PLAN** for the Riverside Drive Corridor that will include an analysis of risk, cause & effect, cost-benefit assessments and short term & long term strategies and improvements to best serve the citizens of Riverside Drive Community. The plan will focus on three specific areas as outlined below:
 1. The plan will take into account all available information from federal, state, and local sources and include current events such as Storm Sandy and future conditions of sea level and coastal storms, which may not be contained in previous studies.
 2. The plan will outline the concepts, approaches and tools for building resilience and implementing specific adaptation actions to address topics such as protection from flooding, marsh and beach erosion, resource preservation, land use, etc. The plan will provide special focus on the assessment and advancement of advance natural/green infrastructure opportunities, including, but not limited to environmentally-friendly beach stabilization, restoring dunes and wetlands, oyster reef creation/enhancement, improving the hydrology of coastal areas, improving/removing infrastructure and/or assisting local planning for major storms and future conditions.
 3. The plan will create well-informed and coordinated recommendations. The study shall include contributions from residents and business owners as well as adjacent municipalities or regional entities. Various options ranging from building hardened or passive infrastructure to stepping back development from the shoreline and increasing residential densities elsewhere in lower-risk areas shall be considered.

4. **Reliability of Cost Estimate** – The Town will negotiate with the selected consultant to define the exact scope of work so that there is no chance in exceeding the budget amount of the project as being paid for by the grant.
5. **Increased Efficiency or Productivity** – Since this project is a study to determine vulnerabilities that are a result of sea level rise and potential impacts from future coastal storms, the aspects of increased efficiency or productivity does not apply.
6. **Additional Long Range Costs** – There will be no future costs with the implementation of the Coastal Resiliency Study. There may be additional projects and recommendations that will result as part of the findings of the study but they would not be implemented until they were approved and bonded as capital projects during successive budget years as required.
7. **Additional Use or Demand on Existing Facilities** – None Anticipated
8. **Alternatives to this Request** – There are no feasible alternatives to this request. In the future, these funds would have to be paid by the Town directly if the Town wished to conduct a similar study and did not accept the current grant.
9. **Safety and Loss Control** – The main focus of the study is to determine steps and mitigation measures that could be taken to prevent exposure to Town residents living within the Riverside Drive Corridor area from future sea level rise and severe coastal storms. The study aims to minimize these future impacts by addressing vulnerabilities in the existing coastal infrastructure.
10. **Environmental Considerations** – There are no environmental causes or concerns as a result of implementing this study grant.
11. **Insurance** – The coastal consultant will be required to carry the necessary insurance prescribed by the Purchasing Department.
12. **Financing** – The project is being funded completely with CDBG-DR grant. There is no financial or in-kind services match required from the Town in order to meet the terms of the grant assistance agreement.
13. **Other Considerations:** None

14. **Other Approvals:**

Board of Selectman	-	November 4, 2015
Board of Finance	-	November 2015
RTM	-	November 2015

Agenda Item #3



**TOWN OF FAIRFIELD
CONSERVATION DEPARTMENT**

To: Board of Selectman
From: Brian Carey, Conservation Director
Date: October 23, 2015
Re: CDBG-DR - Fairfield Beach Engineered Beach Design

To the Board of Selectman,

On September 3rd, 2015, the Town of Fairfield was awarded a Community Development Block Grant - Disaster Relief Program for the preparation of a in depth study to design the Fairfield Beaches in accordance with FEMA Regulation 9580.8. The study would prepare the Town for future storms and would the Town to seek FEMA reimbursement if there was significant damage or erosion to the existing beaches. These funds were made available as a result of Superstorm Sandy. These Federal Housing and Urban Development Funds are administered by the Connecticut Department of Housing. This award will reimburse 100% of the costs incurred and does not require any financial or in-kind services match from the Town.

Please see the attached information detailing the specifics of the grant award and required acceptance information. Once this resolution has been passed, the State Department of Housing will send the final grant assistance agreement for review by the Town attorney and signature from the First Selectman.

Fairfield Beach Engineered Beach Design \$100,000.00

Action Required: Acceptance of the Grant; No Appropriation Required; No Local Match Required

If you should have any questions regarding the attached matter, please feel free to contact me directly at (203) 256-3071.

Best regards

Brian Carey
Conservation Director
Town of Fairfield



Dannel P. Malloy
Governor

SEP 10 2015

STATE OF CONNECTICUT
DEPARTMENT OF HOUSING



Evonne M. Klein
Commissioner

September 3, 2015

Joseph Michelangelo, P.E.
Director of Public Works
Town of Fairfield
725 Old Post Rd
Fairfield, CT 06824

**Re: Fairfield Beach Sand Design
CDBG-DR Planning Grant**

Dear Mr. Michelangelo:

The Department of Housing (DOH) has reviewed your application for financial assistance in the amount of \$100,000 to conduct an in depth study of an engineered beach at Fairfield Beach. You requested that DOH provide this financial assistance with the funds allocated by the State of Connecticut from the US Department of Housing and Urban Development (HUD) under the Community Development Block Grant – Disaster Recovery (CDBG-DR) program which is administered by DOH.

The goal of work under this grant will be to determine the design of an engineered beach such that future sand replacement necessitated by storm related damage will be more resilient and offer more protection from future storm events. **Your grant application has been approved in the amount of \$100,000.**

In the near future, you will receive the appropriate Grant Award documents from this office for execution. The DOH will require that the Town/City provides a resolution that allows for the acceptance of funds. Once those documents are fully executed, the Department of Housing will begin the process for paying the grant award and monitoring the project.

Thank you for your application to the CBBG-DR Program. If you have any questions about this letter, please contact John Rosenthal, Economic and Community Development Agent, at 860-270-8173.

Sincerely,

Evonne M. Klein
Commissioner

FAIRFIELD ENGINEERED BEACH STUDY

1. **Background** – During Hurricane Sandy, the Town of Fairfield’s public beaches sustained severe damage and required immediate work in order to restore them to pre-storm conditions and prevent additional erosion. The Town worked diligently to make the beaches safe following Superstorm Sandy. The goal of the engineered beach study is to minimize future storm damage to the Town owned beaches by constructing the beaches in a manner that would make them more resilient and compliant with FEMA Fact sheet 9580.0 for engineered beaches.
2. **Purpose and Justification** – The purpose of the project is to study and develop design documents to make sure that the Fairfield Town owned beaches can meet the requirements of FEMA 9580.0. Without this study and work, the Town stands to suffer considerable financial losses if it is required to rebuild its own beaches after a significant coastal storm which is declared a FEMA reimbursable event.
3. **Detailed Description of Proposal** – The project is for the design of an “engineered beach” such that future sand replacement necessitated by storm related damage, may be eligible for FEMA disaster assistance. Such eligibility is based upon the Stafford Act, 42 USC 5121-5206, as amended, Section 403 and 406 and CFR 206.225, Emergency Work and 206.226, Restoration of damaged facilities. The project also aims at improving the resiliency of the beaches against future storm damage by studying the geometry and existing sand grain size to make possible improvements to beach that would prevent erosion and damage in future storms.

The project will include the following:

- Topographic and hydrographic measurement of each of the beach sites, extending from the approximate Mean Low Water (MLW) line to approximate depth of closure;
 - Preparation of a baseline Beach Plan to upland topography provided by the Town;
 - Collecting sand samples from the existing beaches to evaluate and determine the proper grain size to prevent erosion;
 - Determination of volumes and grades for placement of properly engineered beach fill that will not be significantly damage by a storm event with a 20% chance of recurrence each year;
 - Preparation of drawings representing the engineered beach fill requirements and summary report.
4. **Reliability of Cost Estimate** – The Town will negotiate with the selected consultant to define the exact scope of work so that there is no chance in exceeding the budget amount of the project as being paid for by the grant.

5. **Increased Efficiency or Productivity** – Since this project is a study to determine vulnerabilities that are a result of sea level rise and potential impacts from future coastal storms, the aspects of increased efficiency or productivity does not apply.
6. **Additional Long Range Costs** – There will be no future costs with the implementation of the engineered beach study. However, in order to implement the findings and recommendations associated with the study, there may be some need to bond or expend resources to implement the required field work.
7. **Additional Use or Demand on Existing Facilities** – None Anticipated
8. **Alternatives to this Request** – There are no feasible alternatives to this request. In the future, these funds would have to be paid by the Town directly if the Town wished to conduct a similar study and did not accept the current grant.
9. **Safety and Loss Control** – The main focus of the study is to determine steps and mitigation measures that could be taken to prevent exposure to Town residents living along the beach area from future sea level rise and severe coastal storms. The ultimate goal of the project is to have beaches that meet the required FEMA standard 9580.8 which requires a certain set of criteria be met in order to seek reimbursement for any damage to beaches associated with future storm events.
10. **Environmental Considerations** – There are no environmental causes or concerns as a result of implementing this study grant.
11. **Insurance** – The coastal consultant will be required to carry the necessary insurance prescribed by the Purchasing Department.
12. **Financing** – The project is being funded completely with CDBG-DR grant. There is no financial or in-kind services match required from the Town in order to meet the terms of the grant assistance agreement.
13. **Other Considerations:** None
14. **Other Approvals:**

Board of Selectman	-	November 4, 2015
Board of Finance	-	November 2015
RTM	-	November 2015

**CLEAN ENERGY COMMUNITIES PROGRAM
MEMORANDUM OF UNDERSTANDING**

This Clean Energy Communities Program – Memorandum of Understanding (“Agreement”) is made between the CONNECTICUT GREEN BANK (“Green Bank”), a quasi-public agency of the State of Connecticut, having its offices at 845 Brook Street, Rocky Hill, Connecticut 06067, and the Town of FAIRFIELD (“Municipality”), a Connecticut municipality. GREEN BANK and Municipality are individually referred to as a “Party” or collectively as “Parties” to this Agreement.

WHEREAS, GREEN BANK, which is charged under the Connecticut General Statutes (“Conn. Gen. Stat.”) Section 16-245n, to promote and support the growth, development, and commercialization of clean renewable energy sources and to stimulate demand for clean renewable energy and the deployment of clean renewable energy sources;

WHEREAS, Municipality has committed to the “Clean Energy Communities Program” under which it agrees to reduce energy use in municipal facilities and to obtain a percentage of the annual electricity usage for its municipal properties from clean, renewable sources, as evidenced by the attached Exhibit A, the “Clean Energy Communities Municipal Pledge,” which is incorporated into this Agreement;

WHEREAS, Municipality has supported clean energy equivalent to 18% of the annual electricity usage for municipal facilities for the fiscal year 2016 and intends to gradually build up to reach the goal of 20% by 2018;

WHEREAS, Municipality acknowledges that clean, renewable sources are those defined as Connecticut Class I renewable energy sources or meeting Green-e certification standards;

WHEREAS, Municipality acknowledges that certain action steps to support clean energy may be substituted in lieu of making a clean energy purchase; and

WHEREAS, as of the date of this Agreement, municipality has earned four (4) rewards through the Renewable Energy track of the Clean Energy Communities program according to program data;

THEREFORE, in consideration of the foregoing and the mutual benefits and detriments described herein, GREEN BANK and Municipality acknowledge their understandings as follows:

Section 1. Condition of Funding. This Agreement is contingent upon sufficient funds being available in the future from GREEN BANK under the Clean Energy Communities Program (“Program”). The Project will be placed on GREEN BANK’s contingent funding waiting list upon GREEN BANK’s receipt of this Agreement duly executed by both Parties. Failure by Municipality to return the signed Agreement to GREEN BANK in a timely manner may result in GREEN BANK withdrawing this contingent funding offer.

Section 2. Key Terms.

- (a) Municipality is a Clean Energy Community;
- (b) Subject to Section 1 above, the Municipality is eligible to receive from GREEN BANK, at no expense, four (4) rewards, valued at \$4,500 each.
- (c) Municipality has advised that it will use the reward funds to purchase or lease the following items:
 - a. an electric vehicle for the town fleet;
 - b. an electric vehicle charging station for Jennings Beach or an alternative location determined by the town;
 - c. two electric vehicle charging stations from United Illuminating and relocation of one of them; and
 - d. clean energy promotional items (such as LED bulbs) to be used as part of a campaign to encourage residents to undertake energy efficiency improvements in their homes and businesses.
- (d) GREEN BANK will pay Municipality the total sum of \$18,000. Payment will be made in two installments: 50% when the projects are commenced and 50% when the projects are completed (items listed above may be reimbursed individually, in whole or in part, upon submission of appropriate documentation provided that the total amount paid under this MOU shall not exceed \$18,000).
 - a. Municipality shall select vendors from which to purchase the electric vehicle, electric vehicle charging station and clean energy promotional items.
 - b. Before the Green Bank is to make a payment to the Municipality, the Municipality must provide the Green Bank with invoices, documentation of the purchase of the items listed under Section 2(d)(a) and any additional information reasonably requested by Green Bank.
- (e) **Municipality shall collaborate with GREEN BANK to prepare any press releases and to plan for any dedication ceremony related to these projects or this program;**

Section 3. Role of the Principal Contacts.

- (a) GREEN BANK's principal contact for this Agreement is Bob Wall, Associate Director of Outreach; 860-257-2354, Bob.Wall@CTGreenBank.com.
- (b) Municipality's principal contact for this Agreement is _____

- (c) These principal contacts will be responsible for the joint coordination of activities and resolution of issues cutting across organizational lines in their respective organizations.

Section 4. Liability.

1. Municipality shall bear sole liability for all claims against the GREEN BANK arising out of the use and/or performance, as well as physical malfunctions, of the electric vehicle, electric vehicle charging station, and clean energy promotional items including all claims for damages asserted by third-parties to this Agreement.
2. Municipality agrees to indemnify GREEN BANK in all claims alleged against Municipality as a result of the expressed liabilities set forth in (1) of this Section.

Section 4. Miscellaneous.

- (a) This Agreement may only be modified or amended by a writing executed by all of the Parties to the Agreement.
- (b) In no event shall this Agreement be deemed to give any rights or entitlements to any third party, this Agreement being solely for setting forth the understandings of the Parties.
- (c) This Agreement shall be governed and construed in accordance with the laws of the State of Connecticut and shall be subject to all applicable laws governing the subject matter hereof.
- (d) This Agreement may be executed in counterparts, each of which shall be deemed an original but all of which together shall constitute the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the last date upon which the Parties have affixed their signatures below.

CONNECTICUT GREEN BANK

TOWN OF FAIRFIELD

Signature

Signature

Bryan T. Garcia

Michael C. Tetreau

President & Chief Executive Officer

First Selectman

Date

Date

Exhibit A.

CLEAN ENERGY COMMUNITIES MUNICIPAL PLEDGE

The Clean Energy Communities program is an initiative funded by both the Clean Energy Finance and Investment Authority (CEFIA-formerly known as the Connecticut Clean Energy Fund) and the Connecticut Energy Efficiency Fund. CEFIA and the Energy Efficiency Fund develop programs which collectively seek to have Connecticut cities and towns both reduce energy use and increase support for clean, renewable energy for municipal facilities. The Energy Efficiency Fund programs are administered by The Connecticut Light and Power Company, The United Illuminating Company, Yankee Gas Services Company, The Southern Connecticut Gas Company, and/or Connecticut Natural Gas Corporation (collectively, "the Companies")

By applying currently available energy efficiency and clean, renewable energy technologies the Town of Fairfield can save money, create a healthier environment and strengthen local economies; and accordingly, the Town of Fairfield makes the following Clean Energy Communities Municipal Pledge:

1. The Town of Fairfield pledges to reduce its municipal building energy consumption by 20% by 2018. Building energy consumption shall be determined by benchmarking municipal building energy consumption to a baseline fiscal year. The Town of Fairfield can elect from the following fiscal years to determine its energy baseline year: 2008-2009, 2009-2010, 2010-2011, or 2011-2012.
 - a. The Town of Fairfield will seek to reduce its municipal building energy consumption for municipal facilities by at least 20% by 2018. The schedule follows:
 - i. Fiscal Year 2012-2013: 5% Reduction
 - ii. Fiscal Year 2013-2014: 8% Reduction
 - iii. Fiscal Year 2014-2015: 11% Reduction
 - iv. Fiscal Year 2015-2016: 14% Reduction
 - v. Fiscal Year 2016-2017: 17% Reduction
 - vi. Fiscal Year 2017-2018: 20% Reduction
 - b. The Town of Fairfield will work with the Companies, contractors or other entities to benchmark all of its municipal buildings (including board of education buildings) to determine all municipal building energy usage.
 - c. Beginning July 1, 2015, the Town of Fairfield agrees to provide documentation of its municipal building energy consumption on an annual basis by the end of the first quarter of the following fiscal year.
 - d. The Town of Fairfield pledges to create its own Municipal Action Plan (MAP) to determine its path in reducing its energy consumption. The Town of Fairfield may satisfy this requirement by submitting a pre-existing municipal energy plan, sustainability plan, climate change action plan or similar document.
 - e. There is no penalty if the Town of Fairfield fails to meet the reduction amounts set forth in the schedule above. However if these reduction targets are not met starting July 1, 2015, the Town of Fairfield will not be eligible to receive Bright Ideas Grants from the Connecticut Energy Efficiency Fund and Companies under the Clean Energy Communities program.
2. The Town of Fairfield pledges to purchase 20% of its municipal building electricity from clean, renewable energy sources by 2018.
 - a. The Town of Fairfield will seek to make a voluntary purchase of at least 20% of the electricity for municipal facilities from clean, renewable energy sources by annual CEC program requirements. The schedule follows:
 - i. Fiscal Year 2012-2013: 15% Purchase
 - ii. Fiscal Year 2013-2014: 16% Purchase
 - iii. Fiscal Year 2014-2015: 17% Purchase
 - iv. Fiscal Year 2015-2016: 18% Purchase

Town of Fairfield Communities MOU

- v. Fiscal Year 2016-2017: 19% Purchase
- vi. Fiscal Year 2017-2018: 20% Purchase

- b. The Town of Fairfield agrees to provide CEFIA documentation of its municipal clean energy purchases on an annual basis by the end of the first quarter of the following fiscal year. CEFIA intends to request documentation of municipal clean energy purchases for FY2011-2012 in July 2012.
- c. The Town of Fairfield acknowledges that clean, renewable sources are those defined in section 18-1 of the general statutes as Connecticut Class I renewable energy sources or meeting Green-e® Energy certification standards.
- d. The Town of Fairfield may satisfy the voluntary purchase requirement by purchasing Green-e® Energy certified Renewable Energy Credits (RECs), enrolling one or more municipal facilities in the CTCleanEnergyOptions™ program, installing renewable energy systems (provided that the RECs associated with such system(s) are quantifiable and not held by a third-party) or any combination thereof.
- e. There is no penalty if the Town of Fairfield fails to meet the items set forth in the schedule above; however, the Town of Fairfield will not be eligible to receive incentive rewards from CEFIA under the Clean Energy Communities program.

3. The Town of Fairfield agrees to promote energy efficiency and clean, renewable technologies in its community. The Town of Fairfield is encouraged to establish a Clean Energy Task Force, or comparable body. This entity will assist the municipality in meeting the Clean Energy Communities Municipal Pledge and to perform education and outreach among residents, businesses and institutions within the community concerning energy efficiency and clean, renewable energy programs.

By taking the pledge and meeting the Clean Energy Community Program requirements outlined by CEFIA and the Connecticut Energy Efficiency Fund, the Town of Fairfield may qualify, subject to the terms of separate formal contracts, for the following grants:

- a. CEFIA. For every 100 points, the Town of Fairfield may earn a 1 kilowatt (or equivalent) clean energy system.
- b. Energy Efficiency Fund. For every 100 points, the Town of Fairfield may earn a Bright Idea Grant that can be used for energy-saving projects. The Town of Fairfield is eligible for two Bright Idea Grants per fiscal year.



Michael Tetreau*
First Selectman
Town of Fairfield

* The Town of Fairfield understands that the Clean Energy Communities Municipal Pledge is not a contract, and that CEFIA, the Energy Efficiency Fund, and the Companies have not contracted, committed, agreed or promised, to perform or incur any obligations, in any manner, hereunder.

TOWN

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2015

SCHEDULE "A"

1030	TOWN CLERK	\$19,715.19
1070	REGISTRARS OF VOTERS	\$150.00
1230	CONSERVATION	\$16,450.00
3010	FINANCE	\$15,255.47
3110	INFORMATION TECHNOLOGY	\$3,987.50
4010	FIRE	\$5,000.00
4150	ECC	\$82,497.28
5030	PUBLIC WORKS OPERATIONS	\$70,279.02
7010	LIBRARY	\$336.81
7050	PARK & RECREATION	\$8,069.52
7113	SMITH RICHARDSON	\$500.00
	TOTAL	\$222,240.79

WATER POLLUTION CONTROL AUTHORITY

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2015

SCHEDULE "A"

3010	WATER POLLUTION CONTROL	\$174,060.05
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TOWN

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2014 & PRIOR

SCHEDULE "B"

5030	PUBLIC WORKS OPERATIONS	\$ 3,749.00
	TOTAL	\$3,749.00

WATER POLLUTION CONTROL AUTHORITY

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2014 & PRIOR

SCHEDULE "B"

\$ 0.00



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FAIRFIELD TOWN
PURCHASE ORDERS BY GL ACCOUNT

09/04/2015 12:24
6537cbos

YEAR/PERIOD: 2015/13

Ayudin Item 4 # + 13 Town

ACCOUNT/VENDOR

OPEN LINE AMT DESCRIPTION

YEAR/PER

PO

ACCOUNT/VENDOR	YEAR/PER	PO	OPEN LINE AMT	DESCRIPTION
01001030				TOWN CLERK
010 -01-0103-01030-56100-	2015/ 3		2,777.25	Printed media
1313 ADKINS PRINTING CO. INC.	2015/12		3,086.00	Software - Laserfiche
1816 GENERAL CODE	2015/ 5		1,192.31	Reproduction services
1313 ADKINS PRINTING CO. INC.	2015/ 6		12,355.63	Real estate services
2817 XEROX CORPORATION	2015/ 2		304.00	Office machines and their supp
19496 DE LAGE LANDEN FINANCIAL SVCS INC			19,715.19	ACCOUNT TOTAL
			19,715.19	ORG 01001030TOTAL
01001070				REGISTRARS OF VOTERS
010 -01-0107-01070-54310-	2015/ 1		150.00	Refuse disposal and treatment
18975 SHRED-IT			150.00	ACCOUNT TOTAL
			150.00	ORG 01001070TOTAL
01001230				CONSERVATION
010 -01-0123-01230-53200-	2015/12		16,450.00	Building construction and supp
9942 GESCO, INC			16,450.00	ACCOUNT TOTAL
			16,450.00	ORG 01001230TOTAL
01003010				FINANCE
010 -03-0301-03010-51070-	2015/10		4,000.00	Public administration and fina
10138 CREATIVE FINANCIAL STAFFING LLC			4,000.00	ACCOUNT TOTAL
			4,000.00	ORG 01003010TOTAL
010 -03-0301-03010-56110-	2015/12		9,864.50	Carpet
5443 RED THREAD SPACES, LLC	2015/10		1,390.97	Office supplies
11495 STAPLES			11,255.47	ACCOUNT TOTAL
			15,255.47	ORG 01003010TOTAL
01003110				INFORMATION TECHNOLOGY
010 -03-0311-03110-53200-	2015/12		3,300.00	Software - Laserfiche
1816 GENERAL CODE			3,300.00	ACCOUNT TOTAL



FAIRFIELD TOWN
PURCHASE ORDERS BY GL ACCOUNT

09/04/2015 12:24
6537cbos

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
15003995	2015/11	687.50	AC unit in computer room
ACCOUNT TOTAL		687.50	
ORG 01003110	TOTAL	3,987.50	
FIRE			
01004010			
010 -04-0401-04010-53000-			
4062 VISUAL COMPUTER SOLUTIONS, INC.	2015/12	5,000.00	Computer Hiring System
ACCOUNT TOTAL		5,000.00	
ORG 01004010	TOTAL	5,000.00	
ECC			
01004150			
010 -04-0415-04150-54310-			
1288 MOTOROLA SOLUTIONS INC.	2015/12	45,560.40	Communications devices
ACCOUNT TOTAL		45,560.40	
010 -04-0415-04150-57000-			
9907 STRATHMOOR ELECTRIC, INC	2015/12	1,560.00	Infrastructure construction
2298 NORTHEASTERN COMMUNICATIONS INC.	2015/ 9	35,376.88	Communications devices
ACCOUNT TOTAL		36,936.88	
ORG 01004150	TOTAL	82,497.28	
PUBLIC WORKS - OPERATIONS			
01005030			
010 -05-0503-05030-53200-			
6314 EARTH CORE ENERGY SERVICES INC.	2015/ 8	9,428.00	For Services rendered
2818 ALL STATE TRAFFIC CONTROL LLC	2015/11	4,543.50	Public safety and control
ACCOUNT TOTAL		13,971.50	
010 -05-0503-05030-54370-			
1653 EAST COAST SIGN & SUPPLY INC	2015/12	693.00	Signage and accessories
ACCOUNT TOTAL		693.00	
010 -05-0503-05030-56120-			
1239 DECESARE'S BUILDERS HARDWARE	2015/12	1,495.00	Building construction and supp
ACCOUNT TOTAL		1,495.00	



FAIRFIELD TOWN
PURCHASE ORDERS BY GL ACCOUNT

09/04/2015 12:24
6537cbos

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
010 -05-0503-05030-57000-		2015/ 1	24,500.00	Motor vehicles
4160 NORTHWEST HILLS CHEVROLET	15000266	2015/11	23,924.00	Motor vehicles
4160 NORTHWEST HILLS CHEVROLET	15004054		48,424.00	
	ACCOUNT TOTAL		48,424.00	
010 -05-0503-05030-57002-		2015/12	5,695.52	Roads and landscape
56 TILCON CONNECTICUT, INC.	15004861		5,695.52	
	ACCOUNT TOTAL		5,695.52	
010 -05-0503-05030-58815-		2012/ 9	3,749.00	Professional engineering servi
9274 HOFFMANN ARCHITECTS INC.	12004020		3,749.00	
	ACCOUNT TOTAL		3,749.00	
	ORG 01005030TOTAL		74,028.02	
01007010	LIBRARY			
010 -07-0701-07010-54320-	15004598	2015/12	336.81	Janitor Cart
1805 GLOBAL INDUSTRIAL			336.81	
	ACCOUNT TOTAL		336.81	
	ORG 01007010TOTAL		336.81	
01007050	PARKS & RECREATION			
010 -07-0705-07050-53200-	15004533	2015/12	450.00	Entertainment services
7625 ANTHONY GUARINO			450.00	
	ACCOUNT TOTAL		450.00	
	ORG 01007050TOTAL		450.00	
010 -07-0705-07050-54320-	15004722	2015/12	7,619.52	Tennis Court Repairs
2055 DALTON TRACK & TENNIS			7,619.52	
	ACCOUNT TOTAL		7,619.52	
	ORG 01007050TOTAL		8,069.52	
01007113	SMITH RICHARDSON GOLF COURSE			
010 -07-0711-07113-53200-	15004141	2015/11	500.00	Water and wastewater treatment
1694 J. A. EPIFANO & SONS INC.			500.00	
	ACCOUNT TOTAL		500.00	
	ORG 01007113TOTAL		500.00	



09/04/2015 12:24
6537cbos

FAIRFIELD TOWN
PURCHASE ORDERS BY GL ACCOUNT

P 4
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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

PO YEAR/PER OPEN LINE AMT DESCRIPTION

=====

FUND 010 General Fund

TOTAL:

225,989.79

=====



an enterprise solution

P 5
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09/04/2015 12:24
6537cbos

FAIRFIELD TOWN
PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2015/13

DESCRIPTION

OPEN LINE AMT

YEAR/PER

PO

ACCOUNT/VENDOR

=====
REPORT PO TOTALS: 225,989.79
=====

** END OF REPORT - Generated by CAITLIN BOSSE **



P 1
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FAIRFIELD TOWN
PURCHASE ORDERS BY GL ACCOUNT

09/04/2015 12:27
6537cbos

YEAR/PERIOD: 2015/13
ACCOUNT/VENDOR

Agenda Item # 6A-WPCA

PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
WATER POLLUTION CONTROL AUTHOR			
15000871	2015/ 2	3,420.00	Water and wastewater treatment
ACCOUNT TOTAL		3,420.00	
15004380	2015/12	22,970.00	Building construction and supp
ACCOUNT TOTAL		22,970.00	
15003629	2015/10	7,190.00	Professional engineering servi
15003667	2015/10	7,372.50	Water and wastewater treatment
15003675	2015/10	10,572.05	Professional engineering servi
15003676	2015/10	14,171.10	Water and wastewater treatment
15003790	2015/10	39,000.00	Water and wastewater treatment
ACCOUNT TOTAL		78,305.65	
15004958	2015/12	1,074.40	Water and wastewater treatment
ACCOUNT TOTAL		1,074.40	
15003958	2015/11	68,290.00	Water and wastewater treatment
ACCOUNT TOTAL		68,290.00	
ORG 13013010TOTAL		174,060.05	

13013010
 130 -13-1301-13010-53200-
 8662 TIGHE & BOND INC.

130 -13-1301-13010-54320-
 9929 SPECIALTY CONSTRUCTION SYSTEM INC

130 -13-1301-13010-54360-
 8662 TIGHE & BOND INC.

5529 WIND RIVER ENVIRONMENTAL LLC

14107 WRIGHT-PIERCE

17677 NATIONAL WATER MAIN CLEANING CO

2834 AROLD CONSTRUCTION CO, INC

130 -13-1301-13010-56140-
 15257 TELEDYNE ISCO INC

130 -13-1301-13010-57000-
 6930 GAYLE CORP



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FAIRFIELD TOWN
PURCHASE ORDERS BY GL ACCOUNT

09/04/2015 12:27
6537cbos

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

PO YEAR/PER OPEN LINE AMT DESCRIPTION

PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
FUND 130	W.P.C.A.	Sewer Use Fund	TOTAL: 174,060.05



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poglacct

FAIRFIELD TOWN
PURCHASE ORDERS BY GL ACCOUNT

09/04/2015 12:27
6537cbos

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

PO YEAR/PER OPEN LINE AMT DESCRIPTION

PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
=====			
REPORT PO TOTALS:			
		174,060.05	
=====			

** END OF REPORT - Generated by CAITLIN BOSSE **

Bosse, Caitlin

From: Bosse, Caitlin
Sent: Thursday, October 01, 2015 12:18 PM
To: Bosse, Caitlin
Subject: FY15 Re-appropriations

#6: Argued in Item B
Schedule C

From: Ross, Donald
Sent: Thursday, October 01, 2015 12:12 PM
To: Bosse, Caitlin
Cc: Mayer, Robert
Subject: RE: FY15 re-Appropriations

Caitlin,

A re-appropriation of \$50,000 in revaluation-related funds from FY15 to FY16 is requested for account 53200 (Fees and Professional Services).

Per the revaluation contract, the Town paid Vision Government Solutions \$382,050 for services rendered during FY15. The contract requires that 10% (\$42,450) of the actual \$424,500 in service costs due for FY15 be retained by the Town until all contracted services are satisfactorily rendered. The project is scheduled for completion during FY16.

Accordingly, \$42,450 was retained by the Town in the FY15 budget and must be re-appropriated to FY16. \$7,550 is requested to be re-appropriated to cover costs of review appraiser services in conjunction with the revaluation.

Thank You,
Don Ross

Agenda Item
6 C+D

TOWN REAPPROPRIATIONS
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

		<u>SCHEDULE "C"</u>
3050	ASSESSOR	\$50,000.00

TOWN REAPPROPRIATIONS
FOR THE FISCAL YEAR ENDED JUNE 30, 2014 AND PRIOR YEARS

SCHEDULE "D"

\$ 0.00

BOARD OF EDUCATION

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2015

SCHEDULE "E"

8010	BOARD OF EDUCATION	\$637,100.43
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BOARD OF EDUCATION

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2014 & PRIOR

SCHEDULE "F"

\$ 0.00

Account Item # 6 E



P 1
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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

08/03/2015 12:09
8408mica

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-2320-346-001-327-68-6150-B-54680-10553 A & A OFFICE SYSTEMS INC.	15501301	2015/ 3	1,122.12	COPIER SERVICE & SUPPLY CHARGE
	ACCOUNT TOTAL		1,122.12	
11-2115-356-001-305-64-6451-B-58050-2629 NEW ENGLAND ARCHIVE	15504299	2015/12	4,773.60	microfilm conversion
2629 NEW ENGLAND ARCHIVE	15502539	2015/ 6	1,013.30	document scanning & retention
2629 NEW ENGLAND ARCHIVE	15503832	2015/10	83.38	annual student record scanning
2629 NEW ENGLAND ARCHIVE	15503991	2015/10	5,676.00	convert microfilm to digital
	ACCOUNT TOTAL		11,546.28	
11-2540-358-003-305-64-6475-B-54120-11679 VANZELM ENGINEERS	15504076	2015/10	1,474.29	Equipment Inventory Integratio
4084 NOWAKOWSKI, O'BYMACHOW, KANE & ASSO	15501853	2015/ 4	3,270.00	For Dwight School, Prepare sep
	ACCOUNT TOTAL		4,744.29	
11-2530-362-003-313-64-6608-B-54800-450 CONTROLLED AIR INC	15500363	2015/ 1	11,436.98	REPAIR SERVICES AND EQUIPMENT
	ACCOUNT TOTAL		11,436.98	
11-2530-368-003-313-64-6616-B-54810-3370 YANKEE ELEC. CONSTRUCTION CO INC.	15504092	2015/11	1,600.00	REPLACEMENT LIGHT POLE FOR STR
3370 YANKEE ELEC. CONSTRUCTION CO INC.	15504004	2015/10	3,358.25	LIGHTING REPAIRS
	ACCOUNT TOTAL		4,958.25	
11-2530-371-003-313-64-6618-B-54888-4320 AUTOMATED BUILDING SYSTEMS INC	15504306	2015/12	7,444.50	HVAC CONTROLS UPGRADE - OSBORN
	ACCOUNT TOTAL		7,444.50	
11-2530-372-003-313-64-6620-B-54885-873 TECTA AMERICA NEW ENGLAND LLC	15503379	2015/10	18,060.00	Systemwide-Provide infrared sc
873 TECTA AMERICA NEW ENGLAND LLC	15503500	2015/10	14,966.75	Osborn Hill - replace 11 skyli
	ACCOUNT TOTAL		33,026.75	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

08/03/2015 12:09
8408mica

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
ACCOUNT TOTAL 33,026.75			
15500483	2015/ 1	720.00	STATE BOILER INSPECTIONS
ACCOUNT TOTAL 720.00			
15504326	2015/12	10,001.00	BOILER REPAIR - FLHS
15504300	2015/12	2,495.00	BOILER REPAIR - FLHS
15504301	2015/12	13,303.56	BURNER REPAIRS
ACCOUNT TOTAL 25,799.56			
ACCOUNT TOTAL 25,799.56			
15503124	2015/ 8	4,338.74	FIELD MAINTENANCE COMBINED SER
ACCOUNT TOTAL 4,338.74			
15500833	2015/ 1	14,480.00	PAVING
ACCOUNT TOTAL 14,480.00			
15504060	2015/10	9,200.00	Stratfield-Envelope repairs
15504061	2015/10	16,200.00	TMS-Envelope repairs
15503620	2015/10	17,500.00	Burr-Power Wash and apply Hydr
ACCOUNT TOTAL 42,900.00			
ACCOUNT TOTAL 42,900.00			
15503708	2015/10	990.00	TUITION REIMBURSEMENT FOR 2014
15503715	2015/10	322.50	TUITION REIMBURSEMENT FOR 2014
15503717	2015/10	360.00	TUITION REIMBURSEMENT FOR 2014
15503718	2015/10	201.00	TUITION REIMBURSEMENT FOR 2014
ACCOUNT TOTAL 561.00			



08/03/2015 12:09
8408mica
FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11970 NAYLA SEARA	15503759	2015/10	2,292.00	TUITION REIMBURSEMENT FOR 2014
2389 KERRY ABRAMSON	15503825	2015/10	315.81	TUITION REIMBURSEMENT FOR 2014
11146 KATHLEEN KEEPE	15503900	2015/10	1,164.00	TUITION REIMBURSEMENT FOR 2014
10120 JANE VIGLIOTTI	15503476	2015/10	1,027.20	ENCUMBER FUNDS FOR TUITION REI
10120 JANE VIGLIOTTI	15503477	2015/10	642.00	ENCUMBER FUNDS FOR TUITION REI
			1,669.20	
11286 RABIA MAIRECH	15503484	2015/10	1,512.00	ENCUMBER FUNDS FOR TUITION REI
1781 KATHLEEN REGULA	15503402	2015/10	990.00	ENCUMBER FUNDS FOR TUITION REI
4210 MARYCLAIRE HENION	15503451	2015/10	693.00	ENCUMBER FUNDS FOR TUITION REI
	ACCOUNT TOTAL		10,509.51	
11-1112-301-010-301-60-3451-B-56245-10456 MUSIC & ARTS CENTER INC.	15501530	2015/ 3	197.73	Music Literature Purchase for
	ACCOUNT TOTAL		197.73	
11-1200-311-010-303-62-3510-B-54025-4189 FUTURES EDUCATION	15502417	2015/ 6	17,500.00	Educational Services Analysis
5015 THE CENTER FOR CHILDREN	15501855	2015/ 4	9,050.00	ENCUMBER 14-15 CONSULT SERVICE
	ACCOUNT TOTAL		26,550.00	
11-1200-312-010-307-62-3510-B-54028-7642 PHYSICAL THERAPY OF SOUTHERN CT, PC	15502019	2015/ 5	8,250.00	encumber 14-15 pt services for
	ACCOUNT TOTAL		8,250.00	
11-2230-322-010-321-65-6127-B-54655-275 TYLER TECHNOLOGIES	15502527	2015/ 6	8,825.00	MUNIS TRAINING FOR FINANCIAL A
2462 CUSTOM COMPUTER SPECIALISTS, INC.	15502723	2015/ 7	366.06	PER DIEM TRAVEL EXPENSES FOR
6929 TOWN OF FAIRFIELD	15503881	2015/10	78.37	TO COVER AMEX EXPENSES MAY AN
	ACCOUNT TOTAL		9,269.43	



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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-2550-333-010-317-64-6195-B-54400-2138 BUCKLEY ENERGY GROUP LTD	15504317	2015/12	57,880.76	Balance of Fuel Commitment
	ACCOUNT TOTAL		57,880.76	
11-2510-347-010-327-64-6150-B-54685-10553 A & A OFFICE SYSTEMS INC.	15501301	2015/ 3	859.40	COPIER SERVICE & SUPPLY CHARGE
	ACCOUNT TOTAL		859.40	
11-1102-348-010-313-64-6400-B-54271-8513 RUSTY KILN REPAIR	15504156	2015/11	1,055.00	kiln repairs
	ACCOUNT TOTAL		1,055.00	
11-1108-348-010-313-64-6400-B-54273-2616 FITNESS FIRST	15504216	2015/12	600.00	preventative maintenance/repai
2819 PROJECT ADVENTURE INC.	15504242	2015/12	1,220.00	Project Adv eqpmnt repairs
	ACCOUNT TOTAL		1,820.00	
11-2230-348-010-313-65-6405-B-54330-5852 AUTO HOME COMMERCIAL ELECTRONICS	15503029	2015/ 8	1,312.42	INSTALLATION OF DATA DROPS IN
	ACCOUNT TOTAL		1,312.42	
11-2400-348-010-313-64-6400-B-54340-5878 NISCO EQUIPMENT SOLUTIONS INC.	15504313	2015/12	443.75	LAMINATOR & FOLDER REPAIR
	ACCOUNT TOTAL		443.75	
11-2530-367-010-313-64-6614-B-54994-10136 WALKER SPECIALTIES INC.	15502924	2015/ 8	3,010.00	FWHS-Addtl repairs per emails
10136 WALKER SPECIALTIES INC.	15503300	2015/ 9	3,911.00	FLHS/FWHS-More additional repa
			6,921.00	
	ACCOUNT TOTAL		6,921.00	
11-2510-399-010-323-64-6560-B-54640-530 CORPORATE MAILING SERVICES LLC	15504214	2015/12	822.66	year end mail processing
	ACCOUNT TOTAL		822.66	



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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

PO YEAR/PER OPEN LINE AMT DESCRIPTION

11-1112-400-010-401-60-5100-B-56159-3345	WOODWIND AND BRASSWIND	15502594	2015/ 7	186.77	Purchase Band and Orch Supplie
10456	MUSIC & ARTS CENTER INC.	15502597	2015/ 7	35.35	Purchase Band and Orch supplie
		ACCOUNT TOTAL		222.12	
11-2400-485-010-402-64-5242-B-56635-1622	SCHOOL SPECIALTY	15502720	2015/ 7	1,290.21	instructional supplies
4504	PASCO	15504310	2015/12	1,056.00	SCIENCE SUPPLIES- NEW PHYSICS
		ACCOUNT TOTAL		2,346.21	
11-2230-501-010-313-65-6414-B-54325-1203	SHI	15503643	2015/10	786.30	Microsoft Exchange Server 201
		ACCOUNT TOTAL		786.30	
11-1112-540-010-501-60-5541-B-58250-3345	WOODWIND AND BRASSWIND	15503573	2015/10	90.00	Purchase specialized mouthpiec
		ACCOUNT TOTAL		90.00	
11-2400-540-010-501-64-5540-B-58470-878	W.B. MASON CO. INC.	15504290	2015/12	4,940.00	furniture for office moves
		ACCOUNT TOTAL		4,940.00	
11-2230-541-010-503-65-5545-B-58205-8381	PCMG, INC	15503035	2015/ 8	36,000.00	Ediscovery platform with Cle
5233	AMAZON.COM	15502709	2015/ 7	1,006.78	COMPUTER AND AV PARTS, PERIPHE
		ACCOUNT TOTAL		37,006.78	
11-2400-542-010-501-64-5540-B-58471-7442	CLOSE TO HOME	15504172	2015/11	1,750.00	replacement sewing tables
		ACCOUNT TOTAL		1,750.00	

FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR PO YEAR/PER OPEN LINE AMT DESCRIPTION

~~11-2210-346-012-327-60-6150-B-54680-10553~~ A & A OFFICE SYSTEMS INC. 15501301 2015/ 3 128.83 COPIER SERVICE & SUPPLY CHARGE
ACCOUNT TOTAL 128.83

~~11-1112-400-012-401-60-5100-B-56159-10456~~ MUSIC & ARTS CENTER INC. 15502027 2015/ 5 31.80 Music Literature purchases
~~10456~~ MUSIC & ARTS CENTER INC. 15503623 2015/10 12.54 Music Literature and supplies
44.34

ACCOUNT TOTAL 44.34

~~11-2400-542-012-501-64-5540-B-58599-3370~~ YANKEE ELEC. CONSTRUCTION CO INC. 15503848 2015/10 4,170.00 FLHS LIGHT POLE REPLACEMENT
ACCOUNT TOTAL 4,170.00

~~11-2230-400-014-415-65-5240-B-56220-6229~~ TOWN OF FAIRFIELD 15503881 2015/10 70.53 TO COVER AMEX EXPENSES MAY AN
~~5233~~ AMAZON.COM 15502709 2015/ 7 560.28 COMPUTER AND AV PARTS, PERIPHE
ACCOUNT TOTAL 630.81

~~11-2230-348-016-313-65-6410-B-54350-275~~ TYLER TECHNOLOGIES 15502443 2015/ 6 14,696.61 MUNIS CUSTOMIZATIONS AS AUTHOR
ACCOUNT TOTAL 14,696.61

~~11-2140-400-040-401-62-5150-B-56010-2814~~ PRO-ED 15503696 2015/10 760.10 Protocol Test Kit for ECC
ACCOUNT TOTAL 760.10

~~11-1106-401-040-401-60-5050-B-56168-182~~ STAPLES INC 15504259 2015/12 428.25 WL - Blank Puzzles for Element
ACCOUNT TOTAL 428.25

~~11-1109-348-070-313-64-6400-B-54274-6211~~ CARROLL'S APPLIANCE SERVICE 15504274 2015/12 500.00 appliance repair



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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

PO YEAR/PER OPEN LINE AMT DESCRIPTION

471 NEW ENGLAND SEWING LLC 15504289 2015/12 405.64 sewing machine repair

4476 DAVID H. PAGE 15504307 2015/12 216.30 refrigeration repair

ACCOUNT TOTAL 1,121.94

11-1110-348-070-313-64-6400-B-54275-
5521 VALLEY MACHINE KNIFE CORP 15504312 2015/12 504.25 knife & blade sharpening

3262 JOHN'S GARAGE INC 15504302 2015/12 1,300.00 LIFT REPAIR

ACCOUNT TOTAL 1,804.25

11-1113-401-070-401-60-5110-B-56165-
2590 NSTA PUBLICATION SALES 15503691 2015/10 30.00 Sci - Books Ordered

ACCOUNT TOTAL 30.00

11-2400-331-100-307-41-6140-S-54910-
1192 ALTEL SOUND SYSTEMS OF CT INC. 15503308 2015/ 9 1,455.00 COMMENCEMENT-SOUNDS SYSTEM

ACCOUNT TOTAL 1,455.00

11-2550-337-100-317-41-6190-S-54555-
11523 FIRST STUDENT INC. 15504071 2015/10 500.00 PUPIL-TRANS-XTRA CUR

ACCOUNT TOTAL 500.00

11-2400-344-100-327-41-6155-S-54662-
1340 SOUTHERN DUTCHESS NEWS 15503944 2015/10 1,650.00 PRINTING SCHOOL NEWSPAPER PROS

1718 CONNER PRINTING 15502151 2015/ 5 514.00 PRINTING- REPORT CARD PAPER AN

ACCOUNT TOTAL 2,164.00

11-2400-347-100-327-41-6150-C-54690-
10553 A & A OFFICE SYSTEMS INC. 15501301 2015/ 3 2,558.87 COPIER SERVICE & SUPPLY CHARGE

ACCOUNT TOTAL 2,558.87

11-1102-400-100-400-41-5010-S-56281-
2548 MILFORD PHOTO INC. 15502158 2015/ 5 282.24 ART-PHOTO CLASS SUPPLIES

ACCOUNT TOTAL 282.24



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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-1105-400-100-400-41-5040-S-56285-1274 BARNES & NOBLE INC.	15503516	2015/10	300.00	ENGLISH-BOOKS
3755 FOLLETT SCHOOL SOLUTIONS INC.	15503112	2015/ 8	312.00	ENGLISH-BOOKS
3755 FOLLETT SCHOOL SOLUTIONS INC.	15504010	2015/10	621.00	ENGLISH-BOOKS
			933.00	
	ACCOUNT TOTAL		1,233.00	
11-1109-400-100-400-41-5070-S-56288-2010 CHEFS	15502678	2015/ 7	1,331.65	FCS-SUPPLIES FOR CULINARY ARTS
4823 GLOBE EQUIPMENT CO.	15502170	2015/ 5	845.57	FCS-SUPPLIES AND MATERIALS FOR
2010 CHEFS	15502388	2015/ 6	1,205.80	FCS-SUPPLIES FOR CULINARY ARTS
	ACCOUNT TOTAL		3,383.02	
11-1110-400-100-400-41-5080-S-56289-3090 RYONET CORP	15504002	2015/10	394.00	TECH ED- SCREENIN SUPPLY KIT
	ACCOUNT TOTAL		394.00	
11-1112-400-100-400-41-5100-S-56291-3345 WOODWIND AND BRASSWIND	15503572	2015/10	301.80	MUSIC SUPPLIES FOR BAND, CHOIR
124 MUSIC & ARTS CENTER FOR HUMANITY	15501821	2015/ 4	51.74	MUSIC-SUPPLIES
	ACCOUNT TOTAL		353.54	
11-1113-400-100-400-41-5110-S-56292-1705 CONNECTICUT VALLEY BIOLOGICAL	15500915	2015/ 2	275.50	SCIENCE-LIVE SUPPLY ORDER
2587 NASCO	15503989	2015/10	854.56	SCIENCE- SUPPLIES FOR CLASSES
6585 HANSEN'S FLOWER SHOP	15504049	2015/10	50.00	SCIENCE-FLOWERS FOR LAB
4062 WHITSON'S CULINARY GROUP	15504016	2015/10	500.00	SCIENCE- FOOD ITEMS FOR SCIENC
1594 CAROLINA BIOLOGICAL SUPPLY	15503947	2015/10	379.81	SCEINCE-SUPPLIES
1228 ARBOR SCIENTIFIC	15503928	2015/10	2,401.85	SCIENCE- SUPPLIES FOR SCIENCE
2044 FREY SCIENTIFIC CO	15503971	2015/10	4,325.26	SCEINCE- SUPPLIES FOR CLASSES
	ACCOUNT TOTAL		8,786.98	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-11115-400-100-400-41-5120-S-56293- 3069 SOCIAL STUDIES SCHOOL SERVICE	15504000	2015/10	145.38	SOCIAL STUDIES-BOOKS
	ACCOUNT TOTAL		145.38	
11-1200-400-100-400-41-5150-S-56296- 3755 FOLLETT SCHOOL SOLUTIONS INC.	15504011	2015/10	799.95	SPECIAL ED- BOOKS AND EBOOKS
	ACCOUNT TOTAL		799.95	
11-2120-400-100-400-41-5170-S-56297- 4386 CENTER FOR STUDENT OPPORTUNITY	15504022	2015/10	415.80	GUIDANCE/CAREER CTR-BOOK
1668 COLLEGE BOARD PUBLICATIONS	15503956	2015/10	20.99	PUPIL/CAREER CTR- BOOKS
10820 SCHOOL COUNSELOR RESOURCES	15504067	2015/10	105.49	GUIDANCE/CAREER CTR- BOOKS
8281 PREMIER	15504104	2015/11	2,660.00	GUIDANCE-CAREER CTR- AGENDAS
	ACCOUNT TOTAL		3,202.28	
11-2220-403-100-400-41-5200-S-56299- 3755 FOLLETT SCHOOL SOLUTIONS INC.	15502625	2015 / 7	1,946.92	LIBRARY-BOOKS
4211 MANHATTAN SHORTS	15502627	2015 / 7	120.95	LIBRARY-DVDS
5359 THOMSON LEARNING	15502424	2015 / 6	1,061.16	LIBRARY-BOOKS
	ACCOUNT TOTAL		3,129.03	
11-2220-404-100-400-41-5200-S-56299- 182 STAPLES INC	15503203	2015 / 9	135.81	LIBRARY-SUPPLIES
8292 CONNECTICUT LIBRARY CONSORTIUM	15502689	2015 / 7	245.00	LIBRARY-2 GB MEDIA DRIVES
182 STAPLES INC	15503911	2015/10	145.00	LIBRARY-SUPPLIES
	ACCOUNT TOTAL		525.81	
11-1130-430-100-409-41-6060-S-56710- 2191 HEMLOCK TRUE VALUE HARDWARE	15503981	2015/10	150.00	ATHLETIC-SUPPLIES
2888 ADIRONDACKDIRECT	15503994	2015/10	640.00	ATHLETIC- DISPLAY CABINET



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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
2656 THE NIXON COMPANY	15503992	2015/10	2,900.00	ATHLETIC- PLAQUES AND METALS F
6404 MACWEAR ATHLETICS	15503606	2015/10	2,112.00	ATHLETIC-CLOTHING AND BALLS FO
2656 THE NIXON COMPANY	15503328	2015/ 9	1,085.00	ATHLETIC-VARSITY LETTER CERTIF
2191 HEMLOCK TRUE VALUE HARDWARE	15501022	2015/ 2	58.10	ATHLETIC-SUPPLIES
3919 CABLETIESANDMORE	15500594	2015/ 1	118.50	ATHLETIC-SUPPLIES-CABLETIES
	ACCOUNT TOTAL		7,063.60	
11-2400-439-100-400-41-5220-S-56300- 1622 SCHOOL SPECIALTY	15503953	2015/10	2,011.02	GENERAL OFFICE SUPPLIES
182 STAPLES INC	15503907	2015/10	1,426.48	GENERAL OFFICE SUPPLIES
	ACCOUNT TOTAL		3,437.50	
11-2130-440-100-415-41-5230-S-56665- 2563 MOORE MEDICAL LLC	15503553	2015/10	617.06	NURSE-SUPPLIES FOR HEALTH OFFI
	ACCOUNT TOTAL		617.06	
11-2230-445-100-400-41-5220-S-56300- 182 STAPLES INC	15503909	2015/10	833.91	TECH/IT- SUPPLIES
2145 H B COMMUNICATIONS INC.	15500551	2015/ 1	300.00	LIBRARY-AV SUPPLIES
	ACCOUNT TOTAL		1,133.91	
11-2400-540-100-501-41-5540-C-58480- 1812 DEMCO INC.	15504127	2015/11	1,036.76	book return
	ACCOUNT TOTAL		1,036.76	
11-2210-323-300-319-43-6130-S-54460- 2749 SCHOOL NEUROPSYCH PRESS	15503993	2015/10	120.00	PD CONFERENCE ONLINE MODULES
1975 FAIRFIELD WARDE HIGH SCHOOL	15503286	2015/ 9	285.00	TRUE COLORS CONFERENCE
	ACCOUNT TOTAL		405.00	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR PO YEAR/PER OPEN LINE AMT DESCRIPTION

11-1129-330-300-301-43-6175-S-59310-
9541 OFFENSE-DEFENSE 2015/11 1,155.45 FRESHMAN ORIENTATION T SHIRTS
ACCOUNT TOTAL 1,155.45

11-2400-331-300-307-43-6140-S-54910-
8906 JERRY O'BRIEN ASSOCIATES LLC 2015/ 8 3,000.00 COMMENCEMENT HOODS & GOWNS-QUO
5656 ABBEY TENT & PARTY RENTALS INC. 2015/ 8 2,208.80 COMMENCEMENT CHAIRS SET UP AND
ACCOUNT TOTAL 5,208.80

11-2550-337-300-317-43-6190-S-54555-
11523 FIRST STUDENT INC. 2015/ 4 1,121.94 TRANSPORTATION
ACCOUNT TOTAL 1,121.94

11-2400-344-300-327-43-6155-S-54662-
1340 SOUTHERN DUTCHESS NEWS 2015/ 2 534.00 PRINTING
ACCOUNT TOTAL 534.00

11-2400-347-300-327-43-6150-C-54690-
10553 A & A OFFICE SYSTEMS INC. 2015/ 3 1,345.23 COPIER SERVICE & SUPPLY CHARGE
ACCOUNT TOTAL 1,345.23

11-2530-395-300-313-43-6640-G-55000-
3370 YANKEE ELEC. CONSTRUCTION CO INC. 2015/10 8,000.00 FWHS,FWMS,RLMS & BURR - genera
ACCOUNT TOTAL 8,000.00

11-1102-400-300-400-43-5010-S-56281-
1307 DICK BLICK CO. 2015/ 7 173.77 ART PAPER
182 STAPLES INC 2015/10 1,000.00 ART PRINTING INKS/TONERS
1307 DICK BLICK CO. 2015/10 70.47 ART SUPPLIES
182 STAPLES INC 2015/ 8 93.81 ART SUPPLIES-INKS FOR PRINTERS
ACCOUNT TOTAL 1,338.05



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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-1103-400-300-400-43-5020-S-56282-182 STAPLES INC	15502441	2015/ 6	18.53	BUSINESS SUPPLIES
	ACCOUNT TOTAL		18.53	
11-1104-400-300-400-43-5030-S-56283-5233 AMAZON.COM	15504034	2015/10	74.97	headsets for reading
	ACCOUNT TOTAL		74.97	
11-1105-400-300-400-43-5040-S-56285-3755 FOLLETT SCHOOL SOLUTIONS INC.	15503583	2015/10	2,000.00	ENGLISH SUPPLIES
2028 FOLLETT EDUCATIONAL SERVICES	15500749	2015/ 1	516.00	ENGLISH
1274 BARNES & NOBLE INC.	15500903	2015/ 2	1,176.00	ENGLISH
	ACCOUNT TOTAL		3,692.00	
11-1106-400-300-400-43-5050-S-56286-5212 VISTA HIGHER LEARNING	15503630	2015/10	4,490.00	WORLD LANGUAGE MATERIALS
	ACCOUNT TOTAL		4,490.00	
11-1108-400-300-400-43-5060-S-56287-5233 AMAZON.COM	15504036	2015/10	12.81	PE
	ACCOUNT TOTAL		12.81	
11-1109-400-300-400-43-5070-S-56288-10714 CITY LINE DISTRIBUTORS	15503626	2015/10	38.00	FAM CONS FOOD SUPPLIES
9366 HENRY BRESKY AND SONS	15502640	2015/ 7	34.24	FAM CONS CULINARY
10714 CITY LINE DISTRIBUTORS	15501207	2015/ 2	217.45	FAM CONS
	ACCOUNT TOTAL		289.69	
11-1110-400-300-400-43-5080-S-56289-2157 HARBOR FREIGHT TOOLS	15501883	2015/ 4	297.20	TECH ED
3104 STAPLES	15500581	2015/ 1	367.18	TECH ED
2209 HOME DEPOT CREDIT SERVICES	15503982	2015/10	200.00	TECH ED WOODWORKING
	ACCOUNT TOTAL		864.38	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-1112-400-300-400-43-5100-S-56291-3345 WOODWIND AND BRASSWIND	15503574	2015/10	261.13	Purchase Band & Orch Supplies
10456 MUSIC & ARTS CENTER INC.	15503624	2015/10	328.67	Purchase music lit, supplies o
9288 J. W. PEPPER & SON INC.	15501782	2015/ 4	13.76	purchase Music Lit, supplies,
3345 WOODWIND AND BRASSWIND	15501120	2015/ 2	890.58	Band and Orchestra Instr. Supp
	ACCOUNT TOTAL		1,494.14	
11-1113-400-300-400-43-5110-S-56292-2528 THAT FISH PLACE - THAT PET PLACE	15503420	2015/10	163.81	SCIENCE SUPPLIES
3302 WARD'S NATURAL SCIENCE EST., INC.	15503431	2015/10	300.59	SCIENCE SUPPLIES BAT SKELETON
3309 WARD'S NATURAL SCIENCE EST., INC.	15503432	2015/10	433.20	SCIENCE SUPPLIES
			733.79	
5233 AMAZON.COM	15503460	2015/10	153.70	SCIENCE SUPPLIES
1594 CAROLINA BIOLOGICAL SUPPLY	15500817	2015/ 2	76.37	SCIENCE
3309 WARD'S NATURAL SCIENCE EST., INC.	15500884	2015/ 2	206.56	SCIENCE
3309 WARD'S NATURAL SCIENCE EST., INC.	15500885	2015/ 2	131.45	SCIENCE
3302 WARD'S NATURAL SCIENCE EST., INC.	15500886	2015/ 2	701.25	SCIENCE
			1,039.26	
2025 FLINN SCIENTIFIC INC	15500792	2015/ 2	70.02	SCIENCE
9188 SCIENCE SOURCE	15500805	2015/ 2	326.00	SCIENCE
3755 FOLLETT SCHOOL SOLUTIONS INC.	15503584	2015/10	919.10	SCIENCE - AP BIO TEXTBOOKS
4069 WHITSON'S CULINARY GROUP	15503858	2015/10	500.00	SCIENCE SUPPLIES
6585 HANSEN'S FLOWER SHOP	15504050	2015/10	50.00	SCIENCE SUPPLIES-FLOWERS FOR L
	ACCOUNT TOTAL		4,032.05	
11-1115-400-300-400-43-5120-S-56293-3069 SOCIAL STUDIES SCHOOL SERVICE	15502056	2015/ 5	1,527.68	SOCIAL STUDIES SUPPLEMENTARY P
	ACCOUNT TOTAL		1,527.68	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-1200-400-300-400-43-5150-S-56296-3104 STAPLES	15500579	2015/ 1	83.76	SPECIAL ED
	ACCOUNT TOTAL		83.76	
11-2120-400-300-400-43-5170-S-56297-8281 PREMIER	15504105	2015/11	3,300.00	GUIDANCE SCHOOL PLANNERS FOR S
	ACCOUNT TOTAL		3,300.00	
11-2220-403-300-400-43-5200-S-56299-1274 BARNES & NOBLE INC.	15502604	2015/ 7	481.18	LIBRARY RESOURCE
	ACCOUNT TOTAL		481.18	
11-2220-404-300-400-43-5200-S-56299-182 STAPLES INC	15503634	2015/10	140.00	LIBRARY MEDIA SUPPLIES
	ACCOUNT TOTAL		140.00	
11-1130-430-300-409-43-6060-S-56710-555 SPR GOLF LLC	15503637	2015/10	1,940.00	SPORTS BOYS GOLF BAGS & BALLS
1305 BLANCHETTE SPORTING GOODS INC.	15503784	2015/10	880.00	SPORTS VOLLEY BALL SHORTS
2656 THE NIXON COMPANY	15502726	2015/ 7	296.00	SPORTS TEAM BANNERS
8541 OFFENSE-DEFENSE	15504106	2015/11	210.00	SPORTS -COOLER DONATION SHIPPI
11523 FIRST STUDENT INC.	15504074	2015/10	633.41	SPORTS TRANSPORT
6404 MACWEAR ATHLETICS	15502826	2015/ 8	714.99	SPORTS GIRLS LACROSSE
2209 HOME DEPOT CREDIT SERVICES	15502915	2015/ 8	373.73	SPORTS
1305 BLANCHETTE SPORTING GOODS INC.	15504332	2015/12	2,200.00	SPORTS POLE VAULT
2622 NEVCO	15504334	2015/12	1,327.81	scoreboard control
3332 SOCCER.COM	15504335	2015/12	508.98	soccer Wall Club
4510 INSTANT PROMOTION INC.	15504339	2015/12	2,197.00	pro expo digital package
1651 ARTECH	15502045	2015/ 5	440.00	SPORTS SKI HELMETS
2240 ROLLING HILLS COUNTRY CLUB	15503415	2015/10	595.20	SPORTS SUPPLIES-GIRLS GOLF



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
3088 SHIRTCAMP.COM	15502312	2015/6	133.02	SPORTS CAPTAINS SHIRTS
	ACCOUNT TOTAL		12,450.14	
11-2400-438-300-400-43-5220-S-56300- 10580 PEARSON ASSESSMENTS 10580 PEARSON ASSESSMENTS	15502691 15503625	2015/7 2015/10	527.00 500.00	SCANTRON FORMS GENERAL SUPPLIES SCANTRON
			1,027.00	
	ACCOUNT TOTAL		1,027.00	
11-2400-439-300-400-43-5220-S-56300- 1622 SCHOOL SPECIALTY	15503528	2015/10	1,685.49	GEN SUPPLIES
878 W.B. MASON CO. INC. 878 W.B. MASON CO. INC.	15503504 15501001	2015/10 2015/2	2,476.78 89.42	GENERAL SUPPLIES PAPER GENERAL SUPPLIES
			2,566.20	
3103 STAPLES BUSINESS ADVANTAGE	15502883	2015/8	1,061.50	GENERAL SUPPLIES
	ACCOUNT TOTAL		5,313.19	
11-2130-440-300-415-43-5230-S-56665- 2566 MOORE MEDICAL LLC	15500215	2015/1	213.50	NURSE
	ACCOUNT TOTAL		213.50	
11-2230-445-300-400-43-5220-S-56300- 182 STAPLES INC	15503763	2015/10	1,209.39	TECH SUPPLIES
	ACCOUNT TOTAL		1,209.39	
11-2400-540-300-501-43-5540-C-58481- 1622 SCHOOL SPECIALTY	15504292	2015/12	6,610.80	SCIENCE TABLES
2430 ROBERT H. LORD COMPANY INC.	15504297	2015/12	19,680.78	cafeteria tables
	ACCOUNT TOTAL		26,291.58	
11-1200-400-481-404-52-5150-E-56130- 3755 FOLLETT SCHOOL SOLUTIONS INC.	15504246	2015/12	1,529.28	ECC - Books Being Ordered
	ACCOUNT TOTAL		1,529.28	



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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-21130-440-481-415-52-5230-E-56665-2563 MOORE MEDICAL LLC	15501227	2015/ 2	32.07	Nurse Supplies
	ACCOUNT TOTAL		32.07	
11-25550-337-520-317-30-6190-S-54550-11523 FIRST STUDENT INC.	15501867	2015/ 4	445.70	TRANSPORTATION BUS EXPENSES
	ACCOUNT TOTAL		445.70	
11-2400-347-520-327-30-6150-C-54720-10553 A & A OFFICE SYSTEMS INC.	15501301	2015/ 3	343.13	COPIER SERVICE & SUPPLY CHARGE
	ACCOUNT TOTAL		343.13	
11-2530-395-520-313-30-6640-C-55000-3370 YANKEE ELEC. CONSTRUCTION CO INC.	15503847	2015/10	8,150.00	FWHS,FWMS,RLMS & BURR - genera
	ACCOUNT TOTAL		8,150.00	
11-1113-400-520-400-30-5110-S-56292-2587 NASCO	15503107	2015/ 8	135.74	SCIENCE SCALES AND TIMERS
	ACCOUNT TOTAL		135.74	
11-2220-403-520-400-30-5200-S-56299-1265 BAKER & TAYLOR	15500786	2015/ 1	1,620.86	LIBRARY MEDIA CENTER SUPPLIES
	ACCOUNT TOTAL		1,620.86	
11-2400-439-520-400-30-5220-S-56300-1622 SCHOOL SPECIALTY	15503799	2015/10	212.33	GENERAL SCHOOL SUPPLIES
	ACCOUNT TOTAL		212.33	
11-2130-440-520-415-30-5230-S-56665-2563 MOORE MEDICAL LLC	15501797	2015/ 4	152.90	NURSING SUPPLIES FOR HEALTH RO
	ACCOUNT TOTAL		152.90	



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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-2400-347-560-327-31-6150-C-54720-10553 A & A OFFICE SYSTEMS INC.	15501301	2015/ 3	428.62	COPIER SERVICE & SUPPLY CHARGE
	ACCOUNT TOTAL		428.62	
11-2530-395-560-313-31-6640-C-55000-4505 M & L CONSTRUCTION CO. INC.	15504329	2015/12	11,300.00	RLMS Field retaining wall proj
4505 M & L CONSTRUCTION CO. INC.	15504320	2015/12	40,575.00	Retaining Wall for RLMS. BID#
			51,875.00	
3370 YANKEE ELEC. CONSTRUCTION CO INC.	15503847	2015/10	8,000.00	FWHS,FWMS,RLMS & BURR - genera
	ACCOUNT TOTAL		59,875.00	
11-1130-430-560-409-31-6060-S-56700-5233 AMAZON.COM	15503871	2015/10	270.99	MATERIALS FOR SPORTS
	ACCOUNT TOTAL		270.99	
11-1102-400-580-400-32-5010-S-56281-3042 SHEFFIELD POTTERY INC.	15503170	2015/ 9	175.50	CLAY
	ACCOUNT TOTAL		175.50	
11-2220-403-580-400-32-5200-S-56299-2026 FOLLETT LIBRARY RESOURCES	15503813	2015/10	298.39	LMC - BOOKS
324 SCHOLASTIC BOOK CLUBS	15503764	2015/10	978.45	BOOKS/MAGAZINES
	ACCOUNT TOTAL		1,276.84	
11-2400-439-580-400-32-5220-S-56300-182 STAPLES INC	15503633	2015/10	234.31	CLASSROOM SUPPLIES
182 STAPLES INC	15503494	2015/10	25.07	CLASSROOM SUPPLIES
			259.38	
	ACCOUNT TOTAL		259.38	
11-2400-540-580-501-32-5540-C-58500-3316 WENGER CORP.	15504303	2015/12	9,155.00	REPLACEMENT RISERS
	ACCOUNT TOTAL		9,155.00	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-2210-323-610-319-10-6130-S-54440- 9309 COLUMBIA UNIVERSITY	15504225	2015/12	825.00	TEACHERS COLLEGE PD FOR SABRIN
	ACCOUNT TOTAL		825.00	
11-2550-337-610-317-10-6190-S-54540- 11523 FIRST STUDENT INC.	15503756	2015/10	780.00	TRANSPORTATION CHARGES FOR PEN
	ACCOUNT TOTAL		780.00	
11-2400-347-610-327-10-6150-C-54710- 10553 A & A OFFICE SYSTEMS INC.	15501301	2015/ 3	550.00	COPIER SERVICE & SUPPLY CHARGE
	ACCOUNT TOTAL		550.00	
11-2530-395-610-313-10-6640-C-55000- 3335 WILLCO SALES & SERVICE INC.	15504268	2015/12	25,340.00	DIVIDING WALL - BURR
3370 YANKEE ELEC. CONSTRUCTION CO INC.	15503847	2015/10	8,000.00	FWHS, FWMS, RLMS & BURR - genera
	ACCOUNT TOTAL		33,340.00	
11-1102-400-610-400-10-5010-S-56281- 214 SAX ARTS & CRAFTS	15502573	2015/ 7	200.00	SUPPLIES FOR ART
1622 SCHOOL SPECIALTY	15503948	2015/10	60.10	SUPPLIES FOR ART PAINT, GLITTE
	ACCOUNT TOTAL		260.10	
11-1104-400-610-400-10-5031-S-56284- 2998 SCHOLASTIC	15502405	2015/ 6	97.85	SUPPLIES FOR LA
	ACCOUNT TOTAL		97.85	
11-1117-400-610-400-10-5129-S-56305- 1622 SCHOOL SPECIALTY	15502040	2015/ 5	204.98	SUPPLIES FOR PRE K
3000 SCHOLASTIC INC.	15503071	2015/ 8	179.64	MAGAZINES FOR PRE K
3814 DEPARTMENT OF FOOD SERVICES	15501897	2015/ 4	156.96	SNACKS FOR PRE K
182 STAPLES INC	15501613	2015/ 4	296.73	SUPPLIES FOR PRE K
1622 SCHOOL SPECIALTY	15501633	2015/ 4	287.27	BLANKET ORDER FOR PRE K PAINT,
	ACCOUNT TOTAL		1,125.58	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-2400-438-610-400-10-5220-S-56300-1622 SCHOOL SPECIALTY	15503524	2015/10	430.91	SUPPLIES FOR 2014-2014 PENS, P
	ACCOUNT TOTAL		430.91	
11-2400-439-610-400-10-5220-S-56300-182 STAPLES INC	15503491	2015/10	164.00	SUPPLIES FOR 2014-2015 PENS,
182 STAPLES INC	15500099	2015/ 1	98.21	BLANKET ORDER FOR PAPER, PENS,
			262.21	
	ACCOUNT TOTAL		262.21	
11-2230-445-610-400-10-5220-S-56300-3104 STAPLES	15503569	2015/10	73.23	SUPPLIES FOR LLC
	ACCOUNT TOTAL		73.23	
11-2400-640-610-601-10-6170-S-59100-2605 NCTM	15500661	2015/ 1	37.00	MEMBERSHIP FOR JASON BLUESTEIN
	ACCOUNT TOTAL		37.00	
11-2400-347-630-327-12-6150-C-54710-10553 A & A OFFICE SYSTEMS INC.	15501301	2015/ 3	257.48	COPIER SERVICE & SUPPLY CHARGE
	ACCOUNT TOTAL		257.48	
11-2220-403-630-400-12-5200-S-56299-3755 FOLLETT SCHOOL SOLUTIONS INC.	15502315	2015/ 6	711.70	LIBRARY SUPPLIES- BOOKS
	ACCOUNT TOTAL		711.70	
11-1200-400-710-400-14-5150-S-56296-3085 THE SPEECH BIN	15503046	2015/ 8	184.20	SUPPLIES FOR SPECIAL EDUCATION
8952 GOOD IDEAS	15503741	2015/10	79.93	SUPPLIES FOR SPECIAL EDUCATION
	ACCOUNT TOTAL		264.13	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-2400-438-710-400-14-5220-S-56300-1622 SCHOOL SPECIALTY	15503654	2015/10	216.64	SUPPLIES FOR CLASSROOMS
	ACCOUNT TOTAL		216.64	
11-2400-439-710-400-14-5220-S-56300-1622 SCHOOL SPECIALTY	15503796	2015/10	1,357.48	OFFICE SUPPLIES
1622 SCHOOL SPECIALTY	15502961	2015/ 8	2,862.94	GENERAL OFFICE SCHOOL SUPPLIES
			4,220.42	
	ACCOUNT TOTAL		4,220.42	
11-2210-323-750-319-18-6130-S-54440-1736 COOPERATIVE EDUCATIONAL SERVICES	15502381	2015/ 6	780.00	CONFERENCE ACCT. - COACHING WO
	ACCOUNT TOTAL		780.00	
11-1104-400-770-400-20-5031-S-56284-3185 TIME FOR KIDS	15500248	2015/ 1	101.76	LANGUAGE ARTS TIME FOR KIDS FO
	ACCOUNT TOTAL		101.76	
11-2220-403-770-400-20-5200-S-56299-1265 BAKER & TAYLOR	15503772	2015/10	210.47	BOOKS FOR LIBRARY
	ACCOUNT TOTAL		210.47	
11-2400-439-770-400-20-5220-S-56300-182 STAPLES INC	15502741	2015/ 7	622.36	FUNDS TO PURCHASE BATTERIES &
1622 SCHOOL SPECIALTY	15503260	2015/ 9	2,296.24	CLASSROOM SUPPLIES AS NEEDED D
	ACCOUNT TOTAL		2,918.60	
11-2550-337-810-317-22-6190-S-54540-11523 FIRST STUDENT INC.	15502217	2015/ 5	326.21	BUS TRANSPORTATION ASSURED STU
	ACCOUNT TOTAL		326.21	
11-2220-403-810-400-22-5200-S-56299-1265 BAKER & TAYLOR	15500123	2015/ 1	343.52	LIBRARY BOOKS
	ACCOUNT TOTAL		343.52	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-2400-426-810-415-22-6160-S-56560-2998 SCHOLASTIC	15503565	2015/10	89.07	PROFESSIONAL BOOKS NEXT STEP
	ACCOUNT TOTAL		89.07	
11-2400-439-810-400-22-5220-S-56300-1622 SCHOOL SPECIALTY	15503398	2015/10	987.67	SCHOOL SUPPLIES
878 W.B. MASON CO. INC.	15503380	2015/10	601.98	COPY PAPER
182 STAPLES INC	15503376	2015/10	72.10	SCHOOL SUPPLIES
	ACCOUNT TOTAL		1,661.75	
11-2130-440-810-415-22-5230-S-56665-2563 MOORE MEDICAL LLC	15503830	2015/10	118.00	NURSE SUPPLIES
	ACCOUNT TOTAL		118.00	
11-2400-347-850-327-23-6150-C-54710-10553 A & A OFFICE SYSTEMS INC.	15501301	2015/3	918.30	COPIER SERVICE & SUPPLY CHARGE
	ACCOUNT TOTAL		918.30	
11-2400-540-850-501-23-5540-C-58565-3316 WENGER CORP.	15504303	2015/12	7,524.00	REPLACEMENT RISERS
	ACCOUNT TOTAL		7,524.00	
11-2400-347-900-327-50-6150-C-54690-10553 A & A OFFICE SYSTEMS INC.	15501301	2015/3	131.71	COPIER SERVICE & SUPPLY CHARGE
	ACCOUNT TOTAL		131.71	
11-1119-426-900-415-50-6160-S-56580-5233 AMAZON.COM	15504171	2015/11	121.00	Classroom Management/Strategy
	ACCOUNT TOTAL		121.00	
11-2220-403-910-400-24-5200-S-56299-3755 FOLLETT SCHOOL SOLUTIONS INC.	15504009	2015/10	198.37	Library Resource Books
	ACCOUNT TOTAL		198.37	



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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

PO YEAR/PER OPEN LINE AMT DESCRIPTION

11-1102-400-940-400-26-5010-S-56281-1622	SCHOOL SPECIALTY	2015/ 5	235.26	Art Supplies
	ACCOUNT TOTAL		235.26	
11-1129-427-940-400-26-5220-S-56299-3755	FOLLETT SCHOOL SOLUTIONS INC.	2015/ 9	263.84	Reading Materials
	ACCOUNT TOTAL		263.84	
11-2400-439-940-400-26-5220-S-56300-182	STAPLES INC	2015/ 1	667.09	School supplies
11-2400-439-940-400-26-5220-S-56300-182	STAPLES INC	2015/11	500.00	school supplies
			1,167.09	
1622	SCHOOL SPECIALTY	2015/10	1,555.04	School Supplies
	ACCOUNT TOTAL		2,722.13	
11-2550-337-960-317-28-6190-S-54540-11523	FIRST STUDENT INC.	2015/ 5	567.37	TRANSPORTATION
	ACCOUNT TOTAL		567.37	
11-1104-400-960-400-28-5031-S-56284-5233	AMAZON.COM	2015/ 1	81.00	BOOKS FOR LAS
	ACCOUNT TOTAL		81.00	
11-2220-403-960-400-28-5200-S-56299-3755	FOLLETT SCHOOL SOLUTIONS INC.	2015/10	953.87	LIBRARY BOOKS
11-2220-403-960-400-28-5200-S-56299-3755	FOLLETT SCHOOL SOLUTIONS INC.	2015/ 6	1,013.56	BOOKS FOR LIBRARY
			1,967.43	
	ACCOUNT TOTAL		1,967.43	
11-2130-440-960-415-28-5230-S-56665-2563	MOORE MEDICAL LLC	2015/ 5	350.00	SUPPLIES FOR NURSE
11-2130-440-960-415-28-5230-S-56665-2563	MOORE MEDICAL LLC	2015/10	220.00	SUPPLIES FOR NURSE
			570.00	
	ACCOUNT TOTAL		570.00	



FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
11-2230-445-960-400-28-5220-S-56300- 878 W.B. MASON CO. INC.	15503382	2015/10	52.99	SURGE PROTECTOR FOR LMC
	ACCOUNT TOTAL		52.99	

TOTAL: 637,100.43

FUND 11 General Fund



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FAIRFIELD PUBLIC SCHOOLS - LIVE
PURCHASE ORDERS BY GL ACCOUNT

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YEAR/PERIOD: 2015/13

ACCOUNT/VENDOR

PO YEAR/PER OPEN LINE AMT DESCRIPTION

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REPORT PO TOTALS: 637,100.43
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** END OF REPORT - Generated by Michelle Cardentey **

11/20/15

**Funds Transfer for Fire and Police Contract Settlement
for FY 2016 Actual and Estimated Activity**

1	\$1,734,803	From:	Contingency		01002010	58010
		To:	Fire Regular Payroll	\$545,468	01004010	51010
		To:	Fire OT Vacation Relief	304,170	01004010	51061
		To:	Fire Social Security	11,385	01004010	52200
		To:	Police Regular Payroll	530,164	01004030	51010
		To:	Police Overtime	331,892	01004030	51050
		To:	Police Social Security	11,724	01004030	52200

Funds Transfer for FY15 Activity

1	\$ 1,226,494.13	From: Contingency		01002010-58010
	\$ 298,252.99	From: Human Resources-H&H		01001330-58930
	\$ 72,384.25	From: Human Resources-Property Insurance		01001330-55210
	\$ 129,362.76	From: Solid Waste & Recycling-Fees & Professional Svcs		01006070-53200
		To: Various Accounts (see Exhibit A)	\$ 1,726,494.13	Various- See Exh A
2	\$ 155,934.02	From: Solid Waste & Recycling-Fees & Professional Svcs		01006070-53200
		To: Registrar of Voters	\$ 8,545.46	01001070-51070
		To: TPZ- Fees & Professional Svcs	\$ 4,303.24	01001110-53200
		To: Retiree Benefits-401a	\$ 37,321.45	01001310-52312
		To: Harbor Management- Fees & Professional Svcs	\$ 752.22	01001370-53200
		To: Private School Bus Transport-Contributions	\$ 48,528.38	01002531-58500
		To: Fire- Capital Outlay	\$ 50,047.30	01004010-57000
		To: Street Lights- Utilities-Electric	\$ 4,410.83	01004070-54130
		To: Public Works Admin-Fees & Professional Svcs	\$ 2,025.14	01005011-53200
3	\$ 107,106.99	From: Debt Service-Interest		01010030-58610-00001
		To: Unemployment Comp- Unemployment Comp	\$ 107,106.99	01003150-52510
4	\$ 87,326.40	From: Debt Service-Interest		01010030-58610-00001
	\$ 104,904.31	From: IT- Communications		01003110-55300
	\$ 80,111.50	From: Conservation-Reg Payroll		01001230-51010
	\$ 65,035.27	From: Building-Reg Payroll		01005050-51010
	\$ 59,677.84	From: ECC-Reg Payroll		01004150-51010
	\$ 46,393.66	From: Smith Rich- Reg Payroll		01007113-51010
	\$ 38,473.28	From: Engineering-Reg Payroll		01005070-51010
	\$ 38,288.52	From: Town Clerk- Reg Payroll		01001030-51010
	\$ 35,766.79	From: Police-Reg Payroll		01004030-51010
	\$ 35,505.80	From: Health-Reg Payroll		01006010-51010
	\$ 33,138.31	From: Library-Library Materials		01007010-56180
	\$ 16,420.92	From: Human Services- Part Time Payroll		01006050-51030
		To: Public Works Ops-Snow Removal	\$ 244,071.90	01005030-51060
		Public Works Ops-Electric Utilities	\$ 301,817.07	01005030-54130
		Public Works Ops-Materials for Maint/Repair	\$ 95,153.63	01005030-54370

FY15 ACCRUAL BY DEPARTMENT
For DH, Nonu, PTA, PW, ECC, Nurses, Fire, and Police

<u>DEPARTMENT</u>	<u>DEPT ACCRUAL</u>
1010 First Selectman's Office TOTAL	13,869
1030 Town clerk TOTAL	9,403
1070 Registrar of Voters TOTAL	0
1110 TPZ TOTAL	19,695
1230 Conservation TOTAL	27,813
1330 Human Resources TOTAL	15,054
1350 Community and Econ Dev TOTAL	5,006
3010 Finance TOTAL	30,559
3030 Purchasing TOTAL	4,403
3050 Assessor TOTAL	11,184
3090 Tax Collector TOTAL	14,143
3110 IT TOTAL	30,906
4010 Fire TOTAL	509,277
4030 Police TOTAL	506,348

FY15 ACCRUAL BY DEPARTMENT
For DH, Nonu, PTA, PW, ECC, Nurses, Fire, and Police

<u>DEPARTMENT</u>	<u>DEPT ACCRUAL</u>
4050 Animal Control TOTAL	6,586
4150 Emergency Communications Ctr TOTAL	36,525
5011 Public Works Admin TOTAL	18,166
5020 Public Works Ops TOTAL	215,379
5050 Building TOTAL	8,322
5070 Engineering TOTAL	23,431
6010 Health TOTAL	72,953
6050 Human and Social Svcs TOTAL	3,145
6070 Solid Waste/Recycl TOTAL	6,586
7010 Library TOTAL	52,581
7050 Parks and Rec TOTAL	12,738
7110 Carl Dickman GC TOTAL	2,952
7130 HSR GC TOTAL	16,717
5040 WPCA TOTAL	<u>52,751</u>
TOTAL DEPT	<u>1,726,492</u>

*******DRAFT*******

**MINUTES OF THE BOARD OF FINANCE
REGULAR MONTHLY MEETING
SEPTEMBER 1, 2015**

The Board of Finance Monthly Meeting was held on Tuesday, September 1, 2015 at 7:30 p.m. in Seminar Room 300, Board of Education Administrative Offices, 501 Kings Highway East, Fairfield, Connecticut.

MEMBERS PRESENT

David Becker, James Brown, Christopher DeWitt, Tara Cook-Littman, Thomas Flynn, Mary LeClerc, Robert Stone, James Walsh (7:55)

MEMBERS ABSENT

John Mitola

ALSO PRESENT

Michael Tetreau, Board of Selectmen, Town of Fairfield
Robert Mayer, Chief Fiscal Officer, Town of Fairfield
Brian Carey, Director, Conservation Department, Town of Fairfield
Ed Boman, Assistant Director of Public Works, Town of Fairfield
William Norton, Superintendent of Wastewater, WPCA, Town of Fairfield

ACTION TAKEN:

1. Approved the Transfer of Funds in the amount of \$31,543 out of the 2015/2016 Contingency Account to the Conservation Department Part-Time Payroll Account to Cover the Part-Time Salary for the New Wetland Compliance Officer.
2. Approved to amend the resolution in Agenda Item #2 to read," A resolution as recommended by the Director of Public Works: WHEREAS, it is in the best interest of the Town of Fairfield to complete a Wastewater Facilities Planning Study including an overall comprehensive evaluation of the water pollution control facilities, collection system and pump stations; and WHEREAS, the cost of preparing such a study is \$748,205, where \$740,944 is eligible for 55% reimbursement (\$407,519) through a Federal EPA Clean Water Fund Planning Grant and the remaining balance of \$340,686 is to be split equally (\$170,343) between the Water Pollution Control Authority and the Town of Fairfield; NOW THEREFORE BE IT RESOLVED, that Michael C. Tetreau, First Selectman of the Town of Fairfield, is duly authorized to enter into and sign contracts on behalf of the Town of Fairfield with the State of Connecticut's Department of Energy and Environmental Protection for the purpose of obtaining a Federal EPA Clean Water Fund Planning Grant; and FURTHER RESOLVED, that the First Selectman is authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto to secure said grant; and FURTHER RESOLVED, that a bond resolution entitled 'A

**BOARD OF FINANCE
REGULAR MONTHLY MEETING **** DRAFT ****
SEPTEMBER 1, 2015**

Resolution Appropriating \$748,205 for Costs Associated with a Wastewater Facilities Planning Study including a Comprehensive Evaluation of the Town's Water Pollution Control Facility, Collection System and Pump Stations and Authorizing the Issuance of Bonds to Finance such Appropriation with the addition of Item #11 to the Resolution being the **AGREEMENT BETWEEN THE TOWN OF FAIRFIELD AND WRIGHT-PIERCE FOR COMPREHENSIVE EVALUATION OF WATER POLLUTION CONTROL FACILITY AND COLLECTION SYSTEM INFRASTRUCTURE**, be, and hereby is, approved.

3. Approved all of the minutes presented for approval on the Agenda, Item #3, with a unanimous vote.

Chairman Flynn called the meeting to order at 7:35 p.m.

Mrs. Cook-Littman led the Pledge of Allegiance.

Mr. Flynn asked for a moment of silence in memory of the passing of Joan O'Rourke, former Registrar of Voters for the Town of Fairfield, the mother of Hal Schwartz, RTM member, and the brother of Bob Mayer.

AGENDA

1. To Hear, Consider and Approve Transfer of Funds in the amount of \$31,543 out of the 2015/2016 Contingency Account to the Conservation Department Part Time Payroll Account to Cover the Part-Time Salary for the New Wetland Compliance Officer.

Mr. Brown moved and Mr. DeWitt seconded to bring this item before the Board for discussion and possible action. Motion carried unanimously.

Brian Carey presented this item to the Board. Mr. Carey explained that this position is needed in order to clear up the back log of work that has accumulated due to the lack of staffing in the department. Mr. Becker asked Mr. Carey if it was a possibility that the Conservation Department might come back to the BOF in the future for a full time position in this spot. Mr. Carey informed the Board that he is not sure he will be successful in finding a technical person who wants a part time position but it is not his intention to look for a full time person at this time. Mr. Carey explained that the Open Space Manager is currently covering the responsibilities of this position as well as his own and this situation is creating a back log of work that doesn't seem to be diminishing in spite of dedicated effort on

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everyone's part. Mr. Becker encouraged Mr. Carey to feel free to come back before this Board if the situation changes in any way.

Mr. DeWitt stated that he will be supporting this request. Mr. DeWitt noted that the amount approved during the budget sessions was a salary of \$31,004 with benefits of \$449 for a total amount of \$31,453.

Mr. Flynn noted that the Town was looking for a new perspective from a new Director during the budget process.

This item was approved with a vote of 7 yeas, 0 nays, 1 abstention (Walsh).

2. To Hear, Consider and Approve the following resolution as recommended by the Director of Public Works: WHEREAS, it is in the best interest of the Town of Fairfield to complete a Wastewater Facilities Planning Study including an overall comprehensive evaluation of the water pollution control facilities, collection system and pump stations; and WHEREAS, the cost of preparing such a study is \$748,205, where \$740,944 is eligible for 55% reimbursement (\$407,519) through a Federal EPA Clean Water Fund Planning Grant and the remaining balance of \$340,686 is to be split equally (\$170,343) between the Water Pollution Control Authority and the Town of Fairfield; NOW THEREFORE BE IT RESOLVED, that Michael C. Tetreau, First Selectman of the Town of Fairfield, is duly authorized to enter into and sign contracts on behalf of the Town of Fairfield with the State of Connecticut's Department of Energy and Environmental Protection for the purpose of obtaining a Federal EPA Clean Water Fund Planning Grant; and FURTHER RESOLVED, that the First Selectman is authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto to secure said grant; and FURTHER RESOLVED, that a bond resolution entitled 'A Resolution Appropriating \$748,205 for Costs Associated with a Wastewater Facilities Planning Study including a Comprehensive Evaluation of the Town's Water Pollution Control Facility, Collection System and Pump Stations and Authorizing the Issuance of Bonds to Finance such Appropriation', be, and hereby is, approved.

Mr. Becker moved and Mrs. Cook-Littman seconded to bring this item before the Board for discussion and possible action. Motion carried unanimously.

Mr. Norton and Mr. Boman presented this item to the Board. Mr. Norton explained to the Board that this study will produce a report detailing what would be needed for the upgrade of the facility going forward. Mr. Boman noted that energy management will be a large portion of this study.

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Mr. Becker asked if there was any consideration of investigating a regionalization plan with neighboring communities during this study. Mr. Boman informed the Board that any regionalization plan would require a completely separate study. Mr. Walsh asked the First Selectman to contact the Town Attorney to determine if this contract has been reviewed by the Legal staff of the Town and report his findings to this Board. In response to a question from Mr. Walsh, Mr. Tetreau informed the Board that no one involved in working on this item can recall Trumbull inquiring into the possibility of hooking into our system. Mr. Brown asked why the bond term is proposed to be 10 years when the study could take only 12-18 months. Mr. Tetreau explained that the WPCA project and the WPCA Commission is setting some of the parameters for this study. Mr. Norton gave a brief breakdown of the budget as listed in item on page 19 of the proposal. Mr. Norton noted that the last 2 items listed do not have any dollar amount as these 2 items will be determined during the completion of the study. In response to a question from Mr. Flynn, the First Selectman stated that the Town is not obligating itself to split the costs of any possible upgrades by approving the 50% responsibility for the cost of this study.

Mr. Becker moved and Mr. Brown seconded to amend the resolution to change the term of the bonding, as mentioned in paragraph 5 of the resolution from (10) annual installments and (10) years to (20) annual installments and (20) years.

After a brief discussion on the merit of changing the bonding term, the amending motion failed with a vote of 1 yea (Becker), 7 nays, 0 abstentions.

Mr. Becker explained that he had voted for the amendment since he had made the motion initially but, after the discussion, he realized that changing the term was not necessary so he will be supporting the original term as noted.

**Mrs. LeClerc moved and Mr. Flynn seconded to amend the Resolution to include the contract for this project as item #11 in the Resolution and also add wording at the end of Agenda Item #2 stating the contract as Exhibit A of the Resolution.
Motion carried unanimously.**

Motion to approve the amended Resolution to read as follows:

A resolution as recommended by the Director of Public Works: WHEREAS, it is in the best interest of the Town of Fairfield to complete a Wastewater Facilities Planning Study including an overall comprehensive evaluation of the water pollution control facilities, collection system and pump stations; and WHEREAS, the cost of preparing such a study is \$748,205, where \$740,944 is eligible for 55% reimbursement (\$407,519) through a Federal EPA Clean Water Fund Planning Grant and the remaining balance of \$340,686 is to be split equally (\$170,343) between the Water Pollution Control Authority and the Town of

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Fairfield; NOW THEREFORE BE IT RESOLVED, that Michael C. Tetreau, First Selectman of the Town of Fairfield, is duly authorized to enter into and sign contracts on behalf of the Town of Fairfield with the State of Connecticut's Department of Energy and Environmental Protection for the purpose of obtaining a Federal EPA Clean Water Fund Planning Grant; and FURTHER RESOLVED, that the First Selectman is authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto to secure said grant; and FURTHER RESOLVED, that a bond resolution entitled 'A Resolution Appropriating \$748,205 for Costs Associated with a Wastewater Facilities Planning Study including a Comprehensive Evaluation of the Town's Water Pollution Control Facility, Collection System and Pump Stations and Authorizing the Issuance of Bonds to Finance such Appropriation' with the addition of Item #11 to the Resolution being the **AGREEMENT BETWEEN THE TOWN OF FAIRFIELD AND WRIGHT-PIERCE FOR COMPREHENSIVE EVALUATION OF WATER POLLUTION CONTROL FACILITY AND COLLECTION SYSTEM INFRASTRUCTURE**, be, and hereby is, approved.

The main motion, as amended, carried unanimously.

3. To Approve Minutes:

To Approve the Minutes of the Regular Meeting of January 6, 2015
To Approve the Minutes of the February 5, 2015
To Approve the Minutes of the Quarterly Meeting of February 17, 2015
To Approve the Minutes of the Budget Hearing of March 9, 2015
To Approve the Minutes of the Budget Hearing of March 10, 2015
To Approve the Minutes of the Budget Hearing of March 12, 2015
To Approve the Minutes of the Budget Hearing of March 18, 2015
To Approve the Minutes of the Budget Hearing of March 19, 2015
To Approve the Minutes of the Budget Hearing of March 24, 2015
To Approve the Minutes of the Budget Hearing of March 26, 2015
To Approve the Minutes of the Budget Hearing March 28, 2015
To Approve the Minutes of the Budget Meeting of April 2, 2015
To Approve the Minutes of the Special Meeting of May 7, 2015
To Approve the Minutes of the Of the Quarterly Meeting May 12, 2015
To Approve the Minutes of the Regular Meeting June 2, 2015

**Mr. Brown moved and Mrs. LeClerc seconded to bring this item before the Board as a single item for discussion and possible action. Motion carried unanimously.
After a short discussion, this item was carried unanimously.**

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4. To Hear, Consider and Act Upon Any Communications.

Mr. Flynn reminded the Board that September is a busy month for this Board meeting. Mr. Flynn requested Mr. Mayer to present the Board, at the Capital Planning Workshop Meeting to be held on September 15th, with updated information regarding the status of Penfield Pavilion in light of the new information regarding the FEMA decision on reimbursement.

On a motion made by Mr. DeWitt and seconded by Mr. Stone, the meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Deborah J. Garavel
Recording Secretary

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EXHIBIT A

**AGREEMENT BETWEEN TOWN OF FAIRFIELD AND WRIGHT-PIERCE FOR
COMPREHENSIVE EVALUATION OF WATER POLLUTION CONTROL FACILITY
AND COLLECTION SYSTEM INFRASTRUCTURE**

THIS IS AN AGREEMENT made as of , 2014 between the Town of Fairfield, Connecticut ("CLIENT") and Wright-Pierce ("ENGINEER"). CLIENT intends to perform a wastewater facilities planning study including an overall comprehensive evaluation of the water pollution control facilities, collection system and pump stations, (the "Project"). CLIENT and ENGINEER in consideration of their mutual covenants herein agree in respect to the performance or furnishing of professional engineering services by ENGINEER with respect to the Project and the payment for those services by CLIENT as set forth in Section 2 below. Execution of this Agreement by ENGINEER and CLIENT constitutes CLIENT's written authorization to ENGINEER to proceed on the date first above written with the first phase of the Services described in Section 1 below. This Agreement will become effective on the date first above written.

SECTION 1 - SCOPE OF SERVICES

I. Study and Report Phase.

During the Study and Report phase the ENGINEER shall perform the following tasks:

Task 1 - Evaluation of Water Pollution Control Facility:

A. Define basis of Water Pollution Control Facility evaluation. This will consist of:

1. Review, tabulate and evaluate the existing treatment plant influent flows and loads based on historic monthly operating reports for the past three (3) years. Sewage flows will be compared to water use data for sewer users.
2. Review monthly operating records for the past 36 months to identify any permit compliance issues and discuss with WPCF staff resolution of any issues.
3. Develop 20-year future sewage flow and loads projections utilizing the Town's *Plan of Development* report and zoning maps, census population data, State population projections, and Office of Planning and Management – *State Conservation & Development Policies Plan*. Working with Town agencies and the local health department, identify areas where sewer expansion should be considered due to failing septic systems. In addition, contact the WPCAs in the Town of Westport, Town of Trumbull, Town of Easton and City of Bridgeport (Sacred Heart) to discuss any potential for future flows from each of these municipalities.
4. Determine if Fairfield's Sewer Service Area is consistent with the State's *Plan of Conservation and Development Mapping*. Any inconsistencies will be noted and justifications will be developed.
5. Define any necessary changes to the Sewer Service Area map to accommodate planned development and define sewer avoidance areas.
6. Develop revised Sewer Service Area map in digital form. The Town's existing digital GIS mapping will be utilized to develop any necessary modifications.

B. Confirm effluent discharge limitations and identify any possible future changes to discharge permit requirements. This will include discussions with CT DEEP officials regarding the proposed Enterococci permit limits as well as discussions to determine if there are any water quality limitations or concerns with the receiving waters.

C. Conduct a hydraulic profile evaluation. This will consist of:

1. Develop hydraulic profile calculations through the treatment facility from the influent through the plant outfall and develop hydraulic profile drawing. This information will be utilized to evaluate

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WPCF upgrade alternatives to improve flow splitting, enhance process performance, maximize capacity and eliminate any hydraulic bottlenecks.

2. Evaluate existing potential restrictions in the plant outfall and the WPCF's ability to handle peak wet weather flows. The scope anticipates evaluating the existing piping using available record drawing information and reviewing past studies performed on the outfall. Utilize such information to perform a hydraulic evaluation of calculated headloss compared to actual headloss using corresponding measured water levels in effluent tower and sea level at different effluent flow conditions. The scope also includes investigation of the outfall pipe using of divers and also closed-circuit television inspection of the outfall.

D. Evaluate potential means for mitigating the impact of sea level rise on the WPCF site. This will include reviewing the conceptual study report prepared for the WPCF by Tighe & Bond, updated FEMA flood elevations and wave action elevations that should be utilized at the Fairfield WPCF, and identifying areas of the site that may be below these new/revised elevations. The study will include a review of recommendations in the Tighe & Bond report to mitigate the impact of sea level rise of specific areas of the facility against the required storm and wave action elevations and will present additional recommendations, if necessary, for resiliency improvements to the WPCF site including use of dikes or berms, raising of structures, and flood gates.

E. Evaluate enhanced long-term nitrogen removal alternatives. This will consist of:

1. Review existing available data and develop a plan for additional sampling and analysis as required. At this time, it is assumed that five (5) rounds of composite samples will be collected and analyzed for: total and soluble cBOD5 and COD, TKN, TSS, VSS, ammonia, nitrate, nitrite, total nitrogen, organic nitrogen, total phosphorus, orthophosphate, zinc, alkalinity and pH. This will be performed for the influent, primary influent, primary effluent, final effluent, return and waste sludge, thickener overflow, gravity belt thickener filtrate and belt filter press filtrate. As necessary, ENGINEER will provide portable composite samplers to supplement the facility's existing influent, primary effluent and effluent samplers. Sample collection will be coordinated with NPDES permit required analyses to minimize the number of additional analyses and the associated costs. ENGINEER will assist with identifying the sampling locations and with setting up the portable samplers. CLIENT's staff will collect samples and send them to CLIENT's testing laboratory. The estimated fee currently includes an estimated allowance for the additional testing costs.
2. Perform supplemental sampling of raw influent and primary effluent to assess potential impact of salt water intrusion on treatment processes. At this time, it is assumed that five (5) rounds of composite samples will be collected and analyzed for: chlorides, sodium, magnesium and calcium.
3. Perform an initial screening of potential enhanced long-term nitrogen removal alternatives. Using computer modeling, determine which nitrogen removal technologies or process modifications would be appropriate for the existing facility configuration.
4. After the nitrogen removal technologies have been screened and identified, perform dynamic computer modeling using the BioWin dynamic computer model to evaluate the most viable alternatives. This evaluation will be based on current and future projected wastewater flows and loads for up to four different operating conditions:
 - a. Reconfiguration of existing anoxic and aerobic zones.
 - b. Raising of effluent weirs and/or tank walls to provide additional volume.
 - c. Evaluation of pre-fermentation of primary sludge.
 - d. Modifications to the solids handling process and the impact of sludge digestion on nitrogen removal.

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5. Perform a life-cycle cost analysis of each of the viable nitrogen removal alternatives identified by the computer modeling effort and evaluate the advantages and disadvantages.
6. Evaluate the potential cost of purchasing nitrogen credits versus the cost of capital improvements.
- F. Evaluate short-term nitrogen removal alternatives. This will consist of:
 1. Evaluate short-term improvements that could be implemented to reduce operational costs until long-term improvements can be implemented. At this time, it is assumed that the short-term nitrogen removal improvements to be evaluated are:
 - a. Primary effluent by-pass to anoxic zones for carbon feed.
 2. Assist the CLIENT in coordinating full-scale testing of viable short-term improvements for nutrient removal.
 - G. Evaluate potential alternatives for handling peak wet weather flows through the WPCF. This will consist of:
 1. Evaluate improvements that could be implemented to improve the WPCF's capability to handle short-term wet weather peak flows and to recover from these flows including an evaluation of the impact of salt water intrusion on the secondary process. At this time, it is assumed that the improvements to be evaluated are:
 - a. Process modifications to improve mixed liquor settleability and retain solids within the aeration tanks and/or clarifiers.
 - b. Chemical addition.
 2. Assist the CLIENT in coordinating full-scale testing of viable improvements for accommodating peak wet weather flows and impacts of salt water intrusion.
 - H. Evaluate long-term sludge handling and disposal. This will consist of:
 1. Obtain and review existing available information including:
 - a. Sludge processing operating records for the past five (5) years including primary and secondary waste sludge volumes, sludge composting volumes, un-thickened, thickened and dewatered sludge solids concentrations, volatile solids reduction and gas production in digesters, polymer usage, etc.
 - b. Sludge chemical testing results.
 - c. Operation and maintenance records for the gravity thickener, belt filter press, and polymer systems, sludge pumping systems, anaerobic digesters, and composting facility.
 2. Evaluate alternative solids reduction, dewatering, treatment and disposal options. This effort will include:
 - a. Evaluate clogging issues at belt filter presses caused by struvite precipitation which is known to encrust the perforated rollers of the belt filter presses and impact the dewatering ability of perforated rollers and the overall productivity of a belt filter press.
 - b. Assess available digester mixing technologies (pump mixed system or pulsed air system) to eliminate need for existing gas system which clogs.
 - c. Evaluate potential future use of existing unused digester tank. Consider requirements for rehabilitation and placing back in service as part of the anaerobic sludge digestion process and consider alternative uses for tank such as sludge storage or other potential uses.
 - d. Obtain and review report prepared by Fuss & O'Neill regarding more efficiently capturing and utilizing the methane gas production in the anaerobic digestion process. Review report recommendations for possibly increasing methane production for energy generation.
 - e. Review viable options for co-generation system other than fuel cells or microturbines.

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This evaluation will consider recommendations of Fuss & O'Neill report including potential for increased methane production.

f. Conduct a cost-benefit analysis on maintaining or abandoning the digesters and treating ammonia, including the impacts of filtrate loadings on the existing processes and energy production and possible increases in methane gas production.

g. Evaluate and address foaming issues in digesters and floating cover supports including ballast blocks.

h. Review compost facility operations with CLIENT's WPCF staff including status of existing processes, equipment, controls, building, ventilation and odor control systems. Evaluate necessary upgrade alternatives to each system.

i. Perform cost-benefit analysis of maintaining sludge composting operations compared to other off-site sludge disposal alternatives such as incineration.

I. Evaluate existing equipment and unit processes. This will consist of the following tasks:

1. Evaluate the condition, age and efficiency of each unit process and associated equipment, including the ability to meet future flows and loadings and future anticipated permit limits. This effort will include an evaluation of the following:

a. Headworks including mechanical screen and screenings conveyor.

b. Raw sewage pumping system.

c. Grit removal system and potential alternative grit removal.

d. Primary settling tanks and primary sludge pumps including structural evaluation of primary settling tanks and the need for concrete rehabilitation. It will be necessary for CLIENT to drain and clean one or more primary settling tanks during the study to allow ENGINEER to evaluate the tanks.

e. Aeration tanks and aeration system.

f. Secondary clarifiers, return activated sludge pumps and waste activated sludge pumps.

g. Effluent disinfection system and impacts of proposed Enterococci limits.

h. Effluent flow meter.

i. Effluent pumping system and outfall piping.

j. Gravity thickener.

k. Gravity belt thickener.

l. Anaerobic digestion system.

m. Belt filter press system

n. Sludge composting system including processes, equipment, controls, ventilation, building and odor control systems.

o. Piping and valves throughout the facility based on WPCF staff knowledge.

p. Building systems, including HVAC, lighting, roofs, windows, etc. Evaluation will include alternatives to improve temperature control throughout the facility, particularly in electrical rooms. Evaluation will also include a review of building and electrical code classifications, confined space requirements and related issues.

q. Standby power generator.

r. Electrical systems including evaluation of potential power demand and usage monitoring system throughout the WPCF.

s. Instrumentation and control systems.

t. Odor control systems.

u. Exterior areas.

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2. Evaluate alternatives for modifications to or replacement of equipment, structures and building systems. This will include:
 - a. Contact equipment manufacturers to obtain budget capital costs.
 - b. Develop estimated capital and operational costs for each equipment alternative.
 - c. Develop cost-benefit analysis for each alternative and ranking list.
3. Evaluate the facility's actual vs. permitted capacity. Using the BioWin model, along with a review of the facilities' hydraulic profile, pipe capacities and pumping capacities, determine the feasibility and limitations to allow for a higher hydraulic and/or organic treatment capacity.
- J. Review recently completed energy audit studies of the wastewater treatment facility. This effort will consist of:
 1. Obtain and review the existing energy study of Fairfield WPCF completed by JKMuir, LLC for United Illuminating. Based on a review of this report, identify if any additional energy studies at the WPCF should be conducted to supplement the information contained in the JKMuir report.
 2. Based on the previous energy study and any additional investigations, identify and prioritize recommended improvements from previous report based on their associated ease of implementation, upgrade cost and energy savings. Incorporate the findings of the previous JKMuir report and any additional investigations into the overall facilities plan recommendations. The evaluation will consider the items included in the JKMuir report as well as any other items identified by ENGINEER after review of the report.
 3. Review/identify lighting, HVAC systems, building systems, controls, etc. that could be replaced with newer, more energy efficient systems.
 4. Based on the previous study recommendations and any additional evaluation findings, develop a list of energy conservation measures, including low/no-cost improvements that could be implemented without any major modification to the facility.
 5. Perform a cost-benefit analysis of the conservation measures identified and develop a prioritized list based on the predicted payback period. Based on cost-effectiveness and ease of implementation, develop a recommended plan of energy efficient improvements.
 6. Identify the recommended improvements that could qualify for grant funding through the electrical utility's conservation program for the proposed WPCF improvements.
- K. Evaluate plant staffing requirements including:
 1. Using New England Interstate Water Pollution Control Commission published criteria, determine the facility's staffing requirements.
 2. Develop recommendations for number of staff and qualifications at the Fairfield facility.
 3. Plant staffing requirements will be developed based on the recommended improvements to the WPCF.
- L. Evaluate options to finance possible upgrade projects including:
 1. Contact Town's Finance Director to discuss potential financing programs.
 2. DEEP Clean Water Fund (CWF) grant and loan.
 3. Sewer user fees.
 4. United Illuminating (UI) Energy Rebate Grants.
 5. Other.
- M. Develop Recommended Plan - Based on the above evaluation process, identify recommended improvements to the WPCF. This will include a preliminary layout of the proposed improvements, estimates of capital and operation and maintenance (O&M) costs, preliminary sizing of new

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equipment, recommended implementation plan and schedule. A prioritized listing of the recommended improvements will be developed. A phased approach to the recommended implementation schedule will be developed as appropriate.

N. Develop environmental assessment (as required by CT DEEP to qualify for CWF), for the recommended upgrade improvements including impacts to:

1. Air and water quality.
2. Floodplains and wetlands.
3. Farmlands and aquifer protection zones.
4. Historical, archeological and endangered areas.
5. Induced growth, water supply, etc.
6. Socio-economic impacts.

O. Identify permits, licensing and certifications necessary to implement the recommended plan.

P. Prepare Wastewater Treatment Facilities Plan report including:

1. Executive summary, conclusions and recommendations.
2. Introduction, goals and objectives.
3. Basis of design, flows and loads, sewer service area, regulatory requirements.
4. Evaluation of existing liquid stream treatment facilities and alternative improvements.
5. Evaluation of treatment plant and outfall hydraulics.
6. Evaluation of nitrogen removal alternatives.
7. Evaluation of existing solids handling facilities.
8. Evaluation of alternative solids handling improvements.
9. Energy evaluation.
10. Evaluation of plant-wide support systems and buildings.
11. Environmental assessments.
12. Permit Requirements.
13. Recommendations.
14. Financing options.
15. Implementation plan and schedule.

Q. Furnish six (6) copies of the draft report and attend one (1) meeting to review draft report with CLIENT. Furnish one copy of the draft report to the CT DEEP for review.

R. Conduct Public Hearings - prepare for and attend one (1) public hearing to present the findings of the wastewater facilities planning study.

S. Revise the draft report in response to CLIENT's comments, as appropriate, and furnish six (6) final copies of the report to CLIENT. Also, provide one (1) copy of final report to CT DEEP.

Task 2 - Pump Station Evaluation:

A. Review monthly operating records for the past two (2) years for each of the eight (8) pump stations.

B. Conduct workshop(s) with WPCF staff along with site visits to each of the pump stations within the collection system to review the condition of each station and assess any issues that may require improvements including:

1. Deterioration of existing equipment, including mechanical, electrical and instrumentation systems, piping and valves.
2. Condition of existing force mains based on visual inspections and review of actual headloss compared to calculated headloss conditions. Robotic inspections can be provided as an additional service but are currently not included in the fee. The scope does not include additional

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investigations such as the use of robotic, coupon testing or other inspections of the force mains. Should these additional investigations become required, ENGINEER shall notify CLIENT and work with CLIENT to develop an acceptable scope and fee for this work as an Additional Service.

3. Repair or upgrade needs for exterior site improvements, building structures, security measures, etc.

4. Confined space entry.

5. Code issues related to ventilation and/or electrical classification.

6. Energy efficiency (pumps and motor types). WPCF staff will assist with installation of pressure gages on pumps as needed to determine existing operational conditions.

7. Grease accumulation in the wet well.

8. Clogging issues due to excessive rags.

9. Instrumentation, telemetry and control needs.

10. Nuisance odors and concrete corrosion.

C. Perform an energy audit of all pump stations. This will consist of:

1. Obtain and review rate schedules and monthly electrical and fuel bills for the past (2) two years for each of the pump stations.

2. Assist the CLIENT in participating in the EPA's energy consumption benchmarking program to determine baseline conditions for each of the pump stations.

3. Assess current power use and evaluate the feasibility of installing VFDs and replacing the motors with premium efficiency units. Consider other improvements, such as lighting, HVAC systems, building systems, controls, etc. that may be replaced with newer, more energy efficient systems.

4. Evaluate the current wet well settings at each of the pump stations and identify potential operational changes that may reduce the power demand and costs for each station.

5. Compare pump's discharge pressures against pump curve information to determine if force main cleaning could result in reduced power demand and costs for each station. CLIENT will assist in installing suction and pressure gages as needed.

6. Based on the evaluation findings, develop a list of energy conservation measures indicating low/no-cost improvements that may be implemented without any major modifications to the pump stations.

7. Perform a cost-benefit analysis of the conservation measures identified and develop a prioritized list based on the predicted payback period. Based on cost-effectiveness and ease of implementation, develop a recommended plan of energy efficient improvements.

D. Evaluate improvement needs related to the items identified above. This will include the following:

1. Review pump station run time data and planned sewer growth within each pump station's drainage area to identify potential capacity issues of pumping systems and force mains.

2. Evaluate pump station mechanical, electrical, instrumentation, telemetry and control systems, building systems, site improvements to determine necessary upgrade needs.

3. Evaluate modifications to address grease accumulation, pump clogging issues, confined space entry requirements, code related issues, energy efficiency, site security and odor control.

4. Identify the recommended improvements that could qualify for grant funding through the United Illuminating (UI) Energy Rebate Grants Program.

E. Evaluate potential means for mitigating the impact of sea level rise on the pump stations. This will include reviewing updated FEMA flood elevations and wave action elevations that

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should be utilized at Fairfield's coastal pump stations and identifying areas of the pump station sites that may be below these new/revised elevations. The study will include recommendations to mitigate the impact of sea level rise on specific areas of the pump stations against the FEMA storm and wave action elevations and will present recommendations for improved resiliency at the pump station locations including use of dikes or berms, raising structures, and flood gates.

F. Evaluate options to finance possible upgrade projects including:

1. Contact Town's Finance Director to discuss potential financing programs.
2. DEEP Clean Water Fund (CWF) grant and loan.
3. Sewer user fees.
4. United Illuminating (UI) Energy Rebate Grants.
5. Other.

G. Develop a recommended upgrade plan including a phased implementation plan.

H. Develop a report summarizing the recommended improvements to each of the pump stations, including estimated costs and implementation plan. Furnish six (6) copies of the draft report and attend one (1) meeting to review draft report with CLIENT. Furnish one copy of the draft report to the CT DEEP for review.

I. Revise the draft report in response to CLIENT's comments, as appropriate, and furnish six (6) final copies of the report to CLIENT. Also, provide one (1) copy of final report to CT DEEP for review.

Task 3 - Hydraulic Modeling of Interceptor Sewers:

A. Develop a hydraulic model for the East Trunk and West Trunk interceptors and siphons flowing to the treatment plant. This will consist of:

1. Obtain as-built drawings of the East and West Trunk interceptors including existing siphons.
2. Using SewerCAD, develop a hydraulic model and determine the carrying capacity of the interceptors and siphons.

3. Develop a flow monitoring plan for the calibration of the model, and to determine the volume of I/I into the interceptors. Install and monitor flow meters at key manholes for a one (1) week period during spring time wet weather conditions. At this time, it is assumed that up to eight (8) portable flow meters are required in addition to the meters being used for the I/I evaluation. CLIENT will provide two (2) personnel to assist ENGINEER with effort to install and remove the meters. CLIENT will also provide traffic control as required by the Town.

4. Inspect key manholes for evidence of peak wet weather flow elevations and/or surcharging elevations to help calibrate the model. CLIENT will provide two (2) personnel to assist ENGINEER with effort to locate and open key manhole covers. CLIENT will also provide traffic control as required by the Town.

5. Using the flow monitoring and manhole inspection data, calibrate the model to reflect current peak flow conditions.

6. Using the data developed under Task 1 of this project, develop future sewer growth wastewater flow projections from the upstream drainage basins.

7. Evaluate the impact to the sewer interceptors from increased flows from future sewer areas due to wastewater flow projections and I/I sources. Identify the hydraulic "bottlenecks" in the system.

8. Evaluate potential alternative routes for sections of the two trunk interceptors to avoid existing wet areas. Utilize the hydraulic model to evaluate the hydraulic impact of these alternative routes. Estimate construction costs for the potential alternative routes vs. pipe rehabilitation options.

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9. Assess condition of the two 18-inch siphons located on the existing East Trunk interceptor by measuring water levels in inlet and outlet, monitoring flows and performing hydraulic modeling. Also perform visual inspections of siphons as possible. Robotic inspections can be provided as an additional service but are currently not included in the fee. The scope does not include additional investigations such as the use of robotic, coupon testing or other inspections of the interceptors, and cleaning and draining of siphons as may be required. Should these additional investigations become required, ENGINEER shall notify CLIENT and work with CLIENT to develop an acceptable scope and fee for this work as an Additional Service.

B. Prepare a report summarizing the findings of the modeling effort, and recommendations of any alternatives to relocate portions of the East and West Trunk interceptors and to address any hydraulic bottlenecks and/or deteriorated pipe segments identified to increase flow capacity and reduce infiltration and inflow.

Task 4 – Infiltration and Inflow Evaluation:

A. Perform an infiltration and inflow (I/I) analysis of the sanitary sewer system. This will consist of:

1. Compile and review existing available information including:

- a. Past I/I and SSES reports and identification of known I/I problem areas;
- b. completed rehabilitation work;
- c. available sewer maps;
- d. as-built design or record drawings;
- e. sewer maintenance/O&M records;
- f. treatment plant and pump station flow records and/or pump station runtime data;
- g. overflow and bypass records;
- h. water consumption data;
- i. rainfall and groundwater data;

j. Town planning documents including most recent *Plan of Development* and OPM Plan of Conservation and Development; and

k. local and state population surveys and projections and interviews with WPCA staff.

2. Meet with WPCA staff and GIS Department to review available sewer mapping to identify any missing segments and manhole numbering system. Develop/update sewer system mapping as necessary for the I/I evaluation. The map will include sewer diameter sizing and manhole numbering based on the AutoCAD or GIS system map provided by the CLIENT in electronic format. Scope does not include development of a new sewer system map based solely on record drawings and anticipates that an updated map will be provided by CLIENT in either AutoCAD or GIS format.

3. Identify/delineate sewer system drainage basin sub areas based on sewer map. Identify key manholes for initial flow monitoring of each drainage basin. Perform limited manhole inspections of potential flow monitoring location manholes to verify access and suitability for use for flow meter installation. CLIENT will provide two (2) personnel to assist ENGINEER with effort to locate and open manhole covers. CLIENT will also provide traffic control as required by the Town.

4. Using the existing population data, water use and projected wastewater generation per capita, develop baseline wastewater flows. Using existing wastewater flow records and rainfall records develop a preliminary assessment of the amount of infiltration and inflow within the entire

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collection system. Review available pump station run-time or flow data to assess the amount of infiltration and inflow within specific pump station drainage areas.

5. Develop Field Investigation Plan - Based on the above tasks, summarize the findings and develop a plan that identifies where flow monitoring and flow isolation testing is or is not required. The goal of the field investigations will be to assess I/I rates within each of the sub basins and prioritize where future SSES investigations should occur.

6. Meet with CLIENT to review the Field Investigation Plan.

B. Conduct infiltration/inflow evaluation of drainage basins in the collection system. This will consist of:

1. During the spring, conduct flow monitoring utilizing portable flow recorders installed in key manholes. ENGINEER will install up to 40 portable flow meters. These meters will be installed for a period of eight (8) weeks to record the magnitude and variation of I/I flows from key sewer segments. The CLIENT will provide up to two (2) personnel to assist the ENGINEER with the installation, downloading and removal of these meters. CLIENT will also provide traffic control as required by the Town.
2. Install automatic rainfall monitoring stations in up to four areas of the collection system during the eight week flow monitoring period, depending on the drainage basins being evaluated. Correlate rainfall data with flow metering data to determine the relative impact of rainfall on I/I flows.
3. Establish up to eight groundwater monitoring stations within key manholes during the eight week flow monitoring period to allow for correlation of groundwater levels with flow metering data. Determine the relative impact of groundwater levels on I/I flows.
4. Based on the flow metering data and manhole inspections, identify sub-basin areas with significant I/I flows and develop a specific scope for sewer system evaluation (SSES) effort.
5. Prepare technical memorandum summarizing the findings of the infiltration/inflow evaluation.

Task 5 – Meetings:

A. Conduct up to twelve (12) workshop meetings with CLIENT's staff during WPCF and pump station evaluations.

B. Prepare for and attend up to six (6) progress meetings with CLIENT's Board.

Task 6 – Sewer System Evaluation Survey:

A. When the I/I Evaluation is completed and finalized, ENGINEER shall conduct a Sewer System Evaluation Survey (SSES) of select areas within the drainage basins identified with significant I/I. ENGINEER shall develop a detailed scope and fee for the SSES at the completion of the I/I Evaluation and when the areas to be investigated further have been identified. In general, the SSES effort will consist of:

1. Following receipt and evaluation of the flow meter data, perform flow isolation testing in select sub drainage basins within the collection system showing high I/I flows to determine the magnitude and general location of the I/I from individual sewer segments. This will consist of flow isolation using hand-held portable flow meters during the night when there is little sewage flow, and when it is not raining, in order to identify the magnitude and general location of infiltration. Up to ___ nights of night-time flow isolation during low groundwater during the summer after the flow metering is performed and up to ___ nights of night-time flow isolation during high groundwater the following spring, will be performed. The intent of the flow isolation testing is to identify areas of the collection system where CCTV inspection should be conducted.

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The CLIENT will provide two (2) personnel to assist the ENGINEER in these nighttime flow isolation efforts. CLIENT will also provide traffic control as required by the Town.

2. Perform up to ____ number of days of inspection of select sewer manholes within the identified sewer segments during high groundwater conditions, catalog their condition and make an estimate of I/I flow due to leaks, or through leaking covers. The CLIENT will provide two (2) personnel to assist ENGINEER in this effort. CLIENT will also provide traffic control as required by the Town.
 3. Perform up to ____ number of days of smoke testing of identified sections of the collection system during dry, low groundwater periods, to identify sources of inflow. ENGINEER will review the system prior to the smoke testing. The CLIENT will provide two (2) personnel to assist ENGINEER in this effort. CLIENT will coordinate with local fire and rescue departments. CLIENT will also provide traffic control as required by the Town.
 4. Assist CLIENT with preparation, implementation and distribution of public notifications for the smoke testing and building inspections. This will include a notification on the Town's web site, press releases, mailings and door hangers.
 5. Perform up to ____ number of days of building inspections within select areas to identify sources of private inflow. The CLIENT will provide one (1) person to assist one (1) person from ENGINEER with this effort.
 6. Coordinate TV inspection work of up to ____ lineal feet within select sections of the collection system. The ENGINEER will provide one (1) person to periodically monitor TV inspection work over the determined period. CLIENT will also provide traffic control as required by the Town.
 7. Compile the results from the manhole inspections, smoke testing, TV inspections and building inspections and develop a listing of identified I/I sources.
 8. Evaluate sewer rehabilitation methods for each I/I source and develop cost estimates.
 9. Perform a cost-effective analysis of the cost to remove or remediate the identified I/I sources, compared to the projected amount of I/I that would be removed by each corrective action. The sewer remediation costs will be compared to the projected costs to treat the equivalent I/I flows at the treatment plant.
- B. Prepare a report summarizing the I/I and SSES evaluation efforts. The report will include a prioritized listing of identified I/I sources to be repaired, recommended rehabilitation methods, estimate of construction costs and implementation plan. Furnish six (6) copies of the draft report and attend one (1) meeting to review draft report with CLIENT.
- C. Revise the draft report in response to CLIENT's comments, as appropriate, and furnish six (6) final copies of the report to CLIENT. Also, provide one (1) copy of report to DEEP for review.
- D. The fee for the SSES phase of the project is not included at this time and will be developed following the I/I evaluation and included as an amendment to the original Agreement.

Task 7 – Capital Improvement Plan:

- A. Assist the CLIENT in developing a prioritized Capital Improvement Plan for the collection system following completion of the Sewer System Evaluation Survey. This will consist of the following:
1. Meet with CLIENT to review findings and recommendations of the proposed pump station improvements and collection system rehabilitation improvements.
 2. Review costs associated with recommended improvements and discuss CLIENT's proposed funding capabilities for a long-term capital improvement program.

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3. Develop a general assessment of the value, useful life, maintenance requirements and future potential upgrade requirements of each of the collection system components.
4. Based on the general assessment, prioritize the infrastructure system long-term upgrade needs.
5. Develop a prioritized long-term capital improvement plan with appropriate cost estimates based on CLIENT's proposed annual capital improvement funding capabilities.
6. Develop a technical memorandum summarizing the above effort including the long-term capital improvement plan.

B. CLIENT assesses fees to applicants requesting a new or revised connection to the Town's wastewater collection system to support on-going efforts for the proper removal of inflow and infiltration from the Town's collection system and to assure that the new flows do not impact existing users. Assist the CLIENT in reviewing and revising the method of determining the I/I abatement fee charged for new connections. This will consist of the following:

1. Review Existing Information - ENGINEER shall review the original basis as well as any updates used to develop the original fee value. This effort will include a review of the current fee structures charged by CLIENT as well as the revenue collected from the fees. This work will also be compared with the costs developed as part of the SSES work for the cost to convey and treat flows and the cost for removal of flows from the system. The specific scope and fee for the SSES work under Task 6 will be developed following completion of the I/I Evaluation completed under Task 5.

2. Research Other Community Fees – ENGINEER shall identify other communities charging similar fees and develop a tabular comparison and analysis of fee structures. Up to ten other communities will be contacted to obtain their fee information.

3. Regulatory Policy Review – ENGINEER shall review CT DEEP policies regarding the implementation of I/I fees and associated removal ratios, if any.

4. Implementation Policy – ENGINEER shall review the CLIENT's implementation of the I/I fee and provide recommendations for written policy for CLIENT's implementation process and procedures regarding the fee. ENGINEER shall review other communities' implementation policies as available for guidance and provide a summary to the CLIENT.

5. Prepare a technical memorandum summarizing findings and discuss any modifications recommended as a result of the analysis. Present results to CLIENT and incorporate comments into final revised memorandum.

6. Attend meetings with CLIENT related to I/I abatement fee as requested. Up to two (2) meetings have been budgeted.

II. Preliminary Design Phase.

The scope and fee for Preliminary Design Phase services will be developed after the completion of the Study Phase as desired by the CLIENT.

III. Final Design Phase.

The scope and fee for Final Design Phase services will be developed after the completion of the Study as desired by the CLIENT.

IV. Bidding Phase

The scope and fee for the Bidding Phase services will be developed after the completion of the Study Phase as desired by the CLIENT.

V. Construction Phase.

The scope and fee for the Construction Phase services will be developed after the completion of the Final Design Phase as desired by the CLIENT.

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VI. Operational Phase.

The scope and fee for the Operational Phase services will be developed after the completion of the Final Design Phase as desired by the CLIENT.

VII. Additional Services.

During ENGINEER's work on the project it may become apparent to either CLIENT or ENGINEER that Additional Services not included in the basic Scope of Services are desired. ENGINEER will undertake to provide such Additional Services upon CLIENT's written authorization. Possible additional services include:

- A. Providing CCTV inspection services for WPCF outfall, interceptor siphons and pump station force mains. Also provide cleaning of pipelines to perform such inspections.

SECTION 2 - COMPENSATION

I. Payments to ENGINEER

ENGINEER's fee for the services outlined in the **SCOPE OF SERVICES** section of this Agreement is as follows:

- A. CLIENT shall pay ENGINEER for those services described under Scope Item I., costs plus fixed fee plus reimbursable expenses based on the following assumed distribution of compensation. A breakdown of the fee for each phase of the project and the 5700 form are provided in Exhibit B. The scope and fee associated with the Sewer System Evaluation Survey (SSES) effort and the Capital Improvement Plan development effort described in Tasks 6 and 7 will be determined following the I/I Evaluation and is not included in the Total Estimated Compensation below.

Town of Fairfield Water Pollution Control Authority Comprehensive Evaluation of WPCF and Collection System Infrastructure

SUMMARY OF ENGINEERING FEES

Task Description Direct Labor Indirect Labor

Reimbursable

Expenses

Subcontract

Costs Fixed Fee

Total Estimated

Compensation

Task 1 Evaluation of Wastewater Treatment Facility \$82,734 \$138,985 \$4,937 \$45,000 \$35,508 \$307,164

Task 2 - Pump Station Evaluation \$20,944 \$35,184 \$800 \$15,000 \$9,169 \$81,097

Task 3 - Hydraulic Modeling \$21,380 \$35,917 \$792 \$10,000 \$9,095 \$77,184

Task 4 - I/I Evaluation \$23,554 \$39,568 \$1,006 \$165,000 \$17,718 \$246,847

Task 5 - Meetings & Workshops \$11,028 \$18,526 \$1,926 \$0 \$4,433 \$35,912

Task 6 - Sewer System Evaluation Survey *Budget for Task 6 will be developed when Task 5 is completed*

Task 7 - Capital Improvement Plan *Budget for Task 7 will be developed when Task 6 is completed*

Maximum Not-to-Exceed Compensation (Excluding Task 6 and 7) \$748,204

Costs are defined as the sum of the following:

- a. Direct Labor Costs chargeable to the Project.
- b. Indirect Costs at a rate established in accordance with EPA guidelines. Indirect Costs are determined by multiplying Direct Labor Costs by the Indirect Cost Rate.

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c. Reimbursable Expenses and charges for Consultants' services.
For services of ENGINEER's Consultants on the Project, ENGINEER will bill CLIENT the amount Consultants bill ENGINEER times a factor of 1.05. For reimbursable expenses used on the project, ENGINEER will bill CLIENT the actual cost for such expenses.
If it becomes apparent to ENGINEER at any time that the total amount of compensation to be paid to ENGINEER for these services will exceed the estimate, ENGINEER will so notify CLIENT in writing. CLIENT and ENGINEER will then promptly meet to review the status of the Project, and CLIENT will either agree to an increase in the estimated total compensation or CLIENT and ENGINEER will agree on a reduced Scope of Services so that the total compensation remains within the original estimate. Unless CLIENT informs ENGINEER promptly upon notification of a possible fee overrun to suspend work on the Project, CLIENT will pay ENGINEER for all services rendered prior to reaching agreement on a revised Scope or scope and cost-plus fixed-fee estimate for review and approval by OWNER and CT DEEP.
This Agreement (consisting of pages 1 to 20 inclusive and Exhibits A and B) constitutes the entire agreement between CLIENT and ENGINEER and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the date first above written.

CLIENT: ENGINEER:

By: John W. Braccio, P.E., Title: President, Date, Address for giving notices
Town of Fairfield, 725 Old Post Road, Fairfield, Connecticut 06824; WRIGHT-PIERCE, 169 Main Street, 700 Plaza Middlesex, Middletown, Connecticut 06457

**SCHEDULE OF TERMS AND CONDITIONS FOR AGREEMENT BETWEEN
TOWN OF FAIRFIELD AND WRIGHT-PIERCE DATED
EXHIBIT A**

**SCHEDULE OF TERMS AND CONDITIONS
(CLIENT IS OWNER)**

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**SCHEDULE OF TERMS AND CONDITIONS
(CLIENT IS OWNER)**

1.0 Standard of Care

The standard of care for all professional engineering and related services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar conditions at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

2.0 Client's Responsibilities

Except as otherwise provided in this Agreement, CLIENT shall do the following in a timely manner as requested by ENGINEER and shall bear all costs incident thereto:

2.1. Designate in writing a person to act as CLIENT's representative with respect to the services to be performed or furnished by ENGINEER under this Agreement. Such person will have complete authority to transmit instructions, receive information, interpret and define CLIENT's policies and decision with respect to ENGINEER's services for the Project.

2.2. Provide all criteria and full information as to CLIENT's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements,

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flexibility and expendability, and any budgetary limitations, and furnish copies of all design and construction standards which CLIENT will require to be included in the Drawings and Specifications.

2.3. Assist ENGINEER by placing at ENGINEER's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project as requested by ENGINEER.

2.4. Arrange for access to and make all provisions for ENGINEER to enter upon public and private property as required for ENGINEER to perform services under this Agreement.

2.5. Provide approvals and permits from all governmental authorities having jurisdiction to approve the portions of the Project designed or specified by ENGINEER and such approvals and consents from others as may be necessary for completion of such portions of the Project.

2.6. Give prompt written notice to ENGINEER whenever CLIENT observes or otherwise becomes aware of any development that affects the scope or time of performance or furnishing of ENGINEER's services, or any defect or nonconformance in ENGINEER's services or in the work of any Contractor.

3.0 Reuse of Documents

3.1. Documents are Instruments of ENGINEER's Service. All documents including Drawings and Specifications provided or furnished by ENGINEER (or ENGINEER's Consultants) pursuant to this Agreement are instruments of service in respect of the Project, and ENGINEER and ENGINEER's Consultants, as appropriate, shall retain an ownership and property interest therein (including the right of reuse by and at the discretion of ENGINEER and ENGINEER's Consultants, as appropriate) whether or not the Project is completed. CLIENT may make and retain copies of documents for information and reference in connection with the use and occupancy of the Project by CLIENT. Such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any such reuse without written verification or adaptation by ENGINEER and ENGINEER's Consultants, as appropriate, for the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to ENGINEER, or to ENGINEER's Consultants, and CLIENT shall indemnify and hold harmless ENGINEER and ENGINEER's Consultants from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle ENGINEER to further compensation at rates to be agreed upon by CLIENT and ENGINEER.

3.2. Records Retention/Access to Records.

ENGINEER will retain pertinent records relating to the services performed under this Agreement for a period of six (6) years following completion of the services, during which period the records will be made available to CLIENT at ENGINEER's office during normal business hours with reasonable advance notice. Copies will be prepared by ENGINEER for CLIENT for reasonable cost of reproduction and associated labor.

3.3. Information transmitted to CLIENT on Computer Disk or by electronic means. The CLIENT acknowledges that any revisions made to electronic media and any consequences of its direct or indirect use by the CLIENT or its agents are beyond the control of the ENGINEER. The ENGINEER cannot be held responsible for software errors, for deterioration of data due to aging, damage to the computer disk, or for failure of the data to respond as intended if used with software and/or operating systems other than those on which it was developed. The original document maintained by the ENGINEER shall be the controlling document.

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4.0 Third Party Information

CLIENT acknowledges and agrees that ENGINEER may solicit and reasonably rely on third party information essential and relative to the performance of ENGINEER's duties created and addressed by this Agreement whenever such information is under the control of a third party; and, ENGINEER will not be responsible or liable for the direct or indirect consequences of its reliance on such third party information. Examples of the type of third party information addressed above include, but are not limited to, any information within the control of any of the following: a public, quasi-public or private utility; a governmental body, agency or government (federal, state or local); a water and/or sewer facility, district or entity; or, an agent or employee of CLIENT.

5.0 Estimates of Cost

Since ENGINEER has no control over the cost of labor, materials or equipment or over Contractor(s)' methods of determining prices, or over competitive bidding or market conditions, its estimate of probable project costs provided for herein are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry, but ENGINEER cannot and does not guarantee that proposals, bids or the project costs will not vary from its estimate of probable costs. If, prior to the Bidding or Negotiating Phase, CLIENT wishes greater assurance as to the project costs, CLIENT shall employ an independent cost estimator. Engineering services to modify the Contract Documents to bring the project costs within T10297 A-2 November 11, 2014 any limitation established by CLIENT will be considered Additional Services and paid for as such by CLIENT. The construction cost of the entire Project (herein referred to as "Construction Cost") means the total cost to construct the project including furnishing and installing all equipment and materials, but it will not include ENGINEER's compensation and expenses, the cost of land, right-of-way, or compensation for or damages to properties unless this Agreement so specifies, nor will it include CLIENT's legal, accounting, insurance counseling or auditing services, or interest and financing charges incurred in connection with the Project.

6.0 Allocation of Risks

6.1. ENGINEER shall Indemnify CLIENT from Claims caused by ENGINEER's Negligence To the fullest extent permitted by law, ENGINEER shall indemnify and hold harmless CLIENT, CLIENT's officers, directors, partners, employees and agents from and against any and all claims, costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of ENGINEER or ENGINEER's officers, directors, partners, employees, agents and ENGINEER's Consultants in the performance and furnishing of ENGINEER's services under this Agreement.

6.2. CLIENT shall Indemnify ENGINEER from Claims caused by CLIENT's Negligence To the fullest extent permitted by law, CLIENT shall indemnify and hold harmless ENGINEER, ENGINEER's officers, directors, partners, employees and agents and ENGINEER's Consultants from and against any and all claims, costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of CLIENT or CLIENT's officers, directors, partners, employees, agents and CLIENT's consultants with respect to this Agreement or the Project.

6.3. CLIENT shall Indemnify ENGINEER from Claims caused by Hazardous Waste. In addition to the indemnity provided under Paragraph 6.2 of this Schedule, and to the fullest extent permitted by

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law, CLIENT shall indemnify and hold harmless ENGINEER and its officers, directors, partners, employees and agents and ENGINEER's Consultants from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs) caused by, arising out of or relating to the presence, discharge, release or escape of Asbestos, PCBs, Petroleum, Hazardous Waste, or Radioactive Material at, on, under or from the Project site.

6.4. ENGINEER's Liability Limited to Amount of Insurance Proceeds Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate, of ENGINEER and ENGINEER's officers, directors, partners, employees, agents and ENGINEER's Consultants, and any of them, to CLIENT and anyone claiming by, through or under CLIENT, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty express or implied of ENGINEER or ENGINEER's officers, directors, partners, employees, agents or ENGINEER's Consultants or any of them (hereafter "CLIENT's Claims"), shall not exceed the total insurance proceeds paid on behalf of or to ENGINEER by ENGINEER's insurers in settlement or satisfaction of CLIENT's Claims under the terms and conditions of ENGINEER's insurance policies applicable thereto (excluding fees, costs and expenses of investigation, claims adjustment, defense and appeal). If no such insurance coverage is provided with respect to CLIENT's Claims, then the total liability, in the aggregate, of ENGINEER and ENGINEER's officers, directors, partners, employees, agents and ENGINEER's Consultants and any of them to CLIENT and anyone claiming by, through or under CLIENT, for any and all such uninsured CLIENT's Claims shall not exceed the ENGINEER's fee or \$100,000, whichever is less.

6.5. Exclusion of Special, Incidental, Indirect and Consequential Damages To the fullest extent permitted by law, and notwithstanding any other provision in the Agreement, ENGINEER and ENGINEER's officers, directors, partners, employees, agents and ENGINEER's Consultants shall not be liable to CLIENT or anyone claiming by, through or under CLIENT for any special, incidental, indirect or consequential damages whatsoever, arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, professional errors or omissions, strict liability, breach of contract or warranty express or implied of ENGINEER or ENGINEER's officers, directors, partners, employees, agents or ENGINEER's Consultants, or any of them.

6.6. Limitation of ENGINEER's Liability on Comparative Negligence Basis

To the fullest extent permitted by law, ENGINEER's total liability to CLIENT and anyone claiming by, through or under CLIENT for any claim, cost, loss or damages caused in part by the negligence of ENGINEER and in part by the negligence of CLIENT or any other negligent entity or individual, shall not exceed the percentage share that ENGINEER's negligence bears to the total negligence of CLIENT, ENGINEER and all other negligent entities and individuals determined on the basis of comparative negligence principles. CLIENT further agrees to hold harmless ENGINEER against any such claim, cost, loss or damages but only to the extent of the percentage share that CLIENT's negligence bears to the total negligence of CLIENT, ENGINEER and all other negligent entities and individuals determined on the basis of comparative negligence principles.

7.0 Insurance

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7.1. ENGINEER's Insurance

ENGINEER shall procure and maintain insurance for protection from claims under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use resulting therefrom. Upon request, ENGINEER shall list CLIENT as an additional insured on ENGINEER's general liability insurance policy, and shall provide CLIENT with a copy of the Certificate of Insurance. T10297 A-3 November 11, 2014

7.2. CLIENT's Insurance and Contractor's Insurance

CLIENT shall list ENGINEER and ENGINEER's Consultants as additional insureds on any general liability or property insurance policies carried by CLIENT which are applicable to the Project. CLIENT shall require Contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to list ENGINEER and ENGINEER's Consultants as additional insureds with respect to such liability, property and other insurance purchased and maintained by Contractor. All policies of property insurance shall contain provisions to the effect that ENGINEER and ENGINEER's Consultants' interests are covered and that in the event of payment of any loss or damage the insurers will have no rights of recovery against the insured or any additional insureds thereunder.

7.3. Additional Insurance

At any time CLIENT may request that ENGINEER, at CLIENT's sole expense, provide additional insurance coverage. If so requested by CLIENT, and if commercially available, ENGINEER shall obtain and shall require ENGINEER's Consultants to obtain such additional insurance coverage, different limits or revised deductibles, for such periods of time as requested by CLIENT, at CLIENT's sole expense.

8.0 Subsurface Conditions

8.1 Interpretations and Recommendations Based Solely on

Information Available. CLIENT recognizes that subsurface conditions may vary from those encountered at the location where borings, surveys, or explorations are made by the ENGINEER or ENGINEER's geotechnical Consultant, and that the data, interpretations and recommendations of the ENGINEER or geotechnical Consultant are based solely on the information available to it. The ENGINEER or geotechnical Consultant will be responsible for those data, interpretations, and recommendations, but neither shall be responsible for the interpretation by others of the information developed.

8.2 Utilities

In the prosecution of its work, the ENGINEER, and its Consultants will take all reasonable precautions to avoid damage or injury to subterranean structures or utilities.

9.0 Independent Contractors

It is understood and agreed that all contractors and Consultants engaged by the ENGINEER are independent contractors of the ENGINEER and not employees or agents of the ENGINEER; and ENGINEER shall have no right, duty or obligation to direct or control the means, methods or techniques of any such contractors and consultants.

10.0 Compensation

10.1. Salary Costs

"Salary Costs" means salaries and wages paid to ENGINEER's personnel plus the cost of normal and statutory benefits. For salaried personnel the imputed direct hourly rate shall be the

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weekly salary divided by 40. Until further notice, the amount of customary and statutory benefits will be considered to be 40% of the actual or imputed direct hourly rate. Salary Costs and the factor applied to Salary Costs will be adjusted as may be appropriate to reflect changes in the various elements that comprise them. All such adjustments will be in accordance with generally accepted accounting practices and will be consistent with ENGINEER's overall compensation practices and procedures.

10.2. Direct Labor Costs

"Direct Labor Costs" means salaries and wages paid to ENGINEER's personnel, but does not include the cost of normal and statutory benefits. For salaried personnel the imputed direct hourly rate shall be the weekly salary divided by 40. Direct Labor Costs and the factor applied to Direct Labor Costs will be adjusted as may be appropriate to reflect changes in the various elements that comprise them. All such adjustments will be in accordance with generally accepted accounting practices and will be consistent with ENGINEER's overall compensation practices and procedures.

10.3. Reimbursable Expenses

Reimbursable Expenses are those non-labor expenses associated with ENGINEER's conduct of the Project. Some examples of Reimbursable Expenses are meals, transportation, telephone calls, printing and photocopying costs, and computer charges. The amount ENGINEER will bill for Reimbursable Expenses will be in accordance with ENGINEER's standard schedule of Reimbursable Expenses Billing Rates or, if the expense item is not listed on the schedule, the cost actually incurred or the imputed cost ENGINEER allocates to the expense item.

10.4. Invoices/Late Payment

Invoices will be prepared in accordance with ENGINEER's standard invoicing practices and will be submitted to CLIENT at least monthly. Invoices are due and payable upon receipt. If CLIENT fails to pay any invoice within sixty days of the invoice date, the amounts due ENGINEER will increase at the rate of 1.0% per month from the thirtieth day following the invoice date; and, in addition, ENGINEER may, after giving seven days' written notice to CLIENT, suspend services under this Agreement until ENGINEER has been paid in full all amounts due. Payments will be credited first to interest and then to principal. In the event of a disputed or contested billing, only that portion so contested may be withheld from payment.

10.5. Professional Services Taxes

If at any time ENGINEER's compensation under this Agreement becomes subject to a professional services tax, sales tax, Value Added Tax, gross receipts tax or similar levy imposed by any local, state, federal or other government or quasi-government agency or authority, CLIENT agrees to pay such tax or levy on ENGINEER's behalf or reimburse ENGINEER for its paying such tax or levy.

11.0 Controlling Law

This Agreement is to be governed by the laws of the State of Connecticut. Any dispute resulting in legal action and not resolved by arbitration, mediation or such other method as may be mutually agreed to by the parties shall be adjudicated within the jurisdiction of the State of Connecticut.

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12.0 Dispute Resolution

The parties hereto agree that prior to filing litigation they will consider alternative dispute resolution techniques to resolve all claims, counter claims, disputes and other matters in question between the parties arising out of or relating to this Agreement.

13.0 Notices

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Any notice required under this Agreement will be in writing, addressed to the appropriate party at the address which appears on the signature page to this Agreement (as modified in writing from time to time by such party) and given personally, by registered or certified mail, return receipt requested, by facsimile, or by a nationally recognized overnight courier service. All notices shall be effective upon the date of receipt.

14.0 Precedence

These provisions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document.

15.0 Severability

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and ENGINEER, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

16.0 Successors and Assigns

CLIENT and ENGINEER each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Neither CLIENT nor ENGINEER shall assign, sublet or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than CLIENT and ENGINEER.

17.0 Survival

All express representations, indemnifications or limitations of liability made in or given in this Agreement will survive the completion of all services of ENGINEER under this Agreement or the termination of this Agreement for any reason.

18.0 Termination

The obligation to provide further services under this Agreement may be terminated:

18.1 For cause

For cause by either party upon thirty days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. Notwithstanding the foregoing, this Agreement will not terminate as a result of such substantial failure if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure to perform and proceeds diligently to cure such failure within no more than thirty days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such thirty-day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided from herein shall extend up to, but in no case more than, sixty days after the date of receipt of the notice.

18.2 By ENGINEER

By ENGINEER upon seven days' written notice if ENGINEER believes that ENGINEER is being requested by CLIENT to furnish or perform services contrary to ENGINEER's responsibilities as a licensed design professional; or upon seven days' written notice if the ENGINEER's services for design or during the construction of the Project are delayed or suspended for more than ninety days

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for reasons beyond ENGINEER's control. In the case of termination under this paragraph, ENGINEER shall have no liability to CLIENT on account of such termination.

18.3 For convenience

For convenience by CLIENT effective upon the receipt of notice by ENGINEER.

18.4 ENGINEER's Compensation

In the event of any termination, CLIENT will pay ENGINEER for all services rendered to the date of termination, all reimbursable expenses, and all reimbursable termination expenses.

19.0 Equal Employment Opportunity

Wright-Pierce is an Equal Employment Opportunity employer and is committed to recruiting, hiring, training and promoting for all job classifications without regard to race, religion, color, national origin, sex or age, physical or mental handicap, marital status or status as a disabled veteran, veteran of the Vietnam era, exoffender or former patient of a state institution except where based on a bona fide occupational qualification. T10297 November 11, 2014

**EXHIBIT B - ENGINEERING FEE BREAKDOWN FOR AGREEMENT BETWEEN
TOWN OF FAIRFIELD AND WRIGHT-PIERCE DATED
FORM 5700-41**

1. GRANTEE
2. GRANT NUMBER CWF-
3. NAME OF CONTRACTOR OR SUBCONTRACTOR
4. SUBAGREEMENT DATE
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include Zip Code)
6. TYPE OF SERVICE TO BE FURNISHED
7. DIRECT LABOR (Specify labor categories)

ESTIMATED

HOURS

HOURLY

RATE

ESTIMATED

COST TOTAL

Principal-in-Charge	45	\$75.00	\$3,375
Project Manager	257	\$58.00	\$14,906
Technical Advisors	236	\$51.82	\$12,230
QA/QC Reviews	88	\$47.30	\$4,162
Lead Project Engineers	622	\$48.22	\$29,992
Project Engineers	2170	\$30.83	\$66,911
Structural Engineer	68	\$41.35	\$2,812
Architect	68	\$38.25	\$2,601
Mechanical/Plumbing Engineer	52	\$39.68	\$2,063
Instrumentation & Controls Engineer	52	\$62.50	\$3,250
Civil Engineer	68	\$48.10	\$3,271
Electrical Engineer	56	\$51.00	\$2,856
GIS	120	\$31.01	\$3,721
Engineering Technician	268	\$23.17	\$6,210
Administrative Assistant	80	\$16.00	\$1,280
DIRECT LABOR TOTAL:			\$159,641

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8. INDIRECT COSTS (Specify indirect cost pools) RATE ESTIMATED COST 167.99% 159,641
\$268,180 **INDIRECT COSTS TOTAL: \$268,180**

9. OTHER DIRECT COSTS

a. TRAVEL ESTIMATED COST

(1) TRANSPORTATION \$4,361

(2) MEALS & LODGING \$2,900

TRAVEL SUBTOTAL: \$7,261

b. EQUIPMENT, MATERIALS, SUPPLIES (Specify Categories) ESTIMATED COST

Photocopies \$1,800

Postage/Shipping Cost \$400

EQUIPMENT SUBTOTAL: \$2,200

c. SUBCONTRACTS ESTIMATED COST \$25,000

WBE Subcontractors \$40,000

Outfall Inspection Subcontractor \$10,000

Flow Monitoring Subcontractor \$160,000

SUBCONTRACTS SUBTOTAL: \$235,000

d. OTHER (Specify Categories) ESTIMATED COST

OTHER SUBTOTAL:

e. OTHER DIRECT COSTS TOTAL: \$244,461

10. TOTAL ESTIMATED COST \$672,281

11. FIXED FEE OR PROFIT \$75,923

12. TOTAL PRICE Check one : Cost plus fixed fee [] Lump sum [] Other: \$748,204

CT CWF 5700-41 form (2/95)

MBE Subcontractors

700 Plaza Middlesex Comprehensive Evaluation of Water Pollution Control

Middletown, CT 06457 Facility and Collection System Infrastructure

169 Main Street Fairfield Water Pollution Control Authority

Cost or Price Summary for Professional Services

Subagreements State of Connecticut - Department of Environmental Protection

Water Bureau - Clean Water Fund Program

Town of Fairfield Water Pollution Control Authority

Wright-Pierce

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PART IV - CERTIFICATION

13. CONTRACTOR

13a. HAS A FEDERAL AGENCY OR A FEDERALLY CERTIFIED STATE OR LOCAL

AGENCY PERFORMED ANY REVIEW OF YOUR

ACCOUNTS OR RECORDS IN CONNECTION WITH ANY OTHER FEDERAL GRANT OR
CONTRACT WITHIN THE PAST TWELVE MONTHS?

NO

YES (Give name and telephone number of reviewing office)

13b. THIS SUMMARY CONFORMS WITH THE FOLLOWING COST PRINCIPALS

Part 31 of the Federal Acquisition Regulation

13c.

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This proposal is submitted for use in connection with and in response to Town of Fairfield Comprehensive Evaluation of Water. This is to certify to the best of my knowledge and belief that the cost and pricing data summarized herein are complete, current, and accurate as of and that a financial management capability exists to fully and accurately account for the financial transactions under this project. I further certify that I understand that the subagreement price may be subject to downward renegotiation and/or recoupment where the above cost and pricing data have been determined, as a result of audit, not to have to been complete, current and accurate as of the date above.

DATE OF EXECUTION SIGNATURE OF PROPOSER
TITLE OF PROPOSER

14. GRANTEE REVIEWER

I certify that I have reviewed the cost/price summary set forth herein and the proposed costs/price appear acceptable for subagreement award.

DATE OF EXECUTION SIGNATURE OF REVIEWER
TITLE OF REVIEWER

15. DEP REVIEWER (if applicable)

DATE OF EXECUTION SIGNATURE OF REVIEWER
TITLE OF REVIEWER

Town Manager
President & CEO

Pollution Control Facility and Collection System Infrastructure
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**Town of Fairfield Water Pollution Control Authority
Comprehensive Evaluation of WPCF and Collection System Infrastructure
SUMMARY OF ENGINEERING FEES**

**Task Description Direct Labor Indirect Labor
Reimbursable**

**Expenses
Subcontract
Costs Fixed Fee
Total Estimated
Compensation**

Task 1 Evaluation of Wastewater Treatment Facility \$82,734 \$138,985 \$4,937 \$45,000 \$35,508
\$307,164

Task 2 - Pump Station Evaluation \$20,944 \$35,184 \$800 \$15,000 \$9,169 \$81,097

Task 3 - Hydraulic Modeling \$21,380 \$35,917 \$792 \$10,000 \$9,095 \$77,184

Task 4 - I/I Evaluation \$23,554 \$39,568 \$1,006 \$165,000 \$17,718 \$246,847

Task 5 - Meetings & Workshops \$11,028 \$18,526 \$1,926 \$0 \$4,433 \$35,912

Task 6 - Sewer System Evaluation Survey *Budget for Task 6 will be developed when Task 5 is completed*

Task 7 - Capital Improvement Plan *Budget for Task 7 will be developed when Task 6 is completed*

Maximum Not-to-Exceed Compensation (Excluding Task 6 and 7) \$748,204

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EXHIBIT B

TOWN OF FAIRFIELD

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**COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
INFRASTRUCTURE
SUMMARY OF COST PLUS FIXED FEE ESTIMATE WASTEWATER FACILITIES
EVALUATION - Task 1**

**Labor Categories Staff Hours
Direct**

Labor Rates Estimated Cost

Principal-in-Charge 28.0 \$75.00 \$2,100
Project Manager 132.0 \$58.00 \$7,656
Technical Advisors 220.0 \$51.77 \$11,390
QA/QC Reviews 40.0 \$47.30 \$1,892
Lead Project Engineers 300.0 \$46.73 \$14,020
Project Engineers 962.0 \$31.11 \$29,923
Structural Engineer 48.0 \$41.35 \$1,985
Architect 48.0 \$38.25 \$1,836
Mechanical/Plumbing Engineer 40.0 \$39.68 \$1,587
Instrumentation & Controls Engineer 40.0 \$62.50 \$2,500
Civil Engineer 48.0 \$48.10 \$2,309
Electrical Engineer 44.0 \$51.00 \$2,244
GIS 20.0 \$31.01 \$620
Engineering Technician 88.0 \$23.09 \$2,032
Administrative Assistant 40.0 \$16.00 \$640
Total Labor Hours 2,098.0
Direct Labor Subtotal \$82,734
Indirect Cost (167.99%) 1.6799 \$138,985

Other Direct Costs Units Unit Cost Estimated Costs

Mileage @100/trip 4100 \$0.57 \$2,337
Meals - Local 3 \$50.00 \$150
Meals & Lodging - Out of State Travel 5 \$250.00 \$1,250
Photocopies 10000 \$0.10 \$1,000
Postage 200 \$1.00 \$200
Direct Cost Subtotal \$4,937

Subconsultants

JKMuir, LLC (WBE) \$20,000
JKB Consulting, LLC (WBE) \$8,000
Martinez Couch Associates, LLC (MBE) \$5,000
Diving/Inspection of Outfall Pipe \$10,000
Advanced Reprographics (WBE) \$2,000
Subconsultant Total \$45,000
Fixed Fee \$35,508

Total Estimated Fee \$307,164
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**EXHIBIT B
TOWN OF FAIRFIELD**

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**COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
INFRASTRUCTURE**

**SUMMARY OF COST PLUS FIXED FEE ESTIMATE
PUMP STATION EVALUATION - Task 2**

**Labor Categories Staff Hours
Direct**

Labor Rates Estimated Cost

Principal-in-Charge 3.0 \$75.00 \$225
Project Manager 20.0 \$58.00 \$1,160
Technical Advisors 0.0 \$51.79 \$0
QA/QC Reviews 16.0 \$47.30 \$757
Lead Project Engineers 68.0 \$51.00 \$3,468
Project Engineers 300.0 \$30.09 \$9,028
Structural Engineer 20.0 \$41.35 \$827
Architect 20.0 \$38.25 \$765
Mechanical/Plumbing Engineer 12.0 \$39.68 \$476
Instrumentation & Controls Engineer 12.0 \$62.50 \$750
Civil Engineer 20.0 \$48.10 \$962
Electrical Engineer 12.0 \$51.00 \$612
GIS 0.0 \$31.01 \$0
Engineering Technician 68.0 \$22.50 \$1,530
Administrative Assistant 24.0 \$16.00 \$384
Total Labor Hours 595.0
Direct Labor Subtotal \$20,944
Indirect Cost (167.99%) 1.6799 \$35,184

Other Direct Costs Units Unit Cost Estimated Costs

Mileage @100/trip 350 \$0.57 \$200
Meals - Local 2 \$50.00 \$100
Meals & Lodging - Out of State Travel 0 \$250.00 \$0
Photocopies 4000 \$0.10 \$400
Postage 100 \$1.00 \$100
Direct Cost Subtotal \$800
Subconsultants
JKMuir, LLC (WBE) \$10,000
Martinez Couch Associates, LLC (MBE) \$5,000
Subconsultant Total \$15,000
Fixed Fee \$9,169
Total Estimated Fee \$81,097
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EXHIBIT B

TOWN OF FAIRFIELD

**COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
INFRASTRUCTURE**

SUMMARY OF COST PLUS FIXED FEE ESTIMATE

HYDRAULIC MODELING OF EAST AND WEST TRUNK SEWERS - Task 3

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Labor Categories Staff Hours

Direct

Labor Rates Estimated Cost

Principal-in-Charge 0.0 \$75.00 \$0
Project Manager 14.0 \$58.00 \$812
Technical Advisors 0.0 \$51.79 \$0
QA/QC Reviews 16.0 \$47.30 \$757
Lead Project Engineers 102.0 \$49.53 \$5,052
Project Engineers 428.0 \$30.93 \$13,239
Structural Engineer 0.0 \$41.35 \$0
Architect 0.0 \$38.25 \$0
Mechanical/Plumbing Engineer 0.0 \$39.68 \$0
Instrumentation & Controls Engineer 0.0 \$62.50 \$0
Civil Engineer 0.0 \$48.10 \$0
Electrical Engineer 0.0 \$51.00 \$0
GIS 24.0 \$31.01 \$744
Engineering Technician 32.0 \$24.25 \$776
Administrative Assistant 0.0 \$16.00 \$0
Total Labor Hours 616.0
Direct Labor Subtotal \$21,380
Indirect Cost (167.99%) 1.6799 \$35,917

Other Direct Costs Units Unit Cost Estimated Costs

Mileage @100/trip 600 \$0.57 \$342
Meals - Local 4 \$50.00 \$200
Meals & Lodging - Out of State Travel 0 \$250.00 \$0
Photocopies 2000 \$0.10 \$200
Postage 50 \$1.00 \$50
Direct Cost Subtotal \$792
Subconsultants
Martinez Couch Associates, LLC (MBE) \$10,000
Subconsultant Total \$10,000
Fixed Fee \$9,095
Total Estimated Fee \$77,184
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EXHIBIT B

TOWN OF FAIRFIELD
COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
INFRASTRUCTURE

SUMMARY OF COST PLUS FIXED FEE ESTIMATE
INFILTRATION AND INFLOW EVALUATION - Task 4

Labor Categories Staff Hours

Direct

Labor Rates Estimated Cost

Principal-in-Charge 6.0 \$75.00 \$450
Project Manager 31.0 \$58.00 \$1,798

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Technical Advisors 0.0 \$51.79 \$0
 QA/QC Reviews 16.0 \$47.30 \$757
 Lead Project Engineers 84.0 \$51.00 \$4,284
 Project Engineers 384.0 \$30.68 \$11,781
 Structural Engineer 0.0 \$41.35 \$0
 Architect 0.0 \$38.25 \$0
 Mechanical/Plumbing Engineer 0.0 \$39.68 \$0
 Instrumentation & Controls Engineer 0.0 \$62.50 \$0
 Civil Engineer 0.0 \$48.10 \$0
 Electrical Engineer 0.0 \$51.00 \$0
 GIS 76.0 \$31.01 \$2,357
 Engineering Technician 80.0 \$23.40 \$1,872
 Administrative Assistant 16.0 \$16.00 \$256
 Total Labor Hours 693.0
 Direct Labor Subtotal \$23,554
 Indirect Cost (167.99%) 1.6799 \$39,568
Other Direct Costs Units Unit Cost Estimated Costs
 Mileage @100/trip 800 \$0.57 \$456
 Meals - Local 6 \$50.00 \$300
 Meals & Lodging - Out of State Travel 0 \$250.00 \$0
 Photocopies 2000 \$0.10 \$200
 Postage 50 \$1.00 \$50
 Direct Cost Subtotal \$1,006
 Subconsultants
 Flow Monitoring Subcontractor \$160,000
 Martinez Couch Associates, LLC (MBE) \$5,000
 Subconsultant Total \$165,000
 Fixed Fee \$17,718
 Total Estimated Fee \$246,847
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**EXHIBIT B
 TOWN OF FAIRFIELD
 COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
 INFRASTRUCTURE
 SUMMARY OF COST PLUS FIXED FEE ESTIMATE
 WORKSHOPS AND MEETINGS - Task 5**

Labor Catagories Staff Hours
Direct
Labor Rates Estimated Cost
 Principal-in-Charge 8.0 \$75.00 \$600
 Project Manager 60.0 \$58.00 \$3,480
 Technical Advisors 16.0 \$52.50 \$840
 QA/QC Reviews 0.0 \$47.30 \$0
 Lead Project Engineers 68.0 \$46.59 \$3,168
 Project Engineers 96.0 \$30.62 \$2,940

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Structural Engineer 0.0 \$41.35 \$0
Architect 0.0 \$38.25 \$0
Mechanical/Plumbing Engineer 0.0 \$39.68 \$0
Instrumentation & Controls Engineer 0.0 \$62.50 \$0
Civil Engineer 0.0 \$48.10 \$0
Electrical Engineer 0.0 \$51.00 \$0
GIS 0.0 \$31.01 \$0
Engineering Technician 0.0 \$23.40 \$0
Administrative Assistant 0.0 \$16.00 \$0
Total Labor Hours 248.0
Direct Labor Subtotal \$11,028
Indirect Cost (167.99%) 1.6799 \$18,526
Other Direct Costs Units Unit Cost Estimated Costs
Mileage @100/trip 1800 \$0.57 \$1,026
Meals - Local 18 \$50.00 \$900
Meals & Lodging - Out of State Travel 0 \$250.00 \$0
Photocopies 0 \$0.10 \$0
Postage 0 \$1.00 \$0
Direct Cost Subtotal \$1,926
Subconsultants
Subconsultant Total \$0
Fixed Fee \$4,433
Total Estimated Fee \$35,912
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1

Griffin, Kathleen

From: Palmer, Cindy

Sent: Thursday, May 28, 2015 4:02 PM

To: Michelangelo, Joseph

Cc: Griffin, Kathleen

Subject: FW: Facility Plan

At the regularly scheduled WPCA meeting of 5/27/15, the following was approved:

Mark Elletson motioned to put forward a request to the Board of Selectmen, Board of Finance and the RTM to co-contribute for the Wright Pierce Facility Plan Agreement in the amount of 50 % of the net cost, or approximately \$172,000. Ron Drew seconded the motion. Rob Scinto, Mark Elletson, Christian Dockum, Ron Drew and Quinn Degner voted in favor. Kevin Kiley abstained. Motion carried.

Cindy Palmer

WPCA Recording Secretary

Sewer Department

Town of Fairfield

203-256-3003

*******DRAFT*******

**MINUTES OF THE BOARD OF FINANCE
REGULAR MONTHLY MEETING
SEPTEMBER 1, 2015**

The Board of Finance Monthly Meeting was held on Tuesday, September 1, 2015 at 7:30 p.m. in Seminar Room 300, Board of Education Administrative Offices, 501 Kings Highway East, Fairfield, Connecticut.

MEMBERS PRESENT

David Becker, James Brown, Christopher DeWitt, Tara Cook-Littman, Thomas Flynn, Mary LeClerc, Robert Stone, James Walsh (7:55)

MEMBERS ABSENT

John Mitola

ALSO PRESENT

Michael Tetreau, Board of Selectmen, Town of Fairfield
Robert Mayer, Chief Fiscal Officer, Town of Fairfield
Brian Carey, Director, Conservation Department, Town of Fairfield
Ed Boman, Assistant Director of Public Works, Town of Fairfield
William Norton, Superintendent of Wastewater, WPCA, Town of Fairfield

ACTION TAKEN:

1. Approved the Transfer of Funds in the amount of \$31,543 out of the 2015/2016 Contingency Account to the Conservation Department Part-Time Payroll Account to Cover the Part-Time Salary for the New Wetland Compliance Officer.
2. Approved to amend the resolution in Agenda Item #2 to read, " A resolution as recommended by the Director of Public Works: WHEREAS, it is in the best interest of the Town of Fairfield to complete a Wastewater Facilities Planning Study including an overall comprehensive evaluation of the water pollution control facilities, collection system and pump stations; and WHEREAS, the cost of preparing such a study is \$748,205, where \$740,944 is eligible for 55% reimbursement (\$407,519) through a Federal EPA Clean Water Fund Planning Grant and the remaining balance of \$340,686 is to be split equally (\$170,343) between the Water Pollution Control Authority and the Town of Fairfield; NOW THEREFORE BE IT RESOLVED, that Michael C. Tetreau, First Selectman of the Town of Fairfield, is duly authorized to enter into and sign contracts on behalf of the Town of Fairfield with the State of Connecticut's Department of Energy and Environmental Protection for the purpose of obtaining a Federal EPA Clean Water Fund Planning Grant; and FURTHER RESOLVED, that the First Selectman is authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto to secure said grant; and FURTHER RESOLVED, that a bond resolution entitled 'A

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Resolution Appropriating \$748,205 for Costs Associated with a Wastewater Facilities Planning Study including a Comprehensive Evaluation of the Town's Water Pollution Control Facility, Collection System and Pump Stations and Authorizing the Issuance of Bonds to Finance such Appropriation with the addition of Item #11 to the Resolution being the **AGREEMENT BETWEEN THE TOWN OF FAIRFIELD AND WRIGHT-PIERCE FOR COMPREHENSIVE EVALUATION OF WATER POLLUTION CONTROL FACILITY AND COLLECTION SYSTEM INFRASTRUCTURE**, be, and hereby is, approved.

3. Approved all of the minutes presented for approval on the Agenda, Item #3, with a unanimous vote.

Chairman Flynn called the meeting to order at 7:35 p.m.

Mrs. Cook-Littman led the Pledge of Allegiance.

Mr. Flynn asked for a moment of silence in memory of the passing of Joan O'Rourke, former Registrar of Voters for the Town of Fairfield, the mother of Hal Schwartz, RTM member, and the brother of Bob Mayer.

AGENDA

1. To Hear, Consider and Approve Transfer of Funds in the amount of \$31,543 out of the 2015/2016 Contingency Account to the Conservation Department Part Time Payroll Account to Cover the Part-Time Salary for the New Wetland Compliance Officer.

Mr. Brown moved and Mr. DeWitt seconded to bring this item before the Board for discussion and possible action. Motion carried unanimously.

Brian Carey presented this item to the Board. Mr. Carey explained that this position is needed in order to clear up the back log of work that has accumulated due to the lack of staffing in the department. Mr. Becker asked Mr. Carey if it was a possibility that the Conservation Department might come back to the BOF in the future for a full time position in this spot. Mr. Carey informed the Board that he is not sure he will be successful in finding a technical person who wants a part time position but it is not his intention to look for a full time person at this time. Mr. Carey explained that the Open Space Manager is currently covering the responsibilities of this position as well as his own and this situation is creating a back log of work that doesn't seem to be diminishing in spite of dedicated effort on

**BOARD OF FINANCE
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everyone's part. Mr. Becker encouraged Mr. Carey to feel free to come back before this Board if the situation changes in any way.

Mr. DeWitt stated that he will be supporting this request. Mr. DeWitt noted that the amount approved during the budget sessions was a salary of \$31,004 with benefits of \$449 for a total amount of \$31,453.

Mr. Flynn noted that the Town was looking for a new perspective from a new Director during the budget process.

This item was approved with a vote of 7 yeas, 0 nays, 1 abstention (Walsh).

2. To Hear, Consider and Approve the following resolution as recommended by the Director of Public Works: WHEREAS, it is in the best interest of the Town of Fairfield to complete a Wastewater Facilities Planning Study including an overall comprehensive evaluation of the water pollution control facilities, collection system and pump stations; and WHEREAS, the cost of preparing such a study is \$748,205, where \$740,944 is eligible for 55% reimbursement (\$407,519) through a Federal EPA Clean Water Fund Planning Grant and the remaining balance of \$340,686 is to be split equally (\$170,343) between the Water Pollution Control Authority and the Town of Fairfield; NOW THEREFORE BE IT RESOLVED, that Michael C. Tetreau, First Selectman of the Town of Fairfield, is duly authorized to enter into and sign contracts on behalf of the Town of Fairfield with the State of Connecticut's Department of Energy and Environmental Protection for the purpose of obtaining a Federal EPA Clean Water Fund Planning Grant; and FURTHER RESOLVED, that the First Selectman is authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto to secure said grant; and FURTHER RESOLVED, that a bond resolution entitled 'A Resolution Appropriating \$748,205 for Costs Associated with a Wastewater Facilities Planning Study including a Comprehensive Evaluation of the Town's Water Pollution Control Facility, Collection System and Pump Stations and Authorizing the Issuance of Bonds to Finance such Appropriation', be, and hereby is, approved.

Mr. Becker moved and Mrs. Cook-Littman seconded to bring this item before the Board for discussion and possible action. Motion carried unanimously.

Mr. Norton and Mr. Boman presented this item to the Board. Mr. Norton explained to the Board that this study will produce a report detailing what would be needed for the upgrade of the facility going forward. Mr. Boman noted that energy management will be a large portion of this study.

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Mr. Becker asked if there was any consideration of investigating a regionalization plan with neighboring communities during this study. Mr. Boman informed the Board that any regionalization plan would require a completely separate study. Mr. Walsh asked the First Selectman to contact the Town Attorney to determine if this contract has been reviewed by the Legal staff of the Town and report his findings to this Board. In response to a question from Mr. Walsh, Mr. Tetreau informed the Board that no one involved in working on this item can recall Trumbull inquiring into the possibility of hooking into our system. Mr. Brown asked why the bond term is proposed to be 10 years when the study could take only 12-18 months. Mr. Tetreau explained that the WPCA project and the WPCA Commission is setting some of the parameters for this study. Mr. Norton gave a brief breakdown of the budget as listed in item on page 19 of the proposal. Mr. Norton noted that the last 2 items listed do not have any dollar amount as these 2 items will be determined during the completion of the study. In response to a question from Mr. Flynn, the First Selectman stated that the Town is not obligating itself to split the costs of any possible upgrades by approving the 50% responsibility for the cost of this study.

Mr. Becker moved and Mr. Brown seconded to amend the resolution to change the term of the bonding, as mentioned in paragraph 5 of the resolution from (10) annual installments and (10) years to (20) annual installments and (20) years.

After a brief discussion on the merit of changing the bonding term, the amending motion failed with a vote of 1 yea (Becker), 7 nays, 0 abstentions.

Mr. Becker explained that he had voted for the amendment since he had made the motion initially but, after the discussion, he realized that changing the term was not necessary so he will be supporting the original term as noted.

**Mrs. LeClerc moved and Mr. Flynn seconded to amend the Resolution to include the contract for this project as item #11 in the Resolution and also add wording at the end of Agenda Item #2 stating the contract as Exhibit A of the Resolution.
Motion carried unanimously.**

Motion to approve the amended Resolution to read as follows:

A resolution as recommended by the Director of Public Works: WHEREAS, it is in the best interest of the Town of Fairfield to complete a Wastewater Facilities Planning Study including an overall comprehensive evaluation of the water pollution control facilities, collection system and pump stations; and WHEREAS, the cost of preparing such a study is \$748,205, where \$740,944 is eligible for 55% reimbursement (\$407,519) through a Federal EPA Clean Water Fund Planning Grant and the remaining balance of \$340,686 is to be split equally (\$170,343) between the Water Pollution Control Authority and the Town of

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Fairfield; NOW THEREFORE BE IT RESOLVED, that Michael C. Tetreau, First Selectman of the Town of Fairfield, is duly authorized to enter into and sign contracts on behalf of the Town of Fairfield with the State of Connecticut's Department of Energy and Environmental Protection for the purpose of obtaining a Federal EPA Clean Water Fund Planning Grant; and FURTHER RESOLVED, that the First Selectman is authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto to secure said grant; and FURTHER RESOLVED, that a bond resolution entitled 'A Resolution Appropriating \$748,205 for Costs Associated with a Wastewater Facilities Planning Study including a Comprehensive Evaluation of the Town's Water Pollution Control Facility, Collection System and Pump Stations and Authorizing the Issuance of Bonds to Finance such Appropriation' with the addition of Item #11 to the Resolution being the **AGREEMENT BETWEEN THE TOWN OF FAIRFIELD AND WRIGHT-PIERCE FOR COMPREHENSIVE EVALUATION OF WATER POLLUTION CONTROL FACILITY AND COLLECTION SYSTEM INFRASTRUCTURE**, be, and hereby is, approved.

The main motion, as amended, carried unanimously.

3. To Approve Minutes:

- To Approve the Minutes of the Regular Meeting of January 6, 2015
- To Approve the Minutes of the February 5, 2015
- To Approve the Minutes of the Quarterly Meeting of February 17, 2015
- To Approve the Minutes of the Budget Hearing of March 9, 2015
- To Approve the Minutes of the Budget Hearing of March 10, 2015
- To Approve the Minutes of the Budget Hearing of March 12, 2015
- To Approve the Minutes of the Budget Hearing of March 18, 2015
- To Approve the Minutes of the Budget Hearing of March 19, 2015
- To Approve the Minutes of the Budget Hearing of March 24, 2015
- To Approve the Minutes of the Budget Hearing of March 26, 2015
- To Approve the Minutes of the Budget Hearing March 28, 2015
- To Approve the Minutes of the Budget Meeting of April 2, 2015
- To Approve the Minutes of the Special Meeting of May 7, 2015
- To Approve the Minutes of the Of the Quarterly Meeting May 12, 2015
- To Approve the Minutes of the Regular Meeting June 2, 2015

**Mr. Brown moved and Mrs. LeClerc seconded to bring this item before the Board as a single item for discussion and possible action. Motion carried unanimously.
After a short discussion, this item was carried unanimously.**

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4. To Hear, Consider and Act Upon Any Communications.
Mr. Flynn reminded the Board that September is a busy month for this Board meeting. Mr. Flynn requested Mr. Mayer to present the Board, at the Capital Planning Workshop Meeting to be held on September 15th, with updated information regarding the status of Penfield Pavilion in light of the new information regarding the FEMA decision on reimbursement.

On a motion made by Mr. DeWitt and seconded by Mr. Stone, the meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Deborah J. Garavel
Recording Secretary

EXHIBIT A

**AGREEMENT BETWEEN TOWN OF FAIRFIELD AND WRIGHT-PIERCE FOR
COMPREHENSIVE EVALUATION OF WATER POLLUTION CONTROL FACILITY
AND COLLECTION SYSTEM INFRASTRUCTURE**

THIS IS AN AGREEMENT made as of , 2014 between the Town of Fairfield, Connecticut ("CLIENT") and Wright-Pierce ("ENGINEER"). CLIENT intends to perform a wastewater facilities planning study including an overall comprehensive evaluation of the water pollution control facilities, collection system and pump stations, (the "Project"). CLIENT and ENGINEER in consideration of their mutual covenants herein agree in respect to the performance or furnishing of professional engineering services by ENGINEER with respect to the Project and the payment for those services by CLIENT as set forth in Section 2 below. Execution of this Agreement by ENGINEER and CLIENT constitutes CLIENT's written authorization to ENGINEER to proceed on the date first above written with the first phase of the Services described in Section 1 below. This Agreement will become effective on the date first above written.

SECTION 1 - SCOPE OF SERVICES

I. Study and Report Phase.

During the Study and Report phase the ENGINEER shall perform the following tasks:

Task 1 - Evaluation of Water Pollution Control Facility:

- A. Define basis of Water Pollution Control Facility evaluation. This will consist of:
1. Review, tabulate and evaluate the existing treatment plant influent flows and loads based on historic monthly operating reports for the past three (3) years. Sewage flows will be compared to water use data for sewer users.
 2. Review monthly operating records for the past 36 months to identify any permit compliance issues and discuss with WPCF staff resolution of any issues.
 3. Develop 20-year future sewage flow and loads projections utilizing the Town's *Plan of Development* report and zoning maps, census population data, State population projections, and Office of Planning and Management – *State Conservation & Development Policies Plan*. Working with Town agencies and the local health department, identify areas where sewer expansion should be considered due to failing septic systems. In addition, contact the WPCAs in the Town of Westport, Town of Trumbull, Town of Easton and City of Bridgeport (Sacred Heart) to discuss any potential for future flows from each of these municipalities.
 4. Determine if Fairfield's Sewer Service Area is consistent with the State's *Plan of Conservation and Development Mapping*. Any inconsistencies will be noted and justifications will be developed.
 5. Define any necessary changes to the Sewer Service Area map to accommodate planned development and define sewer avoidance areas.
 6. Develop revised Sewer Service Area map in digital form. The Town's existing digital GIS mapping will be utilized to develop any necessary modifications.
- B. Confirm effluent discharge limitations and identify any possible future changes to discharge permit requirements. This will include discussions with CT DEEP officials regarding the proposed Enterococci permit limits as well as discussions to determine if there are any water quality limitations or concerns with the receiving waters.
- C. Conduct a hydraulic profile evaluation. This will consist of:
1. Develop hydraulic profile calculations through the treatment facility from the influent through the plant outfall and develop hydraulic profile drawing. This information will be utilized to evaluate

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WPCF upgrade alternatives to improve flow splitting, enhance process performance, maximize capacity and eliminate any hydraulic bottlenecks.

2. Evaluate existing potential restrictions in the plant outfall and the WPCF's ability to handle peak wet weather flows. The scope anticipates evaluating the existing piping using available record drawing information and reviewing past studies performed on the outfall. Utilize such information to perform a hydraulic evaluation of calculated headloss compared to actual headloss using corresponding measured water levels in effluent tower and sea level at different effluent flow conditions. The scope also includes investigation of the outfall pipe using of divers and also closed-circuit television inspection of the outfall.

D. Evaluate potential means for mitigating the impact of sea level rise on the WPCF site. This will include reviewing the conceptual study report prepared for the WPCF by Tighe & Bond, updated FEMA flood elevations and wave action elevations that should be utilized at the Fairfield WPCF, and identifying areas of the site that may be below these new/revised elevations. The study will include a review of recommendations in the Tighe & Bond report to mitigate the impact of sea level rise of specific areas of the facility against the required storm and wave action elevations and will present additional recommendations, if necessary, for resiliency improvements to the WPCF site including use of dikes or berms, raising of structures, and flood gates.

E. Evaluate enhanced long-term nitrogen removal alternatives. This will consist of:

1. Review existing available data and develop a plan for additional sampling and analysis as required. At this time, it is assumed that five (5) rounds of composite samples will be collected and analyzed for: total and soluble cBOD5 and COD, TKN, TSS, VSS, ammonia, nitrate, nitrite, total nitrogen, organic nitrogen, total phosphorus, orthophosphate, zinc, alkalinity and pH. This will be performed for the influent, primary influent, primary effluent, final effluent, return and waste sludge, thickener overflow, gravity belt thickener filtrate and belt filter press filtrate. As necessary, ENGINEER will provide portable composite samplers to supplement the facility's existing influent, primary effluent and effluent samplers. Sample collection will be coordinated with NPDES permit required analyses to minimize the number of additional analyses and the associated costs.

ENGINEER will assist with identifying the sampling locations and with setting up the portable samplers. CLIENT's staff will collect samples and send them to CLIENT's testing laboratory. The estimated fee currently includes an estimated allowance for the additional testing costs.

2. Perform supplemental sampling of raw influent and primary effluent to assess potential impact of salt water intrusion on treatment processes. At this time, it is assumed that five (5) rounds of composite samples will be collected and analyzed for: chlorides, sodium, magnesium and calcium.

3. Perform an initial screening of potential enhanced long-term nitrogen removal alternatives. Using computer modeling, determine which nitrogen removal technologies or process modifications would be appropriate for the existing facility configuration.

4. After the nitrogen removal technologies have been screened and identified, perform dynamic computer modeling using the BioWin dynamic computer model to evaluate the most viable alternatives. This evaluation will be based on current and future projected wastewater flows and loads for up to four different operating conditions:

- a. Reconfiguration of existing anoxic and aerobic zones.
- b. Raising of effluent weirs and/or tank walls to provide additional volume.
- c. Evaluation of pre-fermentation of primary sludge.
- d. Modifications to the solids handling process and the impact of sludge digestion on nitrogen removal.

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5. Perform a life-cycle cost analysis of each of the viable nitrogen removal alternatives identified by the computer modeling effort and evaluate the advantages and disadvantages.
6. Evaluate the potential cost of purchasing nitrogen credits versus the cost of capital improvements.
- F. Evaluate short-term nitrogen removal alternatives. This will consist of:
 1. Evaluate short-term improvements that could be implemented to reduce operational costs until long-term improvements can be implemented. At this time, it is assumed that the short-term nitrogen removal improvements to be evaluated are:
 - a. Primary effluent by-pass to anoxic zones for carbon feed.
 2. Assist the CLIENT in coordinating full-scale testing of viable short-term improvements for nutrient removal.
 - G. Evaluate potential alternatives for handling peak wet weather flows through the WPCF. This will consist of:
 1. Evaluate improvements that could be implemented to improve the WPCF's capability to handle short-term wet weather peak flows and to recover from these flows including an evaluation of the impact of salt water intrusion on the secondary process. At this time, it is assumed that the improvements to be evaluated are:
 - a. Process modifications to improve mixed liquor settleability and retain solids within the aeration tanks and/or clarifiers.
 - b. Chemical addition.
 2. Assist the CLIENT in coordinating full-scale testing of viable improvements for accommodating peak wet weather flows and impacts of salt water intrusion.
 - H. Evaluate long-term sludge handling and disposal. This will consist of:
 1. Obtain and review existing available information including:
 - a. Sludge processing operating records for the past five (5) years including primary and secondary waste sludge volumes, sludge composting volumes, un-thickened, thickened and dewatered sludge solids concentrations, volatile solids reduction and gas production in digesters, polymer usage, etc.
 - b. Sludge chemical testing results.
 - c. Operation and maintenance records for the gravity thickener, belt filter press, and polymer systems, sludge pumping systems, anaerobic digesters, and composting facility.
 2. Evaluate alternative solids reduction, dewatering, treatment and disposal options. This effort will include:
 - a. Evaluate clogging issues at belt filter presses caused by struvite precipitation which is known to encrust the perforated rollers of the belt filter presses and impact the dewatering ability of perforated rollers and the overall productivity of a belt filter press.
 - b. Assess available digester mixing technologies (pump mixed system or pulsed air system) to eliminate need for existing gas system which clogs.
 - c. Evaluate potential future use of existing unused digester tank. Consider requirements for rehabilitation and placing back in service as part of the anaerobic sludge digestion process and consider alternative uses for tank such as sludge storage or other potential uses.
 - d. Obtain and review report prepared by Fuss & O'Neill regarding more efficiently capturing and utilizing the methane gas production in the anaerobic digestion process. Review report recommendations for possibly increasing methane production for energy generation.
 - e. Review viable options for co-generation system other than fuel cells or microturbines.

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This evaluation will consider recommendations of Fuss & O'Neill report including potential for increased methane production.

f. Conduct a cost-benefit analysis on maintaining or abandoning the digesters and treating ammonia, including the impacts of filtrate loadings on the existing processes and energy production and possible increases in methane gas production.

g. Evaluate and address foaming issues in digesters and floating cover supports including ballast blocks.

h. Review compost facility operations with CLIENT's WPCF staff including status of existing processes, equipment, controls, building, ventilation and odor control systems. Evaluate necessary upgrade alternatives to each system.

i. Perform cost-benefit analysis of maintaining sludge composting operations compared to other off-site sludge disposal alternatives such as incineration.

I. Evaluate existing equipment and unit processes. This will consist of the following tasks:

1. Evaluate the condition, age and efficiency of each unit process and associated equipment, including the ability to meet future flows and loadings and future anticipated permit limits. This effort will include an evaluation of the following:

a. Headworks including mechanical screen and screenings conveyor.

b. Raw sewage pumping system.

c. Grit removal system and potential alternative grit removal.

d. Primary settling tanks and primary sludge pumps including structural evaluation of primary settling tanks and the need for concrete rehabilitation. It will be necessary for CLIENT to drain and clean one or more primary settling tanks during the study to allow ENGINEER to evaluate the tanks.

e. Aeration tanks and aeration system.

f. Secondary clarifiers, return activated sludge pumps and waste activated sludge pumps.

g. Effluent disinfection system and impacts of proposed Enterococci limits.

h. Effluent flow meter.

i. Effluent pumping system and outfall piping.

j. Gravity thickener.

k. Gravity belt thickener.

l. Anaerobic digestion system.

m. Belt filter press system

n. Sludge composting system including processes, equipment, controls, ventilation, building and odor control systems.

o. Piping and valves throughout the facility based on WPCF staff knowledge.

p. Building systems, including HVAC, lighting, roofs, windows, etc. Evaluation will include alternatives to improve temperature control throughout the facility, particularly in electrical rooms.

Evaluation will also include a review of building and electrical code classifications, confined space requirements and related issues.

q. Standby power generator.

r. Electrical systems including evaluation of potential power demand and usage monitoring system throughout the WPCF.

s. Instrumentation and control systems.

t. Odor control systems.

u. Exterior areas.

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2. Evaluate alternatives for modifications to or replacement of equipment, structures and building systems. This will include:
 - a. Contact equipment manufacturers to obtain budget capital costs.
 - b. Develop estimated capital and operational costs for each equipment alternative.
 - c. Develop cost-benefit analysis for each alternative and ranking list.
3. Evaluate the facility's actual vs. permitted capacity. Using the BioWin model, along with a review of the facilities' hydraulic profile, pipe capacities and pumping capacities, determine the feasibility and limitations to allow for a higher hydraulic and/or organic treatment capacity.
- J. Review recently completed energy audit studies of the wastewater treatment facility. This effort will consist of:
 1. Obtain and review the existing energy study of Fairfield WPCF completed by JKMuir, LLC for United Illuminating. Based on a review of this report, identify if any additional energy studies at the WPCF should be conducted to supplement the information contained in the JKMuir report.
 2. Based on the previous energy study and any additional investigations, identify and prioritize recommended improvements from previous report based on their associated ease of implementation, upgrade cost and energy savings. Incorporate the findings of the previous JKMuir report and any additional investigations into the overall facilities plan recommendations. The evaluation will consider the items included in the JKMuir report as well as any other items identified by ENGINEER after review of the report.
 3. Review/identify lighting, HVAC systems, building systems, controls, etc. that could be replaced with newer, more energy efficient systems.
 4. Based on the previous study recommendations and any additional evaluation findings, develop a list of energy conservation measures, including low/no-cost improvements that could be implemented without any major modification to the facility.
 5. Perform a cost-benefit analysis of the conservation measures identified and develop a prioritized list based on the predicted payback period. Based on cost-effectiveness and ease of implementation, develop a recommended plan of energy efficient improvements.
 6. Identify the recommended improvements that could qualify for grant funding through the electrical utility's conservation program for the proposed WPCF improvements.
- K. Evaluate plant staffing requirements including:
 1. Using New England Interstate Water Pollution Control Commission published criteria, determine the facility's staffing requirements.
 2. Develop recommendations for number of staff and qualifications at the Fairfield facility.
 3. Plant staffing requirements will be developed based on the recommended improvements to the WPCF.
- L. Evaluate options to finance possible upgrade projects including:
 1. Contact Town's Finance Director to discuss potential financing programs.
 2. DEEP Clean Water Fund (CWF) grant and loan.
 3. Sewer user fees.
 4. United Illuminating (UI) Energy Rebate Grants.
 5. Other.
- M. Develop Recommended Plan - Based on the above evaluation process, identify recommended improvements to the WPCF. This will include a preliminary layout of the proposed improvements, estimates of capital and operation and maintenance (O&M) costs, preliminary sizing of new

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equipment, recommended implementation plan and schedule. A prioritized listing of the recommended improvements will be developed. A phased approach to the recommended implementation schedule will be developed as appropriate.

N. Develop environmental assessment (as required by CT DEEP to qualify for CWF), for the recommended upgrade improvements including impacts to:

1. Air and water quality.
2. Floodplains and wetlands.
3. Farmlands and aquifer protection zones.
4. Historical, archeological and endangered areas.
5. Induced growth, water supply, etc.
6. Socio-economic impacts.

O. Identify permits, licensing and certifications necessary to implement the recommended plan.

P. Prepare Wastewater Treatment Facilities Plan report including:

1. Executive summary, conclusions and recommendations.
2. Introduction, goals and objectives.
3. Basis of design, flows and loads, sewer service area, regulatory requirements.
4. Evaluation of existing liquid stream treatment facilities and alternative improvements.
5. Evaluation of treatment plant and outfall hydraulics.
6. Evaluation of nitrogen removal alternatives.
7. Evaluation of existing solids handling facilities.
8. Evaluation of alternative solids handling improvements.
9. Energy evaluation.
10. Evaluation of plant-wide support systems and buildings.
11. Environmental assessments.
12. Permit Requirements.
13. Recommendations.
14. Financing options.
15. Implementation plan and schedule.

Q. Furnish six (6) copies of the draft report and attend one (1) meeting to review draft report with CLIENT. Furnish one copy of the draft report to the CT DEEP for review.

R. Conduct Public Hearings - prepare for and attend one (1) public hearing to present the findings of the wastewater facilities planning study.

S. Revise the draft report in response to CLIENT's comments, as appropriate, and furnish six (6) final copies of the report to CLIENT. Also, provide one (1) copy of final report to CT DEEP.

Task 2 - Pump Station Evaluation:

A. Review monthly operating records for the past two (2) years for each of the eight (8) pump stations.

B. Conduct workshop(s) with WPCF staff along with site visits to each of the pump stations within the collection system to review the condition of each station and assess any issues that may require improvements including:

1. Deterioration of existing equipment, including mechanical, electrical and instrumentation systems, piping and valves.
2. Condition of existing force mains based on visual inspections and review of actual headloss compared to calculated headloss conditions. Robotic inspections can be provided as an additional service but are currently not included in the fee. The scope does not include additional

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investigations such as the use of robotic, coupon testing or other inspections of the force mains. Should these additional investigations become required, ENGINEER shall notify CLIENT and work with CLIENT to develop an acceptable scope and fee for this work as an Additional Service.

3. Repair or upgrade needs for exterior site improvements, building structures, security measures, etc.

4. Confined space entry.

5. Code issues related to ventilation and/or electrical classification.

6. Energy efficiency (pumps and motor types). WPCF staff will assist with installation of pressure gages on pumps as needed to determine existing operational conditions.

7. Grease accumulation in the wet well.

8. Clogging issues due to excessive rags.

9. Instrumentation, telemetry and control needs.

10. Nuisance odors and concrete corrosion.

C. Perform an energy audit of all pump stations. This will consist of:

1. Obtain and review rate schedules and monthly electrical and fuel bills for the past (2) two years for each of the pump stations.

2. Assist the CLIENT in participating in the EPA's energy consumption benchmarking program to determine baseline conditions for each of the pump stations.

3. Assess current power use and evaluate the feasibility of installing VFDs and replacing the motors with premium efficiency units. Consider other improvements, such as lighting, HVAC systems, building systems, controls, etc. that may be replaced with newer, more energy efficient systems.

4. Evaluate the current wet well settings at each of the pump stations and identify potential operational changes that may reduce the power demand and costs for each station.

5. Compare pump's discharge pressures against pump curve information to determine if force main cleaning could result in reduced power demand and costs for each station. CLIENT will assist in installing suction and pressure gages as needed.

6. Based on the evaluation findings, develop a list of energy conservation measures indicating low/no-cost improvements that may be implemented without any major modifications to the pump stations.

7. Perform a cost-benefit analysis of the conservation measures identified and develop a prioritized list based on the predicted payback period. Based on cost-effectiveness and ease of implementation, develop a recommended plan of energy efficient improvements.

D. Evaluate improvement needs related to the items identified above. This will include the following:

1. Review pump station run time data and planned sewer growth within each pump station's drainage area to identify potential capacity issues of pumping systems and force mains.

2. Evaluate pump station mechanical, electrical, instrumentation, telemetry and control systems, building systems, site improvements to determine necessary upgrade needs.

3. Evaluate modifications to address grease accumulation, pump clogging issues, confined space entry requirements, code related issues, energy efficiency, site security and odor control.

4. Identify the recommended improvements that could qualify for grant funding through the United Illuminating (UI) Energy Rebate Grants Program.

E. Evaluate potential means for mitigating the impact of sea level rise on the pump stations. This will include reviewing updated FEMA flood elevations and wave action elevations that

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should be utilized at Fairfield's coastal pump stations and identifying areas of the pump station sites that may be below these new/revised elevations. The study will include recommendations to mitigate the impact of sea level rise on specific areas of the pump stations against the FEMA storm and wave action elevations and will present recommendations for improved resiliency at the pump station locations including use of dikes or berms, raising structures, and flood gates.

F. Evaluate options to finance possible upgrade projects including:

1. Contact Town's Finance Director to discuss potential financing programs.
2. DEEP Clean Water Fund (CWF) grant and loan.
3. Sewer user fees.
4. United Illuminating (UI) Energy Rebate Grants.
5. Other.

G. Develop a recommended upgrade plan including a phased implementation plan.

H. Develop a report summarizing the recommended improvements to each of the pump stations, including estimated costs and implementation plan. Furnish six (6) copies of the draft report and attend one (1) meeting to review draft report with CLIENT. Furnish one copy of the draft report to the CT DEEP for review.

I. Revise the draft report in response to CLIENT's comments, as appropriate, and furnish six (6) final copies of the report to CLIENT. Also, provide one (1) copy of final report to CT DEEP for review.

Task 3 - Hydraulic Modeling of Interceptor Sewers:

A. Develop a hydraulic model for the East Trunk and West Trunk interceptors and siphons flowing to the treatment plant. This will consist of:

1. Obtain as-built drawings of the East and West Trunk interceptors including existing siphons.
2. Using SewerCAD, develop a hydraulic model and determine the carrying capacity of the interceptors and siphons.

3. Develop a flow monitoring plan for the calibration of the model, and to determine the volume of I/I into the interceptors. Install and monitor flow meters at key manholes for a one (1) week period during spring time wet weather conditions. At this time, it is assumed that up to eight (8) portable flow meters are required in addition to the meters being used for the I/I evaluation. CLIENT will provide two (2) personnel to assist ENGINEER with effort to install and remove the meters. CLIENT will also provide traffic control as required by the Town.

4. Inspect key manholes for evidence of peak wet weather flow elevations and/or surcharging elevations to help calibrate the model. CLIENT will provide two (2) personnel to assist ENGINEER with effort to locate and open key manhole covers. CLIENT will also provide traffic control as required by the Town.

5. Using the flow monitoring and manhole inspection data, calibrate the model to reflect current peak flow conditions.

6. Using the data developed under Task 1 of this project, develop future sewer growth wastewater flow projections from the upstream drainage basins.

7. Evaluate the impact to the sewer interceptors from increased flows from future sewer areas due to wastewater flow projections and I/I sources. Identify the hydraulic "bottlenecks" in the system.

8. Evaluate potential alternative routes for sections of the two trunk interceptors to avoid existing wet areas. Utilize the hydraulic model to evaluate the hydraulic impact of these alternative routes.

Estimate construction costs for the potential alternative routes vs. pipe rehabilitation options.

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9. Assess condition of the two 18-inch siphons located on the existing East Trunk interceptor by measuring water levels in inlet and outlet, monitoring flows and performing hydraulic modeling. Also perform visual inspections of siphons as possible. Robotic inspections can be provided as an additional service but are currently not included in the fee. The scope does not include additional investigations such as the use of robotic, coupon testing or other inspections of the interceptors, and cleaning and draining of siphons as may be required. Should these additional investigations become required, ENGINEER shall notify CLIENT and work with CLIENT to develop an acceptable scope and fee for this work as an Additional Service.

B. Prepare a report summarizing the findings of the modeling effort, and recommendations of any alternatives to relocate portions of the East and West Trunk interceptors and to address any hydraulic bottlenecks and/or deteriorated pipe segments identified to increase flow capacity and reduce infiltration and inflow.

Task 4 – Infiltration and Inflow Evaluation:

A. Perform an infiltration and inflow (I/I) analysis of the sanitary sewer system. This will consist of:

1. Compile and review existing available information including:

- a. Past I/I and SSES reports and identification of known I/I problem areas;
- b. completed rehabilitation work;
- c. available sewer maps;
- d. as-built design or record drawings;
- e. sewer maintenance/O&M records;
- f. treatment plant and pump station flow records and/or pump station runtime data;
- g. overflow and bypass records;
- h. water consumption data;
- i. rainfall and groundwater data;

j. Town planning documents including most recent *Plan of Development* and OPM Plan of Conservation and Development; and

2. Meet with WPCA staff and GIS Department to review available sewer mapping to identify any missing segments and manhole numbering system. Develop/update sewer system mapping as necessary for the I/I evaluation. The map will include sewer diameter sizing and manhole numbering based on the AutoCAD or GIS system map provided by the CLIENT in electronic format. Scope does not include development of a new sewer system map based solely on record drawings and anticipates that an updated map will be provided by CLIENT in either AutoCAD or GIS format.

3. Identify/delineate sewer system drainage basin sub areas based on sewer map. Identify key manholes for initial flow monitoring of each drainage basin. Perform limited manhole inspections of potential flow monitoring location manholes to verify access and suitability for use for flow meter installation. CLIENT will provide two (2) personnel to assist ENGINEER with effort to locate and open manhole covers. CLIENT will also provide traffic control as required by the Town.

4. Using the existing population data, water use and projected wastewater generation per capita, develop baseline wastewater flows. Using existing wastewater flow records and rainfall records develop a preliminary assessment of the amount of infiltration and inflow within the entire

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collection system. Review available pump station run-time or flow data to assess the amount of infiltration and inflow within specific pump station drainage areas.

5. Develop Field Investigation Plan - Based on the above tasks, summarize the findings and develop a plan that identifies where flow monitoring and flow isolation testing is or is not required. The goal of the field investigations will be to assess I/I rates within each of the sub basins and prioritize where future SSES investigations should occur.

6. Meet with CLIENT to review the Field Investigation Plan.

B. Conduct infiltration/inflow evaluation of drainage basins in the collection system. This will consist of:

1. During the spring, conduct flow monitoring utilizing portable flow recorders installed in key manholes. ENGINEER will install up to 40 portable flow meters. These meters will be installed for a period of eight (8) weeks to record the magnitude and variation of I/I flows from key sewer segments. The CLIENT will provide up to two (2) personnel to assist the ENGINEER with the installation, downloading and removal of these meters. CLIENT will also provide traffic control as required by the Town.

2. Install automatic rainfall monitoring stations in up to four areas of the collection system during the eight week flow monitoring period, depending on the drainage basins being evaluated. Correlate rainfall data with flow metering data to determine the relative impact of rainfall on I/I flows.

3. Establish up to eight groundwater monitoring stations within key manholes during the eight week flow monitoring period to allow for correlation of groundwater levels with flow metering data. Determine the relative impact of groundwater levels on I/I flows.

4. Based on the flow metering data and manhole inspections, identify sub-basin areas with significant I/I flows and develop a specific scope for sewer system evaluation (SSES) effort.

5. Prepare technical memorandum summarizing the findings of the infiltration/inflow evaluation.

Task 5 – Meetings:

A. Conduct up to twelve (12) workshop meetings with CLIENT's staff during WPCF and pump station evaluations.

B. Prepare for and attend up to six (6) progress meetings with CLIENT's Board.

Task 6 – Sewer System Evaluation Survey:

A. When the I/I Evaluation is completed and finalized, ENGINEER shall conduct a Sewer System Evaluation Survey (SSES) of select areas within the drainage basins identified with significant I/I. ENGINEER shall develop a detailed scope and fee for the SSES at the completion of the I/I Evaluation and when the areas to be investigated further have been identified. In general, the SSES effort will consist of:

1. Following receipt and evaluation of the flow meter data, perform flow isolation testing in select sub drainage basins within the collection system showing high I/I flows to determine the magnitude and general location of the I/I from individual sewer segments. This will consist of flow isolation using hand-held portable flow meters during the night when there is little sewage flow, and when it is not raining, in order to identify the magnitude and general location of infiltration. Up to ___ nights of night-time flow isolation during low groundwater during the summer after the flow metering is performed and up to ___ nights of night-time flow isolation during high groundwater the following spring, will be performed. The intent of the flow isolation testing is to identify areas of the collection system where CCTV inspection should be conducted.

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The CLIENT will provide two (2) personnel to assist the ENGINEER in these nighttime flow isolation efforts. CLIENT will also provide traffic control as required by the Town.

2. Perform up to ____ number of days of inspection of select sewer manholes within the identified sewer segments during high groundwater conditions, catalog their condition and make an estimate of I/I flow due to leaks, or through leaking covers. The CLIENT will provide two (2) personnel to assist ENGINEER in this effort. CLIENT will also provide traffic control as required by the Town.
 3. Perform up to ____ number of days of smoke testing of identified sections of the collection system during dry, low groundwater periods, to identify sources of inflow. ENGINEER will review the system prior to the smoke testing. The CLIENT will provide two (2) personnel to assist ENGINEER in this effort. CLIENT will coordinate with local fire and rescue departments. CLIENT will also provide traffic control as required by the Town.
 4. Assist CLIENT with preparation, implementation and distribution of public notifications for the smoke testing and building inspections. This will include a notification on the Town's web site, press releases, mailings and door hangers.
 5. Perform up to ____ number of days of building inspections within select areas to identify sources of private inflow. The CLIENT will provide one (1) person to assist one (1) person from ENGINEER with this effort.
 6. Coordinate TV inspection work of up to ____ lineal feet within select sections of the collection system. The ENGINEER will provide one (1) person to periodically monitor TV inspection work over the determined period. CLIENT will also provide traffic control as required by the Town.
 7. Compile the results from the manhole inspections, smoke testing, TV inspections and building inspections and develop a listing of identified I/I sources.
 8. Evaluate sewer rehabilitation methods for each I/I source and develop cost estimates.
 9. Perform a cost-effective analysis of the cost to remove or remediate the identified I/I sources, compared to the projected amount of I/I that would be removed by each corrective action. The sewer remediation costs will be compared to the projected costs to treat the equivalent I/I flows at the treatment plant.
- B. Prepare a report summarizing the I/I and SSES evaluation efforts. The report will include a prioritized listing of identified I/I sources to be repaired, recommended rehabilitation methods, estimate of construction costs and implementation plan. Furnish six (6) copies of the draft report and attend one (1) meeting to review draft report with CLIENT.
- C. Revise the draft report in response to CLIENT's comments, as appropriate, and furnish six (6) final copies of the report to CLIENT. Also, provide one (1) copy of report to DEEP for review.
- D. The fee for the SSES phase of the project is not included at this time and will be developed following the I/I evaluation and included as an amendment to the original Agreement.

Task 7 – Capital Improvement Plan:

- A. Assist the CLIENT in developing a prioritized Capital Improvement Plan for the collection system following completion of the Sewer System Evaluation Survey. This will consist of the following:
1. Meet with CLIENT to review findings and recommendations of the proposed pump station improvements and collection system rehabilitation improvements.
 2. Review costs associated with recommended improvements and discuss CLIENT's proposed funding capabilities for a long-term capital improvement program.

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3. Develop a general assessment of the value, useful life, maintenance requirements and future potential upgrade requirements of each of the collection system components.
4. Based on the general assessment, prioritize the infrastructure system long-term upgrade needs.
5. Develop a prioritized long-term capital improvement plan with appropriate cost estimates based on CLIENT's proposed annual capital improvement funding capabilities.
6. Develop a technical memorandum summarizing the above effort including the long-term capital improvement plan.

B. CLIENT assesses fees to applicants requesting a new or revised connection to the Town's wastewater collection system to support on-going efforts for the proper removal of inflow and infiltration from the Town's collection system and to assure that the new flows do not impact existing users. Assist the CLIENT in reviewing and revising the method of determining the I/I abatement fee charged for new connections. This will consist of the following:

1. Review Existing Information - ENGINEER shall review the original basis as well as any updates used to develop the original fee value. This effort will include a review of the current fee structures charged by CLIENT as well as the revenue collected from the fees. This work will also be compared with the costs developed as part of the SSES work for the cost to convey and treat flows and the cost for removal of flows from the system. The specific scope and fee for the SSES work under Task 6 will be developed following completion of the I/I Evaluation completed under Task 5.
2. Research Other Community Fees – ENGINEER shall identify other communities charging similar fees and develop a tabular comparison and analysis of fee structures. Up to ten other communities will be contacted to obtain their fee information.
3. Regulatory Policy Review – ENGINEER shall review CT DEEP policies regarding the implementation of I/I fees and associated removal ratios, if any.
4. Implementation Policy – ENGINEER shall review the CLIENT's implementation of the I/I fee and provide recommendations for written policy for CLIENT's implementation process and procedures regarding the fee. ENGINEER shall review other communities' implementation policies as available for guidance and provide a summary to the CLIENT.
5. Prepare a technical memorandum summarizing findings and discuss any modifications recommended as a result of the analysis. Present results to CLIENT and incorporate comments into final revised memorandum.
6. Attend meetings with CLIENT related to I/I abatement fee as requested. Up to two (2) meetings have been budgeted.

II. Preliminary Design Phase.

The scope and fee for Preliminary Design Phase services will be developed after the completion of the Study Phase as desired by the CLIENT.

III. Final Design Phase.

The scope and fee for Final Design Phase services will be developed after the completion of the Study as desired by the CLIENT.

IV. Bidding Phase

The scope and fee for the Bidding Phase services will be developed after the completion of the Study Phase as desired by the CLIENT.

V. Construction Phase.

The scope and fee for the Construction Phase services will be developed after the completion of the Final Design Phase as desired by the CLIENT.

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VI. Operational Phase.

The scope and fee for the Operational Phase services will be developed after the completion of the Final Design Phase as desired by the CLIENT.

VII. Additional Services.

During ENGINEER's work on the project it may become apparent to either CLIENT or ENGINEER that Additional Services not included in the basic Scope of Services are desired. ENGINEER will undertake to provide such Additional Services upon CLIENT's written authorization. Possible additional services include:

A. Providing CCTV inspection services for WPCF outfall, interceptor siphons and pump station force mains. Also provide cleaning of pipelines to perform such inspections.

SECTION 2 - COMPENSATION

I. Payments to ENGINEER

ENGINEER's fee for the services outlined in the **SCOPE OF SERVICES** section of this Agreement is as follows:

A. CLIENT shall pay ENGINEER for those services described under Scope Item I., costs plus fixed fee plus reimbursable expenses based on the following assumed distribution of compensation. A breakdown of the fee for each phase of the project and the 5700 form are provided in Exhibit B. The scope and fee associated with the Sewer System Evaluation Survey (SSES) effort and the Capital Improvement Plan development effort described in Tasks 6 and 7 will be determined following the I/I Evaluation and is not included in the Total Estimated Compensation below.

Town of Fairfield Water Pollution Control Authority Comprehensive Evaluation of WPCF and Collection System Infrastructure

SUMMARY OF ENGINEERING FEES

Task Description Direct Labor Indirect Labor

Reimbursable

Expenses

Subcontract

Costs Fixed Fee

Total Estimated

Compensation

Task 1 Evaluation of Wastewater Treatment Facility \$82,734 \$138,985 \$4,937 \$45,000 \$35,508
\$307,164

Task 2 - Pump Station Evaluation \$20,944 \$35,184 \$800 \$15,000 \$9,169 \$81,097

Task 3 - Hydraulic Modeling \$21,380 \$35,917 \$792 \$10,000 \$9,095 \$77,184

Task 4 - I/I Evaluation \$23,554 \$39,568 \$1,006 \$165,000 \$17,718 \$246,847

Task 5 - Meetings & Workshops \$11,028 \$18,526 \$1,926 \$0 \$4,433 \$35,912

Task 6 - Sewer System Evaluation Survey *Budget for Task 6 will be developed when Task 5 is completed*

Task 7 - Capital Improvement Plan *Budget for Task 7 will be developed when Task 6 is completed*

Maximum Not-to-Exceed Compensation (Excluding Task 6 and 7) \$748,204

Costs are defined as the sum of the following:

a. Direct Labor Costs chargeable to the Project.

b. Indirect Costs at a rate established in accordance with EPA guidelines. Indirect Costs are determined by multiplying Direct Labor Costs by the Indirect Cost Rate.

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c. Reimbursable Expenses and charges for Consultants' services.
For services of ENGINEER's Consultants on the Project, ENGINEER will bill CLIENT the amount Consultants bill ENGINEER times a factor of 1.05. For reimbursable expenses used on the project, ENGINEER will bill CLIENT the actual cost for such expenses.
If it becomes apparent to ENGINEER at any time that the total amount of compensation to be paid to ENGINEER for these services will exceed the estimate, ENGINEER will so notify CLIENT in writing. CLIENT and ENGINEER will then promptly meet to review the status of the Project, and CLIENT will either agree to an increase in the estimated total compensation or CLIENT and ENGINEER will agree on a reduced Scope of Services so that the total compensation remains within the original estimate. Unless CLIENT informs ENGINEER promptly upon notification of a possible fee overrun to suspend work on the Project, CLIENT will pay ENGINEER for all services rendered prior to reaching agreement on a revised Scope or compensation estimate. For authorized Additional Services, ENGINEER will develop a separate scope and cost-plus fixed-fee estimate for review and approval by OWNER and CT DEEP. This Agreement (consisting of pages 1 to 20 inclusive and Exhibits A and B) constitutes the entire agreement between CLIENT and ENGINEER and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the date first above written.

CLIENT: ENGINEER:

By: John W. Braccio, P.E., Title: President, Date, Address for giving notices
Town of Fairfield, 725 Old Post Road, Fairfield, Connecticut 06824; WRIGHT-PIERCE, 169 Main Street, 700 Plaza Middlesex, Middletown, Connecticut 06457

**SCHEDULE OF TERMS AND CONDITIONS FOR AGREEMENT BETWEEN
TOWN OF FAIRFIELD AND WRIGHT-PIERCE DATED**

EXHIBIT A

SCHEDULE OF TERMS AND CONDITIONS

(CLIENT IS OWNER)

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SCHEDULE OF TERMS AND CONDITIONS

(CLIENT IS OWNER)

1.0 Standard of Care

The standard of care for all professional engineering and related services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar conditions at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

2.0 Client's Responsibilities

Except as otherwise provided in this Agreement, CLIENT shall do the following in a timely manner as requested by ENGINEER and shall bear all costs incident thereto:

- 2.1. Designate in writing a person to act as CLIENT's representative with respect to the services to be performed or furnished by ENGINEER under this Agreement. Such person will have complete authority to transmit instructions, receive information, interpret and define CLIENT's policies and decision with respect to ENGINEER's services for the Project.
- 2.2. Provide all criteria and full information as to CLIENT's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements,

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flexibility and expendability, and any budgetary limitations, and furnish copies of all design and construction standards which CLIENT will require to be included in the Drawings and Specifications.

2.3. Assist ENGINEER by placing at ENGINEER's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project as requested by ENGINEER.

2.4. Arrange for access to and make all provisions for ENGINEER to enter upon public and private property as required for ENGINEER to perform services under this Agreement.

2.5. Provide approvals and permits from all governmental authorities having jurisdiction to approve the portions of the Project designed or specified by ENGINEER and such approvals and consents from others as may be necessary for completion of such portions of the Project.

2.6. Give prompt written notice to ENGINEER whenever CLIENT observes or otherwise becomes aware of any development that affects the scope or time of performance or furnishing of ENGINEER's services, or any defect or nonconformance in ENGINEER's services or in the work of any Contractor.

3.0 Reuse of Documents

3.1. Documents are Instruments of ENGINEER's Service. All documents including Drawings and Specifications provided or furnished by ENGINEER (or ENGINEER's Consultants) pursuant to this Agreement are instruments of service in respect of the Project, and ENGINEER and ENGINEER's Consultants, as appropriate, shall retain an ownership and property interest therein (including the right of reuse by and at the discretion of ENGINEER and ENGINEER's Consultants, as appropriate) whether or not the Project is completed. CLIENT may make and retain copies of documents for information and reference in connection with the use and occupancy of the Project by CLIENT. Such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any such reuse without written verification or adaptation by ENGINEER and ENGINEER's Consultants, as appropriate, for the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to ENGINEER, or to ENGINEER's Consultants, and CLIENT shall indemnify and hold harmless ENGINEER and ENGINEER's Consultants from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle ENGINEER to further compensation at rates to be agreed upon by CLIENT and ENGINEER.

3.2. Records Retention/Access to Records.

ENGINEER will retain pertinent records relating to the services performed under this Agreement for a period of six (6) years following completion of the services, during which period the records will be made available to CLIENT at ENGINEER's office during normal business hours with reasonable advance notice. Copies will be prepared by ENGINEER for CLIENT for reasonable cost of reproduction and associated labor.

3.3. Information transmitted to CLIENT on Computer Disk or by electronic means. The CLIENT acknowledges that any revisions made to electronic media and any consequences of its direct or indirect use by the CLIENT or its agents are beyond the control of the ENGINEER. The ENGINEER cannot be held responsible for software errors, for deterioration of data due to aging, damage to the computer disk, or for failure of the data to respond as intended if used with software and/or operating systems other than those on which it was developed. The original document maintained by the ENGINEER shall be the controlling document.

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4.0 Third Party Information

CLIENT acknowledges and agrees that ENGINEER may solicit and reasonably rely on third party information essential and relative to the performance of ENGINEER's duties created and addressed by this Agreement whenever such information is under the control of a third party; and, ENGINEER will not be responsible or liable for the direct or indirect consequences of its reliance on such third party information. Examples of the type of third party information addressed above include, but are not limited to, any information within the control of any of the following: a public, quasi-public or private utility; a governmental body, agency or government (federal, state or local); a water and/or sewer facility, district or entity; or, an agent or employee of CLIENT.

5.0 Estimates of Cost

Since ENGINEER has no control over the cost of labor, materials or equipment or over Contractor(s)' methods of determining prices, or over competitive bidding or market conditions, its estimate of probable project costs provided for herein are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry, but ENGINEER cannot and does not guarantee that proposals, bids or the project costs will not vary from its estimate of probable costs. If, prior to the Bidding or Negotiating Phase, CLIENT wishes greater assurance as to the project costs, CLIENT shall employ an independent cost estimator. Engineering services to modify the Contract Documents to bring the project costs within T10297 A-2 November 11, 2014 any limitation established by CLIENT will be considered Additional Services and paid for as such by CLIENT. The construction cost of the entire Project (herein referred to as "Construction Cost") means the total cost to construct the project including furnishing and installing all equipment and materials, but it will not include ENGINEER's compensation and expenses, the cost of land, right-of-way, or compensation for or damages to properties unless this Agreement so specifies, nor will it include CLIENT's legal, accounting, insurance counseling or auditing services, or interest and financing charges incurred in connection with the Project.

6.0 Allocation of Risks

6.1. ENGINEER shall Indemnify CLIENT from Claims caused by ENGINEER's Negligence To the fullest extent permitted by law, ENGINEER shall indemnify and hold harmless CLIENT, CLIENT's officers, directors, partners, employees and agents from and against any and all claims, costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of ENGINEER or ENGINEER's officers, directors, partners, employees, agents and ENGINEER's Consultants in the performance and furnishing of ENGINEER's services under this Agreement.

6.2. CLIENT shall Indemnify ENGINEER from Claims caused by CLIENT's Negligence To the fullest extent permitted by law, CLIENT shall indemnify and hold harmless ENGINEER, ENGINEER's officers, directors, partners, employees and agents and ENGINEER's Consultants from and against any and all claims, costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of CLIENT or CLIENT's officers, directors, partners, employees, agents and CLIENT's consultants with respect to this Agreement or the Project.

6.3. CLIENT shall Indemnify ENGINEER from Claims caused by Hazardous Waste. In addition to the indemnity provided under Paragraph 6.2 of this Schedule, and to the fullest extent permitted by

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law, CLIENT shall indemnify and hold harmless ENGINEER and its officers, directors, partners, employees and agents and ENGINEER's Consultants from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs) caused by, arising out of or relating to the presence, discharge, release or escape of Asbestos, PCBs, Petroleum, Hazardous Waste, or Radioactive Material at, on, under or from the Project site.

6.4. ENGINEER's Liability Limited to Amount of Insurance Proceeds Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate, of ENGINEER and ENGINEER's officers, directors, partners, employees, agents and ENGINEER's Consultants, and any of them, to CLIENT and anyone claiming by, through or under CLIENT, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty express or implied of ENGINEER or ENGINEER's officers, directors, partners, employees, agents or ENGINEER's Consultants or any of them (hereafter "CLIENT's Claims"), shall not exceed the total insurance proceeds paid on behalf of or to ENGINEER by ENGINEER's insurers in settlement or satisfaction of CLIENT's Claims under the terms and conditions of ENGINEER's insurance policies applicable thereto (excluding fees, costs and expenses of investigation, claims adjustment, defense and appeal). If no such insurance coverage is provided with respect to CLIENT's Claims, then the total liability, in the aggregate, of ENGINEER and ENGINEER's officers, directors, partners, employees, agents and ENGINEER's Consultants and any of them to CLIENT and anyone claiming by, through or under CLIENT, for any and all such uninsured CLIENT's Claims shall not exceed the ENGINEER's fee or \$100,000, whichever is less.

6.5. Exclusion of Special, Incidental, Indirect and Consequential Damages To the fullest extent permitted by law, and notwithstanding any other provision in the Agreement, ENGINEER and ENGINEER's officers, directors, partners, employees, agents and ENGINEER's Consultants shall not be liable to CLIENT or anyone claiming by, through or under CLIENT for any special, incidental, indirect or consequential damages whatsoever, arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, professional errors or omissions, strict liability, breach of contract or warranty express or implied of ENGINEER or ENGINEER's officers, directors, partners, employees, agents or ENGINEER's Consultants, or any of them.

6.6. Limitation of ENGINEER's Liability on Comparative Negligence Basis

To the fullest extent permitted by law, ENGINEER's total liability to CLIENT and anyone claiming by, through or under CLIENT for any claim, cost, loss or damages caused in part by the negligence of ENGINEER and in part by the negligence of CLIENT or any other negligent entity or individual, shall not exceed the percentage share that ENGINEER's negligence bears to the total negligence of CLIENT, ENGINEER and all other negligent entities and individuals determined on the basis of comparative negligence principles. CLIENT further agrees to hold harmless ENGINEER against any such claim, cost, loss or damages but only to the extent of the percentage share that CLIENT's negligence bears to the total negligence of CLIENT, ENGINEER and all other negligent entities and individuals determined on the basis of comparative negligence principles.

7.0 Insurance

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7.1. ENGINEER's Insurance

ENGINEER shall procure and maintain insurance for protection from claims under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use resulting therefrom. Upon request, ENGINEER shall list CLIENT as an additional insured on ENGINEER's general liability insurance policy, and shall provide CLIENT with a copy of the Certificate of Insurance. T10297 A-3 November 11, 2014

7.2. CLIENT's Insurance and Contractor's Insurance

CLIENT shall list ENGINEER and ENGINEER's Consultants as additional insureds on any general liability or property insurance policies carried by CLIENT which are applicable to the Project. CLIENT shall require Contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to list ENGINEER and ENGINEER's Consultants as additional insureds with respect to such liability, property and other insurance purchased and maintained by Contractor. All policies of property insurance shall contain provisions to the effect that ENGINEER and ENGINEER's Consultants' interests are covered and that in the event of payment of any loss or damage the insurers will have no rights of recovery against the insured or any additional insureds thereunder.

7.3. Additional Insurance

At any time CLIENT may request that ENGINEER, at CLIENT's sole expense, provide additional insurance coverage. If so requested by CLIENT, and if commercially available, ENGINEER shall obtain and shall require ENGINEER's Consultants to obtain such additional insurance coverage, different limits or revised deductibles, for such periods of time as requested by CLIENT, at CLIENT's sole expense.

8.0 Subsurface Conditions

8.1 Interpretations and Recommendations Based Solely on

Information Available. CLIENT recognizes that subsurface conditions may vary from those encountered at the location where borings, surveys, or explorations are made by the ENGINEER or ENGINEER's geotechnical Consultant, and that the data, interpretations and recommendations of the ENGINEER or geotechnical Consultant are based solely on the information available to it. The ENGINEER or geotechnical Consultant will be responsible for those data, interpretations, and recommendations, but neither shall be responsible for the interpretation by others of the information developed.

8.2 Utilities

In the prosecution of its work, the ENGINEER, and its Consultants will take all reasonable precautions to avoid damage or injury to subterranean structures or utilities.

9.0 Independent Contractors

It is understood and agreed that all contractors and Consultants engaged by the ENGINEER are independent contractors of the ENGINEER and not employees or agents of the ENGINEER; and ENGINEER shall have no right, duty or obligation to direct or control the means, methods or techniques of any such contractors and consultants.

10.0 Compensation

10.1. Salary Costs

"Salary Costs" means salaries and wages paid to ENGINEER's personnel plus the cost of normal and statutory benefits. For salaried personnel the imputed direct hourly rate shall be the

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weekly salary divided by 40. Until further notice, the amount of customary and statutory benefits will be considered to be 40% of the actual or imputed direct hourly rate. Salary Costs and the factor applied to Salary Costs will be adjusted as may be appropriate to reflect changes in the various elements that comprise them. All such adjustments will be in accordance with generally accepted accounting practices and will be consistent with ENGINEER's overall compensation practices and procedures.

10.2. Direct Labor Costs

“Direct Labor Costs” means salaries and wages paid to ENGINEER's personnel, but does not include the cost of normal and statutory benefits. For salaried personnel the imputed direct hourly rate shall be the weekly salary divided by 40. Direct Labor Costs and the factor applied to Direct Labor Costs will be adjusted as may be appropriate to reflect changes in the various elements that comprise them. All such adjustments will be in accordance with generally accepted accounting practices and will be consistent with ENGINEER's overall compensation practices and procedures.

10.3. Reimbursable Expenses

Reimbursable Expenses are those non-labor expenses associated with ENGINEER's conduct of the Project. Some examples of Reimbursable Expenses are meals, transportation, telephone calls, printing and photocopying costs, and computer charges. The amount ENGINEER will bill for Reimbursable Expenses will be in accordance with ENGINEER's standard schedule of Reimbursable Expenses Billing Rates or, if the expense item is not listed on the schedule, the cost actually incurred or the imputed cost ENGINEER allocates to the expense item.

10.4. Invoices/Late Payment

Invoices will be prepared in accordance with ENGINEER's standard invoicing practices and will be submitted to CLIENT at least monthly. Invoices are due and payable upon receipt. If CLIENT fails to pay any invoice within sixty days of the invoice date, the amounts due ENGINEER will increase at the rate of 1.0% per month from the thirtieth day following the invoice date; and, in addition, ENGINEER may, after giving seven days' written notice to CLIENT, suspend services under this Agreement until ENGINEER has been paid in full all amounts due. Payments will be credited first to interest and then to principal. In the event of a disputed or contested billing, only that portion so contested may be withheld from payment.

10.5. Professional Services Taxes

If at any time ENGINEER's compensation under this Agreement becomes subject to a professional services tax, sales tax, Value Added Tax, gross receipts tax or similar levy imposed by any local, state, federal or other government or quasi-government agency or authority, CLIENT agrees to pay such tax or levy on ENGINEER's behalf or reimburse ENGINEER for its paying such tax or levy.

11.0 Controlling Law

This Agreement is to be governed by the laws of the State of Connecticut. Any dispute resulting in legal action and not resolved by arbitration, mediation or such other method as may be mutually agreed to by the parties shall be adjudicated within the jurisdiction of the State of Connecticut.

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12.0 Dispute Resolution

The parties hereto agree that prior to filing litigation they will consider alternative dispute resolution techniques to resolve all claims, counter claims, disputes and other matters in question between the parties arising out of or relating to this Agreement.

13.0 Notices

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Any notice required under this Agreement will be in writing, addressed to the appropriate party at the address which appears on the signature page to this Agreement (as modified in writing from time to time by such party) and given personally, by registered or certified mail, return receipt requested, by facsimile, or by a nationally recognized overnight courier service. All notices shall be effective upon the date of receipt.

14.0 Precedence

These provisions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document.

15.0 Severability

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and ENGINEER, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

16.0 Successors and Assigns

CLIENT and ENGINEER each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Neither CLIENT nor ENGINEER shall assign, sublet or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than CLIENT and ENGINEER.

17.0 Survival

All express representations, indemnifications or limitations of liability made in or given in this Agreement will survive the completion of all services of ENGINEER under this Agreement or the termination of this Agreement for any reason.

18.0 Termination

The obligation to provide further services under this Agreement may be terminated:

18.1 For cause

For cause by either party upon thirty days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. Notwithstanding the foregoing, this Agreement will not terminate as a result of such substantial failure if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure to perform and proceeds diligently to cure such failure within no more than thirty days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such thirty-day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided from herein shall extend up to, but in no case more than, sixty days after the date of receipt of the notice.

18.2 By ENGINEER

By ENGINEER upon seven days' written notice if ENGINEER believes that ENGINEER is being requested by CLIENT to furnish or perform services contrary to ENGINEER's responsibilities as a licensed design professional; or upon seven days' written notice if the ENGINEER's services for design or during the construction of the Project are delayed or suspended for more than ninety days

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for reasons beyond ENGINEER's control. In the case of termination under this paragraph, ENGINEER shall have no liability to CLIENT on account of such termination.

18.3 For convenience

For convenience by CLIENT effective upon the receipt of notice by ENGINEER.

18.4 ENGINEER's Compensation

In the event of any termination, CLIENT will pay ENGINEER for all services rendered to the date of termination, all reimbursable expenses, and all reimbursable termination expenses.

19.0 Equal Employment Opportunity

Wright-Pierce is an Equal Employment Opportunity employer and is committed to recruiting, hiring, training and promoting for all job classifications without regard to race, religion, color, national origin, sex or age, physical or mental handicap, marital status or status as a disabled veteran, veteran of the Vietnam era, exoffender or former patient of a state institution except where based on a bona fide occupational qualification. T10297 November 11, 2014

**EXHIBIT B - ENGINEERING FEE BREAKDOWN FOR AGREEMENT BETWEEN
TOWN OF FAIRFIELD AND WRIGHT-PIERCE DATED
FORM 5700-41**

1. GRANTEE
2. GRANT NUMBER CWF-
3. NAME OF CONTRACTOR OR SUBCONTRACTOR
4. SUBAGREEMENT DATE
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include Zip Code)
6. TYPE OF SERVICE TO BE FURNISHED
7. DIRECT LABOR (Specify labor categories)

ESTIMATED

HOURS

HOURLY

RATE

ESTIMATED

COST TOTAL

Principal-in-Charge	45	\$75.00	\$3,375
Project Manager	257	\$58.00	\$14,906
Technical Advisors	236	\$51.82	\$12,230
QA/QC Reviews	88	\$47.30	\$4,162
Lead Project Engineers	622	\$48.22	\$29,992
Project Engineers	2170	\$30.83	\$66,911
Structural Engineer	68	\$41.35	\$2,812
Architect	68	\$38.25	\$2,601
Mechanical/Plumbing Engineer	52	\$39.68	\$2,063
Instrumentation & Controls Engineer	52	\$62.50	\$3,250
Civil Engineer	68	\$48.10	\$3,271
Electrical Engineer	56	\$51.00	\$2,856
GIS	120	\$31.01	\$3,721
Engineering Technician	268	\$23.17	\$6,210
Administrative Assistant	80	\$16.00	\$1,280
DIRECT LABOR TOTAL:			\$159,641

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8. INDIRECT COSTS (Specify indirect cost pools) RATE ESTIMATED COST 167.99% 159,641
\$268,180 **INDIRECT COSTS TOTAL: \$268,180**

9. OTHER DIRECT COSTS

a. TRAVEL ESTIMATED COST

- (1) TRANSPORTATION \$4,361
- (2) MEALS & LODGING \$2,900

TRAVEL SUBTOTAL: \$7,261

b. EQUIPMENT, MATERIALS, SUPPLIES (Specify Categories) ESTIMATED COST

Photocopies \$1,800

Postage/Shipping Cost \$400

EQUIPMENT SUBTOTAL: \$2,200

c. SUBCONTRACTS ESTIMATED COST \$25,000

WBE Subcontractors \$40,000

Outfall Inspection Subcontractor \$10,000

Flow Monitoring Subcontractor \$160,000

SUBCONTRACTS SUBTOTAL: \$235,000

d. OTHER (Specify Categories) ESTIMATED COST

OTHER SUBTOTAL:

e. OTHER DIRECT COSTS TOTAL: \$244,461

10. TOTAL ESTIMATED COST \$672,281

11. FIXED FEE OR PROFIT \$75,923

12. TOTAL PRICE Check one : Cost plus fixed fee Lump sum Other: \$748,204

CT CWF 5700-41 form (2/95)

MBE Subcontractors

700 Plaza Middlesex Comprehensive Evaluation of Water Pollution Control

Middletown, CT 06457 Facility and Collection System Infrastructure

169 Main Street Fairfield Water Pollution Control Authority

Cost or Price Summary for Professional Services

Subagreements State of Connecticut - Department of Environmental Protection

Water Bureau - Clean Water Fund Program

Town of Fairfield Water Pollution Control Authority

Wright-Pierce

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PART IV - CERTIFICATION

13. CONTRACTOR

13a. HAS A FEDERAL AGENCY OR A FEDERALLY CERTIFIED STATE OR LOCAL
AGENCY PERFORMED ANY REVIEW OF YOUR

ACCOUNTS OR RECORDS IN CONNECTION WITH ANY OTHER FEDERAL GRANT OR
CONTRACT WITHIN THE PAST TWELVE MONTHS?

NO

YES (Give name and telephone number of reviewing office)

13b. THIS SUMMARY CONFORMS WITH THE FOLLOWING COST PRINCIPALS

Part 31 of the Federal Acquisition Regulation

13c.

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This proposal is submitted for use in connection with and in response to Town of Fairfield Comprehensive Evaluation of Water. This is to certify to the best of my knowledge and belief that the cost and pricing data summarized herein are complete, current, and accurate as of and that a financial management capability exists to fully and accurately account for the financial transactions under this project. I further certify that I understand that the subagreement price may be subject to downward renegotiation and/or recoupment where the above cost and pricing data have been determined, as a result of audit, not to have to been complete, current and accurate as of the date above.

DATE OF EXECUTION SIGNATURE OF PROPOSER

TITLE OF PROPOSER

14. GRANTEE REVIEWER

I certify that I have reviewed the cost/price summary set forth herein and the proposed costs/price appear acceptable for subagreement award.

DATE OF EXECUTION SIGNATURE OF REVIEWER

TITLE OF REVIEWER

15. DEP REVIEWER (if applicable)

DATE OF EXECUTION SIGNATURE OF REVIEWER

TITLE OF REVIEWER

Town Manager

President & CEO

Pollution Control Facility and Collection System Infrastructure

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Town of Fairfield Water Pollution Control Authority

Comprehensive Evaluation of WPCF and Collection System Infrastructure

SUMMARY OF ENGINEERING FEES

Task Description Direct Labor Indirect Labor

Reimbursable

Expenses

Subcontract

Costs Fixed Fee

Total Estimated

Compensation

Task 1 Evaluation of Wastewater Treatment Facility \$82,734 \$138,985 \$4,937 \$45,000 \$35,508 \$307,164

Task 2 - Pump Station Evaluation \$20,944 \$35,184 \$800 \$15,000 \$9,169 \$81,097

Task 3 - Hydraulic Modeling \$21,380 \$35,917 \$792 \$10,000 \$9,095 \$77,184

Task 4 - I/I Evaluation \$23,554 \$39,568 \$1,006 \$165,000 \$17,718 \$246,847

Task 5 - Meetings & Workshops \$11,028 \$18,526 \$1,926 \$0 \$4,433 \$35,912

Task 6 - Sewer System Evaluation Survey *Budget for Task 6 will be developed when Task 5 is completed*

Task 7 - Capital Improvement Plan *Budget for Task 7 will be developed when Task 6 is completed*

Maximum Not-to-Exceed Compensation (Excluding Task 6 and 7) \$748,204

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EXHIBIT B

TOWN OF FAIRFIELD

**BOARD OF FINANCE
REGULAR MONTHLY MEETING **** DRAFT ****
SEPTEMBER 1, 2015**

**COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
INFRASTRUCTURE
SUMMARY OF COST PLUS FIXED FEE ESTIMATE WASTEWATER FACILITIES
EVALUATION - Task 1**

Labor Categories Staff Hours

Direct

Labor Rates Estimated Cost

Principal-in-Charge 28.0 \$75.00 \$2,100
Project Manager 132.0 \$58.00 \$7,656
Technical Advisors 220.0 \$51.77 \$11,390
QA/QC Reviews 40.0 \$47.30 \$1,892
Lead Project Engineers 300.0 \$46.73 \$14,020
Project Engineers 962.0 \$31.11 \$29,923
Structural Engineer 48.0 \$41.35 \$1,985
Architect 48.0 \$38.25 \$1,836
Mechanical/Plumbing Engineer 40.0 \$39.68 \$1,587
Instrumentation & Controls Engineer 40.0 \$62.50 \$2,500
Civil Engineer 48.0 \$48.10 \$2,309
Electrical Engineer 44.0 \$51.00 \$2,244
GIS 20.0 \$31.01 \$620
Engineering Technician 88.0 \$23.09 \$2,032
Administrative Assistant 40.0 \$16.00 \$640
Total Labor Hours 2,098.0

Direct Labor Subtotal \$82,734

Indirect Cost (167.99%) 1.6799 \$138,985

Other Direct Costs Units Unit Cost Estimated Costs

Mileage @100/trip 4100 \$0.57 \$2,337
Meals - Local 3 \$50.00 \$150
Meals & Lodging - Out of State Travel 5 \$250.00 \$1,250
Photocopies 10000 \$0.10 \$1,000
Postage 200 \$1.00 \$200
Direct Cost Subtotal \$4,937

Subconsultants

JKMuir, LLC (WBE) \$20,000
JKB Consulting, LLC (WBE) \$8,000
Martinez Couch Associates, LLC (MBE) \$5,000
Diving/Inspection of Outfall Pipe \$10,000
Advanced Reprographics (WBE) \$2,000
Subconsultant Total \$45,000

Fixed Fee \$35,508

Total Estimated Fee \$307,164

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EXHIBIT B

TOWN OF FAIRFIELD

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**COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
INFRASTRUCTURE**

**SUMMARY OF COST PLUS FIXED FEE ESTIMATE
PUMP STATION EVALUATION - Task 2**

Labor Categories Staff Hours

Direct

Labor Rates Estimated Cost

Principal-in-Charge 3.0 \$75.00 \$225
Project Manager 20.0 \$58.00 \$1,160
Technical Advisors 0.0 \$51.79 \$0
QA/QC Reviews 16.0 \$47.30 \$757
Lead Project Engineers 68.0 \$51.00 \$3,468
Project Engineers 300.0 \$30.09 \$9,028
Structural Engineer 20.0 \$41.35 \$827
Architect 20.0 \$38.25 \$765
Mechanical/Plumbing Engineer 12.0 \$39.68 \$476
Instrumentation & Controls Engineer 12.0 \$62.50 \$750
Civil Engineer 20.0 \$48.10 \$962
Electrical Engineer 12.0 \$51.00 \$612
GIS 0.0 \$31.01 \$0
Engineering Technician 68.0 \$22.50 \$1,530
Administrative Assistant 24.0 \$16.00 \$384
Total Labor Hours 595.0
Direct Labor Subtotal \$20,944
Indirect Cost (167.99%) 1.6799 \$35,184

Other Direct Costs Units Unit Cost Estimated Costs

Mileage @100/trip 350 \$0.57 \$200
Meals - Local 2 \$50.00 \$100
Meals & Lodging - Out of State Travel 0 \$250.00 \$0
Photocopies 4000 \$0.10 \$400
Postage 100 \$1.00 \$100
Direct Cost Subtotal \$800
Subconsultants
JKMuir, LLC (WBE) \$10,000
Martinez Couch Associates, LLC (MBE) \$5,000
Subconsultant Total \$15,000
Fixed Fee \$9,169
Total Estimated Fee \$81,097

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EXHIBIT B

TOWN OF FAIRFIELD

**COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
INFRASTRUCTURE**

SUMMARY OF COST PLUS FIXED FEE ESTIMATE

HYDRAULIC MODELING OF EAST AND WEST TRUNK SEWERS - Task 3

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REGULAR MONTHLY MEETING **** DRAFT ****
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Labor Catagories Staff Hours

Direct

Labor Rates Estimated Cost

Principal-in-Charge 0.0 \$75.00 \$0
Project Manager 14.0 \$58.00 \$812
Technical Advisors 0.0 \$51.79 \$0
QA/QC Reviews 16.0 \$47.30 \$757
Lead Project Engineers 102.0 \$49.53 \$5,052
Project Engineers 428.0 \$30.93 \$13,239
Structural Engineer 0.0 \$41.35 \$0
Architect 0.0 \$38.25 \$0
Mechanical/Plumbing Engineer 0.0 \$39.68 \$0
Instrumentation & Controls Engineer 0.0 \$62.50 \$0
Civil Engineer 0.0 \$48.10 \$0
Electrical Engineer 0.0 \$51.00 \$0
GIS 24.0 \$31.01 \$744
Engineering Technician 32.0 \$24.25 \$776
Administrative Assistant 0.0 \$16.00 \$0
Total Labor Hours 616.0
Direct Labor Subtotal \$21,380
Indirect Cost (167.99%) 1.6799 \$35,917

Other Direct Costs Units Unit Cost Estimated Costs

Mileage @100/trip 600 \$0.57 \$342
Meals - Local 4 \$50.00 \$200
Meals & Lodging - Out of State Travel 0 \$250.00 \$0
Photocopies 2000 \$0.10 \$200
Postage 50 \$1.00 \$50
Direct Cost Subtotal \$792
Subconsultants
Martinez Couch Associates, LLC (MBE) \$10,000
Subconsultant Total \$10,000
Fixed Fee \$9,095
Total Estimated Fee \$77,184
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EXHIBIT B

**TOWN OF FAIRFIELD
COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
INFRASTRUCTURE**

**SUMMARY OF COST PLUS FIXED FEE ESTIMATE
INFILTRATION AND INFLOW EVALUATION - Task 4**

Labor Catagories Staff Hours

Direct

Labor Rates Estimated Cost

Principal-in-Charge 6.0 \$75.00 \$450
Project Manager 31.0 \$58.00 \$1,798

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Technical Advisors 0.0 \$51.79 \$0
QA/QC Reviews 16.0 \$47.30 \$757
Lead Project Engineers 84.0 \$51.00 \$4,284
Project Engineers 384.0 \$30.68 \$11,781
Structural Engineer 0.0 \$41.35 \$0
Architect 0.0 \$38.25 \$0
Mechanical/Plumbing Engineer 0.0 \$39.68 \$0
Instrumentation & Controls Engineer 0.0 \$62.50 \$0
Civil Engineer 0.0 \$48.10 \$0
Electrical Engineer 0.0 \$51.00 \$0
GIS 76.0 \$31.01 \$2,357
Engineering Technician 80.0 \$23.40 \$1,872
Administrative Assistant 16.0 \$16.00 \$256
Total Labor Hours 693.0
Direct Labor Subtotal \$23,554
Indirect Cost (167.99%) 1.6799 \$39,568
Other Direct Costs Units Unit Cost Estimated Costs
Mileage @100/trip 800 \$0.57 \$456
Meals - Local 6 \$50.00 \$300
Meals & Lodging - Out of State Travel 0 \$250.00 \$0
Photocopies 2000 \$0.10 \$200
Postage 50 \$1.00 \$50
Direct Cost Subtotal \$1,006
Subconsultants
Flow Monitoring Subcontractor \$160,000
Martinez Couch Associates, LLC (MBE) \$5,000
Subconsultant Total \$165,000
Fixed Fee \$17,718
Total Estimated Fee \$246,847
T10297 B-8 11/11/2014

**EXHIBIT B
TOWN OF FAIRFIELD
COMPREHENSIVE EVALUATION OF WPCF AND COLLECTION SYSTEM
INFRASTRUCTURE
SUMMARY OF COST PLUS FIXED FEE ESTIMATE
WORKSHOPS AND MEETINGS - Task 5**

Labor Categories Staff Hours

Direct

Labor Rates Estimated Cost

Principal-in-Charge 8.0 \$75.00 \$600
Project Manager 60.0 \$58.00 \$3,480
Technical Advisors 16.0 \$52.50 \$840
QA/QC Reviews 0.0 \$47.30 \$0
Lead Project Engineers 68.0 \$46.59 \$3,168
Project Engineers 96.0 \$30.62 \$2,940

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Structural Engineer 0.0 \$41.35 \$0
Architect 0.0 \$38.25 \$0
Mechanical/Plumbing Engineer 0.0 \$39.68 \$0
Instrumentation & Controls Engineer 0.0 \$62.50 \$0
Civil Engineer 0.0 \$48.10 \$0
Electrical Engineer 0.0 \$51.00 \$0
GIS 0.0 \$31.01 \$0
Engineering Technician 0.0 \$23.40 \$0
Administrative Assistant 0.0 \$16.00 \$0
Total Labor Hours 248.0
Direct Labor Subtotal \$11,028
Indirect Cost (167.99%) 1.6799 \$18,526
Other Direct Costs Units Unit Cost Estimated Costs
Mileage @100/trip 1800 \$0.57 \$1,026
Meals - Local 18 \$50.00 \$900
Meals & Lodging - Out of State Travel 0 \$250.00 \$0
Photocopies 0 \$0.10 \$0
Postage 0 \$1.00 \$0
Direct Cost Subtotal \$1,926
Subconsultants
Subconsultant Total \$0
Fixed Fee \$4,433
Total Estimated Fee \$35,912
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1

Griffin, Kathleen

From: Palmer, Cindy

Sent: Thursday, May 28, 2015 4:02 PM

To: Michelangelo, Joseph

Cc: Griffin, Kathleen

Subject: FW: Facility Plan

At the regularly scheduled WPCA meeting of 5/27/15, the following was approved:
Mark Elletson motioned to put forward a request to the Board of Selectmen, Board of Finance and the RTM to co-contribute for the Wright Pierce Facility Plan Agreement in the amount of 50 % of the net cost, or approximately \$172,000. Ron Drew seconded the motion. Rob Scinto, Mark Elletson, Christian Dockum, Ron Drew and Quinn Degner voted in favor. Kevin Kiley abstained.
Motion carried.

Cindy Palmer

WPCA Recording Secretary

Sewer Department

Town of Fairfield

203-256-3003

*******DRAFT*******

**MINUTES OF THE BOARD OF FINANCE
CAPITAL PLANNING WORKSHOP
SEPTEMBER 15, 2015**

The Board of Finance Capital Planning Workshop was held on Tuesday, September 15, 2015 at 7:30 p.m. in Seminar Room 300, Board of Education Administrative Offices, 501 Kings Highway East, Fairfield, Connecticut.

MEMBERS PRESENT

Thomas Flynn, David Becker, James Brown, Christopher DeWitt, Mary LeClerc, Robert Stone, James Walsh, John Mitola

MEMBERS ABSENT

Tara Cook-Littman

ALSO PRESENT

Michael Tetreau, First Selectman, Town of Fairfield
Robert Mayer, Chief Fiscal Officer, Town of Fairfield
Sheila Marmion, Selectman, Town of Fairfield
Brian Carey, Director, Conservation Department, Town of Fairfield
Joseph Michelangelo, Director of Public Works, Town of Fairfield
Gary MacNamara, Police Chief, Town of Fairfield
Chris Lyddy, Deputy Police Chief, Town of Fairfield
Donald Smith, Police Caption, Town of Fairfield
Josh Zabin, Police Caption, Town of Fairfield
Dan Scigliompaglia, IT Department, Town of Fairfield
Kyran Dunn, Deputy Fire Chief, Town of Fairfield
Dr. David Title, Fairfield Public Schools Superintendent
Tom Cullen, Director of Operations for the Fairfield Public Schools
Phil Dwyer, BOE Chair
Peter Grace, H. Smith Richardson Golf Course Superintendent
Ed Batseon, RTM member
Bill Gerber, RTM member
FairTV and Soundview

Chairman Flynn called the meeting to order at 7:33 p.m.

Jennifer Carpenter led the Pledge of Allegiance. Chairman Flynn called for a moment of silence for the passing of RTM member Mary McCullough's husband the passing of RTM member Jay Wolk's mother.

AGENDA

1. To review and discuss Town and BOE non-recurring capital and capital projects, their timing and related subsequent bonding requirements and the estimated impact on debt service levels over the next several years.

**BOARD OF FINANCE
REGULAR MONTHLY MEETING **** DRAFT ****
SEPTEMBER 15, 2015**

Board of Finance members received handouts on the Town and BOE non-recurring capital and capital projects. Chairman Flynn said this workshop is a good management tool to look at capital projects and how they fall into the capital plan for the Town. CFO Bob Mayer said tonight is a work session to discuss requests for projects which doesn't mean they will all get approved going forward. Mr. Mayer indicated there were projects under discussion not reflected on the schedule because of the early scope of the discussions. These include Fire Station 4 request for renovations, the relocation of the IT Department and a new phone system. He also noted the Police Department applied for a grant for a police boat and received funding. Therefore, the amount for the boat may be reduced and funding of the DPW vehicles have been transferred to the operating budget next year. Mr. Mayer also introduced a WPCA capital improvements funding analysis which is based on the assumptions of end user funding.

Mr. Mayer then introduced Exhibits 2 and 3 of the Town handout which shows projected debt service versus last year's capital plan versus this year's capital plan. He said there will be no real change in debt service projections until Fiscal Year 2021. Exhibit 3 shows some adds, changes and deletions from the prior year's schedule. Mr. Mayer pointed out the police radio system on this list has been increased from \$2 million to \$4 million.

Jim Walsh noted there is \$40 million in additional WPCA work. Mr. Mayer said most communities are modeled on the assumption of pay server fees. Mr. Walsh said the Town previously bonded WPCA projects so this new approach would be different. He said it's not a bad thing to have Fairfield's sewer rate be below other town's sewer rates. He said 8% is a large increase three years in a row. First Selectman Tetreau said a consultant would be hired since there will be a lot of work to do with this plan. Mary LeClerc asked if the Town is a significant user of the sewer system. Mr. Mayer said yes. David Becker asked if WPCA puts bonds forward would that need town body approvals. First Selectman Tetreau said yes because the Town takes on a liability. Mr. Walsh asked if WPCA issues the bonds would the University, I-95 Rest Stops, Town and BOE participate in the debt service. Mr. Mayer said yes. Mr. Mayer said the current fund balance for WPCA is \$4 million.

Referring to Exhibit 1, Mr. Walsh asked if these items are an assumption made on total debt or a wish list and what the process was in putting together this list. Mr. Flynn then asked if this plan has projects already approved and put in the schedule along with department plans and a schedule of projects like non-recurring and large potential capital projects and if through evaluation some projects were thrown out. Mr. Mayer responded yes. Mr. Walsh discussed Penfield Pavilion in FY 2017/2018. Mr. Mayer said the increase of \$1,328,709 is based on the increase in estimate from the \$4.7 million from the prior year's plan. There was a discussion on the future of Penfield and if the Penfield Building Committee's chooses another option if that change results in the Committee going back to Town bodies for approval. David Becker suggested the Penfield Building Committee work on two tracks: one with the 50% rule and one without so the project can be built quicker after getting answers from town bodies on both scenarios.

The BOF took a brief break from 9:03 pm to 9:09 pm.

**BOARD OF FINANCE
REGULAR MONTHLY MEETING **** DRAFT ****
SEPTEMBER 15, 2015**

After the break, conversation focused on the clubhouse renovation. Mr. Mayer said the intent is for the Parks and Recreation Commission to go before town bodies this FY to spend money this FY so they can start the project next FY. RTM member Bill Gerber asked where the interest rates in the waterfall model in Exhibit 5 come from. Mr. Mayer said financial advisors come up with these estimates.

The BOF then discussed the BOE's non-recurring capital and capital projects. Jim Brown asked the BOE how comfortable they are with estimates on Holland Hill and Mill Hill. He also asked if all issues like PCBs were taken into account in these estimates. Dr. David Title said you can't know all issues until you get into a project, but because of a premiere consultant who performed testing there is more information on these two schools. Dr. Title said these will be the last two schools in the \$9 million range. Mr. Walsh asked why the delta between the two schools is so large. Tom Cullen said Mill Hill has more chlorine and the ledge at Mill Hill makes the site harder to work with. There was a discussion on other schools being underutilized and an ad hoc redistricting committee showing less of a need of classrooms at these two schools. The committee's goal is to give options to the BOE by next March. Mr. Walsh asked if there are other options to make Mill Hill less costly. Mr. Cullen said that was looked at and it's a tight site. Central Office discussed a Mill Hill building committee and a new roof at FWMS. Selectman Marmion said she heard from Holland Hill parents that there is crowding at that school with art on a cart. The BOF got into a discussion with Central Office on the populations of the two schools. RTM member Ed Bateson asked if there could be savings by building or renovating schools like the two discussed tonight to hold 504 students which he would like to see. Mr. Walsh asked if the Town should make the decision to build 504s versus what the BOE would like since the schools are on town land and there could be state reimbursement. Dr. Title said he is happy to bring forth options. First Selectman Tetreau suggested holding a workshop on space needs in the Town.

John Mitola made a motion to adjourn the meeting at 10:05 pm. Mr. Walsh seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter
Recording Secretary

*******DRAFT*******

**MINUTES OF THE BOARD OF FINANCE
QUARTERLY REVIEW MEETING
SEPTEMBER 29, 2015**

The Board of Finance Quarterly Review Meeting was held on Tuesday, September 29, 2015 at 7:30 p.m. in Seminar Room 300, Board of Education Administrative Offices, 501 Kings Highway East, Fairfield, Connecticut.

MEMBERS PRESENT

David Becker, James Brown, Tara Cook-Littman, Thomas Flynn, John Mitola, James Walsh

MEMBERS ABSENT

Christopher DeWitt, Mary LeClerc, Robert Stone

ALSO PRESENT

Michael Tetreau, Board of Selectmen, Town of Fairfield
Robert Mayer, Chief Fiscal Officer, Town of Fairfield
Caitlin Bosse, Comptroller, Town of Fairfield
Brian Vahey, Chairman, Employees Retirement Board, Town of Fairfield
Joseph Michelangelo, Director of Public Works, Town of Fairfield
Phillip Dwyer, Chairman, Board of Education, Town of Fairfield
David Title, Superintendent of Schools, Fairfield Public Schools, Town of Fairfield
Doreen Munsell, Director of Finance, Fairfield Public Schools, Town of Fairfield

ACTION TAKEN:

None

Chairman Flynn called the meeting to order at 7:36 p.m.

Mr. Becker led the Pledge of Allegiance.

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AGENDA

1. To review the current status of the Town's Pension and OPEB Funds

TOWN'S PENSION

Brian Vahey presented this item to the Board and reviewed the handouts with the Board.

Mr. Vahey stated that the Pension Fund has close to \$350M in main funds and had a 3% return for the year. Mr. Vahey also stated that almost all of the fund managers outperformed the estimates. In response to a question from Mr. Flynn concerning the asset distribution in Domestic Equities, Mr. Vahey stated that even though Black Rock S&P 500 Index has a 17% share, there is no reason to have any concern that Domestic Equities are over allocated by 5%.

OPEB Funds

Mr. Vahey informed the Board that this fund has a balance of about \$25M and realized a return of 2.3% over the last 12 months.

2. To review the BOE FY15 year-end financial position

Mr. Dwyer, Dr. Title and Mrs. Munsell presented this item to the Board and reviewed their handouts with the Board.

Dr. Title stated that the BOE had a good year and has made additional contributions to the health insurance. Dr. Title also informed the Board that the BOE put an additional \$1.588M in the Medical Retention Fund to shore up the balance sheet. Dr. Title further informed the Board that the BOE received a windfall of \$7564K more than what was projected to arrive from the State in Excess Cost Sharing funds (Fairfield received 80% rather than the normal 75%).

Mr. Flynn noted that last year's BOE budget was \$155,718,000 and the BOE put \$1.589M into the Internal Service Fund so Mr. Flynn congratulated the BOE for managing the budget to within 1% of the total estimated.

Mr. Flynn questioned why the total expense of \$31,533,857 hasn't been updated in the 2015-2016 projection that includes June updated data but does not show any current information. Mrs. Munsell informed the Board that the BOE has not yet received any new data and will not receive that information until October.

Mr. Flynn asked Mr. Mayer to provide the Board with updated data for the projections in IBNR for June 30th.

Mr. Walsh asked the BOE why they use a cash basis for the ISF while the Town uses an accrual basis, which is what appears in the Town Budget Book and is what the rating agencies are looking to see for their rating process. Mr. Walsh expressed the difficulty of translating the BOE numbers to the Town numbers and it would be much better to be comparing apples to apples rather than apples to oranges.

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After some discussion, Mr. Walsh asked that this item be referred to the BOF Reports Sub-Committee for further discussion.

Mr. Mayer informed the Board that a conversion of the information contained in the BOE report could be accomplished without a great deal of difficulty so that the Town report and the BOE report would be more compatible.

Mr. Flynn asked Mr. Mayer to work on developing a consistent format for this reporting.

Mr. Dwyer stated that a mutual goal of both the Town and the BOE is to build the Medical Retention Fund.

Mr. Walsh opened a discussion concerning an email that was sent to Dr. Title and Mr. Walsh, dated September 18, 2015 regarding the updated IBNR. Mr. Walsh asked the BOE why the updated information was not included in their reporting for this quarter. Mrs. Munsell stated that she had received a figure from AON of \$2,060,000 but she wants to get further explanations from AON on this figure because it differs from the figure calculated by the BOE and that conversation has not yet taken place.

Mr. Flynn stated that the BOE is expected to provide best possible information to the Town and therefore asked the BOE to provide the BOF with an updated schedule for the Medical Retention Fund by the next BOF meeting scheduled for Tuesday, October 6, 2015.

Mr. Walsh asked the BOE to explain two line items on the Town prepared Variance Report that apply to the BOE (Private School Transportation & BOE), both in the expense section of the report.

Mrs. Munsell could not explain either line at this time but she agreed to research those items and provide the BOF with an explanation of both line items.

3. To review the Town FY15 year-end financial position

Mr. Mayer and Mrs. Bosse presented this item to the Board and reviewed /discussed the handouts with the Board. Mr. Mayer reported that these numbers will increase the Fund Balance % to 8.4% if they pass the audit as is. Mr. Mayer explained that contract settlements are showing a little give in wages but the Town is making that up in ARC, Pension and OPEB areas which do not show up on this report. Mr. Flynn asked Mr. Mayer to provide the BOF with an update on contracts, in Private Executive Session, before the budget season begins. In response to questions from the Board concerning the overage in the line item Public Works Operations, Mr. Michelangelo explained that his department made an error during budget development which caused the overage on the Variance Report. Mr. Michelangelo further explained that they recorded the savings but did not include the incremental costs in the budget and he assured the Board that this will not happen in the new budget.

Mr. Walsh complimented the Finance Department for keeping the BOF up-to-date on the status of the Town during the course of the fiscal year. Mr. Walsh suggested that now might be a good time to set up a committee to look at the Reserve Policies as a whole and possibly reevaluate the percentages set in place. Mr. Tetreau suggested that the BOF keep in mind to let that drag out for a year due to the instability at the State level at this time regarding grants, etc. which might impact policy guidelines.

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Mr. Walsh suggested that a committee should be formed to reformulate to see if 8% will be an accurate figure but wait until the election is over to take any action. Mr. Walsh added that the General Fund is currently set at 7.75%.

Mr. Tetreau stated that the rating agencies now look at all of the Town's reserve funds as a whole so the Town gets credit for overfunding of the pension funds. Mr. Becker asked the First Selectman to comment on the State's reduction of \$512K for Fairfield. Mr. Tetreau informed the Board that he is already in discussions with the CFO on how to anticipate how this might impact the budget.

Mr. Walsh suggested that in the future the Board do away with the first Quarterly Review meeting and, instead, ask the CFO to prepare a report for the BOF to review. Mr. Walsh noted that there is usually not much to review at the end of one quarter. Mr. Mayer agreed with Mr. Walsh's suggestion to have a truncated report rather than a meeting.

Mr. Mayer noted that the Town was looking at a \$2M degradation in the ISF a few months ago but it is currently looking like an impact of \$1.7M and he is pleased with the status of the ISF.

In response to a question from the Board regarding the funding for the Registrar of Voters Office, Mr. Tetreau stated that the Town will provide whatever is needed for the election to take place.

4. To hear a report of the FY16 Budget process from the Budget Sub-Committee

Mr. Brown reported that the Committee is in the process of arranging an appointment with the First Selectman to discuss this item.

On a motion made by Mrs. Cook-Littman and seconded by Mr. Mitola, the meeting was adjourned at 9:40 pm.

Respectfully submitted,

Deborah J. Garavel
Recording Secretary