

TOWN COUNCIL
Town of Trumbull
CONNECTICUT
www.trumbull-ct.gov

TOWN HALL
Trumbull

TELEPHONE
(203) 452-5000



AGENDA No. 806

- I CALL TO ORDER
- II MOMENT OF SILENCE
- III PLEDGE OF ALLEGIANCE
- IV ROLL CALL
- V PUBLIC COMMENT
- VI APPROVAL OF MINUTES
- VII NEW BUSINESS

DATE: February 3, 2020
TIME: 7:30 p.m.
PLACE: Town Hall

NOTICE is hereby given that the Town Council of the Town of Trumbull, Connecticut will hold its meeting on February 3, 2020 at 7:30 p.m. at the Town Hall, 5866 Main Street, Trumbull, Connecticut for the following purpose:

DISCUSSION ITEM:

Booth Hill & Jane Ryan Building Committee Update
Community Facilities Building Committee Update
Police Station Building Committee Update

NEW BUSINESS:

1. RESOLUTION TC28-23: To consider and act upon a resolution which would reappoint James Daly of 26 Pam Bar Road as a member of the Pension Board for a term extending to the first Monday in December 2022. (L&A)
2. RESOLUTION TC28-24: To consider and act upon a resolution which would appoint Lisa Hughes of 14 Riverside Drive as a member of the Trumbull Day Commission for a term extending to September 1, 2024. (Orenstein) (L&A)
3. RESOLUTION TC28-25: To consider and act upon a resolution which would approve the reappointment by the First Selectman of Josephine Mills of 50 Wendover Road as an alternate member of the Board of Assessment Appeals for a term extending to the first Monday of December 2025. (L&A)

4. RESOLUTION TC28-26: To consider and act upon a resolution which would approve the appointment by the First Selectman of Dean Fabrizio of 6306 Main Street as an alternate member of the Board of Assessment Appeals for a term extending to the first Monday of December 2025. (Paolini) (L&A)
5. RESOLUTION TC28-27: To consider and act upon a resolution which would approve the appointment by the First Selectman of Michelle Dowling of 26 Scattergood Circle as a member of the Golf Course Commission for a term extending to the first Monday of December 2021 (Chiota) (L&A)
6. RESOLUTION TC28-28: To consider and act upon a resolution whereby the Trumbull Town Council approves and endorses the Connecticut Metropolitan Council of Governments grant application to the State of Connecticut Office of Policy and Management's Regional Performance Incentive Program for a Regional Electronic Content Management system. (L&A)
7. RESOLUTION TC28-29: To consider and act upon a resolution which would appropriate \$31,000 from the General Fund to account 01022600-581888 EMS-Capital Outlay. (Finance)
8. RESOLUTION TC28-30: To consider and act upon a resolution which would appropriate \$8,300 from the General Fund to account 01022600-581888 EMS-Capital Outlay. (Finance)
9. RESOLUTION TC28-31: To consider and act upon a resolution which would appropriate \$93,280 from the General Fund to account 01022600-522202 EMS-Professional Services. (Finance)
10. RESOLUTION TC28-32: To consider and act upon a resolution whereby the Town Council initiates an audit of the accounts of the Board of Education pursuant to Chapter II, Section 10(A) of the Charter of the Town of Trumbull. (Finance)
11. RESOLUTION TC28-33: To consider and act upon a resolution which would approve the 5-Year Capital Plan. (Finance)
12. RESOLUTION TC28-34: To consider and act upon a resolution which establishes the 2020 Trumbull Redistricting Committee. (L&A)
13. RESOLUTION TC28-35: To consider and act upon a resolution which would appoint _____ of _____ as a Town Council representative to the 2020 Trumbull Redistricting Committee. (L&A)
14. RESOLUTION TC28-36: To consider and act upon a resolution which would appoint _____ of _____ as a Town Council representative to the 2020 Trumbull Redistricting Committee. (L&A)

15. RESOLUTION TC28-37: To consider and act upon a resolution which would appoint Laurel Anderson of 5241 Main Street as a member of the 2020 Trumbull Redistricting Committee and would further appoint her as chairman of said committee. (L&A)

VIII ADJOURNMENT

COPY OF THE RESOLUTION ATTACHED HERETO

Mary Beth Thornton, Chairman

Trumbull Town Council

RESOLUTIONS

1. RESOLUTION TC28-23: BE IT RESOLVED, That James Daly of 26 Pam Bar Road, be and the same is hereby reappointed as a member of the Pension Board for a term extending to the first Monday in December 2022.
2. RESOLUTION TC28-24: BE IT RESOLVED, That Lisa Hughes of 14 Riverside Drive, be and the same is hereby appointed as a member of the Trumbull Day Commission for a term extending to September 1, 2024.
3. RESOLUTION TC28-25: BE IT RESOLVED, That the reappointment by the First Selectman of Josephine Mills of 50 Wendover Road, be and the same is hereby approved as an alternate member of the Board of Assessment Appeals for a term extending to the first Monday of December 2025
4. RESOLUTION TC28-26: BE IT RESOLVED, That the appointment by the First Selectman of Dean Fabrizio of 6306 Main Street, be and the same is hereby approved as an alternate member of the Board of Assessment Appeals for a term extending to the first Monday of December 2025.
5. RESOLUTION TC28-27: BE IT RESOLVED, That the appointment by the First Selectman of Michelle Dowling of 26 Scattergood Circle, be and the same is hereby approved as a member of the Golf Course Commission for a term extending to the first Monday of December 2021.
6. RESOLUTION TC28-28: BE IT RESOLVED, That the Trumbull Town Council hereby approves and endorses the Connecticut Metropolitan Council of Governments grant application to the State of Connecticut Office of Policy and Management's Regional Performance Incentive Program for a Regional Electronic Content Management system. (Full Resolution Attached)
7. RESOLUTION TC28-29: BE IT RESOLVED, That \$31,000 is hereby appropriated from the General Fund to account 01022600-581888 EMS-Capital Outlay.
8. RESOLUTION TC28-30: BE IT RESOLVED, That \$8,300 is hereby appropriated from the General Fund to account 01022600-581888 EMS-Capital Outlay.
9. RESOLUTION TC28-31: BE IT RESOLVED, That \$93,280 is hereby appropriated from the General Fund to account 01022600-522202 EMS-Professional Services.
10. RESOLUTION TC28-32: BE IT RESOLVED, That the Town Council hereby initiates an audit of the accounts of the Board of Education pursuant to Chapter II, Section 10(A) of the Charter of the Town of Trumbull.
11. RESOLUTION TC28-33: BE IT RESOLVED, That the 5-Year Capital Plan is hereby approved.

12. RESOLUTION TC28-34: BE IT RESOLVED, That
 1. The 2020 Trumbull Redistricting Committee be and the same is hereby established;
 2. The said Committee shall consist of five (5) members comprising the two (2) Registrars of Voters, two (2) Town Council members, one from each political party, and one (1) elector of the Town of Trumbull;
 3. The said Committee shall recommend to the Town Council a redistricting plan comprising voting districts of substantially equal populations, including the specific boundary lines of each of those districts;
 4. The said Committee shall hold its organizational meeting no later than February 20, 2020; and
 5. The said Committee shall render its final report to the Council no later than April 6, 2020.

13. RESOLUTION TC28-35: BE IT RESOLVED, That _____ of _____, be and the same is hereby appointed as a Town Council representative to the 2020 Trumbull Redistricting Committee.

14. RESOLUTION TC28-36: BE IT RESOLVED, That _____ of _____, be and the same is hereby appointed as a Town Council representative to the 2020 Trumbull Redistricting Committee.

15. RESOLUTION TC28-37: BE IT RESOLVED, That Laurel Anderson of 5241 Main Street, be and the same is hereby appointed as a member of the 2020 Trumbull Redistricting Committee and is further appointed as chairman of said committee.

FULL RESOLUTION

Resolution
Regional Performance Incentive Program
Regional Electronic Content Management system

WHEREAS, Section 4-124s of the Connecticut General Statutes provides statewide incentive grants to Regional Council of Governments for projects that involve shared services; and

WHEREAS, the Connecticut Metropolitan Council of Governments (MetroCOG) is acting as a convener and facilitator of service sharing projects in the Greater Bridgeport Region; and

WHEREAS, on December 31, 2019 the Connecticut Metropolitan Council of Governments submitted a grant application to the State of Connecticut Office of Policy and Management's Regional Performance Incentive Program for a Regional Electronic Content Management system; and

WHEREAS, a phase of the Regional Electronic Content Management system is currently being implemented in member municipalities and will build upon this implementation by including additional internal work flows and providing high volume scanning and indexing services of historic documents; and

WHEREAS, this service will increase public accessibility and transparency, reduce reliance on paper documents, and create digital records that can last in perpetuity, and thus will reduce local costs; and

WHEREAS, the Chief Elected Officials of the Greater Bridgeport Region have supported the Regional Electronic Content Management system included in the application package, as it will benefit each municipality and the Region as a whole; and

WHEREAS, the Town of Trumbull has expressed an interest in taking part in the project proposal entitled:

1. Regional Electronic Content Management system

NOW THEREFORE BE IT RESOLVED, That the *Trumbull Town Council* approves and endorses the above referenced ***Regional Performance Incentive Program*** Grant Application by the Connecticut Metropolitan Council of Governments.



January 6th, 2020

Mary Beth Thornton, Chairman
Town Council
Town of Trumbull
5866 Main Street
Trumbull, CT 06611

Re: Regional Electronic Content Management system, FY20 Regional Performance Incentive Program

Dear Ms. Thornton,

The Connecticut Metropolitan Council of Governments (MetroCOG) has submitted a grant application to the State of Connecticut Office of Policy and Management's (OPM) FY20 Regional Performance Incentive Program. MetroCOG's application proposes a *Regional Electronic Content Management system* that will support the needs of all six of our member municipalities: the City of Bridgeport, Town of Easton, Town of Fairfield, Town of Monroe, Town of Stratford and the Town of Trumbull.

The State of Connecticut requires all municipalities that elect to participate in the proposed regional service obtain a resolution from the legislative body that endorses the proposal by February 28th, 2020. MetroCOG has requested that the Town of Trumbull include the Resolution and any other supporting documentation on the agenda of the February 3rd, 2020 meeting of the Town Council. Attached is a resolution (draft), grant summary and a copy of the grant application and supporting documents.

If you have any questions or concerns, please do not hesitate to contact me at 203-366-5405 or mfulda@ctmetro.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "M Fulda", is positioned above the typed name.

Matt Fulda
Executive Director, MetroCOG

cc: First Selectman Vicki A. Tesoro; Town Council Clerk



To: Mary Beth Thornton, Chairman, Town Council, Town of Trumbull

From: Meghan Sloan, Planning Director, MetroCOG

Date: January, 2020

Subject: *Regional Electronic Content Management system, FY20 Regional Performance Incentive Program*

The Connecticut Metropolitan Council of Governments (MetroCOG), the Regional Council of Governments that includes the Town of Trumbull, has submitted a grant application to the State of Connecticut Office of Policy and Management's (OPM) FY20 Regional Performance Incentive Program. MetroCOG's application proposes a *Regional Electronic Content Management system* that will support the needs of all six member municipalities, including the Town of Trumbull. The proposal will build upon MetroCOG's existing cloud-based Laserfiche implementation and expand it to include additional workflows.

A major benefit is that the system allows for a single regional license, rather than individual licenses for each town including the built-in workflows and business processes at no additional cost. This functionality allows each municipality in the region to decide which functions are most important while not limiting another municipality. Workflows and business processes created by and for one municipality can be easily shared and implemented in another municipality with minimal duplication of effort or cost. ***Additionally, since the system allows for additional users under the single license, this platform could be extended to Boards of Education, Public Safety and others without significant increase in the annual cost.***

The *Regional Electronic Content Management system* provides local implementation of customized workflows, increases public accessibility and transparency and reduces reliance on paper documents. Example processes include online permitting, contract management, FOIA requests, agenda approvals, and work order requests. In addition, the system will allow certain documents to be accessed from MetroCOG's existing municipal parcel viewers (see <http://ctmetro.org/maps/>).

The project will also provide high volume scanning and indexing services to each municipality. This phase will scan and store historic documents which can then be made publicly available, as required by FOIA, via the system's public web portal. Benefits include:



- By adding a significant number of documents to the database, municipal departments will have a more robust system that can better utilize many of Laserfiche's business processes. *During 2018, Trumbull's building department issued 3,152 building permits.*
- Accessing documents via an online web viewer reduces the need for the public to visit the department in person which allows departmental staff to focus on other job responsibilities while still providing the public with access to information.
- Several Chief Elected Officials have identified space constraints as a major problem in municipal administration buildings. By creating digital records that can last in perpetuity, towns can rework their existing office setups and reduce the number of paper records being stored.

Purpose of Resolution: The State of Connecticut requires all municipalities that elect to participate in the proposed regional service endorse the application through a resolution from the legislative body by February 28th, 2020.

Attached is a resolution (draft), and a copy of the grant application and supporting documents.



Regional Electronic Content Management and Document Digitization

Proposal for funding through OPM's Regional Performance Incentive Program, on behalf of **Bridgeport, Easton, Fairfield, Monroe, Stratford & Trumbull**

Submitted to OPM on December 31, 2019



METROCOG

Connecticut Metropolitan Council of Governments

1000 Lafayette Boulevard, Suite 925
Bridgeport, CT 06604

203-366-5405 www.ctmetro.org



Regional Performance Incentive Program

Application Guidelines: https://biznet.ct.gov/SCP_Search/BidDetail.aspx?CID=51757

Pursuant to CGS Section 4-124s.

Proposal for Joint Provision of Services or Study to be filed with the Secretary of the Office of Policy and Management

Submit to:

Office of Policy and Management,
450 Capitol Ave. MS #54 SLP
Hartford, CT 06106-1379,
Attn: RPI Program

Applicant Entity

Name	Connecticut Metropolitan Council of Governments (MetroCOG)
Address	1000 Lafayette Boulevard
City/State/Zip	Bridgeport, CT 06604

Contact Person(s):

Name	Matthew Fulda
Title	Executive Director
Telephone	203-366-5405
E-mail	mfulda@ctmetro.org

Amount Requested:

\$350,000

Project Title:

Regional Electronic Content Management and Document Digitization

(A) Description of the proposed service or initiative:

The Regional Electronic Content Management system, hosted by Laserfiche Cloud, is a multi-faceted shared service that will create efficient processes for internal workflows, allow for scalable implementation, increase public accessibility and transparency and reduce each municipalities reliance on paper documents. The system, first and foremost, provides cloud-based content management to store, index and serve municipal and regional documents. Additionally, the system includes, at no additional cost, hundreds of pre-built business processes as well as the ability for users to create additional workflows as needed. The business processes include, but are not limited to, online permitting, contract management, FOIA requests, agenda approvals, and work order requests. This project will build upon MetroCOG's existing Laserfiche implementation and expand it to include additional workflows to significantly improve public access and transparency. A major benefit is that the system allows for a single regional license, rather than individual licenses for each town including the built-in workflows and business processes at no additional cost. This functionality allows each municipality in the region to decide which functions are most important while not limiting another municipality.

The system also allows certain documents to be accessed from MetroCOG's municipal parcel viewers. MetroCOG has been working with the Town of Monroe for the last few years on a pilot program to store and provide access to Monroe Health Department records through the town's municipal GIS parcel viewer, hosted by MetroCOG. For this program, health department staff uploads Well Completion Reports and Septic As-Builts to the cloud-based system and the documents are then accessible to anyone via the parcel viewer. This grant would expand that capacity to the other municipalities in the region as well as other departments within each municipality. Accessing documents via an online web viewer reduces the need for the public to visit the department in person which allows departmental staff to focus on other job responsibilities while still providing the public with access to the information.

The second phase of this project will be to request proposals from qualified contractors that can assist in high volume scanning and indexing. This phase will scan and store historic documents which can then be made publicly available, as required by FOIA, via the systems public web portal. Adding a significant number of documents to the database creates a more robust system that can better utilize many of the business processes. Additionally, conversations with several Chief Elected Officials hve identified space constraints as a major problem in municipal administration buildings. By creating digital records that can last in perpetuity, this project will allow towns to rework their existing office setups and reduce the number of paper records being stored.

(B) Explanation of the need for such service or initiative:

The online document management system will improve internal municipal operations and create a more transparent and accessible government for residents. Internal workflows and processes, such as the contract management workflow, will ensure the municipality is notified as existing contracts reach their end date and provide information on auto-renewal terms and other contract specific details. The FOIA request will allow the public a streamlined mechanism for requesting public documents and keep a record of all such requests. The integration of online permitting through this service will allow those municipalities necessary functionality at a significantly lower cost than could be achieved through other permitting vendors.

For the public, the cloud base public portal will allow residents to access information and documentation at any time, regardless of whether the town hall is open. The increased public access will reduce the number of visitors to a specific municipal department allowing municipal staff to focus on other job-related responsibilities while maintaining the public's ability to access necessary documentation.

Additionally, the built-in workflows, business processes and forms reduce user error and allow for more complete indexing of past, current and future documents. This increases the ability of municipal staff and the public to quickly locate and review documents without requiring municipal staff time to address such requests. The regional cloud-based storage system also reduces municipal storage costs and the quantity of printing required to fulfill requests from the public.

(C) Method of delivering such service or initiative:

The cloud-based system will be delivered through web-based applications, online forms, internal workflows, and a public portal. The system does not require the purchase or maintenance of any on premise hardware as all the information, forms, web portals and databases are stored in a cloud-based server. MetroCOG will work with each municipality in the region to determine which processes and workflows should be implemented on a town by town basis. MetroCOG will continue its existing relationship with Automated Information Systems (AIS), a Laserfiche Value Added Reseller who provides front end and back end support as well as application and workflow development.

The scanning and indexing portion of this project will be completed by a qualified contractor selected through a competitive procurement process. MetroCOG and the municipalities will work with the selected contractor to prioritize document scanning with the expectation that each municipality will receive this service for the highest priority documents.

(D) Entity that would be responsible for delivering such service or initiative:

MetroCOG will act as the project manager for this project and work collaboratively with the region's municipalities and the Laserfiche vendor.

(E) Description of the recipient population(s) for such service or initiative:

Over 324,000 people reside in the City of Bridgeport and the Towns of Easton, Fairfield, Monroe, Stratford and Trumbull. The region ranges from Connecticut's largest city (Bridgeport) to a small, agricultural community (Easton). Each municipality shares a commitment to providing the highest level of service to their constituents. These services include processing permit applications and fulfilling a diverse range of requests for information, including FOIA requests. However, the amount of public information currently available online varies by each municipality, and often by department. For those records not online, public availability is limited by the office hours of each municipal office.

During FY2018, Bridgeport's building department issued 3,266 building permits. A budget goal of the Bridgeport Building Department is to *"continue to support and work towards digitization of permit process"* – a goal shared by Trumbull's building department as well, which issued 3,152 permits in 2018.

Even the region's smaller towns issue hundreds of building permits a year – in 2018, Easton issued 663 and Monroe issued 1,294. In Easton's 2018 Annual Report, the Building Department noted that open permits are often not discovered until a residence goes on the market and a title search is performed. Scanning and electronic management of permits could help staff identify which permits still must be closed by the contractor (see https://www.eastonct.gov/sites/eastonct/files/uploads/2018_annual_report_final.pdf).

Managing health permits are another area that could benefit from digitization. All municipalities issue a variety of health permits which often reflects local land uses. In Bridgeport, 1,208 restaurants were inspected in FY2018, while in Easton more than half of their total 225 health inspections were related to septic. Document scanning would support both health department functions.

The sheer amount of records and information can be daunting for both the public and local staff to consider. For example, Bridgeport reported 310 FOIA requests to the City Clerk in FY2018.

(F) Description of how such service or initiative will achieve economies of scale:

Document scanning is a time-consuming process that requires specialized equipment and expertise, especially when utilizing a cloud-based solution. For local staff and the public to be able to quickly retrieve documents, they must be stored in the correct location and include the necessary metadata. Current municipal workloads and local servers are unable to accommodate digitally archiving the records stored in hundreds of file cabinets throughout the region. As paper increases, more file cabinets in offsite storage become necessary – an expense which takes up valuable office space and only increases the time it takes to search for and retrieve a document.

Developing a scope of work across multiple departments and the vendor selection process would be time consuming for each municipality to perform on their own. Due to various levels of local expertise on document management and cloud storage, implementing the service would be a significant challenge for many towns. The regional development of a document scanning and digital archiving system will provide enhancements to a back-office function shared by a diverse range of municipal departments throughout the region.

By utilizing a cloud-based document storage system, staff will spend less looking through file cabinets for supporting documents or public requests. Town halls will experience less constraints on office space due to fewer file cabinets. Constituents can also search for and access information at their own pace and schedule, rather than being limited to the operating hours of local town halls.

Further economies will be realized through the single license structure of the Laserfiche Cloud implementation, meaning that workflows and business processes created by and for one municipality can be easily shared and implemented in another municipality with minimal duplication of effort or cost. Additionally, since the system allows for additional users under the single license, this platform could be extended to Boards of Education, Public Safety and others without significant increase in the annual cost.

There will also be significant economies of scale associated with the bulk scanning portion of this contract. First, a single regional procurement is significantly less costly than each municipality going out

to bid for the service individually. Second, utilizing one contractor will allow for a more streamlined process and reduce the sunk costs that arise from on-boarding a new consultant and educating them on the system. A robust scanning and indexing processes, created in collaboration with all six municipalities, will allow MetroCOG to maximize the total number of scanned documents and reduce errors.

(G) Estimate of anticipated mill rate reduction for participating municipalities as a result of savings realized from such service or initiative:

Given the total amount requested as compared to the total property tax revenue within the budgets of the six municipalities cooperating in this grant application, at the least, this program will reduce the mill rates of each town by as much as .05%. This is based upon the average cost savings calculated by New Jersey's Division of Archives and Records Management (NJDRAM) due to reductions in storage costs of paper records (<https://www.ctg.albany.edu/publications/preservation/>, 2006). However, fully calculating the total mill rate reduction of this service is difficult, as there is no fixed cost associated with fulfilling a request, as it could take staff minutes or hours, depending on the complexity of the request and the location of the records.

It is likely that this scale of mill rate reduction would grow over the years as the municipalities reduce staff time spent looking through physical records and realize further efficiencies. Digital records management is a sound investment and can accrue significant reductions in costs and increases in benefits both over the short and long terms. A table has been attached to this application for additional details.

(H) Cost benefit analysis for the provision of such service or initiative by each participating municipality and by the entity or board of education submitting the proposal:

As discussed earlier, analyzing the cost benefit of electronic document management is difficult to determine. However, industry and organizational literature have identified benefits to both staff and the public.

J.P. Morgan's *Analysis of Electronic Records Management Solutions in the Federal Government* identified electronic records management as having the following benefits:

- Less staff time spent on record management duties increases the available time to perform core tasks.
- Supports disaster recovery and business continuity; records stored in the cloud can be accessed by staff remotely. If original paper records are destroyed or inaccessible, digital records can be quickly retrieved.
- Reduces the need to print and distribute paper records.
- Avoids delays, investigations and lawsuits resulting from misplaced paper records.
- Reduces difficulties and delays in retrieving paper records, especially if they are stored off-site.
- Records can be accessed by multiple users simultaneously.

- Metadata can be used to identify record types subject to statutory or regulatory retention requirements.
- Reduces time spent responding to FOIA requests; may simplify the FOIA process for all parties.
- Preservation of institutional knowledge; as staff turns over/retires, digital files will be easier to find than paper documents.
- Maintains reliable service levels without increasing staffing, especially if there was a sudden increase in record requests.

Further, the Council of State Archivists' *State Archiving in the Digital Era: A Playbook for the Preservation of Electronic Records* (October 2018, <https://www.statearchivists.org/programs/state-electronic-records-initiative/>) identified the digital records management as having the following benefits:

- Information is more readily available and accessible to policy makers, public records requests and collaborative initiatives.
- Simplification and streamlining of back-office activities.

(L) Indicate the level and type of pledged match funds as a percentage of the total grant request amount

MetroCOG and region's municipalities are not requesting any additional funding for staff time reimbursement through this grant. As this project will require significant staff resources, there will be a significant in-kind match. In addition, the region's member municipalities have already passed a resolution stating their intent to provide a regional cost share once the grant funding has been expended to continue the service. While this is not a typical match, it illustrates the region's commitment to this project and its continued functionality well beyond the grant period.

(M) Indicate the extent to which the proposal relates to the following major themes of the Lamont Administration:

The proposed project is directly related to Governor Lamont's goal of making government more effective, efficient, and customer-friendly by delivering services online, leveraging data to improve outcomes, and collaborating with interagency, intergovernmental, and interstate partners in addition to back office functions. The implementation of the regional electronic content management system will reduce municipal reliance on paper by moving as much data, documents and processes to a digital format. The service also increases the ability of the public to access public records and request additional records.

MetroCOG RPIP FY20 Budget Table

Budget Item	Unit Cost	Units	Total Cost
Annual Laserfiche Cloud Licensing and Users	\$62,500	2	\$125,000
Laserfiche Development Support	\$250	100	\$25,000
Bulk Scanning and Indexing	\$200,000	1	\$200,000
Total Grant Request			\$350,000

Notice of Funding Opportunity
Regional Performance Incentive Program (RPIP)
FY 20 Grant Round

Overview

The Office of Policy and Management (OPM) is currently accepting proposals for the FY 20 RPIP Grant Round, in accordance with CGS Sec. 4-124s.

Eligible applicants* include the following entities, either individually or in any combination:

- 1) any regional council of governments (COG);
- 2) any two or more municipalities acting through a COG;
- 3) any economic development district (EDD); and
- 4) any regional educational service center (RESC).

Eligible applicants may submit proposals for:

- 1) the joint provision of any service that one or more participating municipalities of such COG, EDD or RESC currently provide but which is not provided on a regional basis;
- 2) a planning study regarding the joint provision of any service on a regional basis; or
- 3) shared information technology services.

***Note:** In addition to the eligible applicants noted above, any local or regional board of education or RESC serving a population greater than one hundred thousand may submit a proposal for a regional special education initiative, per CGS Sec. 4-124s(b).

Proposal Format Requirements

Eligible applicants shall provide the following information for each proposal:

- (A) Description of the proposed service or initiative;
- (B) Explanation of the need for such service or initiative;
- (C) Method of delivering such service or initiative;
- (D) Entity that would be responsible for delivering such service or initiative;
- (E) Description of the recipient population(s) for such service or initiative;
- (F) Description of how such service or initiative will achieve economies of scale;
- (G) Estimate of anticipated mill rate reduction for participating municipalities as a result of savings realized from such service or initiative;

- (H) Cost benefit analysis for the provision of such service or initiative by each participating municipality and by the entity or board of education submitting the proposal;
- (I) Plan of implementation for delivery of such service or initiative;
- (J) Resolution approved by the legislative body* of each participating municipality endorsing such proposal, authorizing the eligible applicant to apply for funding, and to enter into any required contract and/or agreement should the proposal be selected for an award. (*Note: Under CGS Sec. 4-124s(a)(3), "Legislative body" means the board of selectmen, town council, city council, board of alderman, board of directors, board of representatives or board of the warden and burgesses of a municipality)
- (K) Explanation of the potential legal obstacles, if any, to the regional provision of such service or initiative;
- (L) Indicate the level and type of pledged match funds as a percentage of the total grant request amount (e.g., for a \$100,000 grant request, a 20% match would be \$20,000), with the minimum grant request being \$50,000 and the maximum grant request being \$1,000,000. Rating scale to be based on ratio of pledged match funds to requested grant funds, as well as the type of match (i.e., monetary vs. in-kind); and
- (M) Indicate the extent to which the proposal relates to the following major themes of the Lamont Administration:
- i. Promoting economic growth by, e.g., developing our workforce, improving the quality of life and fiscal stability of our cities and towns, reducing barriers to entry and supporting entrepreneurship, and driving down the cost of healthcare, higher education, infrastructure and other significant family and business investments.
 - ii. Encouraging programs and initiatives to improve Connecticut's criminal justice system and enhance community safety, including but not limited to projects that reduce recidivism by supporting housing and employment opportunities and reducing barriers for individuals returning to our communities post-incarceration, as well as initiatives that use a coordinated multi-disciplinary approach to support the needs of victims of crime.
 - iii. Making government more effective, efficient, and customer-friendly by, e.g., delivering services online, leveraging data to improve outcomes, and collaborating with interagency, intergovernmental, and interstate partners in addition to back office functions, e.g., human resources, labor relations, budget and finance, assessors and tax collectors, inspectors in both building, trades and public health, regional health districts.

Required Attachments

Attached to the end of this document is information that we are required to provide to bidders, proposers and applicants. Additionally, there are required forms that must be completed and submitted with your proposal.

Submittal Instructions

Proposals must be received by OPM no later than 5:00 PM on December 31, 2019.**

Proposals shall be submitted via email to Martin L. Heft, Acting Undersecretary, Intergovernmental Policy and Planning Division, Office of Policy and Management at Martin.Heft@ct.gov.

Additionally, applicants shall submit a copy of each proposal to the legislators representing any participating municipalities.

****Note:** Applicants have the option of submitting items (G) through (K), as described in the section titled *Proposal Format Requirements*, without penalty to OPM by no later than 5:00 PM on February 28, 2020. This is meant to address applicant concerns over the amount of time needed to prepare complete applications. However, OPM will not accept any supplemental information pertaining to items (A) through (F) following the December 31, 2019 deadline.

Proposal Review and Rating Process

A selection committee comprised of OPM staff will evaluate qualified proposals submitted in response to this funding opportunity and recommend finalists for the Secretary's consideration.

Such proposals shall be rated using the following weighted criteria:

- 50% based on a 1-10 rating of the information provided in items (A) – (K) of the Proposal Format Requirements;
- 30% based on a 1-10 rating of how the proposal addresses items (L) – (M) of the Proposal Format Requirements; and
- 20% based on a 1-10 rating of the extent to which the applicant meets the priority criteria of CGS Sec. 4-124s(c)(2)***.

*****Note:** CGS Sec. 4-124s(c)(2) states, "(2) The secretary shall review each proposal and shall award grants for proposals the secretary determines best meet the requirements of this section. In awarding such grants, the secretary shall give priority to a proposal submitted by (A) any entity specified in subsection (a) of this section that includes participation of all of the member municipalities of such entity, and which may increase the purchasing power of participating municipalities or provide a cost savings initiative resulting in a decrease in

expenses of such municipalities, allowing such municipalities to lower property taxes, (B) any economic development district, and (C) any local or regional board of education.”

Anticipated Announcement of Selected Proposals

OPM intends to notify applicants by May 15, 2020 of any proposals selected for funding in the FY 20 RPIP grant round.

Upon such notification, OPM will work with selected applicants to develop the necessary grant contract and scope of work for implementing the proposal.

Execution of any grant contract requires the grantee to accept OPM’s General Grant Conditions and, if applicable, OPM’s Special Grant Conditions (reference copies are attached).

---THIS SECTION INTENTIONALLY LEFT BLANK---

REQUIRED ATTACHMENTS/FORMS

ITEMS LISTED BELOW ARE INCLUDED IN THE PAGES TO FOLLOW

- **OPM Vendor/Bidder Profile Sheet - Form OPM-A-15:** this form must be completed and submitted with your proposal.
- **State of Connecticut Agency Vendor Form – Form SP-26NB-IPDF:** this form ONLY needs to be completed and submitted if any of your entity's information has changed from your previously filed form.
- **Request for Taxpayer Identification Number and Certification – Form W-9:** this form ONLY needs to be completed and submitted if any of your entity's information has changed from your previously filed form.
- **Acknowledgment of Contract Compliance Notification to Bidders Form:** this form must be completed and submitted with your proposal.
- **Bidder Contract Compliance Requirements and Monitoring Report Forms:** this package must be completed and submitted with your proposal.
- **General Grant Conditions:** attached for reference
- **Special Grant Conditions:** attached for reference

For more information and relevant statutes related to Affirmative Action and Contract Compliance, please visit the Commission on Human Rights and Opportunities website at the following link: <https://www.ct.gov/chro/site/default.asp>

OPM VENDOR/BIDDER/APPLICANT PROFILE SHEET

This form is to be completed by entities responding to any OPM solicitation (RFP, RFA, RFI, RFQ, etc.) for supplies, services and/or grant funding.

Entity Name (do not abbreviate): Connecticut Metropolitan Council of Governments	Federal Employer Id Number/SSN: 06-0765591
Entity Address: 1000 Lafayette Boulevard, suite 925, Bridgeport, CT 06604	
Contact Person's Name: Matthew Fulda	Telephone Number(s): 203-366-5405
Contact Person's Title: Executive Director	Contact Person's email Address: mfulda@ctmetro.org

AFFIRMATION OF VENDOR/BIDDER/APPLICANT

The undersigned applicant/respondent affirms and declares:

- 1.) That this proposal/application is executed and signed by said vendor/bidder/applicant with full knowledge and acceptance of the conditions as stated in the CONDITIONS Section of the solicitation.
 YES NO N/A (no solicitation)
- 2.) That the objectives, services and/or deliverables outlined in the solicitation shall be met/delivered by the vendor/bidder/apolicant as proposed therein, at the budget/cost proposed therein (if applicable), and within the timeframes as delineated within the solicitation
 YES NO N/A (no solicitation)
- 3.) That neither the vendor/bidder/applicant and/or any company official nor any subcontractor to the vendor/bidder/applicant and/or any subcontractor company official has received any notices of debarment and/or suspension from contracting with the State of Connecticut or the Federal Government.
 YES NO
- 4.) That neither the vendor/bidder/applicant and/or any company official nor any subcontractor to the vendor/bidder/applicant and/or any subcontractor company official has received any notices of debarment and/or suspension from contracting with other states within the United States.
 YES NO

ACKNOWLEDGEMENT OF VENDOR/BIDDER/APPLICANT

- 5.) With regard to a State contract as defined in Public Act 07-1 having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the undersigned expressly acknowledges:

Receipt of the State Elections Enforcement Commission's notice advising prospective state contractors of state campaign contribution and solicitation prohibitions.

YES NO N/A pursuant to CHRO definition below*

*Prohibitions not applicable to "a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee."

Written Signature of Person Authorized to Bind the Vendor/Bidder Contractually: 	Date: 12/31/19
Type or Print Name of Authorized Signatory: Matthew Fulda	Title of Signatory: Executive Director

IF VENDOR/BIDDER/APPLICANT IS A CORPORATION

What is the authority of signatory to bind the vendor/bidder/applicant contractually?

Corporate Resolution Corporate By Laws Other **(Please provide a written copy.)**

Is your business income reportable to the IRS? Yes No

Are you a DAS certified minority owned business? Yes No If YES, check all that apply.

Women Owned Black Hispanic American Indian Disabled Iberian Peninsula Asian Other

Subject of Solicitation	Submission Due	Division	Date Issued

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Greater Bridgeport Regional Planning Agency		
	2 Business name/disregarded entity name, if different from above Connecticut Metropolitan Council of Governments		
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.		
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate		
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.		
	<input checked="" type="checkbox"/> Other (see instructions) ▶ Quasi Governmental		
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>		5 Address (number, street, and apt. or suite no.) See instructions. 1000 Lafayette Boulevard, Suite 925
6 City, state, and ZIP code Bridgeport, CT 06604		Requester's name and address (optional)	
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)											
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later.											
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">Social security number</td> </tr> <tr> <td style="width: 50%; height: 30px;"></td> <td style="width: 50%; height: 30px;"></td> </tr> <tr> <td colspan="2" style="text-align: center;">or</td> </tr> <tr> <td colspan="2" style="text-align: center;">Employer identification number</td> </tr> <tr> <td style="width: 50%; text-align: center;">06</td> <td style="width: 50%; text-align: center;">- 0765591</td> </tr> </table>		Social security number				or		Employer identification number		06	- 0765591
Social security number											
or											
Employer identification number											
06	- 0765591										
Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.											

Part II Certification	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and	
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and	
3. I am a U.S. citizen or other U.S. person (defined below); and	
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.	
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.	
Sign Here	Signature of U.S. person ▶
	Date ▶ 12/31/19

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

STATE OF CONNECTICUT - AGENCY VENDOR FORM 7

IMPORTANT: ALL parts of this form must be completed, signed and returned by the vendor.

READ & COMPLETE CAREFULLY

SP-26NB-IPDF Rev. 4/10

COMPLETE VENDOR LEGAL BUSINESS NAME Greater Bridgeport Regional Planning Agency		Taxpayer ID # (TIN): <input type="checkbox"/> SSN <input checked="" type="checkbox"/> FEIN 06-0765591 <small>WRITE/TYPE SSN/FEIN NUMBER ABOVE</small>	
BUSINESS NAME, TRADE NAME, DOING BUSINESS AS (IF DIFFERENT FROM ABOVE) Connecticut Metropolitan Council of Governments			
BUSINESS ENTITY: <input type="checkbox"/> CORPORATION <input type="checkbox"/> LLC CORPORATION <input type="checkbox"/> LLC PARTNERSHIP <input type="checkbox"/> LLC SINGLE MEMBER ENTITY <input type="checkbox"/> NON-PROFIT <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> INDIVIDUAL/SOLE PROPRIETOR <input checked="" type="checkbox"/> GOVERNMENT			
NOTE: IF INDIVIDUAL/SOLE PROPRIETOR, INDIVIDUAL'S NAME (AS OWNER) MUST APPEAR IN THE LEGAL BUSINESS NAME BLOCK ABOVE.			
BUSINESS TYPE: <input type="checkbox"/> A. SALE OF COMMODITIES <input type="checkbox"/> B. MEDICAL SERVICES <input type="checkbox"/> C. ATTORNEY FEES <input type="checkbox"/> D. RENTAL OF PROPERTY (REAL ESTATE & EQUIPMENT) <input checked="" type="checkbox"/> E. OTHER (DESCRIBE IN DETAIL) quasi governmental			
UNDER THIS TIN, WHAT IS THE PRIMARY TYPE OF BUSINESS YOU PROVIDE TO THE STATE? (ENTER LETTER FROM ABOVE) →			
UNDER THIS TIN, WHAT OTHER TYPES OF BUSINESS MIGHT YOU PROVIDE TO THE STATE? (ENTER LETTER FROM ABOVE) →			
NOTE: IF YOUR BUSINESS IS A PARTNERSHIP, YOU MUST ATTACH THE NAMES AND TITLES OF ALL PARTNERS TO YOUR BID SUBMISSION.			
NOTE: IF YOUR BUSINESS IS A CORPORATION, IN WHICH STATE ARE YOU INCORPORATED?			
VENDOR ADDRESS STREET 1000 Lafayette Boulevard, Suite 925		CITY STATE ZIP CODE Bridgeport CT 06604	
Add Additional Business Address & Contact information on back of this form.			
VENDOR E-MAIL ADDRESS mfulda@ctmetro.org		VENDOR WEB SITE www.ctmetro.org	
REMITTANCE INFORMATION: INDICATE BELOW THE REMITTANCE ADDRESS OF YOUR BUSINESS. <input checked="" type="checkbox"/> SAME AS VENDOR ADDRESS ABOVE.			
REMIT ADDRESS STREET		CITY STATE ZIP CODE	
CONTACT INFORMATION: NAME (TYPE OR PRINT)			
1ST BUSINESS PHONE:		HOME PHONE:	
Exl. #		Exl. #	
2ND BUSINESS PHONE:		1ST PAGER:	
Exl. #		Exl. #	
CELLULAR:		2ND PAGER:	
1ST FAX NUMBER:		TOLL FREE PHONE:	
Exl. #		Exl. #	
2ND FAX NUMBER:		TELEX:	
WRITTEN SIGNATURE OF PERSON AUTHORIZED TO SIGN PROPOSALS ON BEHALF OF THE ABOVE NAMED VENDOR 			DATE EXECUTED
← SIGN HERE			
TYPE OR PRINT NAME OF AUTHORIZED PERSON Matthew Fulda		TITLE OF AUTHORIZED PERSON Executive Director	
IS YOUR BUSINESS CURRENTLY A DAS CERTIFIED SMALL BUSINESS ENTERPRISE? <input type="checkbox"/> YES (ATTACH COPY OF CERTIFICATE) <input checked="" type="checkbox"/> NO			
IS YOUR BUSINESS CURRENTLY A CT DOT CERTIFIED DISADVANTAGED BUSINESS ENTERPRISE (DBE)? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
IF YOU ARE A STATE EMPLOYEE, INDICATE YOUR POSITION, AGENCY & AGENCY ADDRESS			
PURCHASE ORDER DISTRIBUTION: (E-MAIL ADDRESS) ckelleher@ctmetro.org			
NOTE: THE E-MAIL ADDRESS INDICATED IMMEDIATELY ABOVE WILL BE USED TO FORWARD PURCHASE ORDERS TO YOUR BUSINESS.			

ADD FURTHER BUSINESS ADDRESS, E-MAIL & CONTACT INFORMATION ON SEPARATE SHEET IF REQUIRED

This form is **MANDATORY** and must be completed, signed, and returned with the vendor's bid.

ACKNOWLEDGMENT OF CONTRACT COMPLIANCE NOTIFICATION TO BIDDERS

INSTRUCTION: Bidder must sign acknowledgment below, and return this form to the awarding agency with the bid proposal.

The undersigned duly authorized representative of the bidding vendor acknowledges receiving and reading a copy of the **NOTIFICATION TO BIDDERS**. *(Please print name under signature line.)*



Signature

Executive Director

Title

12/31/19

Date

On behalf of:

Connecticut Metropolitan Council of Governmetns

Vendor Name

1000 Lafayette Boulevard, Suite 925

Street Address

Bridgeport

CT

06604

City

State

Zip

06-0765591

Federal Employee Identification Number
(FEIN/SSN)

This form is **MANDATORY** and must be completed, signed, and returned with the vendor's bid.

CONTRACTOR/GRANTEE COMPLIANCE REQUIREMENTS

NOTE: - THESE REQUIREMENTS APPLY TO ALL CONTRACTORS - INCLUDING GRANTEES AND INDIVIDUALS

Connecticut General Statute Section 4a-60 was adopted to insure that State agencies do not enter into contracts with organizations or businesses that discriminate against protected class persons. To carry out the provisions of the Statute, the Commission on Human Rights and Opportunities developed Regulations concerning Contract Compliance and approval of Contract Compliance Programs which impose certain obligations on State agencies as well as contractors doing business with the State of Connecticut.

These regulations require that as an awarding agency, in this instance, the Office of Policy and Management (OPM), must consider the following factors in its selection of any contractor:

- The bidder's success in implementing an affirmative action plan;
- If the bidder does not have a written affirmative action plan, the bidder's promise to develop and implement a successful affirmative action plan;
- The bidder's success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 of the Administrative Regulations of Connecticut State Agencies, inclusive;
- The bidder's submission of employment statistics contained in the "Employment Information Form", indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and
- The bidder's promise to set aside a portion of the contract for legitimate minority business enterprises.

In order to assess the factors above, contractors are required to provide OPM with information about their organizations.

A package of information is provided with forms and instructions that must be completed, signed by responsible parties and returned to OPM with the response to the Request for Proposal or with the Grant Application.

PLEASE NOTE: If you indicate that you will be sub-contracting a portion of this contract, you will be sent further forms for completion as required in the contract compliance regulations. Thank you for your cooperation.

**COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES
CONTRACT COMPLIANCE REGULATIONS
NOTIFICATION TO BIDDERS**

(Revised 09/3/15)

The contract to be awarded is subject to contract compliance requirements mandated by Sections 4a-60 and 4a-60a of the Connecticut General Statutes; and, when the awarding agency is the State, Sections 46a-71(d) and 46a-81i(d) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at Section 46a-68j-21 through 43 of the Regulations of Connecticut State Agencies, which establish a procedure for awarding all contracts covered by Sections 4a-60 and 46a-71(d) of the Connecticut General Statutes.

According to Section 46a-68j-30(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to "aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials." "Minority business enterprise" is defined in Section 4a-60 of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: "(1) Who are active in daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of Section 32-9n." "Minority" groups are defined in Section 32-9n of the Connecticut General Statutes as "(1) Black Americans . . . (2) Hispanic Americans . . . (3) persons who have origins in the Iberian Peninsula . . . (4) Women . . . (5) Asian Pacific Americans and Pacific Islanders; (6) American Indians . . ." An individual with a disability is also a minority business enterprise as provided by Section 4a-60g of the Connecticut General Statutes. The above definitions apply to the contract compliance requirements by virtue of Section 46a-68j-21(11) of the Contract Compliance Regulations.

The awarding agency will consider the following factors when reviewing the bidder's qualifications under the contract compliance requirements:

- (a) the bidder's success in implementing an affirmative action plan;
- (b) the bidder's success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 of the Administrative Regulations of Connecticut State Agencies, inclusive;
- (c) the bidder's promise to develop and implement a successful affirmative action plan;
- (d) the bidder's submission of employment statistics contained in the "Employment Information Form", indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and
- (e) the bidder's promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 46a-68j-30(10)(E) of the Contract Compliance Regulations.

INSTRUCTIONS AND OTHER INFORMATION

The following **BIDDER CONTRACT COMPLIANCE MONITORING REPORT** must be completed in full, signed, and submitted with the bid for this contract. The contract awarding agency and the Commission on Human Rights and Opportunities will use the information contained thereon to determine the bidders compliance to Sections 4a-60 and 4a-60a CONN. GEN. STAT., and Sections 46a-68j-23 of the Regulations of Connecticut State Agencies regarding equal employment opportunity, and the bidder's good faith efforts to include minority business enterprises as subcontractors and suppliers for the work of the contract.

1) Definition of Small Contractor

Section 4a-60g CONN. GEN. STAT. defines a small contractor as a company that has been doing business under the same management and control and has maintained its principal place of business in Connecticut for a one year period immediately prior to its application for certification under this section, had gross revenues not exceeding fifteen million dollars in the most recently completed fiscal year, and at least fifty-one percent of the ownership of which is held by a person or persons who are active in the daily affairs of the company, and have the power to direct the management and policies of the company, except that a nonprofit corporation shall be construed to be a small contractor if such nonprofit corporation meets the requirements of subparagraphs (A) and (B) of subdivision 4a-60g CONN. GEN. STAT.

MANAGEMENT: Managers plan, organize, direct, and control the major functions of an organization through subordinates who are at the managerial or supervisory level. They make policy decisions and set objectives for the company or departments. They are not usually directly involved in production or providing services. Examples include top executives, public relations managers, managers of operations specialties (such as financial, human resources, or purchasing managers), and construction and engineering managers.

BUSINESS AND FINANCIAL OPERATIONS: These occupations include managers and professionals who work with the financial aspects of the business. These occupations include accountants and auditors, purchasing agents, management analysts, labor relations specialists, and budget, credit, and financial analysts.

MARKETING AND SALES: Occupations related to the act or process of buying and selling products and/or services such as sales engineer, retail sales workers and sales representatives including wholesale.

LEGAL OCCUPATIONS: In-House Counsel who is charged with providing legal advice and services in regards to legal issues that may arise during the course of standard business practices. This category also includes assistive legal occupations such as paralegals, legal assistants.

COMPUTER SPECIALISTS: Professionals responsible for the computer operations within a company are grouped in this category. Examples of job titles in this category include computer programmers, software engineers, database administrators, computer scientists, systems analysts, and computer support specialists

ARCHITECTURE AND ENGINEERING: Occupations related to architecture, surveying, engineering, and drafting are included in this category. Some of the job titles in this category include electrical and electronic engineers, surveyors, architects, drafters, mechanical engineers, materials engineers, mapping technicians, and civil engineers.

OFFICE AND ADMINISTRATIVE SUPPORT: All clerical-type work is included in this category. These jobs involve the preparing, transcribing, and preserving of written communications and records; collecting accounts; gathering and distributing information; operating office machines and electronic data processing equipment; and distributing mail. Job titles listed in this category include telephone operators, bill and account collectors, customer service representatives, dispatchers, secretaries and administrative assistants, computer operators and clerks (such as payroll, shipping, stock, mail and file).

BUILDING AND GROUNDS CLEANING AND MAINTENANCE: This category includes occupations involving landscaping, housekeeping, and janitorial services. Job titles found in this category include supervisors of landscaping or housekeeping, janitors, maids, grounds maintenance workers, and pest control workers.

CONSTRUCTION AND EXTRACTION: This category includes construction trades and related occupations. Job titles found in this category include boilermakers, masons (all types), carpenters, construction laborers, electricians, plumbers (and related trades), roofers, sheet metal workers, elevator installers, hazardous materials removal workers, paperhangers, and painters. Paving, surfacing, and tamping equipment operators; drywall and ceiling tile installers; and carpet, floor and tile installers and finishers are also included in this category. First line supervisors, foremen, and helpers in these trades are also grouped in this category.

INSTALLATION, MAINTENANCE AND REPAIR: Occupations involving the installation, maintenance, and repair of equipment are included in this group. Examples of job titles found here are heating, ac, and refrigeration mechanics and installers; telecommunication line installers and repairers; heavy vehicle and mobile equipment service technicians and mechanics; small engine mechanics; security and fire alarm systems installers; electric/electronic repair, industrial, utility and transportation equipment; millwrights; riggers; and manufactured building and mobile home installers. First line supervisors, foremen, and helpers for these jobs are also included in the category.

MATERIAL MOVING WORKERS: The job titles included in this group are Crane and tower operators; dredge, excavating, and lading machine operators; hoist and winch operators; industrial truck and tractor operators; cleaners of vehicles and equipment; laborers and freight, stock, and material movers, hand; machine feeders and offbearers; packers and packagers, hand; pumping station operators; refuse and recyclable material collectors; and miscellaneous material moving workers.

PRODUCTION WORKERS: The job titles included in this category are chemical production machine setters, operators and tenders; crushing/grinding workers; cutting workers; inspectors, testers sorters, samplers, weighers; precious stone/metal workers; painting workers; cementing/gluing machine operators and tenders; etchers/engravers; molders, shapers and casters except for metal and plastic; and production workers.

3) Definition of Racial and Ethnic Terms (as used in Part IV Bidder Employment Information) (Page 3)

<p><u>White</u> (not of Hispanic Origin)-All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.</p> <p><u>Black</u> (not of Hispanic Origin)-All persons having origins in any of the Black racial groups of Africa.</p> <p><u>Hispanic</u>- All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.</p>	<p><u>Asian or Pacific Islander</u>- All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes China, India, Japan, Korea, the Philippine Islands, and Samoa.</p> <p><u>American Indian or Alaskan Native</u>- All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.</p>
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BIDDER CONTRACT COMPLIANCE MONITORING REPORT

PART I – Bidder Information

<p>Company Name: Connecticut Metropolitan Council of Governments Street Address: 1000 Lafayette Boulevard, Suite 925 City & State: Bridgeport, CT 06604 Chief Executive: Matthew Fulda</p>	<p>Bidder Federal Employer Identification Number: 06-0765591 Or Social Security Number:</p>
<p>Major Business Activity: (brief description)</p> <p>Transportation and land use planning services, brownfields assessment and remediation, economic development and planning for natural hazard mitigation.</p>	<p>Bidder Identification (response optional/definitions on page 1)</p> <p>-Bidder is a small contractor? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> -Bidder is a minority business enterprise? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, check ownership category) Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian American <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Iberian Peninsula <input type="checkbox"/> Individual(s) with a Physical Disability <input type="checkbox"/> Female <input type="checkbox"/> -Bidder is certified as above by State of CT? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>Bidder Parent Company: NA (If any)</p>	
<p>Other Locations in CT: NA (If any)</p>	

PART II - Bidder Nondiscrimination Policies and Procedures

<p>1. Does your company have a written Affirmative Action/Equal Employment Opportunity statement posted on company bulletin boards? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>7. Do all of your company contracts and purchase orders contain non-discrimination statements as required by Sections 4a-60 & 4a-60a Conn. Gen. Stat.? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>2. Does your company have the state-mandated sexual harassment prevention in the workplace policy posted on company bulletin boards? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>8. Do you, upon request, provide reasonable accommodation to employees, or applicants for employment, who have physical or mental disability? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>3. Do you notify all recruitment sources in writing of your company's Affirmative Action/Equal Employment Opportunity employment policy? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>9. Does your company have a mandatory retirement age for all employees? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>4. Do your company advertisements contain a written statement that you are an Affirmative Action/Equal Opportunity Employer? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>10. If your company has 50 or more employees, have you provided at least two (2) hours of sexual harassment training to all of your supervisors? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p>5. Do you notify the Ct. State Employment Service of all employment openings with your company? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>11. If your company has apprenticeship programs, do they meet the Affirmative Action/Equal Employment Opportunity requirements of the apprenticeship standards of the Ct. Dept. of Labor? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p>6. Does your company have a collective bargaining agreement with workers? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>6a. If yes, do the collective bargaining agreements contain non-discrimination clauses covering all workers? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>6b. Have you notified each union in writing of your commitments under the nondiscrimination requirements of contracts with the state of CT? Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>12. Does your company have a written affirmative action Plan? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If no, please explain.</p>
	<p>13. Is there a person in your company who is responsible for equal employment opportunity? Yes No If yes, give name and phone number:</p>

1. Will the work of this contract include subcontractors or suppliers? Yes No

1a. If yes, please list all subcontractors and suppliers and report if they are a small contractor and/or a minority business enterprise. (defined on page 1 / use additional sheet if necessary)

TBD - We will need to do a procurement process.

1b. Will the work of this contract require additional subcontractors or suppliers other than those identified in 1a. above? Yes No

PART IV - Bidder Employment Information

Date: 12/31/19

JOB CATEGORY*	OVERALL TOTALS	WHITE (not of Hispanic origin)		BLACK (not of Hispanic origin)		HISPANIC		ASIAN or PACIFIC ISLANDER		AMERICAN INDIAN or ALASKAN NATIVE	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Management	3	2	1								
Business & Financial Ops	2	1	1								
Marketing & Sales											
Legal Occupations											
Computer Specialisis											
Architecture/Engineering	1	1									
Office & Admin Support	3	2	1								
Bldg/ Grounds Cleaning/Maintenance											
Construction & Extraction											
Installation, Maintenance & Repair											
Material Moving Workers											
Production Occupations											
TOTALS ABOVE	9										
Total One Year Age											
FORMAL ON THE JOB TRAINEES (ENTER FIGURES FOR THE SAME CATEGORIES AS ARE SHOWN ABOVE)											
Apprentices											
Trainees											

*NOTE: JOB CATEGORIES CAN BE CHANGED OR ADDED TO (EX. SALES CAN BE ADDED OR REPLACE A CATEGORY NOT USED IN YOUR COMPANY)

PART V - Bidder Hiring and Recruitment Practices

1. Which of the following recruitment sources are used by you? (Check yes or no, and report percent used)				2. Check (X) any of the below listed requirements that you use as a hiring qualification (X)		3. Describe below any other practices or actions that you take which show that you hire, train, and promote employees without discrimination We are an equal opportunity employer and hire based on qualifications and quality of work.
SOURCE	YES	NO	% of applicants provided by source			
State Employment Service	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	Work Experience	
Private Employment Agencies	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	Ability to Speak or Write English	
Schools and Colleges	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10	<input type="checkbox"/>	Written Tests	
Newspaper Advertisement	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	High School Diploma	
Walk Ins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5	<input checked="" type="checkbox"/>	College Degree	
Present Employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10	<input type="checkbox"/>	Union Membership	
Labor Organizations	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	Personal Recommendation	
Minority/Community Organizations	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	Height or Weight	
Others (please identify)				<input type="checkbox"/>	Car Ownership	
APA Sites	<input type="checkbox"/>	<input type="checkbox"/>	50	<input type="checkbox"/>	Arrest Record	
Website	<input type="checkbox"/>	<input type="checkbox"/>	25	<input type="checkbox"/>	Wage Garnishments	

Certification (Read this form and check your statements on it CAREFULLY before signing). I certify that the statements made by me on this BIDDER CONTRACT COMPLIANCE MONITORING REPORT are complete and true to the best of my knowledge and belief, and are made in good faith. I understand that if I knowingly make any misstatements of facts, I am subject to be declared in non-compliance with Section 4a-60, 4a-60a, and related sections of the CONN. GEN. STAT.

(Signature) 	(Title) Executive Director	(Date Signed) 12/31/19	(Telephone) 203-366-5405
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OFFICE OF POLICY AND MANAGEMENT

Enter Division Name

450 CAPITOL AVENUE

MS # enter mail stop number

HARTFORD, CT 06106**GENERAL GRANT CONDITIONS****SECTION 1: Use of Grant Funds.**

The Grantee agrees to expend the grant funds awarded pursuant to this agreement for allowable purposes only and to comply with all of the terms and conditions of the grant award and any related documents that set forth its obligations as Grantee. Grant funds shall not, without advance written approval by the Office of Policy and Management (OPM), be obligated prior to the starting date or subsequent to the end date of the grant period.

SECTION 2: Fiscal Control.

The Grantee shall maintain accounting records and establish policies and provide procedures to assure sound fiscal control, effective management, and efficient use of grant funds. The Grantee shall establish fiscal control and accounting procedures to assure proper disbursement of, and accounting for, grant funds. Accounting procedures must provide for the accurate and timely recording of receipt of funds by source, expenditures made from such funds, and unexpended balances. Controls must be adequate to ensure that expenditures charged to grant activities are made for allowable purposes only.

SECTION 3: Retention of Records and Records Accessibility.

3.1 All services performed by Grantee shall be subject to the inspection and approval of OPM at all times, and Grantee shall furnish all information concerning the services. OPM or its representatives shall have the right, at reasonable hours, to inspect or examine the part of the plant or place of business or any books, records, and other documents of Grantee or its subcontractors or subgrantees pertaining to work performed under this agreement and shall allow such representatives free access to any and all such plants, places of business, books and records. OPM or its representatives will give the Grantee or its subcontractors or subgrantees at least twenty-four (24) hours' notice of such intended examination. At OPM's request, the Grantee or subcontractors or subgrantees shall provide OPM with hard copies or an electronic format of any data or information in the possession or control of the Grantee, subcontractor or subgrantee which pertains to OPM's business under this agreement.

3.2 The Grantee shall retain and maintain accurate records and documents relating to performance of services under this agreement for a minimum of three (3) years starting from the date of submission of the final expenditure report with the following qualifications and shall make them available for inspection and audit by OPM or its representative:

- a. If any litigation, claim or audit is started before the expiration date of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved; and
- b. Records for the purchase of equipment (i.e., non-expendable, tangible personal property) acquired with grant funds shall be retained for three years after the final disposition of said property.

3.3 Any subcontractor or subgrantee under this agreement shall retain and maintain accurate records and documents relating to performance of services under this agreement for a minimum of three (3) years from the expiration of the subcontract or subgrant and shall make them available for inspection and audit by OPM or its representative. The Grantee must incorporate this paragraph verbatim into any agreement it enters into with any subcontractor or subgrantee providing services under this agreement.

SECTION 4: Insurance.

The Grantee agrees that while performing any service specified in this grant, the Grantee shall maintain sufficient insurance (liability and/or other), according to the nature of the service to be performed, so as to "save harmless" OPM and the State of Connecticut from any insurable cause whatsoever. If requested, certificates of insurance shall be filed with OPM prior to the award of funding.

SECTION 5: Conflict of Interest.

No person who is an officer, employee, consultant or review board member of the Grantee shall participate in the selection, award or administration of a contract, subcontract, or subgrant or in the selection and supervision of an employee if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the officer, employee, consultant, review board member or any member of his/her immediate family, his/her partner, or an organization which employs, or is about to employ any of the above, has a financial interest in the entity or firm selected for the contract, subcontract, or subgrant or when the individual employee is related to any of the foregoing persons.

SECTION 6: Reports.

The Grantee shall submit such reports as OPM shall reasonably request and shall comply with all provisions regarding the submission of such reports. Reports shall include, but not be limited to, revised project narratives, revised budgets and budget narratives, progress reports, financial reports, cash requests, grantee affirmative action packets, and subgrantee packets and budgets. Cash requests may be withheld by OPM until complete and timely reports are received and approved.

SECTION 7: Funding Limitation.

Funding of this project in no way obligates OPM to fund the project in excess of this grant, beyond the period of this grant, or in future years.

SECTION 8: Revised Budget.

If the grant amount and/or the distribution of funds between categories of funds, as identified on the Notice of Grant Award, is different from the amount and/or the distribution in the grant application budget, the Grantee agrees to submit to OPM a revised budget and budget narrative equal to and in the same distribution as the grant award not later than thirty (30) days after signing of the grant. Cash requests will be withheld until the revision is received and approved.

SECTION 9: Audits.

9.1 In accordance with the following conditions, the Grantee agrees to conduct and submit to OPM two completed audit packages with management letters and corrective action plans for audits of each of the fiscal years included in the period of this grant and any amendments thereto.

9.2 If the Grantee meets the requirements of the State Single Audit Act, §§ 4-230 through 4-236, as amended, of the Connecticut General Statutes, the Grantee is required to submit a State Single Audit Report to OPM. Connecticut General Statutes § 4-231 requires those non-state entities which expended a total amount of State Financial Assistance equal to or in excess of \$300,000 in any fiscal year to have either a single audit or a program-specific audit conducted for such fiscal year. A program-specific audit may be conducted if the Grantee received State Financial Assistance from OPM for this grant and it is the only State Financial Assistance that the Grantee has received during this fiscal period. The State Single Audit Report should be filed with OPM no later than six months after the end of the audit period.

9.3 If the Grantee receives any federal funds in this grant, as identified on the Notice of Grant Award, and meets the requirements of OMB Circular A-133, Audits of State and Local Governments and Non Profit Organizations, the Grantee is required to submit an audit conducted in accordance with Generally Accepted Accounting Principles (GAAP) and/or Generally Accepted Governmental Auditing Standards (GAGAS) issued by the Comptroller General of the United States, as well as OMB Circular A-133. This circular requires those state and local governments and non-profit organizations which expended a total amount of federal financial assistance equal to or in excess of \$750,000 in any fiscal year to have a federal single audit or a program-specific audit conducted for such fiscal year. A program-specific audit may be conducted if the Grantee receives Financial Assistance under only one federal program. For audit purposes, State or grantee match funds, as identified on the Notice of Grant Award, are subject to the same requirements as the federal monies. OMB Circular A-133 requires that the audit report be submitted by the earlier of 30 days after the date of receipt of the auditor's report(s), or 9 months after the end of the audit period.

SECTION 10: Unexpended Funds and/or Disallowed Costs.

If project costs are less than the grant, and/or any project costs have been disallowed, the Grantee agrees to return the unexpended/disallowed funds to OPM no later than sixty (60) days following closeout of the grant.

SECTION 11: Nondiscrimination and Affirmative Action.

11.1 The Grantee agrees to comply with each provision of Connecticut General Statutes §§ 4a-60, 4a-60a, 46a-68e and 46a-68f, and with each regulation or relevant order issued by the Commission on Human Rights and Opportunities (CHRO) pursuant to Connecticut General Statutes §§ 46a-56, 46a-68e, 46a-68f, and 46a-86 related to affirmative action and nondiscrimination provisions in contracts, compliance, and reporting.

11.2 In accordance with Connecticut General Statutes § 4a-60(a)(1) the Grantee agrees and warrants that in the performance of the Grant Award such Grantee will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status as a veteran, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Grantee that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or the State of Connecticut.

11.3 In accordance with Connecticut General Statutes § 4a-60(a)(1) the Grantee agrees to take affirmative action to ensure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status as a veteran, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Grantee that such disability prevents performance of the work involved.

11.4 In accordance with Connecticut General Statutes § 4a-60(a)(2) the Grantee agrees, in all solicitations or advertisements for employees placed by or on behalf of the Grantee, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by CHRO.

11.5 In accordance with Connecticut General Statutes § 4a-60a(a)(1) the Grantee agrees and warrants that in the performance of the grant such Grantee will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

11.6 In accordance with Connecticut General Statutes §§ 4a-80(a)(3) and 4a-60a(a)(2) the Grantee agrees to provide each labor union or representative of workers with which such Grantee has a collective bargaining agreement or other contract or understanding and each vendor with which such Grantee has a contract or understanding, a notice to be provided by CHRO advising the labor union or workers' representative of the Grantee's commitments, and to post copies of the notice in conspicuous places available to employees and applicants for employment.

11.7 In accordance with Connecticut General Statutes §§ 4a-60(a)(5) and 4a-60a(a)(4), the Grantee agrees to provide CHRO with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Grantee which relate to the provisions of this section and Connecticut General Statutes § 46a-56.

11.8 In accordance with Connecticut General Statutes § 4a-60(b) if the grant is a public works contract, the Grantee agrees and warrants that the Grantee will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works or quasi-public agency project. The Grantee shall develop and maintain adequate documentation, in a manner prescribed by CHRO, of its good faith efforts, pursuant to Connecticut General Statutes §§ 4a-60(f) and 4a-60(g), respectively. For the purposes of this document, "Public Works Contract" is defined in accordance with Connecticut General Statutes § 46a-68b; and "Minority Business Enterprise" is defined in accordance with § 4a-60(e).

11.9 In accordance with §§ 4a-60(h) and 4a-60a(c) the Grantee shall include the provisions of subsections 11.1 to 11.8 inclusive, in every subcontract or purchase order entered into in order to fulfill any obligation of a grant with the State, and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of CHRO. The Grantee shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided, if such Grantee becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission regarding a state contract, the Grantee may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

11.10 For the purposes of this entire Nondiscrimination section, "Grant Award" includes any extension or modification of the Grant Award, "Grantee" includes any successors or assigns of the Grantee, "marital status" means being single, married as recognized by the state of Connecticut, widowed, separated or divorced, and "mental disability" means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association's "Diagnostic and Statistical Manual of Mental Disorders", or a record of or regarding a person as having one or more such disorders. For the purposes of this section, "Grant Award" does not include a grant where each grantee is (1) a political subdivision of the State of Connecticut, including, but not limited to municipalities, unless the contract is a municipal public works contract or quasi-public agency project contract, (2) any other state of the United States, including but not limited to, the District of Columbia, Puerto Rico, U.S. territories and possessions, and federally recognized Indian tribal governments, as defined in Connecticut General Statutes § 1-267, (3) the federal government, (4) a foreign government, or (5) an agency of a subdivision, state or government described in subdivision (1), (2), (3), or (4) of this subsection.

SECTION 12: Executive Orders.

12.1 This agreement is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill regarding nondiscrimination promulgated June 16, 1971, and such Executive Order is incorporated herein by reference and made a part thereof. The parties agree to abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to nondiscrimination until the agreement is completed or terminated prior to completion. This agreement may be canceled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order or any state or federal law concerning nondiscrimination, notwithstanding that the Labor Commissioner is not a party to this agreement.

12.2 This agreement is subject to the provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, requiring contractors and subcontractors to list employment openings with the Connecticut State Employment Service and such Executive Order is incorporated herein by reference and made a part thereof. The parties agree to abide by said Executive Order and agree that the granting agency and the State Labor Commissioner shall have joint and several continuing jurisdiction in respect to performance in regard to listing all employment openings with the Connecticut State Employment Service. This agreement may be canceled, terminated or suspended by the granting agency or the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner is not a party to this agreement.

12.3 This agreement is subject to the provisions of Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, regarding Violence in the Workforce Prevention and, such Executive Order is incorporated herein by reference and made a part thereof. This agreement may be canceled, terminated or suspended by the State for violation of or noncompliance with said Executive Order No. Sixteen.

SECTION 13: Americans with Disabilities Act.

This section applies to those grantees, which are or will become responsible for compliance with the terms of the Americans with Disabilities Act of 1990 during the grant award period. The Grantee represents that it is familiar with the terms of this Act and that it is in compliance with the law. Failure of the Grantee to satisfy this standard either now or during the period of the grant, as it may be amended, will render the grant voidable at the option of OPM upon notice to the Grantee. The Grantee warrants that it will hold OPM and the State harmless from any liability, which may be imposed upon OPM and the State as a result of any failure of the Grantee to be in compliance with this Act.

SECTION 14: Independent Contractor.

The Grantee shall act as an independent contractor in performing this agreement, maintaining complete control over its employees and all of its subcontractors. Before hiring outside consultants or entering into contractual agreements with persons, partnerships or companies, the Grantee will notify OPM of the contractor's identity.

SECTION 15: Federal Compliance and Assurances.

If the Grantee receives any federal funds in this grant, as identified on the Notice of Grant Award, the Grantee and all its subgrantees will comply with the nondiscrimination requirement of Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973 as amended; and the Age Discrimination Act of 1975, to the effect that no person shall, on the grounds

of race, color, national origin, age, sex, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under, or denied employment in connection with any program or activity funded in whole or in part with funds made available in this grant.

SECTION 16: Non-Supplanting.

16.1 If the Grantee receives any federal funds in this grant as identified on the Notice of Grant Award, the Grantee agrees that these grant funds will be used to supplement and increase, but not supplant, the level of state, local, private and federal funds that would, otherwise, be made available for this project and to serve this target population and will in no event replace such state, local, private and federal funds.

16.2 The Grantee shall not use state funds conveyed by the grant to supplant any local funds, if a municipality, or other state funds, if a state agency, which were budgeted for purposes analogous to that of the state grant funds. OPM may waive this provision upon request and for good cause shown, when it is satisfied that the reduction in local funds or other state funds, as the case may be, is due to circumstances not related to the grant.

SECTION 17: Additional Federal Conditions.

If the Grantee receives any federal funds in this grant as identified on the Notice of Grant Award, the Grantee agrees to comply with the attached Additional Federal Conditions which have been issued by the federal grantor agency to OPM and which are, hereby, made a part of this grant award.

SECTION 18: Indemnification.

The Grantee, hereby, agrees to indemnify, defend and save harmless the State of Connecticut, including, but not limited to, OPM, their respective officers, employees and agents for any breach of this agreement.

SECTION 19: Large State Contracts.

Pursuant to Connecticut General Statutes §§ 4-250 and 4-252, Contractor must present at the execution of each large state contract (having a total cost to the State of more than \$500,000 in a calendar or fiscal year) an executed gift affidavit, which Contractor shall update as prescribed by Connecticut General Statutes § 4-252(a). In addition, pursuant to Governor Dannel P. Malloy's Executive Order No. 49, anyone who executes and files said gift affidavit shall also execute and file a campaign contribution affidavit disclosing all contributions made to campaigns of candidates for statewide public office or the General Assembly.

SECTION 20: State Contracting Standards Board.

Pursuant to Connecticut General Statute §4e-7 the Grantee acknowledges and accepts that, for cause, the State Contracting Standards Board may review and recommend, for OPM's consideration and final OPM determination, termination of this grant contract. "For Cause" means: (1) a violation of the State ethics laws (Chapter 10 of the Connecticut General Statutes) or Connecticut General Statutes § 4a-100 or (2) wanton or reckless disregard of any State contracting and procurement process by any person substantially involved in such contract or state contracting agency.

SECTION 21: Municipal Public Works Contracts and Quasi-Public Agency Projects Funded in Whole or Part by the State in Excess of \$50,000.

Municipalities awarding municipal public works contracts and quasi-public agencies entering into contracts for quasi-public agency projects, funded in whole or part with grant funds awarded pursuant to this agreement, shall adhere to the requirements of Connecticut General Statutes §§ 4a-60, 4a-60a, 4a-60g, 46a-56, 46a-68c, 46a-68d, 46a-68g, and 46a-86 relating, but not limited to: nondiscrimination, affirmative action, and the set-aside program for small contractors and minority business enterprises. "Municipal Public Works Contract" is defined in accordance with Connecticut General Statutes § 4a-60g(a)(14) and "Quasi Public Agency Project" is defined in accordance with Connecticut General Statutes § 4a-60g(a)(15).

SECTION 22: Campaign Contribution and Solicitation Prohibitions.

For all State contracts as defined in § 9-612 of the Connecticut General Statutes having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this agreement expressly acknowledges receipt of the State Elections Enforcement Commission's notice advising state contractors of state campaign

contribution and solicitation prohibitions, and will inform its principals of the contents of the notice. See Attachment A.

SECTION 23: Nondiscrimination Certification.

Pursuant to Connecticut General Statutes §§ 4a-60 and 4a-60a every Grantee is required to provide the State with a nondiscrimination certificate for all State contracts regardless of type, term, cost or value. Notwithstanding the foregoing, the types of Grantees listed in section 11.10 are not required to file a nondiscrimination certificate. The appropriate form must be submitted to the awarding agency (as defined by Connecticut General Statutes §4a-60g) prior to contract execution. Copies of "nondiscrimination certification" forms that will satisfy the statutory requirements may be found on OPM's website. The applicable certification form must be signed by an authorized signatory of the Grantee.

SECTION 24: Additional Restrictions on Use of Federal Funds.

Pursuant to 18 U.S.C. § 1913 and 31 U.S.C. § 1352, Grantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government without the express prior written approval of federal government.

SECTION 25: Iran Certification.

Effective October 1, 2013, OPM Iran Certification Form 7 must be submitted for any large state contract, as defined in § 4-250 of the Connecticut General Statutes. OPM Iran Certification Form 7 must always be submitted with the bid or proposal, or if there was no bid process, with the resulting contract, regardless of where the principal place of business is located. Entities whose principal place of business is located outside of the United States are required to complete the entire form, including the certification portion of the form. United States subsidiaries of foreign corporations are exempt from having to complete the certification portion of the form. Those entities whose principal place of business is located inside of the United States must also fill out the form, but do not have to complete the certification portion of the form.

SECTION 26: Forum and Choice of Law.

The parties deem the Grant to have been made in the City of Hartford, State of Connecticut. Both parties agree that it is fair and reasonable for the validity and construction of the Grant to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by Federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The Grantee waives any objection which it may now have or will have to the laying of venue of any Claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.

Section 27: Requirements for Nonprofit Organizations.

If the Grantee is a nonprofit organization, the Grantee agrees to maintain its 501(c)(3) status and to maintain up-to-date annual filings as follows: (1) Certificate of Legal Existence with the Connecticut Secretary of the State; (2) Charitable Organization Registration with the Connecticut Department of Consumer Protection, unless exempted by Connecticut General Statutes § 21a-190d; and (3) Return of Organization Exempt From Income Tax Form 990 with the Internal Revenue Service. At OPM's request, the Grantee shall provide OPM with documentation pertaining to Grantee's 501(c) (3) and/or annual filings.

SECTION 28: Special Grant Conditions.

The Grantee agrees to comply with the attached Special Grant Conditions, which have been issued in connection with this specific grant award, and which are hereby made a part of this award.

ATTACHMENT A

NOTICE TO EXECUTIVE BRANCH STATE CONTRACTORS AND PROSPECTIVE STATE CONTRACTORS OF CAMPAIGN CONTRIBUTION AND SOLICITATION BAN

This notice is provided under the authority of Connecticut General Statutes Section 9-612(g)(2), as amended by P.A. 10-1, and is for the purpose of informing state contractors and prospective state contractors of the following law (italicized words are defined below):

Campaign Contribution and Solicitation Limitations

No state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor, with regard to a *state contract* or *state contract solicitation* with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee (which includes town committees).

In addition, no holder or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of State senator or State representative, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

On and after January 1, 2011, no state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor, with regard to a state contract or state contract solicitation with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall **knowingly solicit** contributions from the state contractor's or prospective state contractor's employees or from a *subcontractor* or *principals of the subcontractor* on behalf of (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

Duty to Inform

State contractors and prospective state contractors are required to inform their principals of the above prohibitions, as applicable, and the possible penalties and other consequences of any violation thereof.

Penalties for Violations

Contributions or solicitations of contributions made in violation of the above prohibitions may result in the following civil and criminal penalties:

Civil penalties—Up to \$2,000 or twice the amount of the prohibited contribution, whichever is greater, against a principal or a contractor. Any state contractor or prospective state contractor which fails to make reasonable efforts to comply with the provisions requiring notice to its principals of these prohibitions and the possible consequences of their violations may also be subject to civil penalties of up to \$2,000 or twice the amount of the prohibited contributions made by their principals.

Criminal penalties—Any knowing and willful violation of the prohibition is a Class D felony, which may subject the violator to imprisonment of not more than 5 years, or not more than \$5,000 in fines, or both.

Contract Consequences

In the case of a state contractor, contributions made or solicited in violation of the above prohibitions may result in the contract being voided.

In the case of a prospective state contractor, contributions made or solicited in violation of the above prohibitions shall result in the contract described in the state contract solicitation not being awarded to the prospective state contractor, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

The State shall not award any other state contract to anyone found in violation of the above prohibitions for a period of one year after the election for which such contribution is made or solicited, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

Definitions:

"State contractor" means a person, business entity or nonprofit organization that enters into a state contract. Such person, business entity or nonprofit organization shall be deemed to be a state contractor until December thirty-first of the year in which such contract terminates. "State contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Prospective state contractor" means a person, business entity or nonprofit organization that (i) submits a response to a state contract solicitation by the state, a state agency or a quasi-public agency, or a proposal in response to a request for proposals by the state, a state agency or a quasi-public agency, until the contract has been entered into, or (ii) holds a valid prequalification certificate issued by the Commissioner of Administrative Services under section 4a-100. "Prospective state contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a state contractor or prospective state contractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a state contractor or prospective state contractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a state contractor or prospective state contractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a state contractor or prospective state contractor, which is not a business entity, or if a state contractor or prospective state contractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any state contractor or prospective state contractor who has *managerial or discretionary responsibilities with respect to a state contract*, (v) the spouse or a *dependent child* who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the state contractor or prospective state contractor.

"State contract" means an agreement or contract with the state or any state agency or any quasi-public agency, let through a procurement process or otherwise, having a value of fifty thousand dollars or more, or a combination or series of such agreements or contracts having a value of one hundred thousand dollars or more in a calendar year, for (i) the rendition of services, (ii) the furnishing of any goods, material, supplies, equipment or any items of any kind, (iii) the construction, alteration or repair of any public building or public work, (iv) the acquisition, sale or lease of any land or building, (v) a licensing arrangement, or (vi) a grant, loan or loan guarantee. "State contract" does not include any

agreement or contract with the state, any state agency or any quasi-public agency that is exclusively federally funded, an education loan, a loan to an individual for other than commercial purposes or any agreement or contract between the state or any state agency and the United States Department of Navy or the United States Department of Defense.

"State contract solicitation" means a request by a state agency or quasi-public agency, in whatever form issued, including, but not limited to, an invitation to bid, request for proposals, request for information or request for quotes, inviting bids, quotes or other types of submittals, through a competitive procurement process or another process authorized by law waiving competitive procurement.

"Managerial or discretionary responsibilities with respect to a state contract" means having direct, extensive and substantive responsibilities with respect to the negotiation of the state contract and not peripheral, clerical or ministerial responsibilities.

"Dependent child" means a child residing in an individual's household who may legally be claimed as a dependent on the federal income tax of such individual.

"Solicit" means (A) requesting that a contribution be made, (B) participating in any fund-raising activities for a candidate committee, exploratory committee, political committee or party committee, including, but not limited to, forwarding tickets to potential contributors, receiving contributions for transmission to any such committee or bundling contributions, (C) serving as chairperson, treasurer or deputy treasurer of any such committee, or (D) establishing a political committee for the sole purpose of soliciting or receiving contributions for any committee. Solicit does not include: (i) making a contribution that is otherwise permitted by Chapter 155 of the Connecticut General Statutes; (ii) informing any person of a position taken by a candidate for public office or a public official, (iii) notifying the person of any activities of, or contact information for, any candidate for public office; or (iv) serving as a member in any party committee or as an officer of such committee that is not otherwise prohibited in this section.

"Subcontractor" means any person, business entity or nonprofit organization that contracts to perform part or all of the obligations of a state contractor's state contract. Such person, business entity or nonprofit organization shall be deemed to be a subcontractor until December thirty first of the year in which the subcontract terminates. "Subcontractor" does not include (i) a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or (ii) an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a subcontractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a subcontractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a subcontractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a subcontractor, which is not a business entity, or if a subcontractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any subcontractor who has managerial or discretionary responsibilities with respect to a subcontract with a state contractor, (v) the spouse or a dependent child who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the subcontractor.

**STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT**

Enter Division Name
450 CAPITOL AVENUE
MS # Enter Mail Stop Number
HARTFORD, CT 06106

SPECIAL GRANT CONDITIONS

Check applicable box, if required.

- 1. The Grantee agrees to complete and submit to OPM a revised project narrative not later than thirty (30) days after signing this grant award. The Grantee must contact OPM program staff at **enter contact info** regarding the required revisions.
- 2. Specific funding limitations have been applied to this grant. Please contact OPM program staff at **enter contact info** for further detail on these funding restrictions.
- 3. The Grantee is required to participate in training session(s) on **Select Date**. The Grantee must contact **enter contact info** to schedule training and determine if there are other technical assistance opportunities.
- 4. The Grantee must submit to OPM for review and approval a revised budget itemization for any proposed change (1) which will alter a budget category by more than 10% of the budget category or by more than \$500, whichever is greater, or (2) which places resources in a budget category not previously funded. Significant changes in the use of funds within a budget category, while not requiring a formal budget revision, should be reported to OPM by letter.
- 5. The Grantee must submit to OPM for review and approval a revised budget itemization for any proposed change (1) which will alter a budget category or (2) which moves resources between budget categories or (3) which moves resources to a line-item not previously approved by OPM
- 6. The Grantee, including all other recipients of assistance under the grant, whether by contract, subcontract, or subgrant, upon request, agrees to cooperate with research and evaluation efforts of OPM or any party designated by OPM for such purpose. The Grantee further agrees that such cooperation includes but is not limited to: (1) collecting and maintaining project data, including client data, (2) supplying project data to OPM or its designee; and (3) permitting access by OPM or its designee to any and all project information whether stored by manual or electronic means.
- 7. Grantee's attendance at all training events, seminars and conferences must be approved by OPM prior to submitting registration for the event. Requests to attend training events must include names of staff, purpose of training, justification/need for training, location, dates and costs. Staff attending training events may be required to present a summary of the training to OPM and/or other Grantees.
- 8. It will be the sole responsibility of the Grantee, and its staff, to insure that any report, article, computer program, database or other product or publication, whether oral or in writing, resulting from the performance of duties pursuant to this grant application and grant award, protects the privacy of confidential information and complies with confidentiality and privacy rights and obligations created by any federal and state law, court rules, or rules of professional conduct applicable to the work performed by the Grantee.

9. The Grantee certifies that the application on which this grant is based was presented to the superintendent of schools for its school district and his or her comments thereon were given consideration prior to the submission of the application to OPM.
10. The Grantee shall comply with the following statutes, regulations, guidelines and requirements, to the extent applicable and mandated by the controlling underlying federal grant program:
- Section 3789d(c), Omnibus Crime Control and Safe Streets Act of 1968, as amended.
 - 28 C.F.R. Part 42, Subparts C, D, E.
 - 28 C.F.R. Part 23 (Criminal Intelligence Systems).
 - 28 C.F.R. Part 38 (Equal Treatment of Faith Based Organizations).
 - U.S. Department of Justice, Office of Justice Program (OJP) Financial Guide.
 - To avoid duplicating existing networks or IT systems in any initiatives funded by Bureau of Justice (BJA) for law enforcement information sharing systems, which involve interstate connectivity between jurisdiction, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the Grantee can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
 - Throughout the award period, the Grantee must ensure ongoing compliance with 8 U.S.C. § 1373. Among other things, Section 1373 bars prohibitions or restrictions on communication between State and local law enforcement agencies and officials and the Department of Homeland Security (and certain other entities) with respect to information regarding the citizenship or immigration status of any individual.
11. The Grantee agrees to and shall comply with all other applicable attachments provided by the federal government, as may be amended.
12. The Grantee agrees to and shall comply with the scope of work in the Grant, as may be amended.
13. The Grantee shall comply with all requirements of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5, as amended, that are attached hereto.
14. Municipalities receiving discretionary state funding pursuant to this agreement shall be in compliance with C.G.S. § 8-23 and shall have adopted a plan of conservation and development (POCD) within the past ten years. If a municipality has not adopted a POCD within the past ten years, the municipality (1) in accordance with C.G.S. § 8-23(a)(2), has submitted a letter to the Secretary of the Office of Policy and Management and the Commissioners of Transportation, Energy and Environmental Protection, and Economic and Community Development explaining why the POCD has not been adopted within the past ten years, and (2) in accordance with C.G.S. § 8-23(b), has received written communication from the Secretary of the Office of Policy and Management waiving the prohibition of discretionary state funding pursuant to this agreement.
15. If applicable, the Grantee shall grant to other Connecticut municipalities or towns and/or the State limited, non-exclusive and royalty free license to use any Proprietary Computer Software or related electronic applications and all updates, upgrades and modifications developed pursuant to this Grant, but excluding Third-Party Software. For the purpose of this grant "Computer Software" means (i) computer programs that comprise a series of instructions, rules, routines, or statements, regardless of the media in which recorded, that allow or cause a computer to perform a specific operation or series of operations; and (ii) recorded information comprised of source code listings, design details, algorithms, processes, flow charts, formulas, and related material that would enable the computer program to be produced, created, or compiled.

- 16. If applicable, during the term of this Grant, including any extension thereof, Grantee and, if applicable, Grantee's subcontractor, shall install, run and maintain all upgrades, enhancements, and new releases of Grantee's proprietary Computer Software and Grantee's subcontractor's Computer Software and provide copies of such to all third parties granted a license to use such Computer Software.

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 9-Jan-20
AGENDA: 01-20-01
AMOUNT: \$31,000

2020-2021

(A) APPROPRIATION [X]

FROM: ACCOUNT NO.
ACCOUNT NAME General Fund - Fund Balance \$31,000

(B) TRANSFER []

(C) BOND []

TO: ACCOUNT NO. 01022600-581888
ACCOUNT NAME EMS-Capital Outlay \$31,000

(D) SUMMARY OF REQUEST:

To install security cameras in and outside of the building and ambulance bays.

(E) REQUESTED BY:

Leigh Goodman, EMS Chief

(F) SUPPORTING DATA:

See attached

(G) CONCURRENCE:

[] YES [] NO NEED ADD'L INFORMATION ↓



Vicki A. Tesoro, First Selectman

(H) BOARD OF FINANCE ACTION:

1. APPROVED _____
2. RECOMMENDED TO TOWN COUNCIL _____
3. TABLED _____
4. DENIED _____
5. OTHER _____

* There may be 8 cameras that can be repurposed from a different site that will reduce the total amount requested by Leigh Goodman. This is being investigated and will be discussed at the Board of Finance meeting.

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT #	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
01-20-01	FROM GENERAL FUND - FUND BALANCE			<u>(31,000.00)</u>	
	TO EMS CAPITAL OUTLAY	01022600-581888	11,350.00	31,000.00	42,350.00
	TO INSTALL SECURITY CAMERAS IN AND OUTSIDE THE BUILDING AND AMBULANCE BAYS				

DATE	FROM	TO ACCOUNT NAME	TO ACCOUNT NUMBER	ITEM	AMOUNT
01/09/2020	General Fund	EMS-Capital Outlay	#01022600- 581888	SECURITY	\$31,000.00
ACCOUNT TOTAL					\$31,000.00

ITEM REQUEST SUMMARY FOR SECURITY UPGRADE

TRUMBULL EMS FUNDING FOR SECURITY UPGRADE

Trumbull EMS is requesting supplemental funding to cover costs for installation of security cameras to the interior and exterior of EMS building and secure access into site, and key controlled areas.

ITEM DESCRIPTION	ITEM DETAIL	COST
ACCESS CONTROL	Detail available on request	\$11,500.00
VIDEO SURVEILLANCE	Detail available on request	\$19,500.00
TOTAL		\$31,000.00

Trumbull EMS is conducting an ongoing detailed needs analysis and long term action plan for continued resource maintenance, growth & expansion, ensuring continued fiscally responsible, reliable and clinically excellent prehospital care to our community.

As part of this assessment, we found a critical need for upgraded building security to ensure our staff, fleet, supplies and property are kept safe. We are immediately addressing the most pressing requirements to adequately mitigate risk to our staff and operation.



Payable to: Omni Data, LLC
 PO Box 26653
 West Haven, CT 06516
 203-387-6664
 203-387-8745 FAX

QUOTE

Quote # Q2YQ10178
 Date 11/26/19
 Sales Rep. Adamw

Quote To:

Trumbull Town Hall
 William Chin
 5866 Main Street

Trumbull CT 06611

Ship To:

Trumbull Town Hall
 William Chin
 5866 Main Street

Trumbull CT 06611

Here is the quote you requested.

Qty	Description	Unit Price	Ext. Price
	Trumbull EMS		
	Access Control		
5	HID Reader	\$183.74	\$918.70
4	HES Electric Strikes	\$189.99	\$759.96
1	HES Electric Strikes	\$349.99	\$349.99
1	S2 Network Node	\$1,312.50	\$1,312.50
3	S2 ACM Blade	\$555.00	\$1,665.00
1	Altronix Power Supply	\$306.24	\$306.24
5	Dual Pole Door Contact	\$24.99	\$124.95
5	Request to Exit Sensor	\$77.49	\$387.45
5	Access Control Cable Runs	\$200.00	\$1,000.00
1	Installation / Configuration	\$4,560.00	\$4,560.00
	SubTotal		\$11,384.79
	Video Surveillance		
1	AXIS P3717-PL E 8 Megapixel Network Camera - Color, Monochrome - 49.21 ft Night Vision - H.264, MPEG-4, MJPEG - 1920 x 1080 - 3 mm - 6 mm - 2x Optical - CMOS - Cable - Dome - Bracket Mount	\$1,214.10	\$1,214.10
1	Axis T91A64 Corner Bracket	\$71.10	\$71.10
1	AXIS T91D61 Wall Mount for Surveillance Camera	\$75.60	\$75.60
1	AXIS T94N01D Pendant Mount	\$80.10	\$80.10
1	AXIS P3225-LVE MK II 2 Megapixel Network Camera - 1920 x 1080 - 3.5x Optical - Bracket Mount	\$629.06	\$629.06
7	AXIS P3225-LV Mk II 2 Megapixel Network Camera - Color - 1920 x 1080 - 3 mm - 10.50 mm - 3.5x Optical - Cable - Dome	\$522.78	\$3,659.46
2	AXIS P1447-LE 5 Megapixel Network Camera - Cable	\$674.06	\$1,348.12
11	Milestone Pro License	\$130.38	\$1,434.18
11	Cat6 Cable Runs	\$275.00	\$3,025.00
1	AXIS T8524 Ethernet Switch - 24 Ports - Manageable - 2 Layer Supported - Modular - Twisted Pair, Optical Fiber	\$809.05	\$809.05

Prices are subject to change without notice. Terms are NET 30 and subject to 1.5% monthly fee for unpaid balance. Signing this quote is agreeing to Omni Data, LLC's terms and conditions which can be found at <http://www.omnianswers.net/terms-and-conditions.pdf>

Qty	Description	Unit Price	Ext. Price
1	OPTIONAL - Local Recording Server	\$3,500.00	\$3,500.00
1	Misc	\$315.00	\$315.00
1	Installation / Configuration	\$3,040.00	\$3,040.00
	SubTotal		\$19,200.77
		SubTotal	\$30,585.56
		Sales Tax	\$0.00
		Shipping	\$0.00
		Total	\$30,585.56

Signature: _____ Date: _____

Printed Name: _____ Title: _____

Note:

Labor quotes (applicable only if labor is included on this quotation) are estimates based on reasonable expectations and assumed physical environment. Variations in either may require an amendment to actual total but we will never charge more without prior consent from customer.

Prices are subject to change without notice. Terms are NET 30 and subject to 1.5% monthly fee for unpaid balance. Signing this quote is agreeing to Omni Data, LLC's terms and conditions which can be found at <http://www.omnianswers.net/terms-and-conditions.pdf>

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 9-Jan-20
AGENDA: 01-20-02
AMOUNT: \$8,300

2020-2021

(A) APPROPRIATION [X]

FROM: ACCOUNT NO.
ACCOUNT NAME General Fund - Fund Balance \$8,300

(B) TRANSFER []

(C) BOND []

TO: ACCOUNT NO. 01022600-581888
ACCOUNT NAME EMS-Capital Outlay \$8,300

(D) SUMMARY OF REQUEST:

Stretcher for new ambulance (1/5 of \$41,500). Not part of initial ambulance purchase.

(E) REQUESTED BY:

Leigh Goodman, EMS Chief

(F) SUPPORTING DATA:

See attached

(G) CONCURRENCE:

YES NO NEED ADD'L INFORMATION



Vicki A. Tesoro, First Selectman

(H) BOARD OF FINANCE ACTION:

1. APPROVED ___
2. RECOMMENDED TO TOWN COUNCIL ___
3. TABLED ___
4. DENIED ___
5. OTHER ___

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT #	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
01-20-02	FROM GENERAL FUND - FUND BALANCE			(8,300.00)	
	TO EMS CAPITAL OUTLAY	01022600-581888	43,350.00	8,300.00	51,650.00

STRETCHER FOR NEW AMBULANCE THAT WAS NOT PART OF THE INITIAL AMBULANCE PURCHASE (1/5 OF \$41,500)

ITEM REQUEST SUMMARY FOR POWER LOAD SYSTEM

TRUMBULL AMBULANCE 904 POWERLOAD SYSTEM/STRETCHER REPLACEMENT

Trumbull EMS is requesting supplemental funding to purchase a new powered loading system for the new ambulance. The costs of this CT State required equipment were inadvertently left out of our Capital Budget when the new ambulance was considered, as this item was planned for during our transitional leadership year.

NEW STRETCHER

As this should have been included in the original ambulance purchase, it becomes part of the ISF and only one fifth of the expense will be charged to this account.

ITEM DESCRIPTION	PRODUCT NAME	COST	COST PER YR
STRETCHER	Power-PRO XT	\$19,000.00	\$3,800.00
LOADING SYSYTEM	PowerLOAD	\$22,500.00	\$4,500.00
TOTAL		\$41,500.0	\$8,300.00
TOTAL REQUEST FOR TRANSFER			\$8,300.00

As we upgrade our vehicles, we are installing CT State required PowerLOAD Systems into all new vehicles. PowerLOAD systems are part of our proactive risk reduction strategy to ensure we are making every reasonable effort to protect our EMS providers from injury, and that we are ensuring our patients have the best set up for smooth and safe transition from the incident into and out of our emergency response vehicles. It is important to note that maintaining uniformity in ambulance equipment is a proactive risk mitigating step, allowing all providers to know how to use all pieces of equipment efficiently, safely and effectively no matter what vehicle they respond in. All ambulances need to carry the same stretcher and loading system as they must be interchangeable on scenes and in general.

DATE	FROM	TO ACCOUNT NAME	TO ACCOUNT NUMBER	ITEM	AMOUNT
01/09/20	General Fund	EMS-Capital Outlay	#01022600- 581888	POWER LOAD SYSTEM	\$8300.00
ACCOUNT TOTAL					\$8300.00



Trumbull EMS Power Pro

Quote Number: 10057871
Version: 1
Prepared For: TRUMBULL EMS
Attn:

Remit to: P.O. Box 93308
Chicago, IL 60673-3308
Rep: Michael Hooper
Email: michael.hooper2@stryker.com
Phone Number:

Quote Date: 10/01/2019
Expiration Date: 12/30/2019

Delivery Address		End User - Shipping - Billing		Bill To Account	
Name:	TRUMBULL EMS	Name:	TRUMBULL EMS	Name:	TRUMBULL EMS
Account #:	1196423	Account #:	1196423	Account #:	1196423
Address:	250 MIDDLEBROOKS AVE TRUMBULL Connecticut 06611	Address:	250 MIDDLEBROOKS AVE TRUMBULL Connecticut 06611	Address:	250 MIDDLEBROOKS AVE TRUMBULL Connecticut 06611

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	6506000000	Power-PRO XT	1	\$18,984.64	\$18,984.64
1.1	6085033000	PR Cot Retaining Post			
1.2	7777881669	3 Yr X-Frame Powertrain Wrnty			
1.3	7777881670	2 Yr Bumper to Bumper Warranty			
1.4	6506026000	Power Pro Standard Components			
1.5	6500001430	X-RESTRAINT PACKAGE			
1.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)			
1.7	650606160000	ONE PER ORDER, MANUAL, ENG OPT			
1.8	6085031000	Trendelenburg			
1.9	6506038000	Steer Lock Option			
1.10	6092036018	J Hook			
1.11	6506127000	Power-LOAD Compatible Option			
1.12	6500028000	120V AC SMRT Charging Kit			
1.13	6500003130	KNEE GATCH BOLSTER MATRSS, XPS			
1.14	6506040000	XPS Option			
1.15	6085046000	Retractable Head Section O2			
1.16	0054200994	NO RUNNER			
1.17	6500315000	3 Stage IV Pole PR Option			
1.18	6506012003	STANDARD FOWLER			
1.19	6500128000	Head End Storage Flat			



Trumbull EMS Power Pro

Quote Number: 10057871
Version: 1
Prepared For: TRUMBULL EMS
Attn:

Remit to: P.O. Box 93308
Chicago, IL 60673-3308
Rep: Michael Hooper
Email: michael.hooper2@stryker.com
Phone Number:

Quote Date: 10/01/2019
Expiration Date: 12/30/2019

#	Product	Description	Qty	Sell Price	Total
1.20	6500147000	Equipment Hook			

Equipment List Price:	\$23,152.00
Equipment Discount %:	18.0%
Equipment Total:	\$18,984.64

Price Totals:

Grand Total:	\$18,984.64
--------------	-------------

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

AUTHORIZED CUSTOMER SIGNATURE



Trumbull EMS Power Load

Quote Number: 10100258
 Version: 1
 Prepared For: TRUMBULL EMS
 Attn:

Remit to: P.O. Box 93308
 Chicago, IL 60673-3308
 Rep: Michael Hooper
 Email: michael.hooper2@stryker.com
 Phone Number:

Quote Date: 12/18/2019
 Expiration Date: 03/17/2020

Delivery Address	End User - Shipping - Billing	Bill To Account
Name: TRUMBULL EMS	Name: TRUMBULL EMS	Name: TRUMBULL EMS
Account #: 1196423	Account #: 1196423	Account #: 1196423
Address: 250 MIDDLEBROOKS AVE TRUMBULL Connecticut 06611	Address: 250 MIDDLEBROOKS AVE TRUMBULL Connecticut 06611	Address: 250 MIDDLEBROOKS AVE TRUMBULL Connecticut 06611

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	6390000000	PowerLOAD	1	\$22,457.55	\$22,457.55
1.1	6390026000	Standard Comp 6390 Power-Load		\$0.00	\$0.00
1.2	6390029000	NO FLOORPLATE OPTION		\$0.00	\$0.00
1.3	639000220000	ONE PER ORDER, MANUAL, ENG OPT		\$0.00	\$0.00
1.4	6390600000	English Manual		\$0.00	\$0.00
1.5	639000010902	LABEL, WIRELESS		\$0.00	\$0.00
1.6	7777881660	1 year parts, labor & travel		\$0.00	\$0.00
				Equipment List Price:	\$28,213.00
				Equipment Discount %:	20.4%
				Equipment Total:	\$22,457.55

Price Totals:

Grand Total: \$22,457.55

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.



Trumbull EMS Power Load

Quote Number: 10100258
Version: 1
Prepared For: TRUMBULL EMS
Attn:

Remit to: P.O. Box 93308
Chicago, IL 60673-3308
Rep: Michael Hooper
Email: michael.hooper2@stryker.com
Phone Number:

Quote Date: 12/18/2019
Expiration Date: 03/17/2020

AUTHORIZED CUSTOMER SIGNATURE

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 9-Jan-20
AGENDA: 01-20-03
AMOUNT: \$93,280

2020-2021

(A) APPROPRIATION [X]

FROM: ACCOUNT NO.
ACCOUNT NAME General Fund - Fund Balance \$93,280

(B) TRANSFER []

TO: ACCOUNT NO. 01022600-522202

(C) BOND []

ACCOUNT NAME EMS-Professional Services \$93,280

(D) SUMMARY OF REQUEST:

To cover EMTs that were inandvertently left out of the budget.

(E) REQUESTED BY:

Leigh Goodman, EMS Chief

(F) SUPPORTING DATA:

See attached

(G) CONCURRENCE:

YES NO NEED ADD'L INFORMATION



Vicki A. Tesoro, First Selectman

(H) BOARD OF FINANCE ACTION:

1. APPROVED ___
2. RECOMMENDED TO TOWN COUNCIL ___
3. TABLED ___
4. DENIED ___
5. OTHER ___

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT #	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
01-20-03	FROM GENERAL FUND - FUND BALANCE			(93,280.00)	
	TO EMS PROFESSIONAL SERVICES	01022600-522202	160,050.00	93,280.00	253,330.00
	TO COVER EMT'S WHICH WERE INADVERTENTLY LEFT OUT OF THE BUDGET				

DATE	FROM	TO ACCOUNT NAME	TO ACCOUNT NUMBER	ITEM	AMOUNT
01/09/20	General Fund	EMS-Professional Services	#01022600- 522202	EMT/MEDIC VENDOR FEES	\$86,250.00
01/09/20	General Fund	EMS-Professional Services	#01022600- 522202	EMT/MEDIC VENDOR FEES	\$7,030.00
ACCOUNT TOTAL					\$93,280.00

ITEM REQUEST SUMMARY FOR EMT VENDOR FUNDS

TRUMBULL EMS FUNDING FOR EMT STAFF

Trumbull EMS is requesting supplemental funding to cover costs for EMT/Paramedic staffing. The funds were inadvertently removed from the budget when the paramedic staff from the same vendor were removed when we transitioned to a new vendor.

ITEM DESCRIPTION	ITEM DETAIL	PROJECTED COST
EMT FUNDING	EMT hourly rate of \$26.16, as per current contract	\$86,250.00
PARAMEDIC FUNDING	Allows for late calls/hold/QA/SUP cover as needed	\$7,030.00
TOTAL		\$93,280.00

Based on our analysis of our professional account this year and vendor payments review FY to date, we have determined the appropriate amount which should have been in our initial budget and are respectfully requesting the amount be transferred from the General fund to this Account.

FOR 2020 99

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

01022600 EMERGENCY MEDICAL SERVICES							

01022600 440000 FEE REVENUE	-1,550,000	0	-1,550,000	-807,536.87	.00	-742,463.13	52.1%
TOTAL EMERGENCY MEDICAL SERVICES	-1,550,000	0	-1,550,000	-807,536.87	.00	-742,463.13	52.1%
TOTAL GENERAL FUND	-1,550,000	0	-1,550,000	-807,536.87	.00	-742,463.13	52.1%
TOTAL REVENUES	-1,550,000	0	-1,550,000	-807,536.87	.00	-742,463.13	



TRUMBULL EMS REVENUE ANALYSIS FY2019 & FY2020 YTD

FY2019 SUMMARY

TOTAL CALLS	4797
TOTAL TRANSPORTS	4456
AVERAGE TRANSPORT RATE	77%
OPERATING BUDGET	\$1,447,415.00
REVENUE GENERATED	\$1,690,330.20
REVENUE GENERATED ABOVE OPERATING BUDGET	\$190,330.20

FY2020 YTD SUMMARY

TOTAL CALLS YTD	2492
TOTAL TRANSPORTS YTD	2275
AVERAGE TRANSPORT RATE YTD	78%
CURRENT OPERATING BUDGET	\$1,422,703.00
CURRENT REVENUE GENERATED	\$856,179.54
CURRENT REVENUE GENERATED ABOVE OPERATING BUDGET	N/A

FY2020 PROJECTIONS 01/01/2020-06/30/2020

PROJECTED CALL VOLUME	2492
PROJECTED TRANSPORTS	2275
PROJECTED AVERAGE TRANSPORT RATE	78%

FY2020 PROJECTIONS FY2020

Based on analytics, we can cautiously project a small 4% increase in call volume and billable transports, resulting in an estimated projected increase in allowable revenue generating income. Based on historical data and current analytics we can use the following projections for the final overall totals.

PROPOSED OPERATING BUDGET Pending BOF/TC Approval	\$1,555,283.00
PROJECTED TRANSPORTS	4984
PROJECTED AVERAGE TRANSPORT RATE	78%
REVENUE GENERATED YTD	\$856,179.54
PROJECTED REVENUE FY2020	1,712,359.08
PROJECTED REVENUE GENERATION ABOVE PROPOSED OPERATING BUDGET	\$157,076.08

**TOWN OF TRUMBULL
APPROVED CAPITAL IMPROVEMENT PLAN
CALENDAR YEARS 2020 - 2024
as of December 19, 2019**

	CY019 Total Approved Funding	CY 2020 Planned	CY 2021 Planned	CY 2022 Planned	CY 2023 Planned	CY 2024 Planned	TOTAL CY2020 - 2024
BOE	1,482,832	4,743,000	9,547,759	3,424,000	6,758,000	4,385,000	\$ 28,857,759
Roadways	4,132,283	5,338,141	8,119,722	7,637,564	8,164,132	4,176,228	\$ 33,435,788
Public Facilities	1,235,500	2,487,500	13,445,000	9,909,000	30,000	44,000	\$ 25,915,500
Parks Improvements	692,861	5,081,700	11,435,560	8,370,000	1,026,000	-	\$ 25,913,260
Fleet & Equipment	91,300	1,226,000	674,950	503,000	615,953	1,250,744	\$ 4,270,646
Other	9,896,474	848,434	12,746,526	9,302,172	1,894,000	-	\$ 24,791,132
Enterprise	3,780,621	241,000	5,217,358	1,361,328	1,359,358	250,000	\$ 8,429,044
TOTAL*	\$ 21,311,871	\$ 19,965,775	\$ 61,186,875	\$ 40,507,064	\$ 19,847,443	\$ 10,105,971	\$ 151,613,129

Five-Year Total

* Projected costs are gross amounts; actual bonded amounts will be net of any other funding sources, including State reimbursements. Amounts proposed for future periods are not adjusted for inflation.

** Town Council Approved CY 2019 is presented for information purpose only; not part of the total

	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	CY 2024	TOTAL
	Total	Capital Plan					
	Funding Approval	PLANNED	PLANNED	PLANNED	PLANNED	PLANNED	2020-2024
<u>Board of Education</u>							
Hillcrest Middle School	50,000	132,000	40,000	532,000	3,200,000	410,000	4,314,000
Madison Middle School	135,000	1,045,000	75,000	650,000	425,000	350,000	2,545,000
Middlebrook Elementary	514,832	1,500,000	-	-	175,000	150,000	1,825,000
Daniels Farm Elementary	40,000	-	1,012,759	-	-	2,800,000	3,812,759
Jane Ryan Elementary	50,000	1,400,000	1,390,000	135,000	150,000	-	3,075,000
Booth Hill Elementary	60,000	25,000	1,325,000	120,000	135,000	-	1,605,000
Tashua Elementary	-	-	-	1,850,000	1,650,000	150,000	3,650,000
Frenchtown Elementary	88,000	-	85,000	-	1,023,000	250,000	1,358,000
TECEC	-	-	-	-	-	-	-
Agriscience High School	-	-	-	62,000	-	275,000	337,000
Trumbull High School	105,000	-	1,220,000	75,000	-	-	1,295,000
Equip and Infra Dist Wide	120,000	-	-	-	-	-	-
Long Hill Admin Building	100,000	611,000	3,900,000	-	-	-	4,511,000
Bus Garage	220,000	30,000	500,000	-	-	-	530,000
TOAL BOE	1,482,832	4,743,000	9,547,759	3,424,000	6,758,000	4,385,000	28,857,759
<u>Roadways</u>	-						-
Roadway Paving	4,132,283	5,338,141	8,119,722	7,637,564	8,164,132	4,176,228	33,435,788
TOTAL ROADWAYS	4,132,283	5,338,141	8,119,722	7,637,564	8,164,132	4,176,228	33,435,788
<u>Public Facilities</u>	-						-
Trumbull Library	180,000	42,000	3,110,000	3,000,000	30,000	-	6,182,000
Town Hall	200,000	430,000	285,000	25,000	-	44,000	784,000
Town Hall Annex	-	-	-	-	-	-	-
Police Headquarters	15,000	-	30,000	70,000	-	-	100,000
Senior Center	47,000	950,000	7,628,000	6,700,000	-	-	15,278,000
Public Works Yard	58,500	625,000	162,000	-	-	-	787,000
EMS Building	-	50,000	2,000,000	54,000	-	-	2,104,000
Helen Plumb Building	-	80,000	90,000	60,000	-	-	230,000
Transfer Station	735,000	230,500	140,000	-	-	-	370,500
Townwide	-	80,000	-	-	-	-	80,000
TOTAL PUBLIC FACILITIES	1,235,500	2,487,500	13,445,000	9,909,000	30,000	44,000	25,915,500
<u>Parks Improvements</u>	-						-
Athletic Fields	-	1,500,000	-	-	-	-	1,500,000
Irrigation	-	-	25,000	25,000	-	-	50,000

	CY 2019 Total Funding Approval	CY 2020 Capital Plan PLANNED	CY 2021 Capital Plan PLANNED	CY 2022 Capital Plan PLANNED	CY 2023 Capital Plan PLANNED	CY 2024 Capital Plan PLANNED	TOTAL Capital Plan 2020-2024
Parks	498,000	351,700	1,402,000	2,000,000	300,000	-	4,053,700
Paving	194,861	1,365,000	3,198,560	1,345,000	516,000	-	6,424,560
Pools	-	1,115,000	5,935,000	5,000,000	-	-	12,050,000
Tennis	-	750,000	875,000	-	210,000	-	1,835,000
	-						-
TOTAL PARKS IMPROVEMENTS	692,861	5,081,700	11,435,560	8,370,000	1,026,000	-	25,913,260
Fleet & Equipment	-						-
EMS	-	120,000	200,000	207,000	214,245	221,744	962,989
Emergency Management	-	-	-	-	-	800,000	800,000
Highway	-	870,000	381,150	296,000	401,708	229,000	2,177,858
Parks	91,300	200,000	93,800	-	-	-	293,800
	-	-	-	-	-	-	-
TOTAL FLEET & EQUIPMENT	91,300	1,190,000	674,950	503,000	615,953	1,250,744	4,234,646
Other	-	-	-	-	-	-	-
Economic Development	234,000	50,000	1,940,387	6,811,182	1,801,000	-	10,602,569
Engineering	9,662,474	798,434	10,806,139	2,490,990	93,000	-	14,188,563
Information Tech	-	-	-	-	-	-	-
Other Projects	-	-	-	-	-	-	-
TOTAL VARIOUS	9,896,474	848,434	12,746,526	9,302,172	1,894,000	-	24,791,132
Enterprise*	-						-
WPCA	3,780,621	241,000	5,100,000	1,200,000	1,200,000	-	7,741,000
Golf	-	-	117,358	161,328	159,358	250,000	688,044
TOTAL WPCA	3,780,621	241,000	5,217,358	1,361,328	1,359,358	250,000	8,429,044
GRAND TOTAL	21,311,871	19,929,775	61,186,875	40,507,064	19,847,443	10,105,971	151,577,129

BUILDING	CATEGORY	DESCRIPTION	CY 2019					CY 2024
			CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	
			Total Funding	Capital Plan	Capital Plan	Capital Plan	Capital Plan	
Hillcrest Middle School	Environmental	Asbestos (Flooring and Insulation)	50,000	40,000	40,000			
Hillcrest Middle School	Safety	Building Fire Alarm Panels	-		-	132,000		
Hillcrest Middle School	Safety	Remove ext. concrete shade panels	-	92,000				
Hillcrest Middle School	On site	Locker Rooms renovations	-			400,000		
Hillcrest Middle School	Windows	Window replacement					3,200,000	
Hillcrest Middle School	On Site const	Science Classroom upgrades						210,000
Hillcrest Middle School	On Site const	Courtyard renovations hardscape						200,000
Total Hillcrest School:			50,000	132,000	40,000	532,000	3,200,000	410,000
Madison Middle School	Environmental	Asbestos (Flooring and Insulation)	75,000	75,000	75,000	75,000		
Madison Middle School	Electrical	Upgrade panel Infrastructure	-			175,000		
Madison Middle School	HVAC	Replace RTU, exhaust fans, HV etc	-				425,000	150,000
Madison Middle School	Construction	Locker rooms renovations	-			400,000		
Madison Middle School	On Site const	Courtyard renovations hardscape	-					200,000
Madison Middle School	Design	Drainage/paving	60,000					
Madison Middle School	Construction	Detention basin construction	-	970,000				
Total Madison School:			135,000	1,045,000	75,000	650,000	425,000	350,000
Middlebrook Elementary	Environmental	Asbestos (Flooring and Insulation)	40,000					
Middlebrook Elementary	Paving	Parking Lot and Driveway Paving PH2	474,832					
Middlebrook Elementary	Roofing	Roof replacement	-	1,500,000				
Middlebrook Elementary	HVAC	Replace RTU, exhaust fans, HV etc	-				175,000	
Middlebrook Elementary	Electrical	Upgrade panel Infrastructure	-					150,000
Middlebrook Elementary	Photo Voltaics	ZREC Bid for Solar Installation (no cost)	-	No cost				
Total Middlebrook Elementary School:			514,832	1,500,000	-	-	175,000	150,000
Daniels Farm Elementary	Environmental	Asbestos (Flooring and Insulation)	40,000					
Daniels Farm Elementary	Paving	Parking Lot - Sidewalks, and Driveway Paving	-		1,012,759			
Daniels Farm Elementary	Windows	Window Replacement (1962)	-					1,600,000
Daniels Farm Elementary	Roofing	Roof Replacement	-					1,200,000
Total Daniels Farm Elementary School:			40,000	-	1,012,759	-	-	2,800,000
Jane Ryan Elementary	Environmental	Asbestos (Flooring and Insulation)	50,000	50,000				
Jane Ryan Elementary	Paving	Parking Lot - Sidewalks, and Driveway Paving	-	1,350,000				
Jane Ryan Elementary	Roofing	Roof replacement (1991)	-		1,300,000			
Jane Ryan Elementary	Electrical	Update Electrical infrastructure	-			135,000		
Jane Ryan Elementary	HVAC	Replace RTU, exhaust fans, HV etc	-				150,000	
Jane Ryan Elementary	Elevator	Single bottom Cylinder Upgrade(code)	-		90,000			
Total Jane Ryan Elementary School:			50,000	1,400,000	1,390,000	135,000	150,000	
Booth Hill Elementary	Environmental	Asbestos (Flooring and Insulation)	60,000	25,000	25,000			
Booth Hill Elementary	Electrical	Update Electrical infrastructure	-			120,000	135,000	
Booth Hill Elementary	Roofing	Roof replacement (1991)	-		1,300,000			
Booth Hill Elementary	Photo Voltaics	ZREC Bid for Solar Installation	-			No cost		
Total Booth Hill Elementary School:			60,000	25,000	1,325,000	120,000	135,000	-

items in yellow are Engineering projects

items in yellow are

BUILDING	CATEGORY	DESCRIPTION	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	CY 2024
			Total Funding	Capital Plan				
Tashua Elementary	Paving	Parking Lot - Sidewalks, and Driveway Paving	-	-	-	750,000	-	-
Tashua Elementary	Windows	Window Replacement (1965)	-	-	-	-	1,500,000	-
Tashua Elementary	Roofing	Roof replacement (1991)	-	-	-	1,100,000	-	-
Tashua Elementary	Electrical	Update Electrical infrastructure	-	-	-	-	150,000	-
Tashua Elementary	HVAC	Replace RTU, exhaust fans, HV etc	-	-	-	-	-	150,000
Total Tashua Elementary School:			-	-	-	1,850,000	1,650,000	150,000
Frenchtown Elementary	Paving	Parking Lot and Driveway Paving	-	-	-	-	1,023,000	-
Frenchtown Elementary	Energy	Lighting upgrade interior/exterior LED	88,000	-	-	-	-	-
Frenchtown Elementary	HVAC	Boiler Replacement	-	-	-	-	-	250,000
Frenchtown Elementary	HVAC	Cooling Tower Replacement	-	-	85,000	-	-	-
Total Frenchtown Elementary School:			88,000	-	85,000	-	1,023,000	250,000
Agriscience High School	On Site Const	Fencing Replacement	-	-	-	62,000	-	-
Agriscience High School	HVAC	Boiler replacements	-	-	-	-	-	275,000
Agriscience High School	Photo Voltaics	ZREC Bid for Solar Installation	-	no cost	-	-	-	-
Total Agriscience High School:			-	-	-	62,000	-	275,000
Trumbull High School	Athletic Field	THS Fields ADA Accessibility	105,000	-	-	-	-	-
Trumbull High School	On Site Const	Athletic field Storage Building 20 x 25	-	-	-	75,000	-	-
Trumbull High School	On Site Const	Wellness/Fitness Center	-	-	1,100,000	-	-	-
Trumbull High School	HVAC	Cooling tower sump replacement	-	-	120,000	-	-	-
Total Trumbull High School:			105,000	-	1,220,000	75,000	-	-
Equip and Infra Dist Wide	Equipment	Vehicle Replacements w/plows	120,000	-	-	-	-	-
Total Equip and Infra Dist Wide:			120,000	-	-	-	-	-
Long Hill Admin Building	Paving	Parking Lot Drainage & paving	-	461,000	-	-	-	-
Long Hill Admin Building	Roofing	Roof Replacement	-	-	-	-	-	-
Long Hill Admin Building	HVAC	Boilers and AC	-	-	-	-	-	-
Long Hill Admin Building	Assessment	Facility Assessment & Review	100,000	-	-	-	-	-
Long Hill Admin Building	Construction	New Administration building	-	-	3,900,000	-	-	-
Long Hill Admin Building	Constuction	Build Data Center at High School	-	150,000	-	-	-	-
Total Long Hill Admin Building:			100,000	611,000	3,900,000	-	-	-
Bus Garage	Paving	Parking lot paving and drainage 30ksf	220,000	-	-	-	-	-
Bus Garage	Paving	Parking lot design & permitting	-	30,000	-	-	-	-
Bus Garage	Paving	Parking lot construction	-	-	500,000	-	-	-
Total Bus Garage:			220,000	30,000	500,000	-	-	-
GRAND TOTAL			1,482,832	4,743,000	9,547,759	3,424,000	6,758,000	4,385,000

items in yellow are Enginnering projects added by HWY

* Will enter into Performance Contract for Energy Efficiency projects to be paid over 10 years.

CATEGORY	DESCRIPTION	LOCATION	CY 2019	CY 2020 Capital Plan	CY 2021 Capital Plan	CY 2022 Capital Plan	CY 2023 Capital Plan	CY 2024 Capital Plan
			CY 2019 Total Funding Approval					
Roadways	Paving	Hardy Lane	100,000					
Roadways	Paving	Cemetery Dr	-					
Roadways	Paving	Center Rd	-					
Roadways	Paving	Harvest Hill Road	111,898					
Roadways	Paving	Area)	1,335,607					
Roadways	Paving	JUDSON ST	45,316					
Roadways	Paving	Middlebrooks Ave (Design in 2017)	-					
Roadways	Paving	Shelton Rd	80,000					
Roadways	Paving	TELLER RD (up to Beach Hill)	95,923					
Roadways	Paving	WOODRIDGE CIR	236,118					
Roadways	Paving	ROCKY HILL RD (S)	182,978					
Roadways	Paving	ROCKY HILL TER	238,166					
Roadways	Paving	BONNIE VIEW DR	176,668					
Roadways	Paving	GLENBROOK RD	187,422					
Roadways	Paving	FRANKLIN ST	92,187					
Roadways	Paving	Hill Culvert)	100,000					
Roadways	Paving	Old Dike Road (not in 5yr CIP)	20,000					
Roadways	Paving	ABRIC DR		107,467				
Roadways	Paving	ANITA AVE		105,467				
Roadways	Paving	ARAGON DR		137,100				
Roadways	Paving	BONHEUR RD		69,533				
Roadways	Paving	CAMPBELL RD		66,453				
Roadways	Paving	CANOE BROOK RD (Dale to Madison)		88,542				
Roadways	Paving	CHATFIELD DR		261,773				
Roadways	Paving	CLAIRE PL		64,213				
Roadways	Paving	DALE RD		123,867				
Roadways	Paving	DAYTON CIR		31,964				
Roadways	Paving	ELMWOOD AVE		119,700				
Roadways	Paving	FIELDSTONE CT		79,920				
Roadways	Paving	GAYLORD RD		69,291				
Roadways	Paving	GREEN ST		65,600				
Roadways	Paving	HITCHING POST LN		59,867				
Roadways	Paving	LEIGHTON RD		84,087				
Roadways	Paving	MADISON AVE		570,000				
Roadways	Paving	MAYMONT LN		139,867				
Roadways	Paving	MERRILL RD		87,189				
Roadways	Paving	PLATTSVILLE RD		49,671				
Roadways	Paving	RANGELY DR		312,480				
Roadways	Paving	RICHFIELD RD		76,813				

CATEGORY	DESCRIPTION	LOCATION	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	CY 2024
			Total Funding Approval	Capital Plan				
Roadways	Paving	SHELBOURNE RD		56,373				
Roadways	Paving	SHELTON RD		1,201,200				
Roadways	Paving	WALNUT AVE		106,438				
Roadways	Paving	WINSLOW RD		73,267				
Roadways	Paving	BEACH HILL DR			118,792			
Roadways	Paving	BEECH TREE CIR			75,386			
Roadways	Paving	BERRY LN			28,080			
Roadways	Paving	BLUEBERRY RD			66,133			
Roadways	Paving	BOB WHITE LN			76,667			
Roadways	Paving	BONAZZO DR			110,986			
Roadways	Paving	CALDRON DR			44,408			
Roadways	Paving	CAROLINE ST			68,945			
Roadways	Paving	CHATHAM DR			124,133			
Roadways	Paving	FOSTER AVE			50,226			
Roadways	Paving	GREAT NECK RD			359,285			
Roadways	Paving	HILLCREST RD			140,648			
Roadways	Paving	HILLSTON RD			239,333			
Roadways	Paving	INTERVALE RD			27,467			
Roadways	Paving	JUNIPER CIR			39,676			
Roadways	Paving	JUNIPER RIDGE RD			235,260			
Roadways	Paving	KNOLLCREST CT			22,720			
Roadways	Paving	KNOLLCREST DR			74,074			
Roadways	Paving	LAURIE RD			223,627			
Roadways	Paving	LEFFERT RD			284,478			
Roadways	Paving	MADISON AVE			810,000			
Roadways	Paving	MERRITT BLVD			324,132			
Roadways	Paving	OAKRIDGE RD			614,755			
Roadways	Paving	PAULINE ST			74,225			
Roadways	Paving	PEPPERIDGE RD			59,117			
Roadways	Paving	QUAIL TRL			240,423			
Roadways	Paving	REINER CIR			90,423			
Roadways	Paving	REINER DR			169,853			
Roadways	Paving	ROCKY RIDGE DR			355,182			
Roadways	Paving	ROLLING WOOD DR			353,826			
Roadways	Paving	ROUND HILL RD			277,574			
Roadways	Paving	STELLA ST			144,954			
Roadways	Paving	STIRRUP DR			50,493			
Roadways	Paving	TELLER RD			123,533			
Roadways	Paving	TOPAZ LN			106,055			
Roadways	Paving	VAZZANO PL			80,281			
Roadways	Paving	WILDFLOWER LN			78,472			
Roadways	Paving	WOODMERE DR			256,102			
Roadways	Paving	BASSICK RD				178,267		
Roadways	Paving	BIRCH ST (S)				60,933		
Roadways	Paving	BOLIN CIR				37,859		
Roadways	Paving	BROADWAY				73,802		

			CY 2019					
CATEGORY	DESCRIPTION	LOCATION	CY 2019 Total Funding Approval	CY 2020 Capital Plan	CY 2021 Capital Plan	CY 2022 Capital Plan	CY 2023 Capital Plan	CY 2024 Capital Plan
Roadways	Paving	BROCK ST				35,933		
Roadways	Paving	CEDAR CREST RD				63,709		
Roadways	Paving	CHESTNUT ST				107,067		
Roadways	Paving	COLONY AVE				174,907		
Roadways	Paving	DANIELS FARM RD				2,159,990		
Roadways	Paving	DUNELLEN RD				77,187		
Roadways	Paving	FAIRCHILD CIR				43,237		
Roadways	Paving	FAIRCHILD RD				254,220		
Roadways	Paving	GARDEN ST				158,933		
Roadways	Paving	GROVE ST				186,400		
Roadways	Paving	INWOOD RD				154,093		
Roadways	Paving	JOG HILL RD				253,493		
Roadways	Paving	OLD ELM RD				20,463		
Roadways	Paving	OLDFIELD RD				260,358		
Roadways	Paving	ORCHARD ST				188,814		
Roadways	Paving	ROCKY HILL RD (N)				84,056		
Roadways	Paving	SEQUOIA RD				24,533		
Roadways	Paving	SPRINGWOOD DR				125,332		
Roadways	Paving	WHIPPOORWILL LN				39,867		
Roadways	Paving	WILLIAMS RD				1,135,256		
Roadways	Paving	WILMOT AVE				55,600		
Roadways	Paving	WOOLSLEY AVE				183,254		
Roadways	Paving	APPLE ORCHARD LN					39,573	
Roadways	Paving	ASBURY RD					101,640	
Roadways	Paving	BONITA AVE					86,697	
Roadways	Paving	BULL FROG LN					112,000	
Roadways	Paving	CANTERBURY LN					244,347	
Roadways	Paving	CRABAPPLE RD					112,280	
Roadways	Paving	EAST LAKE RD					61,976	
Roadways	Paving	EDDIE RD					73,946	
Roadways	Paving	EDITH ST (W)					26,357	
Roadways	Paving	FERN CIR					139,222	
Roadways	Paving	FLINT ST					102,169	
Roadways	Paving	FRELMA DR					86,436	
Roadways	Paving	GARLAND CIR					141,912	
Roadways	Paving	GARWOOD RD					313,934	
Roadways	Paving	GIBSON AVE					154,280	
Roadways	Paving	HISTON RD					115,067	
Roadways	Paving	HORSE TAVERN RD					208,600	
Roadways	Paving	JEROME AVE					209,689	
Roadways	Paving	LAKE AVE					630,653	
Roadways	Paving	LILLIAN DR					263,947	
Roadways	Paving	LINDEMAN DR					208,583	
Roadways	Paving	LINLEY RD					210,267	
Roadways	Paving	MACARTHUR RD					113,545	
Roadways	Paving	OAKVIEW DR					204,960	
Roadways	Paving	OLD COACH LN					62,720	
Roadways	Paving	OLD TOWN RD (C)					108,649	
Roadways	Paving	PARK LN					364,877	
Roadways	Paving	PETERS RD					88,133	
Roadways	Paving	READING RD					105,280	

CATEGORY	DESCRIPTION	LOCATION	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	CY 2024
			Total Funding Approval					
Roadways	Paving	REGINA ST					215,289	
Roadways	Paving	RESERVOIR AVE					488,406	
Roadways	Paving	RUTH ST					137,600	
Roadways	Paving	TWIN BROOKS DR					251,348	
Roadways	Paving	TWITCHGRASS RD					332,947	
Roadways	Paving	WISTERIA DR					160,511	
Roadways	Paving	ASCOLESE RD						218,039
Roadways	Paving	BEARDSLEY PKWY						581,887
Roadways	Paving	BITTERSWEET LN						96,000
Roadways	Paving	CATHERINE ST (S)						166,009
Roadways	Paving	CRESCENT LN						122,702
Roadways	Paving	GWENDOLYN DR						74,433
Roadways	Paving	MADISON AVE						337,269
Roadways	Paving	RIVERSIDE DR						67,291
Roadways	Paving	SPRING HILL RD						163,145
Roadways	Paving	STERLING RD						325,078
Roadways	Paving	TASHUA RD						142,290
Roadways	Paving	TECHNOLOGY DR						137,566
Roadways	Paving	TREFOIL DR						218,854
Roadways	Paving	TURNEY PL						62,527
Roadways	Paving	WALKER RD						164,764
Roadways	Paving	WHITEFIELD DR						79,333
Roadways	Paving	WHITNEY AVE						114,173
Roadways	Paving	WOOD AVE						179,867
Roadways	Paving	Drainage	1,050,000	1,050,000	1,400,000	1,400,000	1,400,000	850,000
Roadways	Paving	Video Inspection for Plan Year Roads	80,000	80,000	100,000	100,000	100,000	75,000
			-					
GRAND TOTAL			4,132,283	5,338,141	8,119,722	7,637,564	8,164,132	4,176,228

Note Road paving for proposed sewer projects

BUILDING	CATEGORY	DESCRIPTION	CY 2019	CY 2020 Capital Plan	CY 2021 Capital Plan	CY 2022 Capital Plan	CY 2023 Capital Plan	CY 2024 Capital Plan
			CY 2019 Total Funding Approval					
			-					
Trumbull Library	Mechanical	50 Ton Condenser Unit	180,000					
Trumbull Library	Construction	Construction and library modernization	-		3,000,000	3,000,000		
Trumbull Library	Mechanical	Replace security and fire alarm system (non-proprietary system)	-	42,000				
Trumbull Library	Site Construction	Parking Lot Expansion for 35 spaces	-		110,000			
Trumbull Library	Mechanical	Replace BMS (Building Management System)	-				30,000	
Total Trumbull Library			180,000	42,000	3,110,000	3,000,000	30,000	-
			-					
Town Hall	Construction	TH upgrades, dept relocations & service counter accessibility	175,000					
Town Hall	Construction	Sidewalk replacement	25,000	25,000	25,000	25,000		
Town Hall	Construction	Tax collector security counters		80,000				
Town Hall	Mechanical	Consulting services for plans & specs to replace HVAC system	-	25,000				
Town Hall	Mechanical	Replace HVAC system	-	300,000				
Town Hall	Construction	Restroom Renovations - ADA compliant (2)			260,000			
Town Hall	Finishes	Floor Tiling	-	-				44,000
Total Town Hall			200,000	430,000	285,000	25,000	-	44,000
			-					
Police Headquarters	Misc.	Garage Doors repairs	15,000	-				
Police Headquarters	Mechanical	Connect HVAC system to BMS (Building Management System)	-		30,000			
Police Headquarters	Misc.	Bathroom Renovations (upstairs)	-	-		70,000		
Total Police Headquarters			15,000	-	30,000	70,000	-	-
			-					

BUILDING	CATEGORY	DESCRIPTION	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	CY 2024
			<i>CY 2019 Total Funding Approval</i>					
			-					
Senior Center	Design	Sr. Center redesign & renovation feasibility study	-					
Senior Center	Masonry	Exterior Walls - Below Ground Level	12,000					
Senior Center	Masonry	Repoint/Clean/Seal Exterior Walls Above Ground Level	35,000					
Senior Center	Construction	Sr. Center design & community approval efforts	-	950,000				
Senior Center	Construction	Sr. Center construction	-		6,500,000	6,500,000		
Senior Center	Mechanical	Replace A/C in multi-purpose room	-		50,000			
Senior Center	Construction	Renovate 2nd floor kitchen	-		250,000			
Senior Center	Mechanical	Elevator modernization and upgrades (2)	-		200,000	200,000		
Senior Center	Construction	Install handicap ramps and ADA door opener			33,000			
Senior Center	Paving	New parking lot - paving			170,000			
Senior Center	Paving	Existing parking lot - paving			370,000			
Senior Center	Construction	Replace windows at Social Services			55,000			
			-					
Total Senior Center			47,000	950,000	7,628,000	6,700,000	-	-
			-					
Public Works Yard	Construction	Shingle Roof replacement - Garage building	58,500					
Public Works Yard	Construction	Town Yard Garage maintenance/replacement/culvert	-	450,000				
Public Works Yard	Construction	Structural improvements to plow garage #2 and bay door replacement	-	175,000				
Public Works Yard	Construction	Siding replacement building #6	-		82,000			
Public Works Yard	Construction	Emergency stairwell installation building #6	-		80,000			

BUILDING	CATEGORY	DESCRIPTION	CY 2019	CY 2020 Capital Plan	CY 2021 Capital Plan	CY 2022 Capital Plan	CY 2023 Capital Plan	CY 2024 Capital Plan
			<i>CY 2019 Total Funding Approval</i>					
			-					
			-					
Total Public Works Yard			58,500	625,000	162,000	-	-	-
			-					
EMS Building	Site Construction	Reconfiguration/Expansion Design	-	50,000				
EMS Building	Site Construction	Reconfiguration/Expansion	-		2,000,000			
EMS Building	Mechanical	RTU Rooftop Unit Replacement	-			54,000		
			-					
Total EMS Building			-	50,000	2,000,000	54,000	-	-
			-					
Helen Plumb Building	Mechanical	HVAC system replacement	-	80,000				
Helen Plumb Building	Site Construction	Window replacement	-		90,000			
Helen Plumb Building	Site Construction	Roof replacement	-			60,000		
			-					
Total Hellen Plumb Building			-	80,000	90,000	60,000	-	-
			-					
Transfer Station	Site Construction	Road Widening ***	735,000					
Transfer Station	Site Construction	Concrete Slab repair ^{-a)}	-	45,000				
Transfer Station	Mechanical	Transfer Station generator ^{-a)}	-	155,500				
Transfer Station	Site Construction	Roof replacement ^{-a)}	-		140,000			
Transfer Station	Site Construction	Pre-fabricated salt shed ^{-a)}	-	30,000				
			-					
Total Transfer Station			735,000	230,500	140,000	-	-	-
			-					

BUILDING	CATEGORY	DESCRIPTION	CY 2019	CY 2020 Capital Plan	CY 2021 Capital Plan	CY 2022 Capital Plan	CY 2023 Capital Plan	CY 2024 Capital Plan
			<i>CY 2019 Total Funding Approval</i>					
			-					
Townwide	Construction	Townwide sidewalk repairs	-	80,000				
			-					
			-					
Total Townwide			-	80,000	-	-	-	-
GRAND TOTAL			1,235,500	2,487,500	13,445,000	9,909,000	30,000	44,000

*** Total project \$1,225,000 → Trumbull portion 60%, TEAM portion 40%

a) TEAM expense

CATEGORY	LOCATION	DESCRIPTION	CY 2019	CY 2020 Capital Plan	CY 2021 Capital Plan	CY 2022 Capital Plan	CY 2023 Capital Plan	CY 2024 Capital Plan
			<i>CY 2019 Total Funding Approval</i>					
Athletic Fields	Indian Ledge	New Construction of multi-purpose artificial field with lighting	-	1,500,000				
Total Athletic Fields			-	1,500,000	-	-	-	-
Irrigation	Twin Brooks	Irrigation (replacement)	-		25,000			
Irrigation	Bills Property	New irrigation system at Mary Bill's Field	-			25,000		
Total Irrigation			-	-	25,000	25,000	-	-
Parks	Various Locations	Pavilion Roof Replacements (4)	64,000					
Parks	Gunther Park	Dredging Construction	278,000					
Parks	Various Locations	Rest Room Upgrades - Roof, Lighting & Plumbing (7)	56,000	56,000	56,000			
Parks	Various Locations	Wooden guardrail and installation	100,000	50,000	50,000			
Parks	Bills Property	Bills Property Design	-		50,000			
Parks	Bills Property	Bills Property Development	-		200,000			
Parks	Indian Ledge	Sprinkler park replacement	-		200,000			
Parks	Twin Brooks	Dredging - Design	-	45,700				
Parks	Twin Brooks	Dredging	-		500,000			
Parks	Beaches Pool	Sprinkler park replacement	-				300,000	

CATEGORY	LOCATION	DESCRIPTION	CY 2019	CY 2020 Capital Plan	CY 2021 Capital Plan	CY 2022 Capital Plan	CY 2023 Capital Plan	CY 2024 Capital Plan
			<i>CY 2019 Total Funding Approval</i>					
Parks	Kaatz Pond	Dredging	-		286,000			
Parks	Abraham Nichols Barn	Roofing, windows, doors replacing, exterior paint	-		60,000			
Parks	Design	Veteran's center design	-	200,000				
Parks	Construction	Veteran's center construction ^{-a)}	-			2,000,000		
			-					
Total Parks			498,000	351,700	1,402,000	2,000,000	300,000	-
			-					
Paving	Indian Ledge	Partial paving	194,861					
Paving	Indian Ledge	Paving (phase 1)		865,000				
Paving	Indian Ledge	Paving (phase 2)			273,000			
Paving	Indian Ledge	Paving (phase 3)				468,000		
Paving	Indian Ledge	Paving (phase 4)					516,000	
Paving	Unity Park	Drainage / Paving	-		840,000			
Paving	Twin Brooks	Drainage / Paving	-	500,000	500,000	877,000		
Paving	Old Mine/Counseling Center	Drainage / Paving (parking lots, driveway and roadway)			1,180,560			
Paving	Abraham Nichols Barn/Park	Paving	-		405,000			
Total Paving			194,861	1,365,000	3,198,560	1,345,000	516,000	-
			-					

CATEGORY	LOCATION	DESCRIPTION	CY 2019	CY 2020 Capital Plan	CY 2021 Capital Plan	CY 2022 Capital Plan	CY 2023 Capital Plan	CY 2024 Capital Plan
			CY 2019 Total Funding Approval					
Pools	Tashua Pool	Complete pool design/upgrades and renovation - design	-	165,000				
Pools	Tashua Pool	Complete pool design/upgrades and renovation - construction	-		935,000			
Pools	TBD	Aquatics Facility / Improvements design/surveys	-	950,000				
Pools	TBD	Aquatics Facility / Improvements	-		5,000,000	5,000,000		
Total Pools			-	1,115,000	5,935,000	5,000,000	-	-
			-					
Tennis	Unity	Tennis/Pickleball Court Replacement	-	375,000				
Tennis	Tashua	Tennis Court Replacement (Courts # 1-4)	-	375,000				
Tennis	Tashua	Tennis Court Replacement (Court # 5-8)	-		375,000			
Tennis	Tashua	Tennis Court Lighting (Courts # 5-8)	-		200,000			
Tennis	Island Brook	Tennis Court Replacement (3)	-		300,000			
Tennis	Nothnagle	Tennis Court Replacement (2)	-				210,000	
Total Tennis			-	750,000	875,000	-	210,000	-
GRAND TOTAL			692,861	5,081,700	11,435,560	8,370,000	1,026,000	-

^{a)} **Potential Grant for Veteran Center Construction**

						CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	CY 2024
DEPT	CURRENT PLATE	Make	MODEL / DESCRIPTION	YEAR	VIN (current vehicle)	CY 2019 Total Funding Approval	Capital Plan				
EMS			AMBULANCE - Sprinter			-	120,000				
EMS			AMBULANCE - BOX					200,000	207,000	214,245	221,744
EMS Total						-	120,000	200,000	207,000	214,245	221,744
Emergency Management	Replacing: 155TR	TBD	MOBILE COMMAND CENTER ^{-a)}	2006	1R9US24236B295798	-					800,000
Emergency Management Total						-	-	-	-	-	800,000
Highway	Replacing: 61TR/63TR/69TR/47TR/58TR/96TR	INTERNATIONAL	FREIGHTLINER SNOWPLOW/SANDER	1992-2002	Various	-	400,000	210,000	216,000	222,000	229,000
Highway	NEW	STETCO	CATCH BASIN CLEANER	N/A		-	120,000				
Highway	Replacing: 283TR	TBD	4900 4X2 - CRANE TRUCK	1992	1HTSDPPN3NH453421	-	150,000				
Highway	Replacing: 162TR/118TR	TBD	RUBBER TIRE LOADER	1988	33Z03110/L60EV60199	-		171,150		179,708	
Highway	NEW	TBD	TELEHANDLER	N/A		-			80,000		
Highway	Replacing: 166TR	TBD	ROLL OFF TRUCK	1996		-	200,000				
Highway Total						-	870,000	381,150	296,000	401,708	229,000

DEPT	CURRENT PLATE	Make	MODEL / DESCRIPTION	YEAR	VIN (current vehicle)	CY 2019	CY 2020 Capital Plan	CY 2021 Capital Plan	CY 2022 Capital Plan	CY 2023 Capital Plan	CY 2024 Capital Plan
						<i>CY 2019 Total Funding Approval</i>					
						-					
Parks	NEW		Multi-One articulated Tractor with a Zaugg snow blower			91,300					
Parks	Replacing: JD110	TBD	Tractor/loader	2004	Replacing John Deere - JD110 - LV0110T311312	-		93,800			
Parks	Replacing: 217TR	INTERNATIONAL	Hook Lift Truck	2006		-	200,000				
						-					
Parks Total						91,300	200,000	93,800	-	-	-
Tricaster System for Live streaming							36,000				
GRAND TOTAL						91,300	1,226,000	674,950	503,000	615,953	1,250,744

^{a)} Department of Emergency Management will seek grant funding from multiple sources to help absorb costs of mobile Command Center. Grant amounts unknown at this time.

CATEGORY	LOCATION	DESCRIPTION	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	CY 2024
			<i>CY 2019 Total Funding Approval</i>	Capital Plan	Capital Plan	Capital Plan	Capital Plan	Capital Plan
Economic Development	Trumbull Center	Construction of Boulevard Project	-			4,450,000		
Economic Development	Long Hill Green	Modernization of Long Hill Green ¹	72,000					
Economic Development	Pequonnock River Trail Extension to Church Hill Road	Design - PRT Trail Head ³	-			180,000		
Economic Development	Pequonnock River Trail Extension to Church Hill Road	Construction- PRT Trail Head ³	-				1,801,000	
Economic Development	Church Hill Road/Quality Road Intersection Improvements	Construction - Church Hill Road/Quality Road Intersection Improvements (Design/Construction)	-		144,587	1,277,182		
Economic Development	Long Hill Green - Connection'	Long Hill Connectivity - Design/Construction Connection from Whitney To Govenors Ridge & Former Marissa's Restaurant ⁵	<i>62,000</i>		415,000			
Economic Development	Long Hill Green - Patio/Parking	Long Hill Green - Installation of Patio and Parking within the existing parking area ⁶	100,000					
Economic Development	White Plains Road - Trail Connection	Design -Sidewalk connection from State Parking Lot to Twin brooks Park on WhitePlains road ⁷	-		160,800			
Economic Development	White Plains Road - Trail Connection	Construcion - Sidewalk connection from State Parking Lot to Twin brooks Park on WhitePlains road ⁷	-			804,000		
Economic Development	Dunellen to Trail	Design - Sidewalk design Dunellen to Trail	-	Placeholder				
Economic Development	Dunellen to Trail	Construcion - Sidewalk design Dunellen to Trail	-		560,000			
Economic Development	Whitney Avenue sidewalk	Whitney Avenue Sidewalk design	-	Placeholder				
Economic Development	Whitney Avenue sidewalk	Whitney Avenue Sidewalk construction	-		560,000			
Economic Development	Bicycle and pedestrian master plan	Bicycle and pedestrian master plan	-		100,000	100,000		
Economic Development	Mall planning study	Trumbull Mall Area/Southern Gateway Planning Study	-	50,000				
Economic Development Total			234,000	50,000	1,940,387	6,811,182	1,801,000	-
Engineering	Wildwood Drive	Wildwood Drive Drainage Evaluation	-					
Engineering	Colony Road	Sedimentation Removal Construction	-		387,402			
Engineering	Chestnut Hill Road (LOTICIP GRANT) ⁴	Roadway Improvements	1,319,530					
Engineering	Strobel Road (LOTICIP GRANT) ⁴	Roadway Improvements	6,384,000					
Engineering	Daniels Farm Road	Drainage Design	250,000					
Engineering	Daniels Farm Road	Drainage Improvements	-		1,510,000			
Engineering	Daniels Farm Road	Roadway Improvements	-	-		2,159,990		

CATEGORY	LOCATION	DESCRIPTION	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	CY 2024
			<i>CY 2019 Total Funding Approval</i>	Capital Plan	Capital Plan	Capital Plan	Capital Plan	Capital Plan
Engineering	Town Wide Bridges-Spring Hill Rd	Construction/Inspections	229,157	-	-			
Engineering	Town Wide Bridges-Brock Street	Construction (first Phases)	-	120,000				
Engineering	Town Wide Bridges-Brock Street	Design (second phase)	-		90,000			
Engineering	Town Wide Bridges-Brock Street	Consturion (second phase)	-			300,000		
Engineering	Town Wide Bridges-Old Town Rd	Design	139,650		-	-		
Engineering	Town Wide Bridges-Old Town Rd	Construction/Inspections	-		1,051,737	-		
Engineering	Town Wide Bridges-Old Mine Rd	Design/Construction/Inspections	-			16,000		
Engineering	Town Wide Bridges-Old Dike Rd	Design/Construction/Inspections	-			15,000		
Engineering	Town Wide Bridges-Whitney	Design	-		17,000			
Engineering	Town Wide Bridges-Whitney	Construction	-				93,000	
Engineering	Old Town Road	Roadway Improvement/Design/Construction	-	-	3,500,000			
Engineering	Valley View Road	Construction-Culvert	784,583					
Engineering	Whitney Ave/Rte. 111 Traffic Light	Construction- Whitney Ave./Rte. 11 Traffic Light	555,554					
Engineering	Old Dike Road paving (phase 2)	Old Dike Road paving (phase 2)		356,234				
Engineering	Daniels Farm Road culvert	Daniels Farm Road culverts (box culvert & 30in culvert) - design		161,000				
Engineering	Hedgehog/Harvest Hill/Daniels Farm Road culverts	Hedgehog/Harvest Hill/Daniels Farm Road culverts - Construction			2,000,000			
Engineering	Strobel Road	Strobel Roads sidewalks - design		70,000				
Engineering	Strobel Road	Strobel Roads sidewalks - construction			1,500,000			
Engineering	Park Street	Park Street Culvert - design		91,200				
Engineering	Park Street	Park Street Culvert - construction			750,000			
			-					
		Engineering Total	9,662,474	798,434	10,806,139	2,490,990	93,000	-
		GRAND TOTAL	9,896,474	848,434	12,746,526	9,302,172	1,894,000	-

¹ Main Street Innovation grant award \$475,813, and \$72,000 Town match.
² Underground Utility project requires planning study prior to construction by law.
³ LOTCIP Grant pending for Churchhill Trail Head/Connection (MetroCOG approval pending State contract)
⁴ LOTCIP Grant funds awarded for Strobel Rd. and Chestnut Hill Rd - previously approved amounts:
 Strobel Road \$3,745,911 for paving in CIP2015 and Chestnut Hill \$150,000 for design in CIP2016
⁵ Connectivity Grant awarded for \$400,000, Town will match for design and excess construction costs (\$77,000)
⁶ DEEP Section 319 NPS grant awarded for \$100,000
⁷ DEEP Section 319 NPS grant pending review for \$392,000 with Town match 20% 98,000 and design \$75,000 (total cost \$565,000)

CATEGORY	LOCATION	DESCRIPTION	CY 2019	CY 2020	CY 2021	CY 2022	CY 2023	CY 2024
			<i>Total Funding Approval</i>	Capital Plan	Capital Plan	Capital Plan	Capital Plan	Capital Plan
WPCA	Reservoir Ave and Old Town Pump Station	Pump Station Construction	3,780,621	-				
WPCA	Whitney Ave Pump Station	Pump Station Upgrades Design	-	241,000				
WPCA	Whitney Ave Pump Station	Pump Station Upgrades Rehabilitation	-			1,200,000		
WPCA	Merritt Boulevard Pump Station	Pump Station Design	-		150,000			
WPCA	Merritt Boulevard Pump Station	Pump Station Rehabilitation	-				1,200,000	
WPCA	Contract V	Sanitary Sewer Construction	-		4,950,000			
			-					
Total WPCA			3,780,621	241,000	5,100,000	1,200,000	1,200,000	-
			-					
GOLF	Tashua Knolls	Clubhouse Feasibility/Architect	-		58,679	80,664	79,679	250,000
GOLF	Tashua Knolls	Faiway mover - Toro Reelmaster	-		58,679	58,679		
GOLF	Tashua Knolls	Toro Greenmaster TriFlex mower	-			21,985	55,679	
GOLF	Tashua Knolls	Faiway aerator - Toro ProCore	-				24,000	
			-					
GOLF	Tashua Knolls	Renovation and expansion of Hole 14 and 17 tee complex	-					
			-					
Total Golf			-	-	117,358	161,328	159,358	250,000
GRAND TOTAL			3,780,621	241,000	5,217,358	1,361,328	1,359,358	250,000

