

TOWN COUNCIL AGENDA

Regular Meeting – Monday, March 16, 2020

7:00 PM

TOWN COUNCIL CHAMBERS
Town Hall – 505 Silas Deane Highway

Pledge of Allegiance

Recording of Attendance by Town Clerk

Presentation – Wethersfield Board of Education Budget (please see note)*

A. PUBLIC COMMENT

1. Hearings:

a. None

2. General Comments:

- a. Public
- b. Council Reports
- c. Council Comments
- d. Town Manager's Report
- e. Town Clerk Communications

B. COUNCIL ACTION

The Chairperson may indicate those matters of unfinished business to be considered

1. Ordinances, Resolutions, Appointments and Resignations for Action:

- a. Acceptance of Resignations from Boards and Commissions
- b. Appointments to Boards and Commissions
- c. Approval of Ordinances and Resolutions

2. Unfinished Business:

a. None

3. Other Business:

- a. Drug Free Communities Grant
- b. Historic Documents Preservation Program

4. Bids:

- a. Sidewalk Construction and Repairs
 - 1. Bid Documentation

5. Ordinances, Resolutions and Appointments for Introduction:

a. None

6. Minutes:

a. Minutes of March 3, 2020

7. Public Comment:

8. Executive Session:

9. Adjourn:

*** Please be advised that due to concerns related to COVID-19, the Board of Education budget will be delivered to the Town Council at the March 16, 2020 Council meeting, but a representative will not be present. Superintendent of Schools, Michael Emmett, will do a presentation on April 20, 2020 as part of the budget public hearing process. If you believe you must attend, please consider your health and the health of those around you.**

Citizens are able to review minutes for Town Boards and Commissions at: <http://wethersfieldct.com> – use the Agendas and Minutes tab on the right side.

TOWN COUNCIL AGENDA ITEM

DATE: March 16, 2020

DEPARTMENT: Social and Youth Services

REQUESTED BY: Kathleen Bagley, Director Social and Youth Services
Erica Texeira, Assistant Director, Social and Youth Services

ITEM: Request to apply for a Federal Grant - Drug-Free Communities - up to the amount of \$125,000 each year for five years (with an option to reapply for an additional 5 years), to significantly enhance and support prevention initiatives for the Wethersfield community.

JUSTIFICATION: This grant provides funds to enhance/support local community initiatives around alcohol, tobacco and other drug/high risk issues. A cash or in-kind non-federal match is required. The Wethersfield Youth Advisory Board (our Local Prevention Council) is very supportive of working on opportunities to provide additional resources for prevention programs

COST: N/A

BUDGET SOURCE/AMOUNT: N/A

IMPACT IF NOT APPROVED: Town will not receive these funds to significantly enhance prevention programs in Wethersfield.

DEPARTMENT HEAD COMMENTS: This Federal Grant just recently came to the attention of staff and has a short deadline for submission. Staff is still researching all requirements for the grant, but we will need approval at this time to meet the grant timeframes. This grant can provide up to \$125,000 per year for five years (with an option to reapply for an additional 5 years), to help support programs aimed at providing prevention initiatives for residents in Wethersfield. The funds are used to hire staff, conduct prevention programs and collect and analyze data. Staff will be using evidence based strategies determined from the 2016 and 2019 Youth Needs Assessment surveys for Wethersfield students in grades 7 – 12 along with other community level data. The priorities include substance use and at-risk behaviors.

TOWN MANAGER COMMENTS: I recommend supporting the application and acceptance of this grant if awarded. Based on statistics from the two needs assessment surveys, Wethersfield has an at-risk population, middle school through high school. This grant provides needed capacity building and support to address issues like substance abuse in our school aged residents.

Attachments: None.

ACTION REQUIRED: *Motion to authorize the Town Manager to apply for and execute all documents necessary to accept a Federal Grant - Drug-Free Communities - to significantly enhance prevention programs in Wethersfield in the amount of up to \$125,000 per year for five years (with an option to reapply for an additional 5 years).*

TOWN COUNCIL AGENDA ITEM

DATE: March 5, 2020
DEPARTMENT: Office of the Town Clerk
REQUESTED BY: Dolores G. Sassano, Town Clerk
ITEM: Historic Documents Preservation Program
COST: none **BUDGET SOURCE/AMOUNT:** \$7,500 HDP
JUSTIFICATION: State of Connecticut/ State Library/ Public Records Administrator.

IMPACT IF NOT APPROVED: Will not be able to collect some monies back from the State

DEPARTMENT HEAD COMMENTS:

As the Town Clerk, my office collects money for a variety of documents filed in my office for the State of Connecticut. In this case, we collect monies on every land record placed in our vault. Most of the money collected goes to the State, some goes to the Wethersfield General Fund and for office operations. This grant money is designated for targeted items to help the town maintain public and permanent records. It cannot be substituted for town funds to process public and permanent records but it can be used to extend or enhance a project. If a municipality is in good standing, (i.e. monthly reports with appropriate payments paid) we may apply.

Wethersfield has applied and received either a competitive or targeted grant from this program since it has been started. We applied for and received competitive grants for up to \$50,000 whenever they were offered. The competitive grants were used for our secured records room; adding shelving to sally port; boxing and organizing maps for building; and for bringing all land use files to be arranged in 1 file and placed on shelving in building and engineering. It also maintains the town wide records management program. I have applied for and received competitive grants, but they have not been offered for several years. The targeted grant has been increasing slowly.

TOWN MANAGER COMMENTS:

I approve supporting this effort. It provides reimbursement for some of the work the Town Clerk does in recording and maintaining the records in the vault.

ATTACHMENTS:

None.

ACTION REQUIRED: *Motion to have the Town Manager as the delegated person to sign, submit, and accept a grant for \$7,500 for the Town of Wethersfield.*

TOWN COUNCIL AGENDA ITEM – BID/RFP AWARD

DATE: March 16, 2020
DEPARTMENT: Public Works/Engineering
REQUESTED BY: Derrick Gregor

ITEM: Request award of contract for 2020-2021 Sidewalk Construction and Repairs to T&T Concrete and Landscapes, LLC from Hartford, CT and issuance of new Purchase Orders totaling for \$80,000 for on-call construction and repair of concrete sidewalks and ramps.

TOWN BID/RFP #: 2020-08 **STATE CONTRACT #:** N/A
BID/RFP DATE: 2/28/20 **TERM:** 2020-2021
RENEWALS: N/A **TERMS OF RENEWAL:** N/A

COST: \$80,000 * **BUDGET SOURCE/AMOUNT: Engineering Operating Budget & CIP Funds**
*** May increase once additional funds become available pending future budget approvals**

ACCOUNTS: ENG Operating # 15101 52275 and CIP # 3000 54435 30115

JUSTIFICATION / IMPACT IF NOT APPROVED:

The purpose of this contract is to improve pedestrian safety by eliminating hazards and reduce the Town’s liability for trips and falls. Sidewalk and ramp conditions will continue to deteriorate if not maintained on an on-going basis and the upgrade of concrete sidewalk ramps with proper slopes and tactile warning tiles is required to meet U.S. Department of Justice and Americans with Disability Act (ADA) standards.

DEPARTMENT HEAD COMMENTS:

This contract will allow for installation and replacement of concrete sidewalks within or along frontages of Town property, in areas damaged by Town trees and for priority locations identified by the Advisory Committee for People with Disabilities and staff. The work will also include upgrade of concrete sidewalk ramps adjacent to roads paved as part of the annual Paving Program (as needed). The contract will extend through the 2021 construction season so the next contract can be bid during winter of 2022.

For comparison of bids, assumed quantities were provided to solicit unit pricing with T&T Concrete and Landscaping, LLC as the low bidder at \$73,560. References were checked for similar projects and this contractor was highly recommended; therefore, staff recommends award of this contract, which will be funded by CIP and Engineering Division Operating Budget funds.

TOWN MANAGER COMMENTS: I agree with the Town Engineer’s review and justification.

ATTACHMENTS: Bid Tab for Bid #2020-08 – Sidewalk Construction and Repair Contract

ACTION REQUIRED: *Motion to award the 2020-2021 Sidewalk Construction and Repairs contract to T&T Concrete and Landscapes, LLC from Hartford, CT and issue a Purchase Order totaling \$80,000 for said work.*

TOWN OF WETHERSFIELD Sidewalk Construction and Repair Contract 2:00 P.M., February 28, 2020 Bid #2020-08 *	VENDOR #1 T&T Concrete and Landscaping, LLC 255 Ledyard Street Hartford, CT 06114	VENDOR #2 William M Laydon Construction, LLC P.O. Box 367 North Haven, CT 06473	VENDOR #3 DiCioccio Bros., Inc. P.O. Box 290227 Wethersfield, CT 06129	VENDOR #4 Workers, LLC 45 Ann Street Norwich, CT 06360	VENDOR #5 B & W Paving & Landscaping, LLC 70 Foster Road Waterford, CT 06385	VENDOR #6 Martin Laviero Contractor, Inc. 611 North Main Street, P.O. Box 1659 Bristol, CT 06011-1659
1. 5" Concrete Sidewalk Price for 2,500 SF	\$12.50 \$31,250.00	\$13.45 \$33,625.00	\$11.95 \$29,875.00	\$14.50 \$36,250.00	\$16.00 \$40,000.00	\$12.00 \$30,000.00
2. 5" Monolithic Concrete Sidewalk and Curb Price for 100 SF	\$12.50 \$1,250.00	\$17.95 \$1,795.00	\$20.00 \$2,000.00	\$25.00 \$2,500.00	\$20.00 \$2,000.00	\$13.75 \$1,375.00
3. 8" Reinforced Concrete Sidewalk Price for 100 SF	\$14.00 \$1,400.00	\$18.85 \$1,885.00	\$16.50 \$1,650.00	\$20.00 \$2,000.00	\$20.00 \$2,000.00	\$16.50 \$1,650.00
4. 8" Reinforced Concrete Sidewalk Ramp Price for 1,000 SF	\$14.50 \$14,500.00	\$18.15 \$18,150.00	\$20.00 \$20,000.00	\$18.00 \$18,000.00	\$22.00 \$22,000.00	\$28.00 \$28,000.00
5. Detectable Warning Tile (Only for Existing Sidewalk Ramps) ** Price for 5 Tiles	\$150.00 \$750.00	\$250.00 \$1,250.00	\$500.00 \$2,500.00	\$695.00 \$3,475.00	\$350.00 \$1,750.00	\$315.00 \$1,575.00
6. Waterproofing and Exterior Protection Admixture for 5" Thick Concrete (Add'l Cost) Price for 100 SF	\$0.50 \$50.00	\$1.00 \$100.00	\$1.00 \$100.00	\$2.00 \$200.00	\$1.00 \$1,000.00	\$4.00 \$400.00
7. Waterproofing and Exterior Protection Admixture for 8" Thick Concrete (Add'l Cost) Price for 100 SF	\$0.60 \$60.00	\$1.00 \$100.00	\$2.00 \$200.00	\$2.00 \$200.00	\$15.00 \$1,500.00	\$5.50 \$550.00
8. Bituminous Concrete Driveway *** Price for 200 SF	\$8.00 \$1,600.00	\$5.00 \$1,000.00	\$8.00 \$1,600.00	\$7.50 \$1,500.00	\$7.00 \$1,400.00	\$8.00 \$1,600.00
9. Bituminous Concrete Roadway (4" HMA S.0.5) Price for 300 SF	\$9.00 \$2,700.00	\$6.00 \$1,800.00	\$10.00 \$3,000.00	\$9.00 \$2,700.00	\$20.00 \$6,000.00	\$9.00 \$2,700.00
10. Bituminous Concrete Roadway (5" HMA S.05) Price for 100 SF	\$9.00 \$900.00	\$7.00 \$700.00	\$12.00 \$1,200.00	\$13.00 \$1,300.00	\$25.00 \$2,500.00	\$10.25 \$1,025.00
11. Bituminous Concrete Pavement Removal *** Price for 100 SF	\$2.00 \$200.00	\$1.50 \$150.00	\$10.00 \$1,000.00	\$1.00 \$100.00	\$5.00 \$500.00	\$11.25 \$1,125.00
12. 4" Bituminous Concrete Park Curb Price for 50 LF	\$10.00 \$500.00	\$5.00 \$250.00	\$8.00 \$400.00	\$5.00 \$250.00	\$20.00 \$1,000.00	\$8.00 \$400.00
13. 6" Bituminous Concrete Lip Curb Price for 50 LF	\$10.00 \$500.00	\$13.00 \$650.00	\$9.00 \$450.00	\$6.00 \$300.00	\$22.00 \$1,100.00	\$9.75 \$487.50
14. Precast Concrete Curb Price for 50 LF	\$35.00 \$1,750.00	\$41.00 \$2,050.00	\$20.00 \$1,000.00	\$60.00 \$3,000.00	\$40.00 \$2,000.00	\$48.00 \$2,400.00
15. Cast-in-Place Concrete Curb Price for 50 LF	\$30.00 \$1,500.00	\$44.00 \$2,200.00	\$25.00 \$1,250.00	\$30.00 \$1,500.00	\$70.00 \$3,500.00	\$38.00 \$1,900.00
16. Granite Stone Curb Price for 50 LF	\$45.00 \$2,250.00	\$55.00 \$2,750.00	\$32.00 \$1,600.00	\$70.00 \$3,500.00	\$55.00 \$2,750.00	\$74.00 \$3,700.00
17. Radius Granite Stone Curb Price for 50 LF	\$50.00 \$2,500.00	\$55.00 \$2,750.00	\$45.00 \$2,250.00	\$70.00 \$3,500.00	\$80.00 \$4,000.00	\$87.00 \$4,350.00
18. Reset Granite Stone Curb Price for 50 LF	\$45.00 \$2,250.00	\$49.00 \$2,450.00	\$10.00 \$500.00	\$50.00 \$2,500.00	\$25.00 \$1,250.00	\$69.75 \$3,487.50
19. Reset Type "C" Catch Basin Top (New Top) Price for 2	\$450.00 \$900.00	\$725.00 \$1,450.00	\$900.00 \$1,800.00	\$1,150.00 \$2,300.00	\$1,500.00 \$3,000.00	\$1,900.00 \$3,800.00
20. Earth Excavation *** Price for 25 CY	\$20.00 \$500.00	\$20.00 \$500.00	\$10.00 \$250.00	\$25.00 \$500.00	\$25.00 \$625.00	\$25.00 \$625.00
21. Granular Fill *** Price for 25 CY	\$30.00 \$750.00	\$1.00 \$25.00	\$35.00 \$875.00	\$10.00 \$250.00	\$60.00 \$1,500.00	\$45.00 \$1,125.00
22. Reset Sign Price for 5	\$350.00 \$1,750.00	\$60.00 \$300.00	\$190.00 \$950.00	\$300.00 \$1,500.00	\$300.00 \$1,500.00	\$105.00 \$525.00
23. Restoration of Lawn Areas *** Price for 1,000 SY	\$2.00 \$2,000.00	\$1.00 \$1,000.00	\$3.00 \$3,000.00	\$1.00 \$1,000.00	\$3.00 \$3,000.00	\$10.25 \$10,250.00
24. Root Barrier Price for 25 SF	\$70.00 \$1,750.00	\$20.00 \$500.00	\$25.00 \$625.00	\$40.00 \$250.00	\$10.00 \$250.00	\$125.00 \$3,125.00
TOTAL AMOUNT OF BID	\$73,560.00	\$77,430.00	\$78,475.00	\$88,675.00	\$106,125.00	\$106,175.00

* Indeterminate quantities for bidding purposes that are only approximate and are solely for the purpose of facilitating the comparison of Bids.

** Only applies to detectable warning tiles installed within existing concrete sidewalk ramps at locations directed by the Engineer (this item is not for installing within new concrete sidewalk ramps, which is included in the cost of the ramp).

*** Only to be used for work required outside the payment limits included in other contract items and approved by the Engineer prior to commencement of work.

I recommend that award be made to bidder (s) # _____ as the lowest responsible bidder (s) _____.

Purchasing

I certify that funds have been appropriated and are available in the amount of \$ _____.

_____. Award was approved by Council _____

Director of Finance

Date

Town Manager