



BOARD OF FINANCE

NOTICE OF EXECUTIVE SESSION

The Board of Finance will hold a Special Meeting on Wednesday, July 10, 2019 at 7:30 p.m. in Room 201/201A of Town Hall for the following purpose. It is anticipated that the Board of Finance will vote to go into Executive Session for such discussions:

1. To discuss public safety risks in anticipation of the 2021 capital budget.

NOTICE OF PUBLIC MEETING

The Board of Finance will hold its Public Meeting on Wednesday, July 10, 2019 at 8:00 p.m. in Room 201/201A of Town Hall for the following purposes:

AGENDA

1. To approve the Board of Finance Minutes of the June 5, 2019 Regular Meeting and the June 24, 2019 Special Meeting.
2. Upon the request of the Assessor, to approve an appropriation of \$410,000.00 to the Capital and Non-Recurring Account #31501154-500175, for the 2020 Revaluation of all Properties in Westport for the October 1, 2020 Grand List.
3. Financial Report from the Finance Director. (Discussion Only)
4. Coleytown Middle School Status Update from Sheri Gordon and Mike Rea. (Discussion Only)
5. Facility Management and Shared Services Update. (Discussion Only)
6. Status Update from the Audit Manager. (Discussion Only)
7. Liability Review from the Finance Director. (Discussion Only)
8. Upon the request of the Deputy Chief of Police, to approve an appropriation of \$608,740.00 to the Railroad Parking Reserve Expense Account #29002219-588000, for the Redesign and Construction of the Franklin Street Parking Area and Adjacent Lot #7.

Note: The practice for upcoming BOF regular meetings will be to close the meetings at 10:00 PM. Motions to extend individual meetings can be heard.



DRAFT MINUTES OF BOF PUBLIC MEETING

The Board of Finance will held its Public Meeting on Wednesday, June 5, 2019 at 8:00 p.m. in Room 201/201A of Town Hall for the following purposes:

Attendees: B. Stern, M. Rea, A. Moore, J. Westphal, N. Dupier (arriving at 8:15 P.M. S. Gordon – 8:17 p.m. -L. Caney)

AGENDA

1. Approved the Board of Finance Minutes of the May 23, 2019 Regular Meeting. Motion to approve- N. Dupier, second A. Moore – Vote unanimous 5-0-0
2. Heard report on Facility Management and Shared Services Update. (Discussion Only)  
(Moved from item #3)
3. Coleytown Middle School Status Update from Sheri Gordon and Mike Rea. (Discussion Only)  
(Moved from item #2)
4. Upon the request of the Library Director, approved a change order/appropriation of \$141,000.00 from the Capital and Non-recurring Account 31507750-500174, for construction of the proposed Annex extension building adjacent to the Library for receiving, sorting, and storage of donated books to be used during the annual book sale events. Motion to approve by M. Rea, second by B. Stern - vote unanimous 7-0-0 (Moved from item #7)
5. Heard status Update from the Audit Manager. (Discussion Only) (Moved from item #4)
6. A request by the Tax Collector pursuant to CGS § 12-165 for a transfer of \$172,839.03 to the Suspense Tax Book representing uncollected motor vehicle and personal property tax accounts. Motion to approve by M. Rea, second by S. Gordon – Vote unanimous 7-0-0  
(Moved from item #5)
7. Upon the request of the First Selectman, approved a transfer of \$180,000.00 to the appropriate department salary accounts from Account #10109917-519000 (Reserve Salary Adjustments) for non-bargaining employees salary increases. Motion to approve M. Rea, second by B. Stern – Vote unanimous 7-0-0 (Moved from item #6)

Motion to adjourn at 9:52 p.m. by S. Gordon, second by L. Caney - approved unanimously 7-0-0



# WESTPORT CONNECTICUT

ASSESSOR'S OFFICE

110 Myrtle Avenue, Westport, CT 06880

Phone: 203-341-1070 Fax: 203-341-1136

July 1, 2019

James Marpe – First Selectmen  
110 Myrtle Avenue  
Westport, CT 06880

Re: 2020 Westport Revaluation

RECEIVED  
JUL 01 2019  
TOWN OF WESTPORT  
SELECTMAN'S OFFICE

Dear Mr. Marpe,

Please find attached my revised appropriation request from the original amount of \$425,000 to \$410,000 for performing the 2020 Westport Revaluation. I respectfully request that this be placed on the agenda for the July 10, 2019 Board of Finance meeting and July 16, 2019 RTM meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Paul Friia".

Paul Friia  
Assessor

## REVALUATION COMPANY SELECTION AND COST

I am requesting an appropriation of \$410,000 to conduct the 2020 real property revaluation. The RFP for the 2020 revaluation was released on April 29, 2019 with three proposals returned to the Town on May 21, 2019. The proposals are for an “update” revaluation of all properties in Westport for the October 1, 2020 Grand List. This revaluation will include an exterior viewing only of approximately 1100 properties. The majority of inspections were already completed during the 2015 revaluation, which cost \$634,000.

Following the opening of the proposals, I reviewed the bids for their thoroughness and exceptions. I then had conversations with eight Assessors from municipalities that employed either Vision Government Solutions or Municipal Valuation Services. All of the Assessors indicated that they had a good revaluation with Vision and most indicated that they had a good revaluation with Municipal. My choice is for Vision Government Solutions to perform the 2020 revaluation. My reasons for this decision are as follows:

- Vision has successfully performed the past three revaluations in Westport, with two of them while I have been the Assessor.
- They have committed to the same personnel work on the 2020 revaluation as worked on the 2015.
- I feel they have proven they work well with the Assessor’s Office and have a substantial amount of staff that could finish the project even in the event of some unforeseen circumstances.

**The following are the three bid amounts received for the 2020 revaluation:**

- |                                     |           |
|-------------------------------------|-----------|
| • Vision Government Solutions       | \$187,000 |
| • Municipal Valuation Services, LLC | \$224,000 |
| • Tyler Technologies                | \$367,000 |

As in 2005, 2010 and 2015, Vision will be assisted in the development of commercial valuations by an independent commercial consultant/appraiser who will be chosen by the Assessor.

**The following represents the commercial consultant/appraiser portion of the appropriation:**

- Based on the 2015 cost for the commercial consultant/appraiser, the assessor is estimating that the cost of approximately \$95,000 to \$100,000 to complete this aspect of the revaluation. Since bids have not yet been received, this cost range is a best estimate to ensure adequate funding.

**The following represents an estimate of appraisal costs associated with the defense of the 2020 values in the five years following revaluation and the valuation of unique properties.**

- Based on the defense of the 2010 and 2015 revaluation values and costs associated with appraisal services needed by the Assessor, \$83,000 is requested.

**The following represents the costs of additional services associated with the revaluation.**

Additional \$40,000 for the viewing of 1100 properties, the retaining of a residential appraiser to work with the assessor and the upgrading of the Vision software with the Accela import component.

The following is a summary of the costs:

• Vision Government Solutions:	\$187,000
• Commercial Consultant/Appraiser:	\$100,000
• Defense and Appraisal Services:	\$ 83,000
• View properties, Vision upgrade, Res. Appraiser:	\$ 40,000
<hr/>	
• Total appropriation requested:	<b>\$410,000</b>

FISCAL YEAR 2020 & 21

# TOWN OF WESTPORT, CT

## JUSTIFICATION FOR A CAPITAL PROJECT

### DEPARTMENT INFORMATION

DEPT NAME: Assessor

Date: 7/1/19

### PROJECT NAME AND DESCRIPTION

2020 State mandated revaluation of all real estate in Westport

IS IT LISTED IN THE 5-YR CAPITAL FORECAST?

YES  NO

If no, why not?

If yes, answer the following two questions:

Which FY was the project first proposed? 2017

Which FY was the project first planned? 2020 and 2021

TOTAL COST IN CAPITAL PLAN: 410,000

IS PLAN ESTIMATE STILL ACCURATE?

YES  NO

IF NO, ENTER NEW ESTIMATED COST HERE: \_\_\_\_\_ + CONTINGENCY ( % ) = \_\_\_\_\_  
(when applicable) NEW TOTAL ESTIMATE

### SOURCE OF FUNDS:

CAPITAL BOND  GEN'L FUND  CNR  GRANT  STATE  OTHER

### ARE THERE GRANT FUNDS AVAILABLE FOR THIS PROJECT?

YES  NO

EXPLAIN:

OTHER, DESCRIBE: \_\_\_\_\_

PAYBACK PERIOD (If applicable):

PROJECTED START DATE: August 2019 EST. COMPLETION DATE: April 2021

ESTIMATED USEFUL LIFE: 5 years

Is this project part of a larger capital project?

No

Has an RFP been issued?

YES  NO

Have bids been received?

YES  NO  Number of bids received:

3

Was the lowest bid the winner?

YES  NO  If not, why? \_\_\_\_\_

Who will benefit from the project?

Westport taxpayers.

Has the Green Task Force been informed of this request?

YES  NO

Is it a replacement?

YES  NO

If yes, describe condition of what is to be replaced:

Pictures attached?

YES  NO

What other approvals/reviews are necessary to begin this project? Please include anticipated dates.

Board of Finance - July 10, 2019, RTM - July 16, 2019. Contract approval by Board of Selectmen July 24, 2019

### FINANCE

*This section to be completed by the Finance Director.*

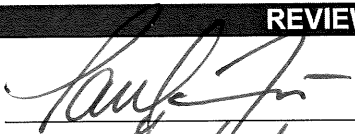
EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:

IF APPROVED:

IF NOT APPROVED:

### REVIEW/SIGN-OFF

DEPARTMENT HEAD



DATE:

7/1/19

FINANCE DIRECTOR



DATE:

7/2/19

FIRST SELECTMAN



DATE:

7/1/19



# WESTPORT POLICE DEPARTMENT



**FOTI KOSKINAS**  
CHIEF OF POLICE

**SAMUEL ARCIOLA**  
DEPUTY CHIEF

June 18, 2019

Mr. James S. Marpe  
First Selectman  
Town Hall  
Westport, CT 06880

RE: Appropriation from the Railroad Parking Reserve Account (29002219-588000)  
for the Redesign and Reconstruction of the Franklin Street Parking Area and Adjacent Lot 7.

Dear Mr. Marpe,

This department herein requests an appropriation from the Railroad Parking Reserve Account (9002219-588000) in the amount of \$608,740.00 for the Franklin Street Parking Improvements Project in Westport.

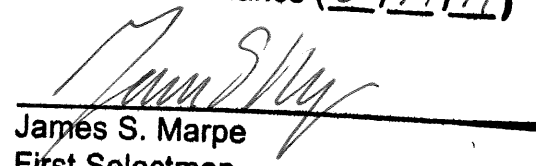
On May 9<sup>th</sup>, 2019 bid #18-920T was received by the Public Works Department for the Redesign and Reconstruction of the Franklin Street Parking Area and Adjacent Lot 7. The low bid for the project was \$553,400.00 by G. Pic and Sons. In addition to accepting the low bid, a 10% contingency of \$55,340.00 is built into the above stated appropriation request for unforeseen items encountered during construction.

This project (2017-07) is part of the Westport Railroad Operations projected Capital Projects for 2018, 2019, 2020 and was identified as one of the projects in the Saugatuck Transit Oriented Development (TOD) study which was completed in 2018.

Respectfully,

Sam Arciola  
Deputy Chief of Police Department

Approved for submission  
To Board of Finance (6/19/19)

  
James S. Marpe  
First Selectman

50 Jesup Road | Westport, CT 06880 | Phone 203.341.6000 | Fax 203.341.6092

*With courage, honor and integrity, we protect the rights of all citizens.*





## WESTPORT, CONNECTICUT

DEPARTMENT OF PUBLIC WORKS  
TOWN HALL, 110 MYRTLE AVE.  
WESTPORT, CONNECTICUT 06880  
(203) 341 1120

June \_\_, 2019

Ms. Janet DeBenedetto, President  
G.Pic & Sons Construction Co.  
225 Knowlton Street  
Bridgeport, CT 06608

**RE: NOTICE OF AWARD**

Ref: Franklin Street Parking Improvements, Proj#2017-07  
Bid #18-920T

Dear Ms. DeBenedetto,

The Board of Selectmen, at their June 12, 2019 meeting have accepted your May 9, 2019 bid of \$553,400 for the above named project and have formally awarded your firm the contract for construction.

Please return an acknowledged copy of this Notice of Award to the Owner.

In accordance with the General Conditions of the contract, please obtain the necessary performance and payment bonds and insurance certificates and contact this office as soon as possible within a ten day period from the date of this letter to schedule a contract signing. We will schedule a preconstruction meeting and issue a Notice to Proceed shortly thereafter.

Should you have any questions or comments regarding the award of this work please contact me immediately – 203-341-1120. Thank you.

Cordially,

John Broadbin, RLA ASLA  
Deputy Director of Public Works  
110 Myrtle Avenue  
Westport, CT 06880

CC: E. Flug, Town Attorney Office, P.Ratkiewich, Director, File

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD – Franklin Street Parking Improvements, Project # 2017-07, Bid #18-920T is hereby acknowledged.

By \_\_\_\_\_,

this \_\_\_\_\_ day of

\_\_\_\_\_, 20\_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

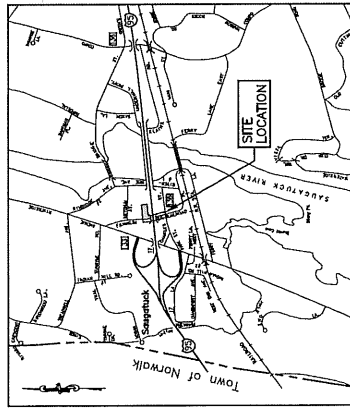
Company \_\_\_\_\_

# TOWN OF WESTPORT FRANKLIN STREET PARKING IMPROVEMENTS

TOWN OF WESTPORT PROJECT #2017-07  
BID #18-920T

## FRANKLIN STREET & SAUGATUCK RAILROAD STATION LOT 7 WESTPORT, CONNECTICUT

PREPARED FOR  
TOWN OF WESTPORT, CONNECTICUT  
110 MYRTLE AVENUE  
WESTPORT, CONNECTICUT 06880



**LOCATION MAP**  
SCALE 1"=1,000'

**INDEX TO DRAWINGS**

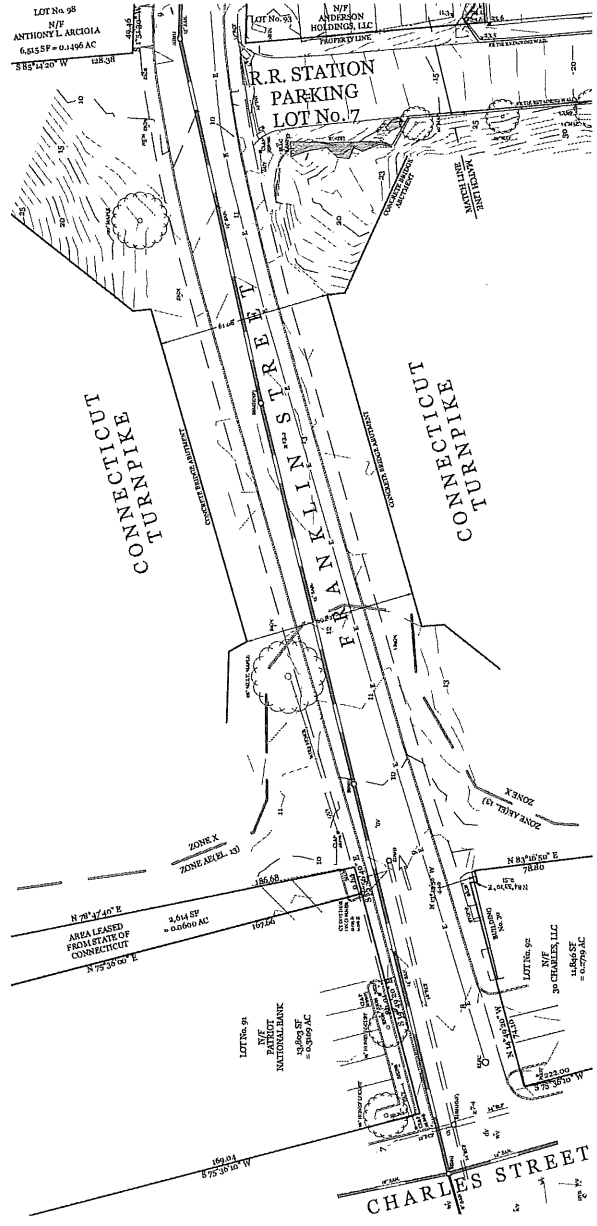
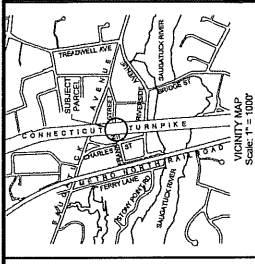
DRAWING NO.	DESCRIPTION OF DRAWINGS
1-2	Right-of-Way & Topographic Survey
3	Site Improvement & Layout Plan
4	Grading, Drainage & Utility Plan
5	Landscaping and Erosion & Sedimentation Control Plan
6	Stormwater Management Plan and Erosion & Sedimentation Control Details
7-9	Construction Details & Notes
SI-1J	Site Lighting Photometric Calculation

**LEGEND TO DRAWINGS**

EXISTING	PROPOSED
PROPERTY LINE	PROPERTY LINE
CATCH BASIN & CULVERT	CATCH BASIN & CULVERT
WATER	WATER
SEWER	SEWER
GAS	GAS
CONTOUR	CONTOUR
SPOT ELEVATION	SPOT ELEVATION
UTILITY POLE	UTILITY POLE
TELEPHONE	TELEPHONE
TELEPHONE CABLE	TELEPHONE CABLE
ELEC./TELECOM./CABLE	ELEC./TELECOM./CABLE
OVERHEAD WIRE	OVERHEAD WIRE
SILT FENCE	SILT FENCE
RETAINING WALL	RETAINING WALL
STONE WALL	STONE WALL
TREE/SHRUB LINE	TREE/SHRUB LINE
CURE BAIL	CURE BAIL
BRITANNIUM CONCRETE SECTION	BRITANNIUM CONCRETE SECTION

Revised April 8, 2019  
Revised March 28, 2019  
January 21, 2019

**CLA Engineers, Inc.**  
CIVIL • STRUCTURAL • SURVEYING  
317 Main Street  
Norwich, CT 06360  
(860) 888-1966 Fax (860) 888-9165



PARKING SUMMARY	
EXISTING WEST	14
EXISTING EAST	6
EXISTING TOTAL	20

**RIGHT-OF-WAY & TOPOGRAPHIC SURVEY**  
 PREPARED FOR  
**TOWN OF WESTPORT, FRANKLIN STREET PARKING**  
 FRANKLIN STREET, UNDER THE CONNECTICUT TURNPIKE OVERPASS  
 WESTPORT, CONNECTICUT  
 JULY 20, 2018

PROJ. NO.: 2017-07 DATE: 07/20/18  
 DRAWN BY: RSW REV: 07/20/18  
 CHECKED BY: JWB SHEET: 1 OF 2  
 SCALE: 1" = 20'

**TOWN OF WESTPORT**  
 DEPARTMENT OF PUBLIC WORKS  
 ENGINEERING DIVISION  
 TOWN HALL, 110 WATLE AVENUE  
 WESTPORT, CONNECTICUT 06880  
 IN 203 444 5783  
 www.westport.org

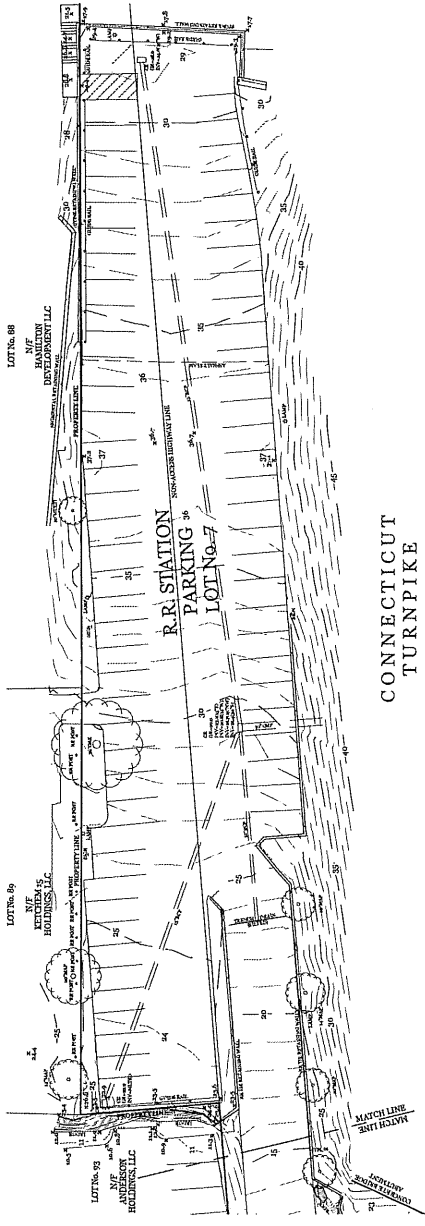
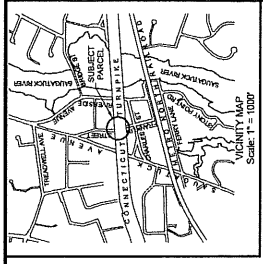


THIS SURVEY AND ALL DATA HEREON ARE BASED ON THE NORTH AMERICAN HORIZONTAL DATUM OF 1983 (NAD 83).  
 THIS SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE PROFESSIONAL STANDARDS AND ETHICS OF THE SURVEYING PROFESSION AS SET FORTH IN THE CONSTITUTION AND STATUTES OF THE STATE OF CONNECTICUT.  
 I, the undersigned, being duly sworn, depose and say that I am the holder of the above seal and that I am duly qualified to perform the duties of a Professional Engineer in the State of Connecticut.  
 Witness my hand and the seal of my office this 20th day of July, 2018.  
 \_\_\_\_\_  
 PROFESSIONAL ENGINEER

THIS SURVEY AND ALL DATA HEREON ARE BASED ON THE NORTH AMERICAN HORIZONTAL DATUM OF 1983 (NAD 83).  
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 Witness my hand and the seal of my office this 20th day of July, 2018.  
 \_\_\_\_\_  
 PROFESSIONAL ENGINEER



DATE: 07/20/2018



PARKING SUMMARY	
EXISTING: NORTH	40
EXISTING: SOUTH	29
EXISTING: TOTAL	69

RIGHT-OF-WAY & TOPOGRAPHIC SURVEY  
 PREPARED FOR  
**TOWN OF WESTPORT: FRANKLIN STREET PARKING**  
 FRANKLIN STREET, UNDER THE CONNECTICUT TURNPIKE OVERPASS  
 WESTPORT, CONNECTICUT  
 JULY 20, 2018

PROJ. NO.:	2017-07	DATE:	07/20/2018
DRAWN BY:	NSW	REV.:	07/20/2018
CHECKED BY:	JJB	SHEET:	2 OF 2
SCALE:	1" = 20'		

TOWN HALL, 18 WORTLE AVENUE  
 WESTPORT, CONNECTICUT 06890  
 (860) 233-4433  
 WWW.WESTPORTCT.COM



THIS MAP WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IT COMES INTO ACCORDANCE WITH THE REQUIREMENTS OF THE CONNECTICUT PUBLIC UTILITIES CODE, CHAPTER 366-100, AND THE PUBLIC UTILITIES CODE, CHAPTER 366-100.

*Steph J. Wilsey*  
 DATE: 07/20/2018  
 TITLE: SURVEYOR & LICENSED ENGINEER

THIS SURVEY WAS PREPARED FOR THE TOWN OF WESTPORT, CONNECTICUT, AND IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF THE SURVEYOR. THE SURVEYOR'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED AND DOES NOT EXTEND TO THE DESIGN OR CONSTRUCTION OF ANY STRUCTURE OR TO THE PERFORMANCE OF ANY OTHER SERVICE. THE SURVEYOR'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED AND DOES NOT EXTEND TO THE DESIGN OR CONSTRUCTION OF ANY STRUCTURE OR TO THE PERFORMANCE OF ANY OTHER SERVICE. THE SURVEYOR'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED AND DOES NOT EXTEND TO THE DESIGN OR CONSTRUCTION OF ANY STRUCTURE OR TO THE PERFORMANCE OF ANY OTHER SERVICE.









- EROSION & SEDIMENTATION CONTROL PLAN AND DETAILS HAVE BEEN DEVELOPED AS A STRATEGY TO PREVENT EROSION AND SEDIMENTATION FROM OCCURRING ON THE CONSTRUCTION SITE. THIS IS BASED ON THE "SOIL CONSERVATION SERVICE" (SCS) PRACTICES MANUAL, WHICH PROVIDES THE FOLLOWING LOCATIONS OF SEDIMENTATION AND EROSION CONTROL MEASURES AS SHOWN ON THE ATTACHED EROSION CONTROL PLAN. THESE MEASURES ARE TO BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD AND UNDER THE CLOSE SUPERVISION OF THE CONTRACTOR'S STAFF TO PREVENT EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO SITE PREPARATION.**
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INTO THE CONSTRUCTION SHALL CONTINUALLY STORE THE SOIL TO PREVENT UNDESIRABLE EROSION AND SEDIMENTATION.

- 100 LB OF SET FENCE
- 100 LB OF WOOD CHIPS OR CRUSHED STONE

**SOIL TYPES**  
THE SITE IS GENERALLY COMPOSED OF THE FOLLOWING SOIL TYPES: URBAN LAND COMPLEX (UOZ)

**STORMWATER MANAGEMENT & POLLUTION PREVENTION PLAN**

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CARRYING OUT THE PROVISIONS OF THIS PLAN.
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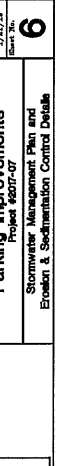
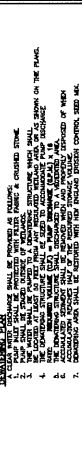
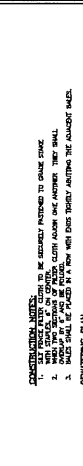
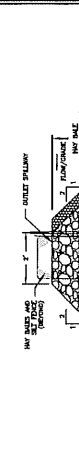
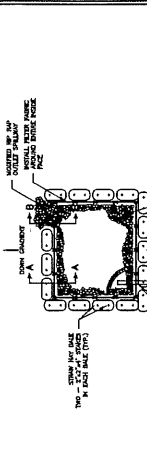
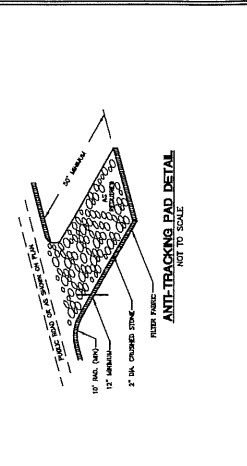
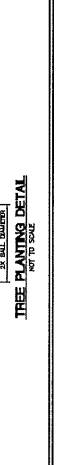
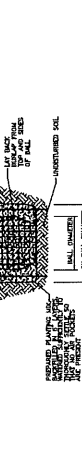
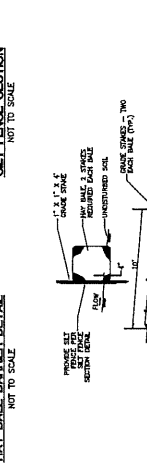
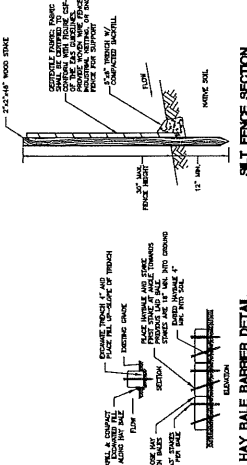
**TEMPORARY VEGETATIVE COVER**  
A TEMPORARY SEEDING OF FIVE GRASS WILL BE COMPLETED WITHIN 15 DAYS OF THE FORMATION OF EXPOSURE. THE SEEDING SHALL BE COMPLETED TO A DEPTH OF 2 INCHES BEFORE THE CONTINUED WORK BEGINS. THE SEEDING SHALL BE COMPLETED TO A DEPTH OF 2 INCHES BEFORE THE CONTINUED WORK BEGINS. THE SEEDING SHALL BE COMPLETED TO A DEPTH OF 2 INCHES BEFORE THE CONTINUED WORK BEGINS.

**PERMANENT VEGETATIVE COVER**  
TOPSOIL WILL BE REPLACED ONCE THE CONSTRUCTION HAS BEEN COMPLETED AND THE SLOPES ARE STABILIZED. THE SEEDING SHALL BE COMPLETED TO A DEPTH OF 2 INCHES BEFORE THE CONTINUED WORK BEGINS. THE SEEDING SHALL BE COMPLETED TO A DEPTH OF 2 INCHES BEFORE THE CONTINUED WORK BEGINS.

**TYPICAL SEED MIXTURE**

PERCENTAGE	SEED TYPE	SEED WEIGHT (LBS./ACRE)
20	BERMUDA GRASS	0.40
20	CRACKDOCK GRASS	0.40
20	PERENNIAL RYEGRASS	0.40
40	CRACKDOCK GRASS (21% OR GREATER)	0.80
20	CRACKDOCK GRASS	0.40
20	PERENNIAL RYEGRASS	0.40

THE RECOMMENDED SEEDING DATES ARE APRIL 1 - JUNE 15 AND AUGUST 15 - OCTOBER 15. SEEDING SHOULD BE COMPLETED PRIOR TO THE END OF THE SEASON. SEEDING SHOULD BE COMPLETED PRIOR TO THE END OF THE SEASON.



**CLA Engineers, Inc.**  
Civil - Structural - Surveying  
317 Main Street, Norwich, CT 06201  
(860) 885-1868 Fax (860) 885-9188  
Project No. 222  
Date: 1/21/19  
Sheet No. 6

Town of Westport, Connecticut  
**Franklin Street**  
Parking Improvements  
Project #2017-07

Stormwater Management Plan and  
Erosion & Sedimentation Control Details

### DEVELOPMENT

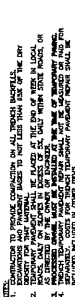
1. ALL DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 24 OF CHAPTER 24A OF THE REGULARLY SCHEDULED ORDINANCES OF THE TOWN OF WESTPORT, CONNECTICUT.
2. ALL DEVELOPMENT SHALL BE SUBJECT TO THE APPROVAL OF THE BOARD OF ZONING APPEALS AND THE BOARD OF ZONING APPEALS SHALL HAVE THE FINAL SAY ON ALL MATTERS.
3. THE PROPOSED WORK SHALL BE PERFORMED WITHIN THE 100'-100' ZONING DISTRICT.
4. THERE ARE NO REZONING REQUESTS ON THIS SITE.

### GENERAL NOTES

1. PRIOR TO STARTING THE PROJECT, THE CONTRACTOR SHALL VISIT THE SITE TO VERIFY EXISTING CONDITIONS.
2. EXISTING PROPERTY LINES AND RIGHT-OF-WAY LINES WHERE SHOWN ARE APPROXIMATE AND ARE INTENDED FOR GENERAL INFORMATION ONLY.
3. CONTRACTOR SHALL CONTACT "CALL BEFORE YOU DIG" AT 811 AT LEAST 2 FULL WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
4. EXISTING UTILITIES AND UTILITIES HAS BEEN LOCATED FROM AVAILABLE INFORMATION. CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO ANY EXCAVATION WORK. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM ALL AGENCIES INVOLVED IN THE PROJECT.
5. MAINTENANCE AND PROTECTION OF EXISTING UTILITIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
6. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL MAINTENANCE AND PROTECTION OF EXISTING UTILITIES AND FOR ALL NECESSARY PERMITS AND FEES.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL MAINTENANCE AND PROTECTION OF EXISTING UTILITIES AND FOR ALL NECESSARY PERMITS AND FEES.

### TRENCH TEMPORARY PAVEMENT REPAIR

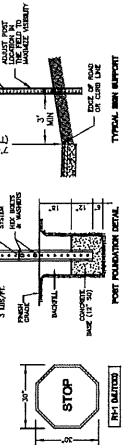
NOT TO SCALE



1. CONTRACTOR TO PROVIDE CURB ON ALL TRENCHES EXCEPT WHERE NOTED OTHERWISE.
2. CURB SHALL BE PLACED AT THE END OF EACH TRENCH.
3. CURB SHALL BE CONCRETE OR EQUIVALENT.
4. CURB SHALL BE 4" HIGH AND 12" WIDE.
5. CURB SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.
6. CURB SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.

### TRAFFIC SIGNING & PAVEMENT MARKING DETAILS

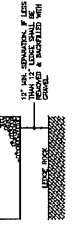
NOT TO SCALE



1. CONTRACTOR TO PROVIDE TRAFFIC SIGNING AND PAVEMENT MARKING AS SHOWN ON THE DRAWINGS.
2. TRAFFIC SIGNING SHALL BE INSTALLED AT THE END OF EACH TRENCH.
3. TRAFFIC SIGNING SHALL BE CONCRETE OR EQUIVALENT.
4. TRAFFIC SIGNING SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.
5. TRAFFIC SIGNING SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.

### PAVEMENT SECTION DETAIL

NOT TO SCALE



- | DESCRIPTION   | THICKNESS |
|---------------|-----------|
| CONCRETE CURB | 4"        |
| CONCRETE BASE | 12"       |
| SAND BEDDING  | 4"        |
1. CONTRACTOR TO PROVIDE PAVEMENT SECTION AS SHOWN ON THE DRAWINGS.
  2. PAVEMENT SECTION SHALL BE CONCRETE OR EQUIVALENT.
  3. PAVEMENT SECTION SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.
  4. PAVEMENT SECTION SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.

### METAL BEAM PILE CAP DETAIL

NOT TO SCALE



1. CONTRACTOR TO PROVIDE METAL BEAM PILE CAP AS SHOWN ON THE DRAWINGS.
2. METAL BEAM PILE CAP SHALL BE CONCRETE OR EQUIVALENT.
3. METAL BEAM PILE CAP SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.
4. METAL BEAM PILE CAP SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.

### BITUMINOUS CONCRETE UP CURBING

NOT TO SCALE



1. CONTRACTOR TO PROVIDE BITUMINOUS CONCRETE UP CURBING AS SHOWN ON THE DRAWINGS.
2. BITUMINOUS CONCRETE UP CURBING SHALL BE CONCRETE OR EQUIVALENT.
3. BITUMINOUS CONCRETE UP CURBING SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.
4. BITUMINOUS CONCRETE UP CURBING SHALL BE 12" WIDE AT THE TOP AND 4" WIDE AT THE BASE.

Know what's below.  
Call 811 before you dig.

**CLA Engineers, Inc.**  
Civil - Structural - Surveying

300 Main Street  
Westport, CT 06890  
(203) 235-2525 Fax: (203) 235-2526

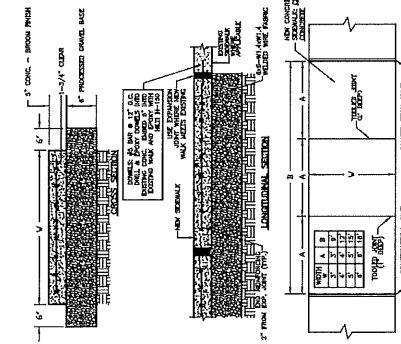
Project No. CLA-0188

Project Name: Franklyn Street Parking Improvements

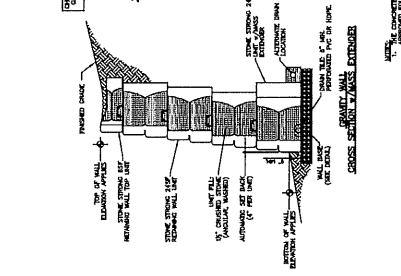
Drawn: J/P/19

Scale: 1"=10'-0"

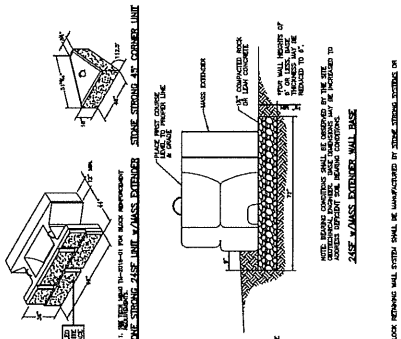
Sheet No. 7



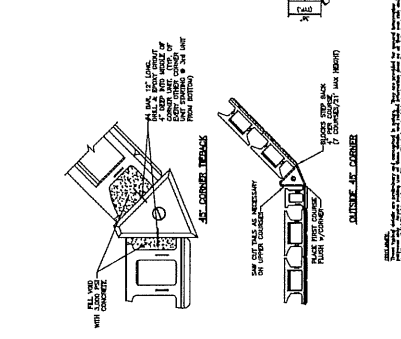
**CONCRETE WALK & JOINT DETAIL**  
NOT TO SCALE



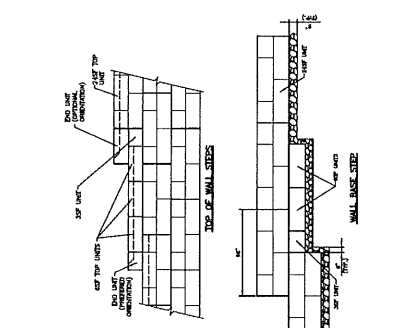
**STONE STRONG CONCRETE BLOCK RETAINING WALL DETAILS**  
NOT TO SCALE



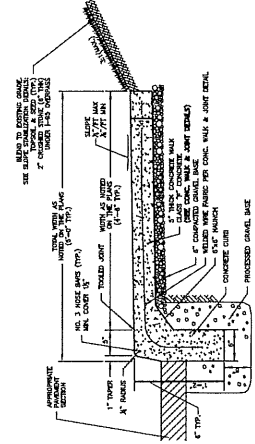
**STONE STRONG CONCRETE BLOCK RETAINING WALL DETAILS**  
NOT TO SCALE



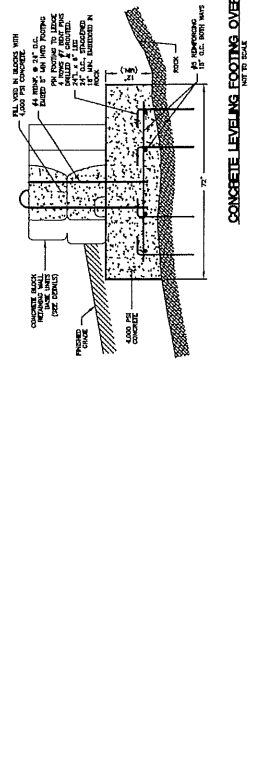
**STONE STRONG CONCRETE BLOCK RETAINING WALL DETAILS**  
NOT TO SCALE



**STONE STRONG CONCRETE BLOCK RETAINING WALL DETAILS**  
NOT TO SCALE



**SINGLE POUR CONCRETE CURB & SIDEWALK**  
NOT TO SCALE



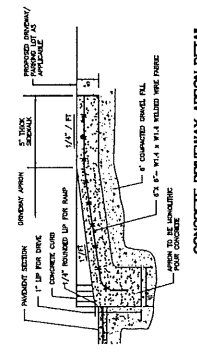
**CONCRETE LEVELING FOOTING OVER LEVISE DETAIL**  
NOT TO SCALE



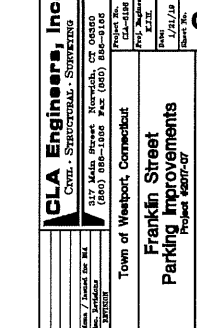
**CONCRETE LEVELING FOOTING OVER LEVISE DETAIL**  
NOT TO SCALE



**CONCRETE LEVELING FOOTING OVER LEVISE DETAIL**  
NOT TO SCALE



**CONCRETE DRIVEWAY APRON DETAIL**  
NOT TO SCALE

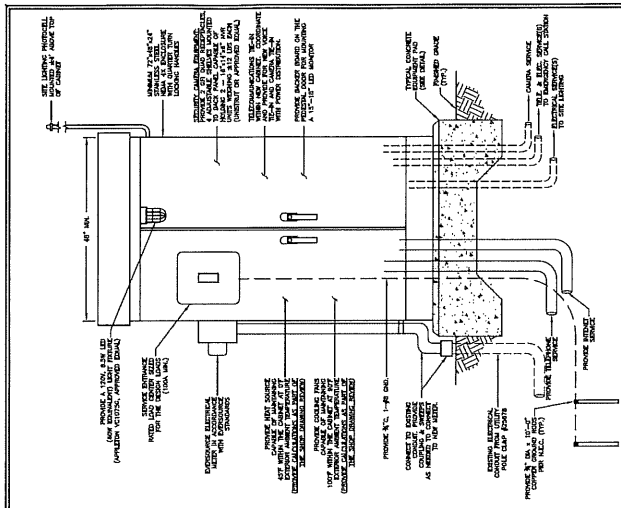


**CONCRETE DRIVEWAY APRON DETAIL**  
NOT TO SCALE

**CLA Engineers, Inc.**  
CONTR. - STRUCTURAL - SURVEYING  
317 Main Street, Norwich, CT 06240  
(860) 880-1888 Fax: (860) 880-8188

Project: **Town of Westport, Connecticut**  
Project Name: **Franklin Street Parking Improvements**  
Project No.: **174/19**  
Date: **1/14/19**  
Sheet No.: **8**

Construction Details



ELECTRICAL PEDestal ENCLoSURE DETAIL  
NOT TO SCALE

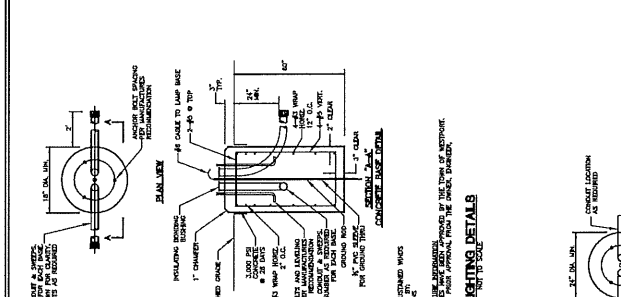
**ELECTRICAL PEDestal ENCLoSURE DETAIL (NOT TO SCALE)**

**ELECTRICAL SERVICESYSTEM REQUIREMENTS**

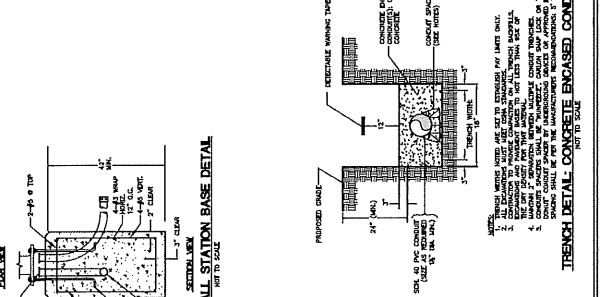
THE ELECTRICAL SERVICESYSTEM SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE FOLLOWING REQUIREMENTS:

1. THE ELECTRICAL SERVICESYSTEM SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE LOCAL ORDINANCES.
2. THE ELECTRICAL SERVICESYSTEM SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE LOCAL ORDINANCES.
3. THE ELECTRICAL SERVICESYSTEM SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE LOCAL ORDINANCES.
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8. THE ELECTRICAL SERVICESYSTEM SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE LOCAL ORDINANCES.
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10. THE ELECTRICAL SERVICESYSTEM SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE LOCAL ORDINANCES.
11. THE ELECTRICAL SERVICESYSTEM SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE LOCAL ORDINANCES.

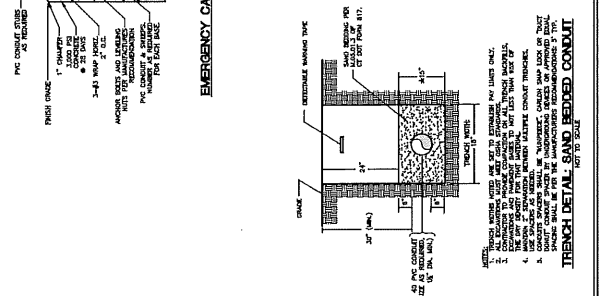
**CLA Engineers, Inc.**  
Civil, Structural, Surveying  
317 Main Street, Norwich, CT 06250  
(860) 885-1888 FAX (860) 885-1888  
CT-01-4158  
Proj. No. 2022  
Date: 1/21/19  
Sheet No. 9



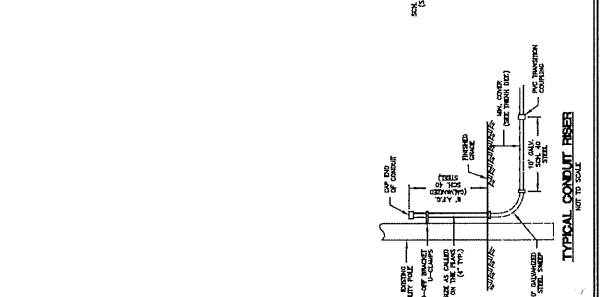
SITE LIGHTING DETAILS  
NOT TO SCALE



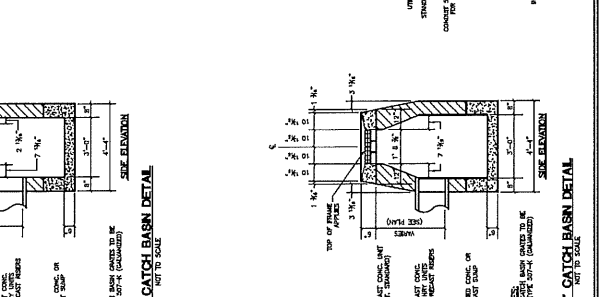
EMERGENCY CALL STATION BASE DETAIL  
NOT TO SCALE



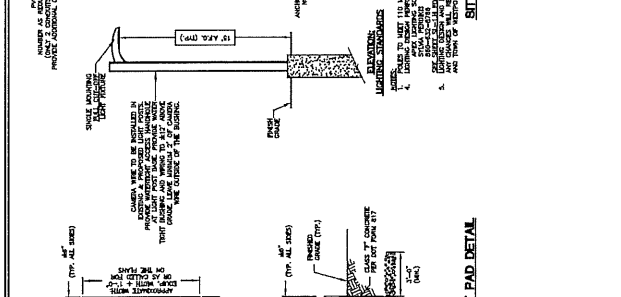
TRENCH DETAIL: CONCRETE ENCASED CONDUIT  
NOT TO SCALE



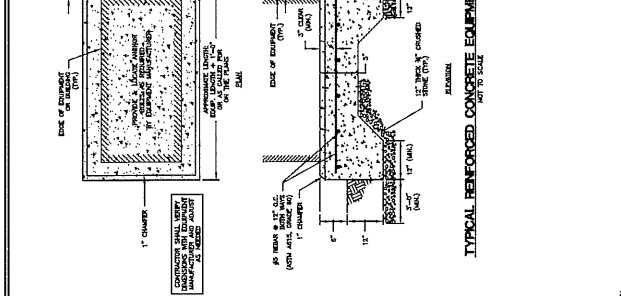
TRENCH DETAIL: SAND BEDDED CONDUIT  
NOT TO SCALE



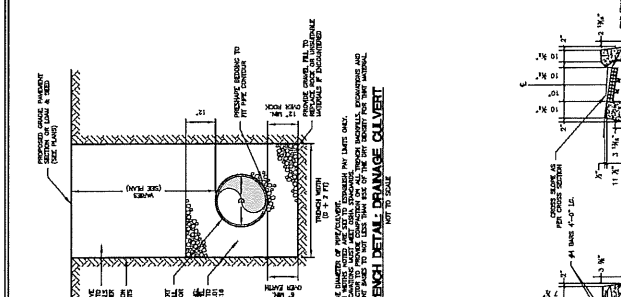
TYPICAL CONDUIT RISER  
NOT TO SCALE



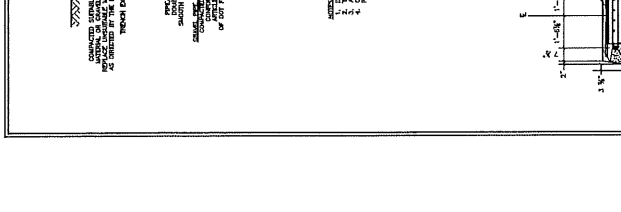
TYPICAL REINFORCED CONCRETE EQUIPMENT PAD DETAIL  
NOT TO SCALE



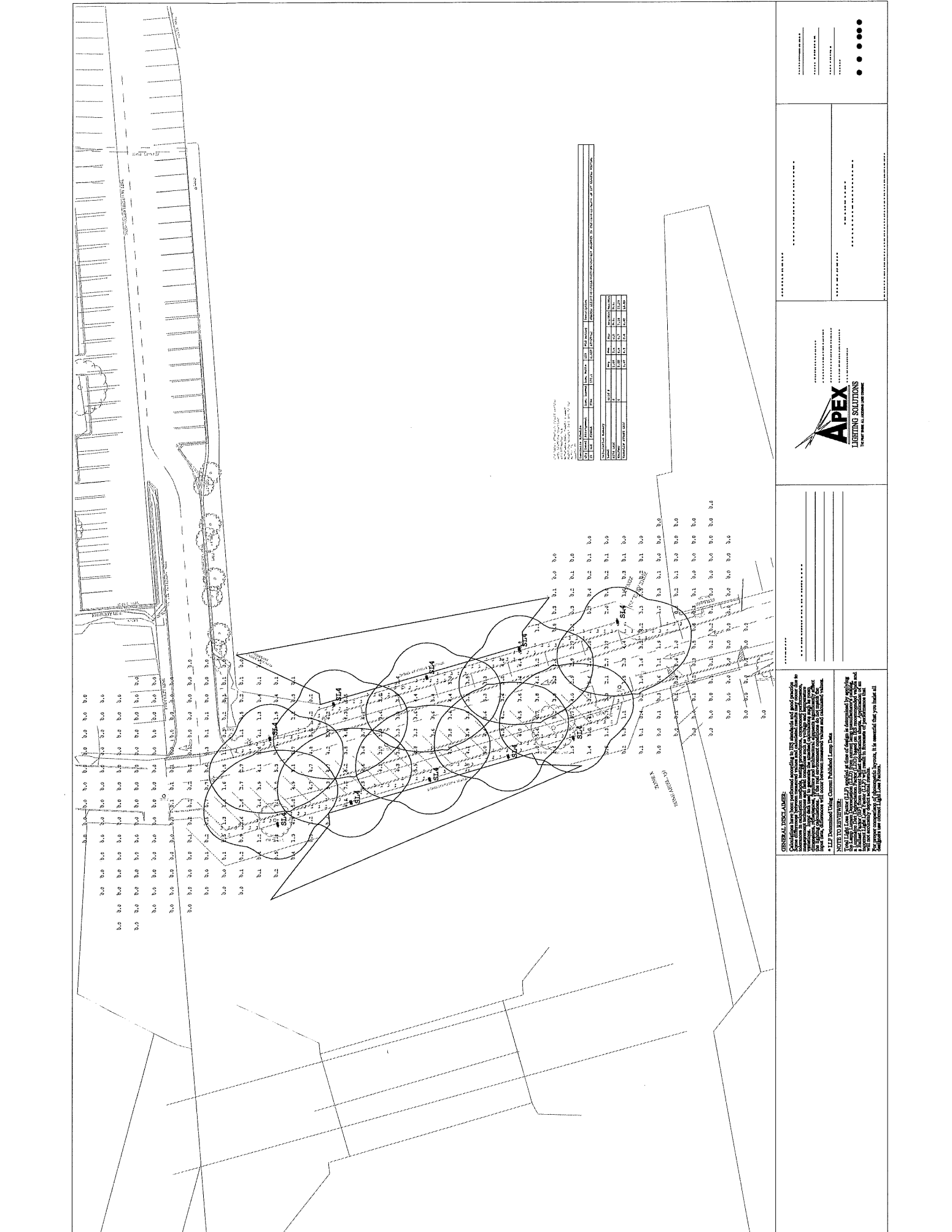
TRENCH DETAIL: DRAINAGE CULVERT  
NOT TO SCALE



TYPE 'C' CATCH BASIN DETAIL  
NOT TO SCALE



TYPE 'O-L' CATCH BASIN DETAIL  
NOT TO SCALE



1. All values are based on a uniform sky condition of 100 footcandle.

FOOTCANDLE VALUE	FOOTCANDLE VALUE	FOOTCANDLE VALUE	FOOTCANDLE VALUE	FOOTCANDLE VALUE
1.0	2.0	3.0	4.0	5.0
6.0	7.0	8.0	9.0	10.0
11.0	12.0	13.0	14.0	15.0
16.0	17.0	18.0	19.0	20.0
21.0	22.0	23.0	24.0	25.0
26.0	27.0	28.0	29.0	30.0
31.0	32.0	33.0	34.0	35.0
36.0	37.0	38.0	39.0	40.0
41.0	42.0	43.0	44.0	45.0
46.0	47.0	48.0	49.0	50.0
51.0	52.0	53.0	54.0	55.0
56.0	57.0	58.0	59.0	60.0
61.0	62.0	63.0	64.0	65.0
66.0	67.0	68.0	69.0	70.0
71.0	72.0	73.0	74.0	75.0
76.0	77.0	78.0	79.0	80.0
81.0	82.0	83.0	84.0	85.0
86.0	87.0	88.0	89.0	90.0
91.0	92.0	93.0	94.0	95.0
96.0	97.0	98.0	99.0	100.0

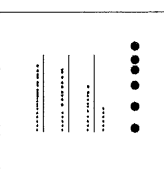
FOOTCANDLE VALUE	FOOTCANDLE VALUE	FOOTCANDLE VALUE	FOOTCANDLE VALUE	FOOTCANDLE VALUE
1.0	2.0	3.0	4.0	5.0
6.0	7.0	8.0	9.0	10.0
11.0	12.0	13.0	14.0	15.0
16.0	17.0	18.0	19.0	20.0
21.0	22.0	23.0	24.0	25.0
26.0	27.0	28.0	29.0	30.0
31.0	32.0	33.0	34.0	35.0
36.0	37.0	38.0	39.0	40.0
41.0	42.0	43.0	44.0	45.0
46.0	47.0	48.0	49.0	50.0
51.0	52.0	53.0	54.0	55.0
56.0	57.0	58.0	59.0	60.0
61.0	62.0	63.0	64.0	65.0
66.0	67.0	68.0	69.0	70.0
71.0	72.0	73.0	74.0	75.0
76.0	77.0	78.0	79.0	80.0
81.0	82.0	83.0	84.0	85.0
86.0	87.0	88.0	89.0	90.0
91.0	92.0	93.0	94.0	95.0
96.0	97.0	98.0	99.0	100.0

**GENERAL NOTES:**

1. All values are based on a uniform sky condition of 100 footcandle.
2. All values are based on a uniform sky condition of 100 footcandle.
3. All values are based on a uniform sky condition of 100 footcandle.
4. All values are based on a uniform sky condition of 100 footcandle.
5. All values are based on a uniform sky condition of 100 footcandle.
6. All values are based on a uniform sky condition of 100 footcandle.
7. All values are based on a uniform sky condition of 100 footcandle.
8. All values are based on a uniform sky condition of 100 footcandle.
9. All values are based on a uniform sky condition of 100 footcandle.
10. All values are based on a uniform sky condition of 100 footcandle.

**NOTES TO ARCHITECT:**

1. All values are based on a uniform sky condition of 100 footcandle.
2. All values are based on a uniform sky condition of 100 footcandle.
3. All values are based on a uniform sky condition of 100 footcandle.
4. All values are based on a uniform sky condition of 100 footcandle.
5. All values are based on a uniform sky condition of 100 footcandle.
6. All values are based on a uniform sky condition of 100 footcandle.
7. All values are based on a uniform sky condition of 100 footcandle.
8. All values are based on a uniform sky condition of 100 footcandle.
9. All values are based on a uniform sky condition of 100 footcandle.
10. All values are based on a uniform sky condition of 100 footcandle.



6/19/2019

**BID 18-920T  
FRANKLIN ST  
PARKING IMPROVEMENTS**

BIDDERS:	TOTAL BID	NOTES
COLONNA CONCRETE & ASPH. WOODBIDGE, CT	\$653,532.50	
STAR CONSTRUCTION STRATFORD, CT	\$731,900.00	
G. PIC \$ SONS BRIDGEPORT, CT	\$553,400.00	
THE GRASSO COMPANIES NORWALK, CT	\$613,380.00	

PRESENT: Richard Kotchko \_\_\_\_\_  
and other interested parties

TYPED BY: Richard Kotchko \_\_\_\_\_

BID CLOSED: 11:00 A.M. EDT

FISCAL YEAR 2019

# TOWN OF WESTPORT, CT

## JUSTIFICATION FOR A CAPITAL PROJECT

### DEPARTMENT INFORMATION

DEPT NAME: Westport Police Department - Railroad Operations Date: 06/18/2019

PROJECT NAME AND DESCRIPTION  
Redesign and Reconstruction of the Franklin Street and Adjacent Lot 7 (Project #2017-07)

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES  NO   
  
If no, why not?  
  
If yes, answer the following two questions:  
Which FY was the project first proposed? 2018  
Which FY was the project first planned? 2019

APPROXIMATE COST:	\$553,400.00	COST IN CAPITAL FORECAST:	
CONTINGENCY (10%):	\$608,740.00	←TOTAL	REQUEST→ \$ 608,740.00

SOURCE OF FUNDS:

CAPITAL BOND <input type="checkbox"/>	GEN'L FUND <input type="checkbox"/>
CNR <input type="checkbox"/>	GRANT <input type="checkbox"/>
STATE <input type="checkbox"/>	OTHER <input checked="" type="checkbox"/>

OTHER, DESCRIBE: Railroad Parking Reserve Account

PAYBACK PERIOD: N/A

PROJECTED START DATE: August 2019 EST. COMPLETION DATE: October 2019  
ESTIMATED USEFUL LIFE:

Is this project part of a larger capital project?

Has an RFP been issued? YES  NO

Have bids been received? YES  NO  Number of bids received: 4

Was the lowest bid the winner? YES  NO  If not, why? \_\_\_\_\_

Who will benefit from the project?  
Westport Railroad Parking Division, Town of Westport, Connecticut DOT

Is it a replacement? YES  NO

If yes, describe condition of what is to be replaced: \_\_\_\_\_

Pictures attached? YES  NO



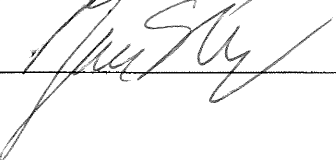
What other approvals/reviews are necessary to begin this project?  
Board of Finance and RTM approval

**FINANCE**

*This section to be completed by the Finance Director.*

EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:  
IF APPROVED:  
IF NOT APPROVED:

**REVIEW/SIGN-OFF**

DEPARTMENT HEAD		DATE: 6/18/2019
FINANCE DIRECTOR		DATE: 6/20/19
FIRST SELECTMAN		DATE: 6/20/19