

RESOLUTIONS

(1)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$600,000.00 to the Sewer Reserve Fund Account for the replacement of the existing Force Main Serving Pump Station #5, located at Canal Street is hereby appropriated.

(2)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$59,400.00 along with bond and note authorization to the Municipal Improvement Fund Account for the engineering design of a proposed extension of public sanitary sewer system for Whitney St, Roseville Road, Fernwood Rd, Plumtree Lane, Pamela Place and Ledgemoor Lane is hereby appropriated.

BOND RESOLUTION

RESOLVED: That upon the recommendation of the Board of Finance, the Town of Westport, Connecticut (the "Town") hereby appropriates the sum of Fifty-Nine Thousand Four Hundred and 00/100 Dollars (\$59,400.00) for costs associated with the engineering design of an extension of the public sanitary sewer system along Whitney Street, Roseville Road, Fernwood Road, Plumtree Lane, Pamela Place and Ledgemoor Lane including related administrative, financing and other soft costs (the "Project").

Section 1. As recommended by the Board of Finance and for the purpose of financing Fifty-Nine Thousand Four Hundred and 00/100 Dollars (\$59,400.00) of the foregoing appropriation, the Town shall borrow a sum not to exceed Fifty-Nine Thousand Four Hundred and 00/100 Dollars (\$59,400.00) and issue general obligation bonds for such indebtedness under its corporate name and seal and upon the full faith and credit of the Town in an amount not to exceed said sum for the purpose of financing the appropriation for the Project.

Section 2. The First Selectman, Selectmen and Finance Director are hereby appointed a committee (the "Committee") with full power and authority to cause said bonds to be sold, issued and delivered; to determine their form, including provision for redemption prior to maturity; to determine the aggregate principal amount thereof within the amount hereby authorized and the denominations and maturities thereof; to fix the time of issue of each series thereof and the rate or rates of interest thereon as herein provided; to designate the bank or trust company to certify the issuance thereof and to act as transfer agent, paying agent and as registrar for the bonds, and to designate bond counsel. The Committee shall have all appropriate powers under the Connecticut General Statutes including Chapter 748 (Registered Public Obligations Act) to issue the bonds and, further, shall have full power and authority to do all that is required under the Internal Revenue Code of 1986, as amended, and other applicable laws and regulations of the United States and the state of Connecticut, to provide for issuance of the bonds in tax exempt form, including the execution of tax compliance and other agreements for the benefit of bondholders, and to meet all requirements which are or may become necessary in and subsequent to the issuance and delivery of the bonds in order that the interest on the bonds

be and remain exempt from federal income taxes, including, without limitation, to covenant and agree to restriction on investment yield of bond proceeds, rebate of arbitrage earnings, expenditure of proceeds within required time limitations and the filing of information reports as and when required and to execute Continuing Disclosure Agreements for the benefit of holders of bonds and notes.

Section 3. The Bonds may be designated "Public Improvement Bonds" or "Sewer Bonds" series of the year of their issuance and may be issued in one or more series, and may be consolidated as part of the same issue with other bonds of the Town; shall be in serial form maturing in not more than twenty (20) annual installments of principal, the first installment to mature not later than three (3) years from the date of issue and the last installment to mature not later than twenty (20) years therefrom, or as otherwise provided by statute. The bonds may be sold at not less than par and accrued interest at public sale upon invitation for bids to the responsible bidder submitting the bid resulting in the lowest true interest cost to the Town, provided that nothing herein shall prevent the Town from rejecting all bids submitted in response to any one invitation for bids and the right to so reject all bids is hereby reserved, and further provided that the Committee may sell the bonds, or notes, on a negotiated basis, as provided by statute. Interest on the bonds shall be payable semiannually or annually. The bonds shall be signed on behalf of the Town by the First Selectman and the Finance Director, and shall bear the seal of the Town. The signing, sealing and certification of said bonds may be by facsimile as provided by statute. The Finance Director shall maintain a record of bonds issued pursuant to this resolution and of the face amount thereof outstanding from time to time, and shall certify to the destruction of said bonds after they have been paid and cancelled, and such certification shall be kept on file with the Town Clerk.

Section 4. The Committee is further authorized to make temporary borrowings as permitted by the General Statutes and to issue a temporary note or notes of the Town in anticipation of the receipt of proceeds from the sale of the bonds to be issued pursuant to this resolution. Such notes shall be issued and renewed at such times and with such maturities, requirements and limitations as provided by statute. Notes evidencing such borrowings shall be signed by the First Selectman and the Finance Director, have the seal of the Town affixed, which signing and sealing may be by facsimile as provided by statute, be certified by and payable at a bank or trust company incorporated under the laws of this or any other state, or of the United States, be approved as to their legality by bond counsel, and may be consolidated with the issuance of other Town bond anticipation notes. The Committee shall determine the date, maturity, interest rates, form and manner of sale, including negotiated sale, and other details of said notes consistent with the provisions of this resolution and the General Statutes and shall have all powers and authority as set forth above in connection with the issuance of bonds and especially with respect to compliance with the requirements of the Internal Revenue Code of 1986, as amended, and regulations thereunder in order to obtain and maintain issuance of the notes in tax exempt form.

Section 5. Upon the sale and issuance of the bonds authorized by this resolution, the proceeds thereof, including any premium received upon the sale thereof, accrued interest received at delivery and interest earned on the temporary investment of such proceeds, shall be applied forthwith to the payment of the principal and interest of all notes issued in anticipation thereof or shall be deposited in trust for such purposes with a bank or trust company, or shall be applied or rebated as may be required under the provision of law. The remainder of the proceeds, if any, after the payment of said notes and of the expense of issuing said notes and bonds shall be applied to further finance the appropriation enacted herein.

Section 6. In each fiscal year in which the principal or any installment of interest shall fall due upon any of the bonds or notes herein authorized there shall be included in the appropriation for such fiscal year a sum equivalent to the amount of such principal and interest so falling due, and to the extent that provision is not made for the payment thereof from other revenues, the amount thereof shall be included in the taxes assessed upon the Grand List for such fiscal year and shall not be subject to any limitations of expenditures or taxes that may be imposed by any other Town ordinance or resolution.

Section 7. Pursuant to Section 1.150-2 (as amended) of the federal income tax regulations the Town hereby expresses its official intent to reimburse expenditures paid from the General Fund, or any capital fund for the Project with the proceeds of the bonds or notes to be issued under the provisions hereof. The allocation of such reimbursement bond proceeds to an expenditure shall be made in accordance with the time limitations and other requirements of such regulations. The Finance Director is authorized to pay Project expenses in accordance herewith pending the issuance of the reimbursement bonds or notes.

Section 8. The Town of Westport, or other proper authority of the Town, is authorized to take all necessary action to apply to the State of Connecticut, and accept from the State or other parties, grants, gifts and contributions in aid of further financing the Project. Once the appropriation becomes effective, the First Selectman, or other appropriate official of the town, is hereby authorized to spend a sum not to exceed the aforesaid appropriation for the Project and is specifically authorized to make, execute and deliver any contracts or other documents necessary or convenient to complete the Project and the financing thereof.

Section 9. The Committee is hereby authorized to take all action necessary and proper for the sale, issuance and delivery of the bonds (and notes) in accordance with the provisions of the Town Charter, the Connecticut General Statutes, and the laws of the United States.

(3)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$295,000.00 to the Capital and Non-Recurring Account for the re-construction of the Library Upper Parking Lot is hereby appropriated.

(4)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$320,000.00 to the Capital and Non-Recurring Account for the re-construction of the Senior Center Parking Lot is hereby appropriated.



WESTPORT, CONNECTICUT

DEPARTMENT OF PUBLIC WORKS
TOWN HALL, 110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
(203) 341 1120 www.westportct.gov

BACK UP MATERIAL
RTM ITEM # 1

November 23, 2020

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

Re: Request for Appropriation for Construction
Pump Station #5 Force Main Sewer Line Replacement and Pump Station Upgrade

Dear Mr. Marpe:

This office, herein requests an appropriation in the amount of six hundred thousand dollars (\$600,000.00) for the replacement of the existing 40 +/-year-old force main serving Pump Station #5. This project is the fifth force main replacement and pump station upgrade project that has been conducted over ten years to address infrastructure needs of the Westport Water Pollution Control Facility collection system.

Pump Station #5 is located at 8 Canal Street in the northwest corner of Canal Green. Its force main runs approximately eleven hundred linear feet (1100') from the pump station under Willow Brook, (north of the Kings Highway bridge), and discharges into a gravity manhole in the intersection of Kings Highway North and Main Street. The force main is a 6-inch diameter asbestos concrete pipe. The current pump station was designed to have a flow rate of two-hundred gallons per minute (200gpm) and is currently operating over its design limits. It was recommended in the 2002 Facility Plan that the capacity of the station be increased to have a design rate of six-hundred and fifty gallons per minute(650gpm) to accommodate projected increases in domestic flows, and inflow and infiltration.

The recommendation of this office is to bond the project and pay the debt service out of the Sewer Reserve Fund. Funds have been projected in the Sewer Reserve Fund for this work.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich", written over a horizontal line.

Peter A. Ratkiewich,
Director of Public Works

cc: Gary Conrad, finance Director

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works Date: 12/17/2020

PROJECT NAME AND DESCRIPTION
Pump Station #5 Force Main and Pump Station Upgrade

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? FY 2020
 Which FY was the project first planned? FY 2002

APPROXIMATE COST:	<u>\$546,000</u>	COST IN CAPITAL FORECAST: <u>\$650,000</u>
CONTINGENCY (10%):	<u>\$54,500</u>	
	<u>\$599,500</u>	←TOTAL REQUEST→ <u>\$600,000</u>

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: Sewer Reserve Fund

PAYBACK PERIOD: N/A

PROJECTED START DATE: <u>Spring 2021</u>	EST. COMPLETION DATE: <u>October 2021</u>
ESTIMATED USEFUL LIFE: <u>50 Years</u>	

Is this project part of a larger capital project? No

Has an RFP been issued? YES NO Project will be designed in house and bid out for individual items

Have bids been received? YES NO Number of bids received: Eng staff will PM/GC the work. Each item will be bid out separately

Was the lowest bid the winner? YES NO If not, why? N/A

Who will benefit from the project? All users of the PS #5 Sewershed

[Empty box]

Is it a replacement? YES NO

If yes, describe condition of what is to be replaced: 50 Year old Asbestos Cement Force main and pump Station

Pictures attached? YES NO

What other approvals/reviews are necessary to begin this project? RTM, BOS

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 [Signature] DATE: 12/18/2020
FINANCE DIRECTOR [Signature] DATE: 12/21/2020
FIRST SELECTMAN [Signature] DATE: 12/18/2020



PS#5 Force Main Replacement & Upgrade

Engineers Cost Estimate

Item #	Item Description	Estimated Cost	Funding
1	Pumps	\$ 40,000.00	Sewer Reserve Fund
2	Control Panel	\$ 25,000.00	Sewer Reserve Fund
3	VFD	\$ 10,000.00	Sewer Reserve Fund
4	Electrical Upgrade	\$ 40,000.00	Sewer Reserve Fund
5	Piping & Plumbing	\$ 150,000.00	Sewer Reserve Fund
6	Force Main Upgrade	\$ 140,000.00	Sewer Reserve Fund
7	Bypass Pumping	\$ 75,000.00	Sewer Reserve Fund
8	Wet-Well Sealing / Coating	\$ 20,000.00	Sewer Reserve Fund
9	Wet-Well Flood Proofing	\$ 15,000.00	Sewer Reserve Fund
10	Pump House Renovations	\$ 20,000.00	Sewer Reserve Fund
11	Misc Paving (Driveway)	\$ 10,000.00	Sewer Reserve Fund
	Sub Total	\$ 545,000.00	
	10% Contingency	\$ 54,500.00	
	Grand Total	\$ 599,500.00	
	Funding Request	\$ 600,000.00	

TABLE 4

PUMP STATION EVALUATION
TOWN OF WESTPORT
PEAK DOMESTIC FLOWS

Pump Station	Rated Capacity Exist. (gpm)	Proposed Capacity (gpm)	Existing **Peak** Domestic Flow (gpm)	Future **Peak Flow (gpm)	% Increase	Pump Stations Received
1	4,400	6,000*	1,186	2,526	113	5,9
2	1,100	1,100*	518	993	92	3,4,6,16
3	530	530	381	554	45	4,16
4	200	200	80	153	92	
5	200	650*	257	551	115	
6	500	500	273	384	41	Sherwood Isle
7	650	1,000*	724	922	27	6,8
8	200	200	N/A	118	-	
9	1,660	1,660	703	1,409	100	10,14
10	565	565	215	600	179	
11	470	600*	471	603	28	15
12	75	75	26	40	58	
13	170	170	81	99	22	
14	150	300*	143	261	83	13
15	170	170	N/A	N/A	-	
16	224	224	28	74	165	
17	250	250	21	48	125	

* Capacity must be increased to accommodate the projected increase of domestic flow and infiltration and inflow.

**Note: Does not include infiltration and inflow which are reported to be significant at pump station # 1 and # 7.

Note: Pump station # 14 force main (going out of the station) is 4 inches diameter based upon computations and outlet, 2,000 feet long. Replacement may be necessary. Verify size in field.

Pump stations that pump to plant: # 1, # 2, # 7, # 11, and # 12.



WESTPORT, CONNECTICUT

DEPARTMENT OF PUBLIC WORKS
TOWN HALL, 110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
(203) 3411120 www.westportct.gov

BACK UP MATERIAL
RTM ITEM # 2

December 7, 2020

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

**RE: Request for Appropriation for Design
Sanitary Sewer-- Contract 73
Whitney Street, Roseville Road, Fernwood Road,
Plumtree Lane, Pamela Place & Ledgemoor Lane**

Dear Mr. Marpe:

This office has received a petition from residents of the above referenced areas seeking an extension of the public sanitary sewer system to service their neighborhoods. A preliminary review of the topography and wetland maps indicates that the area can be serviced by a conventional gravity system that will discharge into the Greens Farms Road Pump Station (Pump Station #7) sewer shed. The Contract is made up of thirty-seven (37) properties which will require approximately five thousand three-hundred and sixty-five linear feet (5365LF) of gravity sewer line.

At this time, this office herein requests an appropriation and bond authorization for the necessary funds to complete the engineering design of the proposed extension. The costs associated with design of this sewer extension will be benefit assessed as part of the final sewer construction cost. An appropriation of \$59,400.00 is requested based on the following breakdown:

Engineering Fee	\$ 29,000.00
Borings	\$ 25,000.00
Contingency (10%)	\$ 5,400.00
TOTAL=	<u>\$ 59,400.00</u>

Respectfully,

Peter A Ratkiewich, P.E.
Director of Public Works

cc: Gary Conrad, Finance Director

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works Date: 12/17/2020

PROJECT NAME AND DESCRIPTION Design of Sanitary Sewer Contract #73 - Whitney St, Roseville Road, Fernwood Rd, Plumtree Lane, Pamela Place, and Ledgemoor Lane

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES NO [] [x] This Capital Request is the result of a Petition for Sanitary Sewer by the residents of the above listed streets

Table with columns for APPROXIMATE COST, CONTINGENCY (10%), COST IN CAPITAL FORECAST, and TOTAL REQUEST. Values include \$54,000, \$5400, and \$59,400.

SOURCE OF FUNDS:

Table with 2 columns: CAPITAL BOND, GEN'L FUND, CNR, GRANT, STATE, OTHER. Includes checkboxes for each category.

OTHER, DESCRIBE: Municipal Improvement Fund - Sewage

PAYBACK PERIOD: 19 years

PROJECTED START DATE: March 2021 EST. COMPLETION DATE: October 2021

ESTIMATED USEFUL LIFE: 75 years

Is this project part of a larger capital project? Yes - this will lead to Sewer Construction contract #73. the total cost of Design and construction will be benefit Assessed to the Petitioners

Has an RFP been issued? YES NO [x] [] Have bids been received? YES NO Number of bids received: [x] [] Was the lowest bid the winner? YES NO [x] [] If not, why?

Who will benefit from the project? Residents within the associated sewershed

[Empty box]

Is it a replacement? YES NO

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

Pictures attached? YES NO

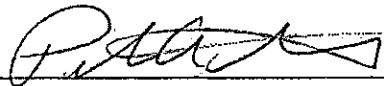
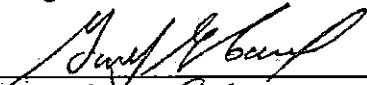
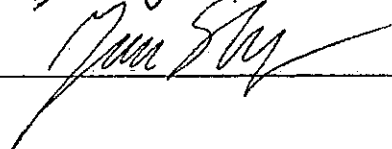
What other approvals/reviews are necessary to begin this project? RTM, BOS

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: 12/18/2020
FINANCE DIRECTOR		DATE: 12/21/2020
FIRST SELECTMAN		DATE: 12/18/2020

RFP 21-009T

**ENGINEERING SERVICES FOR PRELIMINARY & FINAL DESIGNS AND CONSTRUCTION
ENGINEERING FOR SEWER EXTENSIONS**

RFP Sorted by Total (Task 1 + 2 + 3A + 3B (Hourly Rate x 750hrs))

Respondent	Task 1 Prelim. Design	Task 2 Final Plans & Specs	Subtotal Task 1&2	Task 3A Constr. Eng.	Task 3B Hrly Rate Site Insp.	Task 3B Hrly x 750hrs	Subtotal Tasks + 3B	Engineering RFP Total
Nafis & Young	\$5,000.00	\$24,000.00	\$29,000.00	\$7,900.00	\$80.00	\$60,000.00	\$67,900.00	\$96,900.00
DPC	\$17,777.73	\$38,568.98	\$56,346.71	\$6,405.90	\$81.25	\$60,937.50	\$67,343.40	\$123,690.11
Tighe & Bond	\$3,500.00	\$42,200.00	\$45,700.00	\$16,550.00	\$85.00	\$63,750.00	\$80,300.00	\$126,000.00
Weston & Sampson	\$30,000.00	\$17,000.00	\$47,000.00	\$15,000.00	\$87.50	\$65,625.00	\$80,625.00	\$127,625.00
Cardinal Eng Assoc.	\$42,000.00	\$20,000.00	\$62,000.00	\$10,000.00	\$80.00	\$60,000.00	\$70,000.00	\$132,000.00
CLA Engineers	\$38,600.00	\$17,200.00	\$55,800.00	\$14,000.00	\$90.00	\$67,500.00	\$81,500.00	\$137,300.00
WMC Consulting Eng.	\$22,000.00	\$23,400.00	\$45,400.00	\$12,000.00	\$120.00	\$90,000.00	\$102,000.00	\$147,400.00
AI Engineers	\$12,500.00	\$60,000.00	\$72,500.00	\$7,500.00	\$135.00	\$101,250.00	\$108,750.00	\$181,250.00
H2M Arch & Engineers	\$90,300.00	\$73,200.00	\$163,500.00	\$32,500.00	\$105.00	\$78,750.00	\$111,250.00	\$274,750.00
D&B Engineers	\$55,500.00	\$34,400.00	\$89,900.00	\$123,900.00	\$135.00	\$101,250.00	\$225,150.00	\$315,050.00

RFP Sorted by Task 1 & 2 Total

Respondent	Task 1 Prelim. Design	Task 2 Final Plans & Specs	Task 1&2 Subtotal					
Nafis & Young	\$5,000.00	\$24,000.00	\$29,000.00					
WMC Consulting Eng.	\$22,000.00	\$23,400.00	\$45,400.00					
Tighe & Bond	\$3,500.00	\$42,200.00	\$45,700.00					
Weston & Sampson	\$30,000.00	\$17,000.00	\$47,000.00					
CLA Engineers	\$38,600.00	\$17,200.00	\$55,800.00	<i>RFP had add-on costs for travel, house inspections & Attending meetings</i>				
DPC	\$17,777.73	\$38,568.98	\$56,346.71					
Cardinal Eng Assoc.	\$42,000.00	\$20,000.00	\$62,000.00					
AI Engineers	\$12,500.00	\$60,000.00	\$72,500.00					
D&B Engineers	\$55,500.00	\$34,400.00	\$89,900.00					
H2M Arch & Engineers	\$90,300.00	\$73,200.00	\$163,500.00					

RFP 21-009T

**ENGINEERING SERVICES FOR PRELIMINARY & FINAL DESIGNS AND CONSTRUCTION
ENGINEERING FOR SEWER EXTENSIONS**

RFP Task 3A Total								
Respondent	Task 3A Constr. Eng.							
DPC	\$6,405.90							
AI Engineers	\$7,500.00							
Nafis & Young	\$7,900.00							
Cardinal Eng Assoc.	\$10,000.00							
WMC Consulting Eng.	\$12,000.00							
CLA Engineers	\$14,000.00	<i>RFP had add-on costs for attending meetings</i>						
Weston & Sampson	\$15,000.00							
Tighe & Bond	\$16,550.00							
H2M Arch & Engineers	\$32,500.00							
D&B Engineers	\$123,900.00							
RFP Task 3B Total								
Respondent	Task 3B Hrly Rate Site Insp.	Task 3B Hrly x 750hrs						
Nafis & Young	\$80.00	\$60,000.00						
Cardinal Eng Assoc.	\$80.00	\$60,000.00	<i>RFP proposed TBD with a range of \$80 - \$110</i>					
DPC	\$81.25	\$60,937.50						
Tighe & Bond	\$85.00	\$63,750.00						
Weston & Sampson	\$87.50	\$65,625.00						
CLA Engineers	\$90.00	\$67,500.00	<i>RFP noted additional cost for mileage for the inspector</i>					
H2M Arch & Engineers	\$105.00	\$78,750.00	<i>RFP noted additional cost for mileage for the inspector</i>					
WMC Consulting Eng.	\$120.00	\$90,000.00						
D&B Engineers	\$135.00	\$101,250.00						
AI Engineers	\$135.00	\$101,250.00						



WESTPORT, CONNECTICUT

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

BACK UP MATERIAL
RTM ITEM # 3

December 18, 2020

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

Re: Request for Appropriation to the Capital Non-Recurring fund, for re-construction of the Library Upper Parking Lot.

Dear Mr. Marpe,

This office herein requests an appropriation to the Capital Non-Recurring fund, in the amount of \$295,000 for re-construction of the Library Upper Parking Lot

The Parking lot was last paved in the early 90's and since it is constructed on top of a closed landfill, has settled differentially over the almost 30 years since it was constructed. The differential settlement has caused ponding areas, and pavement deterioration. The proposal is to recycle the existing pavement surface into the subbase, regrade to create a consistent crown such that water drains off the lot, and to repave with 4" of asphalt.

We anticipate the construction to take approximately a week commencing in the spring of 2021. Currently we are carrying figures in the Capital forecast for the approximate cost of \$250,000 as part of the larger project to re-do the upper police lot and to create Library Lane. That project has been pushed out several years but with the Library being newly redone and with the unacceptable ponding conditions in the upper lot, we have decided to carve this out of the larger project

Respectfully,

Peter A. Ratkiewich, P.E.
Director of Public Works

cc: Gary Conrad, Finance Director
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JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works Date: 12/17/2020

PROJECT NAME AND DESCRIPTION
 Reconstruction of the Library upper Parking Lot

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES NO Part of the Library lane and Police Upper Lot project – Breaking this out separately because the Larger project is pushed off to later Fiscal Years

If no, why not?
 If yes, answer the following two questions:
 Which FY was the project first proposed? First Proposed in the Capital plan in 2018
 Which FY was the project first planned? First planned as part of the Downtown Master Plan in 2013

COST IN CAPITAL
 APPROXIMATE COST: \$267,980 FORECAST: Approx. \$250,000
 CONTINGENCY (10%): \$26,798
 \$294,778 ←TOTAL REQUEST→ \$295,000

SOURCE OF FUNDS:

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

OTHER, DESCRIBE:

PAYBACK PERIOD:

PROJECTED START DATE: Spring 2021 EST. COMPLETION DATE: Summer 2021
 ESTIMATED USEFUL LIFE: 20 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: Estimate based on recent bid Numbers. Project will be bid in the spring with other parking lot work

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

Who will benefit from the project? Patrons of the Library, the Levitt Pavillion, and the Town in general

[Empty box]

Is it a replacement? YES NO

The Library Parking lot is built on a settling landfill. The lot has differential settlement that has cause deterioration of the pavement to the extent that we are getting several

if yes, describe condition of what is to be replaced: insurance claims for trip and fall and icing

Pictures attached? YES NO

What other approvals/reviews are necessary to begin this project? RTM, BOS

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 [Signature] DATE: 12/18/2020
FINANCE DIRECTOR [Signature] DATE: 12/21/2020
FIRST SELECTMAN [Signature] DATE: 12/18/2020

Westport Library

Quantities:

Rear Lot and side entrance	5803.5
Sidewalk west side of lot	24.17
Base on Satellite adds plus	210.8
total SY	<u>6038.47</u>

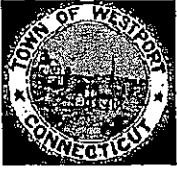
Curbing:

2000 lf measured from GIS
Hot Mix Asphalt (HMA)
1527.733 ton

Estimate:

	Items	Unit	Unit Price	Qty	Unit Cost
1	Reclaim, regrade existing parking area and drive	SY	\$8.50	6040	\$51,340.00
2	Install 4" S0.375 HMA	Tn	\$130.00	1528	\$198,640.00
3	re install bituminous curbing	lf	\$9.00	2000	\$18,000.00
					<u>\$267,980.00</u>
			10% Contingency		\$26,798.00
			Grand total		<u>\$294,778.00</u>

Peter Ratkewich, P.E.
Town of Westport
Director of Public Works



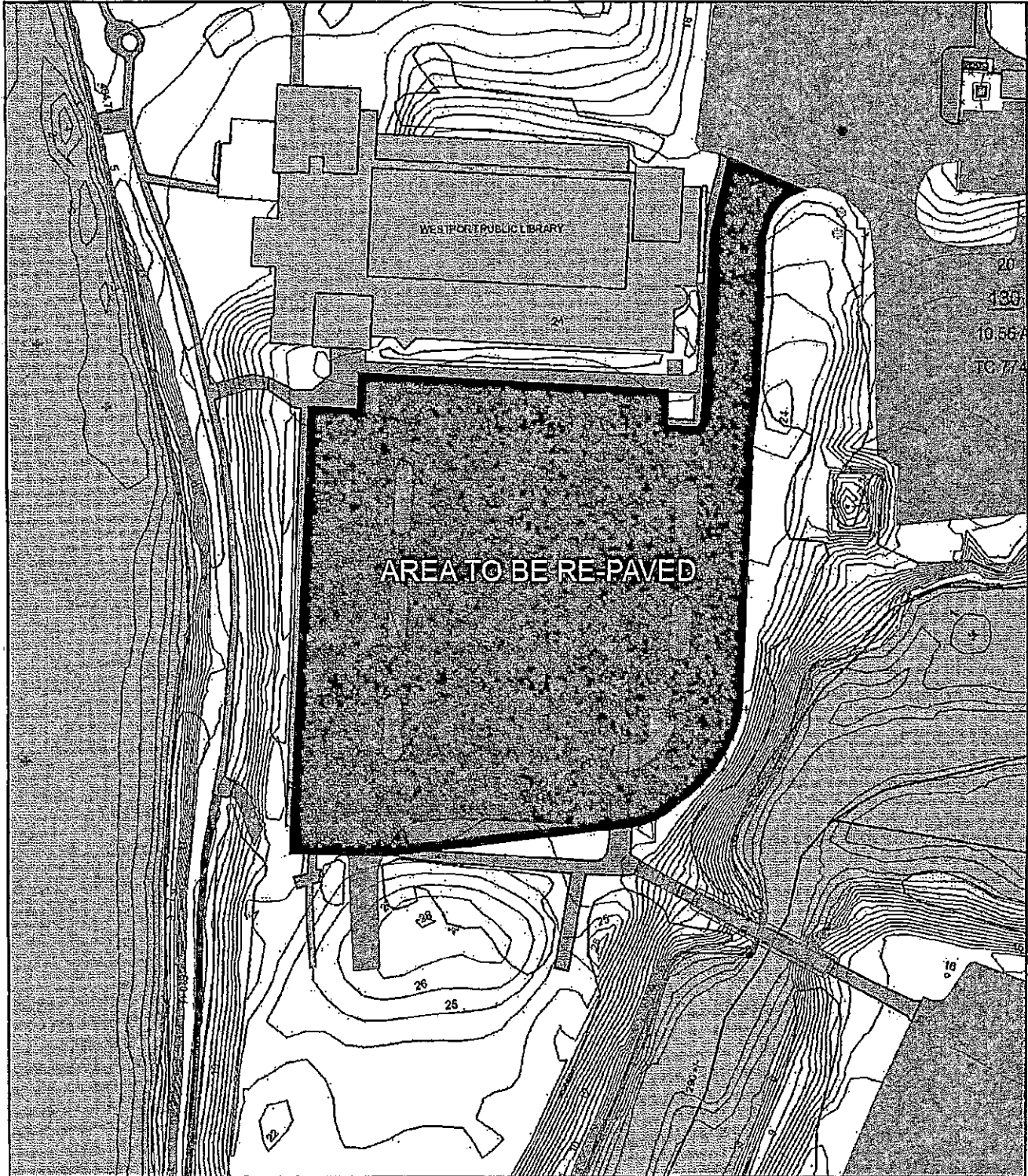
LIBRARY UPPER PARKING LOT

Westport, CT

1 Inch = 70 Feet



December 18, 2020



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WESTPORT, CONNECTICUT

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

BACK UP MATERIAL
RTM ITEM # 4

December 18, 2020

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

Re: Request for Appropriation to the Capital Non-Recurring fund, for re-construction of the Senior Center Parking Lot.

Dear Mr. Marpe,

This office herein requests an appropriation to the Capital Non-Recurring fund, in the amount of \$320,000 for re-construction of the Senior Center Parking Lot

The Senior Center parking lot was paved when the Senior Center was originally constructed in 2004. For unknown reasons the pavement has deteriorated faster than expected and currently is displaying areas of raveling, severe cracking, and potholes. We suspect it is due to inferior asphalt material. The proposal is to recycle the existing pavement surface into the subbase, regrade to create a consistent crown such that water properly, and to repave with 4" of asphalt.

We anticipate the construction to take approximately a week commencing in the spring of 2021.

Currently we are carrying figures in the Capital forecast for the approximate cost of \$190,000. The figure anticipated a mill and pave but due to the severe deterioration, we feel that the lot must be re-constructed at this time.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich".

Peter A. Ratkiewich, P.E.
Director of Public Works

cc: Gary Conrad, Finance Director
G:\Pw_off\PAR\APPRQST\SenCtr Narr.doc

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works Date: 12/18/2020

PROJECT NAME AND DESCRIPTION
reconstruction of Senlor Center Parking Lot

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? 2018

APPROXIMATE COST:	\$289,480	COST IN CAPITAL FORECAST:	\$190,000
CONTINGENCY (10%):	\$ 28,948		
	\$318,428	←TOTAL	REQUEST→ \$320,000

SOURCE OF FUNDS:

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

OTHER, DESCRIBE:
PAYBACK PERIOD: N/A

PROJECTED START DATE: April 2021 EST. COMPLETION DATE: May 2021
ESTIMATED USEFUL LIFE: 20-25 years

Is this project part of a larger capital project? NO

Has an RFP been issued? YES NO Too early to bid – will bid one month prior to work commencement

Have bids been received? YES NO Number of bids received: Too early to bid – will bid one month prior to work commencement

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

Who will benefit from the project? anyone using the Senlor Center

[Empty box]

Is it a replacement? YES NO

If yes, describe condition of what is to be replaced: Deteriorated asphalt parking area with potholes, raveling and alligator cracking prevalent

Pictures attached? YES NO

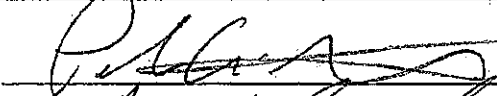
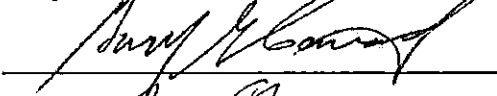
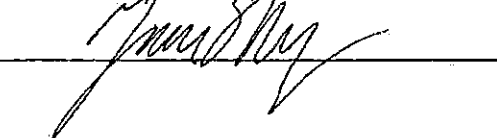
What other approvals/reviews are necessary to begin this project?

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: 12/18/2020
FINANCE DIRECTOR		DATE: 12/21/2020
FIRST SELECTMAN		DATE: 12/18/2020

Senior Center

Quantities:

Main Lot and road way	3668.5	Curbing:	
Mid Island	(252.30)	2900 lf measured from GIS	
Lower Lot 1	762.9		
Upper Lot 2	1621.3	Hot Mix Asphalt:	
<i>Total Square yards</i>	<u>5800.4</u>	1467.501 ton	

Estimate:

	Items	Unit	Unit Price	Qty	Unit Cost
1	Reclaim and grade existing parking area and drive	Sy	\$ 10.00	5800	\$58,000.00
3	Install 4" S0.375 HMA	Tn	\$ 140.00	1467	\$205,380.00
4	reinstall bituminous curbing	lf	\$ 9.00	2900	\$26,100.00
			TOTAL		<u>\$289,480.00</u>
			10% Contingency		\$28,948.00
			Grand total		<u>\$318,428.00</u>

Peter Ratkiewich, P.E.
Town of Westport
Director of Public Works



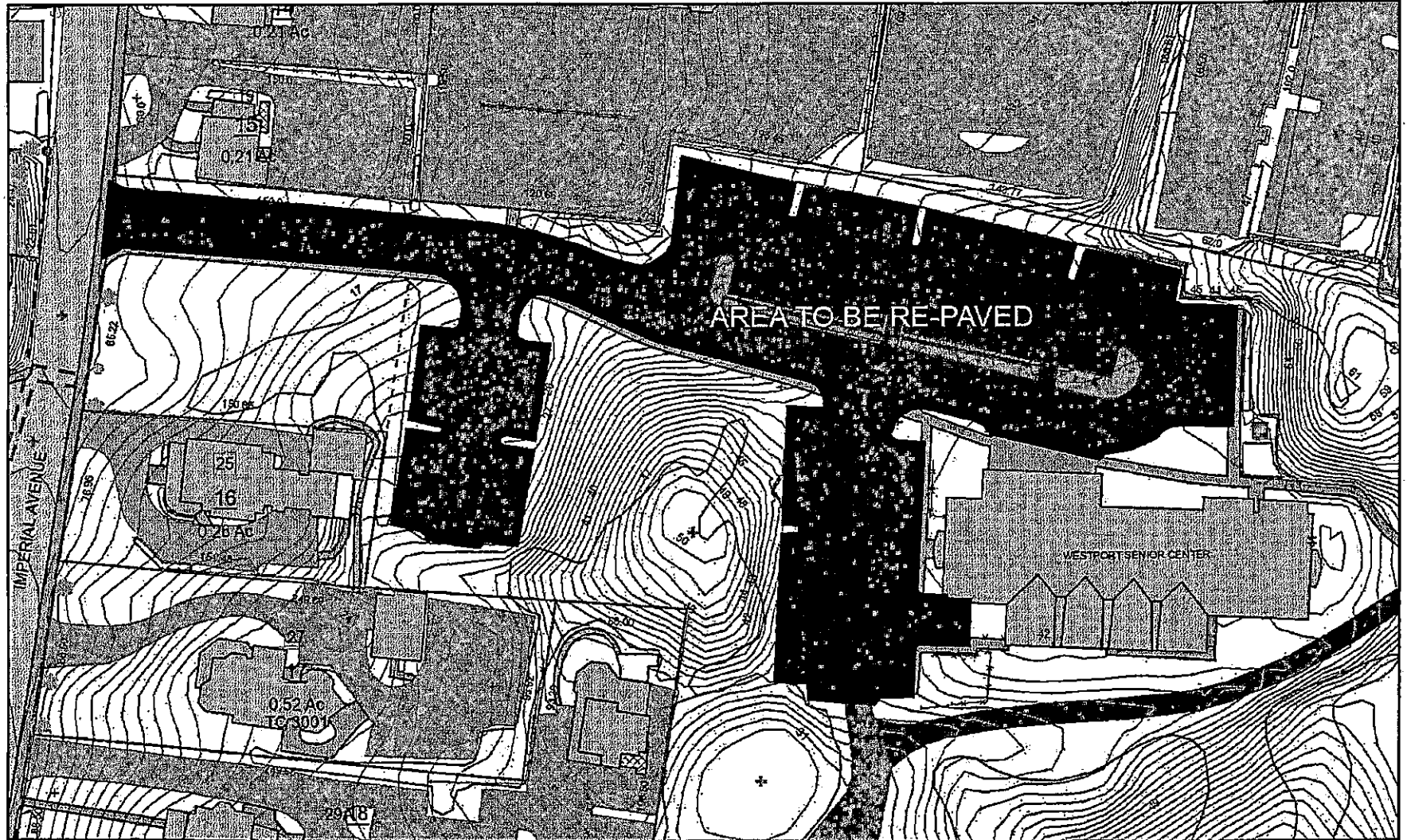
SENIOR CENTER PARKING LOT

Westport, CT

1 inch = 70 Feet



December 18, 2020



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**RTM Finance and Public Works Committee Joint Meeting
January 26, 2021
Reconstruction of the Senior Center Parking Lot**

Finance Committee Members Present (eight of nine): Jeff Wieser, Chair; Seth Braunstein; Rick Jaffe; Nicole Klein; Christine Meiers Schatz; Stephen Shackelford; Lauren Soloff; Cathy Talmadge

Public Works Committee Members Present (eight of nine): Jay Keenan, Chair; Andrew Colabella; Peter Gold; Jack Klinge; Dick Lowenstein; Louis Mall; Chris Tait; Cathy Talmadge

Other Town Officials Present: Pete Ratkiewich, Public Works Department; Kristin Schneeman, RTM.

The RTM Finance and Public Works Committees met jointly to consider the following:

“Upon the request of the Director of Public Works, to approve an appropriation of \$320,000.00 to the Capital and Non-Recurring Account #31503310-500327-10106 for the reconstruction of the Senior Center Parking Lot.”

In his presentation Pete Ratkiewich indicated that the Senior Center parking lot is in need of repaving. For reasons unknown the pavement has deteriorated faster than expected, and the lot is now in need of reconstruction, rather than the less costly, \$190,000, “mill and fill” life extending procedure estimated in our capital budget. The useful life of the current paving is over at 16 years, whereas normally our expectation would have been around 20 years.

Experiencing a useful life for a paving project that is less than expected is not very unusual. Paving procedures, materials, and our own testing all have improved noticeably over the years. Mr. Ratkiewich indicated that in this case of reduced life expectancy the cost of analyzing why is not worth any benefit that might accrue to us.

Our Department of Public Works anticipates that construction will take approximately one week, commencing in the spring of 2021.

Action: Motions in favor of supporting the requested funding were made and seconded for Public Works (Peter Gold / Jack Klinge) and Finance (Rick Jaffe / Christine Meiers Schatz).

Both motions passed unanimously:

- Public Works: 8-0, and
- Finance: 8-0

Respectfully submitted,

Rick Jaffe
Finance Committee and RTM District 1