



WESTPORTSM

Board of Finance

Town Hall, 110 Myrtle Avenue
Westport, CT 06880
BOF@westportct.gov

Revised – Added Items 2, 3 & 4

NOTICE AND AGENDA OF BOARD OF FINANCE BUDGET MEETING

SPECIAL NOTICE ABOUT PROCEDURES FOR THIS MEETING:

This meeting will be held IN-PERSON IN THE TOWN HALL AUDITORIUM. Town Hall access will be through the front of the building. The meeting will also be live streamed on the Town Website westportct.gov (on the website, select “How Do I” Heading, and select “Watch Town Meetings”) and shown on Optimum Government Access Channel 79 and Frontier Channel 6020. Comments to be read during the public comment period may be emailed to BOFcomments@westportct.gov. We will use our best efforts to read public comments aloud if they are received during the public comment period and if they state your full name and address. In-person public comments are also allowed during the public comment period. Meeting materials will be available at westportct.gov along with the meeting notice posted on the Meeting List & Calendar page.

The Board of Finance will hold a Public Budget Meeting on **Thursday, March 31, 2022 at 7:30 p.m.**
IN-PERSON IN THE TOWN HALL AUDITORIUM for the following purposes:

AGENDA

1. Continued review of the Board of Education Operating and Capital Budget for Fiscal Year 2022-2023 presented by Superintendent Thomas Scarice and BOE Chair Lee Goldstein. (Discussion Only)
2. Capital Forecast Review. (Discussion Only)
3. To review and approve the Board of Education request for \$439,000.00 from Westport’s American Rescue Plan Act (ARPA) funds, for Middle School Project.
4. Upon the request of the Superintendent of Schools, to approve a Special Appropriation in the amount of \$148,656.00 for Coleytown Elementary School Modular Classroom Funding.

It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport’s ADA Coordinator at 203-341-1043 or eflug@westportct.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

SPECIAL NOTICE ABOUT PROCEDURES FOR THIS MEETING:

This meeting will be held **IN-PERSON IN THE TOWN HALL AUDITORIUM**. Town Hall access will be through the front of the building. **Masks are required.** The meeting will also be live streamed on the Town Website westportct.gov (on the website, select "How Do I" Heading, and select "Watch Town Meetings") and shown on Optimum Government Access Channel 79 and Frontier Channel 6020. Comments to be read during the public comment period may be emailed to BOFcomments@westportct.gov. We will use our best efforts to read public comments aloud if they are received during the public comment period and if they state your full name and address. In-person public comments are also allowed during the public comment period. Meeting materials will be available at westportct.gov along with the meeting notice posted on the Meeting List & Calendar page.

Public Budget Hearings will be held by the Board of Finance beginning at 7:30 PM each night on TUESDAY, MARCH 29, 2022 (Selectwoman's Budget), and THURSDAY, MARCH 31, 2022 (Board of Education Budget Presented by Superintendent Thomas Scarice and BOE Chair Lee Goldstein), to review the 2022-23 Budget requests of the Town of Westport.

The following is a summary of the Budget requests as presented to the Board of Finance.

(A complete copy of the Budget is on file in the Town Clerk's office and online www.westportct.gov under the Finance Department)

TOWN OF WESTPORT REQUESTED BUDGET FOR THE 2022-23 FISCAL YEAR:

	2020-21	2021-22	2022-23	
	<u>Actual</u>	<u>Budget</u>	<u>Requested</u>	
GENERAL FUND:				
Revenues				
Current Taxes	189,839,818	192,387,449	TBD	
Prior Taxes	1,636,669	2,000,000	2,000,000	
Education	1,017,085	886,932	1,012,624	
Parks & Recreation	5,118,753	6,094,224	6,257,086	
Other	12,155,711	10,309,572	12,131,965	REVISED
Transfers	883,050	508,000	466,000	
Total Revenues:	<u>210,651,086</u>	<u>212,186,177</u>	<u>21,867,675</u>	
Expenditures				
01 General Government	7,603,034	6,752,644	7,066,260	
02 Public Safety	22,805,585	23,035,177	23,842,187	
03 Public Works	10,703,568	11,842,280	12,242,607	
05 Human Services	1,274,413	1,404,362	1,462,324	
08 Parks & Recreation	5,359,685	6,745,411	7,247,353	
09 Pension,OPEB,Insurance & Misc.	20,101,158	20,989,708	19,673,859	
10 Debt Service	3,785,053	3,966,245	4,122,902	
11 Transfers to Other Funds	2,378,650	2,368,165	2,368,165	
Special Appropriations	0	0	0	
Town Totals:	<u>74,011,147</u>	<u>77,103,992</u>	<u>78,025,657</u>	
Board of Education Expenditures				
650 Board of Education	120,496,309	125,594,582	130,308,646	
650 BOE Program Expenses	122,151	225,854	199,174	
651 BOE Rental/Reimbursements	8,527	0	0	
652 Aid to Pvt/Parochial Schools	475,464	507,569	529,622	
654 BOE Debt Service	8,212,993	9,076,758	8,425,398	
656 Transfer to Capital Nonrecurring Fund	0	0	0	
Total Education	<u>129,315,443</u>	<u>135,404,763</u>	<u>139,462,840</u>	
04 Health	587,110	590,811	557,756	
07 Library	5,111,360	5,090,148	5,379,207	
907 Earthplace	95,000	105,000	105,000	
915 Westport Transit District	237,812	342,000	343,200	
Total General Fund Expenditures:	<u>209,357,871</u>	<u>218,636,714</u>	<u>223,873,660</u>	
RAILROAD PARKING FUND:				
Revenues				
Parking Permits	1,159,265	1,400,000	1,400,000	
Daily Parking	50,045	375,000	375,000	
Rent & Miscellaneous	92,112	105,000	105,000	
Interest Income	4,433	6,101	6,101	
Total Revenues:	<u>1,305,855</u>	<u>1,886,101</u>	<u>1,886,101</u>	
Expenditures				
219 Railroad Parking	1,426,724	1,886,101	1,829,957	
WAKEMAN FARM FUND:				
Revenues				
Wakeman Farm Revenues	324,392	392,875	480,375	
Expenditures				
215 Wakeman Farm	290,125	391,394	475,185	
SEWER FUND:				
Revenues				
Assessments	1,026,909	990,000	935,000	
Use Charges	3,204,771	3,200,000	3,160,000	
Carrying Charges	306,693	300,000	275,000	
Other	328,926	233,694	179,593	
Transfer From Other Funds	368,165	368,165	368,165	
Total Revenues:	<u>5,235,464</u>	<u>5,091,859</u>	<u>4,917,758</u>	
Expenditures				
03 Sewage Treatment/Collection	1,857,966	2,145,915	2,225,493	
09 Miscellaneous	447,198	422,640	436,640	
10 Debt Service	2,616,031	2,523,304	2,255,625	
Total Expenditures:	<u>4,921,195</u>	<u>5,091,859</u>	<u>4,917,758</u>	


WESTPORT PUBLIC SCHOOLS

THOMAS SCARICE
Superintendent of Schools

110 Myrtle Avenue
 Westport, Connecticut 06880
 Telephone: (203) 341-1025
 Fax: (203) 341-1029
 tscarice@westportps.org

March 23, 2022

Re: ARPA Funds Request

Dear First Selectwoman Tooker,

Over the years, there have been numerous conversations about providing middle school students with additional opportunities for movement and exercise during the school day. Doing so has a direct benefit to both social emotional wellness and academic performance. Currently, a number of our students participate in basketball and four square during recess. These activities are great for some students, but leave a number of students on the sideline. Our proposal is to enhance the opportunities for movement, socialization, and exercise during recess by adding a FitCore Extreme exercise circuit at Bedford Middle School and Coleytown Middle School. We believe doing so will help to address the social emotional impact of COVID19 by providing students with additional opportunities to socialize and exercise during the school day.

This project cost estimate, provided by Brian Iafolla - Park and Playground Consultant, Medway, MA, is \$439,000. This proposal includes a complete exercise circuit at each school and the site work and insulation associated with the project. Below is the specific breakdown of the estimated expenses.

Estimated Cost for CMS and BMS:

Fitcore Equipment and Tables	\$259,000
Surfacing (Playground Mulch)	\$ 20,000
Site Work and Installation	\$150,000
Fencing (BMS only)	\$ 10,000
Total:	\$439,000

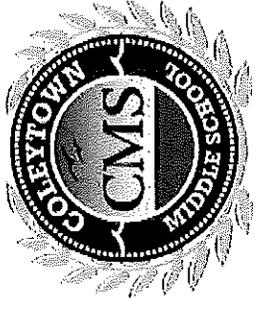
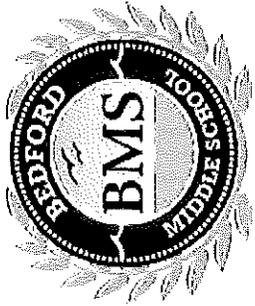
Thank you for your consideration.

Respectfully,

APPROVED:
Jennifer S/Tooker
First Selectwoman
 Date: 3/29/22

Thomas Scarice, Superintendent of Schools

Cc: Gary Conrad, Town Finance Director



CMS/BMS
ARPA Fund Presentation
to the Westport Board of Education

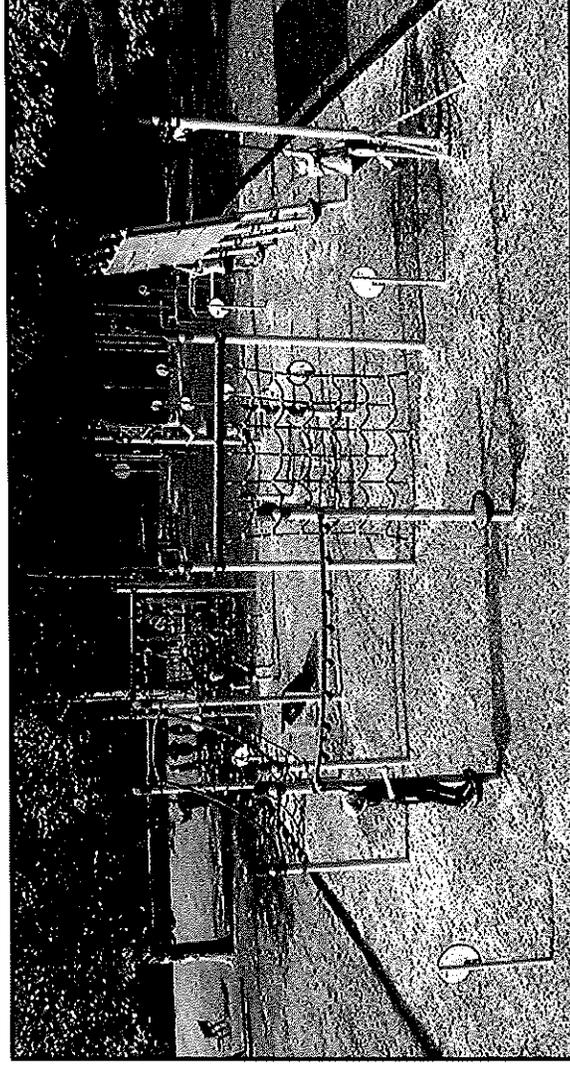
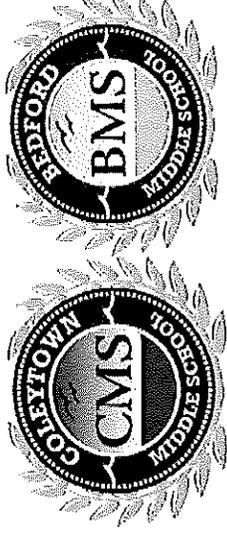
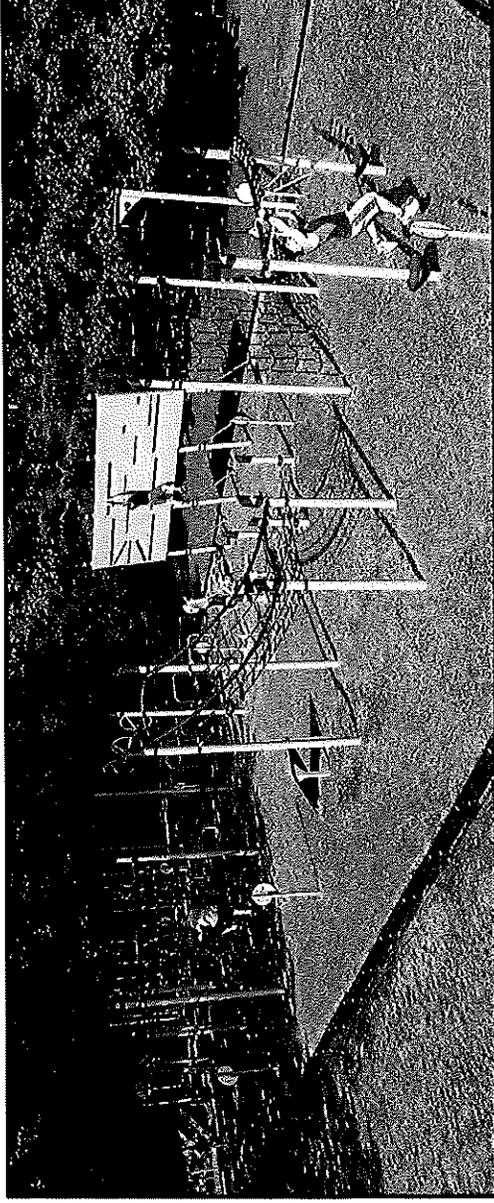
Monday, March 21, 2022

The FitCore Extreme Playground is an innovative obstacle course that has benefits for people from teens to adults.

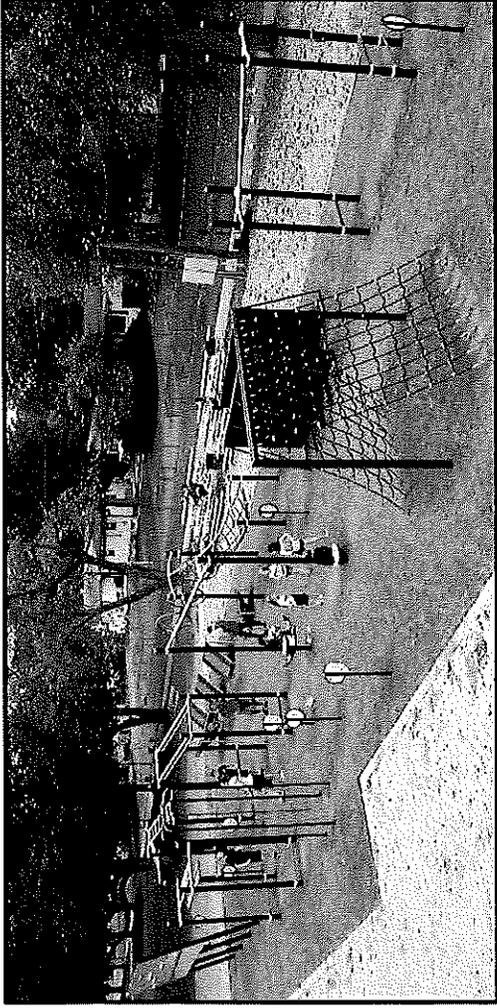
- Social and emotional benefits:
 - Physical exercise benefits emotional well being
 - Playing and interacting with others during physical exercise

- Physical Benefits:
 - Personal fitness
 - Personal challenge

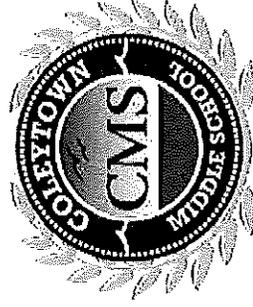
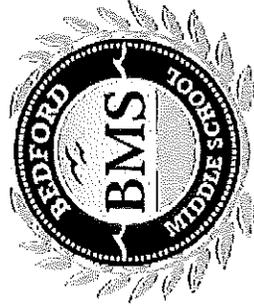
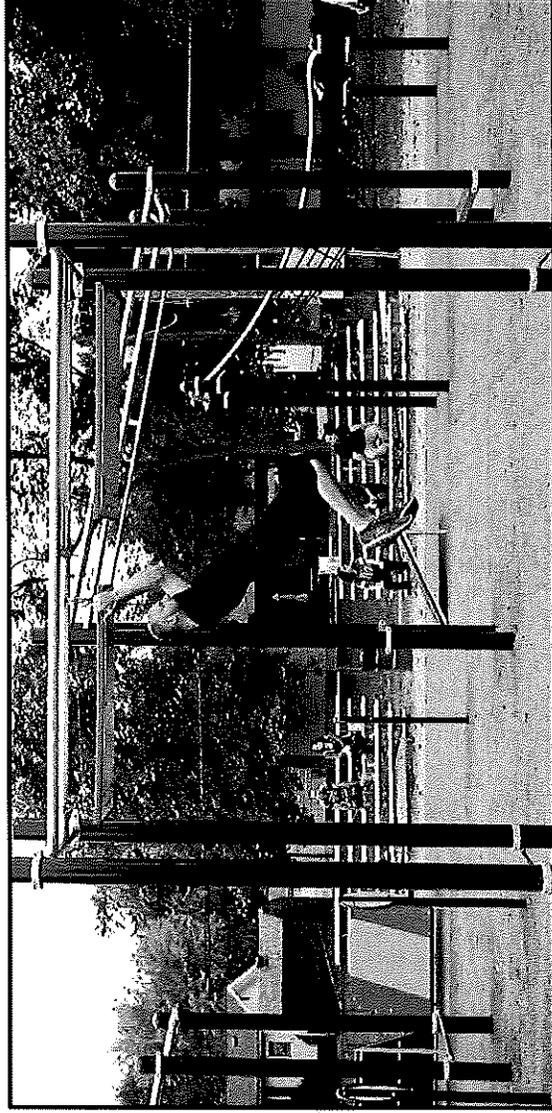
CMS/BMS ARPA PROPOSAL: FitCore Extreme Playground

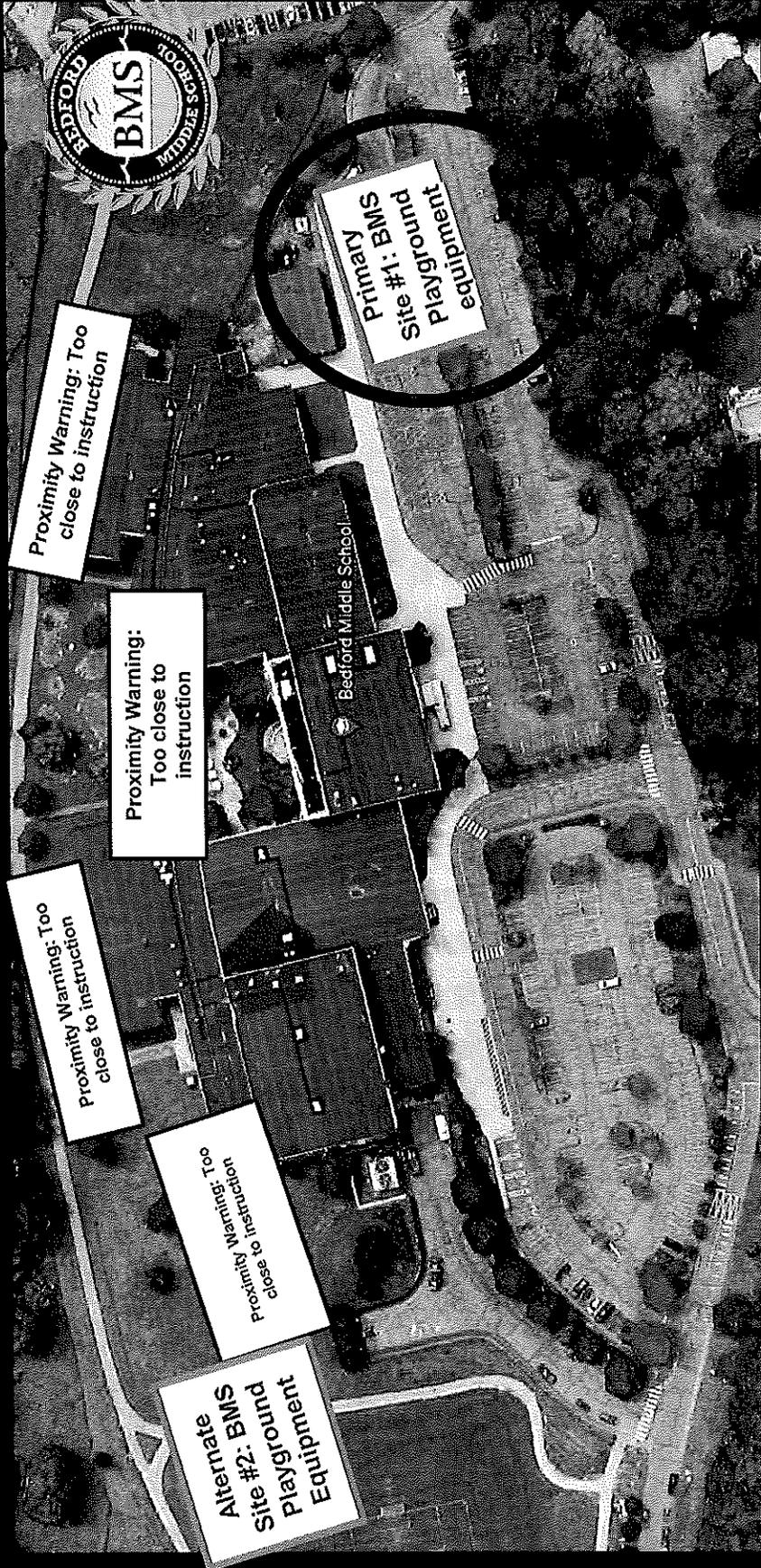


FitCore Extreme
Playground
(company link)

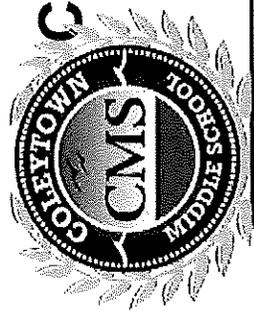


FitCore Extreme Playground Options & Customizations

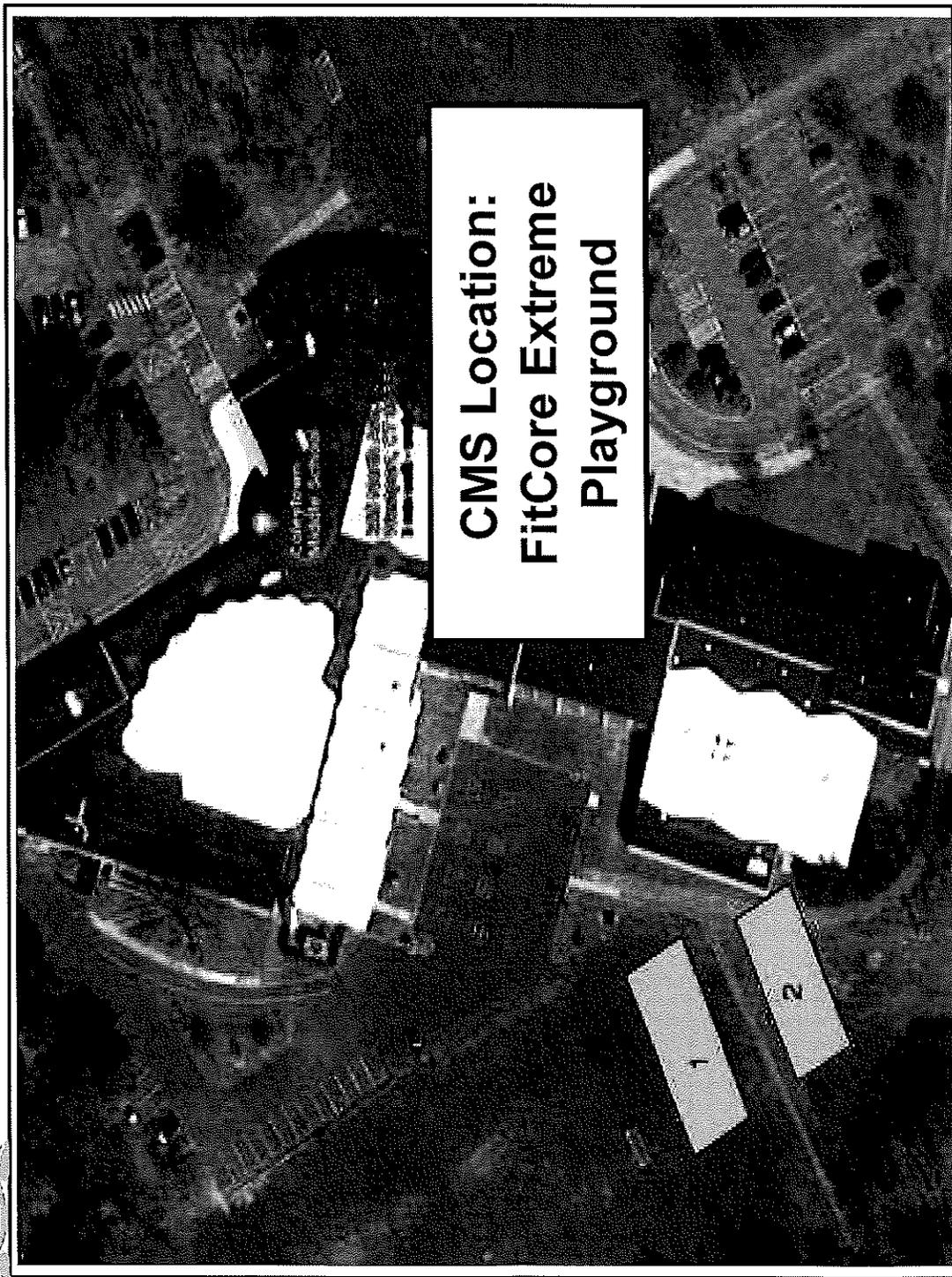


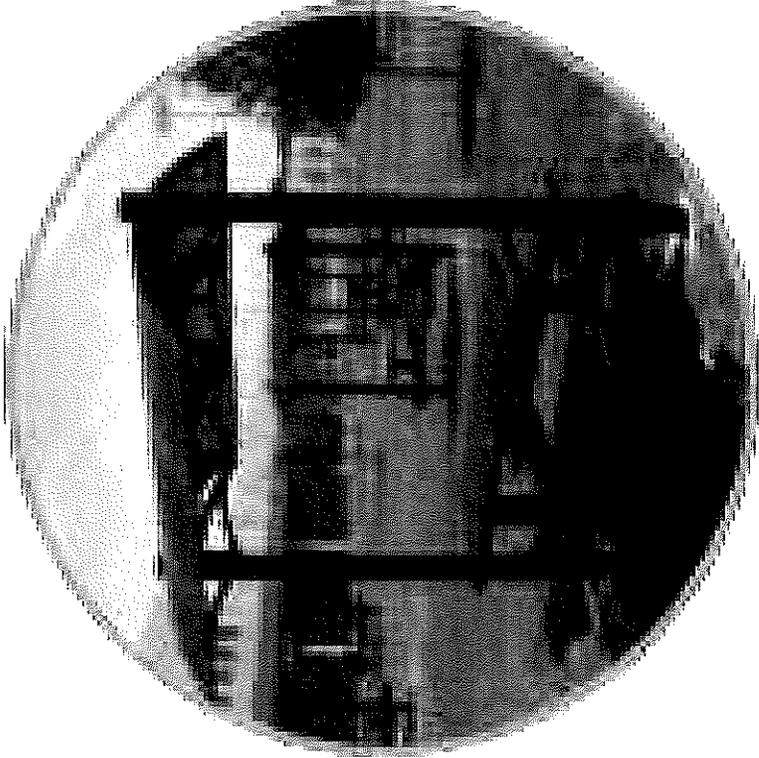


BMS Location: FitCore Extreme Playground



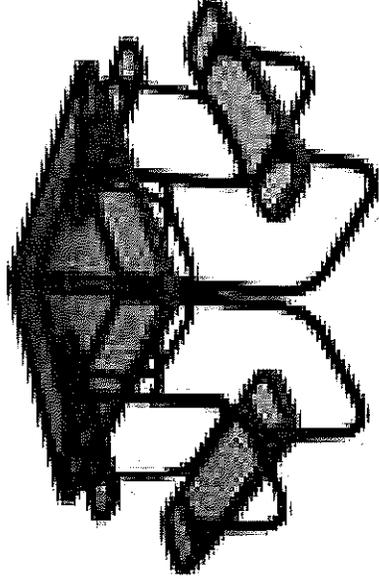
CMS LOCATIONS for FITCORE on PLAYGROUND

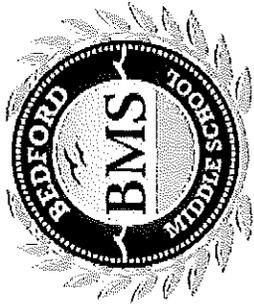




Outdoor seating for socializing

Shaded seating for outdoor socializing

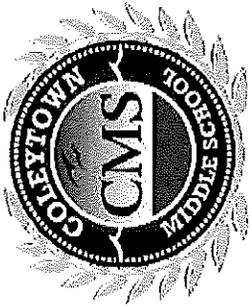




PROJECT BUDGET: BMS

Fitcore Equipment and Benches	\$127,000
Surfacing (Playground Mulch)	10,000
Site Work and Installation	\$ 75,000
Fencing	\$ 10,000
Total:	\$222,000

\$



PROJECT BUDGET: CMS

Fitcore Equipment and Tables \$132,000
Surfacing (Playground Mulch) \$ 10,000
Site Work and Installation \$ 75,000

Total: \$217,000

Questions?



WESTPORT PUBLIC SCHOOLS

THOMAS SCARICE
Superintendent of Schools

110 Myrtle Avenue
Westport, Connecticut 06880
Telephone: (203) 341-1025
Fax: (203) 341-1029
tscarice@westportps.org

March 23, 2022

Re: BOE Item for March 31, 2022, BOF Meeting - CES Relocatable Classrooms

Dear First Selectwoman Tooker,

I respectfully request the following item be added to the Board of Finance meeting agenda of March 31, 2022. The Board of Education voted in favor of awarding RFP #022-066-BOE to Aries Building Systems, LLC at its meeting date of March 7, 2022. Attached you will find supporting documents for this project, including minutes from the March 7, 2022 Board of Education meeting and a memo dated February 25, 2022 summarizing the progress to-date and required next steps for the bid.

1) Board of Education requests funding from the Town of Westport in order to award RFP #022-066-BOE to Aries Building Systems, LLC for CES Relocatable Classrooms project based on a 48-month lease term totaling \$148,656.

Please let me know if you have any questions.

Respectfully,

Thomas Scarice, Superintendent of Schools

cc: Gary Conrad, Town Finance Director

APPROVED: _____

Jennifer S. Tooker
First Selectwoman

Date: 3/29/22

WESTPORT PUBLIC SCHOOLS
110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880

Telephone (203) 341-1001
E-mail address: elongo@westportps.org

ELIO LONGO, MBA
Chief Financial Officer

INTEROFFICE MEMO

To: Thomas Scarice, Superintendent of Schools

Date: February 25, 2022

Re: RFP 022-006-BOE CES Relocatable Classrooms

Tom --

On Friday, February 25, 2022, the Business Office conducted a bid recording and a bid opening of RFP 022-006-BOE Coleytown Elementary School Relocatable Classrooms. The following information summarizes our progress to-date and the required next steps:

CES Relocatable Classrooms (modular)

Bid #: 22-006-BOE

Bid closing date: Friday, February 24, 2022, 3:00 PM

Number of bids received: 2

Number of bids qualified: 1

Qualified Bidder: Aries Building Systems, LLC

Disqualified Bidder: BOXX Modular (bid was not signed by an authorized agent; intentionally submitted without signature; bid incomplete)

A review of the Aries Building Systems, LLC bid took place on Friday, February 25, 2022. The bid proposal was reviewed by Elio Longo (CFO), Ted Hunyadi (Dir. of Facilities & Security) and Phil Cerrone (Cerrone Architects LLC). The bid conforms to the bid specifications.

Aries Building Systems bid proposal in summary:

Refurbished unit (previously located at Fairfield Public Schools)

Year Constructed: 2016

Year Refurbished: 2022

Number of calendar days following Award of Contract for Completion of Work: 90 days

Base Bid

48 month term: \$2,847/month; \$1,650/month lease extension (beyond month 48).

48 month total lease payment: \$136,656

One additional year (months 49-60) under lease extension: \$19,800

Tear down and removal at the end of the lease term: \$12,000

Total 48 month lease term: \$136,656 + \$12,000 = \$148,656

Total 60 month lease term (extension): $\$136,656 + \$19,800 + \$12,000 = \$168,456$

60 month term: $\$2,523/\text{month}$; $\$1,497/\text{month}$ lease extension (beyond month 60)

60 month total lease payment: $\$151,380$

Tear down and removal at the end of the lease term: $\$12,000$

Total 60 month lease term: $\$151,380 + \$12,000 = \$163,380$

Alternate Pricing Option #1 (48 month lease with delivery and installation paid in advance)

One time delivery and installation: $\$43,137$

Term 48 months: $\$1,647/\text{month}$

Lease extension beyond 48 months: $\$1,650/\text{month}$

48 month total lease payment: $\$79,056$

One additional year (months 49-60) under lease extension: $\$19,800$

Tear down and removal at the end of the lease term: $\$12,000$

Total 48 month: $\$43,137 + \$79,056 + \$12,000 = \$134,193$

Total 60 month (under extension): $\$43,137 + \$79,056 + \$19,800 + \$12,000 = \$153,993$

Alternate Pricing Option #2 (60 month lease with delivery and installation paid in advance)

One time delivery and installation: $\$43,137$

Term 60 months: $\$1,497/\text{month}$

Lease extension beyond 60 months: $\$1,497/\text{month}$

60 month total lease payment: $\$89,820$

Tear down and removal at the end of the lease term: $\$12,000$

Total 60 month: $\$43,137 + \$89,820 + \$12,000 = \$144,957$

Base 48 month bid with removal: $\$148,656$

Alt. Bid #1 48 month with removal: $\$134,193$

Base 48 month + 1 year extension with removal: $\$168,646$

Alt. Bid #1 48 month + 1 year extension with removal: $\$153,993$

Base 60 month bid with removal: $\$163,380$

Alt. Bid #2 60 month with removal: $\$144,957$

Next steps:

RFP 022-010-BOE CES Canopy (closing date 03/11/22)

An application for waiver of fire sprinkler system for a modular unit has been filed with Connecticut's State Fire Marshal (in process).

Review requirements and file separate applications with Westport P&Z (as a school we need a special permit and a site plan approval) and ZBA (request variance from regulation for exceeding allowable grounds coverage by approximately 1%). Notice to the public (surrounding neighbors). Pending; beginning on March 1, 2022.

Request funding approval of BOF & RTM contingent on the approvals of all state and local agencies/boards/authorities as required.

Respectfully,

Elio