

TOWN COUNCIL AGENDA

Regular Meeting – November 21, 2016

7:00 PM

TOWN COUNCIL CHAMBERS
Town Hall – 505 Silas Deane Highway

Pledge of Allegiance

Recording of Attendance by Town Clerk

Presentation: Keane Family Carnival – Presentation of check

A. PUBLIC COMMENTS

1. **Hearings:** None.

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

B. COUNCIL ACTION

The Chairman may indicate those matters of unfinished business to be considered.

1. Ordinances, Resolutions and Appointments for Action

- a. Acceptance of Resignations from Boards and Commission
- b. Appointments to Boards and Commissions

2. Unfinished Business:

3. Other Business:

- a. Wethersfield High School Renovation Project – Increase in architects fees for pool renovations.
- b. Homeland Security Grant – Capitol Region Council of Governments
- c. Approval of Emergency Management Performance Grant for 2017.

4. Bids:

- a. Electricity bids for 2017-2018
- b. Purchase of police vehicles

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Regular Meeting – November 21, 2016

5. **Ordinances, Resolutions and Appointments for Introduction:** None.

6. **Minutes**

a. October 17, 2016 Regular Meeting

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

7. **Public Comments:**

8. **Executive Session:** Legal Matters

9. **Executive Session:** Personnel Matters

10. **Adjourn.**

**B.1.b.
FOR ACTION**

APPOINTMENTS TO BOARDS AND COMMISSIONS

CENTRAL CONNECTICUT HEALTH DISTRICT – To fill a Vacancy

John Aforismo D 185 Broad Street 11-21-16 to 6-30-17

Proposed by – Councilor Martino

Date of Action – November 21, 2016

TOWN COUNCIL AGENDA ITEM - BID/RFP AWARD

DATE: November 14, 2016

DEPARTMENT: Physical Services

REQUESTED BY: Sally Katz, Director of Physical Services

ITEM: Quisenberry Architects Associates Invoice

TOWN BID/RFP #: **STATE CONTRACT #:** No

BID/RFP DATE: **TERM:**

RENEWALS: No **TERMS OF RENEWAL** No.

COST: \$30,000

BUDGET SOURCE/AMOUNT: Town of Wethersfield High School Building Project

JUSTIFICATION: Invoice is for services rendered for the redesign of the HVAC delivery systems, acoustical mitigation and interior design functions for the WHS natatorium.

IMPACT IF NOT APPROVED: Pool at WHS would have remained closed.

DEPARTMENT HEAD COMMENTS: These services were needed once the discovery of asbestos related materials was found in the pool area. The areas' systems needed to be redesigned along with specification for painting and other interior design work. By having these services performed we were able to have the contractor's mediate the materials and reconstruct the pool area allowing the pool to reopen.

WHS Building Committee unanimously approved releasing funds to pay the invoice.

TOWN MANAGER COMMENTS: Concur with the Building Committee request. As of today, there is approximately \$90,000 left in the contingency fund and \$300,000 of contractor allowances that are not spent.

ATTACHMENTS: Quisenberry Arcari Invoice for additional work on the natatorium.

ACTION REQUIRED: Motion to approve the invoice for \$30,000 for Quisenberry Arcari Architects for work related to the Wethersfield High School Renovation.



RECEIVED

OCT 17 2016

Town of Wethersfield
Engineering Division

Town of Wethersfield
505 Silas Deane Highway
Wethersfield, CT 06109

Invoice number 9304
Date 09/30/2016

Project 1247 Wethersfield HS - Post Referendum
Services

Payment is due upon receipt of this invoice

Base Professional Services

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining Balance	Current Billed
Schematic Design	533,363.27	100.00	533,363.27	533,363.27	0.00	0.00
Design Development	564,737.58	100.00	564,737.58	564,737.58	0.00	0.00
Construction Documents	1,254,972.40	100.00	1,254,972.40	1,254,972.40	0.00	0.00
Bidding Services	94,122.93	100.00	94,122.93	94,122.93	0.00	0.00
Construction Administration	690,234.82	100.00	690,234.82	690,234.82	0.00	0.00
Additional Services						
Security System Design	25,000.00	100.00	25,000.00	25,000.00	0.00	0.00
Culinary Kitchen Design	12,750.00	100.00	12,750.00	12,750.00	0.00	0.00
Auditorium Redesign	39,400.00	100.00	39,400.00	39,400.00	0.00	0.00
PCB Required Renovation/Redesign	32,175.00	100.00	32,175.00	32,175.00	0.00	0.00
HVAC Renovation/Redesign	114,250.00	100.00	114,250.00	114,250.00	0.00	0.00
Special Inspection Services (PO# 21311425-000)	19,987.00	100.00	19,987.00	19,987.00	0.00	0.00
Track Design (PO# 21411410-002)	4,500.00	44.00	1,980.00	1,980.00	2,520.00	0.00
Auditorium Sound System (PO# 21411410-002)	11,550.00	100.00	11,550.00	11,550.00	0.00	0.00
Natatorium Abatement	30,000.00	100.00	0.00	30,000.00	0.00	30,000.00
Subtotal	289,612.00	99.13	257,092.00	287,092.00	2,520.00	30,000.00
Total	3,427,043.00	99.93	3,394,523.00	3,424,523.00	2,520.00	30,000.00



Invoice total 30,000.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
9304	09/30/2016	30,000.00	30,000.00				
	Total	30,000.00	30,000.00	0.00	0.00	0.00	0.00

TOWN COUNCIL AGENDA ITEM

DATE: November 16, 2016

DEPARTMENT: Emergency Management

REQUESTED BY: Jeff Bridges, Town Manager

ITEM: Request to authorize Jeff Bridges as CEO/Town manager to execute Memorandum of Understanding between the State of Connecticut, Region 3 and CRCOG for providing programmatic and financial oversight of projects beneficial to the Regional REPT and DEMHS.

JUSTIFICATION: IMPACT IF NOT APPROVED: Town may lose participation in regional training, asset use administered by DEMHS and CRCOG.

DEPARTMENT HEAD COMMENTS:

The Town staff works with staff of State of CT Division of Emergency Management and Homeland Security and Capital Region Council of Governments to prepare the attached resolution for execution by the Town authorizing a Memorandum of Execution. The MOA is the same as those submitted and executed annually since 2010. Federal Homeland Security Grant Program (HSGP) funds are solicited by the state and when available are administered by CRCOG on behalf of our region. These funds have provided regional training, and response assets, medical response plans, etc. Funds received thru this federal program do not flow directly to municipalities for specific projects, but are administered and collected by CRCOG as our regional fiduciary.

ATTACHMENTS: Proposed Region 3 Memorandum of Agreement

ACTION REQUIRED: Motion to approve the agreement with the Department of Homeland Security for financial assistance.



**FFY 2016 STATE HOMELAND SECURITY GRANT PROGRAM
Region 3 MEMORANDUM OF AGREEMENT**



Data Sheet

Step 1- Fill out this datasheet form to auto populate MOA document in this PDF file.

THIS DATASHEET MUST BE COMPLETED ELECTRONICALLY

Step 2-After populating the document, print out entire MOA and obtain the correct signatures as outlined by the completion checklist on the following page.

Town Information: 	
Person Completing Document:	
Municipality Name:	
Town CEO Name:	
Town CEO Title (ie. Mayor):	

***Municipality Name - Municipalities can enter the name as either the long or short name, for example: enter name as either "New Haven" or "City of New Haven"**

Point of Contact Information: 	
POC Name & Title:	
Address:	
Email:	
Phone:	
Fax:	



**FFY 2016 STATE HOMELAND SECURITY GRANT PROGRAM
Region 3 MEMORANDUM OF AGREEMENT
CHECKLIST**



Please use this checklist to insure completion and accuracy of the following agreement.

1. Instructions for: _____

Received by: _____

For the MOA:

- A municipal point of contact been identified in Part III, Section L.
- The Chief Executive Officer has signed and dated the agreement.
- The Chief Executive Officer's name and title has been typed in the space provided.

Authorizing Resolution Attached

The Blanket Resolution Template includes the recommended language for the resolution. If you do not use this template, the resolution must reference the FFY 2016 Homeland Security Grant Program. No other resolutions will be accepted.

Please note: The Fiduciary and Municipality shall complete Appendix A Custodial Ownership and Memorandum of Agreement (Appendix A), for any municipality that takes ownership of equipment purchased with 2016 HSGP funds by the REPT. *(These documents are not attached to this MOA, but will be sent directly to the Fiduciary)*

Once complete, mail the complete MOA package to: Cheryl Assis, Capitol Region Council of Governments, 241 Main Street, Hartford, CT 06106

2. Instructions for the Capitol Region Council of Governments

Received by: _____

Review and Signature

- The Chief Executive Officer has signed and dated the agreement.
- The Chief Executive Officer's name and title has been typed in the space provided.
- The Region 3 REPT Chair has signed and dated the agreement.
- The Region 3 REPT Chair's name has been typed in the space provided.
- All of the items listed on this checklist have been completed and are correct.

Once complete please contact your DESPP/DEMHS Program Manager to schedule a MOA review meeting.

Please note: The Fiduciary shall complete Appendix A, Custodial Ownership, for any Municipality that takes ownership of equipment purchased with 2016 HSGP funds by the REPT. *(These documents are not attached to this MOA, but will be sent directly to the Fiduciary)*

DUE DATE: January 11, 2017

MEMORANDUM OF AGREEMENT

REGARDING USE OF FEDERAL FISCAL YEAR 2016 STATE HOMELAND SECURITY GRANT FUNDING AND CUSTODIAL OWNERSHIP OF REGIONAL ASSETS IN DEMHS Region 3

I. AGREEMENT REGARDING THE USE OF FEDERAL HOMELAND SECURITY GRANT FUNDS TO SUPPORT REGIONAL SET-ASIDE PROJECTS

A. Introduction

The following facts are understood and agreed to by all parties:

1. The parties to this part of the Memorandum of Agreement (MOA) are the State of Connecticut Department of Emergency Services and Public Protection (DESPP), including the Division of Emergency Management & Homeland Security (DEMHS), the municipality of _____, the Capitol Region Council of Governments (Fiduciary) and the Region 3 Regional Emergency Planning Team (Region 3 REPT).
2. DESPP is the designated recipient and State Administrative Agency (SAA) of the United States Department of Homeland Security for Federal Fiscal Year 2016 State Homeland Security Grant Program (SHSGP), Award No. EMW-2016-SS-00091. DEMHS is the division of DESPP responsible for program management of the grants, including consulting with the DEMHS Advisory Council, and the DEMHS Regional Planning Teams to provide a coordinated and integrated program of emergency management and homeland security.
3. The DEMHS Coordinating Council, now known as the DEMHS Advisory Council, has approved the allocation formula for grant funds available under the SHSGP;
4. DESPP/DEMHS is retaining pass-through funds from 2016 SHSGP in the total amount of \$1,668,969 on behalf of local units of government, for the following seven regional set-aside projects designed to benefit the state's municipalities:
 - a. Expand Regional Collaboration;
 - b. Connecticut Intelligence Center/Fusion Center/Critical Infrastructure;
 - c. CBRNE Detection;
 - d. NIMS/ICS Training and Exercise;
 - e. Metropolitan Medical Response System;
 - f. Citizen Corps. Program; and
 - g. Medical Preparation and Response
5. DEMHS – in coordination and cooperation with the municipalities located within DEMHS Region 3 including _____ – has created, and established bylaws for, the Region 3 REPT, a multi-disciplinary, multi-jurisdictional regional group to facilitate planning and resource coordination within DEMHS Region 3.
6. _____ is eligible to participate in those Federal Fiscal Year 2016 SHSGP regional allocations made through the Region 3 REPT and not included in the set-aside projects, in the amount of \$317,698 (and an additional \$45,000 for the regional bomb squad) for Region 3 which will be made available to the jurisdictions in Region 3 in the manner recommended by the Region 3 REPT in accordance with its approved bylaws, upon execution of the grant application and as accepted by the SAA.

B. Purpose of Agreement

The SAA and _____ enter into Part I of this MOA authorizing the SAA to act as the agent of _____ and allowing the SAA to retain and administer grant funds provided under 2016 SHSGP for the seven regional set-aside projects listed above, and also for The Capitol Region Council of Governments to provide the financial and programmatic oversight described below.

C. SAA and _____ Responsibilities.

The SAA agrees to administer the SHSGP grant funds of \$1,668,969 in furtherance of the seven regional set-aside projects listed above.

_____ agrees to allow the SAA to provide financial and programmatic oversight of the \$1,668,969 for the purpose of supporting the allocations and uses of funds under the

2016 SHSGP consistent with the 2016 State Homeland Security Grant Application that has been reviewed and approved by the federal Department of Homeland Security and supported by the Initial Strategy Implementation Spending Plan (ISIP) as part of the Biannual Strategy Implementation Report (BSIR) approved by the Emergency Management & Homeland Security Council, now known as the DEMHS Advisory Council. _____ agrees to allow the SAA to hold, manage, and disburse the grant funds that have been reserved for the seven regional set-aside projects listed above.

D. Capitol Region Council of Governments & _____ Responsibilities.

_____ also agrees to allow the Capitol Region Council of Governments to provide financial and programmatic oversight of the Federal Fiscal Year 2016 regional allocation not included in the seven regional set-aside projects in the amount of \$317,698 (an additional \$45,000 for the regional bomb squad) targeted to member municipalities in DEMHS Region 3 and recommended through the Region 3 REPT in accordance with its approved bylaws. Such funds will be applied to specific projects developed and approved by the Region 3 REPT and DEMHS.

II. AGREEMENT REGARDING CUSTODIAL OWNERSHIP OF REGIONAL ASSETS

A. Introduction

The following facts are understood and agreed to by all parties:

1. The parties to this part of the Memorandum of Agreement (MOA) are the State of Connecticut Department of Emergency Services and Public Protection (DESPP), including the Division of Emergency Management & Homeland Security (DEMHS), the municipality of _____, the Capitol Region Council of Governments (Fiduciary), and the DEMHS Region 3 Regional Emergency Planning Team (Region 3 REPT).
2. DESPP is the designated recipient and State Administrative Agency (SAA) of the United States Department of Homeland Security for grants awarded beginning in Federal Fiscal Year (FFY) 2004, up to the present time. DEMHS is the division of DESPP responsible for program management of the grants, including consulting with the DEMHS Advisory Council, and the DEMHS Regional Planning Teams to provide a coordinated and integrated program of emergency management and homeland security.
3. _____ has agreed to operate as the custodial owner of the asset(s) described in Appendix A, on behalf of _____, the region, and if necessary, the State. (Please note: If a town takes ownership of assets, the Fiduciary will assist them in completing Appendix A. The Appendix will be added to this MOA).
4. The parties also agree that _____ may operate as the custodial owner of additional assets purchased on behalf of the Region from FFY 2016 grant funds, as approved by the Region 3 REPT, and DEMHS, which assets will be added to Appendix A by the Fiduciary within thirty (30) days of approval by the Region 3 REPT.
5. The Region 3 REPT has been established to foster regional collaboration and mutual aid through, among other things, collaborative plan development, resource sharing and coordination.
6. The Capitol Region Council of Governments (Fiduciary) has agreed to operate as the fiscal agent for the federal SHSGP grants awarded to DEMHS Region 3 for Federal Fiscal Year 2016.

B. Purpose.

DESPP/DEMHS, the Region 3 REPT, Capitol Region Council of Governments (Fiduciary), and _____, enter into Part II of this MOA regarding asset(s) for which _____ agrees to be the custodial owner, and which are described in the approved 2016 Subgrant Application and will be added to this MOA as Appendix A.

C. Agreements and Responsibilities of the Parties.

1. Definitions.

As used in this MOA:

- The term "authorized training" means training that is authorized by DESPP/DEMHS.
- The term "custodial owner" means a political subdivision or tribe that has agreed to accept title and responsibility for the asset(s), subject to possible redeployment under the terms outlined in Paragraph C(4) below.

2. Responsibilities of DESPP/DEMHS and Capitol Region Council of Governments (Fiduciary)

In its role as SAA, DESPP/DEMHS will subgrant funds to Capitol Region Council of Governments which, as the Region 3 Fiscal Agent, will procure the asset(s) listed in their approved Subgrant Application (which will be added to Appendix A).

3. Appendix A.

The parties agree that decisions regarding the placement of regional assets in _____ may be made after the execution of this agreement and that Appendix A shall be completed accordingly. _____ agrees to be bound by the terms of this agreement for any asset added to Appendix A. The parties also agree that Appendix A must be signed by the DEMHS Deputy Commissioner, the chair of the Region 3 REPT, and the Chief Executive Officer, or his/her designee, of _____.

4. Responsibilities of Custodial Owner

_____ understands that it is the Custodial Owner, on behalf of itself and the Region, of the asset(s) which will be added to Appendix A, as may be amended pursuant to Paragraph C(4) above. As Custodial Owner, _____ agrees:

- a. To safeguard the asset(s) in a secure location, including, for example, providing refrigeration or protection from the elements, if appropriate;
- b. To regularly test, use and maintain the asset(s) in working order. It is understood by the parties that trained personnel of _____'s municipal agencies may use the asset(s) for appropriate emergency response/emergency management purposes, including authorized training and exercise;
- c. To provide the asset(s) in a timely manner, in working order, and with appropriate staffing, if necessary, when deployment is requested: under the terms of this MOA; under a mutual aid agreement, including a civil preparedness mutual aid agreement approved by DESPP/DEMHS, as required by Conn. Gen. Stat. §28-7(d); under the terms of the intrastate mutual aid system, Connecticut General Statutes §28-22a; or at any time by the State of Connecticut, including DESPP/DEMHS;
- d. To provide the asset(s) in a timely manner, in working order, and with appropriate staffing, if necessary, when deployment is requested for authorized training and/or exercise;
- e. To maintain records of the use of the asset(s), including deployment for an actual incident or for authorized training, and to provide these records to DESPP/DEMHS as requested;
- f. To maintain an inventory of the asset(s), including a unique tagging system (including the DEMHS logo) so that the asset(s) can be easily identified as separate from the Custodial Owner's other property, and to provide that inventory to DESPP/DEMHS as requested.
- g. To maintain all necessary insurance regarding the asset(s) and their use;
- h. To cooperate with any state or federal audit of the asset(s) and/or their use;
- i. To abide by the bylaws and/or procedures established under any applicable State of Connecticut or regional plan;
- j. That the State, including DESPP/DEMHS, does not guarantee any further funding for, or provision of repairs to, the asset(s) beyond the terms of this MOA;
- k. That all maintenance and operations of the asset(s) by _____ shall conform to the manufacturer's recommendations. If appropriate, _____ shall maintain trained personnel available to transport and supervise the operation of the asset(s). All personnel or agents of _____ performing any maintenance or repair services in connection with these asset(s) shall be fully qualified and authorized or permitted under federal, state, and local laws to perform such services.

5. Responsibilities of the REPT.

The Region 3 REPT understands and acknowledges that, in accepting responsibility as the custodial owner of the asset(s), _____ is furthering regional collaboration and mutual aid on behalf of all of the members of Region 3.

6. Assignment of Asset(s).

If _____ does not comply with the requirements under this MOA, or terminates its involvement in this MOA, then DESPP/DEMHS, in consultation with the REPT Chair, may redirect the asset(s), preferably to a different town within the Region. Whenever possible, DESPP/DEMHS will provide 60 days' notice before re-assigning the asset.

III. GENERAL TERMS OF AGREEMENT APPLICABLE TO ALL PARTS OF THIS MEMORANDUM OF AGREEMENT**A. Effective Date.**

The terms of this agreement will become effective when all parties have executed it.

B. Authority to Enter Agreement.

DESPP/DEMHS is authorized to enter into this Agreement through the Deputy Commissioner of the DESPP/DEMHS pursuant to the authority provided under Connecticut General Statutes §4-8 and Titles 28 and 29. The Municipality of _____ is authorized to enter into this agreement through its Chief Executive Officer, authorized pursuant to the attached [original or certified copy of resolution, ordinance or charter provision]. The other persons executing this Memorandum of Agreement (MOA) on behalf of their respective entities hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this agreement on behalf of the entity for which they sign, as indicated by valid resolutions, if necessary.

C. Duration of Agreement.

Part I of this MOA, as modified with the consent of the parties, remains in full force and effect until the end of the grant period, or any extension thereof, covered by this MOA, unless cancelled by the SAA, giving _____ written notice of such intention at least thirty (30) days in advance.

Any party may terminate its involvement with Part II of this agreement upon sixty days' written notice to the other parties. DESPP/DEMHS reserves the right to cancel any funding under this MOA without prior written notice when the funding is no longer available.

D. Amendment of the Agreement.

This agreement may be modified upon the mutual written consent of the parties.

E. Litigation.

The Parties agree to good faith consultation with one another to resolve disagreements that may arise under or relating to this MOA before referring the matter to any other person or entity for settlement. The Parties agree that any disputes under Part II, Paragraph C.6 shall be resolved by DEMHS. The Parties also agree that the sole and exclusive means for the presentation of any claim against the State, including the SAA, arising from this agreement shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Parties further agree not to initiate legal proceedings in any State or Federal Court in addition to, or in lieu of, said Chapter 53 proceedings.

F. State Liability.

The Parties agree to indemnify and hold harmless the State of Connecticut with regard to the activities described within this MOA, and recognize that the State does not waive its right to sovereign immunity with regard to any provision of this MOA. The State of Connecticut assumes no liability for funding under the terms of this MOA until _____, through the Region 3 REPT, is notified by the SAA that this MOA has been approved and executed by DEMHS and by any other applicable state agency.

G. Audit Compliance.

If _____ through the Region 3 REPT, agrees to serve as a host or custodial owner of equipment purchased with the grant funds referenced in this MOA, then _____ must comply with the Federal Single Audit Act of 1984, P.L. 98-502 and the Amendments of 1996, P.L. 104-156 and with the Connecticut Statutes §7-396a and 396b, and the State Single Audit Act § 4-230 through 236 inclusive, and the regulations promulgated thereunder. _____ agrees that all fiscal records, if any, pertaining to the projects shall be maintained for a period of not less than three (3) years from the date of the signing of this MOA. Such records will be made available to state and/or federal auditors upon request.

H. Lobbying, Debarment, and Suspension.

_____ commits to compliance with the requirements under 28 CFR Part 66 (Uniform Administrative Requirements for Grants to States); 28 CFR Part 69, New Restrictions on Lobbying; 28 CFR Part 67, Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug Free Workplace (Grants); Office of Management and Budget (OMB) Circular A-87, addressing cost principles for grants to state and local governments; 28 CFR Part 70 (Common Rules for Administrative Requirements for Grants to Non-Profits); OMB Circulars A-122 and A-21 addressing Cost Principles for Grants to Non-Profit Entities and requirements included in the Department of Homeland Security Office of Grants and Training Financial Guides.

I. Executive Orders.

This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 16, 1971, and, as such, this contract may be cancelled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Three, or any State or federal law concerning non-discrimination, notwithstanding that the Labor Commissioner is not a party to this contract. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Three is incorporated herein by reference and made a part hereof. The parties agree and abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to non-discrimination, until the contract is completed or terminated prior to completion. _____ agrees, as part consideration hereof, that this contract is subject to the Guidelines and Rules issued by the State Labor Commissioner to implement Executive Order No. Three, and that it will not discriminate in its employment practices or policies, will file all reports as required, and will fully cooperate with the State of Connecticut and the State Labor Commissioner.

This contract is also subject to the provision of Executive Order No. 16 of Governor John G. Rowland promulgated August 4, 1999 adopting a zero tolerance policy for workplace violence, and as such, this contract may be cancelled terminated or suspended by the State for violation of or noncompliance with said Executive Order No. Sixteen. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Sixteen is incorporated herein by reference and made a part thereof. The parties agree to abide by such Executive Order.

The contract is also subject to provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, and, as such this contract may be cancelled, terminated or suspended by the contracting agency or the State Labor Commissioner for violation of or non-compliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner may not be a party to this contract. The parties to this contract, as part of the consideration hereof, agree that Executive Order No. Seventeen is incorporated herein by reference and made a part hereof. The parties agree to abide by such Executive Order and agree that the contracting agency and the State Labor Commissioner shall have joint and several continuing jurisdiction in respect to contract performance in regard to listing all employment openings with the Connecticut State Employment Service.

J. Non-Discrimination Clause.

In accordance with Public Act 88-351, the Town agrees and warrants that, (a) For the purposes of this section, "minority business enterprise" means any small grantee or supplier of materials fifty-one percent or more of the capital stock, if any, or asset(s) of which is owned by person or persons: (1) Who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise and (3) who are members of a minority, as such term is defined in subsection (a) of Conn. Gen. Stat. Sect. 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

For purposes of the section, "Commission" means the Commission on Human Rights and Opportunities.

For purposes of this section, "Public works contract" means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway, or other changes or improvements in real property, or which is financed in whole or in part by the State, including but not limited to, matching expenditures, grants, loans, insurance or guarantees.

The Town agrees and warrants that in the performance of the contract such Town will not discriminate or permit discrimination against any person or group or persons on the grounds of race, color, religious creed, age, marital status, national origin, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such Town that such disability prevents performance of the

work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The Town further agrees to take affirmative action to insure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such Town that such disability prevents performance of the work involved: the Town agrees, in all solicitations or advertisements for employees placed by or on behalf of the Town, to state that it is an "affirmative action – equal opportunity employer" in accordance with the regulations adopted by the Commission; the Town agrees to provide each labor union or representative of workers with which such Town has a collective bargaining agreement or other contract of understanding and each vendor with which Town has a contract of understanding, a notice to be provided by the Commission advising the labor union of workers' representative of the Town's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; the Town agrees to comply with each provision of this section and Conn. Gen. Stat. Sect. 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Conn. Gen. Stat. Sect. 46a-56, as amended by Section 5 of Public Act 89-253, 46a-68e and 46a-68f; the Town agrees to provide the Commission of Human Rights and Opportunities with such information requested by the Commission, permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Town as related to the provisions of this section and section 46a-56. If the contract is a public works contract, the Town agrees and warrants that he will make good faith efforts to employ minority business enterprises as subgrantees and suppliers of materials on such public works project.

Determination of the Town's good faith efforts shall include but shall not be limited to the following factors: The Town's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

The Town shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.

The Town shall include the provisions of subsection (b) of this section in every subcontract or purchase order entered into in order to fulfill any obligation or a contract with the State and such provisions shall be binding on a subgrantee, vendor or manufacturer, unless exempted by regulations or orders of the Commission. The Town shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for non-compliance in accordance with Conn. Gen. Stat. Sect. 47a-56, as amended by Section 5 of Public Act 89-253; provided, if such Town becomes involved in, or is threatened with litigation with a subgrantee or vendor as a result of such direction by the Commission, the Town may request the State of Connecticut to enter into any such litigation prior thereto to protect the interest of the State and the State may so enter.

The Town agrees to comply with the regulations referred to in this section as they exist on the date of this contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.

Pursuant to Public Act 89-227, as amended, as of January 1, 1991, no agency of the State of Connecticut may purchase new products packaged in or composed in whole or part of polystyrene foam if such foam is manufactured using chlorofluorocarbons (CFC). Manufacturers are required by the Act to provide information regarding the CFC content of polystyrene foam used in such products or packaging to any person selling the product who requests such information. By submitting an offer to sell to or accepting an order from the State of Connecticut the vendor certifies that no CFC are used in the manufacture of polystyrene foam contained in such products or packaging.

K. Non-discrimination on the Grounds of Sexual Orientation.

1. The Town agrees/warrants that in the performance of the contract such Town will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.
2. The Town agrees to provide each labor union or representative of workers with which such Town has a collective bargaining agreement or other contract or understanding and each vendor with which such Town has a contract or understanding and each vendor with which such Town or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor

union or workers' representative of the Town's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment;

3. The Town agrees to comply with each provision of this Section and Sections 46a-68f of the General Statutes and with each regulation or relevant order issued by said Commission pursuant to Sections 46a-56, 46a-68e and 46a-68f of the General Statutes;
4. The Town agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Town as related to the provisions of this section and Section 46a-56 of the General Statutes.
5. The Town shall include the provisions of paragraph (1) of this addendum in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subgrantee, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Town shall take such actions with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for non-compliance in accordance with Section 46a-56 of the General Statutes; provided, if such Town becomes involved in, or is threatened with, litigation with a subgrantee or vendor as a result of such direction by the Commission, the Town may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

L. Points of Contact.

1. The Point of Contact for the SAA	
Name & Title: Deputy Commissioner William P. Shea	
Address: 25 Sigourney Street, 6 th Floor, Hartford, CT 06106	
Emails: William.shea@ct.gov and Rita.Stewart@ct.gov	Phone: 860-256-0800
	Fax: 860-256-0815
2. The Point of Contact for _____ (Please fill in the following fields)	
Name & Title:	
Address:	
Email Address:	Phone:
	Fax:

M. Other provisions.

Nothing in this agreement is intended to conflict with current laws or regulations of the State of Connecticut or _____. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the dates written below:

THE _____

By: _____ Date: _____
 Its Chief Executive Officer
 Duly Authorized
 Typed Name &
 Title: _____

The Capitol Region Council of Governments

By: _____ Date: _____
 Its Chief Executed
 Officer Duly
 Authorized
 Typed Name _____

HSGP Omnibus MOA THE Region 3 REGIONAL EMERGENCY PLANNING TEAM

By: _____ Date: _____
Its Chair
Duly Authorized
Typed Name: _____

**DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION/
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY**

By: _____ Date: _____
William P. Shea
Duly Authorized

TOWN COUNCIL AGENDA ITEM

DATE: November 17, 2016

DEPARTMENT: Town Manager

REQUESTED BY: Jeff Bridges, Town Manager

ITEM: Authorization to submit a grant request for the annual Emergency Management Performance Grant

COST: N/A **BUDGET SOURCE/AMOUNT:** N/A

JUSTIFICATION: The State of Connecticut provides funds to Towns for certain Emergency Management operational costs such as salaries for Emergency Management Directors and certain supplies.

IMPACT IF NOT APPROVED: If not approved the Town will not receive the grant funds.

TOWN MANAGER COMMENTS: This is an annual grant for approximately \$13,255 which covers the Emergency Management Director's stipend and certain supplies for the Emergency Operations Center. This grant was due in September but got an extension for submittal.

ATTACHMENTS:

- a. Emergency Management Performance Grant application

ACTION REQUIRED: Motion to approve the grant request for an Emergency Management Performance Grant.



E.MERGENCY M.ANAGEMENT P.PERFORMANCE G.RANT

**FFY 2016 APPLICATION
Due: September 15, 2016**



State of Connecticut

**Department of Emergency Services and Public Protection
Division of Emergency Management and Homeland Security**

TABLE OF CONTENTS

A. Application Instructions	3
B. EMPG Application Information and Data Sheet.....	4
C. Authorizing Resolution.....	5
D. EMPG SLA Financial Tool-Budget.....	6
E. Master Staffing Pattern and Training History	8
F. Optional NEMA Questionnaire	9

COMPLETION AID FOR GRANTEE

The following forms are necessary for the timely completion of this document. Please use this aid to ensure all documents are included in your submission. A detailed checklist is available in the 2016 EMPG Manual.

- Section B: Application Information and Data Sheet
- Section C: Municipal Resolution
- Section D: EMPG Financial Tool Budget Tab
- Section E: Master Staffing Pattern and Training History
- Section F: NEMA Survey attached (Optional)
- Job Descriptions have been attached if applicable (Available on website)

DEMHS REGIONAL CONTACT INFO

For assistance filling out this application please contact your DEMHS Regional Coordinator.

Region 1	Robert Kenny Regional Coordinator	149 Prospect Street, Bridgeport, CT 06601 Phone: 203.696.2640 Email: Robert.Kenny@ct.gov	Fax: 203.334.1560
Region 2	John Field Regional Coordinator	1111 Country Club Road, Middletown, CT 06457 Phone: 860.685.8105 Email: John.Field@ct.gov	Fax: 860.685.8366
Region 3	Vacant Regional Coordinator	360 Broad Street, Hartford CT, 06105 Phone: 860.529.6894 Email: Natalie.simoneau@ct.gov	Fax: 860.257.4621
Region 4	Michael Caplet Regional Coordinator	15-B Old Hartford Road, Colchester, CT 06451 Phone: 860.465.5460 Email: Mike.Caplet@ct.gov	Fax: 860.465.5464
Region 5	Thomas Vannini Regional Coordinator	55 West Main Street, Suite 300 Box 4 Waterbury, CT 06702 Phone: 203.591.3500 Email: Thomas.Vannini@ct.gov	Fax: 203.591.3529

SECTION A. APPLICATION INSTRUCTIONS

Below are brief instructions for filling out each application form. Please fill out these forms completely and accurately. Please be reminded that all signatures are required to be original on this document. Please sign or initial where you see the following tabs:



1. **Manual:** Please print and review the 2016 EMPG Manual (<http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692>). The Subgrantee is responsible for the information contained in this document. More complete instructions are available in this document.
2. **Section B: Applicant Information and Datasheet:** Please fill out boxes 1-16 with the necessary information.
3. **Section C: Municipal Resolution:** Please provide a municipal resolution to grant the Chief Executive Officer the authority to sign the EMPG application package on behalf of the municipality. For more information on resolution specifics please reference the 2016 EMPG Manual.
4. **Section D: EMPG FINANCIAL TOOL-Budget Preparation:** Fill in your budget request for the performance period of 10/1/16-9/30/17 in the 2016 EMPG SLA Financial Tool. Please submit this budget electronically to your DEMHS Regional Office for review upon submittal of the application. Please consult the 2016 EMPG Manual for any additional forms.
5. **Section E: Master Staffing Pattern:** Complete the Master Staffing Form and provide training certificates or transcripts for any training which has been completed. If you are unsure of your training completion level please contact your DEMHS Regional Coordinator.
6. **Additional Forms:** Please review the remaining list of forms available on our website at <http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692> to determine if any of these forms will be needed for your application:

Emergency Management Director Job Description – Use this form if you have hired a new Emergency Management Director.

Emergency Management Deputy Director Job Description – Use this form if you have hired a new Emergency Management Deputy Director.

Emergency Management Support Staff Job Description – Use this form if you have hired new Emergency Management Support Staff (e.g. Clerical).

Request for Transcripts from EMI – Use this form to request a transcript of the courses you have completed through FEMA and/or the Emergency Management Institute (EMI).

Once all of the necessary forms are filled out and signed, complete the application by signing and dating the Applicant Information and Data Sheet. Attach the Budget and all other forms and submit the Application Package to your DEMHS Regional Office.

SECTION B. EMPG APPLICATION INFORMATION AND DATA SHEET

Additional copies of this kit are available on our website at <http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692>.

Mail Completed Applications To:
DEMHS Regional Coordinator (See Section A of this application for contact information)

SPCP Unit Use Only

1. Name of Municipality or Agency Applying for Subgrant: Town of Wethersfield	2. Period of Award for this Subgrant: 10/1/16 – 9/30/17
3. Emergency Management Director Name & Address Name: James Ritter Title: EMD Organization: Town of Wethersfield Address Line 1: 505 Silas Deane Highway Address Line 2: City/State/Zip: Wethersfield, CT 06109 Phone: 860-721-2801 Fax: 860-721-2994 E-mail: james.ritter@wethersfieldct.gov	4. Official Authorized to Sign for the Applicant: Name: Jeff Bridges Title: Town Manager Organization: Town of Wethersfield Address Line 1: 505 Silas Deane Highway Address Line 2: City/State/Zip: Wethersfield, CT 06109 Phone: 860-721-2801 Fax: 860-721-2994 E-mail: jeff.bridges@wethersfieldct.gov
5. Municipal/Agency Financial Officer Name: Michael O'Neil Title: Dir. of Finance Organization: Town of Wethersfield Address Line 1: 505 Silas Deane Highway Address Line 2: City/State/Zip: Wethersfield, CT 06109 Phone: 860-721-2861 Fax: 860-721-2997 E-mail: michael.oneil@wethersfieldct.gov	6. Fiscal Point of Contact: (If Different than Financial Officer) Name: Title: Organization: Address Line 1: Address Line 2: City/State/Zip: Phone: Fax: E-mail:
7. Applicant FEIN: 06-6002130	8. Applicant DUNS #: 617268891
9. Applicant Fiscal Year End: June 30	10. Date of Last Audit: October 2016
11. Dates Covered by Last Audit: 7/1/15 to 6/30/16	12. Date of Next Audit: October 2017
13. Dates to be Covered by Next Audit: 7/1/16 to 6/30/17	

Please note that the information required for boxes 9 through 13 refers to the sub-grantee's audit cycle.

FEDERAL AUDIT AND DEBARMENT REQUIREMENT CERTIFICATION

14. ACKNOWLEDGEMENT OF FEDERAL SINGLE AUDIT SELF REPORTING REQUIREMENTS

- Sub-grantees that are required to undergo a Federal Single Audit as mandated by OMB Circular A-133 must alert CT DEMHS, in writing, to any specific findings and/or deficiencies with regard to the use of federal grant funds within 45 days of receipt of their audit report. This notification must identify the finding(s) / deficiencies and a corrective action plan for each.
- All sub-grantees must submit to CT DEMHS a copy of the audit report section pertaining to use of federal grant funds regardless of any findings or deficiencies, within 45 days of the receipt of that report.

Initial to indicate that this requirement has been read and understood: _____ INITIAL

15. ACKNOWLEDGEMENT OF DEBARMENT REQUIREMENTS:

- The sub-grantee will confirm the eligibility status (via Sam.gov) of all vendors/contractors that the sub-grantee pays with EMPG SLA funds. The subgrantee will confirm that the vendors/contractors do not appear on the SAM's Exclusion List of federally debarred or suspended vendors.

Initial to indicate that this requirement has been read and understood: _____ INITIAL

16. I, the undersigned, for and on behalf of the named municipality, state agency, or regional planning organization, do herewith apply for this subgrant, attest that, to the best of my knowledge, the statements made herein are true, and agree to any general or special grant conditions attached to this grant application form. SIGN & DATE

Authorized Signatory: X _____ Date: _____

SECTION D. EMPG SLA FINANCIAL TOOL-BUDGET

Please Note: Applications will not be reviewed without the submittal of the EMPG Financial Tool “Application Budget” tabs.

Fill out the Application Budget portion of the tool by filling out the teal boxes for the following:

1. Award Amounts:

Per Capita Award: This amount is based on your town’s population as listed in the State Register and Manual.

Sub grant Allocation: This totals as you fill in the categories below.

2. Enter Categories:

- **Personnel**- Enter the total estimated cost for salaries or stipends for full or part-time EMD's, Deputy EMD's and support staff.
- **Organization**- Enter the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.
- **Equipment**-Enter the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.
- **In kind**-Enter the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match.
- **All other**- Enter the total estimated cost for all other items. Must receive pre-approval from DEMHS Regional Coordinator.
- **Unallocated** – This is the remaining balance of funding that you have not yet allocated to a particular category.

EMPG Subgrant Budget (Fill In Green Cells Only)	
PER CAPITA AWARD	
Total:	\$147,216.00
Federal Per Capita Share ² :	\$73,608.00
Local Match ² :	\$73,608.00
SUBGRANT ALLOCATION	
Total:	\$0.00
Federal Per Capita Share ² :	\$0.00
Local Match (Includes In-Kind) ² :	\$0.00
Personnel:	\$0.00
<i>Allocate (Enter) the total estimated cost for salaries or stipends for full or part-time EMD's, Deputy EMD's and support staff. If claiming fringe, please provide a fringe benefits letter from the Municipal Finance Director.</i>	
Organization:	\$0.00
<i>Allocate (Enter) the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.</i>	
Equipment:	\$0.00
<i>Allocate (Enter) the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.</i>	
In-Kind:	\$0.00
<i>Allocate (Enter) the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match. For a volunteer time form please visit the DEMHS website at http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692</i>	
All Other:	\$0.00
<i>Allocate (Enter) the total estimated cost for all other items. Must receive pre-approval from DEMHS Regional Coordinator.</i>	
Unallocated:	\$73,608.00

SECTION F. NEMA QUESTIONNAIRE

Each year the Division of Emergency Management and Homeland Security (DEMHS) fills out a survey from the National Emergency Management Association (NEMA). The purpose of the survey is to justify the funding we receive under the Emergency Management Performance Grant (EMPG).

To help us in filling out the survey for FY 2017, DEMHS is asking our EMPG participating towns to answer a few brief questions. Your answers will assist NEMA in justifying continued funding of the EMPG program to congress.

1. What is your total emergency management budget: \$ 32,000.00
Please provide your total budget even if these costs exceed your EMPG allocation.

2. Is your Emergency Management Director?:
(Check One)

Full-Time
 Part-Time
 Volunteer

3. Which official (if any) has the authority to issue a mandatory evacuation order?:
(Check One)

Mayor
 First Selectman
 Town Manager
 Other

4. Are there penalties for citizens that disobey mandatory evacuation orders?:
(Check all that apply)

Removal by force
 Ticketing
 Fines
 Arrest
 Removal of children under the age of consent
 No penalties

5. For those penalties identified in question #4, are these penalties misdemeanors or felonies? (Check all that apply)

Misdemeanor
 Felony
 Both
 Not specified
 Other (Please specify) _____
 Not Applicable – No Penalties

6. Has your municipality cut your emergency management program (regardless of whether you use EMPG funding) because of economic conditions?
(Check One)

Yes
 No

2015 NEMA QUESTIONNAIRE RESULTS

As of April 26, 2016, all applications have been received for the 2015 EMPG SLA Program. A total of 93 out of 121 towns filled out the NEMA questionnaire that was included with the EMPG application. Here are the answers to each question provided by the 93 towns that responded:

1. What is your total emergency management budget?: \$ 3,419,197.55
The local EM budgets exceeded their allocations (\$2,436,305.23) by \$982,892.32

2. Is your Emergency Management Director?:
(Check One)

- 20.43% Full-Time
 65.59% Part-Time
 13.98% Volunteer

3. Which official (if any) has the authority to issue a mandatory evacuation order?:
(Check One)

- 24.73% Mayor
 53.76% First Selectman
 19.35% Town Manager
 7.53% Other

The total is 105.38% because in a few towns more than one official can issue a mandatory evacuation order.

4. Are there penalties for citizens that disobey mandatory evacuation orders?:
(Check all that apply)

- 7.53% Removal by force
 3.23% Ticketing
 4.30% Fines
 9.68% Arrest
 3.23% Removal of children under the age of consent
 83.87% No penalties

The total is 111.83% because in some towns more than one option is used to enforce a mandatory evacuation order.

5. For those penalties identified in question #4, are these penalties misdemeanors or felonies? (Check all that apply)

- 7.53% Misdemeanor
 0.00% Felony
 2.15% Both
 2.15% Not specified
 2.15% Other
 86.02% Not Applicable – No Penalties

6. Has your municipality cut your emergency management program (regardless of whether you use EMPG funding) because of economic conditions?
(Check One)

- 9.68% Yes
 90.32% No



Exclusions Extract User Guide – v1.0

October 2012

What Is the SAM Exclusions Extract?

The SAM Exclusions Extract contains a list of all currently open exclusions in SAM. This identifies entities that are in some way restricted from doing business with the US Federal Government. These include exclusions for Firms, Individuals, Special Entity Designations and Vessels:

- Individual – A person. Individuals do not have a D&B Data Universal Numbering System (DUNS) number.
- Firm – A company (including Sole Proprietors) with a valid D&B Data Universal Numbering System (DUNS) number.
- Special Entity Designation – Any entity that is not a vessel, individual or firm.
- Vessel – A mode of transportation capable of transport by water.

The Exclusion extract is run daily Tuesday through Saturday which accounts for the data as it existed on Monday through Friday. So for example, Tuesday’s file accounts for all active exclusions as of 11:59 on Monday. Each file is a complete “dump” of data, so can be seen as a refresh file. Thus, users should typically want the latest posted file to ensure receipt of the most up to date data.

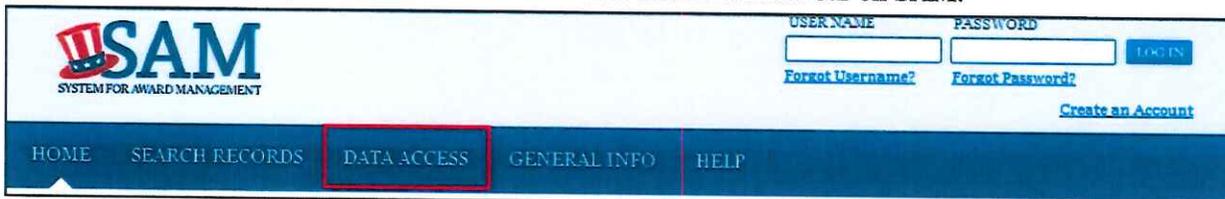
The file is typically about 100K rows. Please note that older versions of Microsoft Excel cannot load more than 65,536 rows from a CSV file. If you have Microsoft Excel version 2007 or higher, you should be able to load the complete file. If you encounter this limitation, and do not need the complete file, you can use SAM’s Search functionality to filter to a smaller subset of data and export the results.

Who Can Download the SAM Exclusions Extract?

The SAM Exclusions Extract can be downloaded by any user regardless of whether they have an account in SAM. The extract is public and does not contain any Sensitive Personal Information.

How Do I Download the SAM Exclusions Extract?

To download the extract, click the “Data Access” link from the menu bar on SAM:



This will take you to a page similar to the screenshot below. The Exclusions Extract is at the bottom of the screen:

HOME SEARCH RECORDS DATA ACCESS GENERAL INFO HELP

Extracts and Data Access

Interface and Data Access Information

Public Access Data

Public Data Access

This page provides details for accessing public data. Click on the **Data Package Name** below for more information.

Legacy CCR Extracts Public ("FOIA") Data Package	Data Package Information
<p>Data Access Role: Public</p> <p>Format: CSV</p> <p>Description: This data package contains entity-management data in the same format as the CCR FOIA extract. This data package is available to the public.</p> <p>Monthly File</p> <p>October 2012</p>	
Exclusions Extract Data Package	Data Package Information
<p>Data Access Role: Public</p> <p>Format: CSV</p> <p>Description: This data package contains all active exclusion records and is publicly available.</p> <p>Warning: Older versions of Microsoft Excel cannot load more than 65,536 rows from a CSV file. If you have Microsoft Excel version 2007 or higher, you should be able to load the complete file. If you encounter this limitation, and do not need the complete file, you can use SAM's Search functionality to filter to a smaller subset of data and export the results.</p> <p>Complete file - Last 7 days</p> <p>Fri 19th Sat 20th Tue 23rd Wed 24th Thu 25th Fri 26th </p>	<p>Descriptions</p>

Exclusions Extracts for the past 7 days are retained and available for download on the site.

What Data Is in the Exclusions Extract?

The following is a list of the columns that are contained in the extract as well as a description of the data:

Column #	Column Header	Description of Data (for more information, reference the SAM users guide)
1	Classification	Identifies the Exclusion as being for a Firm, Individual, Special Entity Designation or Vessel
2	Name	The name of the entity being excluded.
3	Prefix	The prefix for the actual name of a person being excluded (generally only applicable for Individual and Special Entity Designation Exclusions, but can be used in other exclusions).
4	First	The first name for the actual name of a person being excluded (generally only applicable for Individual and Special Entity Designation Exclusions,



Column #	Column Header	Description of Data (for more information, reference the SAM users guide)
		but can be used in other exclusions.
5	Middle	The middle name for the actual name of a person being excluded (generally only applicable for Individual and Special Entity Designation Exclusions, but can be used in other exclusions.
6	Last	The last name for the actual name of a person being excluded (generally only applicable for Individual and Special Entity Designation Exclusions, but can be used in other exclusions.
7	Suffix	The suffix for the actual name of a person being excluded (generally only applicable for Individual and Special Entity Designation Exclusions, but can be used in other exclusions.
8	Address 1	Address line 1 for the entity being excluded.
9	Address 2	Address line 2 for the entity being excluded.
10	Address 3	Address line 3 for the entity being excluded.
11	Address 4	Address line 4 for the entity being excluded.
12	City	Address City for the entity being excluded.
13	State / Province	Address State or Province for the entity being excluded.
14	Country	Address Country for the entity being excluded.
15	Zip Code	Address Zip Code for the entity being excluded.
16	DUNS	The DUNS number associated with the exclusion. Generally used on Firms, but can be used in other exclusions if the individual/special entity designation/vessel has a DUNS number.
17	Exclusion Program	Identifies if the exclusion is reciprocal, nonreciprocal or procurement.
18	Excluding Agency	Identifies the Agency that is performing the exclusion.
19	CT Code	Identifies the legacy EPLS CT code associated with the exclusion. New exclusions created since SAM went live will not have CT code information; they will only have Exclusion Type information.
20	Exclusion Type	Identifies the exclusion type that the exclusion falls under. Exclusion type is the successor to the CT code identifying the exclusion reason. Exclusion Type is a simplified, easier to understand way of identifying exclusion reasons.
21	Additional Comments	This field provides the Agency performing the exclusion space to enter additional information as necessary.
22	Active Date	Identifies the date that the exclusion went active.
23	Termination Date	Identifies the date that the exclusion is/was to be terminated. If "indefinite" is in this field, there is no set date that the exclusion will terminate.
24	Record Status	Identifies the record as being Active/inactive/deleted.
25	Cross-Reference	Identifies other names/aliases that the exclusion in question has been identified with.
26	SAM Number	A unique identifier assigned to the exclusion by SAM.



How Is the Exclusions Extract Formatted?

The SAM Exclusions Extract is formatted as shown below:

Classification Name	Prefix	First	Middle	Last	Suffix	Address 1	Address 2	Address 3	Address 4	City	State / Pr	Country	Zip Code	DUNS	Exclusion	Excluding	CT Code	Exclusion	Additional	Active	Da	Termination	Record	St	Cross-Reference	
Individual		Yekaterina		Tseriyuk		Staten Is NY				USA	NY	USA	10305		Reciprocity	HHS	Z1	Prohibit	Excluded	#####	#####	Indefinite				
Individual		Yelena		Lyubeznaya		Buffalo IL				USA	IL	USA	60089		Reciprocity	OPM	R	Ineligible	(Process)	#####	#####	Indefinite				
Individual		Yelena		Raykhman		Brooklyn NY				USA	NY	USA	10312		Reciprocity	OPM	Z1	Prohibition/Restri	#####	#####	#####	Indefinite				
Individual		Yelena		Solyar		Golden CO				USA	CO	USA	80401		Reciprocity	EDUC	R	Ineligible	(Process)	#####	#####	6/26/2015				
Individual		Yelena		Tkachenko		North Wt NY				USA	NY	USA	11581		Reciprocity	OPM	R	Ineligible	(Process)	#####	#####	Indefinite				
Individual		Yemane		GEBRE AB						XUN		XUN			Reciprocity	HHS	Z1	Prohibition/Restri	#####	#####	Indefinite					
Individual		Yemane		GEBREAB						XUN		XUN			Reciprocity	TREAS-OF	03-SDN-0	Prohibit	PII data has been			Indefinite				
Individual		Yemane		GHIEBREAB		Asmara				ERI		ERI			Reciprocity	TREAS-OF	03-SDN-0	Prohibit	PII data has been			Indefinite				
Individual		Yemane		Ghebreaq YOHANNES						XUN		XUN			Reciprocity	TREAS-OF	03-SDN-0	Prohibit	PII data has been			Indefinite				
Individual		Yem		Adefehinti		Morgant WV				USA	WV	USA	26507		Reciprocity	HUD	R	Ineligible	(Process)	#####	#####	3/29/2013				
Individual		Yen		Wan Cheng		Columbit MD				USA	MD	USA	21044		Reciprocity	DHS-ICE	R	Ineligible	(Process)	#####	#####	9/13/2015				
Individual		Yen		Men		Kent WA				USA	WA	USA	98031		Reciprocity	OPM	R	Ineligible	(Process)	#####	#####	Indefinite				
Individual		Yen		Ngoc Tran		Chicago IL				USA	IL	USA	60640		Reciprocity	OPM	R	Ineligible	(Process)	6/2/2003	#####	#####	Indefinite			
Individual															Reciprocity	HHS	Z1	Prohibition/Restri	#####	#####	Indefinite					

If there is a break between records, as shown between the first and second rows of the above screenshot, this means that the exclusion has more than one CT Code/Exclusion Agency/Exclusion type or other action. In this example, the record takes two rows to fully identify the exclusion. There is no limit to how many exclusion actions can be performed on a single entity, and this is reflected in the extracts. Some records may take many rows to fully define the exclusion.

TOWN COUNCIL AGENDA ITEM - BID/RFP AWARD

DATE: November 7, 2016

DEPARTMENT: Physical Services

REQUESTED BY: Sally Katz, Director of Physical Services

ITEM: CRCOG Electricity Auction

TOWN BID/RFP #: CRCOG bid **STATE CONTRACT #:** No

BID/RFP DATE: 10/21/2016 **TERM:** 2 year

RENEWALS: No **TERMS OF RENEWAL** No.

COST: \$.0794 supply kWh.

BUDGET SOURCE/AMOUNT: Town of Wethersfield and Board of Education Electricity Budgets

JUSTIFICATION: please see attached summary from CRCOG.

IMPACT IF NOT APPROVED: Eversource has the ability to change their supply rate every 6 months.

DEPARTMENT HEAD COMMENTS: 2 years ago we participated in the CRCOG Electricity Auction and locked in a supply rate of \$.07587 kWh. This current auction supply rate came in \$.00353 higher. Generation rates vary and are set by Eversource.

TOWN MANAGER COMMENTS: Concur with Ms. Katz. Estimate for next year's budget is an increase of about \$35,000 in electricity costs combined for Town and BOE.

ACTION REQUIRED: Motion to sign Electricity Agreement to participate with CRCOG and purchase Electricity for \$.0794 a kWh.

Summary: CRCOG Electricity Reverse Auction, October 21, 2016

The Capitol Region Council of Governments conducted a reverse auction for its CRCOG Electricity Consortium on October 21, 2016 with an estimated savings of over \$33,114 for its members over a two year contract term. Roughly 19 million kWh/year were auctioned for 10 municipalities, boards of education, and agencies participating in the reverse auction conducted by CRCOG and consultant EnerNOC. The pricing group, including all 10 members, contracted with Constellation Energy.

A Capitol Region Purchasing Council program, the CRCOG Electricity Consortium, created pricing groups with various power requirements. The green energy acquired through the auction is Green-e Certified Energy to comply with requirements of the CT Clean Energy Communities program. The members purchased energy that is 20% renewable energy. This 20% green is in addition to the Renewable Portfolio Standard required by the state of Connecticut for energy suppliers. The pricing for accounts in the auction was all inclusive which controls costs for nearly all supply fees that make up electricity costs. This does not include the utility delivery charge.

Savings estimates were based on an analysis of current ISO-NE Mass Hub market pricing (Price-to-Compare, below) prepared by EnerNOC for fair market value of the Consortium's load profiles. The estimated savings demonstrate the value of the price transparency that reverse auction procurement provides.

Capitol Region Purchasing Council members who participated in this auction included: CRCOG, the Greater Hartford Transit District, Town of Bloomfield, Town of Bolton, Town and BOE of Canton, Town of Durham, Town of East Granby, Town of Granby, Town and BOE of North Branford and Town of Wethersfield

Pricing Group	Term	kWh (per year)	Price-to-Compare	Lowest Bid	Savings Final vs. Price-to-Compare	CRCOG and World Energy Fees (total)	Total Final Price
PG 3: All members, 20% Green	24 months (Starting 1/1/2017*)	38,061,518	\$0.07817	\$0.07730	6.9%	\$0.00210	\$0.07940

*Excepting Granby accounts which will commence in December 2016

TOWN COUNCIL AGENDA ITEM - BID/RFP AWARD

DATE: October 19, 2016

DEPARTMENT: Physical Services for Police Department

REQUESTED BY: Sally Katz, Physical Services Director

ITEM: Bid award for 4 Police Interceptors SUV's

TOWN BID/RFP #: N/A

STATE CONTRACT #'s: 12PSX0194

BID/RFP DATE: FY 2016/2017

TERM:

RENEWALS: NO

TERMS OF RENEWAL: NO

BUDGET SOURCE/AMOUNT: CNEF ACCT #'s 4100 57762 50109

COST: \$113,918

DEPT	PURCHASE	VEHICLES TO BE REMOVED FROM FLEET:	TYPE OF DISPOSAL:	COST
POLICE DEPT	4 - 2017 INTERCEPTOR SUV's	2012 Crown Vic, PD#8 2010 Crown Vic, Spare 2010 Crown Vic, PD #6 2011 Crown Vic, SRO	AUCTION	\$113,918

JUSTIFICATION: Replacement of vehicles that are past their lifecycle.

IMPACT IF NOT APPROVED: Vehicles that are aging and are increasingly not in service due to multiple needed and expensive repairs.

DEPARTMENT HEAD COMMENTS: The vehicles purchased will replace the aging police vehicles.

TOWN MANAGER COMMENTS: These purchases were approved during the FY17 budget adoption. The lights and other accessories (\$26,000) will be paid out of the CNEF Reserve Fund.

ATTACHMENTS: Contract cover page for Ford Police Interceptors with contract number and vendor estimates for the 4 police vehicles.

ACTION REQUIRED: Motion to award bid for the purchase of police vehicle 4 Utility Police Interceptors total \$113,918 and to dispose of the four Ford Crown Victoria's as identified.

Estimate

9/30/2016 7:16:04 AM

3

MHQ, Inc.
401 Elm Street
Marlborough MA 01752
(508) 573-2600

Estimate: QC00000757
Quote Date: 9/30/2016
Expiration Date: 12/29/2016

Customer: 13121
WETHERSFIELD POLICE DEPT
250 SILAS DEANE HIGHWAY

Contact

Salesperson
Sheehan, Marc

Quantity	Item	Unit Price	Extended Price		
1	2017 Ford Police Interceptor Utility		28,449.75		
EA					
Contract	Line Ref	Line Desc	Unit Price	Qty	Ext Price
12PSX0194	CSP_K8A_Base	Ford Utility Police Interceptor AWD Base	26,723.00	1	26,723.00
	G1	Absolute Black	0.00	1	0.00
	549	Heated Mirrors	59.00	1	59.00
	51T	Spot Light - Driver Only (Whelen LED	382.20	1	382.20
	53M	SYNC Basic Voice-Activated	275.00	1	275.00
	76R	Reverse Sensing	270.00	1	270.00
	87R	Display Rear Camera in Rear View Mirror	0.00	1	0.00
	153	License Plate Bracket	0.00	1	0.00
	16D	Badge Delete	0.00	1	0.00
	17T	Dome Light	45.50	1	45.50
	43D	Dark Car Feature	18.20	1	18.20
	55D	Door Edge Guard	81.90	1	81.90
	59B	Fleet Key - 1284X	45.50	1	45.50
	60A	Pre-wiring for Grille, Speaker & Siren	45.50	1	45.50
	63B	Side Marker Lights In Skull Caps	281.00	1	281.00
	63V	Cargo Storage Vault	222.95	1	222.95

Sale Amount: 28,449.75
Sales Tax: 0.00

Total Amount: 28,449.75

X
3
85,349.25

Estimate

9/30/2016 7:16:04 AM

①

MHQ, Inc.
401 Elm Street
Marlborough MA 01752
(508) 573-2600

Estimate: QC00000757
Quote Date: 9/30/2016
Expiration Date: 12/29/2016

Customer: 13121
WETHERSFIELD POLICE DEPT
250 SILAS DEANE HIGHWAY

Contact

Salesperson
Sheehan, Marc

Quantity	Item	Unit Price	Qty	Extended Price
1	2017 Ford Police Interceptor Utility			29,001.00
EA	Line Ref	Line Desc	Unit Price	Ext Price
Contract	CSP_K8A_Base	Ford Utility Police Interceptor AWD Base	26,723.00	26,723.00
12PSX0194	G1	Absolute Black	0.00	0.00
	549	Heated Mirrors	59.00	59.00
	51T	Spot Light - Driver Only (Whelen LED	382.20	382.20
	53M	SYNC Basic Voice-Activated	275.00	275.00
	76R	Reverse Sensing	270.00	270.00
	87R	Display Rear Camera in Rear View Mirror	0.00	0.00
	153	License Plate Bracket	0.00	0.00
	16D	Badge Delete	0.00	0.00
	17T	Dome Light	45.50	45.50
	43D	Dark Car Feature	18.20	18.20
	55D	Door Edge Guard	81.90	81.90
	59B	Fleet Key - 1284X	45.50	45.50
	60A	Pre-wiring for Grille, Speaker & Siren	45.50	45.50
	63B	Side Marker Lights In Skull Caps	281.00	281.00
	63V	Cargo Storage Vault	222.95	222.95
→	16C	Front & Rear Carpet	119.00	119.00
→	64E	Aluminum Wheels	432.25	432.25

Sale Amount: ~~29,001.00~~
Sales Tax: 0.00
Total Amount: ~~29,001.00~~

28,568.75



CAPITAL NON-RECURRING EXPENDITURE FUND (CNEF)

The CNEF Fund is designated for the purchase of new rolling stock, heavy equipment, technology, reserves for the periodic revaluation of the Town's assessed grand list and reserves for replacement of the Town-wide radio system. The annual expenses for equipment lease /purchase contracts are also budgeted in this fund. The lease/purchasing is the method by which major equipment and vehicles are purchased. Any monies received from the disposal of obsolete equipment are put back into the fund to be used for future purchases.

The 2016-2017 CNEF Proposed Budget includes funding for the replacement of equipment and fleet vehicles as noted in the chart below.

Line No.	Category	Project Title	Funding Source			Total Request	
			Lease Financing	Grant Funds	General Fund		
1	Police	Interceptors (4)	\$ 111,262	-	-	\$ 111,262	
2	Assessor	2018 Evaluation	-	-	\$ 82,500	82,500	
3	Tax Collector	Tax Collection Software	-	-	13,578	13,578	
4	Physical Services	Payloader	141,000	\$ 47,000	-	188,000	
5	Physical Services	Dump Truck - Large	200,000	-	-	200,000	
6	Physical Services	Leaf Machine	-	-	35,000	70,000	
7	Physical Services	Ferris Mower	-	-	12,050	12,050	
8	Physical Services	Ferris Mower	-	-	-	12,050	
9	Engineering	Council Chambers Video System	-	-	10,000	10,000	
10	Fire	SCBA Bottles	-	-	15,300	15,300	
11	Fire	Truck Lights Replacement	-	-	9,100	9,100	
12	Fire	Fire Hose	-	-	9,000	9,000	
13	Fire	Zodiak Boat Replacement	-	-	-	17,000	
14	Data Services	Internet Filter	-	-	7,000	7,000	
15	Town Wide Radio	Interior Antennas	-	-	-	30,000	
16	Parks & Recreation	Harbormaster Boat	-	-	-	20,000	
17	Finance Dept.	Lease payments	-	-	751,861	70,000	
Grand Totals			\$ 452,262	\$ 47,000	\$ 945,389	\$ 184,050	\$ 1,628,701

**TOWN OF WETHERSFIELD
DEPARTMENT OF PUBLIC SAFETY
DIVISION OF POLICE
PATROL DIVISION**

TO: Chief of Police, James L. Cetran / Heather Vargas
FROM: Sergeant Kevin O'Leary
SUBJECT: CNEF Budget Request for Fiscal 2016/2017 (Vehicles)
DATE: January 19, 2016

POLICE VEHICLE REQUEST F/Y 2016/2017

My request for vehicles is (5) Ford Police Interceptors SUVs. The Ford Interceptor SUV continues to be the most fiscally and physically prudent vehicles offered for Police Work. As you know, the Sedan versions prevent any Officer taller than 5'9", to operate them on Patrol based on the required Patrol Equipment installed and the considerably smaller interior space. Officers taller than 5'9" just don't fit into them greatly effecting headroom, visibility, and maneuverability. In addition to the interior issues, the Interceptor sedans also greatly reduce the ability to store and carry equipment in the trunk, necessary for Patrol Work. Ford's competitors, Chevrolet & Dodge, have the same issues from my research with town that currently use those vehicles. We are not the only town experiencing these issues, resulting in the towns such as Newington, Cromwell, & West Hartford strictly ordering SUVs for the same reasons.

Adding to the cost of all new vehicles offered for Police Work, is the fact that 90% of the current equipment installed in the full size Crown Victorias do not fit in the newer, smaller vehicles. This is also true with Ford's competitors Dodge and Chevrolet. The Ford vehicles purchased by "Piggy-Backing" on State of Connecticut Purchase Agreement continue to be the most economical and prudent way to obtain them. The SUV versions are approximately \$2,200.00 more than the sedans, however due to the sedan's limitations, the increased cost is minimal over the life of the vehicle.

The reason for requesting 5 vehicles instead of 4 is due to the fact that as we phase out the full size Crown Victorias, we will require the SUVs for Patrol purposes in the future.

Following our current rotation system of having a brand new vehicle assigned to an Administrative post first, continues to advance the life of the vehicle by 12-18 months. Once the vehicle is assigned to a Patrol position, where that vehicle runs for 22 ½ hours a day, 7 days a week, and could have up to 5 different drivers in one month, the vehicle's life expectancy 24 to 30 months due to the rigorous demands of Patrol Work.

The current Contract Price for the Ford Interceptor SUVs is \$27,815.50 each.

x 4 = 111,262.

Therefore the Total Request amount for these vehicles is = \$139,077.50


 State of Connecticut

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SCP Contract Details

State Contracting Portal Contract Results

Administrative Services, Department of Contract Detail Info For # 12PSX0194

Dates

Award Date	Start Date	End Date
04/19/2013	04/19/2013	12/31/2017

Description

Ford Police Interceptors

Comments

Restrictions

Set Aside	Qualified Partnership	DBE	Political Subdivisions	Agencies	CT Recovery
No	No	No	Yes	Yes	No

Contact(s)

Contact	Telephone	FAX	E-Mail
Patrick DeConti	(860) 713-5061	(860) 622-2943	Pat.deconti@ct.gov

Common Documents

Date	Description
6/17/2016 4:05:50 PM	12PSX0194.pdf Supplement and Contract Documents

1 Vendor(s)

Contract #	Cert	Vendor	Contact	Catalog
12PSX0194AA Start: 04/19/2013 End: 12/31/2017	No	MHQ, Inc. DBA: MHQ, Inc. (f/k/a Natick Auto Sales, Inc. d/b/a MHQ) 401 Elm Street Marlborough, MA 01752 Core Vendor ID: 0000051562	Marc Sheehan Phone: (860) 788-6816 FAX: (860) 358-9174 E-Mail	No