Board of Education

REGULAR MEETING

Thursday, March 20, 2025 – 5:30 p.m.

Waterbury Arts Magnet School, 16 South Elm Street, Waterbury, CT

This meeting will be broadcasted live on the City of Waterbury's Government Access Channel (Comcast 96, Frontier 6096) and streamed live on YouTube at https://youtu.be/XhrWQGSV2LI.

A G E N D A

1. Presentation of Colors/National Anthem/Pledge of Allegiance to the Flag

2. Roll Call

3. Communications

a) Communication received February 2025 from Angelina Palangio regarding school system.
b) Copy of communications dated March 3, 2025 from Civil Service certifying Michelle Rosa-Marrero and Robert Manning for the position of Paraprofessional II.
c) Copy of communication dated March 3, 2025 from Civil Service certifying Neil Mulhull for the position of Maintainer I.
d) Copy of communication dated March 3, 2025 from Civil Service to Arlette Lahound regarding acceptance of offer of employment for the position of Food Service Worker.
e) Copy of communication dated March 5, 2025 from Civil Service certifying Robert Romanelli for the position of Plumber.
f) Copy of communication dated March 6, 2025 from Civil Service certifying David Forino for the position of Plumber.
g) Copy of communications dated March 10, 2025 from Civil Service to Daniela Martinez-Jaramillo and ZsaQuanna Rhodes regarding acceptance of offer of employment for the position of Food Service Worker.
h) Copy of communication dated March 11, 2025 from Civil Service to Denise Willis regarding acceptance of offer of employment for the position of Food Service Worker.
i) Copy of communication dated March 12, 2025 from Civil Service certifying Madeline pena for the position of Administrative Associate II.
j) Copy of communication dated March 14, 2025 from Civil Service certifying Jayson Knight for the position of Paraprofessional I.

4. Student Presentation

*5. **Executive Session*** for discussion concerning the appointment, employment, performance, evaluation, health, or dismissal of a public officer or employee and discussion concerning security strategy or the deployment of security personnel, or devices affecting public security.

*6. **Public Addresses the Board*** - All speakers are encouraged to submit prepared written statements to the Commissioners. Comments shall be limited to a maximum of five minutes. There will be no responses this evening to any questions or concerns raised; they will be referred to the Administration for review and response.

7. Student Representative Comments

*8. **Committee on School Personnel*** – Commissioner Orso

8.1 Hopeville School Vice Principal Appointment.

9. Consent Calendar

9.1 *Committee of the Whole:* Request approval of an Education Affiliation Agreement with Ryders Health Management, Inc. (d/b/a Cheshire House) for educational experience for students (CNA clinical hours) to meet the Department of Public Health CNA requirements.

9.2 *Committee of the Whole:* Request approval of a Letter of Agreement to establish partnership with The Governor's Prevention Partnership with Webster Bank to provide mentoring and substance prevention to students at Waterbury Arts Magnet School (Grades 6 -12).

9.3 *Committee on Finance:* Request approval of the State & Federally Funded Grant Contract with the Department of Economic and Community Development for the Every Child Art Experience Grant awarded to Kennedy High School Band.

9.4 *Committee on Finance:* Request approval to apply for the Connecticut State Department of Education Career and Technical Supplemental Enhancement Grant.

9.5 *Committee on Finance:* Request approval of a Professional Services Agreement with Outdoor Classroom LLC for Day Trip Programming (field trip) at Camp Washington.

9.6 *Committee on Building & School Facilities:* Use of school facilities by school organizations and/or City departments.

10. Items removed from Consent Calendar

11. Committee of the Whole – Vice President Brown

11.1 Request of Erik Brown for naming of music room(s) at Reed School.

11.2 Request approval of the revised Educational Specifications for the proposed Driggs Elementary School Elevator Project.

11.3 Request approval of the revised Educational Specifications for the proposed Wilson Elementary School Elevator Project.

12. Committee on Policy & Legislation – Vice President Brown

12.1 Revised Policy #6148-FAFSA Completion Program.

12.2 Revised Policy #6172-Alternative Education Programs.

12.3 Revised Policy #0521-Nondiscrimination.

12.4 Revised Policy #4000.1-Title IX.

12.5 Revised Policy #5145.44-Title IX.

13. Committee on Building & School Facilities – Commissioner LaToya Ireland

13.1 Use of school facilities by outside organizations and/or waiver requests.

14. Personnel Search Committee – Vice President Brown

14.1 Candidate number determination as referenced in Section 8B-2(a) of the City Charter.

15. Interim Superintendent's Announcements

16. President's Comments

17. Interim Superintendent's Notification to the Board

17.1 Athletic appointments:

Name	*Location/Assignment*	*Effective*
Chabot, Albert	Crosby High/Indoor Track Coach	01/15/25
Elliott, Kristen	Kennedy High/Girls Tennis Coach	03/12/25
Hernandez, Isabella	Wilby High/Head Girls Tennis Coach	03/22/25
Hill, Connor	Crosby High/Assistant Softball Coach	03/17/25
Hill, Connor	Crosby High/Assistant Football Coach	08/11/25
Kuczenski, Henry	North End/Softball Coach	03/24/25
Piccolo, Carla	Wilby High/Assistant Girls Basketball Coach	02/24/25
Stankus, John	Wilby High/Head Boys Tennis Coach	03/22/25
Tyson, Quintin	Crosby High/Head Boys Tennis Coach	03/22/25
Tyson, Quintin	Crosby High/Winter Strength & Conditioning Coach	02/24/25

17.2 Grant funded appointments:

Name	*Position/Location*	*FT/ PT*	*Rate*	*Union*	*Funding*	*Effective*
Giampetruzzi, Joseph	Hall Monitor-Kennedy	PT	$16.35/hr	Non BOE	Title I-A 23-25	02/06/25
Maldonado, Lashawna	Hall Monitor-Wilby	PT	$16.35/hr	Non BOE	Title 1-DW 24-26	02/20/25
Shonek, Miriam	Tutor	PT	$35/hr	Non BOE	Title I-A 23-25	02/06/25

17.3 Miscellaneous appointments:

Name	*Assignment*	*School*
Shwartz, Amelia	ESH Substitute Teacher	Washington
Miller, Persis	ESH Teacher	Wilson
Lombardo, Kiley	MS EdRising After School Program	WAMS
McAlinden, Patricia	MS EdRising After School Program	Gilmartin
Quinlan, Stacey	MS EdRising After School Program	Wallace
Rosa, Pamela	MS EdRising After School Program	Reed

Vernon, Tavoyah	MS EdRising After School Program	Wendell Cross
Avoletta, Mary Rose	Books & Basketball Before School Program	Reed
Chouinard, Alyssa	Books & Basketball Before School Program	Reed
Price, Debra	Books & Basketball Before School Program	Reed

17.4 Retirements/Deaths:

Name	*Assignment*	*Effective*
Palombo, Lisa	Wallace Middle/Grade 6 Math	06/30/25
Stevens, Jeanne	Rotella/Literacy Facilitator	06/30/25
Stevens, Robert	Crosby High/Tech Ed Automotive	06/30/25
Calmar, Charles	State Street/Tech Ed-Info Tech/Construction	03/06/25

17.5 Resignations:

Name	*Assignment*	*Effective*
Lang, Helene	North End Middle/ELA	06/30/25
Violante, Kaaren	Reed/SLP	02/28/25
Bruce, Jamal	Wilby High/Special Education	03/13/25
Accetura, Kailyn	Wendell Cross/Grade 5	04/04/25
Murphy, Kelly	Wendell Cross/Grade 2	03/28/25

18. Committee Chair Reports

19. Adjournment

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #8.1

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve the appointment of

_____ as Elementary Vice Principal, Hopeville School,

effective immediately.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #9.1

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve of an Education Affiliation Agreement with Ryders Health Management, Inc. (d/b/a Cheshire House), at no cost, for educational experience for students (CNA clinical hours) to meet the Department of Public Health CNA requirements.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #9.2

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Board of Education approve of a Letter of Agreement to establish partnership with The Governor's Prevention Partnership with Webster Bank to provide mentoring and substance prevention to students at Waterbury Arts Magnet School (Grades 6 -12).

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #9.3

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Board of Education approve of the State & Federally Funded Grant Contract with the Department of Economic and Community Development for the Every Child Art Experience Grant awarded to Kennedy High School Band.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #9.4

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Board of Education approve to apply for the Connecticut State Department of Education Career and Technical Supplemental Enhancement Grant – 2025.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #9.5

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Board of Education approve a Professional Services Agreement with Outdoor Classroom LLC for Day Trip Programming (field trip) at Camp Washington.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON BUILDING & SCHOOL FACILITIES

Item #9.6

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on School Facilities and Grounds, the Superintendent of Schools recommends approval of the use of school facilities, at no charge, by the following school organizations and/or City departments:

GROUP	FACILITIES AND DATES/TIMES
T. Bond	CHS Aud.: April 11, 2:00-10:00pm and April 12, 3:00-10:00pm (School play)
S. LaBonne	Wilby aud.: April 21, May 3, rehearsals and May 2, 5:00pm -10:00pm and May 3, 10:00am - 4:00pm performances of Wizard of OZ
M. Labbe	WAMS café: March 13, 5:30pm - 8:00pm (PTSO Family Bingo Night) WAMS café: March 29, 5:00pm -10:00pm (PTSO spring Auction)
L. Franks-Blanchard	Wilby media center: Tuesday, March 18, 8:00am - 1:00pm (American Red Cross Blood Drive)
S. Petteway	Bucks Hill gym & café: Thursday, March 27, 5:00pm -7:00pm (Family Science Night)
E. Andrzejewski	Crosby aud.: Wednesday, April 30, 5:00pm - 7:00pm (Crosby H.S. National Honor Society Ceremony)
J. Tulley	Crosby aud.: Wallace concert, Thursday, May 29, 7:30pm - 9:00pm
L. Maldonado	State Street School café: Thursday, March 20, 3:00pm - 4:30 pm (Partnering with Parents monthly meeting) State Street School café: Thursday, April 24, 3:00pm - 4:30pm (Partnering with Parents) State Street cafe: Thurs., May 22, 3:00- 4:30 pm (Partnering with Parents)
M. Monroe	Rotella aud., gym, café: Thursday, May 29, 5:00pm - 7:00pm (Annual "We All Belong Night") Rotella aud.: Wednesday, June 4, 4:00pm - 7:00 pm (Annual Palette Awards Night)
D. LeBlanc	WAMS café: Tuesday, March 11, 5:15pm - 7:30pm (Family Paint Night)
E. Lanza	Gilmartin gym and café: March 4, 4:00pm - 7:30pm (Family Literacy Night)
M. Harris	Career Academy room 113: Saturdays, March 1, 8, 15, 22, 29 9:00am – 2:00pm (Robotics team)
M. Bergin	Rotella art room: August 20 and 21, 8:00am - 3:00pm (Pre-school PD) Rotella gym: Wednesday, October 8, 8:00am - 3:00pm (Pre-school PD
Blue Collar Union Randell	Kennedy aud.: Sunday, March 23, 8:00am - 12:00pm (Blue Collar Union membership meeting)
J. Johnson	W. Cross, Duggan, Carrington, Gilmartin, Reed: July 7 thru August 7 Monday thru Friday, 7:30am - 2:00pm (Summer School Programs)

J. McColl	Wilby aud.: Thursday, June 26, 8:00am - 11:00am (Summer Camp staff orientation)
J. McColl	Wilby complex – Crosby complex – Kennedy Complex – West Side complex June 30 - August 8, 7:30am - 4:00pm, Monday-Friday (Summer Camp)
T. Afable	Gilmartin café: Thursday, April 10, 5:00pm - 7:30pm (Family engagement night/families to learn CPR basics)
N. Cuevas	Walsh gym, café: March 27, 5:00-7:00pm (Family Reading Night)
A. Musto	KHS auditorium & 5 rooms: Monday, June 9, 5:00pm – 8:00pm (rehearsal) and Tuesday, June 10, 4:00-8:00pm (Adult Ed graduation ceremony) also 5 classrooms for prep
C. Katz	WAMS media center: Thursday, March 6, 5:00pm - 8:30pm (FAFSA Night for families to complete their part of FAFSA)
D. Ferreira	WAMS atrium: Wednesday, March 12, 5:00pm - 7:30pm (21st Century Family Night) WAMS atrium: Thursday, March 27, 5:00 - 7:30pm (21st Century Family Night event)
D. LeBlanc	WAMS café: Tuesday, April 22, 5:15pm - 7:30pm (Paint Night) WAMS aud.: Friday, April 25, 6:00pm - 7:30pm (National Arts Honor Society Induction Ceremony WAMS aud.: May 29 thru June 3, 5:00-7:00pm (Annual Visual Art Show)
B. Shagensky	Wallace café: April 21, 22, 24, and 28, 3:00pm - 5:00pm (K-8 Math RFP Committee to review material for the RFP)
Z. Lehtinen	West Side theater arts room.: Thursday, March 13, 5:00pm - 7:30 pm (Talent Show)
K. Poulter	NEMS café: Friday, March 7, 5:00pm - 7:30pm (Swim team banquet)
*A. Magliaro	WAMS apron stage/lobby: Fri., May 23, 4:00-9:30pm (School theatre awards/WAMS) WAMS courtyard: Wednesday, June 4, 10:00am-3:00pm (Outdoor activities/Senior Class "Field Day"
*J. Farrell	WAMS Recital Hall: Tuesday, May 13, 5:00-8:00 pm (NHS and NJHS Honor Society induction ceremony)
*H. Sam	Kingsbury gym: Thursday, March 27, 5:00-6:30 pm (Literacy and Paint Night)
*L. Martin	Rotella community room: April 3 thru April 11 (Book Fair)
*N. Albini	West Side media ctr.: Monday, March 24, 3:00-5:00 pm (Wtby. Health & Wellness Advisory Council)
HNTB Jennifer Burns	Kennedy café: Thurs., March 27, 2:30 – 7:30 pm Maloney café: Wed., April 2, 4:00 – 8:30 pm (CTDOT Public Informational Meetings)
*D. Bakewell	Maloney café: Tuesday, Mach 25th 5:00-6:30 pm PTO sponsored Zumba Night for families
*Park Dept. J. McColl	Kennedy pool: March 29, 30, April 5, 6, 12. (Lifeguard training)

Book

SCHOOL PERSONNEL USE ONLY

DATE: 1-28-25

TO: SCHOOL BUSINESS OFFICE

FROM: Troy Bond

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Wallace Crosby

☑ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 4-11-25 & 4-12-25

FROM: 2-10 pm am/pm TO: 3-10 am/pm

FOR THE FOLLOWING PURPOSES:

School Play

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Mark

SCHOOL PERSONNEL USE ONLY

DATE: 2/4/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Wilby Drama

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Wilby Highschool

☒ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: April 21- May 3rd

FROM: _____ am/pm TO: _____ am/pm

FOR THE FOLLOWING PURPOSES: * Play ① may 2nd 5pm 10pm
② may 3rd 10am - 4pm

Wizard of Oz Play

J. Osborne
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 1/27/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Melissa Labbe - WAMS PTSO

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms Cafe

DATES REQUESTED: March 13, 2025 - Thursday

FROM: 5:30 am/pm TO: 8:00 am/pm

FOR THE FOLLOWING PURPOSES:

WAMS PTSO Annual Family Bingo Night.

Melissa E. Labbe
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 1/27/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Melissa Labbe - WAMS PTSO

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: Saturday, March 29, 2025

FROM: 5:00 am/(pm) TO: 10:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

WAMS PTSO Spring Quarter Auction.

Melissa E. Labbe
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

DATE: 1/29/2025

TO: SCHOOL BUSINESS OFFICE

FROM: L. Franks-Blanchard

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Wilby HS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

X Library Media Center

DATES REQUESTED: March 18, 2025

FROM: 8:00 am/pm TO: 1:00 am/pm

FOR THE FOLLOWING PURPOSES:

American Red Cross - Blood Drive

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: Feb. 11, 2025

TO: SCHOOL BUSINESS OFFICE Sandy MacLeasland

FROM: Shirley Petteway

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Bucks Hill Elem.

☐ Auditorium ☒ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: March 27, 2025

FROM: 5 p.m. am/pm TO: 7 p.m. am/pm

FOR THE FOLLOWING PURPOSES:

Family Science Night
Guest will be C.T. Science Center

Shirley Petteway
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

DATE: 1/14/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Elizabeth Andrzejewski-Crosby High School

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Crosby High School

[X] Auditorium [ ] Gymnasium [ ] Swimming Pool [ ] Café/Rooms

DATES REQUESTED: Wednesday, April 30, 2025

FROM: 5:00 am/pm TO: 7:00 am/pm

FOR THE FOLLOWING PURPOSES:

Crosby High School's National Honor Society Induction Ceremony

E Andrzejewski
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

DATE: 2/19/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Mr. Jordan Tulley
Band Director
Wallace Middle School

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Crosby High School

X Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED:
Wednesday, May 28th,8:00a.m. through Thursday, May 29th, 7:30p.m.

FOR THE FOLLOWING PURPOSES:

Wallace Middle School winter concert (on the evening of Thursday, May 29th) and in-school rehearsals on May 28th and 29th

Jordan Tulley
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Mark

SCHOOL PERSONNEL USE ONLY

DATE: 2/21/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Mr. Lorenzo Maldonado

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: State Street Program

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: March 20th, 2025

FROM: 3:00 am/(pm) TO: 4:30 am/(pm)

FOR THE FOLLOWING PURPOSES:

Partnering with Parents event - Parent Group monthly meeting

APPLICANT

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

1320k

SCHOOL PERSONNEL USE ONLY

DATE: 2/21/25

TO: SCHOOL BUSINESS OFFICE

FROM: Mary Monroe

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Rotella

☒ Auditorium ☒ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: May 29, 2025

FROM: 5:00 am/pm TO: 7:00 am/pm

FOR THE FOLLOWING PURPOSES:

Our annual "We All Belong Night" at Rotella

Mary Monroe
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/21/25

TO: SCHOOL BUSINESS OFFICE

FROM: Mary Monroe

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Rotella

☒ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: June 4, 2025

FROM: 400 am/pm TO: 700 am/pm

FOR THE FOLLOWING PURPOSES:

Rotella annual Palette Awards night.

Mary Monroe
APPLICANT

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Yes

SCHOOL PERSONNEL USE ONLY

DATE: 2/21/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Ms. Lorenzo Maldonado

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: State Street Program

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: April 24th, 2025

FROM: 3:00 am/~~pm~~ TO: 4:30 am/~~pm~~

FOR THE FOLLOWING PURPOSES:

Partnering w/ Parents - Parent Group event for Family Engagement

APPLICANT

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/21/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Ms. Lorenzo Maldonado

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: State Street Program

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: May 22nd, 2025

FROM: 3:00 am/pm (pm) TO: 4:30 am/pm (pm)

FOR THE FOLLOWING PURPOSES:

Partnering W/ Parents - Parent Group Event for family engagement

J Maldonado
APPLICANT

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/19/25

TO: SCHOOL BUSINESS OFFICE

FROM: D. LeBlanc
(Danielle LeBlanc)

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: 3/11/25

FROM: 515 am/(pm) TO: 730 am/(pm)

FOR THE FOLLOWING PURPOSES:

Family paint Night hosted by NAHS

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/27/25

TO: SCHOOL BUSINESS OFFICE

FROM: Erika Lanza

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Gilmartin

☐ Auditorium ☒ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: ~~3/4/25~~

FROM: 4 am/pm TO: 730 am/pm

FOR THE FOLLOWING PURPOSES:

Family Literacy Night

E Lanza
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

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Cancel Catholic Academy

Hawk

SCHOOL PERSONNEL USE ONLY

DATE: 2.25.25

TO: SCHOOL BUSINESS OFFICE

FROM: Mike Harris

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WHS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ ~~Cafe~~/Rooms Room - 113

DATES REQUESTED: 3/1, 3/8, 3/15, 3/22, 3/29

FROM: 9:00 am/pm TO: 2:00 am/pm

FOR THE FOLLOWING PURPOSES:

Robotics Team

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/12/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Maureen Bergin

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Rotella School

☒ Art Room ☒ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: August 20, 2025, August 21, 2025

FROM: 8:00 am/pm TO: 3:00 am/pm

FOR THE FOLLOWING PURPOSES:

Preschool Professional Development; audio required, microphone and screen

Maureen Bergin
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

DATE: 2/12/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Maureen Bergin

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Rotella School

☐ Auditorium ☒ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: October 8, 2025,

FROM: 8:00 am/pm TO: 3:00 am/pm

FOR THE FOLLOWING PURPOSES:

Preschool Professional Development; audio required, microphone and screen

Maureen Bergin
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

Yook

DATE: 2-27-25

TO: SCHOOL BUSINESS OFFICE

FROM: B. C. Union

THE UNDERSIGNED HEREBY MAKES APPLICATION FOR USE OF SCHOOL FACILITIES (AFTER REGULAR SCHOOL HOURS) AS FOLLOWS:

NAME OF SCHOOL REQUESTED: Kennedy

☒ AUDITORIUM ☐ GYMNASIUM ☐ SWIMMING POOL ☐ CAFE/ROOMS

DATES REQUESTED: 3/23/25

FROM 9 Am am/pm TO 12 Pm am/pm

FOR THE FOLLOWING PURPOSES:

Blue Collar membership meeting

Randall Cook

APPLICANT

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2·27·25

TO: SCHOOL BUSINESS OFFICE

FROM: JOSEPH H. JOHNSON, PhD

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: ALL K-8 SCHOOLS (i.e. WENDELL CROSS, DUGGAN, REED, CARRINGTON & GILMARTIN)

☑ Classrooms

☑ Auditorium ☑ Gymnasium ☑ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: JULY 7, 2025 - AUGUST 1, 2025

FROM: 7 30 am/pm TO: 2 am/pm

FOR THE FOLLOWING PURPOSES:

EAS/ESY SUMMER PROGRAMS.

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/10/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Recreation - Jaime Angell

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows.

NAME OF SCHOOL REQUESTED: Wiley

☑ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Cafe/Rooms

DATES REQUESTED: 6/26/2025

FROM: 9 am (pm) TO: 11 am (pm)

FOR THE FOLLOWING PURPOSES

Summer Camp Staff orientation - It needed for setup

Jaime Angell
APPLICANT

Please note the following requirements.
Where the public is invited to an activity, police and fire departments must be notified. These arrangements must be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/13/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Recreation - Jena McColl

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Wilby

☑ Auditorium ☑ Gymnasium ☑ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: 6/30/2025 - 8/8/2025

FROM: 7:30 am/pm TO: 4:00 am/pm

FOR THE FOLLOWING PURPOSES:

Summer Camp - Monday - Friday 9:00 - 3:00
New Wing - 259, 258, 257, 256, 255, 264 - office, 222, 221, 224, 225, 226, 227, 228, 229, LLC media

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Yours

SCHOOL PERSONNEL USE ONLY

DATE: 2/11/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Recreation - John McCall

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Crosby

☑ Auditorium ☑ Gymnasium ☑ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: 6/30/2025 - 8/8/2025

FROM: 7:30 (am) pm TO: 4:00 am (pm)

FOR THE FOLLOWING PURPOSES:

Summer Camp - Monday - Friday - 9:00 - 3:00

Crosby Room Numbers - E229, E228, E226, E227, E224, E225, E205, E206, E203, E204, E202, E201, Welcome desk/Front desk

APPLICANT

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Rook

SCHOOL PERSONNEL USE ONLY

DATE: 2/10/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Recreation - John McColl

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Kennedy High School

☑ Auditorium ☑ Gymnasium ☑ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: 6/30/2025 - 8/8/2025

FROM: 7:30 (am)/pm TO: 4:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

Summer Camp - Monday - Friday - 9:00 - 3:00
Kennedy New Wing - Room 330, 332, 334, 336, 338, 344
340, 342, 352, 346, 350, 348, Faculty Room

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified.
These arrangements *must* be made in person at the police and fire headquarters.

300K

SCHOOL PERSONNEL USE ONLY

DATE: 2/11/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Recreation - John McCall

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: West Side

☑ Auditorium ☑ Gymnasium ☑ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: 6/30/2025 - 8/8/2025

FROM: 7:30 am/pm TO: 4:00 am/pm

FOR THE FOLLOWING PURPOSES:

Summer Camp - Monday - Friday 9:00 - 3:00
Portable classrooms.

John McCall
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/28/25

TO: SCHOOL BUSINESS OFFICE

FROM: Taylor Afable - Gilmartin BOOST! Site Coordinator

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Gilmartin Elementary School

☑ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: April 10th, 2025 Gilmartin Elementary School

FROM: 5:00 am/pm TO: 7:30 am/pm

FOR THE FOLLOWING PURPOSES:

Family engagement night where Gilmartin families will learn CPR basics

Setup: 5:00-5:30pm
Event: 5:30pm - 7:00pm
Clean up: 7:30pm

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2-28-25

TO: SCHOOL BUSINESS OFFICE

FROM: Nicole Cuevas

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Walsh School

☐ Auditorium ☑ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: March 27, 2025

FROM: 5:00 am/pm TO: 7:00 am/pm

FOR THE FOLLOWING PURPOSES:

Family Reading Night for our Walsh School families.

Nicole

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: March 3, 2025

TO: School Business Office

FROM: Waterbury Adult Education

.....

THE UNDERSIGNED HEREBY MAKES APPLICATION FOR USE OF SCHOOL FACILITIES (AFTER REGULAR SCHOOL HOURS) AS FOLLOWS:

NAME OF SCHOOL REQUESTED: Kennedy High School

__x__ AUDITORIUM _____ GYMNASIUM _____ SWIMMING POOL _x_ CAFÉ/**ROOMS**
The five classrooms we will use has not been determined as of yet.

DATES REQUESTED: June 9th (rehearsal); June 10th (graduation)
FROM 5:00 PM TO 8:00 PM Rehearsal
FROM 4:00 PM TO 8:00 PM Graduation

FOR THE FOLLOWING PURPOSES:

Adult Education 2025 Graduation.

antonio Musto
Antonio Musto, Principal

2-28-25
Date

Please note the following provisions:
When the public is invited to an activity, police and fire department must be notified. These arrangements ***must*** be made in person at police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: Feb 20, 2025

TO: SCHOOL BUSINESS OFFICE

FROM: Cheryl Katz

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAMS

☒ CCRC Room 1st floor (Media Center)

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: March 6th - Thursday

FROM: 5:00 am/pm TO: 8:30 am/pm

FOR THE FOLLOWING PURPOSES: SENIORS ONLY FAFSA Night for those families that have not completed their part of the FAFSA

Cheryl Katz
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Grade 1

SCHOOL PERSONNEL USE ONLY

DATE: 3/3/25

TO: SCHOOL BUSINESS OFFICE

FROM: W.A.M.S. Daniel Ferreira

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: W. A. M. S.

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms Atrium

DATES REQUESTED: 3/12/25

FROM: 5:00 am/(pm) TO: 7:30 am/(pm)

FOR THE FOLLOWING PURPOSES:

21st Century Family Night.

Daniel Ferreira
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 3/3/25

TO: SCHOOL BUSINESS OFFICE

FROM: W.A.M.S - Daniel Ferreira

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: W.A.M.S.

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms / Atrium

DATES REQUESTED: ~~3/20~~ 3/27

FROM: 5:00 am/pm TO: 7:30 am/pm

FOR THE FOLLOWING PURPOSES:

21st Century Family Night Event

Daniel Ferreira
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/25/25

TO: SCHOOL BUSINESS OFFICE

FROM: Danielle LeBlanc

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: 4/22/25

FROM: 515 am/pm TO: 730 am/pm

FOR THE FOLLOWING PURPOSES: Paint Night
<25 held in Rm 102, if greater than 25 sign ups will use cafe.

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/27/25

TO: SCHOOL BUSINESS OFFICE

FROM: Danielle LeBlanc

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAMS

☒ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 4/25/25

FROM: 6 am/pm TO: 730 am/pm

FOR THE FOLLOWING PURPOSES:

National Arts Honor Society Induction Ceremony for student for the chapter

APPLICANT

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 2/25/25

TO: SCHOOL BUSINESS OFFICE

FROM: Danielle LeBlanc

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Waterbury Arts Magnet School

☒ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 5/29/25 (will stay up thru 6/3 take down during the day)

FROM: 5 am/pm TO: 7 am/pm

FOR THE FOLLOWING PURPOSES:

WAMS Annual Visual Art show.
Opening night 5/29/25 5pm-7pm. Will stay up for the school days 5/30, 6/2 & be taken down 6/3 during the day)

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 3/3/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Bob Shagensky and Beth Corbin

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Wallace Middle School

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: Monday, 4/21, Tuesday, 4/22, Thursday, 4/24, and Monday, 4/28

FROM: 3:00 am/pm TO: 5:00 am/pm

FOR THE FOLLOWING PURPOSES:

The K-8 Math RFP Committee will need a place to review materials submitted for the RFP.

Elizabeth Corbin
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

Date: 3/4/25

TO: Sandy McCasland

FROM: M-Z. LehTinen, Theatre Teacher

The undersigned hereby makes application for use of school facilities (after school hours) as follows:

NAME OF SCHOOL REQUESTED: West Side Middle School

☑ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café

DATES REQUESTED: Thur., 3/13

Time: 5pm-7:30pm

FOR THE FOLLOWING PURPOSES:

Talent Show!

Applicant

Zack LehTinen

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

DATE: 3/3/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Kara Poulter

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: North End Middle

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: March 7th, 2025

FROM: 5:00 am/pm TO: 7:30 am/pm

FOR THE FOLLOWING PURPOSES:

Swim banquet for N.E.M.S swim team

Kara Poulter
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Yoshi

SCHOOL PERSONNEL USE ONLY

DATE: 3/5/25

TO: SCHOOL BUSINESS OFFICE

FROM: Alicia Magliaro

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAMS

APRON STAGE + MIRRORED LOBBY

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 5/23/25

FROM: 4 am/pm TO: 9:30 am/pm

Event 6:30-8:30

FOR THE FOLLOWING PURPOSES:

The WAMOS - School Theatre awards.

Alicia Magliaro
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

DATE: 3/5/25

TO: SCHOOL BUSINESS OFFICE

FROM: Alicia Magliaro

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAMS

Courtyard

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 6/4/25

FROM: 10 (am)/pm TO: 3 am/(pm)

FOR THE FOLLOWING PURPOSES:

Outdoor activities with the Senior Class "FIELD DAY"

Alicia Magliaro
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

DATE: 3/5/25

TO: SCHOOL BUSINESS OFFICE

FROM: WAMS/Farrell

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAMS

☒ Auditorium (Recital Hall) ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 5/13/25

FROM: 5 am/(pm) TO: 8 am/(pm)

FOR THE FOLLOWING PURPOSES:

NHS + NJHS Induction Ceremonies

APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Work

SCHOOL PERSONNEL USE ONLY

DATE: 3/4/25

TO: SCHOOL BUSINESS OFFICE

FROM: Hannah Sam

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Kingsbury

☐ Auditorium ☒ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 3/27/25

FROM: 5:00 am/pm TO: 6:30 am/pm

FOR THE FOLLOWING PURPOSES:

Literacy and Paint Night

Hannah Sam
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 3/5/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Lauren Martin

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Rotella

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms Community Room

DATES REQUESTED: April 3, 2025 - April 11, 2025

FROM: all day am/pm TO: all day am/pm

FOR THE FOLLOWING PURPOSES:

Book Fair - Door must remain locked

Lauren Martin
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

Book

SCHOOL PERSONNEL USE ONLY

DATE: March 10, 2025

TO: SCHOOL BUSINESS OFFICE

FROM: Nicholas J. Albini, Chief Operating Officer

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: West Side Middle School Media Center

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: Monday, March 24, 2025

FROM: 3:00 am/pm TO: 5:00 am/pm

FOR THE FOLLOWING PURPOSES:

Waterbury Public Schools Health & Wellness Advisory Council; No equipment or technology needed; no food. 15 to 20 people. Set up 8 tables in a square with 24 chairs (6 at each table).

Nicholas J. Albini
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Jennifer Burns NAME OF ORGANIZATION HNTB Corporation

ADDRESS 55 Capital Boulevard, Rocky Hill, CT 06067 TELEPHONE # 860-912-5584
(street) (city) (state) (zip code)

SCHOOL REQUESTED Kennedy DATES 3/27 ROOM(S) Cafeteria

OPENING TIME 2:30 CLOSING TIME 7:30 PURPOSE CTDOT Public Information Meeting

ADMISSION (if any) Public - free CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 80 max CHILDREN 20 max

SIGNATURE OFAPPLICANT DATE 03/06/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Jennifer Burns, 55 Capital Boulevard, Rocky Hill, CT, 860-912-5584

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. JH (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE

SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Jennifer Burns NAME OF ORGANIZATION HNTB Corporation

ADDRESS 55 Capital Boulevard, Rocky Hill, CT 06067 TELEPHONE # 860-912-5584
(street) (city) (state) (zip code)

SCHOOL REQUESTED Maloney DATES 4/2 ROOM(S) Cafe

OPENING TIME 4:00 CLOSING TIME 8:30 PURPOSE CTDOT Public Information Meeting

ADMISSION (if any) Public - free CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 80 max CHILDREN 20 max

SIGNATURE OFAPPLICANT [signature] DATE 03/06/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

Jennifer Burns, 55 Capital Boulevard, Rocky Hill, CT, 860-912-5584

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. JJA (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

OK

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE

SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

SCHOOL PERSONNEL USE ONLY

DATE: 3-10-25

TO: SCHOOL BUSINESS OFFICE

FROM: D. Bakewell

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Maloney Magnet

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: Tuesday, March 25, 2025

FROM: 5:00 am/pm TO: 6:30 am/pm

FOR THE FOLLOWING PURPOSES:

PTO sponsored Zumba night for families

Aline Bakewell
APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

DATE: 3/11/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Bureau of Recreation

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Kennedy High School Pool

☐ Auditorium ☐ Gymnasium ☑ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: March 29th and March 30th

FROM: _____ am/pm TO: _____ am/pm

FOR THE FOLLOWING PURPOSES:

March 29th - 9:00am - 1:45pm - Lifeguard training ✓
March 30th - 1:00pm - 6:00pm Lifeguard training

_____

APPLICANT

Please note the following provisions.
When the public is invited to an activity, police and fire departments must be notified
These arrangements *must* be made in person at the police and fire headquarters

Books

SCHOOL PERSONNEL USE ONLY

DATE: 3/11/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Bureau of Recreation

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Kennedy High School Pool

☐ Auditorium ☐ Gymnasium ☑ Swimming Pool ☐ Cafe/Rooms

DATES REQUESTED: April 5th, April 6th, April 12th

FROM: _____ am/pm TO: _____ am/pm

FOR THE FOLLOWING PURPOSES:

April 5th - 9:00 aM - 4:30 pM - Lifeguard training
April 6th - 1:00pm - 8:30pm - Lifeguard training
April 12th - 9:00 am - 4:30pm - Lifeguard training

APPLICANT

Please note the following provisions.
When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #11.1

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Board of Education APPROVE/DENY the request of Erik Brown to name Reed School's Music Room in honor of Dr. Verna D. Ruffin.

Physical Facilities 7552

Naming of School Spaces (inside and outside)

In accordance with its responsibility to maintain control of the public schools in its jurisdiction, the Waterbury Board of Education hereby adopts the following policy for naming spaces inside schools and on school properties:

1. All requests to name school spaces should be submitted by the requestor to the Clerk of the Board of Education. The request must be made on the "Request for Naming of School Buildings and/or School Spaces" form and should identify the individual(s) for whom the space is to be named, the proposed location, rationale, and any related cost and supporting information.

2. Such requests will be referred to the Committee of the Whole for consideration. The committee will confer with the Principal of the designated school.

3. Recommendations from the Committee will be considered for action by the Board of Education for a minimum of 60 calendar days prior to vote to allow for public input on the proposal.

4. The request for spaces in new facilities will not be accepted until the facility has been in operation for one (1) calendar year.

5. All spaces will be named in perpetuity. Once named, spaces cannot be renamed except in extreme cases in which the name brings dishonor to the space/facility. Such circumstances will require a two-thirds (2/3) majority vote of the Board of Education to remove the name.

NOTE: This policy does not apply to the naming of school buildings. A separate policy has been developed for that purpose. See policy 7551 – Naming of School Buildings.

Policy adopted by the Waterbury Board of Education on June 6, 2013

Waterbury Public Schools

Request for Naming of School Buildings and/or School Spaces

Date: 12/6/24

Facility or Building Name: Reed School

Proposed building or space to be named: Music Room(s)

Requestor's Name: Erik Brown
Requestor's Address: 33 Griggs Street Waterbury, CT. 06704
Requestor's Phone Number(s): 203-574-8180

Proposed individual(s) or group for whom the building or space is to be named:
Dr. Verna Ruffin

Reasons for naming (attach any additional information to this form):
Dr. Ruffin served in Waterbury as the 1ST female A. A. superintendent. In her tenure, she restructured the district in such a way that resources were more readily available. One department specific was special to her personally is the music Department. Her background as a musician allowed her the insight of how 'The Arts' benefits students. In her efforts 'The Arts' was not forgotten when providing necessary resources ~~throucot~~ Throughout the entire district.

If applicable, materials needed (plaque, etc) and cost of materials (please note any costs associated with this request are the sole responsibility of the requestor):
Requestor will provide the funds for The plaque. Approval for the district to provide the labor.

Please submit this form and any attachments to the Clerk of the Board of Education at 236 Grand Street, 3rd floor, Waterbury, Connecticut 06702 or via email at cswain@waterbury.k12.ct.us

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #11.2

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve the revised educational specifications for the proposed Driggs Elementary School Elevator Project.

Waterbury Public Schools

FORM SCG-1031 - EDUCATIONAL SPECIFICATION
For
Driggs Elementary School

Code Update-Elevator Addition

1. PROJECT RATIONALE

The installation of a handicapped accessible elevator addition at the Driggs Elementary School will allow the City of Waterbury to provide a safe and appropriate learning environment accessible to all members of the student body and staff. It is necessary for the City of Waterbury to install an elevator at the Driggs Elementary School as the City of Waterbury plans to continue to utilize the Driggs Elementary School, as an elementary school, for the next twenty years.

2. LONG-RANGE PLAN

The long-range plan for the school buildings in Waterbury calls for full code compliance at all school buildings. While Driggs Elementary School is not designated as an accessible elementary school, a code update will be completed. This will allow Waterbury to move toward compliance at all facilities in accordance with the long-range plan.

Waterbury plans to continue to utilize Driggs Elementary School in its current capacity, and with appropriate maintenance, as an elementary school for the next twenty years.

The long range plan for the Driggs Elementary School in Waterbury calls for the installation of an elevator. The existing school was constructed in 1965. The original design did not incorporate any handicapped accessible features. While some handicapped modifications, which comply with the American with Disabilities Act (ADA), have been put in place, the major impediment to a fully handicapped accessible school facility is the lack of a handicapped accessible elevator.

3. THE PROJECT

The City of Waterbury proposes the following components for the elevator project. This project will address violations of the ADA Code. The areas adjacent to the elevator will be affected by minor construction. Details of the project are presented below.

THE PROJECT – Entire Facility

There are several aspects of the code update which will impact the facility. This work will include the following:

1) A four stop, handicapped accessible elevator complying with the Americans with Disabilities Act (ADA).
2) Inspect for hazardous containing materials in the area of the addition by an environmental consultant.
3) Abatement of hazardous containing materials, if required.
4) Identify existing building components including mechanical and electrical systems to be demolished in the area of the elevator addition.
5) Identify mechanical and electrical services and systems which will be required for the elevator addition.
6) Determine where electrical and mechanical services/systems are required to support the new elevator are located, identify requirements for extending those services/systems to the location of the new elevator.
7) Perform necessary work to install an elevator.
8) Any finishes will be of a type similar to that of the existing building.

THE PROJECT – Select Areas

The Code Update: The four-stop elevator will be constructed as a shaft located on the south façade of the existing building. The shaft will be constructed of masonry rated block with a masonry veneer. Structure will be steel framing with an EPDM roofing system and associated drainage. The elevator will connect all stories and will be accessed externally by a card reader system. An accessible parking space will be located adjacent to the elevator addition. The location of the elevator was chosen as it provides full access with the least disruption to the existing building.

4. BUILDING SYSTEMS

Security:	As required at any new entry vestibules required as part of the project.
Public Address:	Not applicable.
Technology:	Not applicable.
Phone System:	Not applicable.
Clocks:	Not applicable.

5. INTERIOR BUILDING ENVIRONMENT

Acoustics:	Ceilings: Ceilings in the construction area will be replaced to accommodate elevator installation and for fire code reasons if necessary. Walls: Interior walls will be patched and repaired as necessary only where construction related to interior accessible route directly impacts existing structure.
Lighting:	Lights in the modified areas for the elevator may need to be reconfigured.
HVAC:	Heating, ventilation, and air conditioning modifications may be required to accommodate the elevator.
Plumbing:	Reconfiguration of fire protection sprinklers may be required to accommodate the installation of the new elevator.

Windows/Doors:	Removal of existing windows and doors may be required to accommodate the installation of the new elevator.

6. SITE DEVELOPMENT

Site Acquisition:	Not applicable.
Parking:	Not applicable.
Drives:	Not applicable.
Walkways:	As required to provide ADA access to new elevator location.
Outdoor Athletic Facilities:	Not applicable.
Landscaping:	Not applicable.
Site Improvements:	Not applicable.

7. CONSTRUCTION BONUS REQUESTS

Driggs Elementary School does not house any of the special programs eligible for a school construction bonus.

School Readiness:	C.G.S. 1 0-285a(e)--Not applicable.
Lighthouse Schools:	C.G.S. 10-285a(f)--Not applicable.
CHOICE:	C.G.S. 10-285a(g), as amended--Not applicable.
Full-day Kindergarten:	C.G.S. 10-285a(h)--Not applicable.
Reduced Class Size:	C.G.S. 10-285a(h)--Not applicable.
Regional Vo-Ag Center:	C.G.S. 10-65--Not applicable.
Interdistrict Magnet School:	C.G.S. 10-264h--Not applicable.
Interdistrict Cooperative SChool:	C.G.S. 10-158a--Not applicable.
Regional Special Education Center:	C.G.S. 10-76e--Not applicable.

8. COMMUNITY USES

Driggs Elementary School will be designed to facilitate activities during the school hours, before and after school hours, and throughout the calendar year.

- PTO will use the media center and conference rooms for meetings before and after school; as well as, they have an office and storage space within the building.
- The Recreation Department will use the gymnasium for evening activities when it is not being used by the students.
- Summer Enrichment Programs are held at the school.
- Neighborhood and City-wide Community Meetings will take place in the evenings.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #11.3

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve the revised educational specifications for the proposed Wilson Elementary School Elevator Project.

Waterbury Public Schools

FORM SCG-1031 - EDUCATIONAL SPECIFICATION
For
Wilson Elementary School

Code Update-Elevator Addition

1. PROJECT RATIONALE

The installation of a handicapped accessible elevator addition at the Wilson Elementary School will allow the City of Waterbury to provide a safe and appropriate learning environment accessible to all members of the student body and staff. It is necessary for the City of Waterbury to install an elevator at the Bunker Hill Elementary School as the City of Waterbury plans to continue to utilize the Bunker Hill Elementary School, as an elementary school, for the next twenty years.

2. LONG-RANGE PLAN

The long-range plan for the school buildings in Waterbury calls for full code compliance at all school buildings. While Wilson Elementary School is not designated as an accessible elementary school, a code update will be completed. This will allow Waterbury to move toward compliance at all facilities in accordance with the long-range plan.

Waterbury plans to continue to utilize Wilson Elementary School in its current capacity, and with appropriate maintenance, as an elementary school for the next twenty years.

The long range plan for the Wilson Elementary School in Waterbury calls for the installation of an elevator. The existing school was constructed in 1950. The original design did not incorporate any handicapped accessible features. While some handicapped modifications, which comply with the American with Disabilities Act (ADA), have been put in place, the major impediment to a fully handicapped accessible school facility is the lack of a handicapped accessible elevator.

3. THE PROJECT

The City of Waterbury proposes the following components for the elevator project. This project will address violations of the ADA Code. The areas adjacent to the elevator will be affected by minor construction. Details of the project are presented below.

THE PROJECT – Entire Facility

There are several aspects of the code update which will impact the facility. This work will include the following:

1) A four stop handicapped accessible elevator complying with the Americans with Disabilities Act (ADA).
2) Inspect for hazardous containing materials in the area of the addition by an environmental consultant.
3) Abatement of hazardous containing materials, if required.
4) Identify existing building components including mechanical and electrical systems to be demolished in the area of the elevator addition.
5) Identify mechanical and electrical services and systems which will be required for the elevator addition.
6) Determine where electrical and mechanical services/systems are required to support the new elevator are located, Identify requirements for extending those services/systems to the location of the new elevator.
7) Perform necessary work to install an elevator.
8) Any finishes will be of a type similar to that of the existing building.

THE PROJECT – Select Areas

The Code Update: The four-stop elevator will be constructed as a shaft located on the south façade of the existing building. The shaft will be constructed of masonry rated block with a masonry veneer. Structure will be steel framing with an EPDM roofing system and associated drainage. The elevator will connect all stories and will be accessed externally by a card reader system. The existing accessible parking is adjacent to the elevator addition. The location of the elevator was chosen as it provides full access with the least disruption to the existing building.

4. BUILDING SYSTEMS

Security:	As required at any new entry vestibules required as part of the project.
Public Address:	Not applicable.
Technology:	Not applicable.
Phone System:	Not applicable.
Clocks:	Not applicable.

5. INTERIOR BUILDING ENVIRONMENT

Acoustics:	Ceilings: Ceilings in the construction area will be replaced to accommodate elevator installation and for fire code reasons if necessary. Walls: Interior walls will be patched and repaired as necessary only where construction related to interior accessible route directly impacts existing structure.
Lighting:	Lights in the modified areas for the elevator may need to be reconfigured.
HVAC:	Heating, ventilation, and air conditioning modifications may be required to accommodate the elevator.
Plumbing:	Reconfiguration of fire protection sprinklers may be required to accommodate the installation of the new elevator.

Windows/Doors:	Removal of existing windows is required to accommodate the installation of the new elevator.

6. SITE DEVELOPMENT

Site Acquisition:	Not applicable.
Parking:	Not applicable.
Drives:	Not applicable.
Walkways:	As required to provide ADA access to new elevator location.
Outdoor Athletic Facilities:	Not applicable.
Landscaping:	Not applicable.
Site Improvements:	Not applicable.

7. CONSTRUCTION BONUS REQUESTS

Wilson Elementary School does not house any of the special programs eligible for a school construction bonus.

School Readiness:	C.G.S. 1 0-285a(e)--Not applicable.
Lighthouse Schools:	C.G.S. 10-285a(f)--Not applicable.
CHOICE:	C.G.S. 10-285a(g), as amended--Not applicable.
Full-day Kindergarten:	C.G.S. 10-285a(h)--Not applicable.
Reduced Class Size:	C.G.S. 10-285a(h)--Not applicable.
Regional Vo-Ag Center:	C.G.S. 10-65--Not applicable.
Interdistrict Magnet School:	C.G.S. 10-264h--Not applicable.
Interdistrict Cooperative SChool:	C.G.S. 10-158a--Not applicable.
Regional Special Education Center:	C.G.S. 10-76e--Not applicable.

8. COMMUNITY USES

Wilson Elementary School will be designed to facilitate activities during the school hours, before and after school hours, and throughout the calendar year.

- PTO will use the media center and conference rooms for meetings before and after school; as well as, they have an office and storage space within the building.
- The Recreation Department will use the gymnasium for evening activities when it is not being used by the students.
- Summer Enrichment Programs are held at the school.
- Neighborhood and City-wide Community Meetings will take place in the evenings.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #11.4
TO BE ADDED

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve Amendment One to the Engineer Agreement with Freeman Companies, LLC. (RFQ #8132) for Engineering On-call Services.

WATERBURY
PUBLIC SCHOOLS

Nicholas J. Albini
Chief Operating Officer
(203) 346-2340, x2
nalbini@waterbury.k12.ct.us

MEMORANDUM

DATE: March 20, 2025

TO: Board of Education Commissioners

FROM: Nicholas J. Albini, Chief Operating Officer

SUBJECT: Board of Education Approval Request / Executive Summary
Contract Amendment #1 between City of Waterbury and Freeman Companies, LLC

The Education Department respectfully requests your approval of the above-referenced contract amendment, awarded through RFQ#8132 with Freeman Companies, LLC for On-Call Engineering Services.

An On-Call Engineering Agreement was recently approved by the BOA and Education has requested an amendment to this agreement to include provisions specific to Education, should Education have a need to utilize this On-Call Engineering Agreement.

As a reminder, as with all on-call agreements, all services requested under this agreement will be authorized through Task Orders and Purchase Orders following the rates and fees set forth in Freeman's Cost Information Schedule Packet, which has been incorporated into the agreement as part of Attachment A (see attached agreement). Each Task Order will set out, on a project by process basis, the desired scope of work, monetary terms and time of performance for such work, plus all other pertinent project specific information.

The agreement has a term of three (3) years (i.e., 1/1/2025 – 12/31/2027) and as an On-Call Agreement, there is no cost to the City associated with entering into the agreement.

Accordingly, attached for your review and consideration are the proposed amendment, as well as the original Freeman On-Call Engineering Agreement. Lastly, please be advised that the department will have a representative present at your upcoming meeting to answer any questions you may have regarding this matter.

Amendment No. 1 to ENGINEER AGREEMENT
RFQ No. 8132
for
ENGINEERING ON-CALL SERVICES
2025 THROUGH 2027
between
The City of Waterbury, Connecticut
and
FREEMAN COMPANIES, LLC

THIS Amendment No. 1, effective on the date signed by the Mayor, is by and between the CITY OF WATERBURY, City Hall, 235 Grand Street, Waterbury, Connecticut 06702 (the "City") and FREEMAN COMPANIES, LLC, located at 36 JOHN ST., HARTFORD, CT 06106, a State of Connecticut duly registered domestic limited liability company (the "Firm").

WHEREAS, on March ___, 2025, the parties hereto fully executed an agreement between the City and Firm regarding **RFQ No. 8132** for **ENGINEERING ON-CALL SERVICES 2025 THROUGH 2027** ("**Original Agreement**"); and

WHEREAS, the City and Firm desire to amend the **Original Agreement** to add provisions pertaining to work being done in/on school grounds and pertaining to the Board of Education insurance provisions.

NOW THEREFORE, the City and Firm hereby agree and covenant to amend the **Original Contract** as follows:

1. The foregoing recitals are incorporated herein as if fully stated herein.

2. **Section 3. Responsibilities of Firm**. Section 3. of the **Original Agreement** shall be amended with the addition of the following provisions:

"******** IF WORKING IN/ON SCHOOL GROUNDS**********

3.10. Activities, Work, and Services Performed in Department of Education Facilities, on School Grounds, at Student Sporting Events, and/or where City Students Present. For all activities in school facilities and/or Department of Education facilities, the Firm shall first be required to coordinate all on-site visits and activities with the appropriate Department/personnel in Education, or the designated person and shall obtain any necessary clearance, ID badges, etc.

3.11. Criminal Background Check and DCF Registry Check. The Firm shall

ensure, and represents to the City, that any employee who will be on school grounds/Department of Education Property/at Department of Education events and/or where City Students Present, that will or may have direct contact with a Student pursuant to this Agreement has stated, in writing, whether such person has ever been convicted of a crime or whether criminal charges were ever pending against such person. The Firm shall further ensure, and represents to the City that any person who will have direct contact with a Student has submitted to a records check of the Department of Children and Families child abuse and neglect registry established pursuant to Conn. Gen. Stat. §17a-101k, as well as state and national criminal history records checks conducted in accordance with Conn. Gen. Stat. §29-17a, the federal National Child Protection Act of 1993, and the federal Volunteers for Children Act of 1998. The Contractor shall not permit any person with a disqualifying criminal history to have direct contact with a student.

3.12. Activities, Work, and Services Performed on other City Property (Non-Education facilities). For all activities involving non-Board of Education facilities and/or buildings, Firm shall first be required to coordinate all on-site visits and activities with the appropriate City Department or its designee."

3. **Section 9. Firm's Insurance.** Sections 9.6 and 9.7 of the **Original Agreement** are deleted in their entirety and replaced with the following text:

"9.6. Cancellation: The City of Waterbury and the City of Waterbury Board of Education shall receive written notice of cancellation from the Firm at least thirty (30) calendar days prior to the date of actual cancellation, regardless of the reason for such cancellation.

9.7. Certificates of Insurance: The Firm's General, Automobile and Excess/Umbrella Liability Insurance policies shall be endorsed to add the City and its Board of Education as an Additional Insured and include a waiver of subrogation on all policies except Professional Liability. The insurance afforded the additional insured shall be primary and non-contributory insurance and the coverage and limits provided under the Firm's policies shall not be reduced or prorated by the existence of any other insurance applicable to any loss the additional insured may have suffered. At the time the Firm executes this Contract, it shall furnish to the City, subject to City approval, certificate(s) of insurance, and Additional Insured Endorsement and Waiver of Subrogation Endorsement verifying the above coverages, including the naming of the City of Waterbury, as follows: **"The City of Waterbury and its Board of Education is listed as Additional Insured on a primary and non-contributory basis on all policies except Workers' Compensation and Professional Liability. All policies shall include a Waiver of Subrogation except Professional Liability."** The Firm must supply replacement/renewal certificates at least thirty (30) calendar days prior to the expiration of the policy(ies). Said certificates shall contain a provision that coverage afforded under the policies shall not be cancelled or reduced for any reasons

unless notice of not less than thirty (30) calendar days has been mailed to the Office of Corporation Counsel, 235 Grand Street, Waterbury, CT 06702."

4. Except as expressly modified herein, all the terms, conditions and provisions of the **Original Contract** shall remain in full force and effect and binding upon the parties hereto.

(signature page follows)

IN WITNESS WHEREOF, the parties hereto execute this **Amendment No. 1** on the dates signed below.

WITNESSES:

Sign:_____
Print name:

Sign:_____
Print name:

CITY OF WATERBURY

By:_____
Paul K. Pernerewski, Jr.
Mayor

Date: _____

WITNESSES:

Sign: Diana Colcord
Print name: Diana Colcord

Sign: Jessica Cruz M
Print name: Jessica Cruz Martinez

FREEMAN COMPANIES, LLC

By: Rohan A. Freeman
Print name: Rohan A. Freeman
Its _____

Date: 3/17/25

ENGINEER AGREEMENT
RFQ No. 8132
for
ENGINEERING ON-CALL SERVICES
2025 THROUGH 2027
between
The City of Waterbury, Connecticut
and
FREEMAN COMPANIES, LLC

THIS AGREEMENT, effective on the date signed by the Mayor, is by and between the CITY OF WATERBURY, City Hall, 235 Grand Street, Waterbury, Connecticut 06702 (the "City") and FREEMAN COMPANIES, LLC, located at 36 JOHN ST., HARTFORD, CT 06106, a State of Connecticut duly registered domestic limited liability company (the "Firm").

WHEREAS, the Firm submitted a qualifications to the City responding to **RFQ No. 8132** for **ENGINEERING ON-CALL SERVICES 2025 THROUGH 2027**; and

WHEREAS, the City accepted the Firm's Qualifications for **RFQ No. 8132** as provided herein; and

WHEREAS, the City desires to obtain the Firm's services pursuant to the terms, conditions and provisions set forth in this agreement (the "Project").

NOW THEREFORE, THE PARTIES AGREE AND COVENANT AS FOLLOWS:

1. Scope of Services. The Firm shall furnish all of the labor, services, equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. necessary to complete the Project as specified in this agreement (also referred to herein as "Contract") and such shall be completed in a satisfactory manner, as reasonably determined by the City. All labor, services, equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. shall comply with any and all applicable Local, State and federal laws, statutes, ordinances and regulations and with generally accepted professional standards. The Firm shall make such revisions or modifications to its work, at its own cost and expense, as the City may require in order to be deemed complete.

1.1. The Project consists of **ENGINEERING ON-CALL SERVICES 2025 THROUGH 2027** pertaining to services for which the Firm has been deemed qualified by the City's Purchasing Director ("**Qualified Engineering Services**") as provided herein, and as detailed and described in **Attachment A** and are hereby made material provisions of this Contract**. Attachment A** shall consist of the following,

which are attached hereto, are acknowledged by the Firm as having been received, or are otherwise hereby incorporated by reference as noted below, and all are made a part hereof:

1.1.1 The City's **RFQ No**. **8132** for **ENGINEERING ON-CALL SERVICES 2025 THROUGH 2027** (incorporated by reference);
1.1.2 **Addenda #1** to the City's **RFQ No. 8132**, dated October 23, 2024 and consisting of 8 pages (attached hereto);
1.1.3 The Firm's Qualifications submitted in response to the City's **RFQ No. 8132**, dated November 1, 2024 and consisting of 97 pages (incorporated by reference), and the Firm's completed 7 page ATTACHMENT D – DISCIPLINE LIST and 6 page ATTACHMENT E – COST INFORMATION SCHEDULE (13 page "Cost Information Schedule Packet") (attached hereto);
1.1.4 Firm's Certificate(s) of Insurance (attached hereto);
1.1.5 All applicable Federal, State and local statutes, regulations charter and ordinances (incorporated by reference);
1.1.6 All permits and licenses (incorporated by reference); and
1.1.7 Any and all amendment(s) and Change Orders issued by the City after execution of Agreement (incorporated by reference).

1.2. The entirety of **Attachment A** plus this executed instrument are together deemed the Contract Documents (hereinafter collectively referred to as "Contract Documents"). The City's record copy of the Contract Documents shall control and shall be effective and binding on the Firm. In the event that any provision in the Contract Documents conflict with any other provision therein, the provision in the component part of the Contract Document first enumerated below shall govern over any other component part which follows it numerically:

1.2.1 Federal, State, and local laws, regulations, charter and ordinances
1.2.2 Contract Amendment(s) and Change Orders
1.2.3 Contract
1.2.4 Firm's response to the City's **RFQ No. 8132**, dated November 1, 2024 and consisting of 97 pages, and the Firm's Cost Information Schedule Packet
1.2.5 RFQ Addenda
1.2.6 RFQ Documents not included in 1.2.1-1.2.5

1.3 Task Order Development. The parties hereto agree that the City, through its Using Agency (i.e., City Department or Waterbury Development Corporation), may request from the Firm at any time during the term of this Agreement a proposal to perform services pertaining to any **Qualified Engineering Services** that shall be completed within the Contract Time of this Agreement and as further provided in the applicable Task Order(s) and agreed to by the Firm. The Firm's **Qualified Engineering Services** are:

- Roadway Engineering Design/Reconstruction
- Traffic Planning, Safety and Engineering
- Drainage Improvements
- Land Survey Work
- Environmental Engineering/Hazardous Waste-Abatement Services/Environmental Services
- Parks/Recreation – Design/Engineering
- Constructability Reviews
- General Civil/Site Engineering
- General Municipal Improvements
- Master Planning/Site Development
- Water Main Design/Engineering
- Water Storage Tank Design/Engineering
- GEO Tech Engineering Services for Reservoir Dams
- Water Financial Planning, Rates & Grant Support Services
- Geotechnical Engineering/Testing

The Firm shall prepare for the Using Agency's review, comment and approval a Task Order that:

1.3.1 assigns a Task Order number;
1.3.2 provides a general description of the Task Order project;
1.3.3 provides the time by which all work under the Task Order shall be completed;
1.3.4 proposes a not to exceed cost to perform all work under the Task Order with compensation being based upon the hourly rates provided in the Firm's response to the City's **RFP No. 8132** and paid on a time and materials basis;
1.3.5 provides a spreadsheet of the Firm's proposed level of effort for the Task Order work that includes staff positions and man-hours budgeted for each subtask within the Task Order;
1.3.6 addresses any comments provided by the Using Agency;

1.4 The parties hereto agree that no work shall commence under a Task Order until and unless it has been fully executed by the Firm (through its Project Manager) and by the City (through the Department Head of the Using Agency) and a City Purchase Order for said work has been issued.

1.5 Task Order Process. The parties hereto agree that for all Task Orders approved in writing by the City's Using Agency:

1.5.1 The Using Agency shall process a requisition with the City's Finance Department for each specific Task Order;

1.5.2 The Using Agency shall not issue a Notice to Proceed with the Task Order work to the Firm until and unless the City issues a Purchase Order for such work; and

1.5.3 The Firm shall provide invoices to the Using Agency on a monthly basis for services rendered under each Task Order during the period in question and shall include therewith a narrative detailing the services rendered during the period in question and any further information requested by the Using Agency.

2. Firm Representations Regarding Qualification and Accreditation. The Firm represents that, to the extent required by law, its employees are licensed to perform the scope of work set forth in this Contract. The Firm further represents that its employees have the requisite skill, expertise and knowledge necessary to perform the scope of work required under the terms of this Contract, including any supplementary work and the City relies upon these.

2.1. Representations regarding Personnel. The Firm represents that it has, or will secure at its own expense, all personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the City, unless use of City employees or of personnel having a contractual relationship with the City is approved by the City in writing. As set forth above, all the services required hereunder shall be performed by the Firm under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state or local law to perform such services.

2.2. Representations regarding Qualifications. The Firm hereby represents that, to the extent required by Federal, State and Local statutes, regulations, codes, ordinances, and policies, that the Firm and/or its employees be licensed, certified, registered, or otherwise qualified, the Firm and all employees providing services under this Contract, are in full compliance with those statutes, regulations and ordinances. Upon City request, the Firm shall provide to the City a copy of the Firm's licenses, certifications, registrations, etc.

3. Responsibilities of the Firm. All data, information, etc. given by the City to the Firm and/or created by the Firm shall be treated by the Firm as proprietary to the City and confidential unless the City agrees in writing to the contrary and shall be used solely for the purposes of providing services under this Contract. The Firm agrees to forever hold in confidence all files, records, documents and other information which may come into the Firm's possession during the term of this Contract, except where a disclosure is expressly stated as a requirement of this Contract. Notwithstanding the foregoing, where a Firm disclosure is required to comply with statute, regulation, or court order, the Firm shall provide prior advance written notice to the City of the need for such disclosure. The Firm agrees to properly implement the services required in the manner herein provided.

3.1. Use of City Property. To the extent the Firm is required to be on City property to render its services hereunder, the Firm shall have access to such areas of City property as the City and the Firm agree are necessary for the performance of the Firm's services under this Contract (the "Site" or the "Premises") and at such times as the City and the Firm may mutually agree. Firm shall perform all work in full compliance with Local, State and Federal health and safety regulations. All work hereunder shall be performed in a safe manner. Firm shall immediately correct any dangerous condition caused by or resulting from its work. If it fails to correct, or to act diligently to correct, any condition which City reasonably believes to be a hazard to persons or property, then immediately upon oral or written notice to any supervisory or similar personnel of Firm, City may, but shall not be required to, correct same at Firm's expense. City shall confirm in writing any oral notice given within five (5) business days thereafter.

3.2. Working Hours. To the extent the Firm is required to be on City property to render its services hereunder, the Firm shall coordinate its schedule so that work on the Premises is performed during those hours the City sets forth in a written notice to the Firm, unless written permission is obtained from the City to work during other times. This condition shall not excuse Firm from timely performance under the Contract. The work schedule must be agreed upon by the City and the Firm.

3.3. Cleaning Up. To the extent the Firm is required to be on City property to render its services hereunder, the Firm shall at all times keep the premises free from accumulation of waste materials or rubbish caused by Firm, its employees or subcontractors, and at the completion of the work shall remove all rubbish from and about the project and all tools, scaffolding and surplus materials and shall leave the Premises "broom clean" or its equivalent, unless more exactly specified. In case of dispute, the City may remove the rubbish and charge the cost to the Firm.

3.4. Publicity. Firm agrees not to deliberately disclose the fact that the City has entered into or terminated this Contract or disclose any of the terms of the Contract or use City's name in connection with any publicity, unless City gives prior written consent to such use of City's name in each instance.

3.5. Standard of Performance.

3.5.1 All labor, services, equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc., either at the Premises or intended for it, shall conform in all respects with the requirements of all this Contract, and shall be the best obtainable from the crafts and trades. In all cases, the labor, services, equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. shall be equal to or better than the grade specified, and the best of their kind that is obtainable for the purpose for which they are intended.

3.5.2 The standard of care and skill for all services performed by the Firm shall be that standard of care and skill ordinarily used by other members of the Firm's profession practicing under the same or similar conditions at the same time and in the same locality. The Firm's services rendered hereunder shall be rendered completely and by qualified personnel in accordance with standard industry practice.

3.6. Firm's Employees. The Firm shall at all times enforce strict discipline and good order among its employees, and shall not employ any unfit person or anyone not skilled in the work assigned.

3.7. Due Diligence Obligation. The Firm acknowledges its responsibilities to examine and to be thoroughly familiar with the City's qualifications document, including, but not limited to the specifications, and any addenda thereto. The Firm hereby warrants and represents that prior to the submission of its qualifications during the qualifications process it reviewed or was afforded opportunity, by the City, to review all physical items, facilities, services or functions essential to the satisfactory performance of the services required ("Due Diligence") and thereby certifies that all such items facilities, services or functions are included in this Contract and thereby warrants that:

3.7.1 it conducted or had opportunity to conduct all Due Diligence prior to the submission of its qualifications and, accordingly, any additional costs, services or products resulting from the failure of the Firm to complete Due Diligence prior to submission of its qualifications shall be borne by the Firm. Furthermore the Firm had the opportunity during the qualifications process to ask questions it saw fit and to review the responses from the City;

3.7.2 its failure or omission to make investigation and verification of data shall, in no way, be cause for future claim of ignorance of such data or conditions nor shall such failure to investigate and verify be the basis for any claim whatsoever, monetary or otherwise;

3.7.3 it is solely responsible for resolving any issues resulting from the failure to conduct Due Diligence and shall assume any costs that may result during the implementation of the Project, including, but not limited to, adherence to specifications and pricing for the Project;

3.7.4 it was responsible for specifying any changes and disclosing any new costs prior to the submittal of its qualifications. Thus, in the event any changes or costs are disclosed by the Firm, or otherwise required, during the performance of its services, the sole responsibility for any modification, delay and cost of such changes shall reside with the Firm;

3.7.5 has familiarized itself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and Federal, State and Local laws, ordinances, rules and regulations that in any manner may affect cost, progress or performance of the Work;

3.7.6 has given the City written notice of any conflict, error or discrepancy that the Firm has discovered in the Qualifications Documents; and

3.7.7 agrees that the Qualifications Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the Work.

3.8. Reporting Requirement. Unless the applicable Task Order(s) provide otherwise, the Firm shall deliver (at a minimum) weekly written Task Order updates in a form and with detail acceptable to the Using Agency and shall deliver monthly written reports to the City's Using Agency setting forth **(i)** the issue date of the report, **(ii)** the time period covered by the report, **(iii)** a brief description of the work and services completed by the Firm and/or delivered by the Firm during the time period covered by the report, **(iv)** expressed as a percentage of the total work and services required under this contract, the percentage of the total work represented by the work and services described in subsection iii above, **(v)** expressed as a percentage of this contract's Section 6 total compensation, the percentage of the total compensation represented by the work and services described in subsection iii above, **(vi)** the Firm's declaration as to whether the entirety of the Firm's work and services required in this contract will be, or will not be, completed within the Contract's Section 6 total compensation amount, and **(vii)** any and all additional useful and/or relevant information. Each report shall be signed by a Firm representative acceptable to the City's Using Agency.

NOTE: the Firm's failure to deliver any report required herein shall be deemed a material breach of this Contract, the City hereby reserving the right to exercise all available legal remedy(ies) to address said breach.

3.9. Responses to Requests for Information. The Firm shall respond to Firm requests for information (RFI's) within seven (7) consecutive calendar days after receipt thereof.

4. Responsibilities of the City. Upon the City's receipt of Firm's written request for specific information, the City will provide the Firm with that information the City agrees is necessary and appropriate to the services to be performed by the Firm hereunder and the City will endeavor to secure, where feasible and where the City agrees it is necessary and appropriate, materials or information from other sources requested by the Firm for the purpose of carrying out the services under this Contract.

5. Contract Time. The Firm shall complete all work and services required under this Contract by **December 31, 2027** and in accordance with all Project Phase Completion Dates, Project Milestones, and Substantial and Final Completion Dates identified in fully executed Task Orders under this Contract ("Contract Time").

5.2. Delay Damages

5.2.1 Time is and shall be of the essence for all Project Phase Completion Dates, Milestones, Substantial and Final Completion Date. The Firm further agrees that the Project shall be prosecuted regularly, diligently and uninterruptedly and at such rate of progress as will insure full completion thereof within the Contract time stated above. It is expressly understood and agreed, by and between the Firm and City, that the Phase Completion Dates, Milestones, Substantial and Final Completion Date are reasonable for the completion of the Project.

5.2.1.1 The Firm shall pay to the City the sum of the greater of **SEVEN HUNDRED AND FIFTY DOLLARS AND ZERO CENTS ($750.00**) per calendar day for each and every calendar day for which the Firm is in default in completing the work beyond the Final Completion Date, Substantial Completion Date, Milestones and Phase Completion Dates, as set forth in Section 5, or the actual damages incurred by the City caused by the delay. The preceding sum is hereby agreed upon not as a penalty, but as delay damages for the delay that the City shall suffer due to such default.

5.2.1.2 The City shall have the right to recover all damages pursuant to any remedy at law or equity including but not limited to deducting the amount of any such damages from any monies due the Firm under this Contract. The Firm understands that if the entire Work or of any portion of the Work that the City has agreed to accept separately, if any, is not attained by the applicable completion dates as set forth in the entire Section 5, the City will suffer damages, which are difficult to specify accurately and ascertain. Delay damages based upon delay shall be assessed to compensate the City for all actual loss sustained by the delay, including, but not limited to, loss of use, increased cost of material or services to complete the project, loss of State funding, all other another actual expense, and all other damages allowed by law, including attorney's fees.

5.3 No Damage for Delay

In no event shall the Firm be entitled to any compensation or recovery of any damages in connection with any Delay, including, without limitation, consequential damages, lost opportunity damages, attorney's fees or other, similar remuneration. The City's exercise of any of its rights or remedies

under the Contract Documents, including without limitation, ordering changes in the Work, or directing suspension, rescheduling or correction of the Work, regardless of the extent or frequency of the City's exercise of these rights has been contemplated by the parties and shall not be construed as an exception.

6. Compensation. The City shall compensate the Firm for satisfactory provision of all of the goods and services set forth in this Contract as follows in this Section 6.

6.1. Fee Schedule. The fee payable to the Firm shall be in accordance with the Firm's response to **RFQ No. 8132**, dated November 1, 2024, the Firm's Cost Information Schedule Packet and all applicable fully executed Task Orders and Purchase Orders.

6.2. Limitation of Payment. Compensation payable to the Firm is limited to those fees set forth in Section 6.1. above. Such compensation shall be paid by the City upon review and approval of the Firm's invoices for payment and review of the work, services, deliverables, etc. required in this Contract and review as may be further required by the Charter and Ordinances of the City. Firm's invoices shall describe the work, services, reports, plans, specifications, drawings, deliverables, etc. rendered and the compensation sought therefore in a form, and with detail and clarity, acceptable to the City.

6.2.1 The Firm and its affiliates are hereby provided with notice that the City reserves the right, in the City's sole discretion, to offset, withhold, or otherwise reduce City payment(s) to the Firm, in an amount equaling the sum or sums of money the Firm and/or its affiliates is/are, or become delinquent or in arrears on, regarding the Firm's and/or its affiliates real and personal property taxes and other payment obligations to the City.

6.3. Review of Work. The Firm shall permit the City to review, at any time, all work performed under the terms of this Contract at any stage of the work. The Firm shall maintain or cause to be maintained all records, books or other documents relative to charges, costs, expenses, fees, alleged breaches of the Contract, settlement of claims or any other matter pertaining to the Firm's demand for payment. The City shall not certify fees for payment to the Firm until the City has determined that the Firm has completed the work in accordance with the requirements of this Contract.

6.4. Qualifications Costs. All costs of the Firm in preparing its qualifications for **RFQ No. 8132** shall be solely borne by the Firm and are not included in the compensation to be paid by the City to the Firm under this Contract or any other contract.

6.5. Payment for Services, Materials, Employees. The Firm shall be fully and solely responsible for the suitability, and compliance with the Contract, of all labor,

services, equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. furnished to the City under this Contract. The Firm shall promptly pay all employees as their pay falls due, shall pay promptly as they fall due all bills for labor, services, equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. going into the work, and all bills for insurance, bonds, Worker's Compensation coverage, Federal and State Unemployment Compensation, and Social Security charges applicable to this Project. Before final payment is made, the Firm shall furnish a legal statement to the City that all payments required under this subparagraph have been made.

6.6. Liens. Neither the final payment nor any part of the retained percentage, if any, shall become due until the Firm, if requested by the City, shall deliver to the City a complete release of all liens arising out of this Contract, or receipts in full in lieu thereof, and, if required, in either case, an affidavit that so far as the Firm has knowledge or information, the releases and receipts include all the labor and material for which a lien could be filed; but the Firm may, if any subFirm refuses to furnish a release or receipt in full, furnish a bond satisfactory to the City, to indemnify it against any lien. If any lien remains unsatisfied after all payments are made, the Firm shall refund to the City all moneys that the City may be compelled to pay in discharging such a lien, including all costs and a reasonable attorney's fee.

7. Passing of Title and Risk of Loss. Title to each item of equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. required to be delivered to the City hereunder shall pass to City upon City payment to the Firm for that item. Firm and its insurer shall assume the risk of loss or damage up to and including the date title passes, except that City shall be responsible for loss or damage caused by City's negligence.

8. Indemnification.

8.1. The Firm shall indemnify, defend, and hold harmless the City, City's Boards, and Board of Education, commissions, agents, officials and employees from and against all claims, suits, damages, losses, judgments, costs and expenses including attorney's fees arising out of or resulting from the delivery of the labor, services, equipment, materials, reports, plans, specifications, design, drawings, deliverables, incidentals, etc. provided that any such claims, suits, damages, losses, judgments, costs or expenses **(i)** are attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting there from, **(ii)** are alleged to be caused in whole or in part by any willful, intentional, negligent, or reckless act or omission of the Firm, its employees, any subcontractor or consultant, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder; **(iii)** enforcement action or any claim for breach of the Firm 's duties hereunder or **(iv)** claim for intangible loss(es) including but not limited

to business losses, lost profits or revenue, regardless of whether or not it is caused in part by a party indemnified hereunder.

8.2. In any and all claims against the City, Board of Education or any of City's boards, agents, employees or officers by the Firm or any employee of the Firm, any subcontractor or consultant, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under Paragraph 9 above, shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Firm or any subcontractor under Worker's Compensation Acts, disability benefit acts or other employee benefit acts.

8.3. The Firm understands and agrees that any insurance required by this Contract, or otherwise provided by the Firm, shall in no way limit the responsibility to indemnify, defend, keep and hold harmless the City, the Board of Education, any of City's boards, agents, employees as provided in this Contract.

8.4. The Firm expressly understands and agrees that any performance bond or insurance protection required by this Contract, or otherwise provided by the Firm, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City and the City's boards, agents, employees or officers as provided herein.

8.5. Royalties and Patents. The Firm shall, for all time, secure to the City the free and undisputed right to the use of any and all patented articles and methods used in the work and shall defend at Firm's own expense any and all suits for infringement or alleged infringement of such patents, and in the event of adverse award under patent suits, the Firm shall pay such awards and hold the City harmless in connection with any patent suits that may arise as a result of installations made by the Firm and as to any award made thereunder.

8.6. In the event this Contract and/or the Firm, or its subcontractor, work and services provisioned hereunder is/are subject to the provisions of any Federal or State statute or regulations, or the City Charter or City Ordinance, the Firm shall indemnify, defend and hold harmless the City from any fine, penalty or other amounts imposed on the City under said statutes, regulations, Charter or Ordinances, if caused by Firm, or its subcontractor, omission or commission.

9. Firm's Insurance.

9.1. The Firm shall not commence work under this Contract until all insurance required under this Section 9 has been obtained by the Firm and such insurance has been approved by the City. The Firm shall not allow any subcontractor to commence work on any subcontract until all insurance required of any such subcontractor has

been so obtained and approved by the City. Insurance shall be provided by insurers that are satisfactory to the City, authorized to do business in the State of Connecticut, that have at least an "A-" Best's Rating, and are in an A.M. Best financial size category of VII or higher. The A.M. Best classifications are based on the most current A.M. Best Company ratings or an equivalent City approved rating system.

9.2. At no additional cost to the City, the Firm shall purchase and maintain the insurance coverages set forth below which shall protect the City from claims which may arise out of or result from the Firm's obligation under this Contract, whether such obligations are the Firm's or subcontractor or person or entity directly or indirectly employed by said Firm or subcontractor, or by any person or entity for whose acts said Firm or subcontractor may be liable.

9.3. Each insurance policy shall state that the insurance company shall agree to investigate and defend the insured against all claims for damages, even if groundless. If any insurance required herein is to be issued or renewed on a claims made form as opposed to an occurrence form, the retroactive date for coverage shall be no later than the commencement date of this Contract and shall provide that in the event of cancellation or non-renewal, the discovery period for insurance claims ("Tail Coverage") shall be available for at least 60 months.

9.4. The following policies with stated limits shall be maintained, in full force and effect, at all times during which the services are to be performed by the Firm:

9.4.1 General Liability Insurance:
$1,000,000.00 Each Occurrence
$2,000,000.00 General Aggregate
$2,000,000.00 Products/Completed Operations Aggregate
Providing coverage to protect the City for all damages arising out of bodily injuries, sickness to or death of all persons in any one accident or occurrence and for all damages arising out of destruction of property in any one accident or occurrence.

9.4.2 Automobile Liability Insurance:
$1,000,000.00 combined single limit (CSL)
Providing coverage to protect the City with respect to claims for damage for bodily injury and or property damage arising out of ownership, maintenance, operation, use or loading and unloading of any auto including hired & non-owned autos.

9.4.3 Workers' Compensation: Statutory Limits within the State of Connecticut: Employers' Liability:
EL Each Accident **$1,000,000.00**
EL Disease Each Employee **$1,000,000.00**

EL Disease Policy Limit **$1,000,000.00**

Firm shall comply with all State of Connecticut statutes as it relates to workers' compensation.

9.4.4 Excess/Umbrella Liability Insurance:
$1,000,000.00 Each Occurrence
$1,000,000.00 Aggregate
Excess or Umbrella insurance coverage that follows form or sits over General Liability, Automobile Liability, Professional Liability and Workers Compensation insurances

9.4.5 Professional Liability/E&O Insurance:
$1,000,000.00 Each Wrongful Act
$1,000,000.00 Aggregate
Professional liability (also known as, errors and omissions) insurance providing coverage to the Firm.

Additionally, for services that may involve Contaminated and/or Hazardous Substances, the Firm shall provide the following:

9.4.6 Contractor's Pollution Liability Insurance
$1,000,000.00 Each Occurrence/Claim
$1,000,000.00 Aggregate
There will be no exclusion for Hazardous materials, including Asbestos & Lead

9.5. Failure to Maintain Insurance: In the event the Firm fails to maintain the minimum required coverage as set forth herein, the City may at its option purchase same, and offset the Firm's invoices for the cost of said insurance.

9.6. Cancellation: The City of Waterbury shall receive written notice of cancellation from the Firm at least thirty (30) calendar days prior to the date of actual cancellation, regardless of the reason for such cancellation.

9.7. Certificates of Insurance: The Firm's General, Automobile and Excess/Umbrella Liability Insurance policies shall be endorsed to add the City as an Additional Insured and include a waiver of subrogation on all policies except Professional Liability. The insurance afforded the additional insured shall be primary and non-contributory insurance and the coverage and limits provided under the Firm's policies shall not be reduced or prorated by the existence of any other insurance applicable to any loss the additional insured may have suffered. At the time the Firm executes this Contract, it shall furnish to the City, subject to City approval, certificate(s) of insurance, and Additional Insured Endorsement and Waiver of Subrogation Endorsement verifying the above coverages, including the naming of the

City of Waterbury, as follows: "**The City of Waterbury is listed as Additional Insured on a primary and non-contributory basis on all policies except Workers' Compensation and Professional Liability. All policies shall include a Waiver of Subrogation except Professional Liability."** The Firm must supply replacement/renewal certificates at least thirty (30) calendar days prior to the expiration of the policy(ies). Said certificates shall contain a provision that coverage afforded under the policies shall not be cancelled or reduced for any reasons unless notice of not less than thirty (30) calendar days has been mailed to the Office of Corporation Counsel, 235 Grand Street, Waterbury, CT 06702.

9.8. If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.

9.9 Original, completed Certificates of Insurance must be presented to the City of Waterbury prior to contract issuance. Contractor agrees to provide replacement/renewal certificates at least thirty (30) calendar days prior to the expiration date of the policies. Should any of the above described policies be cancelled, limits reduced or coverage altered, thirty (30) calendar days written notice must be given to the City of Waterbury.

10. Conformance with Federal, State and Other Jurisdictional Requirements. By executing this Contract, the Firm represents and warrants that, at all pertinent and relevant times to the Contract, it has been, is and will continue to be in full compliance with all applicable statutes, acts, ordinances, guidelines, resolutions, orders, judgments, decrees, injunctions, rules, and regulations of all government authorities applicable to performance by the Firm of services hereunder, including those having jurisdiction over its registration and licensing to perform services hereunder; including, but not limited to, the following: *EQUAL EMPLOYMENT OPPORTUNITY ACT*; *COPELAND ANTI-KICKBACK ACT*, as supplemented in the Department of Labor Regulations (29 CFR Part 3); *DAVIS-BACON ACT* as supplemented by Department of Labor Regulations (29 CFR Part 5); Section 103 and 107 of the *CONTRACT WORK HOURS AND SAFETY STANDARDS ACT*, as supplemented by the Department of Labor Regulations (29 CFR Part 5); the *HOUSING and COMMUNITY DEVELOPMENT ACT of 1974*, as amended; TITLE 31 and Section 12-430(7) of the State of Connecticut General Statutes. All applicable sections of the City Charter and Code of Ordinances are incorporated by reference and made a part hereof.

10.1. Permits, Laws, Taxes and Regulations. Permits and licenses necessary for the delivery and completion of the Firm's work and services shall be secured in advance and paid by the Firm. The Firm shall give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the work and services as specified.

10.2. Taxes-Federal, State and Local. The City is exempt from Federal Excise and Transportation, State and Local Sales and Use Taxes, including without limitation, taxes that would otherwise be imposed upon the Firm for transactions required or necessitated hereunder between it and its subcontractors, suppliers, etc. The Firm remains liable, however, for any applicable tax obligations it incurs. Moreover, the Firm represents that the qualifications and pricing contained in this Contract do not include the amount payable for said taxes.

10.3. Labor and Wages. The Firm and its subcontractors shall conform to the labor laws of the State of Connecticut, and all other laws, ordinances, and legal requirements affecting the work in Connecticut.

10.3.1 The Firm is aware of the provisions of Title 31, §53 of the Connecticut General Statutes, latest revision (the "Act"), concerning the payment of minimum wages and other payments or contributions established by the State of Connecticut Labor Commissioner for work on public facilities. The provisions of the Act are incorporated by reference and made a part of this Contract. The Act provides that the Connecticut prevailing wage law applies to certain remodeling, refurbishing, alteration, repair and new construction. The wages paid on an hourly basis to any person performing the work of any mechanic, laborer or worker on the work herein contracted to be done and the amount of payment or contribution paid or payable on behalf of each such person to any employee welfare fund, as defined in Conn. Gen. Statute 31-53(i), shall be at a rate equal to the rate customary or prevailing for the same work in the same trade or occupation in the town in which such public works project is being constructed. Any Firm who is not obligated by agreement to make payment or contribution on behalf of such persons to any such employee welfare fund shall pay to each mechanic, laborer or worker as part of such person's wages the amount of payment or contribution for such person's classification on each pay day.

10.3.2 The Firm is aware of, and shall comply with, the provisions of both the Federal Davis-Bacon Act and the Federal American Recovery and Reinvestment Act of 2009, the provisions of both acts hereby incorporated by reference and made a part of this Contract. The Federal Davis-Bacon Act provides that Federal wage rate laws apply to certain federally funded contracts. The American Recovery and Reinvestment Act ("ARRA") provides that Federal wage rate laws apply to all ARRA funded contracts regardless of the contract's dollar value.

11. Discriminatory Practices. In performing this Contract, the Firm shall not discriminate against any employee or applicant for employment, with respect to his or her hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly

related to employment, because of race, color, sex, age, religious creed, disability, national origin or ancestry, marital status, family status, prior psychiatric treatment, health care, military status or source of income or because of a handicap that is unrelated to the employee's or the applicant's ability to perform the duties of a particular job or position. Subcontracts with each subcontractors shall contain a provision requiring non-discrimination in employment as herein specified. This covenant is required pursuant to §93.04 of the Code of Ordinances of the City and any breach thereof may be regarded as a material breach of this Contract. Said provisions with subcontractors shall require conformity and compliance with all Local, State and Federal laws, rules and regulations and Executive orders pertaining to discrimination and equal opportunity requirements.

11.1. Discrimination Because of Certain Labor Matters. No person employed on the work covered by this Contract shall be discharged or in any way discriminated against because such person has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or related to the labor standards applicable hereunder to its employer.

11.2. Equal Opportunity. In its execution of the performance of this Contract, the Firm shall not discriminate and shall comply with applicable laws prohibiting discrimination on the grounds of race, color, religion, sex, national origin or citizenship status, age or handicap. The Firm agrees to comply with all Local, State and Federal laws, rules and regulations and Executive orders pertaining to discrimination and equal opportunity requirements, and will require the same of all subcontractors.

12. Housing and Urban Development Section 3 Clause. In the event this Contract is funded, in whole or in part, through Housing and Urban Development assistance, 24 C.F.R. §135.38 may apply and the Firm shall then be required to comply with the following (referred to as the "Section 3 clause"):

12.1. The work to be performed under this Contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. § 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted Projects covered by Section 3, shall, to the greatest extent feasible, be directed to low and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

12.2. The parties to this Contract agree to comply with HUD's regulations in 24 C.F.R. part 135, which implement Section 3. As evidenced by their execution of this Contract, the parties to this Contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

12.3. The Firm agrees to send to each labor organization or representative of workers

with which the Firm has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the Firm's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

12.4. The Firm agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 C.F.R. part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 C.F.R. part 135. The Firm will not subcontract with any subcontractor where the Firm has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 C.F.R. part 135.

12.5. The Firm will certify that any vacant employment positions, including training positions, that are filled (1) after the Firm is selected but before the Contract is executed, and (2) with persons other than those to whom the regulations of 24 C.F.R. part 135 require employment opportunities to be directed, were not filled to circumvent the Firm's obligations under 24 C.F.R. part 135.

12.6. Noncompliance with HUD's regulations in 24 C.F.R. part 135 may result in sanctions, termination of this Contract for default, and debarment or suspension from future HUD assisted contracts.

12.7. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. § 450e) also applies to the work to be performed under this Contract. Section 7(b) requires that to the greatest extent feasible **(i)** preference and opportunities for training and employment shall be given to Indians, and **(ii)** preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this Contract that are subject to the provisions of Section 3 and section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

13. Termination.

13.1. Termination of Contract for Cause. If, through any cause, in part or in full, not the fault of the Firm, the Firm shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if the Firm shall violate any of the covenants,

agreements, or stipulations of this Contract, the City shall thereupon have the right to terminate this Contract by giving written notice to the Firm of such termination and specifying the effective date thereof, at least five (5) business days before the effective date of such termination.

13.1.1 In the event of such termination, all finished or unfinished documents, data, studies, reports, plans, specifications, drawings, supplies, services, etc. prepared by the Firm under this Contract shall, at the option of the City, become the City's property, and the Firm shall be entitled to receive just and equitable compensation for any satisfactory work completed for such.

13.1.2 Notwithstanding the above, the Firm shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by the Firm, and the City may withhold any payments to the Firm for the purpose of setoff until such time as the exact amount of damages due the City from the Firm is determined.

13.2. Termination for Convenience of the City. The City may terminate this Contract at any time for the convenience of the City, by a notice in writing from the City to the Firm. If this Contract is terminated by the City as provided herein, the Firm will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Firm covered by this Contract, less payments of compensation previously made.

13.3. Termination for Non-Appropriation or Lack of Funding. The Firm acknowledges that the City is a municipal corporation and that this Contract is subject to the appropriation of funds by the City sufficient for this Contract for each budget year in which this Contract is in effect. The Firm therefore agrees that the City shall have the right to terminate this Contract in whole or in part without penalty in the event sufficient funds to provide for City payment(s) under this Contract is not appropriated, not authorized or not made available pursuant to law, or such funding has been reduced pursuant to law.

13.3.1 Effects of Non-Appropriation. If funds to enable the City to effect continued payment under this Contract are not appropriated, authorized or otherwise made available by law, the City shall have the right to terminate this Contract without penalty at the end of the last period for which funds have been appropriated, authorized or otherwise made available by law by giving written notice of termination to the Firm.

13.3.2 Effects of Reduced Levels of Funding. If funding is reduced by law, or funds to pay the Firm for the agreed to level of the products, services and functions to be provided by the Firm under this Contract are not appropriated, authorized or otherwise made available by law, the City may, upon seven (7)

business days written notice to the Firm, reduce the level of the products, services or functions in such manner and for such periods of time as the City may elect. The charges payable under this Contract shall be equitably adjusted to reflect such reduced level of products, services or functions and the parties shall be afforded the rights set forth in this Contract.

13.3.3 No Payment for Lost Profits. In no event shall the City be obligated to pay or otherwise compensate the Firm for any lost or expected future profits.

13.4. Rights Upon Cancellation of Termination.

13.4.1 Termination for Cause. In the event the City terminates this Contract, for cause, the Firm shall relinquish to the City any applicable interest, title and ownership including, but not limited to, perpetual use of any proprietary rights in and to the equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. provided to, in possession of, and properly invoiced and paid for by (except to the extent such invoiced amount is disputed) the City. With regard to third party products, the Firm shall transfer all licenses to the City which the Firm is permitted to transfer in accordance with the applicable third party license. The City shall have no financial obligation to compensate the Firm for such terminated products, unless payment is otherwise approved by the City prior to such termination. The Firm shall be liable for costs incurred by the City, including but not limited to reasonable attorney fees and all court awarded fees and costs incurred in terminating this Contract in whole or in part.

13.4.2 Termination for Lack of Funding or Convenience. In the event of termination by the City for lack of funding or convenience, the City shall pay the Firm for all labor, services, equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc.(including any holdbacks), installed and delivered to the City as of the Termination Date and the Firm shall relinquish to the City any applicable interest, title and ownership including, but not limited to perpetual use of any proprietary rights in and to said equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. in possession of and paid for by the City (except to the extent any invoiced amount is disputed). The Firm shall be required to exercise commercially reasonable efforts to mitigate damages. In the event of a termination for Lack of Funding or Convenience the City and the Firm may negotiate a mutually acceptable payment to the Firm for reasonable demobilization expenses. Said demobilization expenses, if any, shall be handled in accordance with the provision of this Contract pertaining to Changes in the Work.

13.4.3 Termination by the Firm. The Firm may, by written notice to the City, terminate this Contract if the City materially breaches, provided that the Firm shall give the City thirty (30) calendar days prior written notice and an opportunity to cure by the end of said thirty day period. In the event of such termination, the Firm will be compensated by the City for work performed prior to such termination date and the Firm shall deliver to the City all deliverables as otherwise set forth in this Contract.

13.4.4 Assumption of Subcontracts. In the event of termination, the City shall have the right to assume, at its option, any and all subcontracts for products, services and functions provided exclusively under this Contract, including but not limited to any contracts and may further pursue completion of the work under this Contract by replacement contract or otherwise as the City may in its sole judgment deem expedient.

13.4.5 Delivery of Documents. In the event of termination, **(i)** the Firm shall promptly deliver to the City, in a manner reasonably specified by the City, all documents and other tangible items furnished by, or owned, leased, or licensed by, the City, and **(ii)** the City shall pay the Firm for all services performed and deliverables completed and accepted (pro-rated for deliverables partially completed) prior to the effective date of the termination (except to the extent any invoice amount is disputed).

14. Ownership of Instruments of Professional Services. The City acknowledges the Firm's reports, plans, specifications, drawings, deliverables, etc. created and to be created pursuant to this Contract, including electronic files, are Instruments of Professional Services. Nevertheless, the final Instruments of Professional Services, including, but not limited to architect, engineering, construction, and similar documents, reports, plans, specifications, drawings, deliverables, etc. prepared for the City under this Contract shall become the property of the City upon City payment for that Instrument of Professional Services and the City reserves the right to use the Instruments of Professional Services. The Firm shall retain all right and title in any and all of its own intellectual property and proprietary material that pre-dates this Contract.

15. Force Majeure. Firm shall not be held responsible for delays nor be subject to liquidated damages when such delays are caused by conditions beyond its control, including without limitation:

15.1. Acts of God, fire, explosion, epidemic, cyclone, flood, war, strikes, revolution, civil commotion, or acts of public enemies.

15.2. Change of law and order, proclamation, regulation, ordinance, or governmental requirement.

Upon cessation of work for reason of force majeure delays, Firm shall use its best efforts to meet the schedule set forth in Section 5 of this Contract.

16. Subcontracting. The Firm shall not, without the prior written approval of the City, subcontract, in whole or in part, any of the Firm's services. Any subcontractor so approved shall be required to secure and maintain insurance coverage equal to or better than that required of the Firm and shall name the City as an additional insured party and said subcontractors shall deliver to the City a certificate of insurance evidencing such coverages. All subcontractors shall comply with all Federal, State and Local, laws, regulations and ordinances but such requirement shall not relieve the Firm from its requirement that all work and services provided or required hereunder shall comply with all Federal, State and local, laws, regulations and ordinances.

16.1. The Firm shall be as fully responsible to the City for the acts and omissions of the Firm's subcontractors, and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the Firm.

17. Assignability. The Firm shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City; provided, however, that claims for money due or to become due the Firm from the City under this Contract may be assigned to a bank, trust, company, or other financial institution, or to a Trustee in Bankruptcy, without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City.

18. Audit. The City reserves the right to audit the Firm's books of account in relation to this Contract any time during the period of this Contract or at any time during the twelve month period immediately following the closing or termination of this Contract. In the event the City elects to make such an audit, the Firm shall immediately make available to the City all records pertaining to this Contract, including, but not limited to, payroll records, bank statements and canceled checks.

19. Risk of Damage and Loss. The Firm shall be solely responsible for causing the timely repair to and/or replacement of, City property or item(s) intended to become City property hereunder, where the need for repair or replacement was caused by the Firm, by someone under the care and/or control of the Firm, by any subcontractor of the Firm, or by any shipper or delivery service. The Firm shall be solely responsible for all costs and expenses, including but not limited to shipping, delivery, insurance, etc, associated with the foregoing repair and replacement obligation. Further, the Firm shall be solely responsible for securing the City's written acceptance of all completed repairs and replacements required hereunder. The City hereby retains sole discretion to determine whether a repair or a replacement is the proper remedy.

20. Interest of Firm. The Firm covenants that it presently has no interest and shall not acquire any interest, direct or indirect, in the project or any parcel of land therein or any other

interest which would conflict in any manner or degree with the performance of its services hereunder. The Firm further covenants that in the performance of this Contract no person having any such interest shall be employed.

21. Entire Agreement. This Contract shall constitute the complete and exclusive statement of the contract between the parties as it relates to this transaction and supersedes all previous agreements and understandings, whether written or oral, relating to such subject matter. Any amendment to this Contract must be in writing and agreed to and executed by the City and the Firm.

22. Independent Contractor Relationship. The relationship between the City and the Firm is that of client and independent contractor. No agent, employee, or servant of the Firm shall be deemed to be an employee, agent or servant of the City. The Firm shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractor during the performance of this Contract. It is the express intention of the parties hereto, and the Firm hereby agrees and covenants, that it and any and all third party(ies) and subcontractor(s) retained by the Firm hereunder is/are not and shall not be deemed an employee of the City of Waterbury, but is/are and shall remain an independent Firm relative to the City and that nothing herein shall be interpreted or construed as creating or establishing the relationship of employer-employee between the City of Waterbury and the Firm or between the City of Waterbury and any third party(ies) or subcontractor(s). Thus, the Firm hereby covenants that it, its subcontractor(s) and third party(ies) shall not be entitled to the usual characteristics of employment, such as income tax withholding, F.I.C.A. deductions, pension or retirement privileges, Workers Compensation coverage, health benefits, etc. and that the Firm shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants, representatives, subcontractors and third party(ies).

23. Severability. Whenever possible, each provision of this Contract shall be interpreted in such a manner as to be effective and valid under applicable law. If any provision of this Contract, however, is held to be prohibited or invalid under applicable law, such provision shall be deemed restated to reflect the original intentions of the parties, as nearly as possible in accordance with applicable law, and if capable of substantial performance, the remaining provisions of this Contract shall be enforced as if this Contract was entered into without an invalid provision. If the ruling and/or controlling principle of law or equity leading to the ruling is subsequently overruled, modified or amended by legislation, judicial or administrative action, then the provision(s) in question as originally set forth in this Contract shall be deemed valid and enforceable to the maximum extent permitted by the new controlling principal of law or equity.

24. Survival. Any provisions of this Contract that impose continuing obligations on the parties shall survive the expiration or termination of this Contract for any reason.

25. Contract Change Orders.

25.1. At the sole discretion of the City, a Change Order may be issued solely by the City to modify an existing party obligation set forth in this Contract where the scope of the Change Order is:

25.1.1 within the scope of the original Contract OR is made pursuant to a provision in the original Contract, AND

25.1.2 the Change Order monetary cost is charged solely against those funds encumbered for and at the time the Contract was originally executed by the City, that is those funds set forth in the original Contract as a not to exceed payment amount OR within the original Contract's contingency / allowance / reserve amount (if any is stated therein), AND

25.1.3 the Final Completion date has not been changed.

25.2. Notwithstanding the foregoing, a Change Order shall not include:

25.2.1 an upward adjustment to a Firm's payment claim, or

25.2.2 a payment increase under any escalation clause set forth in the original Contract, or any Change Order, or any amendment.

25.3. That the work and/or services contemplated are necessary does not, in itself, permit a Change Order. Should the need for a Change Order arise, the request shall be reviewed and approved by the City's Using Agency and any City designated representative(s). To be binding and enforceable, a Change Order shall thereafter be signed by both the Firm, any City designated representative(s), and a duly authorized representative of the City's Using Agency prior to the Firm's delivery of the services, etc. contemplated in said Change Order. All Change Orders are governed by the provisions of this Contract. Any contract change NOT fully complying with this Section 25 shall be effectuated solely by an amendment to this Contract complying with Section 38.073 of the City's "Centralized Procurement System" ordinance.

26. Conflicts or Disputes. This Contract represents the full and complete concurrence between the City and the Firm and governs all disputes between them. In the instance of a conflict or dispute over issues not specifically referenced within the Contract, the following documents shall be used as historical documents. Without regard to the order of precedence, to resolve such conflicts or disputes, the historical documents are **(i)** the City's aforementioned **RFQ No. 8132** and **(ii)** the Firm's qualifications responding to the aforementioned **RFQ No. 8132.**

26.1. Procedure. This procedure supersedes all statements to the contrary occurring either in qualifications or other prior agreements, oral or written, and all other communications between the parties relating to this subject.

26.2. Presumption. This Contract or any section thereof shall not be construed against any party due to the fact that the Contract or any section thereof was drafted by such party.

27. Disputes; Legal Proceedings; Waiver of Trial by Jury and Continued Performance. The Firm agrees that its waives a trial by jury as to any and all claims, causes of action or disputes arising out of this Contract or services to be provided pursuant to this Contract. Notwithstanding any such claim, dispute or legal action, the Firm shall continue to perform services under this Contract in a timely manner, unless otherwise directed by the City.

28. Binding Agreement. The City and the Firm each bind themselves, and their successors, assigns and legal representatives to the other party to this Contract and to the successors, assigns and legal representatives of such other party with respect to all covenants of this Contract.

29. Waiver. Any waiver of the terms and conditions of this Contract by either of the parties hereto shall not be construed to be a waiver of any other term or condition of this Contract.

30. Governing Laws. This Contract, its terms and conditions and any claims arising there from shall be governed by the laws of the State of Connecticut.

31. Notice. Except as otherwise specifically prohibited in this Contract, whenever under this Contract approvals, authorizations, determinations, notices, satisfactions or waivers are required or permitted, such items shall be effective and valid only when given in writing signed by a duly authorized officer of the City's Using Agency or the Firm, and delivered in hand or sent by mail, postage prepaid, to the party to whom it is directed, which until changed by written notice, are as follows:

Firm: FREEMAN COMPANIES, LLC
36 JOHN ST.
HARTFORD, CT 06106

City: City of Waterbury
c/o _____
_____
Waterbury, CT 0670___

With a copy to:

City of Waterbury
Office of the Corporation Counsel
City Hall Building, 3rd Floor
235 Grand Street
Waterbury, CT 06702

32. City Code of Ordinances, Ethics and Conflict of Interest Code, Provisions.
The Person (the term "Person" shall herein be as defined in Section 38 of the City's Code of Ordinances) supplying the labor, services, equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. under this Contract shall comply with all applicable Federal, State and Municipal statutes, regulations, charters, ordinances, rules, etc, whether or not they are expressly stated in this Contract, including but not limited to the following:

32.1. It shall be a material breach of this Contract, and, except as may be permitted by regulations or rulings of the City of Waterbury Board of Ethics it shall be a violation of the City's Code of Ordinances, for any Public Official, City Employee or Member of a Board or Commission who is participating directly or indirectly in the procurement process as set forth in the City's Code of Ordinances, including those participating in exempt transactions, to become or be the employee of any person contracting with the governmental body by whom the Official, Employee, or Board or Commission member is employed or is a member.

32.2. It shall be a material breach of this Contract, and it shall be a violation of the City's Code of Ordinances for any Person to offer, give, or agree to give any current or former Public Official, Employee or Member of a Board or Commission, or for such current or former Public Official, Employee or Member of a Board or Commission to solicit, demand, accept or agree to accept from another Person, a gratuity or an offer of employment in connection with any: decision; approval; disapproval; recommendation; preparation of any part of a program requirement or a requisition; influencing the content of any specification or procurement standard; or rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a Contract or Purchase Order, or to any solicitation or qualifications therefore.

32.3. It shall be a material breach of this Contract and it shall be a violation of the City's Code of Ordinances for any payment, Gratuity, or offer of employment to be made as an inducement for the award of a subcontract or order, by or on behalf of a subcontractor, the prime Firm or higher tier subcontractor or any Person associated therewith, under a Contract or Purchase Order to the City.

32.4. The value of anything transferred or received in violation of the City's Charter, Code of Ordinances, and/or regulations promulgated there under, by any Person subject to said Charter and/or Ordinances may be recovered by the City.

32.5. Upon a showing that a subcontractor made a kickback to the City, a prime Firm or a higher tier subcontractor in connection with the award of a subcontract or order there under, it shall be conclusively presumed that the amount thereof was included in the price of the subcontract or order and ultimately borne by the City and will be recoverable hereunder from the recipient. In addition, said value may also be recovered from the subcontractor making such kickbacks. Recovery from one offending party shall not preclude recovery from other offending parties.

32.6. It shall be a material breach of this Contract and it shall be a violation of the City's Code of Ordinances for a Person to be retained, or to retain a Person, to solicit or secure a contract with the City upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee; and every Person, before being awarded a City Contract, shall deliver to the City, on a City authored form, a representation that such Person has not retained anyone in violation of this subsection 32.6, the failure to deliver said form being a material breach of this Contract and a violation of the City's Code of Ordinances. Note, however, this subsection 32.6 shall not apply to full-time Employees who, as a condition of their employment, may be entitled to bonuses or other fees in accordance with their employment relationship.

32.7. The Person hereby expressly represents that he/she/it has complied with those sections of the City's Code of Ordinances requiring that said Person has **(i)** delivered to the City an affidavit, on a City authored form, stating that the Person and its affiliates have no delinquent taxes or other financial obligations owned to the City; **(ii)** filed the City authored financial disclosure statement form as set forth in the City's Code of Ordinances regarding disclosure of financial interests; **(iii)** delivered to the City a written acknowledgement, on a City authored form, evidencing receipt of a copy of the "Ethics and Conflict of Interest" ordinance for the City of Waterbury and hereby expressly represents that said Person is in full compliance with the entirety of said Code of Ordinance; and **(iv)** filed a current list of all taxable personal and real property as required by the State of Connecticut General Statutes. Any violation of this subsection 32.7 shall be deemed a material breach of this Contract and shall be a violation of the City's Code of Ordinances.

32.8. The definitions set forth in the City's Code of Ordinances shall be the primary source for interpretation of the forgoing subsections 32.1-32.7.

32.9. The Firm is hereby charged with the requirement that it shall have knowledge of, and shall fully comply will, all relevant provisions of the City's Charter and all relevant provisions of the City's Code of Ordinances, including without limitation Chapters 93, titled "Discriminatory Practices", Chapter 38 titled "Centralized

Procurement System", and Chapter 39 titled "Ethics and Conflict of Interest", of said Code as may be amended from time to time.

32.10. The Firm hereby acknowledges receipt of a copy of the Chapters 38 and 39 of City's Ordinance regarding Procurement, Ethics, and Conflicts of Interest and has familiarized itself with said Code and hereby agrees to adhere to said Code. The text of Chapters 38 and 39 of said Code may be obtained from the Office of the City Clerk of the City and on the internet at the City Clerk's web site: *http://www.waterburyct.org/content/458/539/default.aspx* [click link titled "The City of Waterbury Code of Ordinances *Passed 8/24/2009*". For Chapter 38, click on "TITLE III: ADMINISTRATION", then click on "CHAPTER 38: CENTRALIZED PROCUREMENT SYSTEM". For Chapter 39, click on "TITLE III: ADMINISTRATION", then click on "CHAPTER 39: ETHICS AND CONFLICTS OF INTEREST"].

32.11. The Firm is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, the City's Ordinance Sections 34.15 through 34.99 entitled, "Ordinance Concerning the Hiring of Waterbury Residents on Certain Publicly-Funded Construction Projects" and the State of Connecticut Legislature's Special Act No. 01-1.

32.12. Every Person who conducts business with, contracts, with or provides commodities or services to the City, is charged with notice of the extent of the powers and authority, and the limitations thereon, of the Public Officials and Employees of the City, as set forth in the charter of the City, the Code of Ordinances and any Regulations or Policies pertaining thereto. In particular, and without implying any limitation as to its applicability, it applies to all Persons who participate in the procedures pertaining to the Centralized Procurement System as set forth in Chapter 38, and the Ethics and Conflict of Interest provisions set forth in Chapter 39 of the Code of Ordinances.

32.13. INTEREST OF CITY OFFICIALS. No member of the governing body of the City, and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the carrying out of the project, to which this Contract pertains, shall have any personal interest, direct or indirect, in this Contract.

32.14. PROHIBITION AGAINST CONTINGENCY FEES. The Firm hereby represents that it has not retained anyone to solicit or secure a contract with the City upon an agreement or understanding for a commission, percentage, brokerage or contingency fee.

32.15. FREEDOM OF INFORMATION ACT NOTICE. Pursuant to State statute, in the event the total compensation payable to the Firm set forth in Section 6 herein is

greater than $2,500,000.00, the City is entitled to receive a copy of any and all Firm records and files related to the performance of this Contract and those records and files are subject to the Freedom of Information Act ("the Act") and may be disclosed by the City pursuant to the Act.

(signature page follows)

IN WITNESS WHEREOF, the parties hereto execute this Contract on the dates signed below.

WITNESSES:

Sign:_____
Print name:

Sign:_____
Print name:

CITY OF WATERBURY

By:_____
Paul K. Pernerewski, Jr.
Mayor

Date: _____

WITNESSES:

Sign:_____
Print name:

Sign:_____
Print name:

FREEMAN COMPANIES, LLC

By:_____
Print name:
Its _____

Date: _____

ATTACHMENT A

Attachment A shall consist of the following, which are attached hereto, are acknowledged by the Firm as having been received, or are otherwise hereby incorporated by reference as noted below, and all are made a part hereof:

1.1.1 The City's **RFQ No**. **8132** for **ENGINEERING ON-CALL SERVICES 2025 THROUGH 2027** (incorporated by reference);

1.1.2 **Addenda #1** to the City's **RFQ No. 8132**, dated October 23, 2024 and consisting of 8 pages (attached hereto);

1.1.3 The Firm's Qualifications submitted in response to the City's **RFQ No. 8132**, dated November 1, 2024 and consisting of 97 pages (incorporated by reference), and the Firm's completed 7 page ATTACHMENT D – DISCIPLINE LIST and 6 page ATTACHMENT E – COST INFORMATION SCHEDULE (13 page "Cost Information Schedule Packet") (attached hereto);

1.1.4 Firm's Certificate(s) of Insurance (attached hereto);

1.1.5 All applicable Federal, State and local statutes, regulations charter and ordinances (incorporated by reference);

1.1.6 All permits and licenses (incorporated by reference); and

1.1.7 Any and all amendment(s) and Change Orders issued by the City after execution of Agreement (incorporated by reference).

MAUREEN McCAULEY
ASSISTANT DIRECTOR OF PURCHASING



OFFICE OF THE DIRECTOR OF PURCHASING
THE CITY OF WATERBURY
CONNECTICUT

October 23, 2024

RFQ 8132 Engineering On Call Services 2025-2027

Please Be Advised:

1. All Respondents are hereby notified that this Addendum No. 1 shall be part of the Contract Documents for the above referenced **RFQ #8132**.
2. This Addendum amends or supplements the RFP Documents. All provisions which are not so amended or supplemented remain in full force and effect.
3. Each Respondent shall be responsible for determining that it has received all Addenda issued and shall acknowledge receipt of all Addenda on the Addendum Acknowledgment Form (see Attachment C). Failure to do so may subject the Respondent to disqualification.

The RFQ Documents are hereby amended as follows:

Amendments to RFQ Documents:

1) Attachment D (Discipline List, BFO Information and MBE, DBE, WBE, SBE Status) – Delete Page 1 of 7 of Attachment D and replace with the attached "Attachment D, Page 1 of 7, Rev. - Addendum #1 – 10/23/2024."

2) Attachment E (Cost Information Schedule). Delete Page 1 of 6 of Attachment E and replace with the attached "Attachment E, Page 1 of 6, Rev. - Addendum #1 – 10/23/2024."

*3) RFQ Subsection 2, Insurance Requirements, of Section B, Qualifications is deleted in its entirety and replaced by the one (1) page document attached hereto, entitled "***REQUEST FOR QUALIFICATIONS (RFQ # 8132) BY THE CITY OF WATERBURY FOR ENGINEERING ON-CALL SERVICES 2025 THROUGH 2027 Insurance Requirements."**
Note: At time of contracting, the language in said attachment will be incorporated into the final Master Contracts.

4) Regarding information to be provided pursuant to RFQ Section H, Submittal Requirements & Required Format, any requests therein for information that is also required by SF330 need not be submitted, provided it is included in completed SF330 form.

235 GRAND STREET • WATERBURY, CONNECTICUT 06702 • PHONE: (203) 574-6749 • FAX: (203) 597-3437

Clarifications:

Notwithstanding statements to the contrary in the RFQ, one original (clearly identified as such) seven (7) paper copies of your firm's Response to RFQ are required. Qualifications submitted in response to this RFQ must include a letter of interest, together with general information on the firm and proposed sub consultants, the firm's brochure, current Federal Form SF330, experience of the firms, and resumes of key personnel as well as all other requested information / documentation, including Attachment D (Discipline List, BFO Information and MBE, DBE, WBE, SBE Status).

One original hard copy of Attachment E (Cost Information Schedule) shall be submitted in a separate, sealed envelope marked "Confidential: Attachment E (Cost Information Schedule).

Additionally, submit a portable memory device (flash drive) containing: a) Firm's Response to the RFQ (as one PDF) and b) a PDF of Firm's Attachment E (Cost Information Schedule).

Please refer to the questions and answers below.

Question: My company is very interested in participating as a Sub-Consultant. Where can I get the list of companies participating in this proposal?
Answer: No list exists, and thus, cannot be provided.

Question: Can the City clarify the scopes needed for Master Planning?
Answer:

1. Engage Stakeholders: Involve the community or relevant stakeholders to gather input and ensure their needs and aspirations are considered in the planning process. Experience in community outreach techniques and conducting successful Public Information Meetings and hearings.
2. Gather and Analyze Data: Collect data on current conditions, trends, and future projections. This could include demographic information, economic data, and environmental assessments.
3. Identify Goals and Objectives: Clearly define what City wants to achieve. This could be improving infrastructure, enhancing community services, neighborhood redevelopment or setting milestones. Planning can be for facilities, parks, sanitation, health initiatives, public buildings, transportation design, needs assessments, plans of conservation and development, etc…
4. Develop Strategies: Outline the steps needed to achieve City goals. This might include specific projects or phases, policy changes, or new initiatives.
5. Create an Implementation Plan: Detail how the strategies will be put into action, including timelines, responsible parties, and required resources.
6. Funding: Identify and assist or apply for funding using existing programs available.

7. Monitor and Adjust: Regularly review progress and make adjustments as needed to stay on track and address any emerging challenges.

Question: The City has requested a SF330 form for qualifications. A standard 330 form limits the submitter to only 10 projects. Would we be able to provide more than 10 projects for our firm in the SF330 format?
Answer: Yes – they should be applicable to the disciplines being submitted on (see additional related questions below).

Question: Under Section H, Submittal Requirements & Required Format, consultants are noted to provide seven (7) paper copies of our response. One needs to be clearly marked as an original. Is the original copy included in the seven (7) copies, or should we include the original and seven (7) copies in addition?
Answer: See "Amendments to RFQ Documents" above.

Question: Under section H. Submittal Requirements & Required Format, consultants are noted to provide seven (7) paper copies of our response. However, under no. 4, section H mentions including a USB drive in our submittal requirements. Is this USB drive specifically for the response to ' Cost Information Schedule/ Discipline List/BFO Information?
Answer: See "Amendments to RFQ Documents" above.

Question: For the separate Attachment submissions, do you expect 7 hard copies and 1 file uploaded to USB for strictly the Attachments? Or are the one (1) original, 7 paper copies including the full proposal, the attachments, and the USB? Please clarify the two separate submission processes.
Answer: See "Amendments to RFQ Documents" above.

Question: Under section H. Submittal Requirements & Required Format, Question 2, part b, Summary of Relevant Experience. We are requested to provide all our completed relevant projects that fall within the last five (5) years. Our office is one of many across the United States, specifically in the Northeast. Is this requesting projects only from our office in Connecticut office team or our company as a whole?
Answer: Provide at least 5 relevant projects. Your discretion whether or not projects are just from Connecticut office or from entire organization keeping in mind that the work will be done in the City and firm(s) selected to be based upon responsiveness.

Question: This solicitation is for On-Call Engineering but has a fee schedule that includes Architecture. Can an Architecture firm submit a fee schedule for Architectural Services only, without Engineering sub-contractors?
Answer: Yes.

Question: Please clarify that the submission for this On-Call includes one (1) full SF330 with all disciplines our firm is submitting under identified, rather than a categorical based submission.
Answer: One full SF 330.

Question: How many total projects is The City looking for? SF330 format calls for ten (10) total projects. Would this be ten (10) projects per discipline, or ten (10) projects total?
Answer: Can be up to ten per discipline submitted on.

Question: Given this RFQ was released on 10/8/2024, would it be possible to request an extension?
Answer: No; for various reasons, requests for extensions of time will not be considered.

Question: Attachment D, which lists the disciplines selected by the consultant, is to be included in a separate envelope. Since that attachment is to be opened after the QBS process, do we also identify our selected disciplines within the text of our submittal?
Answer: No need to identify selected disciplines within the text of our submittal. Attachment D shall not be submitted in the separate, sealed envelope. It shall now be submitted as part of the Firms response to the RFQ. (Only Attachment E [Cost Information Schedule] shall be submitted in a separate, sealed envelope marked "Confidential: Attachment E (Cost Information Schedule).

Question: During our review of the RFQ we noted that certain portions of the insurance requirements are not applicable to consulting services, including Builders Risk/Installation Floater Insurance and Contractor's Pollution Liability Insurance. Please let us know if these policies will be required as they are not traditionally held by consulting firms.
Answer:

Question: Relative to the City's standard agreement language, including Exhibits B1 and B2, would the City be amenable to negotiating mutually acceptable and insurable terms? Proposed modification would be provided as an appendix to the proposal response within the allowance noted in the exceptions and alternatives section of the RFQ.
Answer: Pursuant to Section H. Submittal Requirements & Required Format, Paragraph 6, Exceptions and Alternatives, Respondents may take exceptions to any requirement in the RFQ and/or offer alternatives to any provision thereof (including the attached City Contract form(s)); however, such exceptions or alternates cannot, in the sole discretion of the City, materially affect the substance of the RFQ or the provisions of the attached Contracts.

Further, the taking any exception or proposing any alternative is of not binding on the City, legally or otherwise, and in no way gives rise to any contractual relationship or rights, express or implied, between the City and the Respondent.

Lastly, while negotiations are permissible for contract provisions that are non-material in nature, please be advised that contract language pertaining to damages, insurance and/or indemnification is non-negotiable.

Thank you.

Maureen McCauley

Assistant Director of Purchasing – City of Waterbury

RFQ #8132 - ENGINEERING ON CALL SERVICES 2025 THROUGH 2027

ATTACHMENT D – DISCIPLINE LIST, BFO Information * And MBE, DBE, WBE, SBE STATUS**

NOTE: Attachment D shall be submitted as part of Firm's Repsonse to the RFQ. (Attachment D shall not be submitted in the separate, sealed envelope).

Submitted By: _____
(Print Firm Name)

Firm shall specify which disciplines they are submitting qualifications and provide BFO Information for each discipline selected.

* NOTE: If you have different BFO rates for various disciplines within your Firm, please provide this information, by discipline, where indicated below.

**NOTE: Provide MBE/DBE/WBE/SBE status and certification/documentation of same.

Additionally, on attached sheet(s), clearly identify any subconsultants/subcontractors, if known, and provided requested information.

Discipline	Check each discipline qualifications are being submitted	Indicate MBE, DBE, WBE, SBE Status and Ownership Percentage	BFO Information By Discipline (for 2025)	BFO Information By Discipline (for 2026)	BFO Information By Discipline (for 2027)
Roadway Engineering Design / Reconstruction	_____	_____	_____	_____	_____
Mechanical Engineering/Heating, Ventilation and Air Conditioning Engineering/Testing/ Adjusting/Balancing/Commissioning	_____	_____	_____	_____	_____
Electrical Engineering	_____	_____	_____	_____	_____

ATTACHMENT E – COST INFORMATION SCHEDULE

NOTE: An original hard copy of Attachment E shall be submitted in a separate, sealed envelope marked "Confidential: Cost Information Schedule."

Submitted By: _____
(Print Firm Name)

For Calendar Year(s): (check applicable*)

- □ 2025 – 2027, inclusive
- □ 2025
- □ 2026
- □ 2027

* Check applicable box(es) to indicate if providing cost information for entire 3-year initial Term, or for individual calendar years. If providing cost information for individual years, for each calendar year: a) make a copy of Attachment E, and b) check the appropriate box.

I. Respondents must provide pricing/rates in Attachment E for the services it seeks to provide under this RFQ.

Title/ Class	Job Description / Tasks	Straight Time	Overtime
Professional Engineer (Project) (Specialties include: civil, electrical, mechanical, structural, environmental, geotechnical, wastewater, landfill etc.).	Holds a bachelor's degree or higher in relevant engineering discipline. Licensed for this occupation by the CT Department of Consumer Protection. Designs and oversees construction of systems. Affixes professional engineer seal to documents when required. Specify minimum _____ years of experience and specialty.	$ _____	$ _____
Professional Engineer (Senior) (Specialties include: civil, electrical, mechanical, structural, environmental, geotechnical, wastewater, landfill etc.).	See Professional Engineer. Specify minimum _____ years of experience and specialty.	$ _____	$ _____

REQUEST FOR QUALIFICATIONS (RFQ # 8132)
BY
THE CITY OF WATERBURY
FOR
ENGINEERING ON-CALL SERVICES
2025 THROUGH 2027
Insurance Requirements

Contractor/Vendor shall agree to maintain in force at all times during the contract the following minimum coverages and shall name the City of Waterbury and the Waterbury Board of Education as Additional Insured on a primary and non-contributory basis to all policies, except Workers Compensation. All policies should also include a Waiver of Subrogation. Insurance shall be written with Carriers approved in the State of Connecticut and with a minimum AM Best's rating of "A"VIII.

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.

Original, completed Certificates of Insurance must be presented to the City of Waterbury and the Waterbury Board of Education prior to contract issuance. Contractor/Vendor agrees to provide replacement/renewal certificates at least 30 days prior to the expiration date of the policies. Should any of the above described policies be cancelled, limits reduced or coverage altered, 30 days written notice must be given to the City of Waterbury and the Waterbury Board of Education.

General Liability:	**$1,000,000 each Occurrence** **$2,000,000 General Aggregate** **$2,000,000 Products/ Completed Operations Aggregate**
Auto Liability:	**$1,000,000 Combined Single Limit each Accident** **Any Auto, All Owned and Hired Autos**
Workers Compensation:	**WC Statutory Limits** **Employer Liability (EL)** **$1,000,000 EL each Accident** **$1,000,000 EL Disease each Employee** **$1,000,000 EL Disease Policy Limits**
Excess/Umbrella Liability:	**$1,000,000 each Occurrence** **$1,000,000 Aggregate**
Professional Liability/E&O:	**$1,000,000 each Wrongful Act** **$1,000,000 Aggregate**

Additionally, for services that may involve Contaminated and/or Hazardous Substances, consultant shall also provide the following:

Contractor's Pollution Liability Insurance: **$1,000,000 each Occurrence**
$1,000,000 Aggregate
There will be no exclusion for Hazardous Materials, including Asbestos and Lead

Wording for Additional Insured Endorsement and Waiver of Subrogation:
The City Waterbury and its Board of Education is listed as an Additional Insured on a primary and non-contributory basis on all policies except Workers Compensation and Professional Liability. All policies shall include a Waiver of Subrogation except Professional Liability.

RFQ #8132 - ENGINEERING ON CALL SERVICES 2025 THROUGH 2027

ATTACHMENT D – DISCIPLINE LIST, BFO Information * And MBE, DBE, WBE, SBE STATUS**

NOTE: Attachment D (together with Attachment E) shall be submitted in a separate, sealed envelope marked "Confidential: Discipline List, BFO Information, MBE, DBE, WBE, SBE Status and Cost Information Schedule."

Submitted By: Freeman Companies, LLC
(Print Firm Name)

Firm shall specify which disciplines they are submitting qualifications and provide BFO Information for each discipline selected.

* NOTE: If you have different BFO rates for various disciplines within your Firm, please provide this information, by discipline, where indicated below.

**NOTE: Provide MBE/DBE/WBE/SBE status and certification/documentation of same.

Additionally, on attached sheet(s), clearly identify any subconsultants/subcontractors, if known, and provided requested information.

Discipline	Check each discipline qualifications are being submitted	Indicate MBE, DBE, WBE, SBE Status and Ownership Percentage	BFO Information By Discipline (for 2025)	BFO Information By Discipline (for 2026)	BFO Information By Discipline (for 2027)
Roadway Engineering Design / Reconstruction	X	MBE/DBE 100%			
Mechanical Engineering/Heating, Ventilation and Air Conditioning Engineering/Testing/ Adjusting/Balancing/Commissioning					
Electrical Engineering					

ATTACHMENT D – DISCIPLINE LIST
RFQ #8132 - ENGINEERING ON CALL SERVICES 2025 THROUGH 2027

Submitted By: Freeman Companies, LLC
(Print Firm Name)

Discipline	Check each discipline qualifications are being submitted	Indicate MBE, DBE, WBE, SBE Status and Ownership Percentage	BFO Information By Discipline (for 2025)	BFO Information By Discipline (for 2026)	BFO Information By Discipline (for 2027)
Structural Engineering Buildings and Walls					
Traffic Planning, Safety and Engineering	X	MBE/DBE 100%			
Bridge Design Services					
Drainage Improvements	X	MBE/DBE 100%			
Land Survey Work	X	MBE/DBE 100%			
AST/UST Engineering Services					
Environmental Engineering / Hazardous Waste-Abatement Services / Environmental Services	X	MBE/DBE 100%			
Architectural Services					
Landscape Architect Services					

ATTACHMENT D – DISCIPLINE LIST
RFQ #8132 - ENGINEERING ON CALL SERVICES 2025 THROUGH 2027

Submitted By: Freeman Companies, LLC
(Print Firm Name)

Discipline	Check each discipline qualifications are being submitted	Indicate MBE, DBE, WBE, SBE Status and Ownership Percentage	BFO Information By Discipline (for 2025)	BFO Information By Discipline (for 2026)	BFO Information By Discipline (for 2027)
Wetland mapping, wetland evaluation and wetland restoration plans – Soil Scientist					
Hydraulic/Hydrology Engineering Services (dams, culverts, etc.)					
GIS / Cartographer Services					
Solid Waste Management					
Property Appraisal and Evaluations/Rights of Way and Easements Evaluations and Negotiations					
Parks/Recreation – Design / Engineering / Inspection	X	MBE/DBE 100%			
Constructability Reviews	X	MBE/DBE 100%			
General Civil / Site Engineering	X	MBE/DBE 100%			
General Municipal Improvements	X	MBE/DBE 100%			

ATTACHMENT D – DISCIPLINE LIST
RFQ #8132 - ENGINEERING ON CALL SERVICES 2025 THROUGH 2027

Submitted By: Freeman Companies, LLC
(Print Firm Name)

Discipline	Check each discipline qualifications are being submitted	Indicate MBE, DBE, WBE, SBE Status and Ownership Percentage	BFO Information By Discipline (for 2025)	BFO Information By Discipline (for 2026)	BFO Information By Discipline (for 2027)
Master Planning/Site Development	X	MBE/DBE 100%			
Construction Administration	X	MBE/DBE 100%			
Construction or Resident Engineering Inspection Services	X	MBE/DBE 100%			
Landfill Facility Engineering Services					
Water Pollution Control Facility Design Services					
Water Pollution Control Facility Construction Administration Services					
Water Pollution Control Facility Resident Engineer and Inspection Services					
Sanitary Sewer Pump Station Design Services					

ATTACHMENT D – DISCIPLINE LIST
RFQ #8132 - ENGINEERING ON CALL SERVICES 2025 THROUGH 2027

Submitted By: Freeman Companies, LLC
(Print Firm Name)

Discipline	Check each discipline qualifications are being submitted	Indicate MBE, DBE, WBE, SBE Status and Ownership Percentage	BFO Information By Discipline (for 2025)	BFO Information By Discipline (for 2026)	BFO Information By Discipline (for 2027)
Sanitary Sewer Collection System Construction Administration Services	_____	_____	_____	_____	_____
Sanitary Sewer Pump Station Construction Administration Services	_____	_____	_____	_____	_____
Sanitary Sewer Collection System Design Services	_____	_____	_____	_____	_____
Sanitary Sewer Collection System Resident Engineer and Inspection Services	_____	_____	_____	_____	_____
Sanitary Sewer Pump Station Resident Engineer and Inspection Services	_____	_____	_____	_____	_____
Water Pump Station Design / Engineering & Inspection Services	_____	_____	_____	_____	_____
Hydraulic Modeling for Water Distribution Design / Engineering Services	_____	_____	_____	_____	_____
Reservoir / Dam Design / Engineering & Inspection Services	_____	_____	_____	_____	_____
Water Filtration Plant Improvement Design / Engineering / Inspection Services	_____	_____	_____	_____	_____

ATTACHMENT D – DISCIPLINE LIST
RFQ #8132 - ENGINEERING ON CALL SERVICES 2025 THROUGH 2027

Submitted By: Freeman Companies, LLC
(Print Firm Name)

Discipline	Check each discipline qualifications are being submitted	Indicate MBE, DBE, WBE, SBE Status and Ownership Percentage	BFO Information By Discipline (for 2025)	BFO Information By Discipline (for 2026)	BFO Information By Discipline (for 2027)
Water Main Design / Engineering & Inspection Services	X	MBE/DBE 100%			
Chemical Engineering					
Water Storage Tank Design / Engineering/Inspection Services	X	MBE/DBE 100%			
GEO Tech Engineering Services for Reservoir Dams	X	MBE/DBE 100%			
Advisory & Implementation services for Asset Management, PMIS, Business Intelligence & Analytics					
Water financial planning, ratees & grant support services	X	MBE/DBE 100%			
Geotechnical Engineering / Testing	X	MBE/DBE 100%			

ATTACHMENT D – DISCIPLINE LIST
RFQ #8132 - ENGINEERING ON CALL SERVICES 2025 THROUGH 2027

Submitted By: _____
(Print Firm Name)

SUBCONSULTANT /SUBCONTRACTOR INFORMATION (if known)

Provide Name	Provide Discipline(s)	Indicate MBE, DBE, WBE, SBE Status and Ownership Percentage	BFO Information By Discipline (for 2025)	BFO Information By Discipline (for 2026)	BFO Information By Discipline (for 2027)
		_____	_____	_____	_____
		_____	_____	_____	_____
		_____	_____	_____	_____
		_____	_____	_____	_____
		_____	_____	_____	_____
		_____	_____	_____	_____
		_____	_____	_____	_____
		_____	_____	_____	_____

ATTACHMENT E – COST INFORMATION SCHEDULE

NOTE: Attachment E (together with Attachment D) shall be submitted in a separate, sealed envelope marked "Confidential: Discipline List, BFO Information MBE, DBE, WBE, SBE Status and Cost Information Schedule."

Submitted By: _____
(Print Firm Name)

For Calendar Year(s): (check applicable*)

- X 2025 – 2027, inclusive
- ☐ 2025
- ☐ 2026
- ☐ 2027

* Check applicable box(es) to indicate if providing cost information for entire 3-year initial Term, or for individual calendar years. If providing cost information for individual years, for each calendar year: a) make a copy of Attachment E, and b) check the appropriate box.

I. Respondents must provide pricing/rates in Attachment E for the services it seeks to provide under this RFQ.

Title/ Class	Job Description / Tasks	Straight Time	Overtime
Professional Engineer (Project) (Specialties include: civil, electrical, mechanical, structural, environmental, geotechnical, wastewater, landfill etc.).	Holds a bachelor's degree or higher in relevant engineering discipline. Licensed for this occupation by the CT Department of Consumer Protection. Designs and oversees construction of systems. Affixes professional engineer seal to documents when required. Specify minimum _____ years of experience and specialty.	$ __185_____	$ _____
Professional Engineer (Senior) (Specialties include: civil, electrical, mechanical, structural, environmental, geotechnical, wastewater, landfill etc.).	See Professional Engineer. Specify minimum _____ years of experience and specialty.	$ ___150_____	$ _____

ATTACHMENT E – COST INFORMATION SCHEDULE

City of Waterbury

Engineer (Project) (Specialties include: civil, electrical, mechanical, structural, chemical, environmental, geotechnical, wastewater, landfill etc.).	Holds a bachelor's degree or higher in civil, mechanical, electrical, structural engineering or other relevant engineering discipline. Performs engineering tasks and analysis related to site investigation and designs projects, oversees construction of projects, etc. Specify minimum _____ years of experience and specialty.	$ __125__	$ _____
Engineer (Senior) (Specialties include: civil, electrical, mechanical, structural, chemical, environmental, geotechnical, wastewater, landfill etc.).	See Engineer. Specify minimum _____ years of experience and specialty.	$ __150___	$ _____
Cartographer/GIS Specialist	Prepares maps on topography, etc. to be digitized. Designs and draws original maps of cities and regions. Adapts existing maps. Uses geographic information systems and global positioning system to prepare maps of topography. Analyzes spatial and environmental data. Specify minimum_____ years of experience and specialty.	$ ____N/A_____	$ _____
Draftsperson	Draws site plans, layouts, and detailed drawings on CAD System. Specify minimum_____ years of experience and specialty.	$ __95___	$ _____
Senior Field Technician	Collects samples for material testing, performs field material testing provides field support, uses, maintains and deploys equipment. Specify minimum _____ years of experience and specialty.	$ __125___	$ _____
Field Technician	Collects samples for material testing, performs field material testing, provides field support, uses, maintains and deploys equipment. Specify minimum _____ years of experience and specialty.	$ _95____	$ _____
Licensed Surveyor	Licensed for this professional title by the CT Department of Consumer Protection. Specify minimum _____ years of experience and specialty.	$ _130___	$ _____
Licensed Environmental Professional	Has engineering, geology or hydrogeology training and is licensed by the state of Connecticut for this professional title. Specify minimum _____ years of experience and specialty.	$ __150___	$ _____
Wetland/Soil Scientist project	Holds a bachelor's or higher degree in soil science, geology, earth science, biology, botany or other relevant discipline plus specialized training and experience in wetland evaluation or soil science. Delineates wetlands using recognized Federal or state methodologies. Interprets and evaluates soil types. Classifies soil samples and evaluates effects of contaminants on wetlands and related animal and plant communities. Specify minimum _____ years of experience and specialty.	$ _____	$ _____
Architect	Holds a bachelor's degree or higher. Licensed for this professional title by the CT Department of Consumer Protection. Specify minimum _____ years of experience and specialty.	$ __N/A_____	$ _____

Landscape Architect	Holds a bachelor's degree or higher. Licensed by the CT Department of Consumer Protection. Specify minimum _____ years of experience and specialty.	$ __185_____	$ _____
Construction Inspector (Senior)	ACI and NICET certified or Professional Engineer, Specify minimum _____ years of experience and specialty.	$ __175____	$ _____
Construction Inspector (Staff)	ACI and NICET certified Specify minimum _____ years of experience and specialty.	$ __135____	$ _____
Project Manager	Oversees and coordinates projects from an administrative and operations standpoint. Initial contact at site for projects. City liaison. Specify minimum _____ years of experience and specialty.	$ __185____	$ _____
Clerical Staff	Uses computers, typewriters and other office equipment to provide clerical and logistical support to project. May type reports, correspondence and other written material. May prepare bills, invoices, and related documents. Specify minimum _____ years of experience and specialty.	$ __85____	$ _____
2 Man Survey Crew	Survey Crew consists of a party Chief with a minimum of ____ years of experience and a Rod Man with a minimum of 6 months experience,	$ __205____	$ _____
3 Man Survey Crew	Survey Crew consists of a party Chief with an minimum of Four year's experience, Instrument man with a minimum of two years' experience and a Rod Man with a minimum of 6 months experience,	$ upon request_	$ _____

II. Respondents may provide additional job classes/titles below. These additional proposed job classes/titles may be considered if in the best interest of the City.

Title/ Class	Job Description / Tasks	Straight Time	Overtime
Project Landscape Architect	Specify minimum _____ years of experience and specialty. _____	$ __130____	$ _____
Staff Landscape Architect	Specify minimum _____ years of experience and specialty. _____	$ __115____	$ _____
Manager of Engineering	Specify minimum _____ years of experience and specialty. _____	$ __215_____	$ _____
HBMI Manager	Specify minimum _____ years of experience and specialty. _____	$ __130____	$ _____

Environmental Professional	Specify minimum _____ years of experience and specialty. _____	$ __125____	$ _____
Survey Manager	Specify minimum _____ years of experience and specialty. _____	$ _185____	$ _____

III. Respondents may provide pricing in Attachment D for the direct expense services it seeks to provide under this RFQ.

Item No.	Direct Expense Services	Unit of Measure	Rate Per Unit
1	Printing Greater than 11" X 17"	S.F.	$ __upon request__
2	Color Printing and photocopies (Up to 11"x17")	Each.	$ __upon request_
3	Large Format Monochrome Printing and Plotting (sheet sizes greater than 11"x17")	S.F.	$ __upon request
4	Large Format Color Plotting (sheet sizes >11"x17")	S.F.	$ __upon request_
5	Large Format Mylar Plotting	S.F.	$ __upon request___
6	Electronic Scanning	S.F.	$ __upon request_
7	In-house Printing and photocopies up to 11 X 17"	Each	$ __upon request_
8	Blackline prints	Cost	Cost + 10____%
9	Plotting & printing charges (outside vendors)	Cost	Cost + _10___%
10	Regular Mail, Express or certified postage charges	Per item	Cost + _10___%
11	Other project-related reimbursable expenses	Cost	Cost + _10___%

12	Reproduction Costs	Per page	Cost + _10___%
13	Borings and test pits for subsurface investigation	At cost	Cost + _10___%
14	Outside Services (subconsultant/laboratory)	At Cost	Cost + _10___%

IV. Other Rates

Item No.	Description	Unit of Measure	Rate Per Unit
15	Mileage	Mile	IRS Rate + ___ %

NOTES:

1. All job classes noted above shall include the required modern equipment associated with the classification. For example, the hourly rate for a Licensed Surveyor or Draftsperson shall include the electronic surveying/drafting equipment respectively, software, equipment hourly operating costs, personnel protective equipment and other normal associated tools of the trade or profession.

2. NOTE: Rates/pricing provided above shall be either for the initial 3-year Term of the contract or for individual calendar years. No rate escalation is permitted. After the initial three (3) year Term, rate increases shall be requested in writing by the Firm and subject to negotiation, at the sole option of the City, on a yearly basis, for each of the two (2) one-year extensions.

3. All job classes and rates include the consultant providing the City of Waterbury with electronic files of all work product in the form of a PDF and the format of the original software used to create the work product; however, all AutoCAD submissions to City shall be in the version required by the City's Engineering Department.

4. Straight time is defined as any contiguous 8 Hour period during any 2 calendar days.

5. Overtime is defined as any working time over contiguous period over 8 Hours during any 2 calendar days.

6. Response to Unscheduled or emergency calls outside of normal work day of 7AM to 5 PM will be paid for at the hourly rate for Overtime.

7. Respondents are not required to provide rates for all "Title/Class" listed, but only for those applicable to selected disciplines.

8. Where required, Consultant shall provide project cost estimating, and development of contract documents and specifications, based on City the City's standard documents and required formats.

END OF SECTION

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #11.5
TO BE ADDED

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve the Modified Contract with Northwest Regional Workforce Investment Board, Inc., at no cost, for CWP-NRWIB Adult Education Remediation for CareerConneCT clients.

WATERBURY
PUBLIC SCHOOLS

Nicholas J. Albini
Chief Operating Officer
(203) 346-2340, x2
nalbini@waterbury k12 ct us

DATE: March 20, 2025

TO: Board of Education Commissioners

FROM: Nicholas J. Albini, Chief Operating Officer

SUBJECT: Amendment #1 to the Contract with Northwest Regional Workforce Investment Board, Inc. (NRWIB) for the Capital Workforce Project Adult Education Remediation for CareerConnectCT Program

The Education Department respectfully requests your review and approval of amendment #1 to the contract with Northwest Regional Workforce Investment Board, Inc. for the Capital Workforce Partners Adult Education Remediation for CareerConnectCT Program. The CareerConnectCT program is a grant through NRWIB that provides basic skills remediation to 18 students with occupational training in manufacturing, green energy, and commercial driver's licensing.

All perspective students were required to take a test with the NRWIB. If the students needed remediation in Mathematics or English Language Arts, then NRWIB contracted with all the adult education programs in the area to supply the remediation, including Waterbury. NRWIB determined which students needed remediation and forwarded their names to Waterbury Adult Continuing Education staff. The NRWIB pays up to $63,200 for remediating students through their CareerConnectCT grant.

Amendment #1 requests extending the contract end date from March 31, 2025 to December 1, 2025 to utilize the full expenditure of the funding.

The Education Department will have a representative present at your upcoming meeting to answer any questions you may have regarding this matter. Thank you for your consideration.

CONTRACT SUMMARY PAGE

CWP-AER CONTRACT AER-23-004

Contracting Agency	Northwest Regional Workforce Investment Board, Inc. 249 Thomaston Avenue Waterbury, CT 06702		
	Name of entity		
Contracting Agency Contact	Catherine N. Awwad, President & CEO	203-574-6971 x 426	catherine.awwad@nrwib.org
	Name	*Phone*	*e-mail*
Subcontractor	City of Waterbury / Waterbury Adult Continuing Education		FEIN # UEI #
	Name of entity		*FEIN/DUNS Number*
Subcontractor Contact	Mayor Paul Pernerewski / Stephen Barbieri	203-574-8038	sbarbieri@waterbury.k12.ct.us
	Name	*Phone*	*e-mail*
Program Activity	CWP Adult Education Remediation for CareerConneCT clients, serving up to 18 enrollments.		
	Activity name or classification		
Primary Service Site	11 Draher St		
	Street Address		
	Waterbury	CT	06708
	City	*State*	*Zip*
Organization Type	☑ Public Agency	☐ Non-Profit Agency	☐ For Profit Organization
	Select one option		
Contract Type	☑ Cost Reimbursement	☐ Performance	☐ Other
	Select one option		
Funding Source	CWP-NRWIB Adult Education Remediation Agreement #17063		
	List source of funds		
Contract Period	06/05/2024	12/01/2025	
	Start Date	*End Date*	
Maximum Funding Amount	$63,200		
	Contract Amount		
CT Core #	12052-ECD46595-43775-14000		

Modification #1 – End date extended from 3/31/25 to 12/01/25. Rolled contractual services budget into tuition.

SIGNATURE. This Agreement is entered into on this **5th Day of June 2024** in accordance with Section 121(d) of the Workforce Innovation and Opportunity Act, and the laws of the State of Connecticut. The agreement executed herein is by and between the Northwest Regional Workforce Investment Board, Inc, hereinafter referred to as *"NRWIB,"* and **the City of Waterbury / Waterbury Adult & Continuing Education** hereinafter referred to as the *"SUBCONTRACTOR"*.

SUBCONTRACTOR shall begin services on the **5th Day of June 2024** and will terminate in accordance with the termination provisions set forth in this Agreement.

In consideration for the services to be provided by the SUBCONTRACTOR for the period shown herein, the SUBCONTRACTOR will receive an amount not to exceed **$63,200.00** with the flexibility to increase the contract amount for additional services. NRWIB will pay the SUBCONTRACTOR said amount pursuant to the terms and conditions set forth herein.

NRWIB reserves the right to unilaterally deobligate this contract, whole or in part, in the event of a reduction of Federal or State funding or for any reason it deems as in its best interest, including SUBCONTRACTOR failure to attain satisfactory performance.

Authorized NRWIB Signature	*Authorized SUBCONTRACTOR Signature*
Catherine N. Awwad, President & CEO	
Name and Title	*Name and Title*
Date	*Date*

CERTIFICATION. I certify that the above named duly authorized officer of the above-named SUBCONTRACTOR held said title at the time s/he signed this contract on behalf of the SUBCONTRACTOR. I also certify, as keeper of records of said SUBCONTRACTOR, that this contract was duly signed for on behalf of said organization by authority of its governing body and within the scope of its organizational powers.

SUBCONTRACTOR'S Certifying Officer Signature

Certifying Officer Name and Title

Date

Corporate Seal:

SECTION I. GENERAL TERMS & CONDITIONS

PURPOSE	The purpose of this Agreement is to establish a viable program in which NRWIB and the SUBCONTRACTOR will deliver Adult Education remediation services deliver basic skills remediation to individuals located in the Northwest Region of Connecticut interested in occupational training in manufacturing, green energy, and commercial driver's licensing. The parties will provide the scope of services outlined in Section II in the most efficient and effective manner possible to meet all performance measures established by NRWIB, Connecticut Employment and Training Commission, Connecticut Department of Labor and United States Department of Labor. NRWIB will leverage its existing relationship with the *American Job Center (AJC)* and *Career Resources Inc.* to ensure program participants who are Workforce Innovation and Opportunity Act (WIOA) enrollment qualified receive WIOA Title I. services as may be applicable.
SUBCONTRACTOR	SUBCONTRACTOR will perform program services as described in Section II of this agreement and supported by the budget as described in Section III of this agreement.
PERFORMANCE GOALS, STANDARDS, AND MEASUREMENTS	Performance measures are established to assess the effectiveness of the system. Measures include federal mandates and measures identified by NRWIB or other funders to assess its role in establishing and maintaining an effective workforce development system. Common performance indicators provide key employment information, such as how many workers entered and retained employment, median earnings, credentials attained, and their measurable skill gains as well as the effectiveness of services to employers. The SUBCONTRACTOR will hold operational responsibility for attainment of performance measures as outlined in Section II of this agreement. The SUBCONTRACTOR shall track performance on a monthly basis and work with NRWIB staff to assess/evaluate progress towards attainment by the end of the contract period.
DOCUMENTATION AND RECORDS	SUBCONTRACTOR shall maintain all documentation, records, reports, and other required information specified by NRWIB, for examination by NRWIB or other authorized funding representative upon request and for a period of seven *(7)* years.
NON-ASSIGNMENT	The SUBCONTRACTOR shall not assign, subcontract, delegate, or in any way transfer any of its rights or responsibilities or any part of the work and services without prior written approval of NRWIB. NRWIB retains the right to terminate the contract immediately if it is determined an unauthorized assignment has occurred. If an assignment is made the SUBCONTRACTOR, and its sub-subcontractor(s), is required to incorporate NRWIB's primary agreement and specifically adopts its language regarding our proprietary assets.
PRIOR AGREEMENTS	This document supersedes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matter contained herein and the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this contract that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written. It is further agreed that no modification, amendment or alternation in the terms or conditions contained herein shall be effective unless in a written document executed by the parties.
BREACH OF AGREEMENT	NRWIB agrees to pay monies due to SUBCONTRACTOR, as reflected in the attached budget, in accordance with the provisions of the financial sections of this agreement. SUBCONTRACTOR agrees to provide services and oversight consistent with the terms of this agreement and the Request for Proposal that formed the basis of this contract. Failure by either party to perform as stated in this Agreement may constitute a breach.
CONTRACT MODIFICATION	Any changes in service levels or scope of the Agreement shall be made only with prior written approval of NRWIB. All changes in service levels or scope of the Agreement shall require an amendment to this

Agreement executed in the same manner as this Agreement.

INDEMNIFICATION

SUBCONTRACTOR shall defend, indemnify, and hold harmless NRWIB and its officers agents and employees from and against any and all claims, liabilities, judgments, fines, assessments, penalties, awards, or other expenses, of any kind or nature whatsoever, including without limitation, attorney's fees, costs of investigation, litigation or dispute resolution, which are alleged to arise, in whole or in part, out of any act or omission by SUBCONTRACTOR, its agents, servants or employees, including sub-subcontractors or other persons or entities hired by the SUBCONTRACTOR. The SUBCONTRACTOR also acknowledges that NRWIB has agreed to indemnify and hold harmless the State of Connecticut in its agreement with the State, therefore, the SUBCONTRACTOR will also indemnify and hold the State harmless for any such claims against it that are alleged to arise, in whole or in part, out of any act or omission by the SUBCONTRACTOR, its agents, servants or employees, including sub-subcontractors or other persons or entities hired by the SUBCONTRACTOR.

INSURANCE

SUBCONRACTOR shall maintain the following claims made based insurance coverage throughout the Term. All such insurance shall be issued by insurers authorized to do business in the State of Connecticut, shall name the Northwest Regional Workforce Investment Board (NRWIB) and Capital Workforce Partners, Inc. (CWP) as an additional insured on the General Liability and Commercial Automobile Liability policies and not on the Worker's Compensation policy, shall contain appropriate endorsements for all such policies denying Contractor, its Subcontractors and its insurers the right of subrogation against both the NRWIB and CWP, and shall contain a provision whereby each insurer agrees not to cancel such insurance without thirty (30) days prior written notice to both the NRWIB and CWP.

SUBCONTRACTOR shall furnish NRWIB and CWP with a certificate evidencing the aforesaid insurance coverage and endorsements prior to contract execution, and renewal certificates shall be furnished to NRWIB and CWP at least thirty (30) days prior to the expiration date of such insurance. The following insurance policies and policy limits are required:

(i) Statutory Workers' Compensation coverage with minimum limits for Employers Liability as follows:
- Bodily Injury by Accident $500,000 each accident
- Bodily injury by Disease $500,000 policy limit
- Bodily injury by Disease $500,000 each employee

(ii) Commercial General Liability coverage with the following limits:
- $1,000,000 Each Occurrence
- $1,000,000 Person and Advertising Injury Limit
- $1,000,000 General Aggregate Limit
- $1,000,000 Products – Completed Operations Aggregate Limit

(iii) Commercial Automobile Liability coverage including Hired and Non-Owned Auto coverage with a Combined Single Limit of $1,000,000

SUBCONTRACTOR shall carry and continuously maintain a Fidelity Bond or Employee Dishonesty Insurance that provides coverage for those who render services connected with the performance of this Contract. The bond/policy shall include coverage for any "dishonest act" of Subcontractor's employees including but not limited to larceny, theft, embezzlement, transfer of funds (electronic or otherwise), forgery, misappropriation, wrongful abstraction, or willful misapplication, whether the employees aced alone or in collusion with others. Such insurance must cover (i) property of Contractor and (ii) property of others, including the State of Connecticut, NRWIB, CWP and all funds provided by NRWIB/CWP pursuant to this Contract, which Subcontractor holds in its care, custody and control.

The bond/policy limit shall be equal to 20% of the Contract Amount of this Contract and shall include an endorsement designating NRWIB and CWP as an Additional Insured. In addition, the coverage shall contain no requirement for arrest and convictions, and shall provide notice to NRWIB and CWP of any cancellation or reduction in coverage.

LIENS	The SUBCONTRACTOR shall keep the NRWIB free and clear from all liens asserted by any person or firm for any reason arising out of the furnishing of goods and services by or to the SUBCONTRACTOR.
IMPASSE RESOLUTIONS	All reasonable efforts should be utilized to resolve any dispute that arises. The nature of the dispute should be communicated in writing to each of the parties in this Agreement. A response shall be submitted within fifteen *(15)* working days of the receipt of the complaint. The complaint and response shall be submitted to the NRWIB Executive Committee, which shall evaluate such complaint and attempt to resolve it. The decision of the Executive Committee shall be final. NRWIB, incorporated in the State of Connecticut, holds home jurisdiction for any legal remedies.
INVOICE PROCESSING	NRWIB agrees to a 30-day turnaround on all cost-reimbursement invoices from the date submitted by SUBCONTRACTOR. SUBCONTRACTOR shall submit invoices by the 10th of each month with appropriate back-up documentation and signatures. Payment will be contingent on availability of funds.
BUDGET	SUBCONTRACTOR is responsible for the administration of funds that equal the contract amount as detailed in the Budget and Budget Narrative.
PROPERTY	All new property purchased under this contract by the SUBCONTRACTOR will be maintained and disposed of in accordance with state and federal regulations.
OCCUPANCY	The SUBCONTRACTOR will use its training facilities/work site to deliver services. The SUBCONTRACTOR shall notify NRWIB in the event of a change in the location of the facilities used as the primary site for the training program.
VOLUNTARY TERMINATION	Either party may, at any time during the term of this Agreement, or any extension thereof, terminate this Agreement by giving thirty *(30)* days written notice of its intent to terminate. During the thirty *(30)* day period, the parties agree to attempt to resolve the matter(s), which precipitated the request for termination. If the party giving the termination notice does not withdraw the notice, this Agreement shall terminate upon expiration of the thirty *(30)* day notice.
TERMINATION FOR DEFAULT	If after due notice of corrective action the SUBCONTRACTOR is determined to be in violation of this Agreement due to fraudulent behavior or non-performance of the conditions as set forth in this Agreement, then this Agreement may be terminated immediately upon the SUBCONTRACTOR'S receipt of notice by U.S. mail - return receipt requested. Any unauthorized or unallowable costs will be repaid according to state and federal regulations.
DISPUTES	Except as otherwise provided in this contract, any dispute concerning a question of fact arising under this contract which is not disposed of by agreement, shall be decided by NRWIB, which shall reduce its decision to writing, and mail or otherwise furnish a copy thereof to the SUBCONTRACTOR. This *"Dispute"* clause does not preclude consideration of law questions in connection with decisions provided for in the preceding paragraph, provided that nothing in the contract shall be construed as making final the decision of any administrative official or representative on any question of law. The SUBCONTRACTOR shall utilize the NRWIB's Complaint Resolution procedure.
FINANCIAL OBLIGATIONS	Financial obligations of NRWIB are hereby made expressly conditional upon funds being appropriated, budgeted and otherwise made available to NRWIB by Federal, State, local and/or private funding sources. In the event that such funds become unavailable to NRWIB, this contract shall terminate immediately upon the SUBCONTRACTOR's receipt of notice by U.S. mail, return receipt requested. Upon receiving such notification, the SUBCONTRACTOR will be reimbursed for all allowable costs incurred to complete services to all participants as of the date of notification. NRWIB is not liable for and will not reimburse any expense for program activity that occurs after the notification of termination.

CONTRACT MONITORING

SUBCONTRACTOR shall be subject to various monitoring and evaluation requirements to be conducted periodically or when deemed necessary by NRWIB staff, Board of Directors of NRWIB, the State Department of Labor, and/or the Federal Department of Labor. All documentation pertaining to NRWIB funded participants as well as program curricula and other materials must be made available to the appropriate NRWIB staff person or other authorized funding representatives.

On site monitoring shall include, but not limited to: contract compliance, fiscal accountability *(e.g., participant payroll, attendance)*, safety requirements, worksite compliance and Equal Employment Opportunity compliance. Upon request, SUBCONTRACTOR shall facilitate face-to-face interviews between program participants, staff, employers, graduates, other relevant entities, and the appropriate NRWIB staff person. The evaluation will be done in writing.

If SUBCONTRACTOR is found to be in non-compliance with the conditions set forth herein, or if discrepancies are identified during a monitoring visit, NRWIB may develop a Corrective Action Plan to address such discrepancies. The targeted timetable for implementation of the Corrective Action Plan will be within thirty *(30)* days from the receipt of the Corrective Action Plan.

AUDITS, RECORDS & COMPLIANCE

NRWIB, the Comptroller General of the United States, the U.S. Department of Labor, the State of Connecticut or any of their duly authorized representatives, shall have access to any books, documents, papers and records which are pertinent to this Agreement for the purpose of making audit examinations, excerpts, and transcripts. All records shall be retained for seven *(7)* years beyond the termination of this Agreement or until all audits pertaining to this agreement and program have been settled, if such settlements are beyond seven *(7)* years following the termination of this agreement. The SUBCONTRACTOR must forward to NRWIB a completed audit of the agency for the fiscal year(s) in which funds are expended. The State of Connecticut Single Audit Act *(The State Act)* requires all local governments and non-profit organizations that expend $300,000 or more in state financial assistance to perform an audit in accordance with the State Act. 2CFR 200 Uniform Guidance requires organizations that expend $750,000 or more in a year in federal awards to perform an audit in accordance with 2CFR 200 Uniform Guidance. SUBCONTRACTORs funded under the WIOA PL 113-128, whether in whole or in part, must abide by the WIOA, the WIOA Regulations, Public Law 109-234, all applicable Office of Management and Budget (OMB) circulars, state regulations in laws and rules. Access to all records must be available during normal business hours. Should the SUBCONTRACTOR cease to operate, the SUBCONTRACTOR shall turn over all program and fiscal documents and records relevant to this Agreement to NRWIB or a mutually agreed upon party.

CONFLICT OF INTEREST

The SUBCONTRACTOR shall ensure that all parties under its control shall have no personal financial interest in the program funded by this contract. This shall include the use of commissions, contingent fees, and other similar transactions for the purpose of securing business. Legitimate costs of SUBCONTRACTOR employees engaged in providing program services are not included under this clause. The SUBCONTRACTOR stipulates through signature of this contract that no conflict of interest concerning this contract, bid process, solicitation of bid, or communication of any kind exists, has existed or occurred through any means whereby the SUBCONTRACTOR was able to gain an advantage over other bidders for provision of this service due to:

1. Lack of an *"arms at length relationship"* between officials of NRWIB Administration and the bidder; or

2. Undue favorable treatment of the bidder, in any manner, by NRWIB Administration officials.

FEDERAL, STATE AND LOCAL TAXES, LICENSES AND PERMITS

The SUBCONTRACTOR will comply with all laws and regulations on taxes, licenses and permits.

WORKSITE AGREEMENTS / UNION

All work experience programs are required to maintain completed worksite agreements along with job descriptions. These agreements shall be available for review by NRWIB staff upon request. No work

CONCURRENCE	experience program will be able to start without these completed documents. No programs funded by this Agreement and/or accompanying Worksite Agreements shall impair, impede or otherwise adversely affect existing labor contracts for services or collective bargaining agreements, whether such agreements involve employees of the SUBCONTRACTOR or third parties with whom SUBCONTRACTOR has subcontracted for services, unless the affected union(s) and/or employees provide written concurrence for the funding of such programs.
NO DISPLACEMENT	When subsidized employment activities are provided pursuant to this Agreement, SUBCONTRACTOR will ensure that (a) program participants do not displace currently employed workers (including partial displacement, i.e. a reduction in hours of non-overtime work, wages, or employment benefits), (b) No jobs will be created in a promotional line that will infringe upon the promotional opportunities of currently employed individuals, (c) No program participant will be employed in a job when any other individual is on layoff from the same job or its equivalent, and (d) no termination or layoffs occurred with the intent of filling such vacancies with program participants whose wages are subsidized with funds provided by this Agreement.
FORM I-9	SUBCONTRACTOR must comply with the Immigration Reform and Control Act of 1986 *(Public Law 99-603)*. This requires verification of employment eligibility for each individual that is enrolled or hired in the program. Compliance requires the completion of Form I-9, *"EMPLOYMENT ELIGIBILITY VERIFICATION."*
SELECTIVE SERVICE/ MILITARY STATUS	SUBCONTRACTOR must be in compliance with the Selective Service Act requirements. All males who are at least 18 years old and born after December 31, 1959, and who are not in the armed services on active duty must be registered.
NON-COMPETE/GOOD FAITH	The SUBCONTRACTOR understands and acknowledges the public-private nature of NRWIB's enterprise including the use of collaborative arrangements among and between various parties associated with this agreement. The SUBCONTRACTOR also understands and acknowledges that it has been given restricted use of existing or developing intellectual property, access to confidential and/or proprietary assets and information, and/or access to other agreements that themselves include confidential or proprietary information. The SUBCONTRACTOR hereby agrees (a) that it retains no rights to said assets or information, (b) that it will exercise good faith in fulfilling the expectations of NRWIB, (c) that it will promote NRWIB's service system for the express purpose of maximizing public benefit, (d) that it will refrain from entering any similar or competing arrangements within NRWIB's geographic service during the length of the contract or for 24 months from the date the contract expires, and (e) that it will not assist, aid or acquiesce any other individual or entity in entering any similar or competing arrangements within the geographic area during the length of the contract or for a period of 24-months from the date the contract expires.
ASSURANCES	The SUBCONTRACTOR shall: • Comply with all requirements and all regulations issued by the funding source as applicable. • Not in any way discriminate against, deny benefits to, deny employment to, or exclude from participation any persons on the grounds of race, color, national origin, religion, sex, sexual orientation, age, handicap or political affiliation or belief. • Comply with NRWIB's Complaint Resolution procedure as it applies to program participants. • Comply with all requirements of OSHA, Davis-Bacon Act, Worker's Compensation, Fair Labor Standards Act, Drug Free Workplace Act, and shall inform NRWIB of any violation. • Maintain a safe work and training environment, any violation cited by NRWIB, the State of Connecticut or the United States Government, and is cause for immediate contract termination. • Comply with all requirements of the Americans with Disabilities Act of 1990.

- Maintain insurance policies and risk management procedures consistent with its industry or in compliance with applicable federal and state regulations.
- Maintain assurances against sectarian and political activities.

NRWIB shall forward to the SUBCONTRACTOR, in writing and in a timely manner, copies of all data concerning federal, state or NRWIB changes in policy, directives as to reporting or record keeping, and any other information that would impact on the SUBCONTRACTOR'S responsibility under this Agreement.

FREEDOM OF INFORMATION

Records and files may be subject to the Freedom of Information Act and may be disclosed by the public agency pursuant to the Freedom of Information Act. No request to inspect or copy such records or files shall be valid unless the request is made to the public agency in accordance with the Freedom of Information Act. Any complaint by a person who is denied the right to inspect or copy such records or files shall be brought to the Freedom of Information Commission in accordance with the provisions of sections 1-205 and 1-206.

WHISTLEBLOWER PROVISION

If an officer, employee or appointing authority of the SUBCONTRACTOR takes or threatens to take any personnel action against any employee of the SUBCONTRACTOR in retaliation for such employee's disclosure of information to the Auditors of Public Accounts or the Attorney General under the provisions of subsection (a) of Conn. Gen. Stat. Sec. 4-61dd, the SUBCONTRACTOR shall be liable for a civil penalty of not more than five thousand dollars for each offense, up to a maximum of twenty per cent of the value of the contract. Each violation shall be a separate and distinct offense and in the case of a continuing violation each calendar day's continuance of the violation shall be deemed to be a separate and distinct offense. The executive head of the state or quasi-public agency may request the Attorney General to bring a civil action in the superior court for the judicial district of Hartford to seek imposition and recovery of such civil penalty.

INTELLECTUAL PROPERTY

The SUBCONTRACTOR also understands and acknowledges that any service model or technology-related innovations in any form that are supported in whole or in part by funds secured from NRWIB will remain the sole property of NRWIB unless otherwise agreed upon in writing by both NRWIB and the Party. The SUBCONTRACTOR will not attempt to use said models or technology, or any parts thereof, nor will it assist aid or acquiesce any other individual or entity in its use of said models or technology.

DATA SECURITY

The SUBCONTRACTOR shall comply with federal and state data security statutes. In performing services pursuant to this agreement, the parties agree that they shall comply with all applicable federal and state statutes and regulations, including but not limited to, FERPA, the Gramm-Leach-Bliley Act, HIPAA and related state agency contracting policies, in the protection of all personally identifiable and other protected confidential information. Nothing in this Agreement may be construed to allow either party to maintain, use, disclose or share participant information in a manner not allowed under such laws or regulations. Each party agrees that it shall be responsible for losses arising out of (i) its own acts or omissions that result in a breach of personally identifiable information or failure to comply with applicable law regarding protection of confidential information (ii) its own negligence or misconduct, and each party shall defend itself against any action or claim brought as a result of such acts under the Agreement. See Attachment 4.

PRIOR CONSENT CLAUSE

SUBCONTRACTOR agrees not to release any information concerning the services provided pursuant to this Agreement to any member of the public, press or any official body without the prior consent of the Executive Director of NRWIB, or in his/her absence, a designated representative of NRWIB. This includes any and all internal publications (written or electronic) circulated to SUBCONTRACTOR members to promote the services provided by the SUBCONTRACTOR pursuant to this Agreement.

EQUAL EMPLOYMENT OPPORTUNITY

The SUBCONTRACTOR shall comply with all equal opportunity regulations under federal law, shall Comply with E. O. 11246, Equal Employment Opportunity, as amended by E. O. 11375, amending Executive Order 11246 Relating to Equal Employment Opportunity and as supplemented by regulations at 41 CFR part 60, Office of Federal Contract Compliance Programs, Equal Employment Opportunity, U, S, Department of Labor.

CERTIFICATION REGARDING LOBBYING

(a) No Federal appropriated funds have been paid or will be paid by or on behalf of the SUBCONTRACTOR, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer of employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The SUBCONTRACTOR shall require that the language of this certification be included in the award documents for all * subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all * SUBCONTRACTORs shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 20 CFR Part 98, Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

(a) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principles are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by and Federal department or agency.

(b) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ZERO TOLERANCE FOR DRUGS AND VIOLENCE IN THE WORKPLACE

(a) SUBCONTRACTOR will provide a drug-free workplace by notifying employees, Subcontractors and program participants that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, as defined by state or federal law, is strictly prohibited. (b) SUBCONTRACTOR agrees to maintain a zero-tolerance standard for workplace violence, and shall provide a reasonably safe and healthy working environment, free from intimidation, harassment, threats and/or violent acts, and specifically prohibiting any program participants, employees or subcontractors from possessing any weapons or dangerous instruments on any premises where program activities will occur. (c) SUBCONTRACTOR shall enforce the above provisions, and shall notify NRWIB immediately of any violations thereof (d) NRWIB, in its sole discretion, may require the termination of any individual, whether a program participant, employee or sub-subcontractor, who violates any rules and procedures concerning drugs and violence in the workplace.

FORCE MAJEURE

In any case where either Party hereto is required to do any act, or where the legal relations between the Parties depend upon the passage of a period of time, the time of performance thereof or such period of time shall be extended by a period equal to any delay caused by or resulting from an act of God, war, civil commotion, fire or other casualty, and other causes beyond such party's reasonable control with such time being designated by a fixed date, a fixed time or a reasonable time.

NO INDUCEMENT

Each Party acknowledges that it has not been induced, persuaded or motivated to enter into this Contract or perform any obligation hereunder, by any promise or representation of the other Party not expressly set forth herein.

REFERENCE TO ATTACHMENTS AND CITED PROVISIONS

All attachments, schedules, exhibits, provisions, assurances, certifications, statutes, rules, regulations or conditions referred to herein, and any amendments thereto, are incorporated herein as if set forth in this Agreement. Additionally, the Request for Proposal (RFP) and SUBCONTRACTOR's response thereto is hereby incorporated by reference.

NOTICE

Any notice to a Party required hereunder shall be in writing and sent to the address set forth below or to such other address as such Party may designate from time to time; notice of such designation to comply with the provisions of this paragraph. Notice sent either by First Class Mail, or recognized overnight service or an equivalent courier shall be sufficient and deemed effective upon receipt.

If to NRWIB:

Catherine N. Awwad
President and CEO
Northwest Regional Workforce Investment Board
249 Thomaston Avenue
Waterbury, CT 06702

If to SUBCONTRACTOR:

_____
_____
_____
_____

SECTION II. SCOPE OF WORK

Subcontractor shall deliver basic skills remediation to individuals located in the Northwest Region of Connecticut interested in occupational training in manufacturing, green energy, and commercial driver's licensing.

The primary service population shall include individuals that are unsuccessful in meeting the passing threshold within the CareerConneCT portal assessment and/or other assessment criteria, but who have already attained a High School Diploma or GED-equivalent and are ineligible for standard Adult Education services.

The goal of the program is to improve each job seeker's foundational math and literacy skills so that they have the necessary level of skill mastery to perform successfully in the occupational training of their chosen career pathway. Upon completion of remediation course(s), participants will demonstrate a measurable skills gain in math and/or literacy skills measured by the Comprehensive Adult Student Assessment System (CASAS).

Eligible participants must be:

1. Unemployed/Underemployed from work
2. Have high school diploma or GED
3. Reside in Northwest region
4. 18 years old or older
5. Authorized to work in the U.S at the time of application
6. Basic skills deficient or have not passed assessment to enroll in occupational skills training

Enrollment & Outcomes:

- 18 participants shall be enrolled upon referral from the NRWIB.
- 16 participants will demonstrate measurable skills gain upon completion of remediation.
- 15 participants will either obtain employment or enroll in CareerConneCT or other occupational training program post remediation. (*NRWIB deliverable*)

Outcome Reporting

- Proof of measurable skill gain shall be provided to the NRWIB Case Navigator and/or Director of Workforce Programs for upload to ETO and/or CTHires within 2 days of collection/completion
- Client Tracking spreadsheets shall be maintained by both the Subcontractor and NRWIB throughout the duration of the Agreement.
- Proof of Measurable Skills Gain shall be provided with all invoices which indicate that a client has "completed" remediation. (A copy of the CASAS Exam which demonstrates the gain)
- SUBCONTRACTOR shall complete the "Adult Remediation Monthly Expenditure Report" with every invoice submission. Report shall document tutoring hours-per-client remediated and shall be reimbursable to a maximum of $2,500 per client.
    - Clients exceeding the maximum expenditure of $2,500 in remediation services shall be exited from the program with notice provided to the NRWIB's Director of Workforce Programs, as well as indicated within the report.

SECTION III. BUDGET NARRATIVE & REPORTING REQUIREMENTS

AER Expenses	Line-Item Narrative	Total
Program Costs		
Curriculum Development & Essential Materials	Build-out of curriculum, purchase of supplies, educational materials and components of remediation program	$18,000.00
Tuitions	Up to 18 enrollments at $2,500 per student	$45,200.00
GRAND TOTAL		**$63,200.00**

Invoicing and Reporting

SUBCONTRACTOR shall conform to all data reporting requirements as defined in SECTION I of this agreement and as may be required and/or requested by NRWIB, including clauses Performance Goals, Standards, and Measurements; Documentation and Records; Impasse Resolutions; Contract Monitoring; Audits, Records & Compliance; in addition to requirements which may be further defined within SECTION II of this agreement.

NRWIB agrees to a 30-day turnaround payment on all invoices from the date submitted by SUBCONTRACTOR, contingent on availability of funds, and shall deliver payment upon the satisfactory completion of services rendered as determined by NRWIB's Agreement executor. **SUBCONTRACTOR shall submit invoices by the 5th of each month** and shall include a brief executive summary of work/services performed/rendered during the invoice period and the signature of the SUBCONTRACTOR executor of the Agreement. Invoices submitted shall bill for "services completed through the end of the billing period" (per month). **All invoices shall include the "contract number" shown on the cover page of this Agreement.**

E.g. services performed and completed March 1st through March 31st shall be submitted for payment by April 10th. Services begun in March but completed in April shall be submitted for payment by May 10th, and so forth.

Invoices should be billed to:	*Reports as requested should be sent to:*
Catherine Awwad, President & CEO	*Patrick J. Donnelly, DWP*
Attn: Finance Department	*Northwest Regional Workforce Investment Board*
Northwest Regional Workforce Investment Board	*249 Thomaston Avenue (Northside Entrance)*
249 Thomaston Avenue (Northside Entrance)	*Waterbury, CT 06702*
Waterbury, CT 06702	

SECTION IV. ATTACHMENTS

Attachments:

1. NRWIB Personally Identifiable Information (PII) Policy
2. CWP-NRWIB Adult Education Remediation Agreement #17063

LEGAL DEPARTMENT

Phone: 203-574-6731 Fax: 203-574-8340

ATTORNEY-CLIENT PRIVILEGE

ACKNOWLEDGEMENT OF REVIEW

Amendment #1 to the Contract with Northwest Regional Workforce Investment Board, Inc. (NRWIB) for the Capital Workforce Project Adult Education Remediation for CareerConnectCT Program

Department: Education

I hereby acknowledge that I, Nicholas J. Albini, Chief Operating Officer, as department head designee of the above referenced department, have personally and thoroughly reviewed the above-referenced final contract amendment draft and that this contract amendment fully and adequately documents all the details and particulars with reference to the term, specifications as was bid, compensation, fees and expenses payable by the City.

I further acknowledge that the Scope of Services is complete and contains all services expected to be performed by the contractor for the City of Waterbury.

Nicholas J. Albini, Chief Operating Officer

March 20, 2025
Date

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #12.1

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve revised policy #6148 – FAFSA Completion.

FAFSA Completion Program

The Board of Education (Board) recognizes that college, for many students, continues to be an important pathway that helps to provide students with the necessary skills for work and for lifelong learning. In addition, research has indicated the students who complete the Free Application for Federal Student Aid (FAFSA) are more likely to attend college with financial aid.

~~In compliance with Public Act 23-204 sections 319-320,~~ beginning with classes graduating in ~~2025,~~ **2027** graduating students must have completed a Free Application for Federal Student Aid (FAFSA), completed and submitted to a public institution of higher education an application for institutional financial aid for students without legal immigration status, or completed a waiver, on a form prescribed by the Connecticut State Department of Education (CSDE) signed by the student's parent/legal guardian or by the student if 18 years of age or older.

A principal, school counselor, teacher, or other certified educator may complete the waiver on behalf of any student if the certified educator affirms that they have made a good faith effort to contact the parent/legal guardian or student about the completion of the application.

The Superintendent and/or designee will initiate new strategies to increase yearly student FAFSA completion rates. The Board may accept gifts, grants, and donations, including in-kind donations, to implement this policy.

As required, the Board will publish and make available on the District website the annual FAFSA student completion rate for the graduating class of each high school within the District.

(cf. 6146 — Graduation Requirements)

Legal Reference: Connecticut General Statutes
P. A. 21-199 An Act Concerning Various Revisions and Additions to the Statutes Relating to Education and Workforce Development, Sect. 6, 7, 8.

Public Act 23-204 An Act Concerning the State Budget for the Biennium Ending June 30, 2025, and Making Appropriations Therefor, And Provisions Related to Revenue and Other Items Implementing the State Budget Sections 319-320

Public Act 24-45 An Act Concerning Education Mandate Relief, School Discipline and Disconnected Youth §9

Policy adopted by the Waterbury Board of Education on June 15, 2022 and revised on June 20, 2024

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #12.2

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve revised policy #6172 – Alternative Education Programs.

Alternative Education Programs

The purpose of this policy is to recognize the need for alternative education programs for some District students.

The Board of Education is dedicated to providing educational options for all students within available financial constraints. It is recognized there will be students in the District whose needs and interests are best served by participation in an alternative education program.

"Alternative education" means a school or program maintained and operated by the Board that is offered to students in a nontraditional educational setting and addresses the social, emotional, behavioral and academic needs of such students.

The Board may provide alternative education to students in accordance with the guidelines established by the State Board of Education. Such guidelines shall include, but not be limited to, a description of the purpose and expectation of alternative education, criteria for student eligibility, and criteria for how and when a student may enter or exit alternative education.

In providing alternative education to students, the Board may use space in an existing school or establish a new school. Such programs must comply with state laws pertaining to the number and length of school days in an academic year and shall be subject to all other federal and state laws governing public schools.

The Board may form a cooperative arrangement with other boards of education, to provide alternative education pursuant to C.G.S. 10-158a.

Alternative education programs implemented by the District are to maintain learning options that are flexible with regard to environment, structure and pedagogy. Such programs include, but are not limited to, a separate school, tutorial instruction, small group instruction, large group instruction, counseling and guidance, computer-assisted instruction, cooperative work experience, supervised community service activities and supervised independent study; in accordance and compliance with the "Guidelines for Alternative Education Settings," established by the State Board of Education.

The Board of Education provides a credit recovery program as part of the alternative education program. A student, if deemed at risk of not graduating, enrolled in the Districts 'traditional program may access the credit recovery program without enrolling in the alternative program.

Legal Reference Connecticut General Statutes

10-4p(b) Implementation plan to achieve resource equity and equality of opportunity. Assessment. Reports. (as amended by PA 15-133)

10-15 Towns to maintain schools.

10-16 Length of school year.

10-158a Cooperative arrangements among towns. School building projects. Student transportation.

10-220 Duties of boards of education (as amended by PA 15-133)

10-223h(c) Commissioner's network of schools. Turnaround committees. Operations and instructional audit. Turnaround plans. Report. (as amended by PA 15-133)

PA 15-133 An Act Concerning Alternative Education

Public Act 24-45 An Act Concerning Education Mandate Relief, School Discipline and Disconnected Youth §9

Policy adopted by the Waterbury Board of Education on September 7, 2017; March 6, 2025

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #12.3

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education adopt policy #0521 – Nondiscrimination, as amended May 17, 2018.

05/2018

MISSION-GOALS-OBJECTIVES

0521(a)
4118.11
5145.4

Nondiscrimination

The Waterbury Public Schools do not discriminate in admission to, access to, treatment in, or employment in its services, programs, and activities, on the basis of race, color, or national origin, in accordance with Title VI of the Civil Rights Act of 1964 (Title VI); on the basis of sex, in accordance with Title IX of the Education Amendments of 1972 (Title IX); on the basis of disability, in accordance with Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (ADA); on the basis of age, in accordance with the Age Discrimination Act of 1975 (Age Discrimination Act) as amended; gender identity and expression, (PA 11-55); status as a veteran (PA 17-127); or any other protected status, such as sexual orientation. The term "disability" shall be broadly construed. The question of whether an individual's impairment is a disability under the ADA shall not demand extensive analysis. The District provides equal access to the Boy Scouts and other designated youth groups.

The Waterbury Public Schools do not retaliate against any complainant who alleges discrimination.

To file a complaint alleging discrimination or harassment by Waterbury Public Schools on the basis of race, color, national origin, sex, gender identity or expression, disability, or age, under Title VI, Title IX, Section 504, the ADA, the Age Discrimination Act, PA 11-55 or their respective implementing regulations, or any other protected status such as sexual orientation, please contact:

Superintendent of Schools
Waterbury Public Schools
236 Grand Street, Waterbury, CT 06702
(203) 574-8004

Legal Reference:

Title VII, Civil Rights Act, 42 U.S.C. 2000e, et seq.
29 CFR 1604.11, EEOC Guidelines on Sex Discrimination.
Title IX of the Educational Amendments of 1972, 20 U.S.C. 1681 et seq.
34 CFR Section 106.8(b), OCR Guidelines for Title IX.
Definitions, OCR Guidelines on Sexual Harassment, Fed. Reg. Vol 62, #49, 29 CFR Sec. 1606.8 (a0 62 Fed Reg. 12033 (March 13, 1997) and 66 Fed. Reg. 5512 (January 19, 2001)
20 U.S.C. 7905 (Boy Scouts of America Equal Access Act)
Meritor Savings Bank. FSB v. Vinson, 477 U.S. 57 (1986)
Faragher v. City of Boca Raton, No. 97-282 (U.S. Supreme Court, June 26, 1998)
Gebbser v. Lago Vista Indiana School District, No. 99-1866, (U.S. Supreme Court, June 26,1998)
Davis v. Monro County Board of Education, No. 97-843, (U.S. Supreme Court, May 24, 1999.)
The Vietnam Era Veterans' Readjustment Act of 1974, as amended, 38U.S.C. §4212
Title II of the Genetic Information Nondiscrimination Act of 2008
Connecticut General Statutes

Nondiscrimination, continued

46a-51 Definitions. (as amended by PA 17-127)
46a-58 Deprivation of rights. Desecration of property. Placing of burning cross or noose on property. Penalty. (as amended by PA 17-127)
46a-60 Discriminatory employment practices prohibited. (as amended by PA 17-127)
10-15c Discrimination in public schools prohibited. School attendance by five-year olds. (Amended by P.A. 97-247 to include "sexual orientation" and P.A. 11-55 to include "gender identity or expression")
10-153 Discrimination on account of marital status.
17a-101 Protection of children from abuse.
The Americans with Disabilities Act as amended by the ADA Amendments Act of 2008 Public Law 111-256
Meacham v. Knolls Atomic Power Laboratory 128 S.Ct. 2395, 76 U.S.L.W. 4488 (2008)
Federal Express Corporation v. Holowecki 128 S.Ct. 1147, 76 U.S.L.W. 4110 (2008)
Kentucky Retirement Systems v. EEOC 128 S.Ct. 2361, 76 U.S.L.W. 4503 (2008)
Sprint/United Management Co. v. Mendelsohn 128 S.Ct. 1140, 76 U.S.L.W. 4107 (2008)

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #12.4

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education adopt policy #4000.1 - Title IX, as amended on March 18, 2021.,

Title IX

The Board of Education's policy is to maintain a learning and working environment free from any form of sex discrimination or sexual harassment. The Board agrees to comply with Title IX of the Education Amendments of 1972 and the Regulations as amended in the Final Rule promulgated pursuant thereto.

The Board, as required, shall respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment. Title IX applies to persons in this District because its education programs or activities receive Federal financial assistance. This policy applies to all of the District's programs or activities, whether such programs or activities occur on or off campus.

The District's response shall be triggered by notice to a Title IX Coordinator, or to an official with authority to institute corrective measures on the recipient's behalf, which charges a school with actual knowledge.

Definitions

Sex discrimination for purposes of this Title IX policy occurs when an individual, because of his or her sex, is denied participation in or the benefits of any program or activity receiving federal financial assistance. It includes when the District, as an employer, refuses to hire, disciplines or discharges any individual, or otherwise discriminates against an individual with respect to such individual's compensation, terms, conditions or privileges of employment on the basis of the individual's sex.

Sexual harassment for purposes of this Title IX policy includes any of the three types of misconduct on the basis of sex, all of which jeopardize the equal access to education that Title IX is designed to protect:

1. Any instance of *quid pro quo* harassment by a school's employee;

2. Any unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person's equal access to the District's educational programs or activities; or

3. Any instance of sexual assault (as defined in 20 U.S.C.1092 (f)(6)(A)(v)), dating violence (as defined in 34U.S.C. 12291(a)(10)), domestic violence (as defined in 34U.S.C.12291(a)(8)), or stalking, (as defined in 34 U.S.C. 12291(a)(30).

   (This definition does not make sexual harassment dependent on the method by which the harassment is carried out.)

All information regarding the District's Title IX Procedures and Guidelines, grievance process, as well as the District's complaint form, are available on the District's website.

Title IX, continued

(cf. 0521 – Nondiscrimination)
(cf. 0521.1 – Grievance Procedure for Section 504, Title IX, and Title VII)
(cf. 4118.11/4218.11 – Nondiscrimination)
(cf. 4118.112/4218.112 – Sex Discrimination and Sexual Harassment in the Workplace)
(cf. 5131.911 – Bullying/Safe School Climate Plan)
(cf. 5145.5 – Sexual Harassment)
(cf. 5145.51 – Peer Sexual Harassment)

Legal Reference: United States Constitution, Article XIV

Civil Rights Act of 1964, Title VII, 42 U.S.C. S2000-e2(a).

Equal Employment Opportunity Commission Policy Guidance (N-915.035) on Current Issues of Sexual Harassment, Effective 10/15/88.

Title IX of the Education Amendments of 1972, 20 USCS §1681, *et seq.*

Title IX of the Education Amendments of 1972, 34 CFR §106, *et seq.*

Title IX Final Rule, 34 CFR §106.45, *et seq.*, May 6, 2020

34 CFR Section 106.8(b), OCR Guidelines for Title IX.

Definitions, OCR Guidelines on Sexual Harassment, Fed. Reg. Vol 62, #49, 29 CFR Sec. 1606.8 (a0

62 Fed Reg. 12033 (March 13, 1997) and 66 Fed. Reg. 5512 (January 19, 2001)

The Clery Act, 20 U.S.C. §1092(f)

The Violence Against Women Act, 34 U.S.C. §12291(a)

Mentor Savings Bank, FSB v. Vinson 477 US.57 (1986)

Faragher v. City of Boca Raton, No. 97-282 (U.S. Supreme Court, June 26,1998)

Burlington Industries, Inc. v. Ellerth, No. 97-569, (U.S. Supreme Court, June 26,1998)

Gebbser v. Lago Vista Indiana School District, No. 99-1866, (U.S. Supreme Court, June 26,1998)

Davis v. Monro County Board of Education, No. 97-843, (U.S. Supreme Court, May 24, 1999.)

Connecticut General Statutes

46a-60 Discriminatory employment practices prohibited.

Conn. Agencies Regs. §46a-54-200 through §46a-54-207

Constitution of the State of Connecticut, Article I, Section 20.

P.A. 19-16 An Act Combatting Sexual Assault and Sexual Harassment

Policy adopted by the Waterbury Board of Education on March 18, 2021

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #12.5

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education adopt policy #5145.44 – Title IX, as amended March 18, 2021.

Title IX

The Board of Education's policy is to maintain a learning and working environment free from any form of sex discrimination or sexual harassment. The Board agrees to comply with Title IX of the Education Amendments of 1972 and the Regulations as amended in the Final Rule promulgated pursuant thereto.

The Board, as required, shall respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment. Title IX applies to persons in this District because its education programs or activities receive Federal financial assistance. This policy applies to all of the District's programs or activities, whether such programs or activities occur on or off campus.

The District's response shall be triggered by notice to a Title IX Coordinator, or to an official with authority to institute corrective measures on the recipient's behalf, which charges a school with actual knowledge.

Definitions

Sex discrimination for purposes of this Title IX policy occurs when an individual, because of his or her sex, is denied participation in or the benefits of any program or activity receiving federal financial assistance. It includes when the District, as an employer, refuses to hire, disciplines or discharges any individual, or otherwise discriminates against an individual with respect to such individual's compensation, terms, conditions or privileges of employment on the basis of the individual's sex.

Sexual harassment for purposes of this Title IX policy includes any of the three types of misconduct on the basis of sex, all of which jeopardize the equal access to education that Title IX is designed to protect:

1. Any instance of *quid pro quo* harassment by a school's employee;

2. Any unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person's equal access to the District's educational programs or activities; or

3. Any instance of sexual assault (as defined in 20 U.S.C.1092 (f)(6)(A)(v)), dating violence (as defined in 34U.S.C. 12291(a)(10)), domestic violence (as defined in 34U.S.C.12291(a)(8)), or stalking, (as defined in 34 U.S.C. 12291(a)(30).

   (This definition does not make sexual harassment dependent on the method by which the harassment is carried out.)

All information regarding the District's Title IX Procedures and Guidelines, grievance process, as well as the District's complaint form, are available on the District's website.

Title IX, continued

(cf. 0521 – Nondiscrimination)

(cf. 0521.1 – Grievance Procedure for Section 504, Title IX, and Title VII)

(cf. 4118.11/4218.11 – Nondiscrimination)

(cf. 4118.112/4218.112 – Sex Discrimination and Sexual Harassment in the Workplace)

(cf. 5131.911 – Bullying/Safe School Climate Plan)

(cf. 5145.5 – Sexual Harassment)

(cf. 5145.51 – Peer Sexual Harassment)

Legal Reference:

United States Constitution, Article XIV

Civil Rights Act of 1964, Title VII, 42 U.S.C. S2000-e2(a).

Equal Employment Opportunity Commission Policy Guidance (N-915.035) on Current Issues of Sexual Harassment, Effective 10/15/88.

Title IX of the Education Amendments of 1972, 20 USCS §1681, *et seq.*

Title IX of the Education Amendments of 1972, 34 CFR §106, *et seq.*

Title IX Final Rule, 34 CFR §106.45, *et seq.*, May 6, 2020

34 CFR Section 106.8(b), OCR Guidelines for Title IX.

Definitions, OCR Guidelines on Sexual Harassment, Fed. Reg. Vol 62, #49, 29 CFR Sec. 1606.8 (a0 62 Fed Reg. 12033 (March 13, 1997) and 66 Fed. Reg. 5512 (January 19, 2001)

The Clery Act, 20 U.S.C. §1092(f)

The Violence Against Women Act, 34 U.S.C. §12291(a)

Mentor Savings Bank, FSB v. Vinson 477 US.57 (1986)

Faragher v. City of Boca Raton, No. 97-282 (U.S. Supreme Court, June 26,1998)

Burlington Industries, Inc. v. Ellerth, No. 97-569, (U.S. Supreme Court, June 26,1998)

Gebbser v. Lago Vista Indiana School District, No. 99-1866, (U.S. Supreme Court, June 26,1998)

Davis v. Monro County Board of Education, No. 97-843, (U.S. Supreme Court, May 24, 1999.)

Connecticut General Statutes

46a-60 Discriminatory employment practices prohibited.

Conn. Agencies Regs. §46a-54-200 through §46a-54-207

Constitution of the State of Connecticut, Article I, Section 20.

P.A. 19-16 An Act Combatting Sexual Assault and Sexual Harassment

Policy adopted by the Waterbury Board of Education on March 18, 2021

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON BUILDING & SCHOOL FACILITIES

Item #13.1

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve the use of school facilities and/or waiver requests by groups and organizations subject to fees and insurance as required:

GROUP	**FACILITIES AND DATES/TIMES**	
Sunshine Dance E. Summa	Kennedy aud., café, music room: June 6, 7:00pm -10:00pm (set-up) and June 8 and 9, 10:00am - 6:00pm (performances)	
Otter Zone C. Henebry	West Side pool: March 19 – May 14, Wednesdays, 3:45pm -6:00pm (swim lessons)	
*Post University A. Knox	Wilby gym: Saturday, March 2, 9am – 2pm (Cheerleading clinic)	
*Life As You Know It Dance Group J. Johnson	Wilby aud.: Saturday, June 14, 4:00-8:00 pm (Dance Recital)	
REQUESTING WAIVERS:		
A. Ireland	CHS gym & café: Mon. to Thurs., June 16-19 and June 23-26, 10am-3pm Rotella gym & café: Mon. to Thur., June 16-19 and June 23-June 26, 10am-3pm (community event)	($4,032.)
City Youth Theater S. Davis	Crosby aud.: May 12 - May 25, Rehearsals and performances (per attached schedule dates)	($6,153.)
Wtby. Islamic Cultural Center/Fahd F. Syed	Crosby gym: March 29, 9:00pm -11:00pm, set-up and March 30, 6am – 12pm (prayer service)	($1,260.)
GROUPS NOT SUBJECT TO FEES OR WAIVER DUE TO TIME OF USE OR PREVIOUS WAIVER:		
Hoops 4 Life D. Fryer	West Side gym: March 7 – July 11, 5:30pm - 9:00pm (basketball program) Reed gym: March 3 – June 17, 2025 5:30pm - 9:00pm (basketball program)	
CT. Rebound D. Parker	Wilby gym: March 20 – June 26, 5:45-9:00pm, Monday thru Thursday (basketball program)	
Wtby. Ballers P. Lott	Career Acad. gym: March 17-June 30, 2025, 5:30-8:30pm, Mon. thru Thurs. and July 1 – August 15, 5:30-8:30pm, Monday -Thursday (basketball program)	
Greater Waterbury Children's Theater D. Orlando	Rotella aud., café, gym: Rehearsals April to June and performances in June (per attached schedule dates)	
Golden Years Theater R. Tansley	Crosby aud.: Rehearsals March thru June and performances in June (per attached schedule dates)	

Waterbury, continued

Wtby. Ballers T. Lott	Generali gym: March 3 - May 23, Monday thru Friday 5:30pm - 8:30pm (basketball program)
P.A.L. Ofc. N. Andrzejewski	Sprague gym: March 17-June 27, Monday, Wednesday, Friday, 6:00-9:00pm West Side gym: March 6 -June 26, Tuesday & Thursday, 6:00 - 9:00pm
Boy Scouts Troop 3 T. Jimmo	Crosby pool: Mondays, March 10 & March 17, 6:45pm - 9:15pm (swimming
*Bridge To Success C. Harris	Career Academy café, lib., 3 rms.: Saturday, March 15, 10am-4pm (Parent Power Summit)
*Catholic Academy O. Macklin, A.D.	Gilmartin gym: June 16, 17, and 18, 9:00am – 4:00pm (Basketball clinic)
*CT. Royalty T. Inabinett	Bucks Hill gym: March 24 - July 24, Mon. thru Thurs. 5-9pm (basketball practice)

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Emily Summa NAME OF ORGANIZATION Sunshine Dance Center

ADDRESS 18 Highland Ave. Waterbury CT 06795 TELEPHONE # 203-509-5942
(street) (city) (state) (zip code)

SCHOOL REQUESTED Kennedy DATES 6/6, 6/7, 6/8 ROOM(S) Auditorium, cafe, music room

OPENING TIME 6/6 - 6pm CLOSING TIME 6/6 - 9:00pm PURPOSE Dance recital set-up (6/6) & Shows 6/7, 6/8
6/7, 6/8 - 10:00 am 6/7, 6/8 - 6:00 pm

ADMISSION (if any) $20/ticket CHARGE TO BE DEVOTED TO Recital Fees

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 100 (Dancers) CHILDREN 200

SIGNATURE OF APPLICANT Emily Summa DATE 3-3-24

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Emily Summa & Jacqueline Downs

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. ES (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR SERVICE PER CUST

RENTAL FEES: $1,000. 4 HRS $200. each additional HR.

MISCELLANEOUS FEES: $55/H Tech

SECURITY DEPOSIT $ 500.00 INSURANCE COVERAGE ____ YES ____ NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

June 6th 7-10pm set-up

June 7th & 8th 10AM-6pm

Mark

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Colleen Henebry NAME OF ORGANIZATION Otter Zone Aquatics

ADDRESS 141 Bradley Ave Waterbury CT 06708 TELEPHONE # 203- 206-0452
(street) (city) (state) (zip code)

SCHOOL REQUESTED West Side Middle DATES Session 1 3/19, 3/26, 4/2, 4/9, Session 2 4/23, 4/30, 5/7, 5/14 ROOM(S) Pool

OPENING TIME 3:45 PM CLOSING TIME 6:00 PM PURPOSE swimming lessons

ADMISSION (if any) $50 per class CHARGE TO BE DEVOTED TO rental fees, purchase of equipment, etc.

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 10 CHILDREN 5

SIGNATURE OFAPPLICANT Colleen Henebry DATE 3/2/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Colleen Henebry

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. CH (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $73/HR plus 1 HR service

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO
OK

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Alicia Knox NAME OF ORGANIZATION Post University

ADDRESS 800 Country Club Road (street) Waterbury (city) CT. (state) 06723 (zip code) TELEPHONE # 203.596 6000

SCHOOL REQUESTED Wilby DATES 3/29/2025 ROOM(S) Gym

OPENING TIME 9am CLOSING TIME 2pm PURPOSE Cheer Clinic

ADMISSION (if any) Free CHARGE TO BE DEVOTED TO /

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 10 CHILDREN 15

SIGNATURE OFAPPLICANT [signature] DATE 3/5/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Alicia Knox

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings._____(PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR service per cust.

RENTAL FEES:_____

MISCELLANEOUS FEES:_____

SECURITY DEPOSIT $_____ INSURANCE COVERAGE ✓ YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY OK

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE_____ _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Jade Johnson NAME OF ORGANIZATION Life As you Know It Dance

ADDRESS 55 Store Ave Wtby, CT, 06705 TELEPHONE # 203-519-1621
(street) (city) (state) (zip code)

SCHOOL REQUESTED Wtby High DATES June 14, 2025 ROOM(S) Auditorium

OPENING TIME 4 pm CLOSING TIME 8:00pm PURPOSE Dance recital

ADMISSION (if any) Yes CHARGE TO BE DEVOTED TO Dance Building

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 80 CHILDREN 20

SIGNATURE OFAPPLICANT Jade J DATE March 6, 2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Jade Johnson, 279 Oakville Ave, #33, Wtby, CT, 06708, 203-519-1621

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. JJ (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR service per custy

RENTAL FEES: $1,000, 4 HRS + $200 EACH ADDED HR.

MISCELLANEOUS FEES: $55/HR. Tech.

SECURITY DEPOSIT $ 500.00 INSURANCE COVERAGE _____YES _____NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT#

APPLICANT Anthony Leland NAME OF ORGANIZATION AT 3 Leadership Academy

ADDRESS 228 Meadow Street (street) Waterbury (city) CT (state) 06705 (zip code) TELEPHONE # 203-768-0933

SCHOOL REQUESTED Crosby High DATES 6/16-6/19, 6/23-6/26 ROOM(S) Gymnasium / Cafe

OPENING TIME 10am CLOSING TIME 3pm PURPOSE Community Engagement

ADMISSION (if any) Scholarships CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 50 CHILDREN 100

SIGNATURE OFAPPLICANT [signature] DATE 2/7/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

Anthony Leland, 526 Woodlick Road, Wolcott CT, 203-768-0933

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. AL (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR SERVICE per CUST. 2 ($2,016.)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ 250.- INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

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PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Certificate of Building Permit)

APPLICANT/ORGANIZATION: AJ 3 Leadership Academy

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Gym / Cafe (Crosby)

DATE(S): 6/16 - 6/19 TIMES: 10 - 3pm

DATE(S): 6/23 - 6/26 TIMES: 10 - 3pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

2/7/25
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 2,010.- Custodial Fees

$ _____ Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____.

ATTEST: _____
Clerk, Board of Education

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT#

APPLICANT Anthony Cleland NAME OF ORGANIZATION AJ 3 Leadership Academy

ADDRESS 228 Meadow Street (street) Waterbury (city) CT (state) 06705 (zip code) TELEPHONE # 203-768-0933 203-768-0933

SCHOOL REQUESTED Rotella DATES 6/16 - 6/19, 6/23-6/26 ROOM(S) Gym

OPENING TIME 10am CLOSING TIME 3pm PURPOSE Community Event

ADMISSION (if any) Scholarships CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 50 CHILDREN 100

SIGNATURE OF APPLICANT [signature] DATE 2/7/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Anthony Cleland, 576 Woodtick Rd, Waterbury, CT 203-768-0933

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. AJ (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR service per CUST, 2 ($2,016)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

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POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

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IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE

SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Use of Building Permit)

APPLICANT/ORGANIZATION: AT 3 Leadership Academy

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Rotella Gymnasium

DATE(S): 6/16 - 6/19 TIMES: 10 - 3pm

DATE(S): 6/23 - 6/26 TIMES: 10 - 3 pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

2/7/25
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 2,016.- Custodial Fees

$ _____ Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____.

ATTEST: _____
Clerk, Board of Education

Shelby

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Shelby DAVIS NAME OF ORGANIZATION City Youth Theater

ADDRESS 42 Mountain Laurel Drive 06704 TELEPHONE # 2034370325
(street) (city) (state) (zip code)

SCHOOL REQUESTED Crosby DATES attached ROOM(S) Auditorium / Lobby

OPENING TIME / CLOSING TIME / PURPOSE theater programming

ADMISSION (if any) 10.00 CHARGE TO BE DEVOTED TO Fundraiser

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 6 CHILDREN 20

SIGNATURE OF APPLICANT [signature] DATE 1/5/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Shelby DAVIS 203 4370325 42 mtn Laurel

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. _____ (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1HR SERVICE PER CUST. ($4,998.)

RENTAL FEES: _____

MISCELLANEOUS FEES: Tech. $55/HR

SECURITY DEPOSIT $ _____ INSURANCE COVERAGE _____ YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

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APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

USE OF SCHOOL FACILITIES
WAIVER REQUEST

(to be submitted with Building Permit)

APPLICANT/ORGANIZATION: City Youth Theatre

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Crosby H.S

DATE(S): 5/23/25	TIMES: 5-10:30P
DATE(S): 5/24/25	TIMES: 5-10:30P
DATE(S): 5/25/25	TIMES: 12-10P
DATE(S): 5/12 – 5/16	TIMES: 5P-10P
DATE(S): 5/18/2025	TIMES: 12P-10P
DATE(S): 5/19/2025	TIMES: 5P-10P

5/20 5P-10P
5/21 5P-10P
~~5/22 5P-10P X~~

3/3/25
Date

Signature

5/13 X
5/15 X

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____	$ _____	$ _____
Building Usage Fees	Custodial Fees	Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____.

ATTEST _____
Clerk, Board of Education

Show Dates

- **Friday, May 23, 2025**: Show, 7:00 PM (5:00 PM–10:30 PM)
- **Saturday, May 24, 2025**: Show, 7:00 PM (5:00 PM–10:30 PM)
- **Sunday, May 25, 2025**: Show/Strike, 2:00 PM (12:00 PM–10:00 PM)

Rehearsal and Setup Schedule (Crosby High School)

- **Monday, May 12, 2025**: 5:00 PM–10:00 PM
- ~~Tuesday, May 13, 2025: 5:00 PM–10:00 PM~~
- **Wednesday, May 14, 2025**: 5:00 PM–10:00 PM
- ~~Thursday, May 15, 2025: 5:00 PM–10:00 PM~~
- **Friday, May 16, 2025**: 5:00 PM–10:00 PM
- **Sunday, May 18, 2025**: 12:00 PM–10:00 PM
- **Monday, May 19, 2025**: 5:00 PM–10:00 PM
- **Tuesday, May 20, 2025**: 5:00 PM–10:00 PM
- **Wednesday, May 21, 2025**: 5:00 PM–10:00 PM
- ~~Thursday, May 22, 2025: 5:00 PM–10:00 PM~~

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Fahd F. Syed NAME OF ORGANIZATION WICC

ADDRESS 130 Scott Rd. Waterbury Ct 06705 TELEPHONE # 203-509-9607
(street) (city) (state) (zip code)

SCHOOL REQUESTED Wallace DATES 3.29.25 (setup 9 PM to 11 PM) 3.30.25 ROOM(S) Gym

OPENING TIME 6:00 PM CLOSING TIME 12:00 PM PURPOSE Setup (3.29.25) Prayer 3.30.25

ADMISSION (if any) None CHARGE TO BE DEVOTED TO WICC / Fahd Syed

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 500 CHILDREN 300

SIGNATURE OF APPLICANT [signature] DATE 3/3/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. [initials] (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR SERVICE PER CUST. (3) ($1,260.)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

USE OF SCHOOL FACILITIES
WAIVER REQUEST

(to be submitted with Use of Building Permit)

APPLICANT/ORGANIZATION: Fand Sed - WICC

Please check below specific item(s):

Building Usage Fees ☑ Custodial Fees ☑

SCHOOL/ROOMS REQUESTED: Gym

DATE(S): 3.29.25 TIMES: 9PM to 11:PM (setup)

DATE(S): 3.30.25 TIMES: 600AM to 12:00PM

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

3.3.25
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 1,260.- Custodial Fees

$ _____ Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____.

ATTEST: _____
Clerk, Board of Education

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Deneen Fryer NAME OF ORGANIZATION Hoops 4 Life, Inc

ADDRESS 282 N. Elm St Wtby Ct 06702 TELEPHONE # (203) 232-4578
(street) (city) (state) (zip code)

SCHOOL REQUESTED West Side Middle DATES Please see attachment ROOM(S) Gyms

OPENING TIME 5:00p CLOSING TIME 9:00pm PURPOSE basketball games

ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 20 CHILDREN 25

SIGNATURE OFAPPLICANT Deneen Fryer DATE 8/19/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Brenda Brodie, Tamika Jones

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. DP (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

5:30-9 pm

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

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POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

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PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE

SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

USE OF SCHOOL FACILITIES WAIVER REQUEST

(to be submitted with Use of Building Permit)

APPLICANT/ORGANIZATION: Hoopsylife, Inc

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: West Side Middle

DATE(S):	~~2/25~~ ~~2/26~~ ~~3/3~~ ~~3/5~~ 3/7	TIMES:	5:30p - 9:00p
DATE(S):	~~3/10~~ 3/12 3/14 ~~3/17~~ 3/19	TIMES:	5:30p - 9:00p
DATE(S):	3/21 ~~3/24~~ 3/26 3/28 ~~3/31~~	TIMES:	" "
DATE(S):	4/2 4/4 4/7 4/9 4/11	TIMES:	" "
DATE(S):	4/14 4/16 ~~4/18~~ 4/21 4/23 ~~4/25~~	TIMES:	" "
DATE(S):	4/29 4/30 5/2 5/5 5/7 ~~5/9~~	TIMES:	" "
DATE(S):	5/19 5/21 5/23	TIMES:	"

FEB 7-2025
Date

Denise Lyy
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ _____ Custodial Fees

$ _____ Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____.

ATTEST: _____
Clerk, Board of Education

Book

USE OF SCHOOL FACILITIES WAIVER REQUEST

(to be submitted with Building Permit)

APPLICANT/ORGANIZATION: Hoops4Life, Inc

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: West Side Middle School

DATE(S):	5/28 5/30 6/2 6/4 6/6	TIMES:	5:30p - 9:00p
DATE(S):	6/9 6/11 6/13 6/16 6/18	TIMES:	5:30p - 9:00p
DATE(S):	7/1 7/2 7/3 7/7 7/8	TIMES:	
DATE(S):	7/9 7/10 7/11	TIMES:	
DATE(S):		TIMES:	
DATE(S):		TIMES:	

2/7/25
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$	$	$
Building Usage Fees	Custodial Fees	Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____

ATTEST: _____
Clerk, Board of Education

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Deveen Fryer NAME OF ORGANIZATION Hoops 4 Life, Inc

ADDRESS 282 N. Elm St (street) Wtby (city) Ct (state) 06702 (zip code) TELEPHONE # (203) 232-4578

SCHOOL REQUESTED Jonathan Reed DATES Please see attachment ROOM(S) Gyms

OPENING TIME 5:30p CLOSING TIME 9:00pm PURPOSE basketball games

ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 20 CHILDREN 25

SIGNATURE OFAPPLICANT Deveen Fryer DATE 8/19/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Rowley Brooks, Tamika Jones

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. DP (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

5:30 - 9pm

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE

SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Tbooke

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Application for Building Permit)

APPLICANT/ORGANIZATION: Hoops4Life, Inc

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: ~~Thomaston~~ Jonathan Lead Elementary

DATE(S): ~~2/25~~ ~~2/26~~ ~~2/27~~ ~~3/3~~ ~~3/4~~ ~~3/5~~

DATE(S): 3/10 3/11 ~~3/12~~ 3/13 3/14

DATE(S): 3/18 3/19 3/20 3/24 3/25

DATE(S): 3/26 3/27 4/1 4/3 4/7

DATE(S): 4/8 4/9 4/10 4/14 4/15

DATE(S): 4/17 4/21 4/22 4/23 4/24

DATE(S): 4/28 4/29 4/30

TIMES: 5:30p - 6:00p

TIMES: " "

TIMES: " "

TIMES: " "

TIMES: " "

TIMES: " "

2/7/25
Date

Doreen Ingo
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ _____ Custodial Fees

$ _____ Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____.

ATTEST: _____
Clerk, Board of Education

1200 K

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Use of Building Permit)

APPLICANT/ORGANIZATION: Hoopsy Life, Inc.

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Jonathan Reed

DATE(S): 5/1 5/6 5/7 5/8 5/12	TIMES:
DATE(S): 5/13 5/14 5/15 5/16	TIMES:
DATE(S): 5/19 5/20 5/21 5/22	TIMES:
DATE(S): 5/27 5/28 5/29 5/30	TIMES:
DATE(S): 6/2 6/3 6/4 6/5 6/9	TIMES:
DATE(S): 6/10 6/11 6/12 6/16 6/17	TIMES:

Date _____ Signature _____

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees	$ _____ Custodial Fees	$ _____ Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____.

ATTEST: _____
Clerk, Board of Education

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT DeVonne Parker NAME OF ORGANIZATION CT Rebound

ADDRESS 17 Herkimer Wtby CT 06710 TELEPHONE # (203) 228-3144
(street) (city) (state) (zip code)

SCHOOL REQUESTED Wilby DATES March 20, 2025 - 6/26 ROOM(S) Gym Monday - Thursday 5:45 - 9:00 PM

OPENING TIME 5:45PM CLOSING TIME 9:00 PM PURPOSE practice & games

ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO 0

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 46

SIGNATURE OFAPPLICANT DeVonne DATE 3/19/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

Byron Herion (203) 887-5932 Andrew Williams (203) 528-1353

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. _____ (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: _____

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT $ _____ INSURANCE COVERAGE _____ YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY

3-20-25 To 6-26-25 Monday Thru Thurs. 5:45 - 9 pm

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Phil Lott NAME OF ORGANIZATION Waterbury Ballers

ADDRESS 54 Joseph St (street) wtby (city) CT (state) 06705 (zip code) TELEPHONE # 203 510 4239

SCHOOL REQUESTED WCA DATES 3/17/25 - 6/30/25 ROOM(S) Gymnasium

OPENING TIME 5:30 CLOSING TIME 8:30 PURPOSE Basketball Practice

ADMISSION (if any) none CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 24

SIGNATURE OFAPPLICANT Phil Lott DATE 2/11/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Phil Lott 54 Joseph st wtby CT 06705 203 5104239

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. P. L. (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

Mondays - Thurs.

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

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POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

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APPROVAL DATE SCHOOL BUSINESS OFFICE

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White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Phil Lott NAME OF ORGANIZATION Waterbury Ballers

ADDRESS 54 Joseph St wtby CT 06705 TELEPHONE # 203 510 4239
(street) (city) (state) (zip code)

SCHOOL REQUESTED WCA DATES 7/1/25 - 8/15/25 ROOM(S) Gymnasium

OPENING TIME 5:30 CLOSING TIME 8:30 PURPOSE Practice

ADMISSION (if any) none CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 24

SIGNATURE OFAPPLICANT P L 25 DATE 2/11/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Phil Lott 54 Joseph St Wtby CT 06705 2035104239

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. P.L. (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

Monday - Thurs.

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

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APPROVAL DATE SCHOOL BUSINESS OFFICE

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White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Back

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Danielle Orlando NAME OF ORGANIZATION Greater Waterbury Children's Theatre

ADDRESS 135 Grand Street #972 Waterbury, CT 06721 TELEPHONE # 203-892-7594
(street) (city) (state) (zip code)

SCHOOL REQUESTED Rotella DATES See attached schedule ROOM(S) Cafeteria, Auditorium, Music room, Dance Room, Gym

OPENING TIME Varies, see schedule CLOSING TIME Varies, see schedule PURPOSE Non-Profit children's theater production, rehearsals, performances, and cast party

ADMISSION (if any) Tickets to performances only, Adult $15 Child $12 CHARGE TO BE DEVOTED TO Production costs, funding for Non-Profit future programming

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 100 CHILDREN 100

SIGNATURE OFAPPLICANT [signature] DATE 2/27/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

Danielle Orlando, 323 Derby Ave, Derby, CT, 203-892-7594 Ben Orlando, 32 Pendleton St. New Haven, CT, 203-707-7828
Tom Van Stone, 67 Valley View Rd, Thomaston, CT, 203-560-5163 Kathryn Van Stone, 67 Valley View Rd, Thomaston, CT, 203-808-5601

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings._____(PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: _____

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT $_____ INSURANCE COVERAGE X YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY

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POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

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APPROVAL DATE_____ _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

GWCT Seussical 2025 Tentative Production Schedule-- UPDATED 2/27/25

April 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5 **Auditions** **12pm-6:30pm**
6 **Auditions** **12pm-6:30pm**	7	8 **Callbacks** **5:30-8:30pm**	9	10	11	12
13 **Parent Meeting** **12-1pm**	14 **Music** **5:30-8:30pm**	15 **Music** **5:30-8:30pm**	16	17	18	19
20 **Dance/Blocking** **12-6pm**	21 **Music/Blocking** **5:30-8:30pm**	22 **Music** **5:30-8:30pm**	23	24	25	26
27 **Dance/ Music** **12-6pm**	28 **Music/Blocking** **5:30-8:30**	29 **Music** **5:30-8:30**	30	May 1	May 2	May 3

GWCT Seussical 2025 Tentative Production Schedule--UPDATED 2/27/25

May 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
4 **Dance/Music** **12-6pm**	5 **Music** **5:30-8:30pm**	6 **Music** **5:30-8:30pm**	7	8	9	10
11	12 **Music/Blocking** **5:30-8:30pm**	13 **Music/Dance** **5:30-8:30pm**	14	15	16	17
18 **Stumble Through** **12-6pm**	19 **Music/Blocking** **5:30-8:30pm**	20 **Music** **5:30-8:30pm**	21	22	23	24
25 **Dance/Blocking** **12-6pm**	26	27 **Music** **5:30-8:30pm**	28	29	30	31

GWCT Seussical 2025 Tentative Production Schedule--UPDATED 2/27/25

June 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 **Stumble Through** **12-6pm**	2 **Music** **5:30-8:30pm**	3 **Music** **5:30-8:30pm**	4	5	6	7
8 **Walk Through** **12-6pm**	9 **Walk Through** **5:30-8:30pm**	10 **Walk Through** **5:30-8:30pm**	11	12	13	14
Tech Week						
15 **Tech Sunday** **10am-10pm**	16 **Red Cast Full Run Through** **6-10pm**	17 **Blue Cast Full Run Through** **6-10pm**	18 **Red Cast Dress Rehearsal** **6-11pm**	19 **Blue Cast Dress Rehearsal** **6-11pm**	20 **Red Cast Show** **4:30pm-11pm** (7pm show)	21 **Blue Cast Show** **4:30pm-11pm** (7pm show)
22 **Red Cast Show** **10:30am-5pm** (2pm show)	23	24	25	26	27 **Blue Cast Show** **4:30pm-11pm** (7pm show)	28 **Red Cast Show** **4:30pm-11pm** (7pm show)
29 **Blue Cast Show** **10:30am-5pm** (2pm show)	30	July 1	July 2	July 3	July 4	July 5

July 2025

6 **Cast Party** **3pm-6pm**						

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Robert E. Tansley NAME OF ORGANIZATION Golden Years THEATRE COMP

ADDRESS 481 HOMESTEAD AVE WTBY CT 06705 TELEPHONE # 203-525-5003
(street) (city) (state) (zip code)

SCHOOL REQUESTED CROSBY DATES See Attached ROOM(S) THEATRE

OPENING TIME _____ CLOSING TIME _____ PURPOSE REHEARSAL FOR MUSICAL

ADMISSION (if any) _____ CHARGE TO BE DEVOTED TO _____

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS (UNKNOWN) CHILDREN NONE

SIGNATURE OFAPPLICANT Robert E. Tansley DATE 9-13-2024

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Robert Tansley & Pat Hearn

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. _____ (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: _____

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT $ _____ INSURANCE COVERAGE _____ YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

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CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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APPROVAL DATE 9-19-24 _____
SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

March 2025 11,13, 18, 20, 25, 27

April 2025 1, 3, 8, 10, 15, 17, 22, 24, 29

May 2025 3, 5, 6, 8, 13, 15, 17, 27, 31

June 2025 3, 5, 10, 12, 14, 15, 16, 17, 18, 19

March, April and May..... 5:00 to 9:00

June 3, 5, 10, 12..... 5:00 to 9:00

June 14, 15, 16, 17, 18, 19....5:00 to 10:00

Show dates

June 20, 21, 27, 28 at 7:00.....3:00 to 10:00

June 22, 29 at 2:00.....11:00 to 5:00

Bob Tansely - Crosby Aud

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT#

APPLICANT Terence Loft NAME OF ORGANIZATION Waterbury Ballers

ADDRESS 25 Grandview Waterbury CT 06709 TELEPHONE# 203-509-4757
(street) (city) (state) (zip code) 203-805-1884

SCHOOL REQUESTED Crosby DATES 3/3/25 - 3/23/25 ROOM(S) Gym

OPENING TIME 5:30 pm CLOSING TIME 8:30 pm PURPOSE Basketball Program

ADMISSION (if any) CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS CHILDREN

SIGNATURE OF APPLICANT DATE 2-28-25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

Terence Loft Sr (203-509-4757), Terence Loft Jr (203-805-1884)

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. TL (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO

PLEASE READ THE FOLLOWING CAREFULLY

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F SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON -ALL ACTIVITIES ARE CANCELLED ALSO.

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OLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH EPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

ALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: A SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

TCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE PT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

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PROVAL DATE

SCHOOL BUSINESS OFFICE

ECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE HOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Gym Use

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Nicholas Andrzejewski NAME OF ORGANIZATION Waterbury PAL

ADDRESS 64 Division St (street) (city) (state) 06704 (zip code) TELEPHONE #

SCHOOL REQUESTED Sprague DATES 3/17 - 4/27 ROOM(S) Gym

OPENING TIME 6 pm CLOSING TIME 9 pm PURPOSE Basketball

ADMISSION (if any) CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 6 CHILDREN 45

SIGNATURE OF APPLICANT DATE 12/ /24

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: *

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. N A (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

March 17th
To
June 27th
Monday
Wednesday
Friday

APPROVAL DATE

SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Nicholas Andrzejewski NAME OF ORGANIZATION Waterbury PAL

ADDRESS 64 Division St (street) (city) (state) 06704 (zip code) TELEPHONE #

SCHOOL REQUESTED West Side DATES 3/6 - 4/26 ROOM(S) Gym

OPENING TIME 4pm CLOSING TIME 9pm PURPOSE Basketball

ADMISSION (if any) CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 6 CHILDREN 45

SIGNATURE OF APPLICANT DATE 12/6/24

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: *

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. N/A (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

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CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3462

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

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March 6th
To
June 26th
Tuesdays
&
Thursdays

APPROVAL DATE

SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Tammy Jimmo NAME OF ORGANIZATION Boy Scout Troop 3 Waterbury

ADDRESS 623 Spindle Hill Rd. Wolcott CT 06716 TELEPHONE # 203-510-8459
(street) (city) (state) (zip code)

SCHOOL REQUESTED Crosby DATES 3-10-25 / 3-17-25 ROOM(S) Swimming Pool

OPENING TIME 6:45 CLOSING TIME 9:15 PURPOSE Training

ADMISSION (if any) CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 6 CHILDREN 20

SIGNATURE OF APPLICANT Tammy Jimmo DATE 3-4-25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE X YES NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

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POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

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APPROVAL DATE

SCHOOL BUSINESS OFFICE

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White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT#

APPLICANT Chelsey Harris NAME OF ORGANIZATION Waterbury Bridge to Success

ADDRESS 83 Prospect st wtby CT 06702 TELEPHONE # 203 228-8774 *
(street) (city) (state) (zip code)

SCHOOL REQUESTED wtby Career academy DATES 3 15 25 ROOM(S) cafe. library, 3 classrooms

OPENING TIME 10:00am CLOSING TIME 4:00pm PURPOSE Parent Power Summit

ADMISSION (if any) Ø CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 50 CHILDREN 25

SIGNATURE OFAPPLICANT C. H. DATE 3 4 25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. C.H. (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO

PLEASE READ THE FOLLOWING CAREFULLY

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* 3 RMS.
107
108
109

APPROVAL DATE

SCHOOL BUSINESS OFFICE

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White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

✓ sent to c+p

Book

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

Catholic Academy Waterbury

APPLICANT Oliver Machlin Athletic Director NAME OF ORGANIZATION Catholic Academy Waterbury

ADDRESS 386 Robinwood Road Waterbury 06708 TELEPHONE #
(street) (city) (state) (zip code)

SCHOOL REQUESTED Gilmartin DATES June 16, 17, 18, 23, 24, 25 ROOM(S) Gymnasium - Basketball

OPENING TIME 9:00am CLOSING TIME 4:00pm PURPOSE Basketball Clinic

ADMISSION (if any) CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 4 CHILDREN 25 children

SIGNATURE OF APPLICANT DATE March 3, 2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Oliver Machlin

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO

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APPROVAL DATE

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White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Terry Inabinett NAME OF ORGANIZATION CT Royalty

ADDRESS 9 Alcott Rd Wolcott CT, 06716 TELEPHONE # 2039826442
(street) (city) (state) (zip code)

SCHOOL REQUESTED Bucks Hill DATES Mon-Thurs 3/24-7/25 ROOM(S) Gymnasium

OPENING TIME 5pm CLOSING TIME 9pm PURPOSE Basketbal Practice

ADMISSION (if any) N/A CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20

SIGNATURE OFAPPLICANT T. Inabinett DATE 3/6/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Terry Inabinett 9 Alcott Rd Woclott Ct. 06716

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. TI (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

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APPROVAL DATE

SCHOOL BUSINESS OFFICE

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White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

3/27 - NOT available

BOARD OF EDUCATION

Waterbury, Connecticut

PERSONNEL SEARCH COMMITTEE

Item #14.1

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve request a list of ten (1) candidate number determination as referenced in Section 8B-2(a) of the City Charter.

PART B. THE BOARD OF EDUCATION

Sec. 8B-1. Board of Education[291].

(a) Governing Body. The Department of Education shall be under the control of a Board of Education consisting of ten (10) members, who shall be elected as hereinafter provided, and the Mayor, who shall be chairman, *ex officio*, of said Board.

(b) Composition of the Board of Education. The Board of Education shall consist of ten (10) members elected at large, as set forth in §2B-2(b)(2) of this Charter, no more than six (6) of total membership shall be of one political party (no more than three (3) in the respective election cycles for Group A and Group B).

(c) Proceedings. A record of each vote, Resolution or other action taken by the Board of Education shall be transmitted forthwith by the clerk of the Board to the Mayor. If the Mayor shall approve by signing it or fail to take action on it within ten (10) Days after its passage, such vote, Resolution or other action shall become operative from such date; if approved, record shall be made by the clerk of the Board of the date of approval. If no action be taken, record shall be made of the date when it becomes operative by reason thereof; if the Mayor shall disapprove, the Mayor shall, within ten (10) Days, return it to the clerk of the Board, accompanied by the Mayor's objections in writing, and the clerk shall present the same to the Board at its next Meeting; and such vote, Resolution or other action shall not become operative unless passed over the Mayor's veto by an affirmative vote of seven (7) of the members of said Board.

Sec. 8B-2. Powers and Duties[292].

(a) Powers and Duties. The Board of Education shall appoint, by up to a three (3) year contract, in the manner set forth in the civil service provisions of this Charter, the Ordinances or regulations of the Civil Service Commission, as applicable, a Superintendent of Schools. The applicable performance evaluation of the Superintendent of Schools shall be performed by the Board of Education.

> **Transition Provision.** The Board of Education shall appoint the Superintendent of Schools from the alphabetical listing of no less than seven (7) and up to the ten (10) highest scoring candidates in the civil service process submitted by the Director of Human Resources as set forth in the Ordinances, in accordance with the request of the said Board. This provision shall remain in full force and effect until such time as it is replaced by an Ordinance enacted pursuant to §3B-5 of this Charter ("Replacement Ordinance"). The Replacement Ordinance shall be compliant with the intent of this transition provision; to wit, maximization of choice of candidates for the Board of Education in accordance with comparable practices in similarly situated municipalities for the selection of a Superintendent of Schools. Moreover, the Ordinance shall include an alphabetical listing of no fewer than seven (7) candidates. Upon adoption this transition provision shall expire and may be removed from the Charter; unless otherwise specifically set forth in the Ordinance.

The Board of Education shall decide the number of principals, assistants and teachers to be employed. It shall fix their salaries, subject to the approval of the Board of Aldermen, and prescribe their duties in each case unless otherwise provided. Effective January 1, 1988, any teacher hired by the Department of Education, on and subsequent

BOARD OF EDUCATION

Waterbury, Connecticut

INTERIM SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #17.1

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Interim Superintendent of Schools notifies the Board of Education of the following athletic appointments:

Name	*Location/Assignment*	*Effective*
Chabot, Albert	Crosby High/Indoor Track Coach	01/15/25
Elliott, Kristen	Kennedy High/Girls Tennis Coach	03/12/25
Hernandez, Isabella	Wilby High/Head Girls Tennis Coach	03/22/25
Hill, Connor	Crosby High/Assistant Softball Coach	03/17/25
Hill, Connor	Crosby High/Assistant Football Coach	08/11/25
Kuczenski, Henry	North End/Softball Coach	03/24/25
Piccolo, Carla	Wilby High/Assistant Girls Basketball Coach	02/24/25
Stankus, John	Wilby High/Head Boys Tennis Coach	03/22/25
Tyson, Quintin	Crosby High/Head Boys Tennis Coach	03/22/25
Tyson, Quintin	Crosby High/Winter Strength & Conditioning Coach	02/24/25

Respectfully submitted,

Dr. Darren Schwartz
Interim Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

INTERIM SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #17.2

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Interim Superintendent of Schools notifies the Board of Education of the following grant funded appointments:

Name	*Position/ Location*	*FT/ PT*	*Rate*	*Union*	*Funding*	*Effective*
Giampetruzzi, Joseph	Hall Monitor-Kennedy	PT	$16.35/hr	Non BOE	Title I-A 23-25	02/06/25
Maldonado, Lashawna	Hall Monitor-Wilby	PT	$16.35/hr	Non BOE	Title 1-DW 24-26	02/20/25
Shonek, Miriam	Tutor	PT	$35/hr	Non BOE	Title I-A 23-25	02/06/25

Respectfully submitted,

Dr. Darren Schwartz
Interim Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

INTERIM SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #17.3

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Interim Superintendent of Schools notifies the Board of Education of the following miscellaneous appointments:

Name	*Assignment*	*School*
Miller, Persis	ESH Teacher	Wilson
Shwartz, Amelia	ESH Substitute Teacher	Washington
Lombardo, Kiley	MS EdRising After School Program	WAMS
McAlinden, Patricia	MS EdRising After School Program	Gilmartin
Quinlan, Stacey	MS EdRising After School Program	Wallace
Rosa, Pamela	MS EdRising After School Program	Reed
Vernon, Tavoyah	MS EdRising After School Program	Wendell Cross
Avoletta, Mary Rose	Books & Basketball Before School Program	Reed
Chouinard, Alyssa	Books & Basketball Before School Program	Reed
Price, Debra	Books & Basketball Before School Program	Reed

Respectfully submitted,

Dr. Darren Schwartz
Interim Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

INTERIM SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #17.4

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Interim Superintendent of Schools notifies the Board of Education of the following retirements/deaths:

Name	*Assignment*	*Effective*
Palombo, Lisa	Wallace Middle/Grade 6 Math	06/30/25
Stevens, Jeanne	Rotella/Literacy Facilitator	06/30/25
Stevens, Robert	Crosby High/Tech Ed Automotive	06/30/25
Calmar, Charles (deceased)	State Street/Tech Ed-Info Tech/Construction	03/06/25

Respectfully submitted,

Dr. Darren Schwartz
Interim Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

INTERIM SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #17.5

March 20, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Interim Superintendent of Schools notifies the Board of Education of the following resignations:

Name	*Assignment*	*Effective*
Lang, Helene	North End Middle/ELA	06/30/25
Violante, Kaaren	Reed/SLP	02/28/25
Bruce, Jamal	Wilby High/Special Education	03/13/25
Accetura, Kailyn	Wendell Cross/Grade 5	04/04/25
Murphy, Kelly	Wendell Cross/Grade 2	03/28/25

Respectfully submitted,

Dr. Darren Schwartz
Interim Superintendent of Schools



COMMUNICATIONS



March 4, 2025 through
March 18, 2025

WATERBURY CAREER ACADEMY HIGH SCHOOL
175 Birch Street, Waterbury, Connecticut 06704
(203) 574-6000 FAX (203) 578-3929
Mr. Michael Harris, Principal
Mrs. Jennifer Franceskino, Assistant Principal
Mr. Peter Flammia, Assistant Principal

Dear Board of Education,

I am writing to ask for updates to our school system and teaching methods. The Policies are old and dont match todays technology and educational research. using technology in the classroom can make learning more interesting and fun. Having students use tablets with hands on apps would be more appropriet than writing or non-touch screen computers. Also, students learn in different ways, and old methods may not work for everyone. new teaching methods can help meet the needs of all students and improve their performance. Assitionaly using and teaching of technologys can prepare students for real life experiences like todays jobs market, which requires digital skills and problem solving skills. In conclusion, while some may think trasitinal methods have worked for a long time, it's important to realize that the world has changes alot. therefore, I urge the Board of Education to consider these updates to give students the best education possible in to days world

Sincerely,
Angelina Palangio

RECEIVED

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 3, 2025

Michelle Rosa-Marrero
59 Welland Ave.
Waterbury, CT 06708

Dear Ms. Rosa-Marrero:

Your name is being certified to the Department of Education for the position of Paraprofessional II (Req. #20250508) at $20.76 per hour.

Your official start date in this position will be March 6, 2025

Please contact Wendy Johns, Director of Pupil Services at (203) 574-8019 with any questions you may have in regards to this position.

Under the Civil Service Rules, your name will be removed from the eligibility list if you refuse this offer of appointment unless, within seven days from today, you furnish satisfactory evidence acceptable to me justifying such refusal. Please call the Civil Service Office at (203) 574-6761 if you are not interested in the position so that another candidate can be certified. If you have any questions, please do not hesitate to contact us.

Your new probationary period in accordance with your applicable contract will be 3 months in duration. The department head will be responsible for executing your probationary evaluation no later than 3 months from your first day in your new position.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist

NW/sd
cc: Board of Education
Darren Schwartz, Interim Supt. of Schools
Wendy Johns, Director of Pupil Services
File

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 3, 2025

Robert Manning
45 Deerwood Lane, Apt. 7
Waterbury, CT 06704

Dear Mr. Manning:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Paraprofessional II (Req. #20250441) at $20.76 per hour. Please contact Wendy Johns, Director of Pupil Services at (203) 574-8019 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, March 13, 3035 at 9:00 a.m. at the Department of Education Training Room located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be March 14, 2025 at your regular scheduled time.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork. In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist
NW/sd
cc Board of Education
Darren Schwartz, Interim Supt. of Schools
Wendy Johns, Director of Pupil Serv.
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 3, 2025

Neil Mulhall
78 Madera Dr.
Waterbury, CT 06704

Dear Mr. Mulhall:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Maintainer I (Req. #20250181) at $17.90 per hour. Please contact Mike Konopka, School Inspector at (203) 574-8000 ext. 11221 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, March 13, 2025 at 9:15 a.m. at the Department of Education Training Room, located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be March 14, 2025 at your regular scheduled time.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork. In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your new probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist

NW/sd
cc Board of Education
Darren Schwartz, Interim Supt. of Schools
Mike Konopka, School Inspector
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 3, 2025

Arlette Lahoud
66 Francisco Circle
Waterbury, CT 06706

Dear Ms. Lahoud

We are pleased to receive your acceptance of our offer of employment for the position of Food Service Worker for the Department of Education – Food Service (Requisition #20250453) at $17.48 per hour.

This is a part-time position working in the Waterbury School System 10 months a year during school hours up to 19 hours per week.

This position does not provide health insurance benefits. Please refer to the CSEA – LOCAL 2001 contract for other available fringe benefits by visiting our website at www.waterburyct.org.

Your first day reporting to your new department/supervisor will be March 20, 2205 at your regular scheduled time.

We have scheduled your orientation for Thursday, March 27, 2025 at 9:15 a.m. at the Department of Education Training Room located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City.

Please call Judith Booth at 203-574-8195 with any questions you may have in regards to this position.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork.

Please call us prior to the orientation session if you should have any questions regarding the process.

We look forward to working with you.

Again, welcome to the City of Waterbury.

Sincerely,

Nicholle West

Nicholle West
Human Resource Generalist
NW/sd

cc: Board of Education
Darren Schwartz, Interim Supt. of Schools
Linda Franzese, Food Serv. Director
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 5, 2025

Robert Romanelli
119 Hollow Rd.
Watertown, CT 06795

Dear Mr. Romanelli:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Plumber (Req. #2024143) at $27.29 per hour. Please contact Michal Konopka, School Inspector at (203) 574-8000 ext. 11221 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, March 27, 2025 at 9:00 a.m. at the Department of Education Training Room located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be March 28, 2025 at your regular scheduled time.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork. In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your new probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist

NW/sd
cc Board of Education
Darren Schwartz, Interim Supt of Schools
Mike Konopka, School Inspector
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 6, 2025

David Forino
1818 East Main St., Apt. 2W
Waterbury, CT 06705

Dear Mr. Forino:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Plumber (Req. #2024031) at $27.29 per hour. Please contact Michal Konopka, School Inspector at (203) 574-8000 ext. 11221 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, March 27, 2025 at 9:00 a.m. at the Department of Education Training Room located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be March 28, 2025 at your regular scheduled time.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork. In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

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Your new probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist

NW/sd
cc Board of Education
Darren Schwartz, Interim Supt of Schools
Mike Konopka, School Inspector
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 10, 2025

Daniela Martinez-Jaramillo
23 Pearl Lake Rd., Unit G
Waterbury, CT 06706

Dear Ms. Martinez-Jaramillo:

We are pleased to receive your acceptance of our offer of employment for the position of Food Service Worker for the Department of Education – Food Service (Requisition #20250451) at $17.48 per hour.

This is a part-time position working in the Waterbury School System 10 months a year during school hours up to 19 hours per week.

This position does not provide health insurance benefits. Please refer to the CSEA – LOCAL 2001 contract for other available fringe benefits by visiting our website at www.waterburyct.org.

We have scheduled your orientation for Thursday, March 13, 2025 at 9:15 a.m. at the Department of Education Training Room located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be March 14, 2205 at your regular scheduled time.

Please call Judith Booth at 203-574-8195 with any questions you may have in regards to this position.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork.

Please call us prior to the orientation session if you should have any questions regarding the process.

We look forward to working with you.

Again, welcome to the City of Waterbury.

Sincerely,

Nicholle West

Nicholle West
Human Resource Generalist
NW/sd

cc: Board of Education
Darren Schwartz, Interim Supt. of Schools
Linda Franzese, Food Serv. Director
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 11, 2025

Denise Willis
106 Hillview Ave.
Waterbury, CT 06704

Dear Ms. Willis:

We are pleased to receive your acceptance of our offer of employment for the position of Food Service Worker for the Department of Education – Food Service (Requisition #20250537) at $17.48 per hour.

This is a part-time position working in the Waterbury School System 10 months a year during school hours up to 19 hours per week.

This position does not provide health insurance benefits. Please refer to the CSEA – LOCAL 2001 contract for other available fringe benefits by visiting our website at www.waterburyct.org.

We have scheduled your orientation for Thursday, March 27, 2025 at 9:15 a.m. at the Department of Education Training Room located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be March 28, 2205 at your regular scheduled time.

Please call Judith Booth at 203-574-8195 with any questions you may have in regards to this position.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork.

Please call us prior to the orientation session if you should have any questions regarding the process.

We look forward to working with you.

Again, welcome to the City of Waterbury.

Sincerely,

Nicholle West

Nicholle West
Human Resource Generalist
NW/sd

cc: Board of Education
Darren Schwartz, Interim Supt. of Schools
Linda Franzese, Food Serv. Director
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 10, 2025

ZsaQuanna Rhodes
46 Harris Circle, Apt. 1B
Waterbury, CT 06704

Dear Ms. Rhodes:

We are pleased to receive your acceptance of our offer of employment for the position of Food Service Worker for the Department of Education – Food Service (Requisition #20250447) at $17.48 per hour.

This is a part-time position working in the Waterbury School System 10 months a year during school hours up to 19 hours per week.

This position does not provide health insurance benefits. Please refer to the CSEA – LOCAL 2001 contract for other available fringe benefits by visiting our website at www.waterburyct.org.

Your first day reporting to your new department/supervisor will be March 20, 2025 at your regular scheduled time.

Please call Judith Booth at 203-574-8195 with any questions you may have in regards to this position.

We look forward to working with you.

Again, welcome to the City of Waterbury.

Sincerely,
Nicholle West
Nicholle West
Human Resource Generalist
NW/sd

cc: Board of Education
Darren Schwartz, Interim Supt. of Schools
Linda Franzese, Food Serv. Director
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 12, 2025

Madeline Pena
350 Bristol St. Ext., Apt. A2
Waterbury, CT 06708

Dear Ms. Pena:

Your name is being certified to the Department of Education for the position of Administrative Associate II (Req. #20250479) at $20.07 per hour.

Your official start date in this position will be April 3, 2025.

Please contact Sydney Molina, Office Manager – Education Department at (203) 574-8000 ext 11245 with any questions you may have in regards to this position.

Under the Civil Service Rules, your name will be removed from the eligibility list if you refuse this offer of appointment unless, within seven days from today, you furnish satisfactory evidence acceptable to me justifying such refusal. Please call the Civil Service Office at (203) 574-6761 if you are not interested in the position so that another candidate can be certified. If you have any questions, please do not hesitate to contact us.

Your new probationary period in accordance with your applicable contract will be 3 months in duration. The department head will be responsible for executing your probationary evaluation no later than 3 months from your first day in your new position.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist

NW/sd
cc: Board of Education
Darren Schwartz, Interim Supt. of Schools
Sydney Molina, Office Mgr – Educ Dept
File

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

March 14, 2025

Jayson Knight
19 Laurie Place
Waterbury, CT 06704

Dear Mr. Knight:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Paraprofessional I (Req. #20250159) at $18.87 per hour. Please contact Wendy Johns, Director of Pupil Services at (203) 574-8019 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, March 27, 2025 at 9:00 a.m. at the Department of Education Training Room located at 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be March 28, 2025 at your regular scheduled time.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork. In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist
NW/sd
cc Board of Education
Darren Schwartz, Interim Supt. of Schools
Wendy Johns, Director of Pupil Serv.
file