Board of Education

REGULAR MEETING

Thursday, October 16, 2025 – 5:30 p.m.

RELOCATED TO: Rotella Magnet School, 380 Pierpont Road, 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/eqOOUdkA7Sc.

A G E N D A

1. Silent Prayer

2. Pledge of Allegiance to the Flag

3. Roll Call

4. Executive session for discussion concerning security strategy, deployment of security personnel, and/or devices affecting public safety.

5. Communications

a) Copy of communications dated September 4, 2025 from Civil Service certifying Precious Efobi, Rebecca James, Kristina Kociszewski, and Dallas Swain for the position of Paraprofessional II.
b) Copy of communications dated September 4, 2025 from Civil Service certifying Eileen Brown, Michel Gonzalez, and Maria Gonzalez for the position of Paraprofessional I.
c) Copy of communications dated September 5, 2025 from Civil Service certifying Sharen Mercado, Elvira Lopez, and Suhjail Rosado for the position of Paraprofessional I and Miguel Cortes Cruz for the position of Maintainer I.
d) Copy of communications dated September 9, 2025 from Civil Service certifying Alexia Bip and Ruysduel Dorcelus for the position of Paraprofessional I.
e) Copy of communication dated September 11, 2025 from Civil Service certifying Brenda Toma for the position of Teaching Vice Principal at West Side Middle School.
f) Copy of communication dated September 10, 2025 from Civil Service certifying Ariel Molina, Jr. for the position of Maintainer I.
g) Copy of communication dated September 10, 2025 from Civil Service to Charmaine River regarding a voluntary demotion to the position Food Service Worker.
h) Copy of communications dated September 15, 2025 from Civil Service certifying Ji-Neal Olliviere and Kelly Markiewicz for the position of Paraprofessional I.
i) Copy of communications dated September 17, 2025 from Civil Service certifying Mariah Johnson for the position of Paraprofessional I and Kliti Alickolli for the position of Maintainer I.
j) Email from CABE dated September 22, 2025 regarding Policy Highlights.
k) Copy of communication dated September 24, 2025 from Civil Service to Howard Gordon regarding a voluntary demotion to the position of Maintainer I.
l) Copy of communication dated September 29, 2025 from Civil Service certifying Pasquale Cristillo for the position of Electrician Foreman.
m) Copy of communication dated September 29, 2025 from Civil Service to Za'Nye Griffin regarding acceptance of offer of employment for the position of Food Service Worker.
n) City of Waterbury Inland Wetlands and Watercourses Commission Long Term Stewardship and Management Monitoring Report dated October 10, 2025.

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. Superintendent's Announcements

8. President's Comments

9. Student Representative Comments

10. Consent Calendar

10.1 *Committee of the Whole:* Request approval of a Memorandum of Understanding with Milestone C LLC for a Professional Learning Partnership.

10.2 *Committee of the Whole:* Request approval of the Board of Education's 2026 Meeting Schedule.

10.3 *Committee on Finance:* Request approval of a Services Agreement with Vista Higher Learning, LLC for a World Languages Learning Platform.

10.4 *Committee on Finance:* Request approval of Amendment One (1) to the Professional Services Agreement with Cormier Consulting, LLC for Onsite Tier One Instructional Support.

10.5 *Committee on Finance:* Request approval of Amendment One (1) to the Professional Services Agreement with Apex Educational Solutions, LLC, for Board Certified Behavior Analyst Services.

10.6 *Committee on Building & School Facilities:* Request approval to accept the Wendell L. Cross PreK to 8 Grade School Construction Project, 151-295 EARR, as complete.

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

11. Items removed from Consent Calendar

12. Committee of the Whole – Vice President Brown

12.1 Transfer of a portion of property located on Pierpont Road to the City of Waterbury for the intended purpose of relocation of Firehouse Five.

13. Committee on Finance – Commissioner Orso

13.1 Request approval of the 2025-2027 Consolidated Two-Year Federal Grant Application.

13.2 Request approval of a Services Agreement with Math Concepts, Inc. for Math Teacher Training.

13.3 Request approval of a Construction Contract (RFP #8557) with Advanced Security Technologies, Inc. for Alarm Intrusion Services.

13.4 Request approval of a Professional Services Agreement with Nurses for Day Care, LLC for individualized nursing services for students with complex medical needs.

13.5 Request approval of a Professional Services Agreement with The Nurse Network, LLC for individualized nursing services for students with complex medical needs.

13.6 Request approval of a Professional Services Agreement with AAA Nursing Care, LLC for individualized nursing services for students with complex medical needs.

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

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

15. Superintendent's Notification to the Board

15.1 Grant funded appointments:

Name	*Position*	*FT/ PT*	*Rate*	*Union*	*Funding*	*Effective*
Ajdini, Fatbardha	School Counselor-Adult Ed	PT	36.00/hr	NONBOE	Ad. Ed. 24-25	09/25/25
Clemon, Michael	Behavior Counselor-State Street School	FT	$23.00/hr	UPSEU69	Priority Schools 25-26	10/02/25
Kelemer, Frumit	Tutor-Yeshiva K'Tana	PT	$25.00/hr	NONBOE	Yeshiva Title I 24-26	09/18/25
Muniz, David	Behavior Counselor/ Wilby (promotional)	FT	$22.50/hr	UPSEU69	Title I DW 2	09/11/25
Weiner, Shoshana	Tutor-Yeshiva K'Tana	PT	$25.00/hr	NONBOE	Yeshiva Title I 24-26 NP	10/09/25
Verdejo, Ryan	Hall Monitor-Kennedy HS	PT	$16.35/hr	NONBOE	Title I DW 2	09/25/25

15.2 Miscellaneous appointments:

Name	*Position*	*Location*
Capaldo, Christine	Substitute/Before & After Care	MMS
Moutinho, Ashley	Imagine Learning Site Coordinator	KHS
Bilbrough, Allison	Substitute Teacher/Priority Before & After Program	Walsh
Marissa, Jamele	Substitute Teacher/Priority Before & After Program	Walsh
Stoto, Ashley	Substitute Teacher/Priority Before & After Program	Walsh

15.3 Extended School Hours Program appointments:

School	*Last name*	*First Name*	*Assignment*
Bucks Hill	Alvarado	Stephanie	Teacher
	Jimenez	Maria	Administrator
	Marte	Yaquira	Teacher
	Morales	Dana	Secretary
	Murphy	Amber	Lead Teacher
	Qosja	Bella	Teacher
	Santiago	Koulla	Sub Administrator
	Swain	Erica	Paraprofessional
	Thompson	Melissa	Sub Administrator
Carrington	Basaillion	Bret	Teacher

	Buzzuto	Elisa	Teacher
	Gwiazdoski	Kristen	Administrator
	Lavasseur	Daniel	Teacher
	Mute	Suzanne	Teacher
	Renna	Karen	Administrator
Chase	Arroyo	Yvette	Sub Para
	Belica	Flora	First Grade
	Campagna	Amanda	Sub Teacher
	Commendatore	Joseph	Sub Teacher
	DelMoral	Denise	Para 1st Grade
	DiGiovancarlo	Krista	Secretary
	Eldridge	Lori	Administrator
	Hernandez	Ivan	Sub Administrator
	Lopez	Marlene	Sub Para
	Mancinone	Taylor	Second Grade
	Marchetti	Savannah	Sub Teacher
	Turner	Gina	Para 2nd Grade
Driggs	Abarzua	Lauren	Teacher
	Drewry	Ann	Sub Administrator
	Onur	Senay	Paraprofessional
	Quezada	Paula	Teacher
	Riley	Maryssa	Teacher
	Rosser	Jenifer	Administrator
	Wright	Valerie	Teacher
Duggan	Aidoo	Syreeta	Secretary
	Bell	Michelle	Teacher
	D'Alessio	Jennifer	Sub Administrator
	DeFeo	Dawn	Substitute Teacher
	DiGiovanni	Melissa	Sub Administrator
	Fidanza	Carla	Administrator
	Field	Susan	Teacher
	Gaudiosi	Karen	Teacher
	McCasland	Maureen	Teacher
	Mullen-Gillyard	Vickie	Paraprofessional
	Pelletier	Allison	Substitute Teacher
	Sanzari	Dina	Sub Administrator
	Scirica	Erin	Teacher
	Tzepos	loulia	Substitute Teacher
Generali	Christiano	Mike	Paraprofessional
	Dominguez	Suleymar	Administrator Assist
	Nadolny	Karen	3rd grade Teacher
	Neibel	Amy	4th grade Teacher
	Poulter	Dennis	5th Grade Teacher

	Rhinesmith	Wendy	Substitute Teacher
	Simoes	Odet	Substitute Teacher
	Sodano	Gina	Administrator
	Wolf	Jodi	Substitute Para
Kingsbury	Albanese	Ellen	Teacher
	Groppi	Susan	Sub Administrator
	Guedelha	Norma	Clerical
	Hamel	Claire	Sub-teacher
	McNamara	Morgan	Teacher
	Sam	Hannah	Admin
	Shea	Angela	Sub-Teacher
	Wolff	Nicole	Teacher
Reed	Erik	Brown	Principal
	Jennifer	Olenius	Teacher
	Katherine	Nazario	Teacher
	Latasha	Martinez	long term sub
	Michael	Labagh	Sub Administrator
Regan	Betancourt	Patty	Teacher
	Brown	Timothy	Teacher
	Carasone	Alanna	Teacher
	Davis	Claudia	Sub Administrator
	Demers	Denise	Sub
	Kruijs	Ashley	Teacher
	Razza	Angela	Administrator
	Regan	Morgan	Secretary/Clerical
	Welch	Alexander	Teacher
	Wright	Irina	Paraprofessional
Tinker	Bemer	Maura	Teacher
	Biello	Claudia	Administrator
	Brown	Edie	Teacher
	Defeo	Sharon	Teacher
	Gannon	Danielle	Teacher
	Guerrera	Maria	Teacher
	Teel	Mackenzie	Teacher
	Wehry	Nina	Secretary
Walsh	Jamele	Marissa	Lead Teacher
	Luby	Shannon	Teacher
	Maldonado	Joanne	Teacher
	Pierresaint	Courtney	Vice Principal/Admin.
	Rijos	Alexis	Clerical
	Vasquez	Valerie	Substitute
	Wilson	Maureen	Principal/Admin.
Washington	Albanese	Thomas	Teacher sub
	Benzinger	Nichole	Teacher

	Brown	Tim	Teacher sub
	Corbo	Cherie	Teacher sub
	Dauti	Elvira	Teacher sub
	Dematteis	Jennifer	Teacher sub
	Desiderio	Morgan	Teacher sub
	Fitzgerald	Kris	Secretary
	Gray	Stacy	Teacher
	Jimenez	Maria	Para sub
	Kouakou	Sherene	Teacher sub
	Lanouette	Jay	Teacher sub
	Maloney	Erin	Teacher sub
	Marin	Irma	Teacher sub
	McCombs	Lisa	Para
	Ramirez	Inez	Administrator
	Santos	Melanie	Teacher
	Williams	Athena	Para sub
	Zafar	Ghazala	Para sub
Wendell Cross	Cullen	Donna	Administrator
	Gambardella	Matthew	Music/Rec Teacher
	Gasparri	Michelle	Academic Teacher
	Irizarry	Angelina	STEM/Rec Teacher
	Jusino	Jillian	Teacher(Substitute)
	Marszalek-Baldyga	Julia	Academic Teacher
	Rizzo	Lisa	Lead Teacher
	Rocco	Margaret	Clerical/Admin. Support
Wilson	Katie	Feest	Administrator
	Marianna	Triguiero	Sub
	Persis	Miller	Teacher
	Rayae	Geci	Teacher
	Teresa	Bell	Teacher
R. C. International	Cruz	Maria	Sub
	Delgado	Cristina	Secretary
	Diodonet	Yamilys	Teacher
	Garcia	Emily	Teacher Assistant/Enrich
	Monegro	Jessica	Teacher
	Moscariello	Beth	Para
	Motolina	Dayan	Para
	Rodriguez	Nanichi	Teacher
	Tomasella	Diurca	Administrator
	Torres	Soribel	Teacher

15.4 Teacher new hires:

Name	*School*	*Position*	*Grade Level*
August, Michael	Crosby	Social Studies	9-12
Cacho-Zuniga, Lurbin	Carrington	Special Ed - Essential Skills	3-5
Elliot, Mia	Districtwide	School Psychologist	6-8

Ferreira, Theresa	Wilby	Special Ed	9-12
Fodulli, Sidorela	Wilby	Social Studies	9-12
Hinds, Coleen	Reed	Special Ed	3-5
Janee Johnson,	Sprague	Elementary Teacher	3
Krzykowski, Deanna	Wallace	Special Ed - Resource	6-8
Malin, Caroline	Walsh	Elementary Teacher	5
McCarthy, Julie	Gilmartin	Computer Education	K-8
Minton, Roy	Crosby	SR JROTC Instructor	9-12

15.5 Resignations:

Name	*Assignment*	*Effective*
Chavarry, Jose	WHS/Bilingual Science	10/31/25
O'Neill, Patrick	WAMS-PE/Health	10/31/25
Staton, Kevin	Reed/Library Media Specialist	10/31/25
Williams, Richard	WMS-Math	09/23/25

15.6 Retirements:

Name	*Assignment*	*Effective*
Cullen, Donna	Principal – W. Cross	06/30/26

16. Committee Chair Reports

17. Adjournment

(8:45 pm update)

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #10.1

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve a Memorandum of Understanding with Milestone C LLC for a Professional Learning Partnership for district educators at no cost.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #10.2

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move to approve the Board of Education's 2026 Meeting Schedule.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #10.3

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve a Services Agreement with Vista Higher Learning, LLC for a three-year period for a World Languages Learning Platform.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #10.4

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve Amendment One (1) to the Professional Services Agreement with Cormier Consulting, LLC for On-site Tier One Instructional Support at additional schools.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #10.5

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve Amendment One (1) to the Professional Services Agreement with Apex Educational Solutions, LLC, for Board Certified Behavior Analyst Services.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON BUILDING & SCHOOL FACILITIES

Item #10.6

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve to accept the Wendell L. Cross PreK to 8 Grade School Construction Project, 151-295 EARR, as complete.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON BUILDING & SCHOOL FACILITIES

Item #10.7

October 16, 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, at no charge, by the following school organizations and/or City departments:

GROUP	FACILITIES AND DATES/TIMES
N. Hill	Reed café: Wednesday, October 8, 8:00am – 3:00pm (Professional. Development For School Social Workers)
A. Razza	Regan café: Tuesday, October 14, 5:00pm – 6:30pm (Multi-Cultural Night for families & students) Regan café: Tuesday, October 7, 3:15pm – 4:45pm (PTO meeting, SGC meeting, SELT meeting)
M. Rocco	W. Cross café: Thursday, Sept. 25, 6:00pm – 8:00pm (8th Grade Committee meeting) W. Cross café & parking lot: Friday, October 24, 3:15pm – 8:30pm (PTO annual Trunk or Treat) W. Cross gym & café: Friday, December 5, 5:00pm – 7:00pm (set-up) and Saturday, December 6, 7:30am – 5:00pm (PTO cookies with Santa & vendor fair) W. Cross gym & café: Thursday, February 26, 3:15pm – 8:00pm (Black History Month event) W. Cross café: Friday, March 13, 4:00 – 8:00pm (School Dance)
V. Munoz	Crosby aud.: December 9 – December 11, 7:30am – 3:00pm (Winter Concert) Crosby aud.: April 28 – April 30, 7:30am – 3:00pm (Spring Concert)
S. Griffin	Crosby aud. Monday, December 22, 10:00am – 2:00pm (CHS Music Talent Show) Crosby aud. Friday, May 8, 10:00am – 2:00pm (CHS Spring Talent Show)
M. Theriault	Wilson gym: Wednesday, October 15, 3:30pm – 9:00pm (school wide multi-cultural night for Wilson families)
M. Bergin	Reed café: Wednesday, October 15 (Preschool family night / Apples and Cider) Reed café: Wed., Nov. 12, 5:30pm – 7:00pm (Preschool family night / (Turkey Time)
Registrar of Voters T. Begnal/A. Desjardins	Tuesday, November 4, 5:00am – 9:00pm (voting at 14 city school sites)
J. Mulhern	Tinker café & gym: Tuesday, October 14, 5:30pm – 7:30pm (PTO Meeting) Tinker café & gym: Fri., Nov. 7, 5:00 – 9:00pm (PTO sponsored Family Bingo Night)
City Plan R. Nerdey	North End café: Monday, November 17, 6:00pm – 9:00pm (neighborhood meeting re: conservation & development)
*S. Porcaro	Kennedy rms.: Wed., Oct. 8th Rm.# 150,154,157,158,242 8am-3pm (Dist. Prof. Dev. for visual arts)
*S. Porcaro	WAMS dance studio: Wed., Oct. 8th 8:00am-3:00pm (Dist. Prof. Dev. for theatre dance)

*S. Porcaro	North End rms. MC104 & MC208: Wed., Oct. 8th 8am-3pm (Dist. Prof. Dev. for Music Dept.)
*S. Molina	WAMS café: Wed., Oct. 8th 8am – 3pm (World Language – professional development)
*L. Martin	Rotella community room: Dec. 4th thru Dec. 12th (all day) (Holiday shopping for students)
*Fire Dept. Capt. Bob Wall	Rotella aud.: Wednesday, Oct. 29th 5:00pm – 8 :00pm (Fire Dept. graduation & promotions ceremony)
*K. Yamashita-Iverson	Maloney community rm.: Thursday, Oct. 23rd 5:00-8:00 pm (set up for PTO costume gathering event on Friday)
*V. Balsamo	Wallace café: Thursday, Oct. 30th 4:00 – 8:00 pm (Boo Bash/Grade 8 Dance)
*M. Harris	Career Academy café: Monday, October 20th 5:00 – 7:00pm (10th Grade Fundraiser/ Ice Cream Social)
*N. Albini	Rotella aud.: Wednesday, Oct. 8th 6:00 – 8:00 pm (Joint Boards of aldermen and Education Meeting)
*M. Labbe	WAMS atrium: Friday, October 17, 5:00-10:00 pm (High School Halloween Dance) WAMS café: Friday, October 24, 4:30-9:30 pm (Middle School Halloween Dance) WAMS café: Tuesday, October 21, 5:30-8:00 pm (Journal making class)
*A. Magliaro	WAMS lg. dance studio: Dec. 15th, 16th, 18th 2:00-5:00 pm (Auditions for spring musical/ Cinderella) WAMS lg. dance studio: Jan. 12th – April 20th Mon.-Thurs. 2:00-5:00 pm (rehearsals for spring musical/Cinderella)
*A. Brooks	Wilby LLC Room: Wednesday, October 15th 8:00am-2:00pm (Professional Learning for Principals)
*M. Pogodzienski	West Side M/S media ctr.: Friday, Nov. 7th 3:15pm – 6:30pm (First Aid/CPR training – for after school teachers & admin.)
*D. Belcher	WSMS café: Wednesday, Oct. 8th 8:00am-3:00pm (Prof. Dev. for Speech)
*I. Alves	WAMS café: Wed., Oct. 15th and Wed., Nov. 12th 5-7pm (Financial Literacy Nights)
*J. Frenis	WAMS media center: Wednesday, Oct. 8th 8am – 3pm (Prof. Dev. for World Language)
*Park & Rec.	Crosby track: Saturday, Oct. 18th 7:00am – 12:00pm (Breast Cancer Awareness Walk)
*L. Richard	Career Academy gym, café, rooms.: Sat., March 14th 7am-5pm (Host – Hosa State Leadership Conference)
*K. Copperthite	Generali parking lot: Friday, Oct. 24th 4:00 – 6:00 pm (Fall Festival/Trunk or Treat)
*T. Giorgio	Rotella gym, aud., café: Saturday, Jan. 10th 8:30am – 12:30pm Rotella gym, aud., café: Thursday, Jan.29th 5:00-8:30 pm (Open House)
*D. Tomasella	Clemente Sch. Gym & parking lot: Friday, Oct. 24th 5:00-6:00 pm (Trick or Trunk

Work

SCHOOL PERSONNEL USE ONLY

DATE: 10/1/25

TO: SCHOOL BUSINESS OFFICE

FROM: Nancy Hill

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

NAME OF SCHOOL REQUESTED: Reed Elementary

☑ Cafetorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 10/8/25

FROM: 12:30 am/pm☑ TO: 3 am/pm☑

FOR THE FOLLOWING PURPOSES:

This is a revised request. I no longer need the space all day, only for the afternoon.

Nancy Hill
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: 9/24/25

TO: SCHOOL BUSINESS OFFICE

FROM: Angela Razza - Regan School
Principal

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

NAME OF SCHOOL REQUESTED: Regan School

☐ AUDITORIUM ☐ GYMNASIUM ☐ SWIMMING POOL ☑ CAFE/ROOMS

DATES REQUESTED: Tuesday, 10/14/25

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

FOR THE FOLLOWING PURPOSES:

Multi-Cultural Night - Families + students will be invited for this family event.

Angela Razza
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.

SCHOOL PERSONNEL USE ONLY

DATE: 9/24/25

TO: SCHOOL BUSINESS OFFICE

FROM: Angela Razza, Principal, Regan School

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

NAME OF SCHOOL REQUESTED: Regan School

☐ AUDITORIUM ☐ GYMNASIUM ☐ SWIMMING POOL ☑ CAFE/ROOMS

DATES REQUESTED: Tuesday, October 7, 2025

FROM 3:15 am/pm TO 4:45 am/pm

FOR THE FOLLOWING PURPOSES:

PTO mtg, SGC mtg, SELT mtg

Angela Razza
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.

SCHOOL PERSONNEL USE ONLY

DATE: 9/17/25

TO: SCHOOL BUSINESS OFFICE

FROM: Margaret Rocco

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

NAME OF SCHOOL REQUESTED: Wendell Cross School

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool

☐ Café/Rooms/Library

DATES REQUESTED: September 25, 2025 at 6:00 PM

FOR THE FOLLOWING PURPOSES:

8th Grade Committee meeting

Margaret Rocco

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: 9/23/25

TO: SCHOOL BUSINESS OFFICE

FROM: Margaret Rocco

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

NAME OF SCHOOL REQUESTED: Wendell Cross School

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool

☐ Café/Rooms/Library ☐ Outside Parking areas

DATES REQUESTED: October 24, 2025

FOR THE FOLLOWING PURPOSES:

PTO Annual Trunk or Treat_- 3:15 Set up and Decorate 5:30 - 8:30 Event and break down_

Margaret Rocco

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.

Hook

SCHOOL PERSONNEL USE ONLY

DATE: 9/23/25

TO: SCHOOL BUSINESS OFFICE

FROM: Margaret Rocco

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

NAME OF SCHOOL REQUESTED: Wendell Cross School

☐ Auditorium ■ Gymnasium ☐ Swimming Pool

■ Café/Rooms/Library ☐ Outside Parking areas

DATES REQUESTED: December 5, 2025 set up December 6, 2025

FOR THE FOLLOWING PURPOSES:

PTO Annual Cookies with Santa & Vendor Fair/ set up on Friday from 5:00 - 7:00PM
Saturday Event 7:30 AM - 5:00 PM.

Margaret Rocco

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: 9/23/25

TO: SCHOOL BUSINESS OFFICE

FROM: Margaret Rocco

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

NAME OF SCHOOL REQUESTED: Wendell Cross School

☐ Auditorium ☒ Gymnasium ☐ Swimming Pool

☒ Café/Rooms/Library ☐ Outside Parking areas

DATES REQUESTED: February 26, 2026 Black History Month activity

FOR THE FOLLOWING PURPOSES:

Black History Month Event, set up 3:15 until start of event at 5-7PM and clean up 7-8PM

Margaret Rocco

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.

Ok

SCHOOL PERSONNEL USE ONLY

DATE: 9/23/25

TO: SCHOOL BUSINESS OFFICE

FROM: Margaret Rocco

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

NAME OF SCHOOL REQUESTED: Wendell Cross School

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool

☐ Café/Rooms/Library ☐ Outside Parking areas

DATES REQUESTED: March 13, 2026 School Dance for our 3rd, 4th and 5th graders

FOR THE FOLLOWING PURPOSES:

School Dance from 4:00 Set Up, activity from 6:00 - 7:30, Clean up from 7:30 -8:00PM

Margaret Rocco

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: 9/2/25

TO: SCHOOL BUSINESS OFFICE

FROM: Victoria Munoz

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

NAME OF SCHOOL REQUESTED: Crosby High School

☒ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 12/09/2025-12/11/25 7:30am-3:00pm each day

FROM: 7:30am am TO: 3:00pm

FOR THE FOLLOWING PURPOSES:

For **Set-up and Winter Concert** This **concert** will be held during 4rth period during the school day, Thursday, 12/11/25 12:23pm-2:30pm

With so many transportation issues among our students, it seems to work better for them to have a concert during the day.

V.Munoz

APPLICANT

C:\Users\Victoria\Downloads\SCHOOL reservation form (1)Winter Concert.doc

SCHOOL PERSONNEL USE ONLY

DATE:
___2/9/2026_____

TO: SCHOOL BUSINESS OFFICE

FROM: _____Victoria Munoz_____

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: ____4/28/2026- 4/30/2026_____7:30am-3:00pm ea. day_____

FROM: ___7:30_____ am TO: ___3:00pm_____pm

FOR THE FOLLOWING PURPOSES:

__For **Set-up and Spring Concert on April 30th**, during 4rth Period,12:23-1: 30pm__

__With the many transportation issues, having the concert during the day seems to have worked better._____

_____

__V.Munoz_____

_____

APPLICANT

Please note the following provisions:

SCHOOL PERSONNEL USE ONLY

DATE: 9/12/24

TO: SCHOOL BUSINESS OFFICE

FROM: Sean Griffin

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

NAME OF SCHOOL REQUESTED: Crosby High School

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 12/22/25

FROM: 10:00 am/pm TO: 2:00 am/pm

FOR THE FOLLOWING PURPOSES:

Crosby Winter Music Talent Show

Sean Griffin
APPLICANT

9/18

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.

Track

SCHOOL PERSONNEL USE ONLY

DATE: ____9/12/25_____

TO: SCHOOL BUSINESS OFFICE

FROM: _____Sean Griffin_____

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

NAME OF SCHOOL REQUESTED: _____Crosby High School

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: _____5/8/25_____

FROM: _____10:00 am/pm TO: _____2:00am/pm

FOR THE FOLLOWING PURPOSES:

Crosby Spring Talent Show_____

_____

_____

Sean Griffin_____
APPLICANT

9/18 SG

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: 9/23/25

TO: SCHOOL BUSINESS OFFICE

FROM: Michael Theriault

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

NAME OF SCHOOL REQUESTED: Wilson

☐ Auditorium ☑ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 10/15/25

FROM: 3:30 am/pm TO: 9pm am/pm

FOR THE FOLLOWING PURPOSES:

School wide event Multi-Cultural night. Open only to Wilson Families

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.

Cancel And Re

Yook

SCHOOL PERSONNEL USE ONLY

DATE: 9/15/2025

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: ____Reed School_

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

DATES REQUESTED: __October 15, 2025,

FROM: _5:30_ am/pm TO: __7:00__ am/pm

FOR THE FOLLOWING PURPOSES:

Preschool Family Night at Reeds School: Apples and Cider

_____ 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.

Yook

SCHOOL PERSONNEL USE ONLY

DATE: 9/15/2025

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: ____Reed School_

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

DATES REQUESTED: __November 12, 2025,

FROM: _5:30_ am/pm TO: __7:00__ am/pm

FOR THE FOLLOWING PURPOSES:

Preschool Family Night at Reeds School: Turkey Time

_____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.

Hook

SCHOOL PERSONNEL USE ONLY

DATE: 9-23-25

TO: SCHOOL BUSINESS OFFICE

FROM: Registrar of Voters

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

NAME OF SCHOOL REQUESTED: see Attached

☐ AUDITORIUM ☑ GYMNASIUM ☐ SWIMMING POOL ☐ CAFE/ROOMS

DATES REQUESTED: Tues, Nov. 4, 2025

FROM 5:00 am/pm TO 9:00 am/pm

FOR THE FOLLOWING PURPOSES:

General Election

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.



OFFICE OF THE REGISTRARS OF VOTERS

THE CITY OF WATERBURY

CONNECTICUT

September 15, 2025

Board of Education Members
236 Grand Street
Waterbury, CT 06702

Dear Board of Education Members:

I am writing to request the use of the following schools for the upcoming General Election which will take place on November 4th, 2025. We will need to be in the facilities starting at 5:00am on the day of the election. Please bring any concerns to my attention as soon as possible so they may be addressed in adequate time.

Kennedy High School	Regan Elementary	Crosby High School
Gilmartin Elementary	Carrington School	Tinker Elementary
Kingsbury Elementary	Maloney School	Reed School
Sprague Elementary	Waterbury Career Academy	Chase Elementary
Wendell Cross Elementary	International Dual Language School	

Our office would also kindly ask that the name and cell phone number of the Maintainer who is responsible for opening the buildings of each school be given to our office prior to the election.

Feel free to reach out with any concerns.

Teresa Begnal
Registrar of Voters

Alexandra Desjardins
Registrar of Voters

R 2025

Book

SCHOOL PERSONNEL USE ONLY

DATE: Sept. 29th

TO: SCHOOL BUSINESS OFFICE

FROM: Tinker Elementary
Jacqueline Mulhern

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

NAME OF SCHOOL REQUESTED: Tinker

☐ Auditorium ☑ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: October 14th

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

FOR THE FOLLOWING PURPOSES:

PTO meeting

Jacqueline Mulhern
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.

R 2025

Book

AY

4

11

SCHOOL PERSONNEL USE ONLY

DATE: Sept. 29th

TO: SCHOOL BUSINESS OFFICE

FROM: Jacqueline Mulhern

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

NAME OF SCHOOL REQUESTED: Tinker

☐ Auditorium ☑ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: November 7th

FROM: 5 am/pm TO: 9 am/pm

FOR THE FOLLOWING PURPOSES:

PTO Sponsered Family Bingo Night

Jacqueline Mulhern
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.

Look

SCHOOL PERSONNEL USE ONLY

DATE: 9/30/2025

TO: SCHOOL BUSINESS OFFICE

FROM: BOB NERNEY, CITY PLANNER

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

NAME OF SCHOOL REQUESTED: NORTH END MIDDLE SCHOOL

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: 11/17/2025

FROM: 6:00 am/pm TO: 9:00 am/pm

FOR THE FOLLOWING PURPOSES:

Neighborhood Meeting to discuss update of the City's Plan of Conservation & Development. Chairs for up to 60 people, 3 tables, microphone & projection screen requested

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: 9/29/25

TO: SCHOOL BUSINESS OFFICE

FROM: Stefanie Porcaro

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

NAME OF SCHOOL REQUESTED: North End

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms MC208, MC104

DATES REQUESTED: 10/8/25

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

FOR THE FOLLOWING PURPOSES:

District Professional Development day
Rooms for Music Department

Stefanie Porcaro
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.

C:\Users\Stefanie\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\158T1K53\SCHOOL reservation form.doc

Took

SCHOOL PERSONNEL USE ONLY

DATE: 9/29/25

TO: SCHOOL BUSINESS OFFICE

FROM: Stefanie Porcaro

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 Dance Studio

DATES REQUESTED: 10/8/25

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

FOR THE FOLLOWING PURPOSES:

District PD day

Room for Theatre/Dance

Stefanie P

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: 9/29/25

TO: SCHOOL BUSINESS OFFICE

FROM: Stefanie Porcaro

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

242, 150, 154, 157, 158

DATES REQUESTED: 10/8/25

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

FOR THE FOLLOWING PURPOSES:

District Professional Development day

Rooms for Visual Arts Department

Stefanie Porcaro

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.

D Book

SCHOOL PERSONNEL USE ONLY

DATE: Sept. 25, 2025

TO: SCHOOL BUSINESS OFFICE

FROM: World Language

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~~ CCRC

DATES REQUESTED: Oct. 8, 2025

FROM: 8 (am/pm) TO: 3 (am/pm)

FOR THE FOLLOWING PURPOSES:

_____

_____

_____

S. Molina
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.

400K

SCHOOL PERSONNEL USE ONLY

DATE: 9/30/2025

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: December 4, 2025 - December 12, 2025

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

FOR THE FOLLOWING PURPOSES:

Holiday Shopping for Students - 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: 10/1/25

TO: SCHOOL BUSINESS OFFICE

FROM: Fire Dept. Capt. Bob Wall

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 ☐ CAFE/ROOMS

DATES REQUESTED: 10/29/25

FROM 5 am/pm TO 8 am/pm

FOR THE FOLLOWING PURPOSES:

Fire Dept. Graduation & Promotion Ceremony.

6 pm start time

Bob Wall (203) 597-3453
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.

PAT 8032 Kyoko

SCHOOL PERSONNEL USE ONLY

DATE: 10/2/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Kazumi Yamashita-Iverson

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

NAME OF SCHOOL REQUESTED: Maloney

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

DATES REQUESTED: 10/23/25

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

FOR THE FOLLOWING PURPOSES:

To set up the Community Room for the PTO Costume Gathering event on 10/24/25.

Kazumi Yamashita-Iverson
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: 10/1/25

TO: SCHOOL BUSINESS OFFICE

FROM: Vincent Balsamo

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

NAME OF SCHOOL REQUESTED: Wallace MS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: 10/30/25

FROM: 4 am/pm TO: 8 am/pm

FOR THE FOLLOWING PURPOSES:

Boo Bash - Grade 8 Dance

Vil Jam

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: 10/2/25

TO: SCHOOL BUSINESS OFFICE

FROM: Michael Harris

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

NAME OF SCHOOL REQUESTED: WCA

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

Monday

DATES REQUESTED: 10/20/25

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

FOR THE FOLLOWING PURPOSES:

10th Grade Fundraiser - Ice Cream Social

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: October 1, 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: Rotella Auditorium

☑ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: Wednesday, October 8, 2025

FROM: 6:00 am/pm TO: 8:00 am/pm

FOR THE FOLLOWING PURPOSES:

Joint Boards of Aldermen and Education Meeting

Set-up needed: three tables on stage with six mics (two per table) with an audience mic on floor stand set-up across from the stage.

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.

Book

SCHOOL PERSONNEL USE ONLY

DATE: 10/2/2025

TO: SCHOOL BUSINESS OFFICE

FROM: WAMS PTSO - Melissa Labbe

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 Atrium

DATES REQUESTED: 10/17/2025

FROM: 5 am/pm TO: 10 am/pm

FOR THE FOLLOWING PURPOSES:

High School Halloween Dance

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: 10/2/2025

TO: SCHOOL BUSINESS OFFICE

FROM: WAMS PTSO-Melissa Labbe

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: 10/24/2025

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

FOR THE FOLLOWING PURPOSES:

Middle School Halloween Dance

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.

Back

SCHOOL PERSONNEL USE ONLY

DATE: 10/2/2025

TO: SCHOOL BUSINESS OFFICE

FROM: WAMS PTSO - Melissa Labbe

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: 10/21/2025

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

FOR THE FOLLOWING PURPOSES:

Journal Making Class

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: 9/29/25

TO: SCHOOL BUSINESS OFFICE

FROM: Alicia Maglaro

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

NAME OF SCHOOL REQUESTED: WAMS

LARGE DANCE

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 12/15, 12/16, 12/18/25

FROM: 2 am/(pm) TO: 5 am/(pm)

FOR THE FOLLOWING PURPOSES:

Auditions for the Spring Musical Cinderella

Alicia Maglaro
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: 9/23/25

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

LARGE DANCE

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 1/12/26 - 4/20/26 - Monday through Thursday (No Friday) 2nd Tues of every month no rehearsal.

FROM: 2:00 am/(pm) TO: 5:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

Rehearsal for the Spring Musical "Cinderella". 50-60 students.

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.

T Brooks

SCHOOL PERSONNEL USE ONLY

DATE: 10/2/25

TO: SCHOOL BUSINESS OFFICE

FROM: Anthony Brooks, Assistant Superintendent of Schools

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

NAME OF SCHOOL REQUESTED: Wilby High School

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: **Request to use LLC Room**

10/15/25 FROM: 8:00 AM TO: 2:00 PM

FOR THE FOLLOWING PURPOSES:

Professional Learning for all Principals (33)

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: October 2, 2025

TO: SCHOOL BUSINESS OFFICE

FROM: Marcy Pogodzienski - 21C/SDE after School Programs

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: Friday, November 7, 2025

FROM: 3:15 pm TO: 6:30pm

FOR THE FOLLOWING PURPOSES:

First Aid/CPR Training for 21C/SDE After school teachers and administrators

Marcy Pogodzienski
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:
_____10/2/25_____

TO: SCHOOL BUSINESS OFFICE

FROM: _____D.Belcher_____

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

NAME OF SCHOOL REQUESTED: ____West Side Middle School
_____

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: _____Oct. 8th Prof. Development_____
FROM: ____8:00_____ am/pm TO: ____3:00_____ am/pm

FOR THE FOLLOWING PURPOSES:

_____Speech dept meeting at West Side Middle School for Prof. Dev. Principal set up the staff in the café for the day with appropriate tech (smart board)_____

_____

_____

____D.Belcher_____
_____
APPLICANT

Please note the following provisions:

Book

SCHOOL PERSONNEL USE ONLY

DATE: 10/3/25

TO: SCHOOL BUSINESS OFFICE

FROM: Isa Alves

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: October 15, 2025

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

FOR THE FOLLOWING PURPOSES:

Financial Literacy

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: 10/3/25

TO: SCHOOL BUSINESS OFFICE

FROM: Isa Alves

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: November 12, 2025

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

FOR THE FOLLOWING PURPOSES:

Financial Literacy

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: 10/6/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Janet Frenis, Chief Academic Officer

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 (Media Center)

DATES REQUESTED: 10/8/25

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

FOR THE FOLLOWING PURPOSES:

Professional Development for World Language Teachers with Vista presenters

Janet Frenis

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: 10/3/2025

TO: SCHOOL BUSINESS OFFICE

FROM: Eric L. Washington (Built 4 Success Inc.)

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

NAME OF SCHOOL REQUESTED: Crosby High school

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms Track

DATES REQUESTED: 10/18/2025

FROM: 7:00 (am)/pm TO: 12:00 /am/(pm)

FOR THE FOLLOWING PURPOSES:

The purpose of requesting to utilize the Crosby Track is to ~~do~~ do a Breast Cancer Awareness Walk

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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Yoak

SCHOOL PERSONNEL USE ONLY

DATE: 10-6-25

TO: SCHOOL BUSINESS OFFICE / Sandy

FROM: Linda Richardson

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

NAME OF SCHOOL REQUESTED: Waterbury Career Academy Mediacter 4th Floor + 351/352

☐ Auditorium ☑ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: Saturday, March 14th, 2026

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

May be earlier

FOR THE FOLLOWING PURPOSES:

Host - HOSA State Leadership Conference

Linda Richardson
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: 10/6/25

TO: SCHOOL BUSINESS OFFICE

FROM: Kristen Copperthite

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

NAME OF SCHOOL REQUESTED: Generali

☐ Auditorium ☒ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

parking Lot

DATES REQUESTED: 10/24/25

FROM: 4:00 am/pm TO: 6:00 am/pm

FOR THE FOLLOWING PURPOSES:

Fall Festival

Trunk or Treat

K Copperthite

APPLICANT

K. Copperthite

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: Sept. 8, 2025

TO: SCHOOL BUSINESS OFFICE

FROM: Tracy Giorgio, Grant Facilitator at Rotella

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: Saturday, 1/10/26

FROM: 8:30 (am)/pm TO: 12:30 am/(pm)

FOR THE FOLLOWING PURPOSES:

We are holding an Open House

Tracy Giorgio
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.

Cancel EMAA

SCHOOL PERSONNEL USE ONLY

DATE: 9/8/25

TO: SCHOOL BUSINESS OFFICE

FROM: Tracy Giorgio
Grant facilitator at Rotella M.S.

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: Thursday, January 29, 2026

FROM: 5:00 am/(pm) TO: 830 am/(pm)

FOR THE FOLLOWING PURPOSES:

We are holding an Open House

Tracy G
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.

Cancel EMAA

Book

SCHOOL PERSONNEL USE ONLY

DATE: 10/10/25

TO: SCHOOL BUSINESS OFFICE

FROM: Diurca Tomasello

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

NAME OF SCHOOL REQUESTED: Roberto Clemente International

☐ Auditorium ☑ Gymnasium + parking Lot ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: Friday → 10/24/25

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

FOR THE FOLLOWING PURPOSES:

Thick or Trunk

Tomasello
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 #12.1

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #13.1

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve of the 2025-2027 Consolidated Two-Year Federal Grant Application.

SUMMARY
CONSOLIDATED TWO YEAR FEDERAL GRANTS
2025-2027

2024-2026	2025-2027	
$13,002,070	**$14,813,120**	**Title I Part A – Improving Basic Programs**

Every school is a Title I school and the public schools are ranked according to poverty criteria and divided into poor pupil allocations. The funds for Title I include salaries, benefits, supplemental materials, support to extended learning programs and classroom supplies and programs for the Office of Early Childhood (OEC). The set-side funds required under ESSA are for McKinney Vento students and for family engagement to strengthen community partnerships and increase family engagement. Funds are also set aside for the Focus/Turnaround schools, which include summer program and additional high school staff, capital expenses at the private schools and for professional learning. The Professional Development funds provide stipends for curriculum writing, training that aligns with School Improvement Plans, districtwide training and support to school staff becoming more knowledgeable in their content areas. Title I also funds coaches and facilitators, part time tutors, hall monitors, behavior counselors, truancy/prevention specialists, network specialists and parent liaisons. Funds allocated to schools include supplemental support and supplemental materials. The private school entitlement includes Title I tutors, social workers, behavior interventionist, a Third Party Provider, educational materials, professional development and materials for family engagement activities.

$946,085	**$ 1,198,099**	**Title IIA – Teacher and Principal Training and Recruiting**

Professional Development funds will be used to support salaries, district initiatives and support the Talent and Professional Development Department and partially fund New Teacher Orientation, SEED training and allow for staff training per school allocations. The grant funds the salaries of the Grant Human Resource Generalist staff and four newly hired teachers. Funds are also transferred to Title III to support the ESL/Multilingual Department and Roberto Clemente International Dual Language School (RCIDLS) with a Bi-Literacy Coach, tutors, professional development and supplemental materials. The private school entitlement includes professional learning that is both in-person and virtual and for supplies that align with the professional development.

$945,349	**$1,000,762**	**Title IV Part A – Student Support and Academic Enrichment**

The funds will provide the district the opportunity to address the three priority areas for all students to have access to a well-rounded education; improve school conditions for student learning and improve the use of technology in order to improve the academic achievement and digital literacy of all students. The funds are required and offered to public, schools, private schools, colleges and universities, parent organization and community organizations.

$14,893,504	**$17,011,981**	**GRAND TOTAL FOR ALL GRANTS**

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #13.2

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve a Services Agreement with Math Concepts, Inc. for Math Teacher Training.

WATERBURY
PUBLIC SCHOOLS

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

EXECUTIVE SUMMARY

To: Honorable Board of Education Commissioners
Honorable Board of Aldermen Members

From: Nicholas J. Albini, Chief Operating Officer

Date: October 6, 2025

Re: Services Agreement for Math Teacher Training with Math Concepts, Incorporated

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The Department of Education respectfully requests your review and approval of a services agreement with Math Concepts, Incorporated (Math Concepts) to provide consulting and coaching for teachers and administrators in support of math instruction at Crosby and Wilby High Schools, in the total amount of $143,100 for the 2025-2026 school year. This agreement was initiated under a sole source proposal from Math Concepts dated September 16, 2025. Both schools have previously worked with the provider for the past two years with notable success.

Math Concepts will provide expert consulting and coaching for high school math teachers, administrators and coaches, to support the ongoing work with the Commissioner's Network and related school-based initiatives. Professional learning will focus on:

- Developing math teachers' daily instructional practice aligned with District goals and goals developed between teachers, administrator and consultant;
- Curricular design, development, planning, and implementation; and
- Supporting school leaders in strategies and protocols around improving instructional practice.

The day rate for the 2025-2026 school year is $2,700, inclusive of all travel and material expenses. The scope of services will include in-person consulting as follows:

- Crosby High School for 40 days totaling $108,000
- Wilby High School for 13 days totaling $35,100

Funding will be provided through the Crosby and Wilby Commissioner's Network allocations.

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

c: Chief Financial Officer

SERVICES AGREEMENT
for
Math Teacher Training
between
The City of Waterbury, Connecticut
and
Math Concepts, Inc.

THIS AGREEMENT (the "Agreement" or "Contract"), effective on the date signed by the Mayor, is by and between the CITY OF WATERBURY (the "City"), located at City Hall, 235 Grand Street, Waterbury, Connecticut 06702 and MATH CONCEPTS, INC. (the "Consultant"), located at 24 North Manheim Boulevard, New Paltz, New York 12561, a State of New York duly registered domestic corporation. (Jointly referred to as the "Parties" to this Agreement.)

WHEREAS, the Consultant submitted a proposal to the City for Math Coaching services to teachers at certain Waterbury High Schools; and

WHEREAS, the City selected the Consultant to perform such services regarding Math Coaching for teachers at Crosby and Wilby High Schools; and

WHEREAS, the City desires to obtain the Consultant'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 Consultant shall furnish all of the labor, services, equipment, materials, reports, plans, specifications, 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, 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 Consultant 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, and Consultant shall provide, math coaching and consultation services for math teachers at Crosby and Wilby High Schools 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 Consultant as having been received, or are otherwise hereby incorporated by reference as noted below, and all are made a part hereof:

1.1.1 Consultant's Cost Proposal, dated September 16, 2025, consisting of 1 page, attached hereto;

1.1.2 Any and all amendment(s) and Change Orders, issued by the City after execution of Contract, incorporated herein by reference;
1.1.3 City Contract Compliance Documents, incorporated herein by reference;
1.1.4 Certificates of Insurance, incorporated herein by reference;
1.1.5 Licenses, incorporated herein by reference;
1.1.6 All applicable Federal, State, and local statutes, regulations charter and ordinances, incorporated herein 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 Consultant. 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 All applicable Federal, State, and local statutes, regulations charter and ordinances
1.2.2 Any Amendments to this Contract
1.2.3 This Contract
1.2.4 The Consultant's Cost Proposal

2. Consultant Representations Regarding Qualification and Accreditation. The Consultant represents that, to the extent required by law, its employees are licensed to perform the scope of work set forth in this Contract. The Consultant 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 Consultant 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 Consultant 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 Consultant hereby represents that, to the extent required by Federal, State and Local statutes, regulations, codes, ordinances, and policies, that the Consultant and/or its employees be licensed, certified, registered, or otherwise qualified, the Consultant and all employees providing services under this Contract, are in full compliance with those statutes, regulations and ordinances. Upon City request, the Consultant shall provide to the City a copy of the Consultant's licenses, certifications, registrations, etc.

2.3. 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 Consultant 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. Consultant shall enter and exit all school facilities and Department of Educational facilities as designated as authorized by the appropriate Department/personnel in Education, or the designated person.

2.4. <u>Confidentiality/FERPA</u> Consultant shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education, Connecticut Department of Education and the Waterbury Board of Education regarding confidentiality of student records, files, PPTs, IEPs, etc. Consultant shall further ensure that its employees, agents, or anyone performing work on their behalf under the terms of this Agreement shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education and those of the Waterbury Board of Education regarding confidentiality of student records, files, PPTs, IEPs, etc.

2.4.1. Any and all materials contained in City of Waterbury student files that are entrusted to Consultant or gathered by the Consultant in the course of its services shall remain in the strictest confidence to prevent disclosure of the same. All information furnished by the City or gathered by Consultant shall be used solely for the purposes of providing services under this Agreement.

2.4.2. Consultant acknowledges that in the course of providing services under this Agreement, it may come into the possession of education records of City Waterbury students as defined in and governed by Family Educational Rights and Privacy Act ("FERPA", 20 U.S.C. § 1232g) and related regulations (34 C.F.R. § 99) Consultant and City shall comply with the requirements of said statute and regulations, as amended from time to time and Consultant agrees to use information obtained from the City or student education records only for the purposes provided in this Agreement. Without the prior written consent of the student's parent or guardian, as required by FERPA, Consultant has no authority to make disclosures of any information from education records.

2.5. Criminal Background Check and DCF Registry Check. The Consultant shall comply with the requirements of C.G.S. 10-222 c (g) and 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 Students while providing services 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 Consultant 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 Consultant shall not permit any person with a disqualifying criminal history to have direct contact with a student. The Consultant agrees the "direct contact" shall include the Consultant and its employees providing services under this contract if said services are performed on school grounds/Department of Education Property/at Department of Education events and/or where City students are present.

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

3. Responsibilities of the Consultant. All data, information, etc. given by the City to the Consultant and/or created by the Consultant shall be treated by the Consultant 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 Consultant agrees to forever hold in confidence all files, records, documents and other information which may come into the Contractor'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 Consultant disclosure is required to comply with statute, regulation, or court order, the Consultant shall provide prior advance written notice to the City of the need for such disclosure. The Consultant agrees to properly implement the services required in the manner herein provided.

3.1. Use of City Property. To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall have access to such areas of City property as the City and the Consultant agree are necessary for the performance of the Consultant's services under this Contract (the "Site" or the "Premises") and at such times as the City and the Consultant may mutually agree. Consultant 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. Consultant 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 Consultant, City may, but shall not be required to, correct same at Consultant'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 Consultant is required to be on City property to render its services hereunder, the Consultant 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 Consultant, unless written permission is obtained from the City to

work during other times. This condition shall not excuse Consultant from timely performance under the Contract. The work schedule must be agreed upon by the City and the Consultant.

3.3. Cleaning Up. To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall at all times keep the Premises free from accumulation of waste materials or rubbish caused by Consultant, its employees or subcontractors, and at the completion of the work shall remove all rubbish from and about the Project 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 Consultant.

3.4. Publicity. Consultant 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 the City's name in connection with any publicity, unless the City gives prior written consent to such use of the City's name in each instance.

3.5. Standard of Performance. All workmanship, services, materials or equipment, 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 services, materials, equipment, reports, plans, specifications, deliverables, workmanship, 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. The standard of care and skill for all services performed by the Consultant shall be that standard of care and skill ordinarily used by other members of the Consultant's profession practicing under the same or similar conditions at the same time and in the same locality. The Consultant's services rendered hereunder shall be rendered completely and by qualified personnel in accordance with standard industry practice.

3.6. Consultant's Employees. The Consultant 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 Consultant acknowledges its responsibilities to examine and to be thoroughly familiar with the City's proposal document, including, but not limited to the specifications, and any addenda thereto. The Consultant hereby warrants and represents that prior to the submission of its proposal during the proposal 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 proposal and, accordingly, any additional costs, services or products resulting from the failure of the Consultant to complete Due Diligence prior to submission of its proposal shall be borne by the Consultant.

Furthermore the Consultant had the opportunity during the proposal 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 proposal. Thus, in the event any changes or costs are disclosed by the Consultant, 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 Consultant.

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 Consultant has discovered in the Proposal Documents; and

3.7.7 agrees that the Proposal 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. The Consultant shall deliver periodic, written reports as requested by 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 Consultant and/or delivered by the Consultant 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 Consultant's declaration as to whether the entirety of the Consultant'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.

NOTE: the Consultant'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.

4. Responsibilities of the City. Upon the City's receipt of Consultant's written request, the City will provide the Consultant with all documents, data and other materials the City agrees are necessary and appropriate to the service to be performed by the Consultant 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 Consultant for the purpose of carrying out the services under this Contract.

5. Contract Time. The term of this Agreement shall commence upon execution by the Mayor and terminate after one year (the "Contract Time").

5.1. Time is and shall be of the essence for any Project milestones, completion date for the Project. The Consultant further agrees that the Work 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 Consultant and City, that the Contract Time is reasonable for the completion of the Work. The Consultant shall be subject to City imposed fines and/or penalties in the event the Consultant breaches the foregoing dates.

6. Compensation. The City shall compensate the Consultant 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 Consultant shall not exceed **ONE HUNDRED FORTY THREE THOUSAND ONE HUNDRED DOLLARS and 00/100 CENTS ($143,100.00)** for the entire term of this Agreement in accordance with Consultant's cost proposal dated September 16, 2025.

6.1.1. Crosby High School……..$108,000.00

6.1.2. Wilby High School…….……$35,100.00

6.1.3. Total……..……$143,100.00

6.2. Limitation of Payment. Compensation payable to the Consultant 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 Consultant'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. Consultant's invoices shall describe the work, services, reports, plans, specifications, deliverables, etc. rendered and the compensation sought therefore in a form and with detail and clarity acceptable to the City.

6.2.1 The Consultant 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 Consultant in an amount equaling the sum or sums of money the Consultant and/or its affiliates is/are, or becomes delinquent or in arrears on, regarding the Consultant's and/or its affiliate's real and personal tax obligations to the City.

6.3. Review of Work. The Consultant 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 Consultant 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 Consultant's demand for payment. The City shall not certify fees for payment to the Consultant until the City has determines that the Consultant has completed the work in accordance with the requirements of this Contract.

6.4. Proposal Costs. All costs of the Consultant in preparing its proposal shall be solely borne by the Consultant and are not included in the compensation to be paid by the City to the Consultant under this Contract or any other Contract.

6.5. Payment for Services, Materials, Employees. The Consultant shall be fully and solely responsible for the suitability, and compliance with the Contract, of all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. furnished to the City under this Contract. The Consultant 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, 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 Consultant 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 Consultant shall deliver to the City a complete release of all liens arising out of this Contract, or receipts in full in lieu thereof, and, in either case, an affidavit that so far as the Consultant has knowledge or information, the releases and receipts include all the labor and material for which a lien could be filed; but the Consultant may, if any subcontractor 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 Consultant 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, material, reports, plans, specifications, supplies, services, etc. required to be delivered to the City hereunder shall pass to City upon City payment to the Consultant for that item. Consultant 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 Consultant shall indemnify, defend, and hold harmless the City, City's Boards, 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 Consultant, 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 Consultant 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 or any of its boards, agents, employees or officers by the Consultant or any employee of the Consultant, any subcontractor, 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 8.1, 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 Consultant or any subcontractor under Worker's Compensation Acts, disability benefit acts or other employee benefit acts.

8.3. The Consultant understands and agrees that any insurance required by this Contract, or otherwise provided by the Consultant, shall in no way limit the responsibility to indemnify, defend, keep and hold harmless the City as provided in this Contract.

8.4. The Consultant expressly understands and agrees that any performance bond or insurance protection required by this Contract, or otherwise provided by the Consultant, 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 Consultant 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 Consultant'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 Consultant 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 Consultant and as to any award made thereunder.

8.6. In the event this Contract and/or the Contractor's, 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 Consultant 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 Consultant, or its subcontractor, omission or commission..

9. Consultant's Insurance.

9.1. The Consultant shall not commence work under this Contract until all insurance required under this Section 9 has been obtained by the Consultant and such insurance has been approved by the City. The Consultant 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 VIII 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 Consultant 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 Consultant's obligation under this Contract, whether such obligations are the Consultant's or subcontractor or person or entity directly or indirectly employed by said Consultant or subcontractor, or by any person or entity for whose acts said Consultant 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 Consultant:

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:
$1,000,000.00 EL Each Accident
$1,000,000.00 EL Disease Each Employee
$1,000,000.00 EL Disease Policy Limit

9.4.4 Excess/Umbrella Liability:
$1,000,000.00 each occurrence
$1,000,000.00 aggregate

9.4.5 Professional Liability/E&O:
$1,000,000.00 each Wrongful Act
$1,000,000.00 aggregate

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

9.6. Cancellation: The City of Waterbury shall receive written notice of cancellation from the Consultant 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 Consultant's General, Automobile and Excess/Umbrella Liability Insurance policies shall be endorsed to add the City as an additional insured and provide a waiver of subrogation on all lines of coverage except Professional Liability. The insurance afforded the additional insured shall be primary and non-contributory insurance and the coverage and limits provided under the Consultant'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 Consultant 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 City's request for proposal number must be shown on the certificate of insurance. The Consultant 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. No later than thirty (30) calendar days after Consultant receipt, the Consultant shall deliver to the City a copy of the Consultant's insurance policies, endorsements, and riders.

10. Conformance with Federal, State and Other Jurisdictional Requirements. By executing this Contract, the Consultant 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 Consultant 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, and Regulations. Permits and licenses necessary for the delivery and completion of the Consultant's work and services shall be secured in advance and paid by the Consultant. The Consultant 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 Consultant for transactions required or necessitated hereunder between it and its subcontractors, suppliers, etc. The Consultant remains liable, however, for any applicable tax obligations it incurs. Moreover, the Consultant represents that the proposal and pricing contained in this Contract do not include the amount payable for said taxes.

10.3. Labor and Wages. The Consultant 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 Consultant 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 contractor 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 Consultant 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 Consultant 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, gender identity or expression, 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 subcontractor 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 Consultant shall not discriminate and shall comply with applicable laws prohibiting discrimination on the grounds of race, color, religion, sex, gender identity or expression, national origin or citizenship status, age or handicap. The Consultant 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. Intentionally Left Blank.

13. Termination.

13.1. Termination of Contract for Cause. If, through any cause, in part or in full, the fault of the Consultant, the Consultant shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if the Consultant 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 Consultant 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, specifications, deliverables, etc. prepared by the Consultant under this Contract shall, at the option of the City, become the City's property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed for such.

13.1.2 Notwithstanding the above, the Consultant 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 Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant 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 Consultant. If this Contract is terminated by the City as provided herein, the Consultant 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 Consultant covered by this Contract, less payments of compensation previously made.

13.3. Termination for Non-Appropriation or Lack of Funding. The Consultant 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 Consultant 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 Consultant.

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

13.4. Rights Upon Cancellation or Termination.

13.4.1 Termination for Cause. In the event the City terminates this Contract for cause, the Consultant 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 documents, data, studies, reports, specifications, deliverables, 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 Consultant shall transfer all licenses to the City which the Consultant is permitted to transfer in accordance with the applicable third party license. The City shall have no financial obligation to compensate the Consultant for such terminated documents, data, studies, reports, specifications, deliverables, etc. unless payment is otherwise approved by the City prior to such termination. The Consultant 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 agreement in whole or in part.

13.4.2 Termination for Lack of Funding or Convenience. In the event of termination of this Contract by the City for lack of funding or convenience, the City shall pay the Consultant for all documents, data, studies, reports, specifications, deliverables, etc. (including any holdbacks), installed and

delivered to the City as of the Termination Date and the Consultant 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 documents, data, studies, reports, specifications, deliverables, etc. in possession of and paid for by the City (except to the extent any invoiced amount is disputed). The Consultant shall be required to exercise commercially reasonable efforts to mitigate damages.

13.4.3 Termination by the Consultant. The Consultant may, by written notice to the City, terminate this Contract if the City materially breaches, provided that the Consultant shall give the City thirty (30) calendar days prior written notice and an opportunity to cure by the end of said thirty (30) day period. In the event of such termination, the Consultant will be compensated by the City for work performed prior to such termination date and the Consultant 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 of this Contract, 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, 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 of this Contract, **(i)** the Consultant shall promptly deliver to the City, in a manner reasonably specified by the City, all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. and other tangible items furnished by, or owned, leased, or licensed by, the City, and **(ii)** the City shall pay the Consultant 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 Consultant's documents, data, studies, reports, specifications, 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 documents, data, studies, reports, specifications, 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.

15. Force Majeure. Neither the Consultant nor the City shall be held responsible for delays or be considered to be in breach of this Contract or be subject to liquidated damages when their respective obligations under this Contract are caused by conditions beyond their control, including without limitation:

15.1. Acts of God, such as severe acts of nature or weather events including floods, fires, earthquakes, hurricanes, cyclones, or explosions;

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

Upon cessation of work for reason of force majeure delays, the Party(ies) whose obligations are affected shall use their best efforts to meet their obligations under this Agreement.

16. Subcontracting. The Consultant shall not, without the prior written approval of the City, subcontract, in whole or in part, any of the Consultant's services. Any subcontractor so approved shall be required to secure and maintain insurance coverage equal to or better than that required of the Consultant 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 Consultant 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 Consultant shall be as fully responsible to the City for the acts and omissions of the Consultant'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 Consultant.

17. Assignability. The Consultant 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 Consultant 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 Consultant'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 Consultant 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 Consultant 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 Consultant, by someone under the care and/or control of the Consultant, by any subcontractor of the Consultant, or by any shipper or delivery service. The Consultant 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 Consultant 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 Consultant. The Consultant 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 Consultant 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 Consultant.

22. Independent Contractor Relationship. The relationship between the City and the Consultant is that of client and independent contractor. No agent, employee, or servant of the Consultant shall be deemed to be an employee, agent or servant of the City. The Consultant shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractors during the performance of this Contract. It is the express intention of the parties hereto, and the Consultant hereby agrees and covenants, that it and any and all third party(ies) and subcontractor(s) retained by the Consultant hereunder is/are not and shall not be deemed an employee of the City of Waterbury, but is/are and shall remain an independent contractor 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 Consultant or between the City of Waterbury and any third party(ies) or subcontractor(s). Thus, the Consultant 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 Consultant 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 subsection 25.1, a Change Order shall not include:

25.2.1 an upward adjustment to a Consultant'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 if agreed to, 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 Consultant, any City designated representative(s), and a duly authorized representative of the City's Using Agency prior to the Consultant'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 Consultant and governs all disputes between them.

26.1. Procedure. This procedure supersedes all statements to the contrary occurring either in proposals 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 Consultant 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 Consultant 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 Consultant 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 Law and Choice of Forum. This Contract shall be construed in accordance with the terms and conditions set forth in this Agreement and the law of the State of Connecticut without regard to choice or conflict of laws principals that would cause the application of any other laws. Any dispute or controversy arising out of or relating to this Contract or otherwise shall be determined by a court of competent jurisdiction in Waterbury, Connecticut (or the Federal Court otherwise having territorial jurisdiction over such City and subject matter jurisdiction over the dispute), and not elsewhere.

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 Consultant, 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:

Consultant: Math Concepts, Inc.
24 North Manheim Boulevard
New Paltz, NY 12561

City: The City of Waterbury
Attn: Department of Senior Services
236 Grand Street
Waterbury, CT 06702

With a copy to: Office of the Corporation Counsel
City Hall Building
235 Grand Street, 3rd Floor
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 documents, data, studies, reports, specifications, deliverables, 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 proposal 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 Consultant 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 Consultant 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 Ordinances; 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 Consultant is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, 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 Consultant 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:

https://www.waterburyct.org/services/city-clerk/code-of-ordinances [click link titled "Code of Ordinances (*Rev. 12/31/19)*". 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 Consultant 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 Consultant 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 Consultant 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 Consultant 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 to Follow

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: Katherine Stevens
Print name: Katherine Stevens

Sign: Alexander Canelos
Print name: Alexander Canelos

MATH CONCEPTS, INC.

By: Michael Stevens
Michael Stevens

Date: 10/6/25

ATTACHMENT A

1.1.1 Consultant's Cost Proposal, dated September 16, 2025, consisting of 1 page, attached hereto;

1.1.2 Any and all amendment(s) and Change Orders, issued by the City after execution of Contract, incorporated herein by reference;

1.1.3 City Contract Compliance Documents, incorporated herein by reference;

1.1.4 Certificates of Insurance, incorporated herein by reference;

1.1.5 Licenses, incorporated herein by reference;

1.1.6 All applicable Federal, State, and local statutes, regulations charter and ordinances, incorporated herein by reference.

Michael Stevens
Educational Consultant
Math Concepts Inc.
917-518-0686
24 North Manheim Blvd.
New Paltz, NY 12561
mstevens11@nyc.rr.com

September 16, 2025
Attn: Michael Veronneau, Principal, Crosby High School
Attn: Kenny Pierresaint, Principal, Wilby High School
Waterbury CT Public Schools

Description of Services & Fees

Services	**Fees**
Mike Stevens (Math Concepts Inc.) will provide expert consulting and coaching for High School math teachers, administrators, and coaches, to support the ongoing work with the Commissioner's Network and ongoing school-based initiatives. . Professional learning will focus on: • Developing math teachers' daily instructional practice as defined by district goals and goals developed between teachers, administrators, and consultant • Curricular design, development, planning, and implementation • Supporting school leaders in strategies and protocols around improving instructional practice Day rate for 2025/26 school year (includes all travel and material expenses)	$2,700
Math Concepts Inc. will deliver 40 days of in-person consulting at Crosby HS during the 2025-26 school year. (Dates TBD)	$108,000
Math Concepts Inc. will deliver 13 days of in-person consulting at Wilby HS during the 2025-26 school year. (Dates TBD)	$35,100
Total Fees:	**$143,100**

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #13.3

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve a Construction Contract (RFP #8557) with Advanced Security Technologies, Inc. for Alarm Intrusion Services for a five-year period.

WATERBURY
PUBLIC SCHOOLS

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

EXECUTIVE SUMMARY

DATE: October 6, 2025

TO: Honorable Board of Aldermen Members
Honorable Board of Education Commissioners

FROM: Nicholas J. Albini, Chief Operating Officer

RE: Professional Services Agreement for RFP#8557 for Intrusion Alarm Services with Advanced Security Technologies, Incorporated

---

The Department of Education respectfully requests your review and approval of the referenced agreement for intrusion alarm services at all schools. This contract was initiated under the Request for Proposal process (RFP#8557) which yielded four responses. Of the four, Advanced Security Technologies (AST) was deemed the lowest and most qualified. AST has submitted a list of customer references which have been verified favorably.

The scope of services consists of furnishing and installing a Digital Monitoring Products (DMP) intrusion detection system, as well as providing daily monitoring and maintenance services. The furnishing and installation services include cellular backup switchover and the ability to use a mobile phone application to manage the systems at each school. The system will reutilize existing motion sensors or install new, if determined necessary, to ensure proper coverage of trap zones (high-traffic areas) throughout each school building, all new control panels and keypads will be installed. Door contact sensors will be reviewed and added or removed as deemed necessary.

Following installation, AST will provide initial basic training for appropriate school staff. Formal manufacturer training will follow, offering in-depth instruction on system functionality. AST will also provide ongoing training throughout the first-year warranty period and during any extended warranty term.

The agreement term for the furnishing and installing of the systems at 32 schools will be completed by December 31, 2025 at a cost of $159,665. Monitoring and maintenance for the 32 schools will be for five years through December 31, 2030 in the amount of $11,520 per year ($57,600 for five years). An owner controlled contingency over a five-year agreement period for equipment servicing and support that may arise in the amount of $100,000 ($20,000 per year). The total contract amount is $317,265 funded through the General Fund. The contract also has five one-year options in the amount of $13,824 per year ($69,120 for five one-year options), with the first option period to be reviewed in 2030.

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

c: Mike Konopka, Dan Barry

Construction Contract
for
Alarm Intrusion Services
at
Waterbury Public Schools
between
City of Waterbury
and
Advanced Security Technologies, Inc.

THIS CONTRACT, effective on the date signed by the Mayor, is by and between the **CITY OF WATERBURY**, City Hall, 235 Grand Street, Waterbury, Connecticut (the "City") and **ADVANCED SECURITY TECHNOLOGIES, INC.**, located at 292 Coram Avenue, Shelton, Connecticut, a duly registered Connecticut corporation (the "Contractor").

WHEREAS the Contractor submitted a bid to the City in response to **Request for Proposal ("RFP") No. 8557** for alarm intrusion services upgrades at thirty-two (32) specifically listed Waterbury Public Schools (the "Project");

WHEREAS the City accepted the Contractor's bid for **RFP No. 8557**; and

WHEREAS the City desires to obtain the Contractor's services pursuant to the terms set forth in this Contract for the Project.

NOW THEREFORE, THE PARTIES AGREE AND COVENANT AS FOLLOWS:

1. Scope of Services. The Contractor shall furnish all the labor, services, equipment, materials, supplies, transportation, and incidentals 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, supplies, transportation, and incidentals shall comply with (i) all applicable local, state and federal laws, statutes, ordinances, rules and regulations, including without limitation all notice requirements thereunder, and (ii) generally accepted professional standards.

1.1. As more particularly set forth in **Attachment A**, the Project consists of performing alarm intrusion services upgrades at the following schools: Waterbury Adult Continuing Education, Bucks Hill Elementary School Annex-Pre-K, Bucks Hill Elementary School, Bunker Hill Elementary School, Carrington Elementary School, H.S. Chase Elementary School, Crosby High School, Driggs Elementary School, John Duggan Elementary School, Margaret M. Generali School, John J. Gilmartin Elementary School, Hopeville Elementary School, Roberto Clemente Dual International Dual Language School, John F. Kennedy High School, F.J. Kingsbury

Interdistrict Magnet School, Sprague Elementary School, State Street School, B.W. Tinker Elementary School, Michael Wallace Middle School, Walsh Elementary School, Washington Elementary School, Waterbury Arts Magnet, Waterbury Career Academy, Wendell L. Cross Elementary School, West Side Middle School, Wilby High School and Woodrow Wilson Elementary School. **Attachment A** and other attachments, if any, are hereby made material provisions of this Contract. **Attachment A** shall consist of the following, which are attached hereto, are acknowledged by the Contractor as having been received, or otherwise hereby incorporated by reference as noted below, and all are made a part hereof:

1.1.1 City's **RFP No. 8557** (incorporated by reference);
1.1.2 Addendum 1 to **RFP No. 8557** (attached hereto);
1.1.3 Contractor's Price Proposal (revised), dated September 18, 2025, consisting of 7 pages (attached hereto);
1.1.4 Contractor's Response with associated attachments to **RFP No. 8557**, consisting of 34 pages (incorporated by reference);
1.1.5 All applicable Federal, State and local statutes, regulations charter and ordinances to the extent such provisions are applicable;
1.1.6 "City of Waterbury, Board of Education, **RFP No. 8557**, Scope of Services" (also referred to as "Technical Specifications"), which are part of the Site Map/Drawings identified in Section 1.1.7;
1.1.7 "Site Map" with List of Drawings prepared by CRG, dated August 21, 2025, and each drawing and specification set is by school;
1.1.8 State of Connecticut Prevailing Wage Schedule, dated August 6, 2025, and related information, consisting of 9 pages (attached hereto and as otherwise incorporated by reference);
1.1.9 Contractor's Certificate of Insurance (attached hereto, or otherwise incorporated by reference);
1.1.10 Contractor's Performance Bond (attached hereto, or otherwise incorporated by reference);
1.1.11 Contractor's Payment Bond (attached hereto, or otherwise incorporated by reference);
1.1.12 All amendment(s) and Change Orders issued by the City after execution of Contract (incorporated by reference);
1.1.13 All applicable Federal, State and local statutes, regulations charter and ordinances (incorporated by reference); and
1.1.14 All applicable permits and licenses (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 Contractor. If 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 All applicable Federal, State, and local laws, regulations, charter and ordinances;
1.2.2 Amendment(s) and Change Orders;
1.2.3 This Contract;
1.2.4 Addendums to **RFP No. 8557**;
1.2.5 **RFP No. 8557** including City of Waterbury, Board of Education, **RFP No. 8557, Attachment A** "Scope of Services/Technical Specifications";
1.2.6 Contractor's Price Proposal;
1.2.7 Contractor's Response; and
1.2.8 Drawings.

2. Representations Regarding Qualification and Accreditation. The Contractor represents that its employees are licensed to perform the scope of work set forth in this Contract. The Contractor 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 Contractor's representations.

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

2.3. ARPA/ESSER. If applicable, the Contractor possesses the knowledge and understanding of **ARPA** and **ESSER** and recognizes this Project is subject to the rules, regulations and mandatory contract provisions required by it.

3. Responsibilities of the Contractor. The Contractor agrees to properly implement the services required in the manner herein provided. The Contractor shall, in addition to any other responsibilities set forth in this Contract and the schedules and attachments hereto, perform the following coincident with the performance of this Contract:

3.1. Due Diligence Obligation. The Contractor acknowledges its responsibility to examine and to be thoroughly familiar with the City's bid document, including, but not limited to the plans, specifications, drawings and any addenda thereto. The Contractor

hereby warrants and represents that prior to the submission of its proposal during the bid process it reviewed or was afforded opportunity, by the City, to review all physical items, facilities, services and functions essential to the satisfactory performance of the services required ("Due Diligence") and thereby certifies that all such items, facilities, services and functions are included in this Contract and thereby warrants that:

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

3.1.2 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;

3.1.3 it is solely responsible for resolving any issues resulting from its failure to conduct due diligence and it shall assume all resulting costs it incurs during the Project;

3.1.4 it was responsible for specifying any changes and disclosing any associated new costs prior to submittal of its bid. In the event the Contractor failed to disclose any such new cost prior to the submittal of its bid, the Contractor hereby covenants that it shall remain solely responsible for, and shall absorb, those non-disclosed costs;

3.1.5 it has familiarized itself with the nature and extent of the Contract Documents, Project, 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 Project;

3.1.6 it has given the City written notice of any conflict, error or discrepancy that the Contractor discovered in the City's bid documents and other documents for **RFP No. 8557** (collectively, the "Bid Documents");

3.1.7 it agrees that the Bid Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the Project;

3.1.8 it has carefully studied all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress or performance of the Scope of Services which were utilized in the preparation of the plans and specifications;

3.1.9 it has made or caused to be made examinations, investigations, measurements and tests and studies of any applicable reports and related data as it deems necessary for ensuring performance of the Scope of Services at the Contract Price within the Contract Time and in accordance with the other terms and conditions of the Contracts; and certifies no additional examinations, investigations, tests, reports or similar data are or will be required by Contractor for such purposes; and

3.1.10 The Contractor shall not take advantage of any obvious error or apparent discrepancy in the Contract. Notice of any error or discrepancy discovered shall be given immediately in writing to the City, who shall make such corrections and interpretations as it may deem necessary for the completion of the Project in a satisfactory and acceptable manner.

3.2. Safety. Contractor shall perform all work in a safe manner in full compliance with local, state and federal health and safety regulations. Contractor 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 the 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 Contractor, City may, but shall not be required to, correct same at Contractor's expense. City shall Contractor in writing any oral notice given within five (5) business days thereafter.

3.3. Storage. In the event the Project site has insufficient, inadequate, and/or improper storage space, it shall be the responsibility of the Contractor to secure, provide and maintain at the Contractor's sole cost and expense (i) adequate off-site storage space for equipment, materials, incidentals, etc., and (ii) all associated delivery and transportation services. In either event, the Contractor shall assume full responsibility for equipment, materials, incidentals, etc. until both title and risk of loss pass to the City pursuant to Section 8 of this Contract.

3.4. Working Hours. To the extent the Contractor is required to be on City property to render the Contractor's services hereunder, the Contractor shall coordinate its schedule so that work on and at the Project site is performed during the hours of 8:00 a.m. to 4:00 p.m. Monday through Friday and 9:00 a.m. to 6:00 p.m. on Saturday, Sunday and legal holidays unless more exactly specified elsewhere in this Contract or **Attachment A** or unless prior written permission is obtained from the City to work during other times; for example, a second shift from 3 p.m. to 11 p.m. may be possible. This provision shall not excuse the Contractor from timely performance under the Contract.

3.5. Cleaning Up. The Contractor shall always keep the Project site free from accumulation of waste materials or rubbish caused by Contractor's 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 Project site "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 Contractor.

3.6. Publicity. Contractor 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 the City's name in connection with any publicity unless the City gives prior written consent to such use of the City's name in each instance.

3.7. Standard of Performance. All Contractor labor, materials, supplies, components, equipment, reports, plans, specifications, drawings, deliverables, incidentals, etc., required to be furnished or delivered under this Contract shall conform in all respects with the requirements set forth in this Contract and shall meet or exceed those standards generally recognized in the Contractor's craft and trade in the State of Connecticut. City specified manufacturer and/or brand name substitution desired by the Contractor shall be made only with the prior written consent of an authorized representative of the City's Using Agency.

3.7.1 In carrying out the Project, the Contractor must employ such methods or means as will not cause any interruption of or interference with the work of any other contractor, nor with the normal routine of the institution or agency operating at the Project site.

3.8. Contractor's Employees. The Contractor shall always enforce strict discipline and good order among its employees and shall not employ on the work any unfit person or anyone not skilled in the work assigned. The Contractor shall not, without the prior written approval of the City's Using Agency, substitute, terminate, replace or otherwise remove any Contractor employee expressly named, identified or required in this Contract.

3.9. Subsurface/Unknown Site Conditions. If Project site conditions are encountered which are (i) subsurface or otherwise concealed physical conditions or other conditions which differ materially from those indicated in the Contract Documents, or (ii) unknown conditions of an unusual nature which differ materially from those ordinarily found to exist and generally recognized as inherent or common in construction activities of the character provided for in this Contract, then prompt notice by the observing party shall be given to the other party to this Contract before Project site conditions may be disturbed; the Contractor shall thereafter wait for written instructions from the City before proceeding under such conditions.

3.10. Surveys. All surveys required under this Contract shall be performed by a State of Connecticut duly licensed land surveyor. Unless expressly stated to the contrary in Section 1 of this Contract and **Attachment A**, the Contractor shall perform all layout work, all field measurements and all construction staking required, necessary or prudent for the satisfactory prosecution of the Contractor's obligations under this Contract.

3.11. Permits and Licenses. Unless expressly stated to the contrary in Section 1 of this Contract and **Attachment A**, the Contractor shall secure and obtain all permits and all licenses required, or necessary, or prudent for the performance of the Contractor's

obligations under this Contract., and for the City's occupancy, use, and operation of the Project.

3.12. Manufacturer's Directions. Where it is required in this Contract that materials, products, processes, equipment or the like be installed or applied in accord with manufacturer's directions, specifications or instructions, it shall be construed to mean that the said application or installation by the Contractor shall be in strict accord with printed instructions furnished by the manufacturer of the material concerned for use under conditions like those at the Project site. One (1) copy of such instructions shall be furnished to the City.

3.13. Review by the City. The Contractor shall permit the City and the City's duly authorized representatives and agents to review, at any time, all work performed under the terms of this Contract at any stage of the Project.

3.14. Records Maintenance. The Contractor 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 Contractor's demand for payment.

3.15. Activities, Work, and Services Performed in Department of Education Facilities, on School Grounds, at Student Sporting Events, and/or where City Students are Present. For all activities in school facilities and/or Department of Education facilities, the Contractor 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. Contractor shall enter and exit all school facilities and Department of Educational facilities as designated as authorized by the appropriate Department/personnel in Education, or the designated person.

3.16. Criminal Background Check and DCF Registry Check. The Contractor shall comply with the requirements of C.G.S. 10-222 c (g) and 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 are present, that will or may have direct contact with a student's while providing services 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 Contractor 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 contact with a student. The contractor agrees the "direct contact" shall include the contractor and its employees providing services under this contract if said services

are performed on school grounds/Department of Education Property/at Department of Education events and/or where City students are present.

4. Responsibilities of the City and City Reservation of Rights. Upon the City's receipt of Contractor's written request for specific information, the City will provide the Contractor with existing documents, data and other materials the City agrees are necessary and appropriate to the services to be performed by the Contractor 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 Contractor for the purpose of carrying out the services under this Contract.

4.1. The City may, in its sole discretion, designate person(s) to act as the City's Project Engineer(s) and/or Manager(s) and the City may, in its sole discretion, define such person(s) authority and responsibilities.

4.2. The City reserves the right to **(i)** perform work related or unrelated to the Project with the City's own forces adjoining, adjacent to, or in the vicinity of, the Project site and/or **(ii)** let separate contracts related or unrelated to the Project for work and services adjoining, adjacent to, or in the vicinity of, the Project site. In such an event, the Contractor shall afford all such parties reasonable opportunity for storage of materials and equipment and for the uninterrupted provision and delivery of such parties' work and/or services. The Contractor shall cooperate with such parties and in the case of a dispute, the decision of the City shall be complied with by all.

5. Contract Time. The Contractor shall Substantially Complete all upgrade and installation work and services (the "construction") required under this Contract on or before November 30, 2025, and shall reach Final Completion December 31, 2025 ("Contract Time"); thereafter the Contractor shall provide monitoring services for a five (5) year period, which initial term shall commence upon the City's issuance of a monitoring services commencement letter. Prior to the expiration of the initial monitoring services five (5) year period, the parties may agree to an extension period not to exceed an additional five (5) years upon mutually acceptable terms and conditions.

5.1. Attached hereto as **Attachment B**, if any, is the Project's construction schedule. On a monthly basis, the Contractor shall deliver to the City a written status report setting forth an analysis and critique of the Contractor's compliance with said schedule.

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 Contractor further agrees that the Project shall be prosecuted regularly, diligently and uninterruptedly and at such rate of progress as will ensure full completion thereof within the Contract time stated above. It is expressly understood and agreed, by and between the Contractor 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 Contractor shall pay to the City the sum of the greater of **one thousand five hundred and 00/100 dollars ($1,500)** per consecutive calendar day for each calendar day for which the Contractor 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 to the Contractor under this Contract. The Contractor 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 Contractor 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 Contractor for the satisfactory provision of all the goods and services set forth in this Contract as follows in this Section. No claims for additional compensation will be considered for conditions made known to the Contractor prior to bidding. No claims for additional compensation will be considered on account of the failure of the Contractor to completely inform itself as required herein above.

6.1. Fee Schedule. Subject to retainage, limitations, etc. set forth below in this Section 6, the fee payable to the Contractor shall not exceed **THREE HUNDRED SEVENTEEN THOUSAND TWO HUNDRED SIXTY-FIVE DOLLARS ($317,265)** (hereafter referred to as "Total Compensation") with the basis for payment being Contractor's Bid set forth in **Attachment A**, including the compensation for monitoring services, cellular back-up and mobile phone app. ($57,600 over the 5-year initial period) which is all summarized below and inclusive of the required payment and performance bonds:

Waterbury Adult Continuing Education

i. $3,317 (base payment).

Bucks Hill Elementary School Annex-Pre-K

i. $2,507 (base payment).

Bucks Hill Elementary School

i. $4,397 (base payment).

Bunker Hill Elementary School

i. $4,608 (base payment).

Carrington Elementary School

i. $3,720 (base payment).

H.S. Chase Elementary School

i. $4,493 (base payment).

Crosby High School

i. $10,416 (base payment).

Driggs Elementary School

i. $4,608 (base payment).

John Duggan Elementary School

i. $4,704 (base payment).

Margaret M. Generali School

i. $3,336 (base payment).

John J. Gilmartin Elementary School

i. $4,512 (base payment).

Hopeville Elementary School

i. $3,432 (base payment).

Roberto Clemente Dual International Dual Language School

i. $3,547 (base payment).

John F. Kennedy High School

i. $6,776 (base payment).

F.J. Kingsbury Elementary School

i. $3,432 (base payment).

Maloney Interdistrict Magnet School

i. $4,805 (base payment).

North End Middle School

i. $4,594 (base payment).

Jonathan Reed Elementary School

i. $3,221 (base payment).

Frank G. Regan Elementary School

i. $3,221 (base payment).

Rotella Interdistrict Magnet School

i. $3,432 (base payment).

Sprague Elementary School

i. $3,432 (base payment).

State Street School

i. $4,493 (base payment).

B.W. Tinker Elementary School

i. $4,608 (base payment); and

Michael Wallace Middle School

i. $6,850 (base payment).

Walsh Elementary School

i. $4,800 (base payment).

Washington Elementary School

i. $3,432 (base payment).

Waterbury Arts Magnet

i. $7,560 (base payment).

Waterbury Career Academy

i. $6,096 (base payment).

Wendell L. Cross Elementary School

i. $12,490 (base payment).

West Side Middle School

i. $7,176 (base payment).

Wilby High School

i. $8,122 (base payment).

Woodrow Wilson Elementary School

i. $3,528 (base payment).

Monitoring Services

i. Initial 5-year Term - $23,040 payable at the rate of $4,608 per year.

Cellular Back-Up Communication for 5-years

i. $19,200 – Total

Mobil Phone App. For 5-years

i. $15,360 - Total

Owner Controlled Contingency As Governed By Section 6.1.1 Below – $100,000.

6.1.1 Owner Controlled Contingency. At the sole discretion and control of the City, the Contingency amount as set forth in Section 6.1 above of this Contract shall be utilized for the payment to the Contractor for additional work not covered by this contract and requested and approved by the City in writing to be performed by the Contractor. The basis for payment for the additional work under the Contingency shall be separate and apart from the Base Payment set forth above. The Owner Controlled Contingency shall be the funding source for any City approved additional work and services not provided for in this Contract. Unless properly approved in writing by the City (**see Section 27**), Contractor shall not be entitled to any compensation from such contingency. The parties agree that a Change Order Form shall be utilized to set forth the additional services, cost of additional services and time for Contractor to provide said service.

6.2. Retainage. At the City's sole discretion, it hereby reserves the right to withhold as retainage of five percent (5%) of any payment (or monetary sum otherwise required by law) owed to the Contractor to be withheld from payments to the Contractor otherwise payable to the Contractor until such time as the Contractor's work and services to be provided under this Contact are fully completed and accepted in writing by the City. The retainage does not include additional sums that the City may withhold due to the Contractor's failure to comply with the provisions of this Contract.

6.3. Limitation of Payment. Compensation to the Contractor is limited to those fees set forth in Section 6.1. of this Contract and is further limited to work **(i)** performed in fact, **(ii)** conforming with this Contract, and **(iii)** accepted in writing by a duly authorized City employee. Such compensation shall be paid by the City upon its review and approval of the Contractor's invoices for payment and review of the Contractor's work.

6.3.1 Funding. In the event this Contract is funded, in whole or in part, by Federal and/or State monies, grants, loans, etc, all City payment(s) shall fully comply with all relevant Federal and State statutes and regulations. In the event this Contract is 100% funded by Federal and/or State monies, grants, loans, etc., the aggregate sum of all City payments shall not exceed the aggregate sum of such funding.

6.3.2 The Contractor 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 Contractor, in an amount equaling the sum or sums of money the Contractor and/or its affiliates is/are, or become

delinquent or in arrears on, regarding the Vendor's and/or its affiliates real and personal property taxes and other payment obligations to the City.

6.4. Bid Costs. All costs of the Contractor in preparing its bid for **RFP No. 8557** shall be borne by the Contractor and are not included in the compensation to be paid by the City to the Contractor under this Contract or any other agreement.

6.5. Payment for Services, Materials, Appliances, Employees. The Contractor shall be responsible to the City for the suitability of services, materials and equipment furnished to comply fully with the requirements set forth in this Contract. The Contractor shall promptly pay all employees as their pay falls due, shall pay promptly as they fall due all bills for subcontractors, materials, supplies and services 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 City payment is made, the Contractor shall furnish to the City a sworn, notarized, affidavit stating that all the foregoing payment obligations have been fully completed. Additionally, during the Project, at the City's option, it may require partial waivers of lien and claim from the Contractor and all subcontractors and materialmen with each payment application.

6.6. Liens. Neither the City's final payment nor any part of the retained percentage, if any, shall become due until the Contractor, if required 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 Contractor has knowledge or information, the releases and receipts include all the labor and material for which a lien could be filed; but the Contractor may, if any subcontractor 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 Contractor 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 fees.

6.7. Attorney's Fees and Costs. The prevailing party in any litigation arising hereunder shall be entitled to attorney's fees and costs from the losing party.

6.8. Contractor's Certificate of Completion. Upon the Contractor's **(i)** completion of all Project milestones, and **(ii)** Substantial Completion of the Project, and **(iii)** Final Completion of the Project, the Contractor shall, in each instance, file with the City a written, notarized affidavit setting forth the amount of Project work performed. The City reserves the right to verify or challenge by any reasonable means the accuracy of said affidavit.

6.9. Final Payment. All prior estimates and City payments, including those relating to extra or additional work, retainage(s), and holdback(s), shall be subject to correction by this final payment which is throughout this Contract called "Final Payment". No payment, final or partial, shall act as a release to the Contractor or its surety from any Contractor obligation(s) under this Contract.

6.10. Clean Water Fund Project Requirements. In the event this Contract is funded in whole or in part, is reliant upon, or falls within the jurisdiction of the Clean Water Fund and its statutes, regulations and rules, the Contractor shall:

6.10.1 Submit Applications for Payment in accordance with the following:

The City must receive the Contractor's Application for Payment by the City's or its designee's, review and recommendation for payment, by the fifteenth calendar day of the month to receive payment within the next 50 days. If not received by the fifteenth calendar day of the month, payment cannot be made until 50 days after the fifteenth calendar day of the subsequent month. The Contractor shall provide, at the City's request, reasonable documentation to substantiate Contractor's Application for Payment.

6.10.2 Progress and Final Payments.

The City will make progress payments on account of the Contract Price based on the Contractor's Applications for Payment, monthly during construction as provided below. All progress payments will be based on the progress of the Scope of Services as determined by the City, according to the schedule of values provided for in the Contract Documents and approved by the City. Prior to Substantial Completion, progress payments will be limited to an amount equal to 95 percent of the value of the Scope of Services completed. Upon Substantial Completion, the City will pay the amount as specified in the Contract Documents, subject to reasonable monetary holdback for punch list items.

7. Warranty of the Contractor. The Contractor warrants to the City that all materials, supplies, components, equipment, etc. furnished under this Contract shall be new and of good quality, except as otherwise expressly stated and permitted by the City elsewhere in this Contract. The Contractor warrants that none of its work shall be defective. The Contractor shall be liable to repair and install and/or replace without charge any service, component, equipment or part thereof which is defective or does not conform with this Contract within the greater of **(i)** 365 calendar days after the City delivers its written notice of its acceptance of the Project and statement therein establishing the final completion date, or **(ii)** that time or date expressly stated elsewhere in this Contract or **Attachment A**.

7.1. The Contractor further warrants that all materials, supplies, services, components, equipment, reports, plans, drawings, deliverables, incidentals, etc., shall be free from all defects caused by faulty design, faulty material or poor workmanship. The Contractor shall supply to the City copies of any written manufacturer's warranties and guarantees and assign same to the City and the City shall avail itself of same to the fullest extent provided by the terms thereof. The Contractor's foregoing warranty obligations are in addition to, and not a limitation of, all manufacturer's warranties and guarantees, and any other remedy stated in this contract or otherwise available to the City under applicable law.

8. Passing of Title and Risk of Loss.

8.1. City beneficial use of Project equipment, materials, site-work, etc. prior to the Contractor's final completion of the Project or prior to the City's final payment for the Project shall neither act to vest title in the City nor act to transfer risk of loss from the Contractor to the City. Said title and risk shall pass to the City upon the City's final payment for the Project.

8.2. Contractor and its insurer shall assume the risks of loss or damage to the equipment up to and including the date title passes, except that City shall be responsible for loss or damage caused by City's gross negligence.

8.3. After Project equipment, materials, etc. are delivered to the Project worksite and become operable or functional, the Contractor shall not thereafter remove any such equipment, materials, etc. from the Project worksite without securing the prior written consent of an authorized City Using Agency employee.

9. Indemnification.

9.1. The Contractor shall indemnify, defend, and hold harmless the City, City's Boards, including the Board of Education, and all affiliated entities and each of their respective members, managers, partners, officers, directors, shareholders, 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 Contractor, 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 Contractor '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.

9.2. In any and all claims against the City, Board of Education or any of City's boards and all affiliated entities and each of their respective members, managers, partners, officers, directors, shareholders, commissions, agents, employees or officials by the Contractor or any employee of the Contractor , 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 Contractor or any subcontractor under Worker's Compensation Acts, disability benefit acts or other employee benefit acts.

9.3. The Contractor understands and agrees that any insurance required by this Contract, or otherwise provided by the Contractor, 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 and all affiliated entities and each of their respective members, managers, partners, officers, directors, shareholders, commissions, agents, employees and officials as provided in this Contract.

9.4. The Contractor expressly understands and agrees that any performance bond or insurance protection required by this Contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City and the City's boards and all affiliated entities and each of their respective members, managers, partners, officers, directors, shareholders, commissions, agents, employees or officials as provided herein.

9.5. Royalties and Patents. The Contractor 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 Contractor'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 Contractor 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 Contractor and as to any award made thereunder.

9.6. In the event this Contract and/or the Contractor's, 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 Contractor 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 Contractor, or its subcontractor, omission or commission.

10. Contract Bonds. The Contractor shall furnish to the City, prior to the execution of this Contract by the City, both a performance bond and a payment bond, each bond written for a penal sum equaling the Section 6 "Total Compensation" amount in a form and with a surety acceptable to the City. The bonds shall continue in effect for the greater of **(i)** the warranty period set forth in Section 7 of this Contract, or **(ii)** 365 calendar days after the Final Completion Date referenced elsewhere in this Contract.

11. Contractor's Insurance.

11.1. The Contractor shall not commence work under this Contract until all insurance required under this Section 11 has been obtained by the Contractor and such insurance has been approved by the City. The Contractor 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, satisfactory to the City and authorized to do business in the State of Connecticut, an "A-" Best's Rating and at least a Class V3 or better financial size category as shown in the most current A.M. Best Company ratings.

11.2. At no additional cost to the City, the Contractor shall purchase and maintain the insurance coverages set forth below which shall protect the City and all affiliated entities and each of their respective members, managers, partners, agents, officers, directors, commissions, officials, stakeholders, shareholders and employees from claims which may arise out of or result from the Contractor's obligation under this Contract, whether such obligations are the Contractor's or subcontractor or person or entity directly or indirectly employed by said Contractor or subcontractor, or by any person or entity for whose acts said Contractor or subcontractor may be liable.

11.3. 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.

11.4. The following policies with stated limits shall be maintained, in full force and effect, always during which the services are to be performed by the Contractor:

11.4.1 General Liability Insurance: **$1,000,000.00** per occurrence, **$2,000,000.00** aggregate and **$2,000,000.00** Products and 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.

11.4.2 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.

11.4.3 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**

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

11.4.4 Excess/Umbrella Liability Insurance: Excess or Umbrella insurance coverage that follows form or sits over General Liability, Automobile Liability and Workers Compensation insurances: **$1,000,000.00** each occurrence and **$1,000,000.00** aggregate.

11.4.5 Professional Liability Insurance: **$1,000,000.00** each claim and **$1,000,000.00** aggregate limit for professional liability (also known as, errors and omissions) insurance providing coverage to the Firm.

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

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

11.7. Certificates of Insurance: The Contractor's General, Automobile, Builder's Risk and Excess/Umbrella Liability Insurance policies shall be endorsed to add the City, Department of Education and all affiliated entities and each of their respective members, managers, partners, agents, officers, directors, commissions, officials, stakeholders, shareholders and employees as an additional insured and provide waiver of subrogation on all policies except Builder's Risk and Pollution Liability. The insurance afforded the additional insured shall be primary and non-contributory insurance and the coverage and limits provided under the Contractor'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. Prior to the execution of this Contract by the City, the Contractor 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 and all affiliated entities and each of their respective members, managers, partners, agents, officers, directors, commissions, officials, stakeholders, shareholders and employees are listed as additional insured on all lines of coverage except Pollution Liability and waiver of subrogation applies to all lines of coverage except Pollution Liability and Builder's Risk as their interest may appear**". The City's Invitation to Bid Number must be shown on the certificate of insurance to assure correct filing. The Contractor must supply replacement/renewal certificates at least 30 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 than thirty (30) calendar days has been mailed to the City's Using Agency and a copy to the City's Office of Corporation Counsel, 235 Grand Street, Waterbury, CT 06702.

11.8. No later than thirty (30) calendar days after Contractor receipt, the Contractor shall deliver to the City a copy of the Contractor's insurance policies and endorsements and riders.

12. Conformance with Federal, State and Other Jurisdictional Requirements. By executing this Contract, the Contractor 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 Contractor 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 OPPORTUNUTY; 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 made a part hereof.

12.1. 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 Contractor for transactions required or necessitated hereunder between it and its subcontractors, suppliers, etc. The Contractor remains liable, however, for any applicable tax obligations it incurs. Moreover, the Contractor represents that the bid and pricing contained in this Contract do not include the amount payable for said taxes.

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

12.2.1 The Contractor is aware of, and shall comply with, the provisions of Title 31, §53 of the Connecticut General Statutes, latest revision (the "Act"), concerning the payment of minimum wages for work on public facilities. The provisions of the Act are hereby 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. Stat. 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 contractor 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.

12.2.2 The Contractor 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.

12.3. Compliance with Chapters 34, 38, and 39 of the Code of Ordinances of the City. By executing this Contract, the Contractor 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 the provisions of Chapters 34, 38, and 39 of the Code of Ordinances of the City and well as any other relevant provisions of the Charter and the Code of Ordinances.

13. Discriminatory Practices. In performing this Contract, the Contractor 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 subcontractor shall contain a provision requiring non-discrimination in employment as specified herein. 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.

13.1. 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.

13.2. Equal Opportunity. In its execution of the performance of this Contract, the Contractor 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 Contractor 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.

13.3. Contractor Corrective Action.

13.3.1. Pursuant to Conn. Gen. Stat. § 4a-60, as amended by June 2015 Special Session Public Act 15-5, the following are required for every Municipal Public Works Contract:

(a) Every contract to which an awarding agency is a party, every quasi-public agency project contract and every municipal public works contract shall contain the following provisions:

(1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut; and the contractor further agrees to take corrective action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved;

(2) The contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission on Human Rights and Opportunities;

(3) The contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment;

(4) The contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulation or relevant order issued by said commission pursuant to sections 46a-56, as amended by this act, 46a-68e, 46a-68f and 46a-86; and

(5) The contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56, as amended by this act.

(b) If the contract is a public works contract, municipal public works contract or contract for a quasi-public agency project, the contractor agrees and warrants that he or she will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works or quasi-public agency project.

13.3.2. Pursuant to Conn. Gen. Stat. § 4a-60a, as amended by June 2015 Special Session Public Act 15-5, the following are required for every Municipal Public Works Contract:

(a) Every contract to which an awarding agency is a party, every contract for a quasi-public agency project and every municipal public works contract shall contain the following provisions:

(1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and employees are treated when employed without regard to their sexual orientation;

(2) The contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment;

(3) The contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to section 46a-56; and

(4) The contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor which relate to the provisions of this section and section 46a-56.

14. Good Jobs Ordinance.

14.1. Conformance With An Ordinance Concerning The Hiring Of Waterbury Residents On Certain Publicly Funded Construction Projects.

14.1.1 The Contractors and its Subcontractors shall comply with the specific requirements of "An Ordinance Concerning the Hiring of Waterbury Residents on Certain Publicly Funded Construction Projects" (the "Good Jobs Ordinance"), as may be amended from time to time and as set forth in Chapter 34 of the Code of Ordinances of the City. While the principal provisions of the ordinance are summarized as set forth in paragraphs C-H below, the Contractor does hereby acknowledge that it has reviewed a copy of the Good Jobs Ordinance and that it has read the Ordinance, and that Contractor is familiar with the obligations imposed on the Contractor and each Subcontractor by the Good Jobs Ordinance.

14.1.2 Failure of the Contractor or its Subcontractors to comply with the Good Jobs Ordinance shall be a material breach of this Agreement.

14.1.3 This paragraph shall apply to a Covered Project, as that term is defined in the Good Jobs Ordinance, in the City with a value of $500,000.00 or greater and only to the extent permitted by federal and state law.

14.1.4 Definitions. For purposes of this paragraph:

i. "Administrator" shall be defined as it is in the Good Jobs Ordinance.

ii. "Apprentice" shall be defined as it is in the Good Jobs Ordinance.

iii. "Basic Skilled Worker" shall be defined as it is in the Good Jobs Ordinance.

iv. "Contractor" shall be defined as it is in the Good Jobs Ordinance.

v. "Covered Project" shall be defined as it is in the Good Jobs Ordinance.

vi. "Hiring Goal" shall be defined as it is in the Good Jobs Ordinance.

vii. "Resident" shall be defined as it is in the Good Jobs Ordinance.

viii. "Subcontractor" shall be defined as it is in the Good Jobs Ordinance and shall include the Contractor's direct subcontractor providing construction work and all lower-tiered (level) providers of construction work.

14.1.5 Hiring Goals. If this Agreement requires the Contractor to perform work on a Covered Project, the Contractor and each Subcontractor shall have as its hiring goals:

i. at least thirty percent (30%) of its total worker hours performed by City Residents, and

ii. at least twenty-five percent (25%) of construction trade jobs shall go to Apprentices and/or Basic Skilled Workers, and

iii. at least seventy percent (70%) of all "new hires" (as that term is defined in the Good Jobs Ordinance) shall be "economically

disadvantaged" individuals (as that term is defined in the Good Jobs Ordinance), and

iv. a minimum of five percent (5%) of the construction workforce labor hours will be local resident, minority artisans, and

v. a minimum of five percent (5%) of the construction workforce labor hours will be women, and

vi. a minimum of ten percent (10%) of the total work hours shall be allocated for minorities, or

vii. as may otherwise be required by any superseding Federal or State employment discrimination prohibition laws.

14.1.6 Good Faith Efforts. The Contractor and each Subcontractor shall engage in Good Faith Efforts to comply with the Hiring Goals. For the purposes of this paragraph, the term "Good Faith Efforts" shall have the same meaning as it does in the Good Jobs Ordinance. The Contractor and each Subcontractor shall individually implement Good Faith efforts to satisfy the Hiring Goals.

14.1.7 Action Plan and Pre-Construction Meeting. Not later than fourteen (14) business days prior to the scheduled commencement date for construction, the Contractor shall submit a written plan-of-action to the City and to the Administrator of the Good Jobs Ordinance defining how the Contractor, and each Subcontractor, shall implement Good Faith Efforts to fulfill the Hiring Goals. Each plan-of-action shall include the anticipated number of job positions required for the Work. Not later than five (5) business day prior to the commencement date of construction, the Contractor must attend a mandatory "pre-construction" meeting with the City to review all plans-of-action and other relevant materials. No construction work shall proceed absent this pre-construction meeting.

14.1.8 Other Contractor Obligations. In addition to the foregoing, the Contractor shall ensure that all Subcontractor contracts and agreements expressly set forth and state as binding obligations therein, subject to appropriate party name change, the above Hiring Goals and Good Faith Efforts. The Contractor shall be accountable for, and liable to the City for, Contractor and each Subcontractor compliance with Hiring Goals and Good Faith efforts.

i. The Contractor shall meet with the Administrator no less than four (4) weeks prior to the commencement of construction on a Covered Project and provide the Administrator with the number of job positions to be created by the project by trade and the qualifications by job tile.

ii. The Contractor shall be required to produce Contractor and

Subcontractor documentation that may be required under the provisions of the Good Jobs Ordinance or that the City or the Administrator reasonably believes will assist the City or the Administrator with their evaluation of Hiring Goals and Good Faith Efforts.

iii. The Contractor shall deliver weekly certified payroll records to the City within five (5) working days of the end of each payroll period. Moreover, the Contractor shall require each Subcontractor to create weekly certified payroll records.

iv. The Contractor's and each Subcontractor's payroll records shall include the person-hours, the residential address, race, gender, hiring date, and apprentice (job) classification of all personnel employed under this Agreement and all Contracts and Sub-Contracts thereunder. The Contractor and each Subcontractor shall mark their respective final payroll period records as being final and be signed by an authorized officer or employee.

14.2 Liquidated Damages Applicable To Section 14.1.

14.2.1 If the City finds that the Contractor, or a Subcontractor, has failed to achieve Hiring Goals during any five (5) day work period (Monday through Friday), the City shall:

i. issue a written notice to the Contractor specifying the matters constituting such failure and the time period within which Good Faith Efforts documentation must be delivered to the City for its evaluation.

ii. if the Good Faith documentation is not provided or, if provided, it fails to demonstrate compliance with Good Faith Efforts, the Contractor shall, for each failure by the Contractor or a Subcontractor to achieve the Hiring Goals during a full five-day work period, pay to the City one thousand dollars ($1,000.00) as liquidated damages.

14.2.2 If the City finds that the Contractor, or a Subcontractor, has failed to deliver weekly certified payroll records to the City within five (5) working days of the end of each payroll period the Contractor shall, as liquidated damages pay one thousand dollars ($1,000.00) to the City for each week of ongoing violation.

14.2.3 The City shall provide the Contractor with an invoice identifying all sums due to the City, as liquidated damages, because of the Contractor or a Subcontractor's failure to comply with the Good Jobs Ordinance as set forth above.

14.2.4 No portion of any invoice submitted by a Contractor that is subject to liquidated damages shall be paid by the City until such time as all liquidated

damages relating to that invoice have been paid to the City.

14.2.5 The foregoing liquidated damages provisions shall be expressly set forth, subject to appropriate party name adjustments, as material provisions in all Contracts that the Contractor has with Subcontractors and the Contractor is obligated hereunder to enforce compliance in such Contracts with Subcontractors.

14.2.6 Any payment of liquidated damages hereunder shall not preclude a later claim, nor any later finding of a breach, or any payment of additional damages related to such later claim.

15. Place Holder.

16. Termination.

16.1. Termination of Contract for Cause. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the City shall thereupon have the right to terminate this Contract by either **(i)** giving written notice to the Contractor of a date certain by which Contractor shall, to the written satisfaction of the City, cure after which and without further action by any party, such termination shall automatically become effective and binding, or **(ii)** giving written notice to the Contractor specifying the effective date of such termination at least five (5) business days before the effective date of such termination.

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

16.1.2 Notwithstanding the above, the Contractor 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 Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the City from the Contractor is determined.

16.2. 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 Contractor. If this Contract is terminated by the City as provided herein, the Contractor will be paid an amount which bears the same ratio to the total compensation as the services performed bear to the total services of the Contractor covered by this Contract, less payments of compensation previously made.

16.3. Termination for Non-Appropriation or Lack of Funding. The Contractor acknowledges that the City is a municipal corporation and that this Contract is subject to the appropriation and disbursement of funds by the City sufficient for this Contract

for each budget year in which this Contract is in effect. The Contractor therefore agrees that the City shall have the right to terminate this Contract in whole or in part without penalty to the City if sufficient funds to provide for City payment(s) under this Contract is not appropriated, not authorized, or not made available, or such funding has been reduced. In the event this Contract is subject, in whole or in part, to the appropriation and disbursement of Federal and/or State funds and those Federal and/or State funds are not appropriated or are not disbursed to the City, the Contractor hereby agrees that the City shall have the right to terminate this Contract in whole or in part without penalty to the City.

16.3.1 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 Contractor.

16.3.2 Effects of Reduced Levels of Funding. If funding is reduced by law, or funds to pay the Contractor for the agreed to level of the products, services and functions to be provided by the Contractor 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 Contractor, 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.

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

16.4. Rights Upon Termination.

16.4.1 Termination for Cause. In the event the City terminates this Contract for cause, the Contractor 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 products and deliverables delivered to, in possession of and properly invoiced and paid for by (except to the extent such invoiced amount is disputed) the City. Regarding third party products, the Contractor shall transfer all licenses which it is permitted to transfer in accordance with the applicable third-party license. The City shall have no financial obligation to compensate the Contractor for such terminated products unless payment is otherwise approved by the City prior to such termination. The Contractor 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.

16.4.2 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 Contractor 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 Contractor 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 labor, services, equipment, materials, reports, plans, specifications, drawings, deliverables, incidentals, etc. delivered to, in possession of and paid for by the City (except to the extent any invoiced amount is disputed). The Contractor 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 Contractor may negotiate a mutually acceptable payment to the Contractor 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 Project.

16.4.3 Assumption of Subcontracts. In the event of termination, the City shall have the right to assume, at its option, one or all subcontracts for products, services and functions provided exclusively under this Contract.

16.4.4 Delivery of Documents. In the event of termination, **(i)** the Contractor 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 Contractor 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).

17. Force Majeure. Contractor 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:

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

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

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

18. Subcontracting. The Contractor shall not, without the prior written approval of the City's Using Agency, subcontract, in whole or in part, any of the Contractor's services. Any subcontractor so approved shall be required to secure and maintain insurance coverage equal to or better than that required of the Contractor 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 Contractor from its requirement that all services provided hereunder shall comply with all Federal, State and local, laws, regulations and ordinances.

18.1. The Contractor shall be as fully responsible to the City for the acts and omissions of its 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 Contractor.

18.2. The Contractor is responsible for and shall control the activities of its subcontractors, and the subcontractors shall consult and cooperate with one another and other contractors working on the Project site. Each subcontractor shall furnish all necessary information to other subcontractors and shall lay out and install its own work to avoid any delays or interferences with the work of another. Any cost for changes, cutting and/or repairing, made necessary by failure to observe the above requirements shall be borne by the Contractor or subcontractor responsible for such failure or neglect.

18.3. The Contractor shall not, without the prior written approval of the City's Using Agency, substitute, terminate, replace or otherwise remove a subcontractor.

19. Assignability. The Contractor 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 Contractor 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.

20. Audit. The City reserves the right to audit the Contractor's books of account in relation to this Contract at 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 Contractor 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.

21. Interest of City Officials. No member of the governing bodies 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.

22. Interest of Contractor. The Contractor 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 Contractor further covenants that in the performance of this Contract no person having any such interest shall be employed.

23. Entire Contract. 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 Contractor and must comply with the City's Charter and Code of Ordinances.

24. Independent Contractor Relationship. The relationship between the City and the Contractor is that of client and independent contractor. No agent, employee, or servant of the Contractor shall be deemed to be an employee, agent or servant of the City. The Contractor shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractors during the performance of this Contract.

25. 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.

26. 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.

27. Changes in the Project: Change Orders.

27.1. Requests for Change Orders. The City reserves the right on its own volition or based upon a proposal for a Change Order submitted in written form with a thorough explanation by the Contractor, to request from time to time any changes to the requirements and specifications of this Contract and the products to be provided and the functions and services to be performed by the Contractor under this Contract. Such changes must be authorized by the City. The City will not approve of any change orders, deletions, additions, or additional work items to the Scope of Services or any change in the terms and conditions of this Contract except by means of a City authorized amended Scope of Services, applicable and restricted to those items set forth in §1, above, or Change Order issued as set forth in this section, except in the event of an emergency endangering life or property.

27.2. Procedures.

27.2.1 The Contractor's Response to a Change Request.

i. Within thirty (30) calendar days after receipt of a request by the City for any such change or such other period as the Parties may

mutually agree to in writing, the Contractor shall submit to the City a proposal describing any changes in Contract Milestones or Contract completion dates, products, functions, timing of delivery, assignment of personnel, and the like, and any associated price adjustment. The Contractor's proposal shall describe, in detail, the basis for the proposed price adjustment, including the charges for any products required to implement the change request.

ii. To the extent that additional costs or cost savings result from a change in required products, the Contractor shall obtain any additional products and provide them to the City at a negotiated price acceptable to the City and the Contractor. Similarly, if the change request is expected to result in a reduction in products required to perform the services, the Contractor's charges shall be reduced by the cost savings resulting from the products eliminated by the change request.

27.2.2 City's Acceptance of Change Request. If the City accepts the Contractor's proposal, the City shall issue a change order referencing the Contractor's proposal and both parties shall sign the change order. The Contractor shall not implement any change request until the City has issued a valid, properly executed, change order.

27.2.3 City's Rejection of Change Request. If the City does not accept the Contractor's proposal, the City may within two weeks of such non-acceptance: **(i)** withdraw its change request; or, **(ii)** modify its change request, in which case the procedures set forth above shall apply to the Contractor's response to the modified change request.

27.3. City Discretion. The City may, in its sole discretion, approve the proposed Change Order and shall forward same for additional signatures under the following conditions: **(i)** If it conforms to provisions of applicable laws, and **(ii)** if it is consistent with this Contract, and **(iii)** if the time of performance of this Contract will not be unreasonably delayed, **(iv)** the Final Completion date is not changed, **(v)** if the Change Order requires a change to the Final Completion date, such change has been authorized by an approved, executed, written Amendment to this Contract, and **(vii)** if the Change Order requires an increase in the price of the Contract, the City **(1)** has sufficient funds, and **(2)** if a budget transfer is required to cover the cost of the proposed Change Order, such transfer has secured the written approval of the Board of Aldermen and other required regulatory agencies.

27.4. Change Orders Governed by the Provisions of this Contract. All work performed under a Change Order is governed by the provisions of this Contract.

28. Conflicts or Disputes. This Contract represents the concurrence between the City and the Contractor 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, as follows: **(i)** the City's **RFP No. 8557** and **(ii)** the Contractor's Bid response to **RFP No. 8557**. Said historical documents or portions thereof may be attached hereto as part of **Attachment A.**

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

28.2. Presumption. This Contract or any section thereof shall not be construed against any party because the Contract or any section thereof was drafted by such party.

29. Disputes; Legal Proceedings; Waiver of Trial by Jury and Continued Performance. The Contractor agrees that it 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 Contractor shall continue to perform services under this Contract in a timely manner, unless otherwise directed by the City.

30. Binding Contract. The City and the Contractor 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.

31. 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.

32. 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.

33. 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 or the Contractor, 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:

Contractor:	Advanced Securities Technologies, Inc. 292 Coram Avenue Shelton, CT 06484
City:	City of Waterbury City Hall 235 Grand Street Waterbury, CT 06702

With a copy to: Office of Corporation Counsel
City Hall
235 Grand Street
Waterbury, CT 06702

34. 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 they are expressly stated in this Contract, including but not limited to the following:

34.1. 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.

34.2. 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 proposal therefore.

34.3. 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 Contractor or higher tier subcontractor or any Person associated therewith, under a Contract or Purchase Order to the City.

34.4. 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.

34.5. Upon a showing that a subcontractor made a kickback to the City, a prime Contractor 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.

34.6. 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 34.6, 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 34.6 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.

34.7. 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 Ordinances; 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 34.7 shall be deemed a material breach of this Contract and shall be a violation of the City's Code of Ordinances.

34.8. The definitions set forth in the City's Code of Ordinances shall be the primary source for interpretation of the forgoing subsections 34.1-34.7.

34.9. The Contractor is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, 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.

34.10. The Contractor hereby acknowledges receipt of a copy of 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"**].

34.11. The Contractor 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.

34.12. 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.

34.13. 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 agreement pertains, shall have any personal interest, direct or indirect, in this agreement.

34.14. PROHIBITION AGAINST CONTINGENCY FEES. The Contractor 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.

34.15. FREEDOM OF INFORMATION ACT NOTICE. Pursuant to State statute, in the event the total compensation payable to the Contractor set forth in Section 6 of this Contract is greater than $2,500,000.00, the City is entitled to receive a copy of all Contractor 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.

35. Definitions. Whenever the following, words, terms, etc. appear in this Contract, the intent and meaning shall be as follows:

35.1. Additional Work: Work required by the City that involves a substantial addition to, deduction from or modification of the Contract Documents.

35.2. Bid or Proposal: The form on which the bidder is to submit a bid for the Work contemplated.

35.3. Bidder: A person, partnership, corporation or other business organization submitting a bid on the form for the Work contemplated.

35.4. City: The City of Waterbury, acting directly or through specifically authorized personnel.

35.5. Construction Supervisor: An employee of the City of Waterbury, or another City duly authorized person.

35.6. Contract Time: The number of days as stated in the Contract to: (i) achieve Substantial Completion, (ii) Final Completion.

35.7. Equal: The recognized equivalent in substance and function; considering quality, workmanship, economy of operation, durability and suitability for purposes intended, and not constituting a change in the Work specified. Whenever the words "equal" or "equals" or words of like import are used, it shall be understood they mean "equal" in the opinion of the City.

35.8. Final Completion: The time at which the Project has progressed to the point where, in the opinion of the City, the Project is complete such that it is ready for final payment as evidenced by the City's, or its duly authorized City representative's, written recommendation of final payment. The terms "finally complete" and "finally completed" as applied to the Project refer to Final Completion.

35.9. Notice to Proceed: A letter from the City which shall state the date of execution of the Contract and specifically advise the Contractor to begin work on the Contract.

35.10. Plans: All drawings or reproductions of drawings pertaining to the construction of the work contemplated and its appurtenances.

35.11. Project Engineer or Manager: An employee of the City or a person, partnership, corporation or other business organization under contract with the City, commissioned to perform construction administration and inspection duties during construction.

35.12. Shop Drawings: Drawings, diagrams, schedules, performance charts, brochures and other materials prepared by the Contractor or subcontractors, manufacturers or distributors which illustrate some portion of the work.

35.13. Specifications or Technical Specifications: The description, provisions and other requirements pertaining to the materials, methods and manner of performing the Project.

35.14. Subcontractor: A person, partnership, corporation or other business organization supplying labor and/or materials for work at the site of the Project to and under agreement with the Contractor.

35.15. Substantial Completion: The time at which, in the opinion of the Engineer, the Project (or a specified part thereof) is sufficiently complete, in accordance with the Contract Documents, so that the Project (or a specified part thereof) can be utilized for the purposes for which it is intended. The terms "substantially complete" and "substantially completed" as applied to all or part of the Project mean Substantial Completion thereof.

35.16. Substitution: A replacement of specified material, device or equipment which is sufficiently different in substance, function, quality or workmanship to become the subject of a Change Order.

35.17. Supplementary General Conditions: An extension to the terms, conditions, and provisions set forth in this document as additional, material, provisions of this Contract.

35.18. Work: All plant, labor, materials, services, supplies, equipment and other facilities and items necessary for, or incidental to, the completion of the terms of the Contract.

35.19. Using Agency: School Inspector's Office, Department of Education.

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

WITNESSES:

_____

_____

CITY OF WATERBURY

By:_____
Paul K. Pernerewski, Jr., Mayor

Date: _____

WITNESSES:

_____

_____

ADVANCED SECURITY TECHNOLOGIES, INC.

By:_____
Thomas K. Marino III

Date: _____

ATTACHMENT A

ATTACHMENT B

MAUREEN McCAULEY
ASSISTANT DIRECTOR OF PURCHASING



OFFICE OF THE DIRECTOR OF PURCHASING
THE CITY OF WATERBURY
CONNECTICUT

ADDENDUM #1

September 3, 2025

RFP 8557 Intrusion Alarm Service

Please Be Advised:

1. All Proposers are hereby notified that this Addendum No. 1 shall be part of the Contract Documents for the above referenced **RFP #8557**.
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 Proposer 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 Proposer to disqualification.

The Contract Documents are hereby amended as follows:

1) The due date has been extended to September 10, 2025 at 11:00AM.

2) "WPS Alarm layouts.PDF:" attached to this addendum and has been added to the documents in Procureware.

Please refer to the questions and answers below.

Question: At the mandatory survey it was stated that any new wire runs will be provided by Waterbury Schools. Please confirm.
Answer: The goal is to have internal staff wire any additional motion sensors or door contacts that would need to be added. Please submit a separate price sheet for wiring any additional motion sensors or door contacts, and it may be considered.

Question: Sonitrol can easily provide what is called a Facility Account Summary detailing all zones by system device, number of expansion panels, keypads, partitions, etc. for each school. Please provide.
Answer: Facility Account Summary detail reports are not available
.

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

Question: The RFP requests coverage for: vulnerable points. This was defined at the survey as all exterior perimeter doors, motions in traveled hallways, important rooms, and stairwells. Please confirm and if so, please provide layouts showing what are the important rooms and the stairwells
Answer: Updated mapping identifying important rooms, stairwells, and hallways is attached to this response. If an existing door contact can be used without any additional hardware or wiring, it is expected that the door contact will be used for monitoring.

Question: Please provide layouts showing all current zone expansion panel locations.
Answer: Updated mapping identifying Security panel locations is attached to this response.

Question: Please provide information on which schools utilize security partitions and how they are defined on the layouts.

Answer: Information on which schools utilize security partitions is included in the attached report labeled "Building Partition Report.pdf". Information on how they are defined is currently unavailable.

Question: Can you confirm that all motion detectors shown on the provided layouts are motion detectors and not Sonitrol audio detectors.
Answer: Information not available.

Question: Can existing wiring be used? As an example, the RFP states Crosby has 40 exterior doors and only 5 of them have existing door contacts presumably tied into the alarm system. The RFP calls for all exterior doors to be contacted. Since only 5 of the existing doors have contacts, this would require wire runs to 35 doors. Is the plan for Waterbury electricians to run 35 new wires and the selected contractor to install 35 new door contacts and to do so in each school? If the answer is that the selected contractor is to do this, then all schools will need to be surveyed.
Answer: If new wiring is needed, internal staff will run the wire. Not all doors will require a contact(Please refer to the attached updated maps). A more detailed assessment will be conducted with the winning vendor to identify any additional doors that require a sensor(s).

Question: How many of the identified doors are single doors, double doors or banks of doors?
Answer: Refer to the maps that were part of the RFP.

Question: Is the intent of the RFP for the successful bidder to take over all existing usable wiring and non-Sonitrol devices or to provide new hardware and wiring everywhere in each school?
Answer: The goal is to utilize existing wiring and equipment, whenever possible, to minimize project costs. If the equipment is proprietary and cannot be used, please provide replacement pricing.

Question: The RFP calls for window contacts but it was stated at the survey no window contacts are to be used. Please clarify.

Answer: Windows contacts are outside the scope of this project. Please provide pricing, and it will be considered if needed.

Question: Please define 'direct communication with law enforcement'. If this is to be without using a central station to relay alarm signals please define what equipment the Waterbury PD has in relation to receiving alarm comms from the systems.

Answer: The vendor must have a Central station to relay alarm signals to Northwest Public Safety, who is responsible for dispatching PD.

Question: If a device or wiring is assumed to be working and it turns out to not be, how will that be addressed during the project?

Answer: Internal staff will be responsible for replacing or adding any additional wiring**.**

Question: Can all work be done during school hours?

Answer: Work can be performed M-F from 6:00am to 10:00pm, prior approval is needed if weekend work is required.

Question: The RFP calls for pricing for Monitoring & Maintenance. Please define the parameters of the Maintenance Plan and services you are looking for.

Answer: Just provide pricing for monthly monitoring.

Question: Do all existing alarm panels communicate via POTS lines?
Answer: No, some schools are over the school network and have a cellular backup.

Question: Can you provide service records from the existing company for the past 12 months?
Answer: Not available.

Question: Please provide sone lists from each school.
Answer: A detailed list of current equipment is not available. Please refer to the attached maps for reference to determine the number of motion sensors needed at each school.

Question: As Sonitrol microphones can only be monitored by Sonitrol or its parent companies, can temporary alarms be installed in an effort to take over the alarms in the time requested? And then be finished/completed after the December deadline?
Answer: Yes, temporary alarms must be installed to protect a school during the transition. Please provide a separate pricing sheet that outlines the cost per building. A determination will be made regarding the feasibility of the temporary alarms after reviewing the project's cost proposal.

Question: Can a list of microphone locations be provided as they will need to be replaced with other devices?
Answer: Not available.

Question: Would it be more simplistic to install motion detectors in hallways, stairwells and only rooms of need for higher security? Or is the request to replace the detectors no matter where they are?
Answer: The goal is to make it as efficient and economical as possible.

Question: Can a list of higher value, ground level classrooms / offices where motions should be installed be provided?
Answer: Updated mapping identifying important rooms, stairwells, and hallways is attached to this response.

Question: Are all ground level windows covered in film or tint that would impede glass break detectors?
Answer: No.

Question: Shall, for the purposes of bidding make the assumption all existing security devices (door contacts / motion detectors) are functional?
Answer: Yes.

Question: Motion detectors and microphones are found in many of the properties. In the Bid documents, you have an approximate number of motion detectors affiliated with each property. Are you considering a microphone to be a motion detector? If so this is not an accurate number.
Answer: No.

Question: What is the "Hard Stop Date" of monitoring services from Sonitrol?
Answer: Expected date is December 31, 2025.

Question: Is it possible to bring a security system down at a property for more than a day? In other words, if the system takes say three days to transition to the new company, can the system effectively be powered down for two days while wiring and hardware is reconciled or does everything have to be working at the end of the business day?
Answer: To be discussed during the interviews with vendors.

Question: Is there a resource officer in each school?
Answer: No.

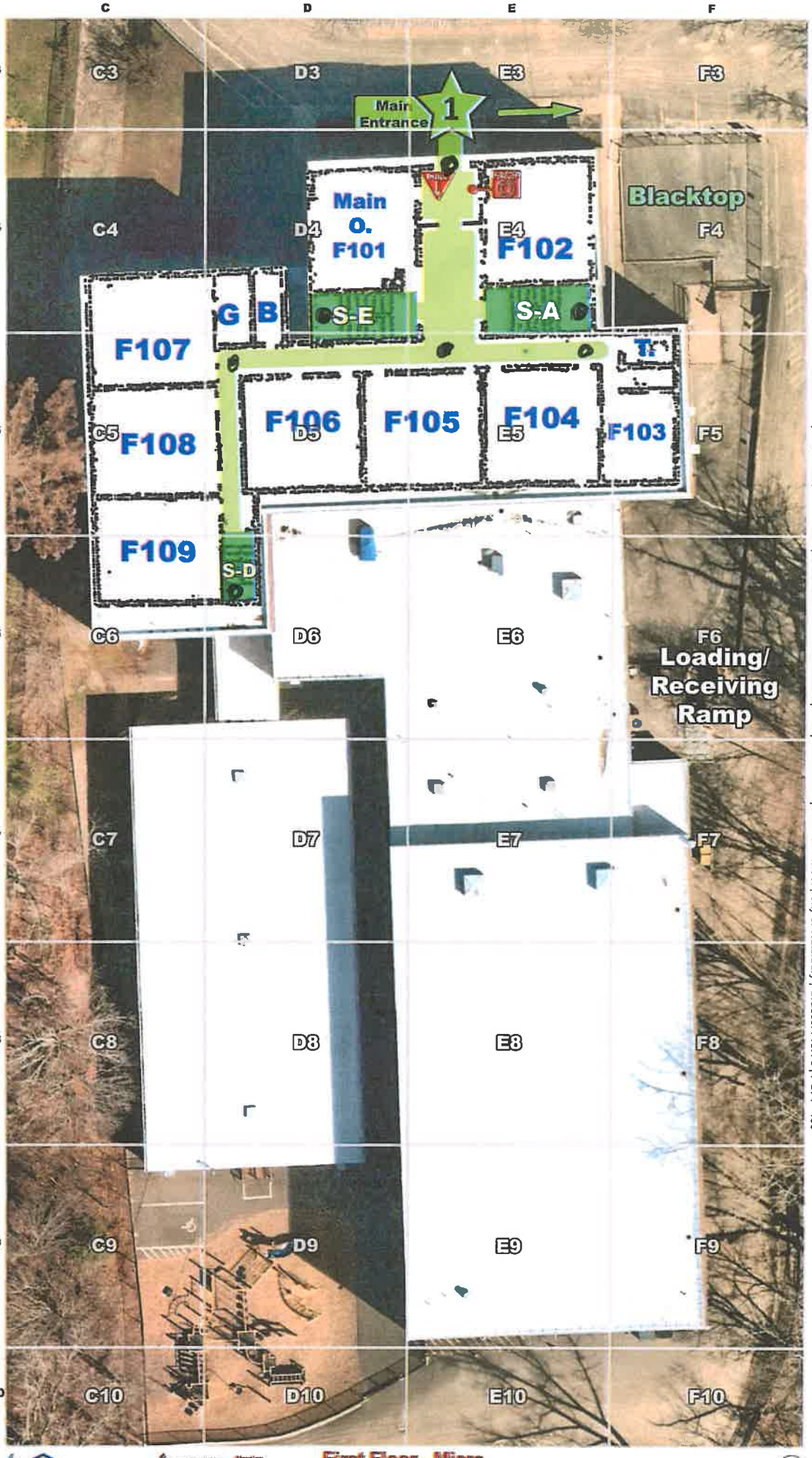
Question: Is it fair to assume a grand master key can be provided to the technician for the day thus allowing him/her to open doors without continually calling on a custodian? The key would naturally be returned at the end of every business day.
Answer: Yes.

NOTE: Each Proposal over $50,000.00 submitted shall be accompanied by a Proposal Security (a Certified Check or Bid Bond) in the amount of ten (10) percent of the Total Proposal Price.

Thank you.

Maureen McCauley

Assistant Director of Purchasing – City of Waterbury



Generall Notes-
- Nation only - * Wire Naked
- No door contact -

Keypads needed:
Door # 1
Door # - Kitchen -

Current Partions - 1 - Partion (Zone)



AUG 2024 | 41.545602, -72.982088 | USNG: 18T XM 68306 01293 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~450

CRG

North UP

15 YARD GRID

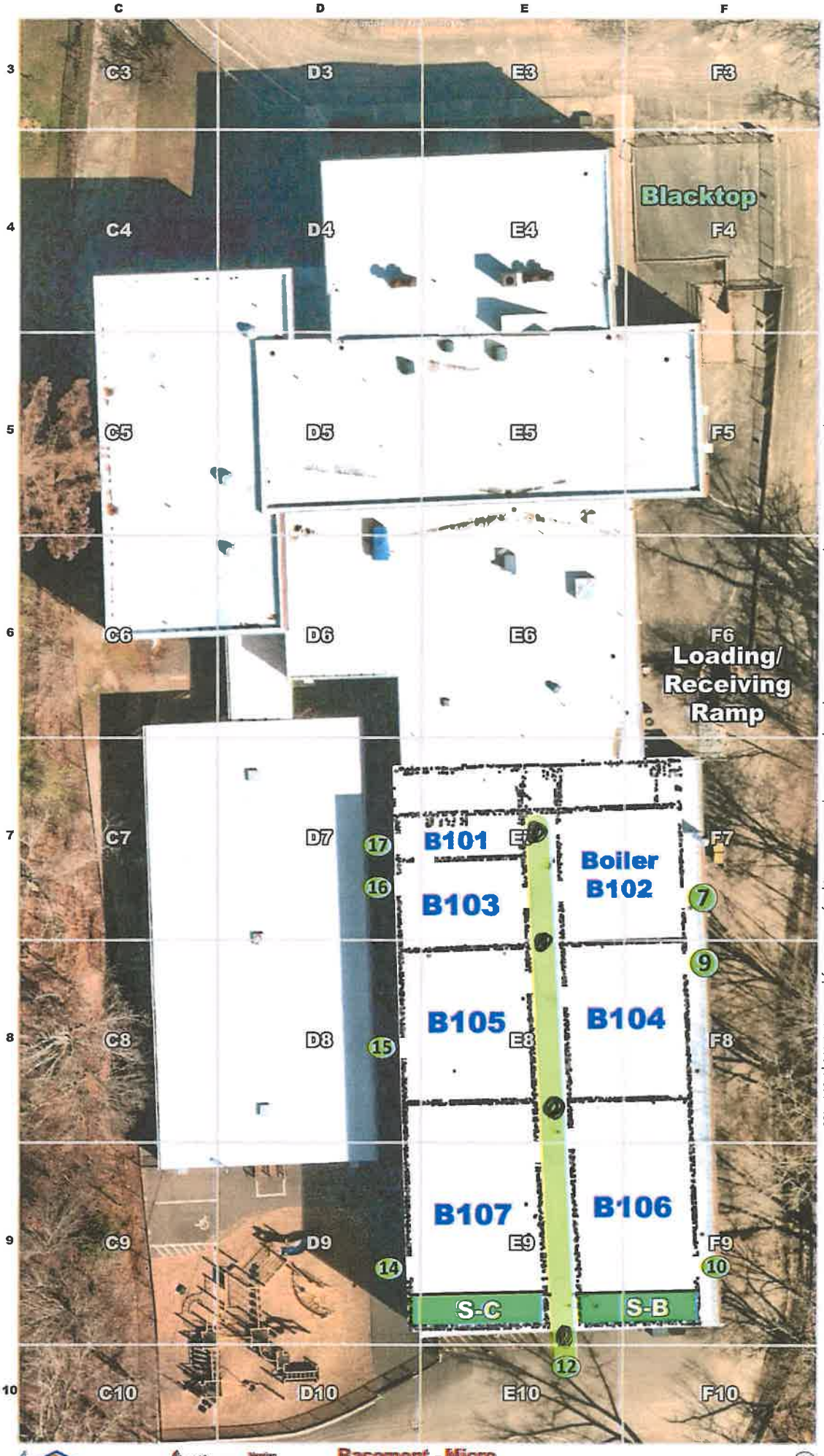
V1.0

Second Floor - Micro

Generall Elementary School

3196 E Main St, Waterbury, CT 06705

• No motion on 2nd floor needed



DEC 2023 | 41.545602, -72.982088 | USNG: 18T XM 68306 01293 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~450

North UP

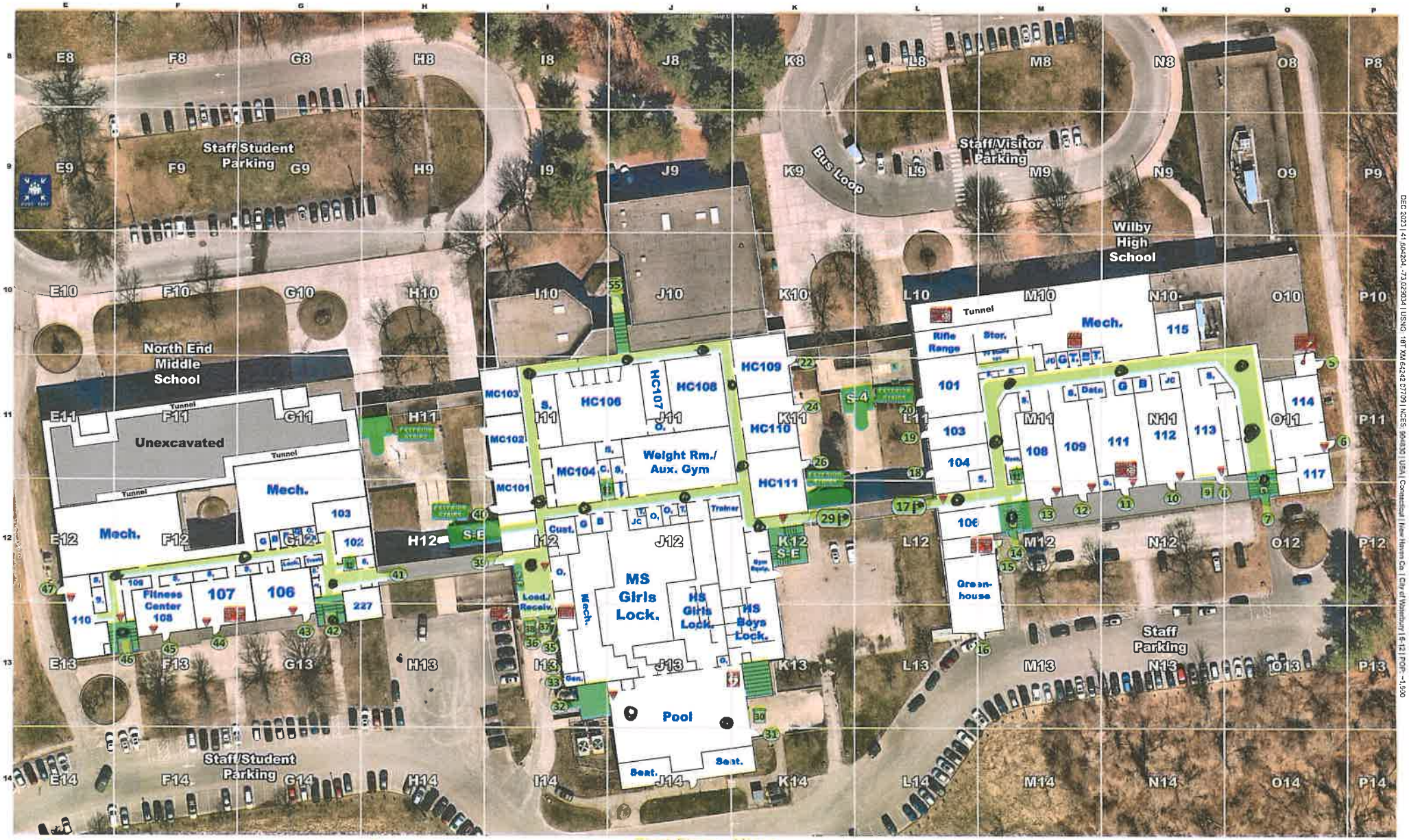
15 YARD GRID

V1.0

Basement - Micro

Generali Elementary School

3196 E Main St, Waterbury, CT 06705



CRG

North UP Version Control # 30 YARD GRID V2.1

First Floor - Micro

Wilby High & North End Middle Schools

534 Bucks Hl Rd, Waterbury, CT 06704

DEC 2023 | 41.604204, -73.023034 | USNG: 18T XM 64242 07791 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | 8-12 | POP: ~1,800

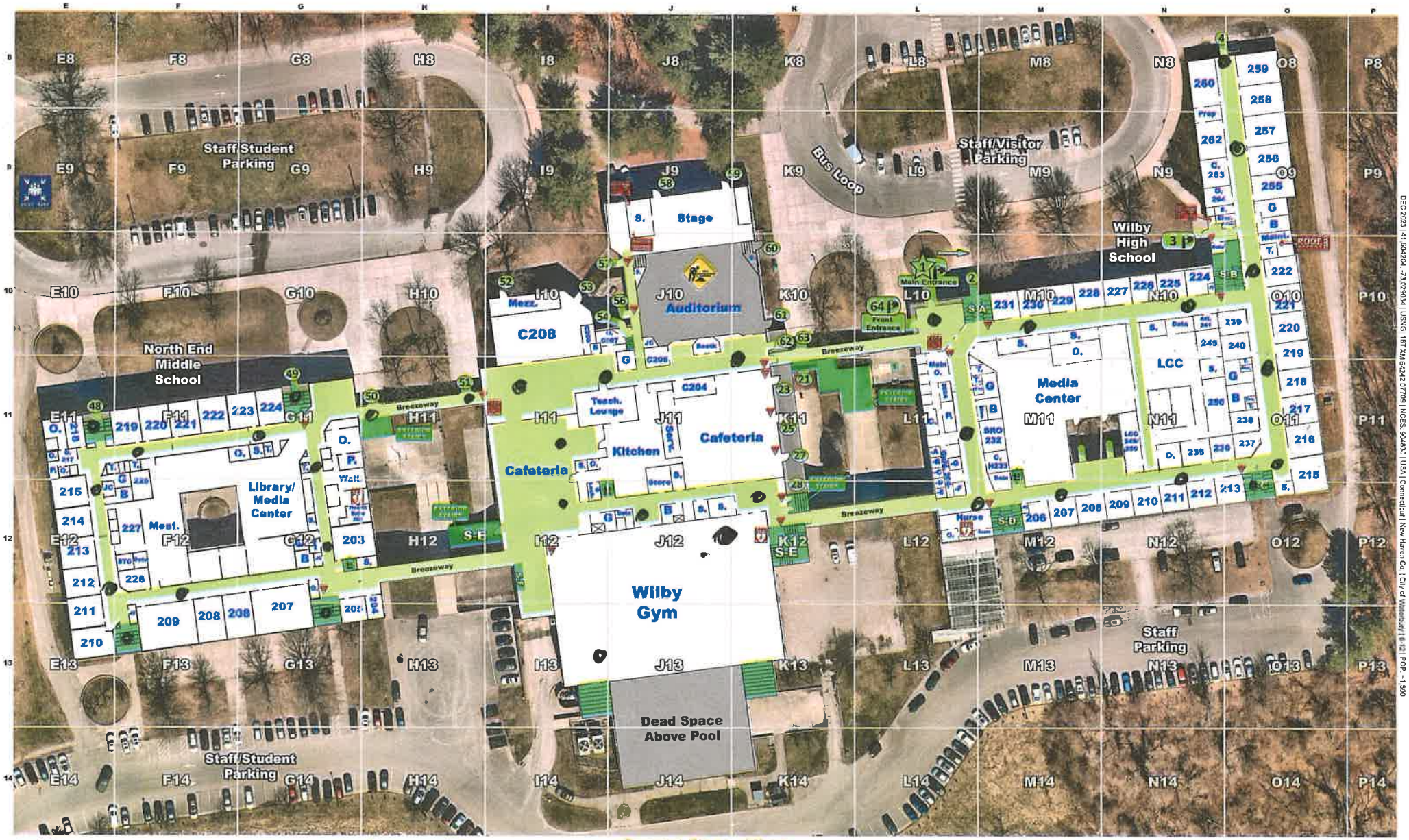
Current Partitions -

NEMS - Motion only - ● = where needed
NO Door contact

Keypad (1)
- Door (Main)

Keypads needed:

Wilby / NEMS Notes
1) Motion only - ● = where needed
2) NO Door Contact



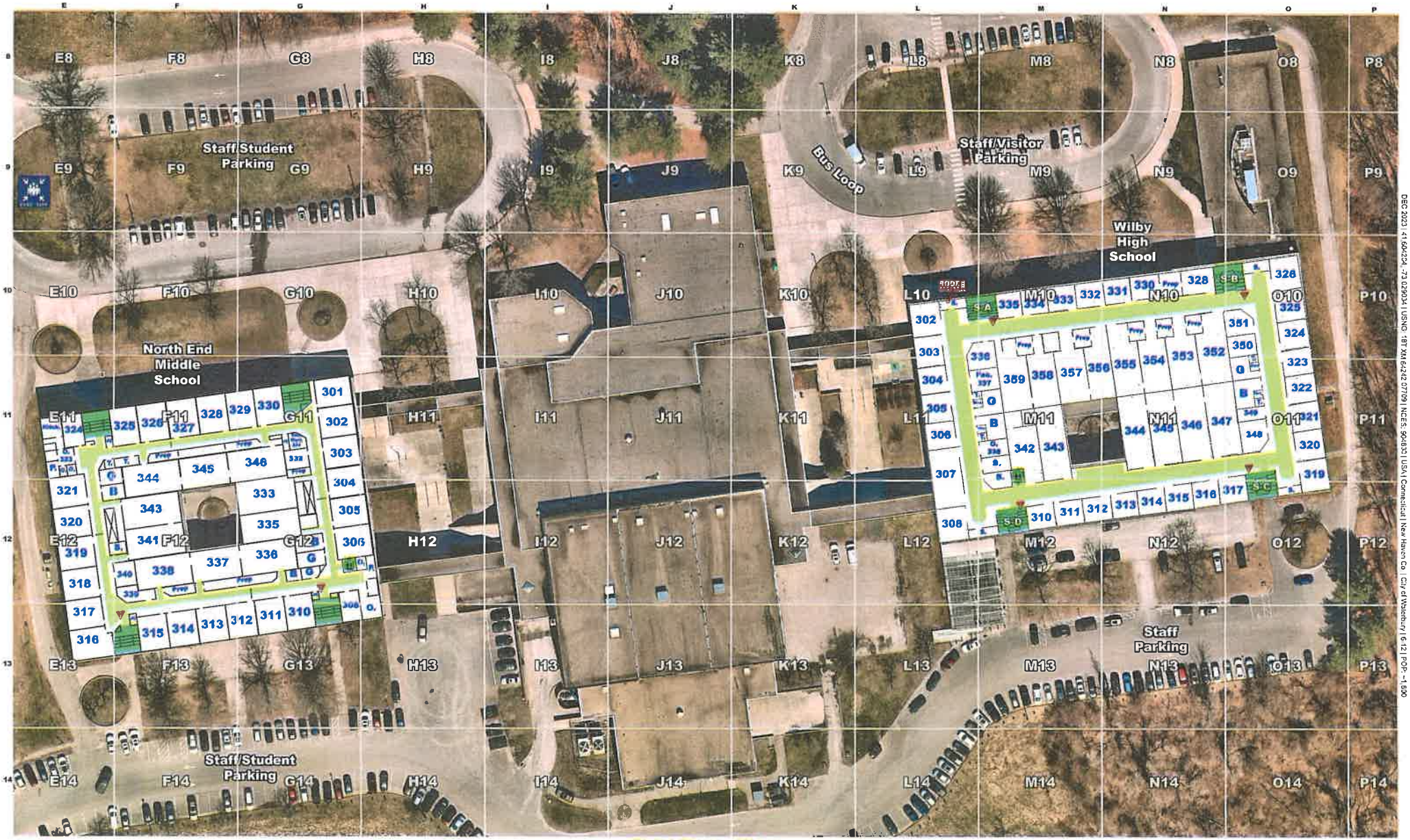
North UP 30 YARD GRID Version Control # V2.1

Second Floor - Micro

Wilby High & North End Middle Schools
534 Bucks Hl Rd, Waterbury, CT 06704

No M

DEC 2023 | 41.604324, -73.029034 | USNG: 18T XM 64242 07799 | NGES: 904831 | USA | Connecticut | New Haven Co. | City of Waterbury | 16-12 | POP: ~1,900



North UP Version Control # 30 YARD GRID V2.1

Third Floor - Micro
Wilby High & North End Middle Schools
534 Bucks Hl Rd, Waterbury, CT 06704

NEMS
- NO Motion Needed

Wilby
- NO Motion Needed

DEC 2023 | 41.604224, -73.029304 | USNG: 18T WM 62424 07709 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | 6-12 | POP: ~1,800

Keypad - Use Fobule
Door #1
Door #25

Carrington Notes-
Melton only - 1st flr only (Main)
No Door contacts -
1 Partition currently (2 sets)
Keypad Needed - Door #1
Door #25

1 - Main Partition Carrington School -
● = proposed Melton location



24 | 41.573094, -73.084851 | USNG: 18T XM 59667 04150 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~450

CRG
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NUP
YARD VERRION
GRID CONTROL
15 V1.1

First Floor - Micro

Carrington Elementary School

24 Kenmore Ave, Waterbury, CT 06708

Commissioned by: Waterbury Public Schools



AUG 2024 | 41.573094, -73.084851 | USNG: 18T XM 59667 04150 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~450

Map • N Naylon

CRG

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UP
YARD VERSION
GRID CONTROL
15 V1.1

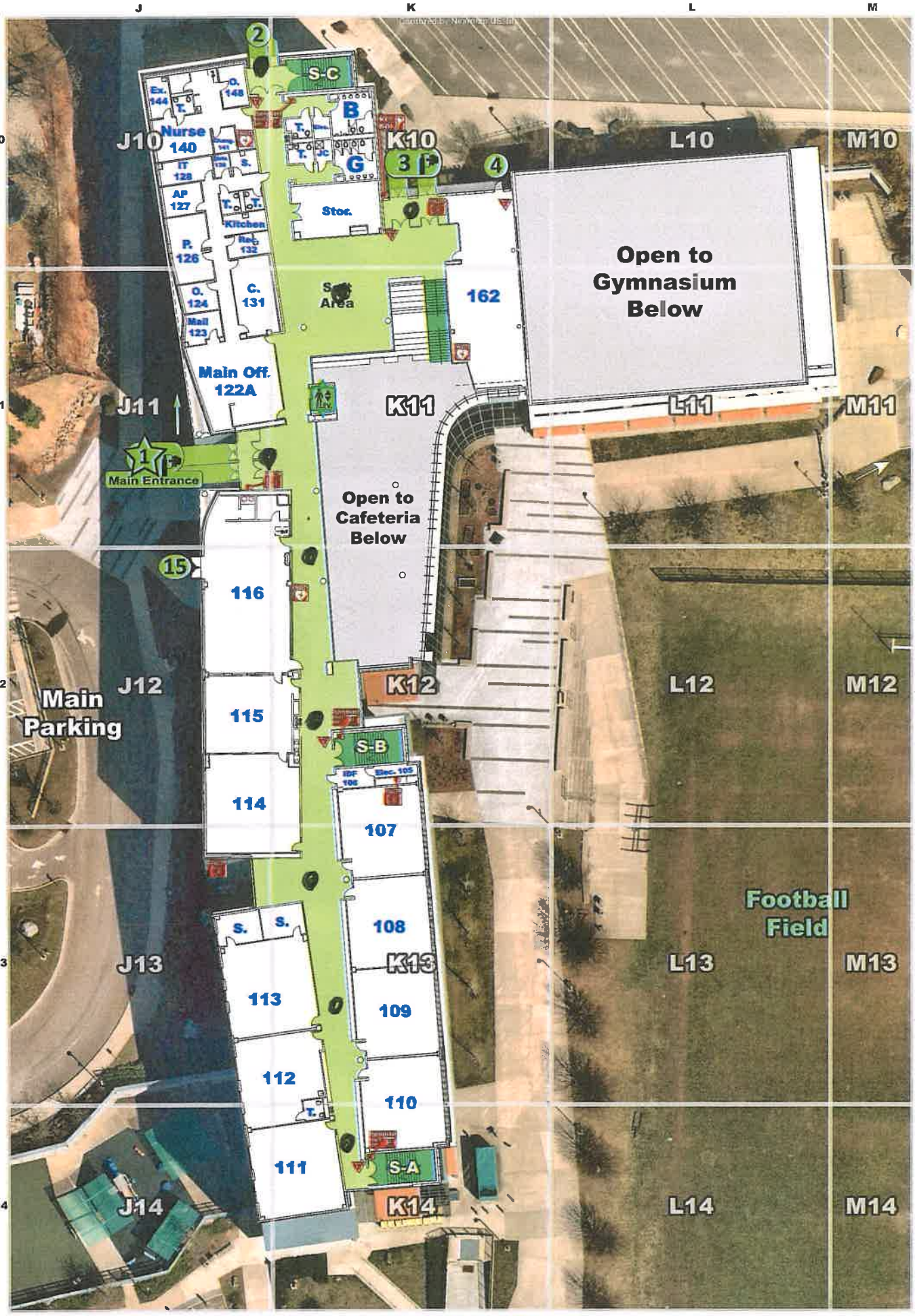
Second Floor - Micro

Carrington Elementary School

24 Kenmore Ave, Waterbury, CT 06708

Commissioned by: Waterbury Public Schools

WCA Note
Motion only - • were Nicked
No Door Contact -
Panels Needed - Door # 1 -
Door # 12
Door # 7
Partition - 1 - Main -
(Zone)
No Motion on 3rd 4th Floors
J
K
10
11
12
13
14
J10
K10
J11
K11
L11
M11
J12
K12
L12
M12
J13
K13
L13
M13
J14
K14
L14
M14
S-C
B
G
Boys Lock.
Girls Lock.
S.
Train. G62
PE O. G65
Laund. G63
Athl. Dir. G61
PE O. G64
School Store G32
Cafeteria G40
7
Kitchen G23
8
Walk-Ins
O. G24
Teach. Cafe G02
9
S-B
10
Elec. G21
G22
Water Service G20
Mech. G04
Mech. G05
Cust. G06
O. G07
Observ. G19
11
G15
Train/ Recpt. G14
S-A
14
13
Pre-K Entrance
12
Main Parking
Football Field
557533, -73.020367 | USNG: 18T XM 65083 02543 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 4-12 | POP: ~1,950
CRG
North UP
30 YARD GRID
Version Control #
V2.1
Ground Floor - Micro
Waterbury Career Academy High School
175 Birch St, Waterbury, CT 06704
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Commissioned by: Waterbury Public Schools



AUG 2024 | 41.557533, -73.020367 | USNG: 18T XM 65083 02543 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 4-12 | POP: ~1,950

CRG

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North UP

30 YARD GRID

Version Control #

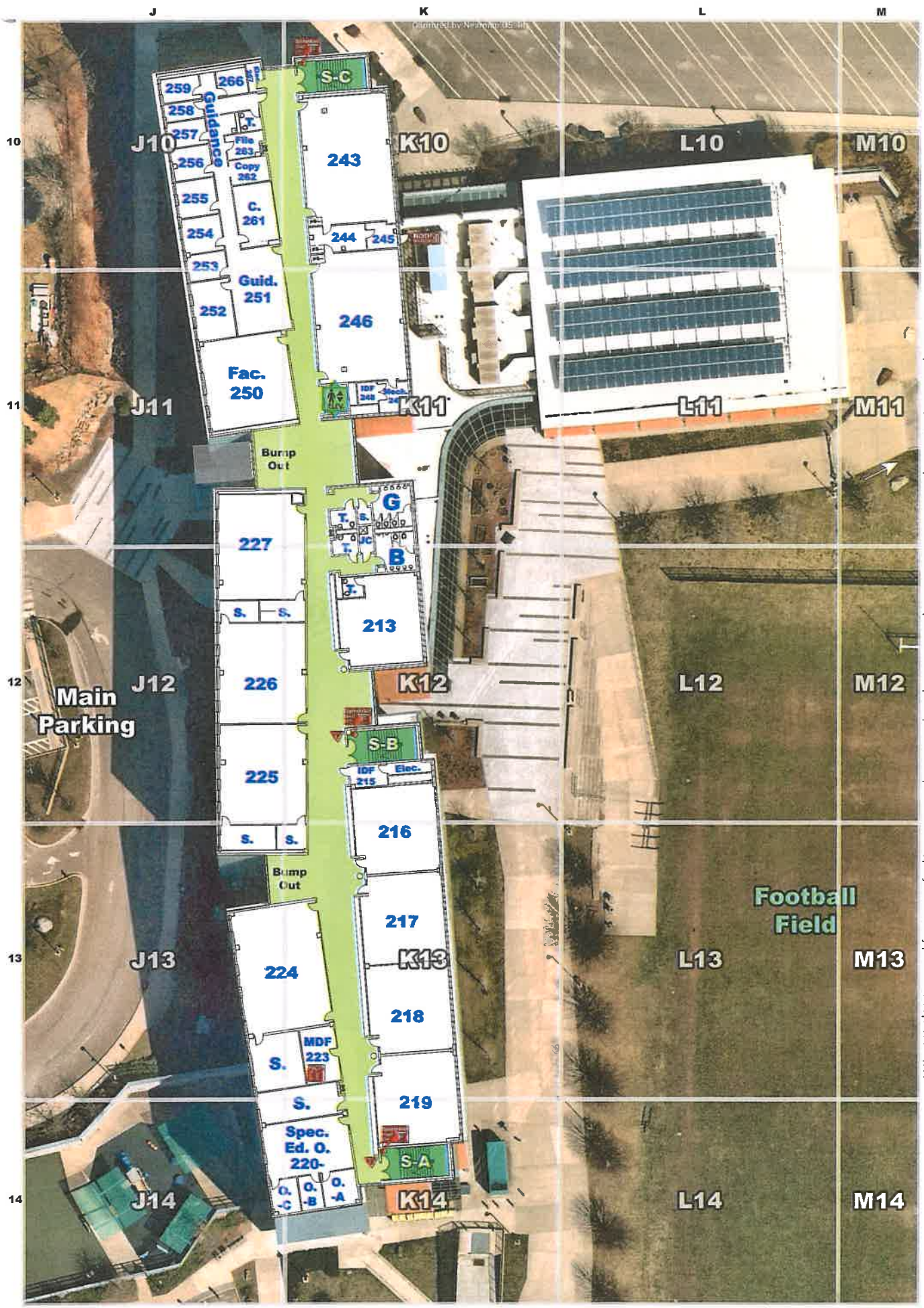
V2.1

First Floor - Micro

Waterbury Career Academy High School

175 Birch St, Waterbury, CT 06704

Commissioned by: Waterbury Public Schools



North UP

Version Control #

V2.1

Second Floor - Micro

Waterbury Career Academy High School

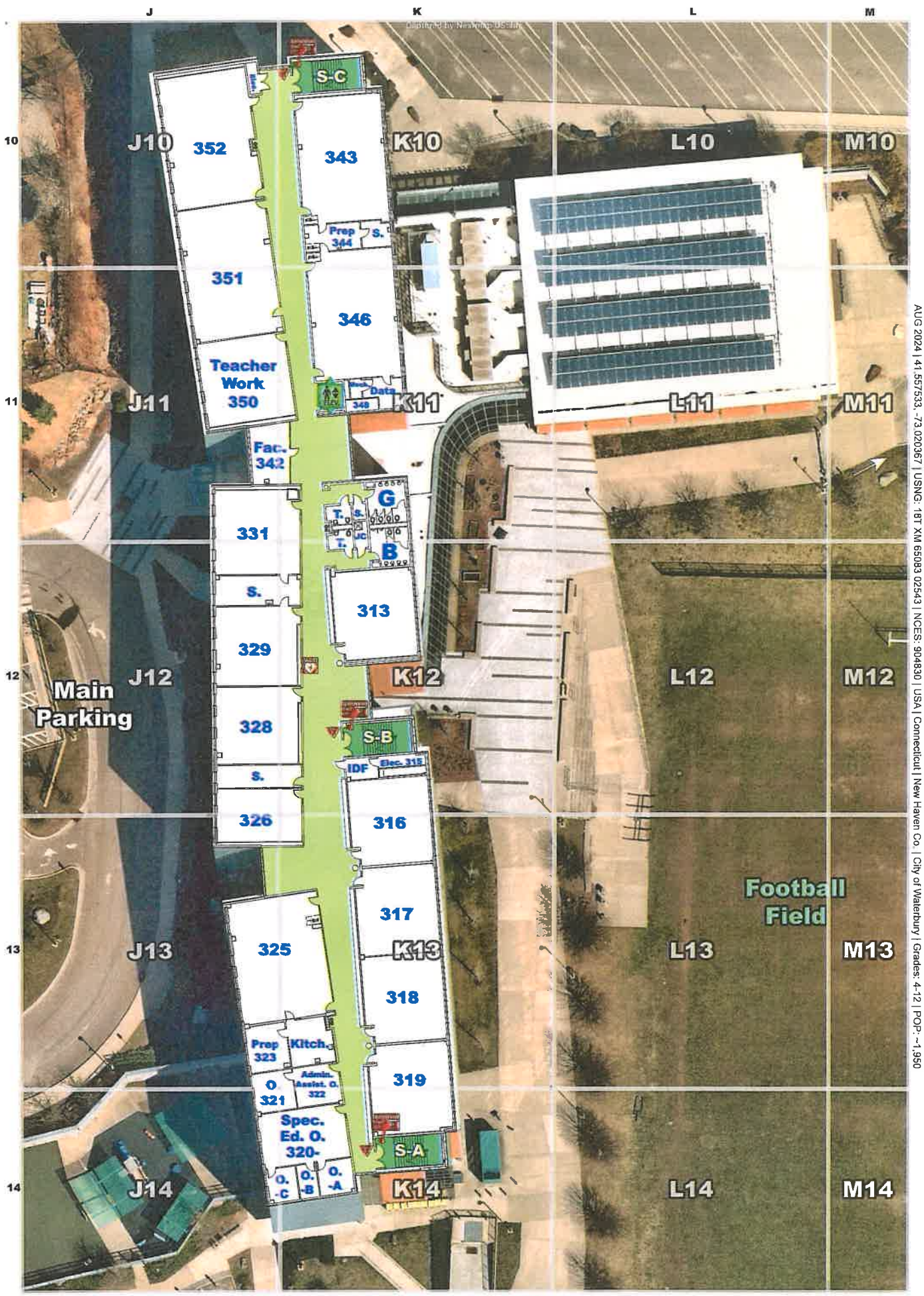
175 Birch St, Waterbury, CT 06704

• No Action on 2nd Floor needed

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Commissioned by: Waterbury Public Schools

AUG 2024 | 41.557533, -73.020367 | USNG: 18T XM 65083 02543 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 4-12 | POP: ~1,950



AUG 2024 | 41.557533, -73.020367 | USNG: 18T XM 65083 02543 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 4-12 | POP: ~1,950

CRG

North UP

30 YARD GRID

Version Control #

V2.1

Third Floor - Micro

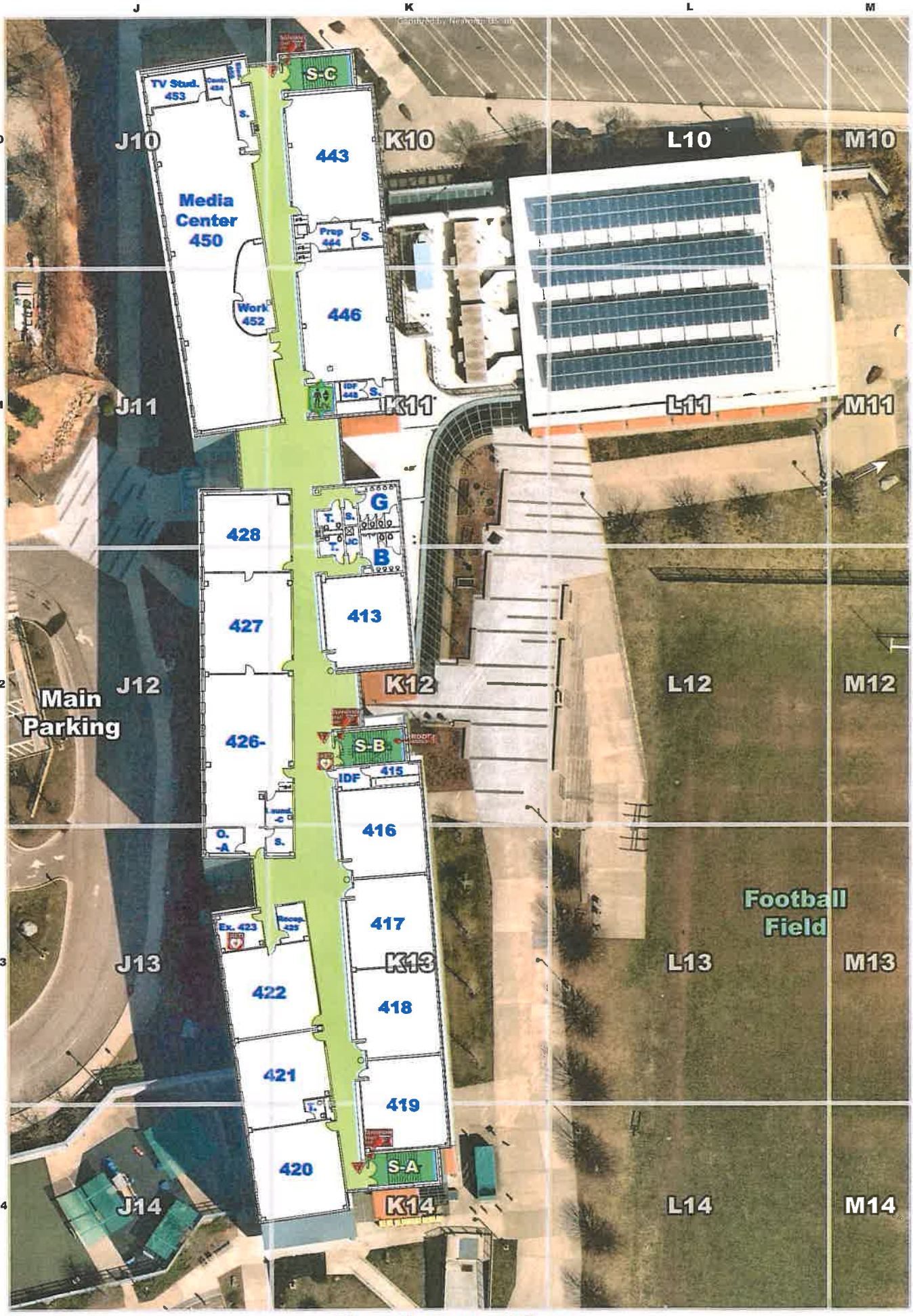
Waterbury Career Academy High School

175 Birch St, Waterbury, CT 06704

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• No Motion on 3rd flr Needed

Commissioned by: Waterbury Public Schools



CRG

North UP

30 YARD GRID

Version Control # V2.1

Fourth Floor - Micro

Waterbury Career Academy High School

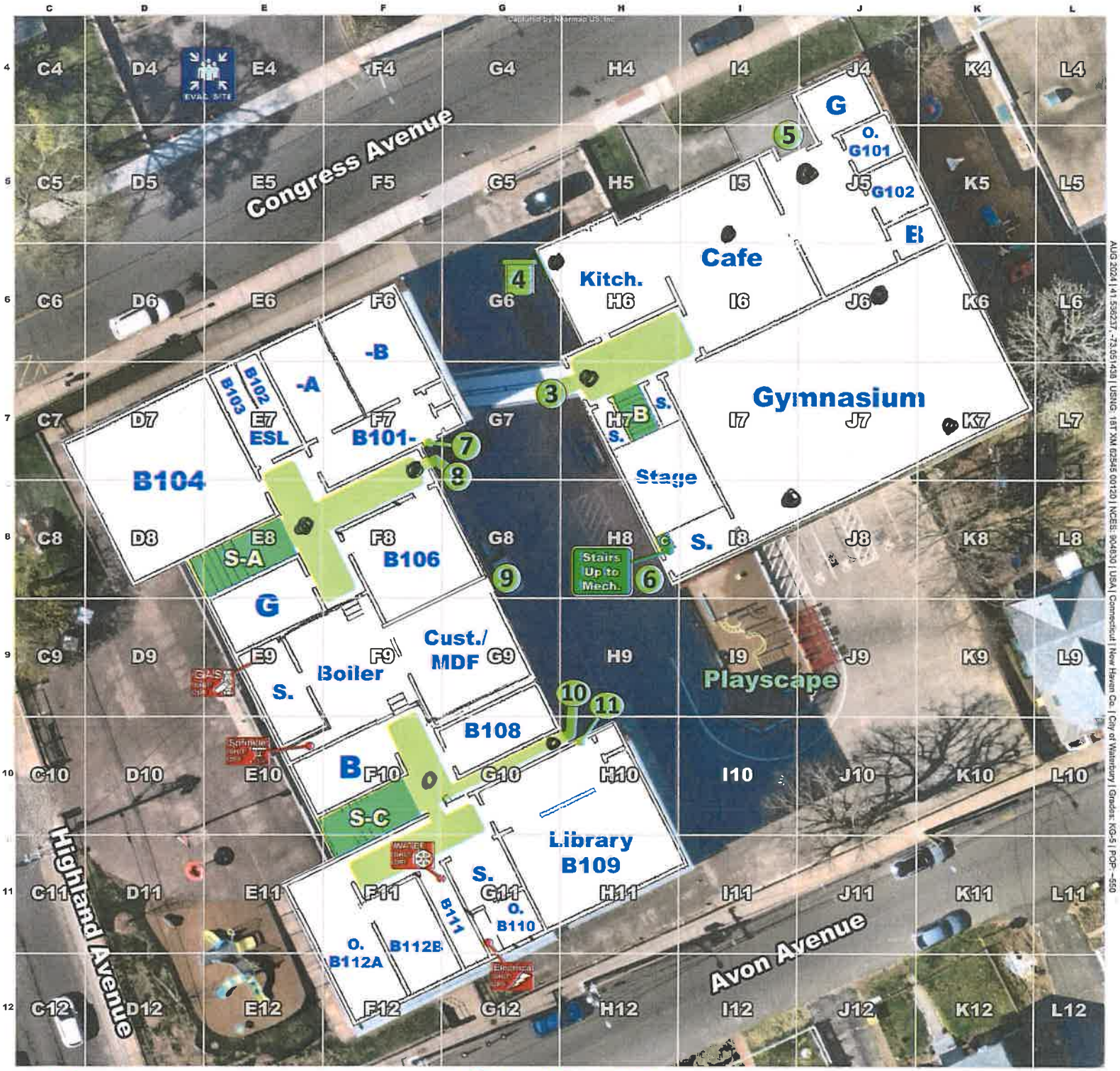
175 Birch St, Waterbury, CT 06704

• NO Motion on 4th flr Needed

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Commissioned by: Waterbury Public Schools

AUG 2024 | 41.557533, -73.020367 | USNG: 18T XM 65083 02543 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 4-12 | POP: ~1,950



North UP | 10 YARD GRID | Version Control # V1.2

Basement - Micro

B.W. Tinker Elementary School
809 Highland Ave, Waterbury, CT 06708

AUG 2024 | 41.536237, -73.051438 | USNG: 18T XM 62545 00120 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: KG-5 | POP: ~550

Tinker - Note

Motion only -

● = where Needed (No Motion on 2nd Flr)

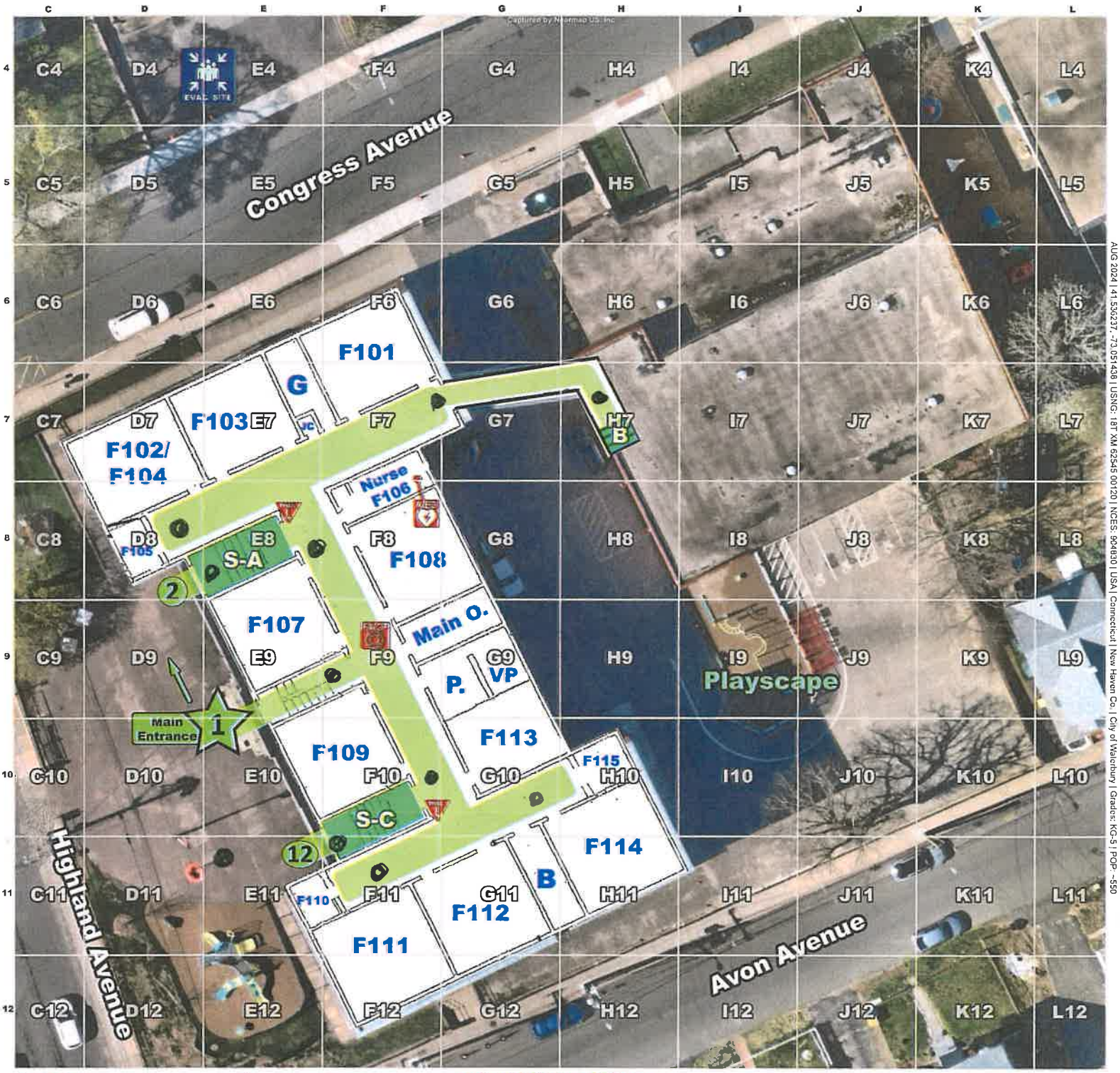
Current Partition(s)

1) Main

No Door Contacts -

Panels - Needed - Door # 1

Door # 12



AUG 2024 | 41.553237, -73.051438 | USNG: 18T XM 62545 00120 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: KG-5 | POP: ~550

CRG

North UP

10 YARD GRID

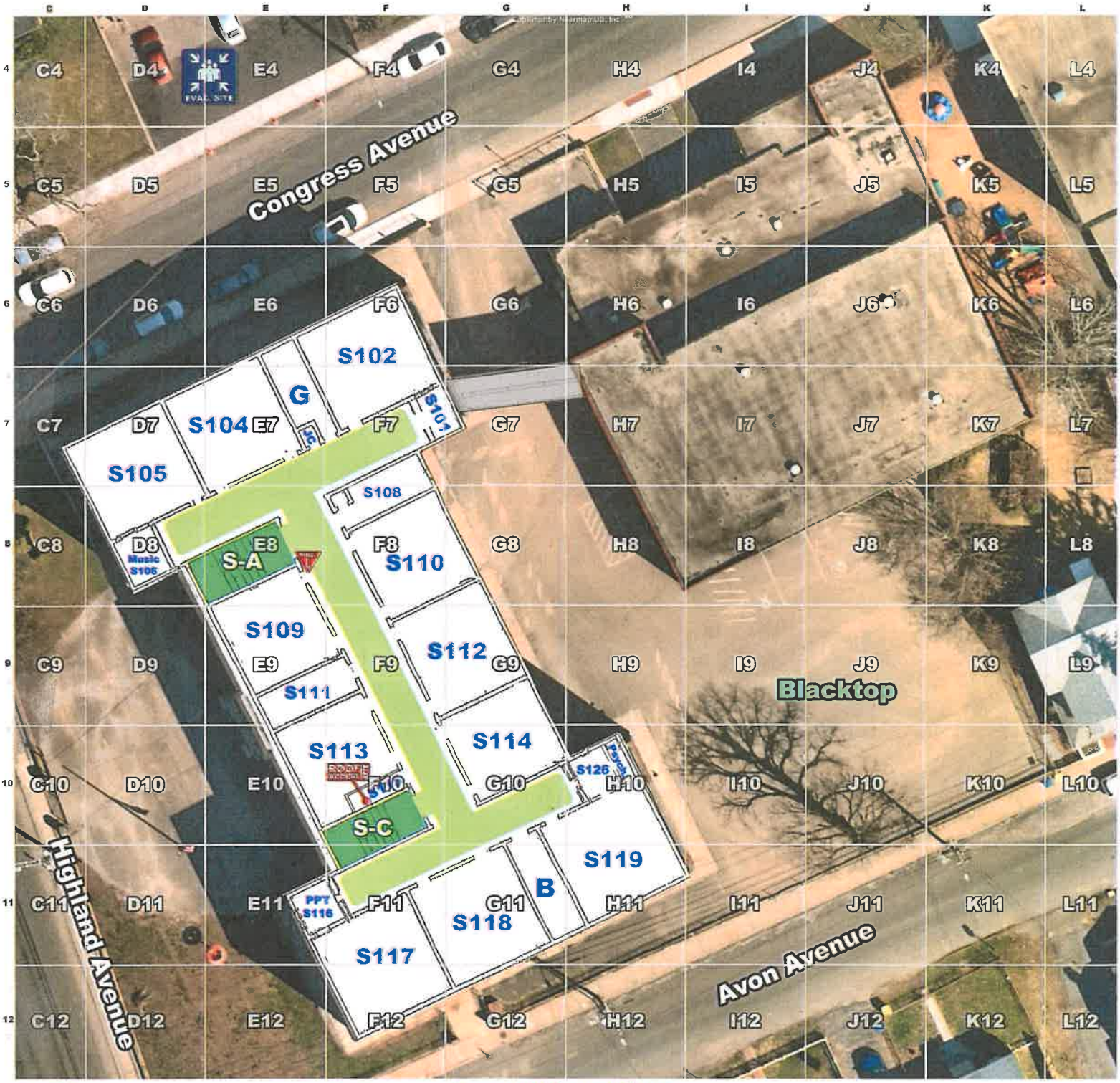
Version Control 6

V1.2

First Floor - Micro

B.W. Tinker Elementary School

809 Highland Ave, Waterbury, CT 06708



CRG

North UP 10 YARD GRID Version Control # V1.1

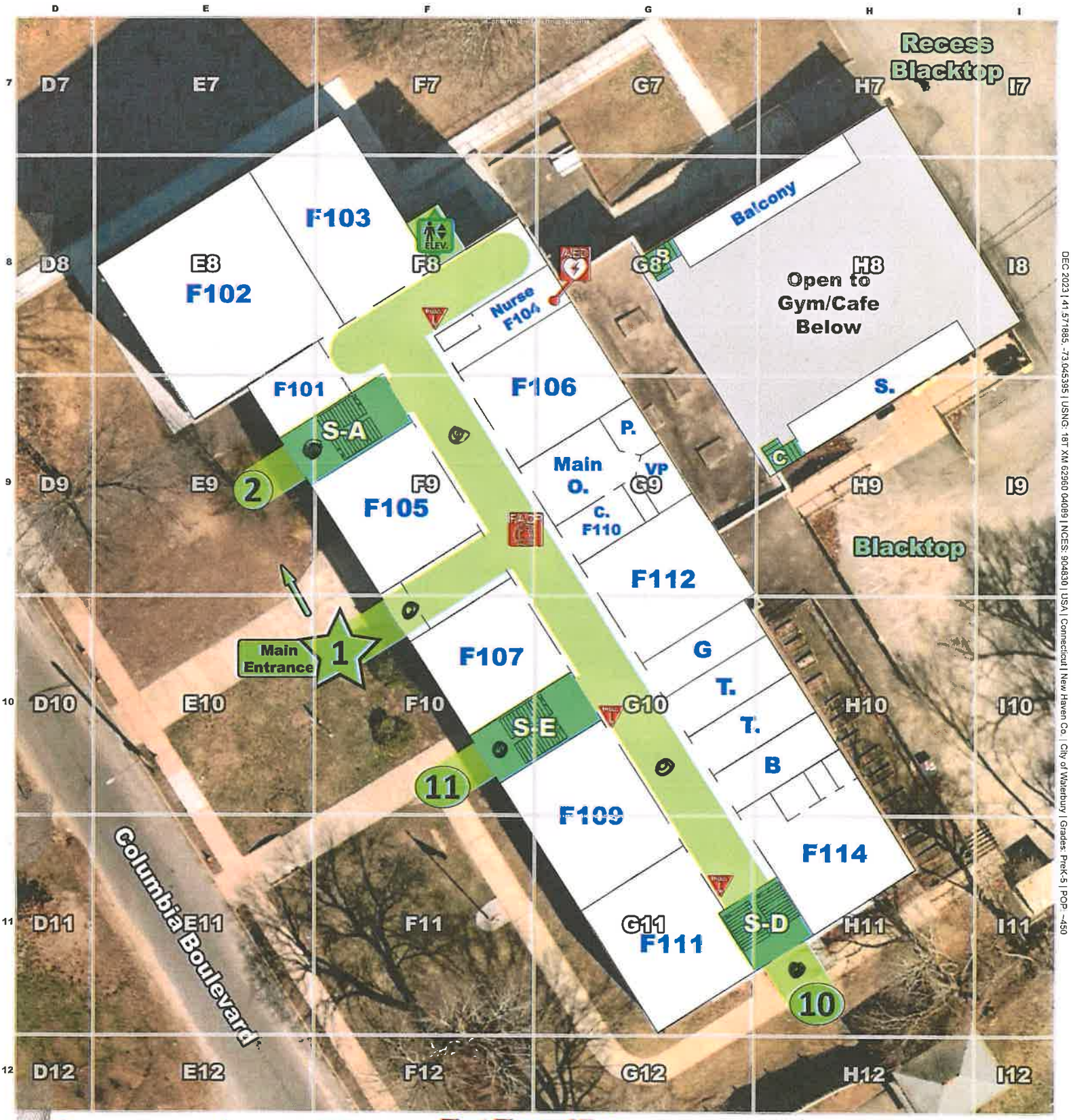
Second Floor - Micro

B.W. Tinker Elementary School

809 Highland Ave, Waterbury, CT 06708

- NO Motion on 2nd floor needed

FEB 2024 | 41.536237, -73.051438 | USNG: 18T XM 62545 00120 | NCES: 5040301 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: KG-5 | POP: ~550



DEC 2023 | 41.571885, -73.045395 | USNG: 18T XM 62960 04089 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~450

CRG

North UP | 15 YARD GRID | Version Control # V1.0

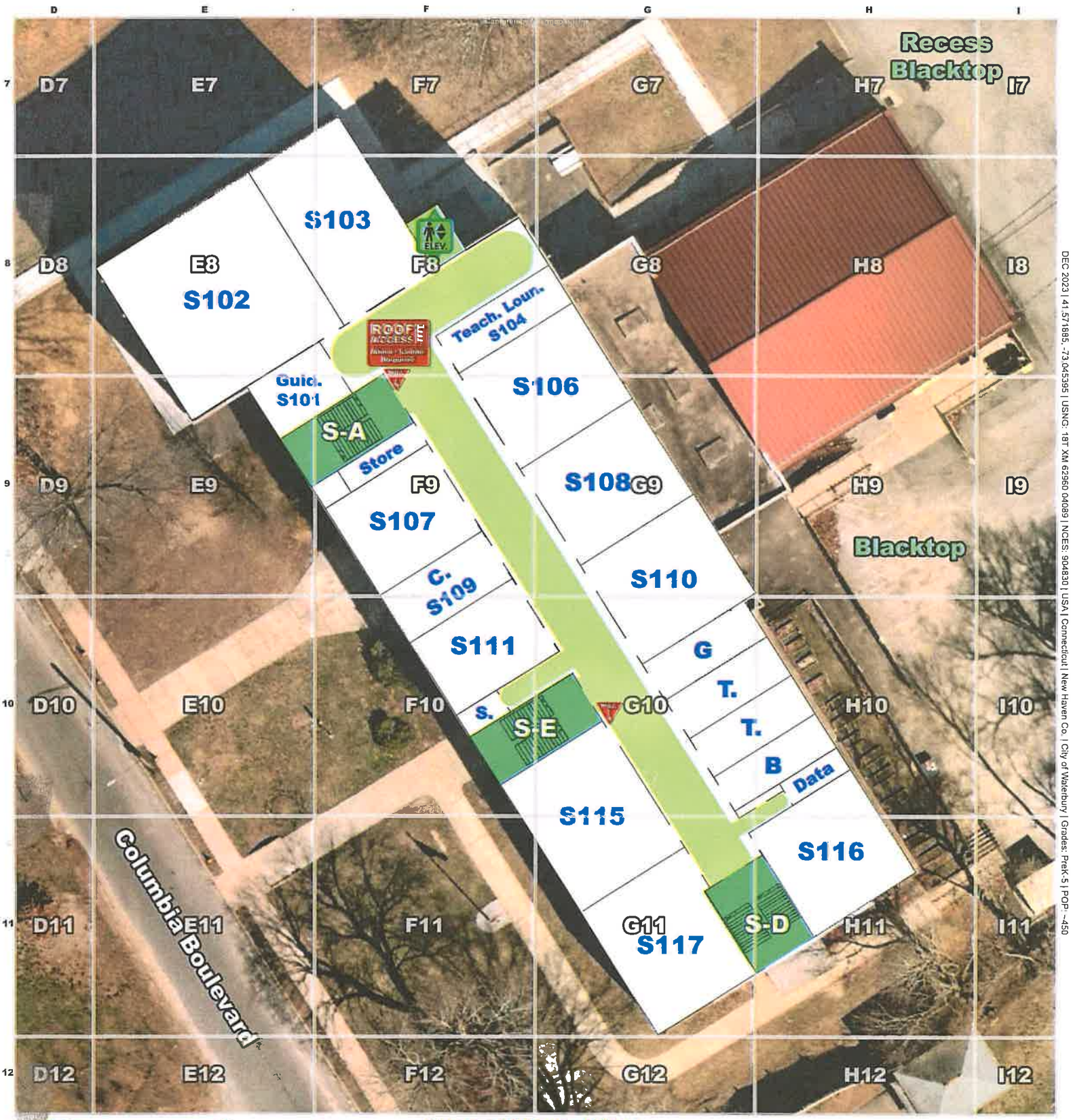
First Floor - Micro

Kingsbury Elementary School
220 Columbia Blvd, Waterbury, CT 06710

Current Partitions -- 1 - Main

Keycards - Door #-1
Needed. Door #-7

Kingsbury Notes
1) Motion only
● = where needed (No motion 2nd flr)
2) No Door Contacts



CRG

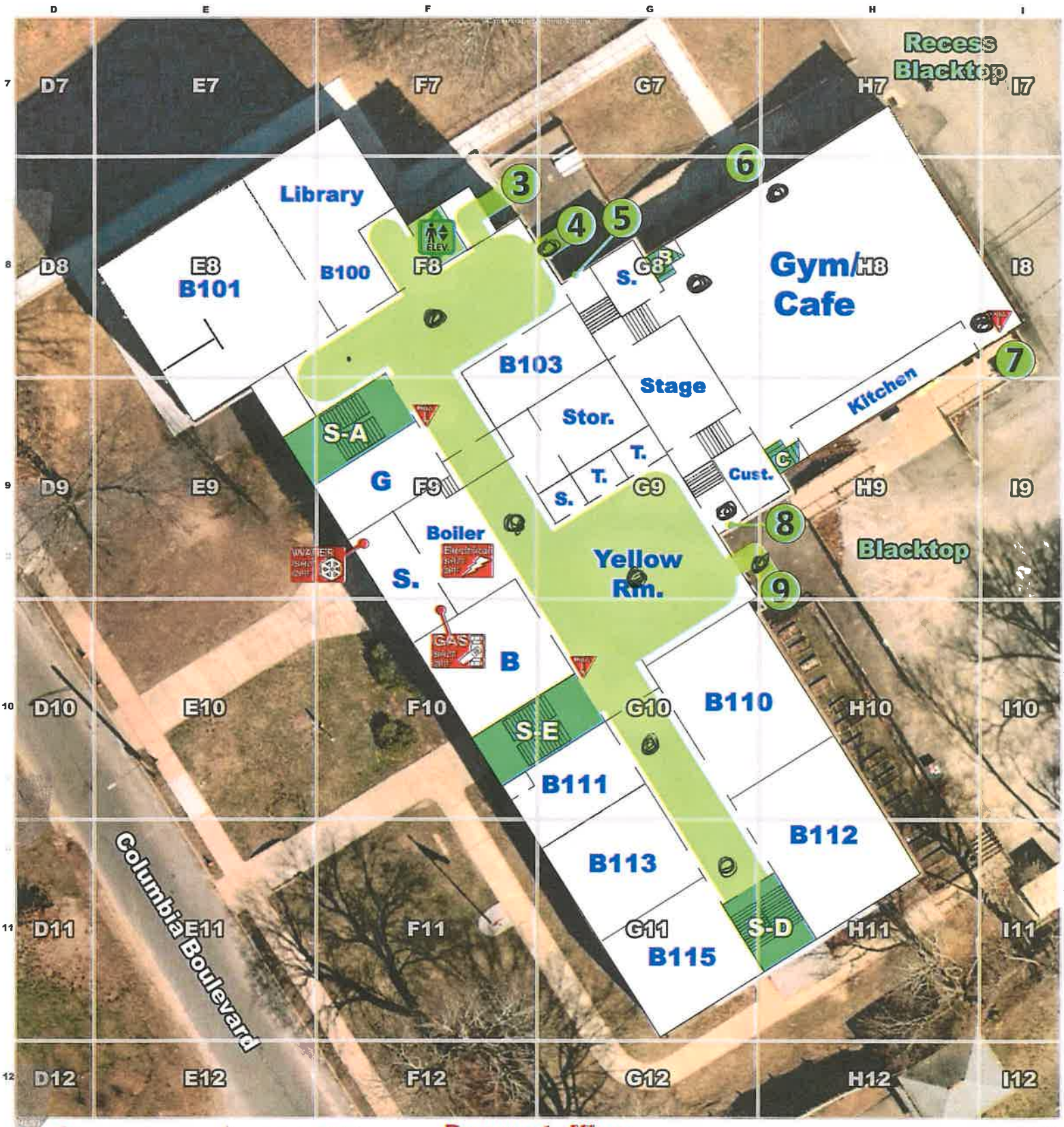
North UP 15 YARD GRID Version Control # V1.0

Second Floor - Micro

Kingsbury Elementary School
220 Columbia Blvd, Waterbury, CT 06710

• NO Motion on 2nd floor needed

DEC 2023 | 41.571885, -73.045395 | USNG: 18T XM 62960 04089 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~450



North UP

15 YARD GRID

Version Control #

V1.1

Basement - Micro

Kingsbury Elementary School

220 Columbia Blvd, Waterbury, CT 06710

AUG 2024 | 41.571885, -73.045395 | USNG: 18T XM 62660 04089 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~450

Current Partitions) - 1) Main
2) Control Room
3) Garage

Rotella Notes -
Motion only - ● = where needed
No Door Contacts -

Keycards Needed - Door #1
Door #6



North UP
40 YARD GRID
Version Control #
V1.1

MICRO
Rotella Interdistrict Magnet School
380 Pierpont Rd, Waterbury, CT 06705

AUG 2024 | 41.540471, -72.969984 | USNG: 18T XM 69306 01746 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~600



AUG 2024 | 41.566130, -73.027271 | USNG: 18T XM 64485 03485 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~450

CRG

North UP 20 YARD GRID Version Control # V1.1

First Floor - Micro

Jonathan Reed Elementary School

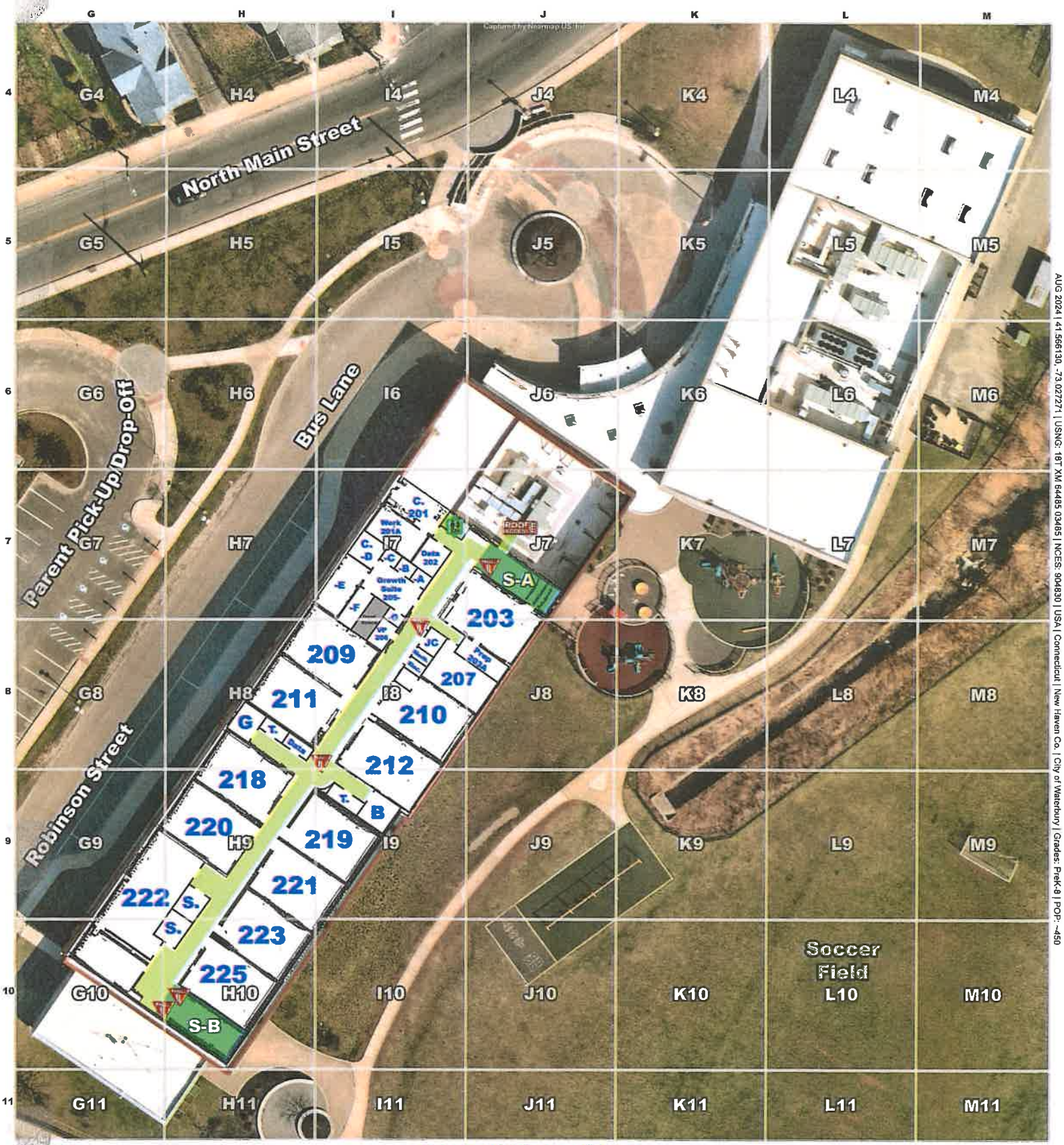
33 Griggs St, Waterbury, CT 06704

Commissioned by: Waterbury Public Schools

Current Partition(s) + Main

Keypads needed- Door # 5

Reed School Notes:
Motion only
● = where needed
NO Door Contacts



AUG 2024 | 41.566130, -73.027271 | USNG: 18T XM 64485 03465 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~450

CRG

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North UP | 20 YARD GRID | Version Control # V1.1

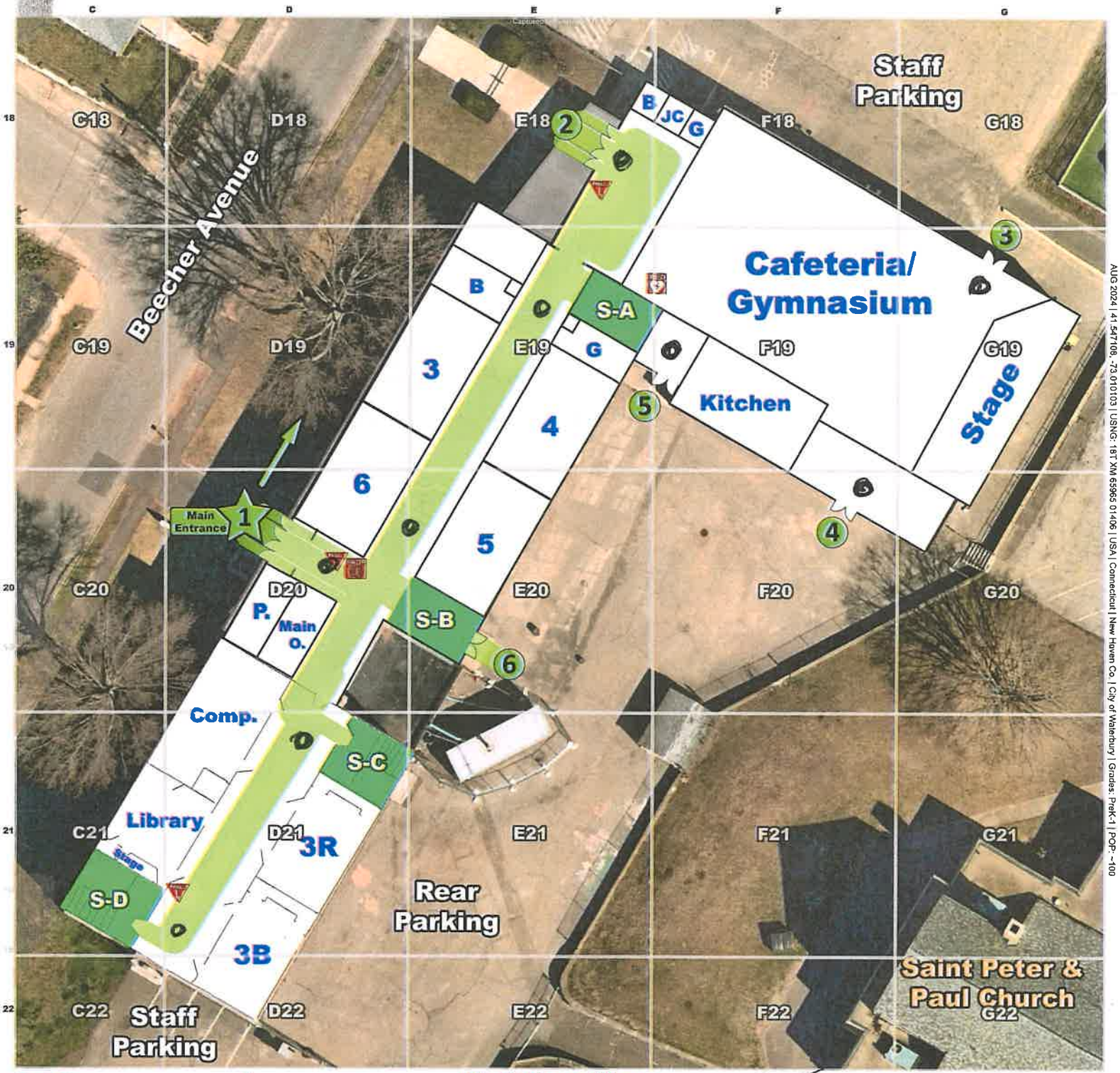
Second Floor - Micro

Jonathan Reed Elementary School

33 Griggs St, Waterbury, CT 06704

• NO Motion on 2nd floor

Commissioned by: Waterbury Public Schools



CRG

North UP 15 YARD GRID Version Control V1.2

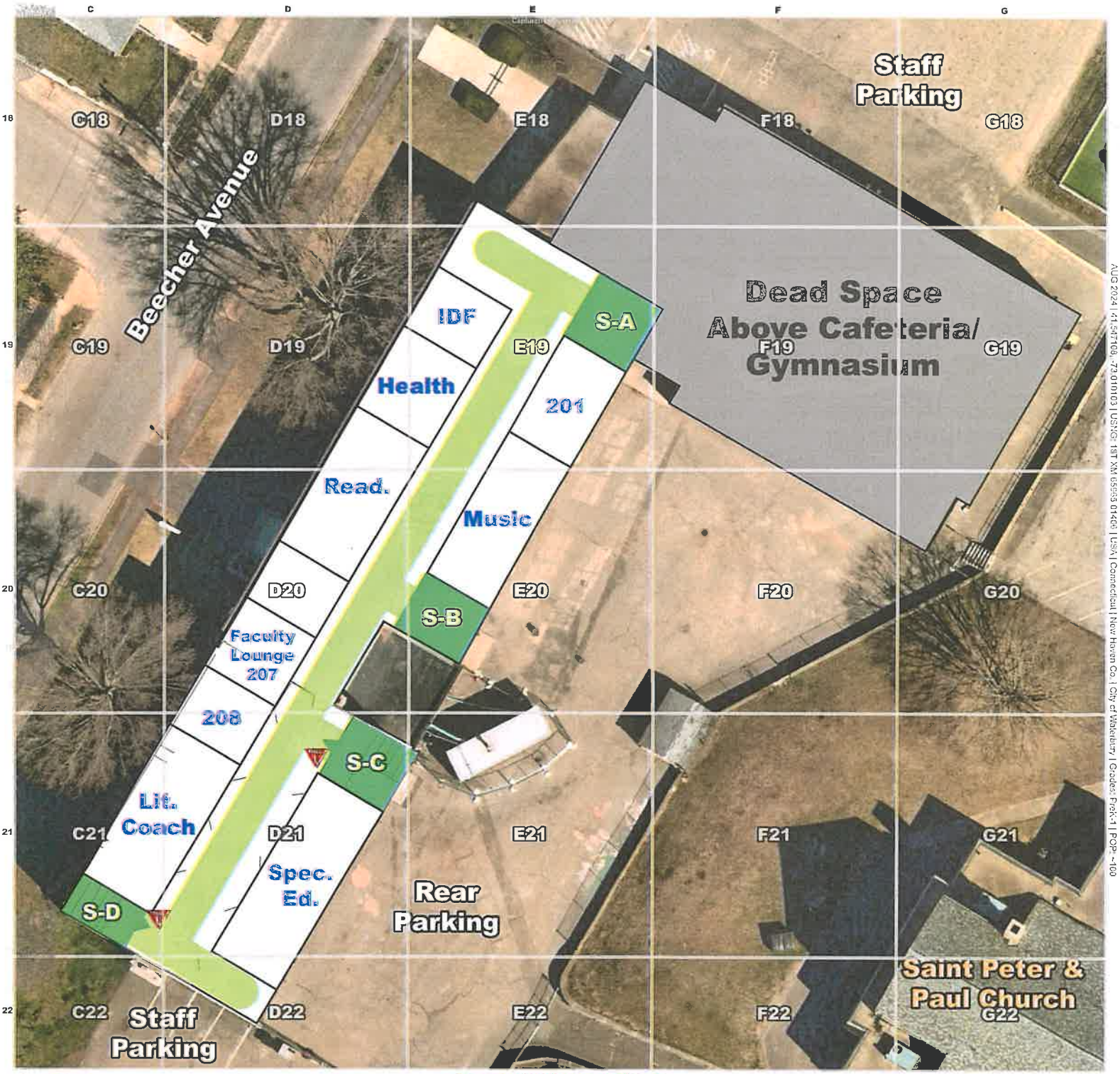
First Floor - Micro
International Dual Language School
116 Beecher Ave, Waterbury, CT 06705

AUG 2024 | 41.547108, -73.010103 | USNG: 18T XM 63965 01406 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-1 | POP: ~100

International Nets.
Motion only -
● = where Nokd. (No Motion on upper floors)
No Door Contact(s).

Current Partition(s) 1 - Main

Keypads needed. Door # - 5 Door # 9
Door # - 1 -



CRG

North UP 15 YARD GRID Version: Control# V1.2

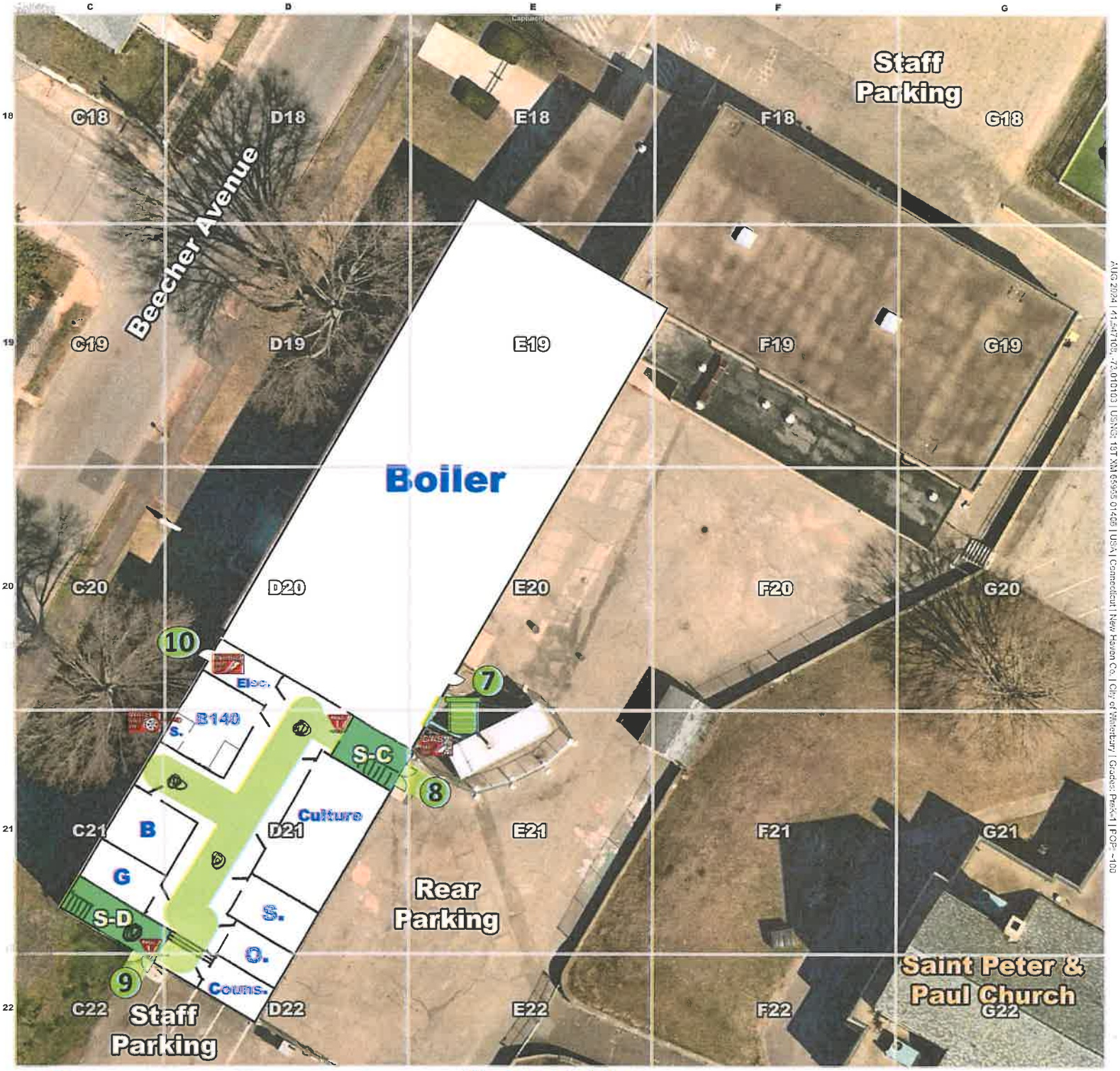
Second Floor - Micro

International Dual Language School

116 Beecher Ave, Waterbury, CT 06705

• NO MOTION NEEDED ON 2nd FLR

AUG 2024 | 41.547108, -73.011013 | USNG: 18T XM 65555 01455 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: Prek-1 | POP: ~160



CRG

North UP

15 YARD GRID

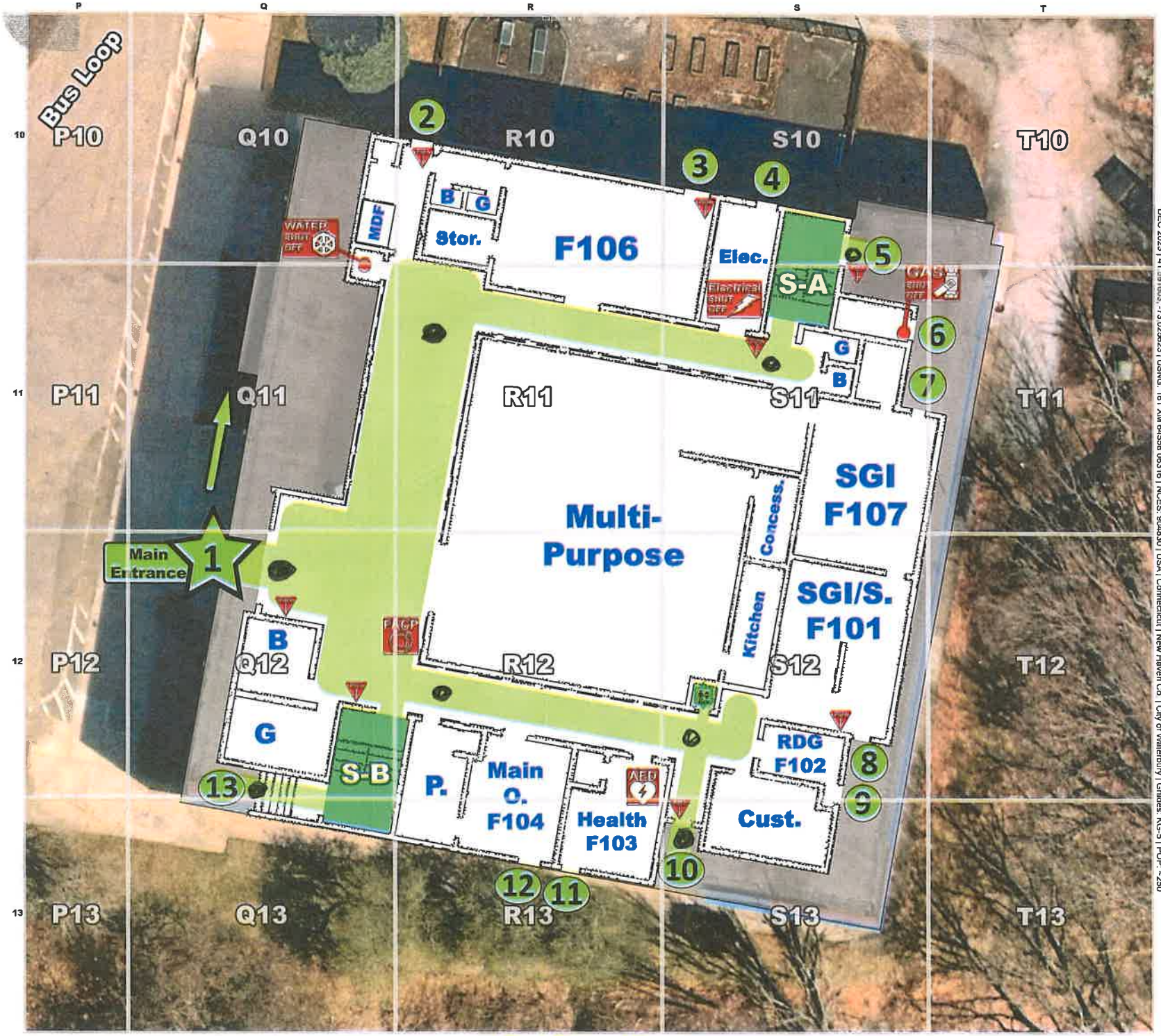
Version Control

V1.2

Basement - Micro

International Dual Language School

116 Beecher Ave, Waterbury, CT 06705



North UP
15 YARD GRID
Version Control #
V1.0

First Floor - Micro
Regan Elementary School
2780 N Main St, Waterbury, CT 06704

Regan Notes.
Motion only
● = where
Noted -
NO Door
contacts -
Partitions) -
1 - Main
Keypads -
Door # 1 -
No Motion
on upper
floor(s).

DEC 2023 | 41.591603, -73.025823 | USNG: 18T XM 64558 06316 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: KG-5 | POP: ~250



DEC 2023 | 41.591603, -73.025823 | USNG: 18T XM 64558 06316 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: KG-5 | POP: ~250

CRG

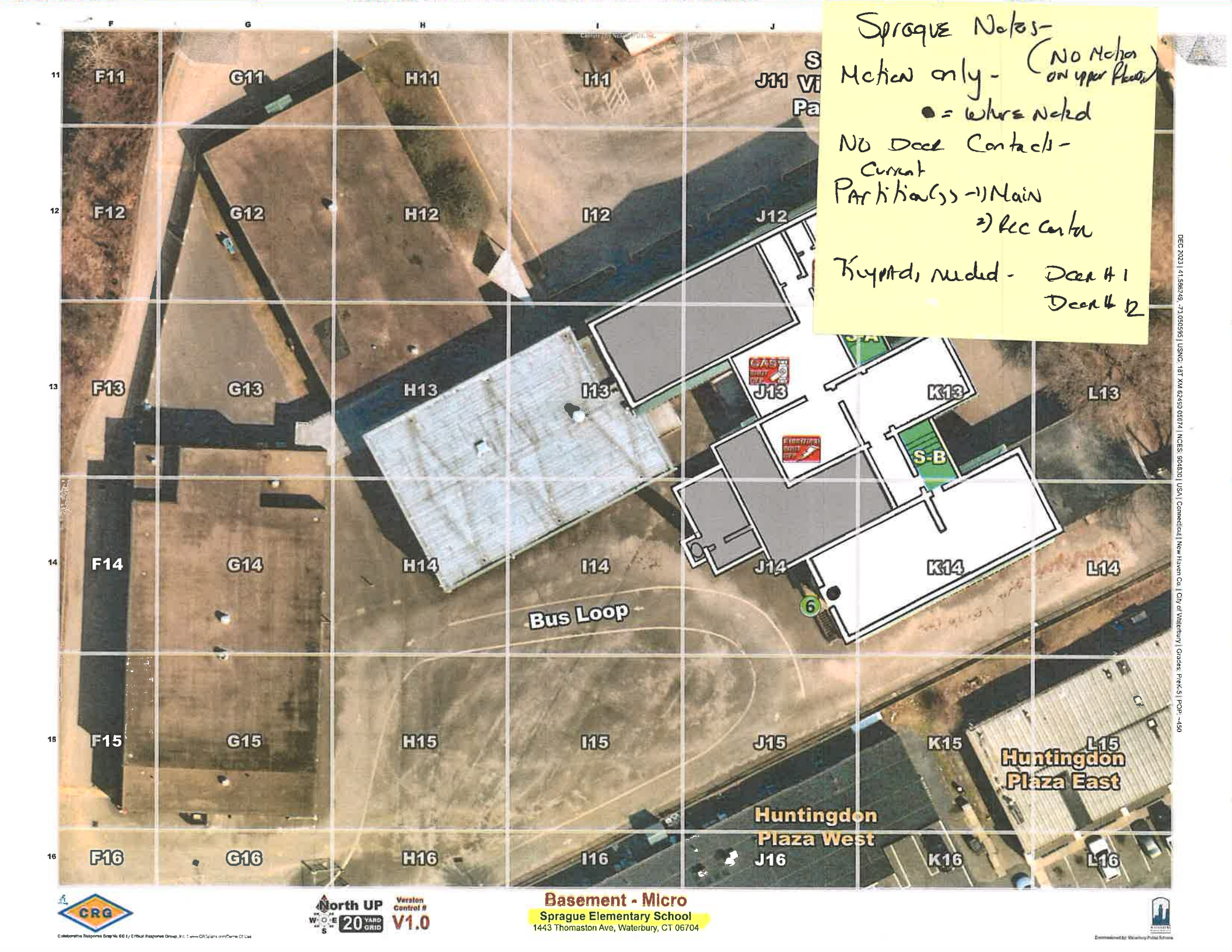
North UP
15 YARD GRID
Version Control #
V1.0

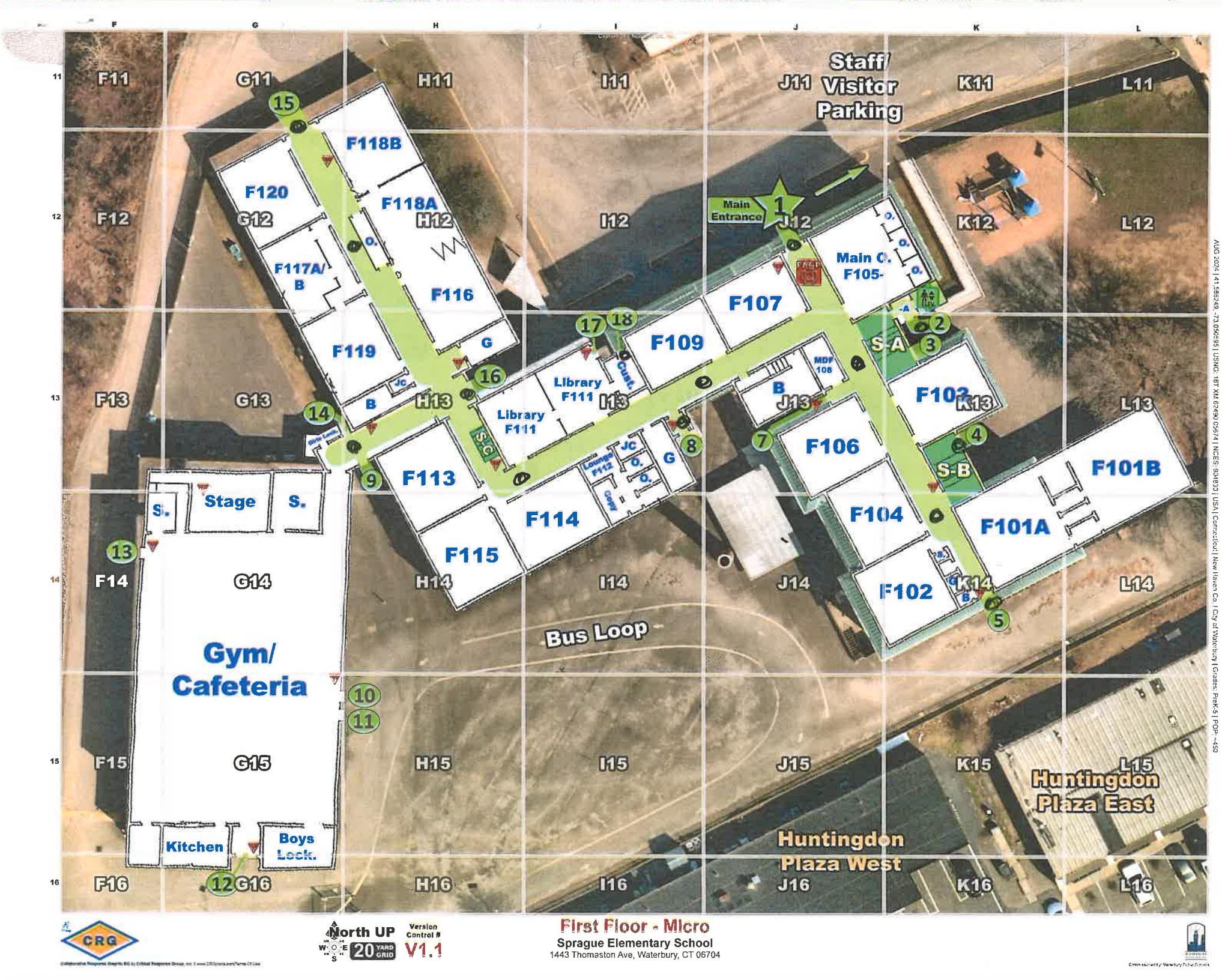
Second Floor - Micro

Regan Elementary School
2780 N Main St, Waterbury, CT 06704

No Motion Necessary

Commissioned by: Waterbury Public Schools


Sprague Notes-
Motion only - (NO Motion on upper floors)
● = where locked
No Door Contacts -
Current
Partitions - 1) Main
2) Rec Center
Keypads, locked - Door #1
Door #2
F11 G11 H11 I11 J11
F12 G12 H12 I12 J12
F13 G13 H13 I13 J13 K13 L13
F14 G14 H14 I14 J14 K14 L14
F15 G15 H15 I15 J15 K15 L15
F16 G16 H16 I16 J16 K16 L16
GAS
S-B
6
Bus Loop
Huntingdon Plaza East
Huntingdon Plaza West
DEC 2023 | 41.586249, -73.050595 | USNG: 18T XM 62450 05674 | NCES: 9048301 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~450
CRG
North UP
20 YARD GRID
Version Control #
V1.0
Basement - Micro
Sprague Elementary School
1443 Thomaston Ave, Waterbury, CT 06704



North UP

20 YARD GRID

Version Control # V1.1

First Floor - Micro

Sprague Elementary School

1443 Thomaston Ave, Waterbury, CT 06704

AUG 2024 | 41.585249, -73.050585 | USNG: 18T XM 62490 05974 | NCES: 934833 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~450



AUG 2024 | 41.562749, -73.050595 | USNG: 18T XM 62490 05974 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~450

CRG

North UP

20 YARD GRID

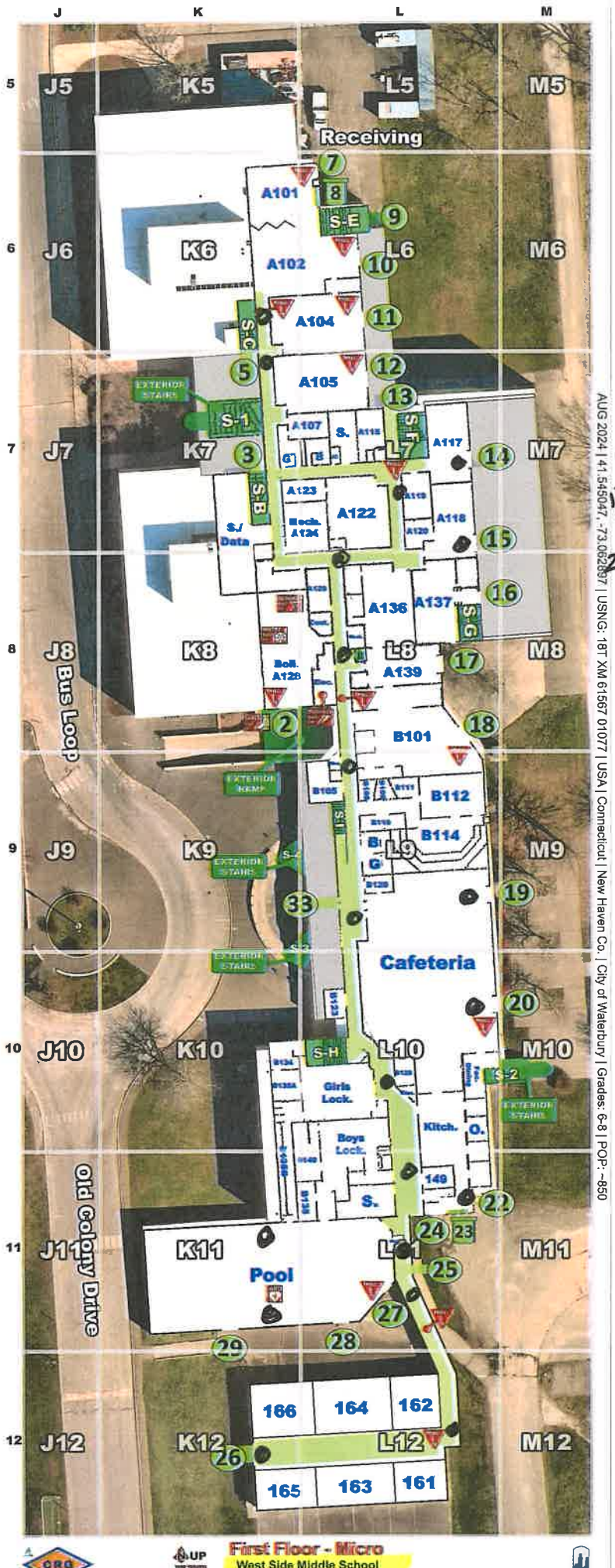
Version Control # V1.1

Second Floor - Micro

Sprague Elementary School

1443 Thomaston Ave, Waterbury, CT 06704

NO MOTION NECESSARY



AUG 2024 | 41.545047, -73.062897 | USNG: 18T XM 61567 01077 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 6-8 | POP: ~850

Westside
Nocks -

Motion only -
● = where MARKED

No Door Contact -

Current Partition(s) -
1) Main
2) Pool

Keypad(s) Needed -
1) Door # 1
2) Pool
3) Custodians office

NO Motion on
upper floors -

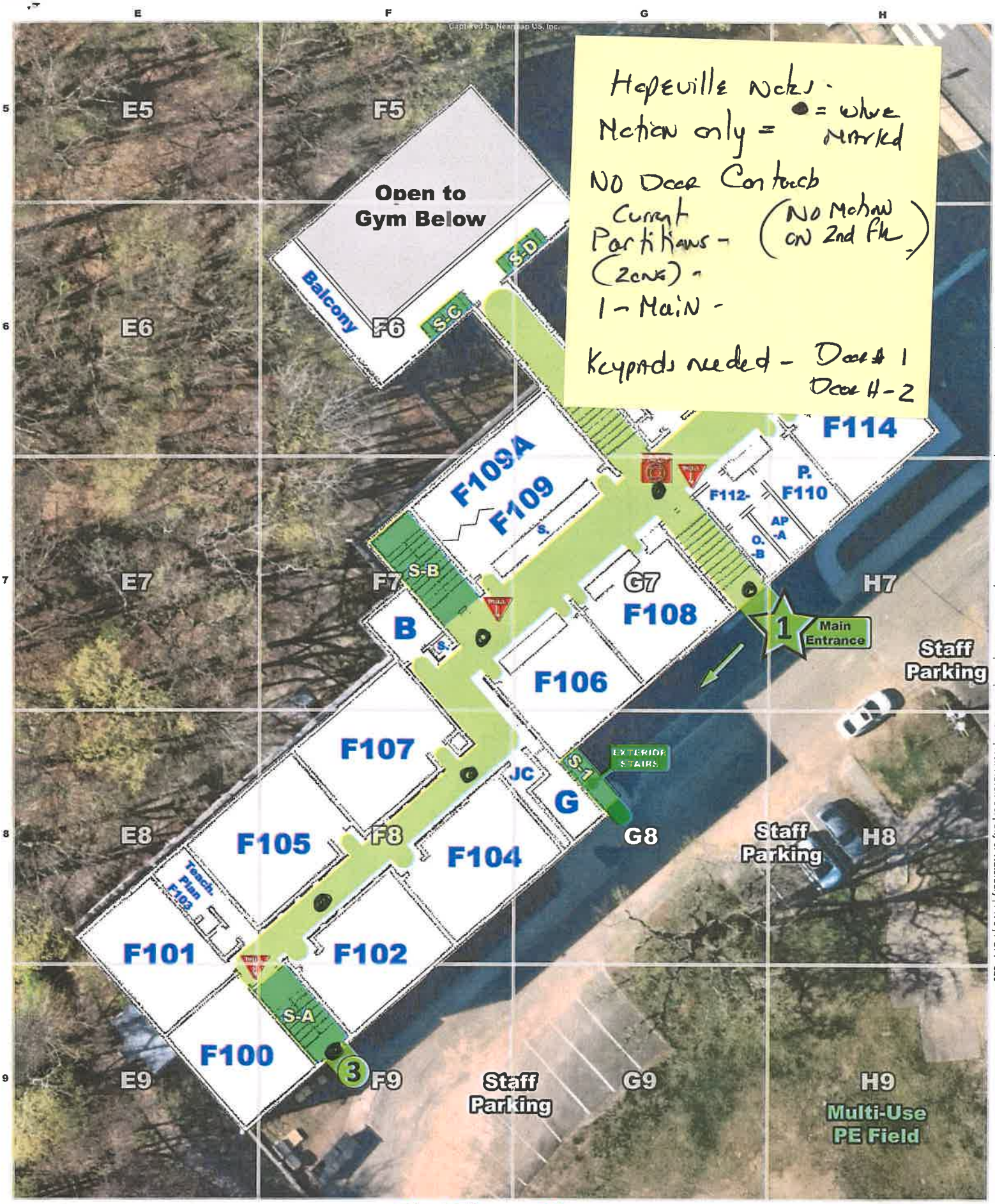


AUG 2024 | 41.545047, -73.062897 | USNG: 18T XM 61567 01077 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 6-8 | POP: ~850



AUG 2024 | 41.545047, -73.062897 | USNG: 18T XM 61567 01077 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 6-8 | POP: ~850

• No Motion Necessary on 3rd flr.



CRG

North UP

20 YARD GRID

Version Control # V1.1

First Floor - Micro

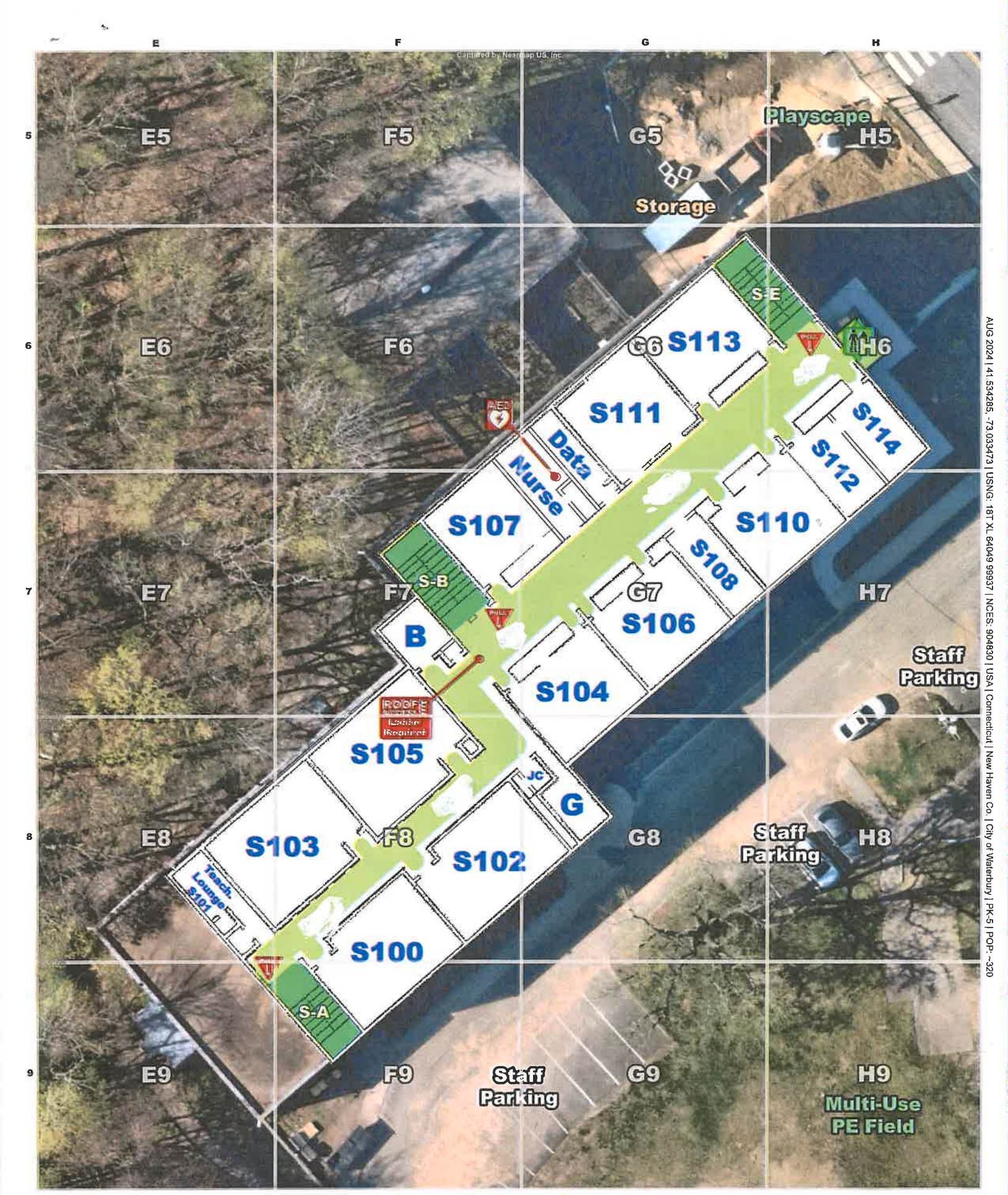
Hopeville Elementary School

2 Cypress St, Waterbury, CT 06706

Commissioned by: Waterbury Public Schools

Collaborative Response Graphic SG by Critical Response Group, Inc. | www.CRGplans.com/Terms-Of-Use

AUG 2024 | 41.534285, -73.033473 | USNG: 18T XL 64049 99937 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | PK-5 | POP: ~320



AUG 2024 | 41.534285, -73.033473 | USNG: 18T XL 64049 99937 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | PK-5 | POP: ~320

CRG

North UP

20 YARD GRID

Version Control #

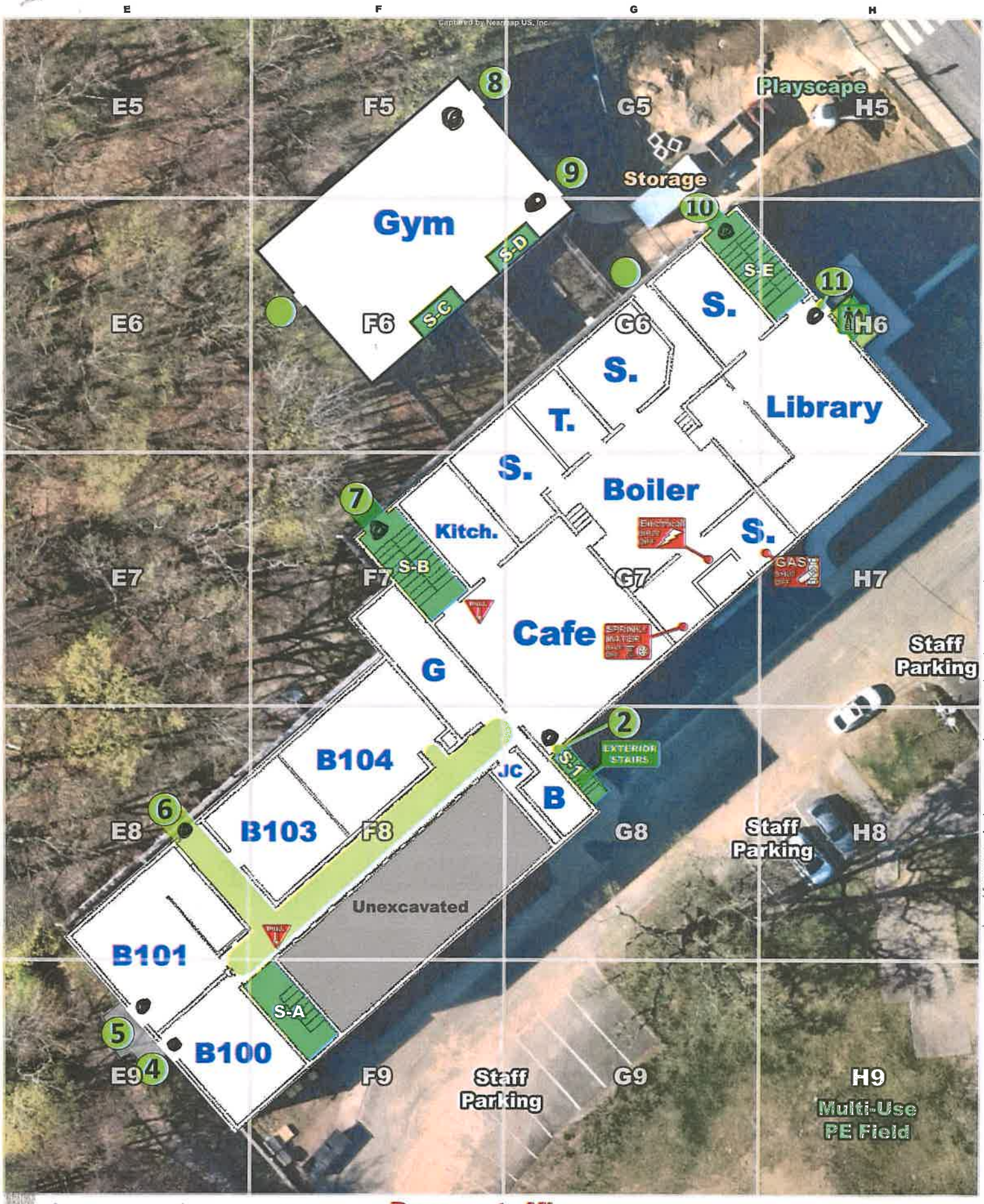
V1.1

Second Floor - Micro

Hopeville Elementary School

2 Cypress St, Waterbury, CT 06706

Commissioned by Waterbury Public Schools



AUG 2024 | 41.534285, -73.033473 | USNG: 18T XL 64049 99937 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | PK-5 | POP: ~320

CRG

North UP 20 YARD GRID

Version Control # V1.1

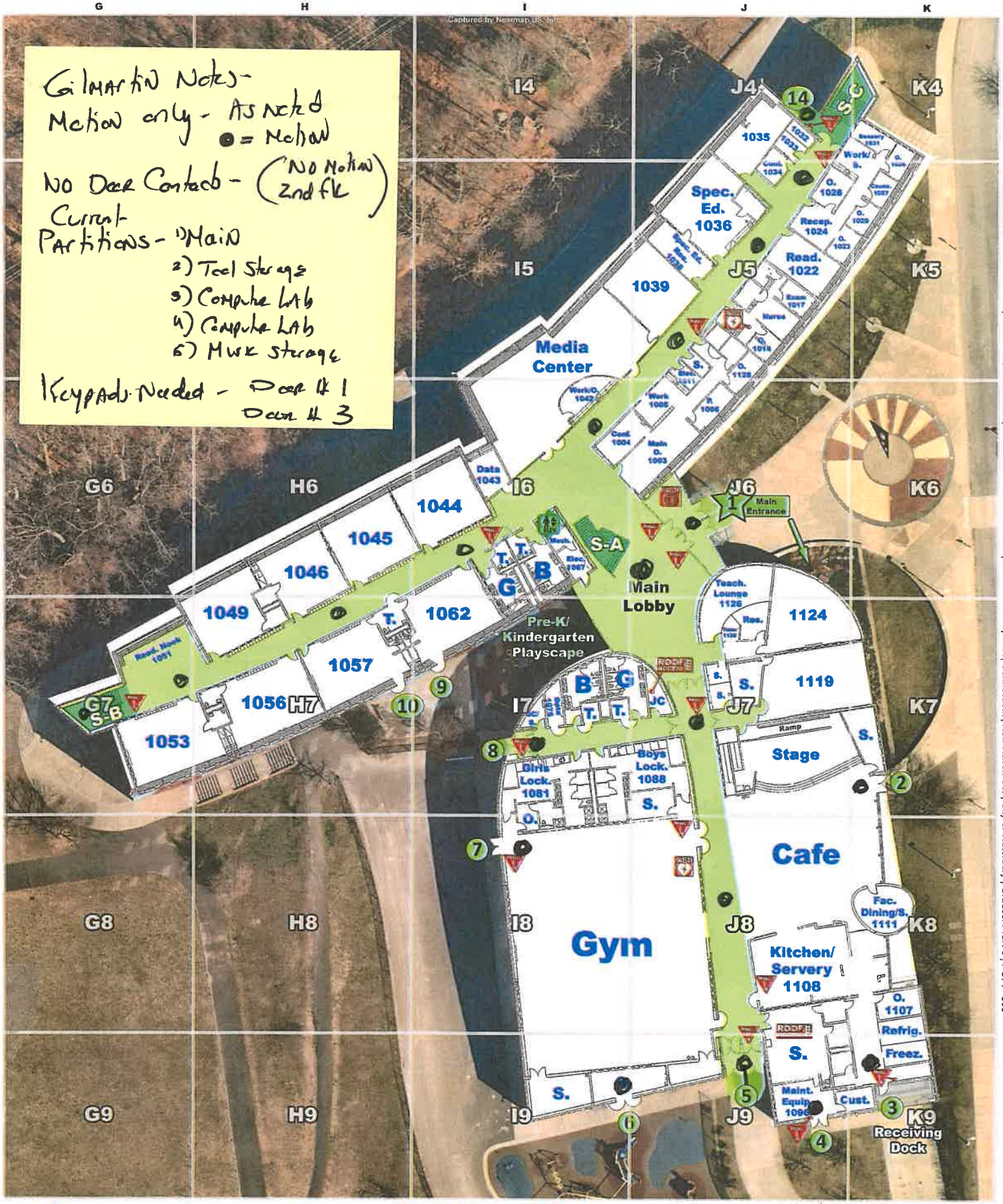
Basement - Micro

Hopeville Elementary School

2 Cypress St, Waterbury, CT 06706

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Commissioned by Waterbury Public Schools



CRG

North UP

25 YARD GRID

Version Control # V2.1

First Floor - Micro

Gilmartin Elementary School

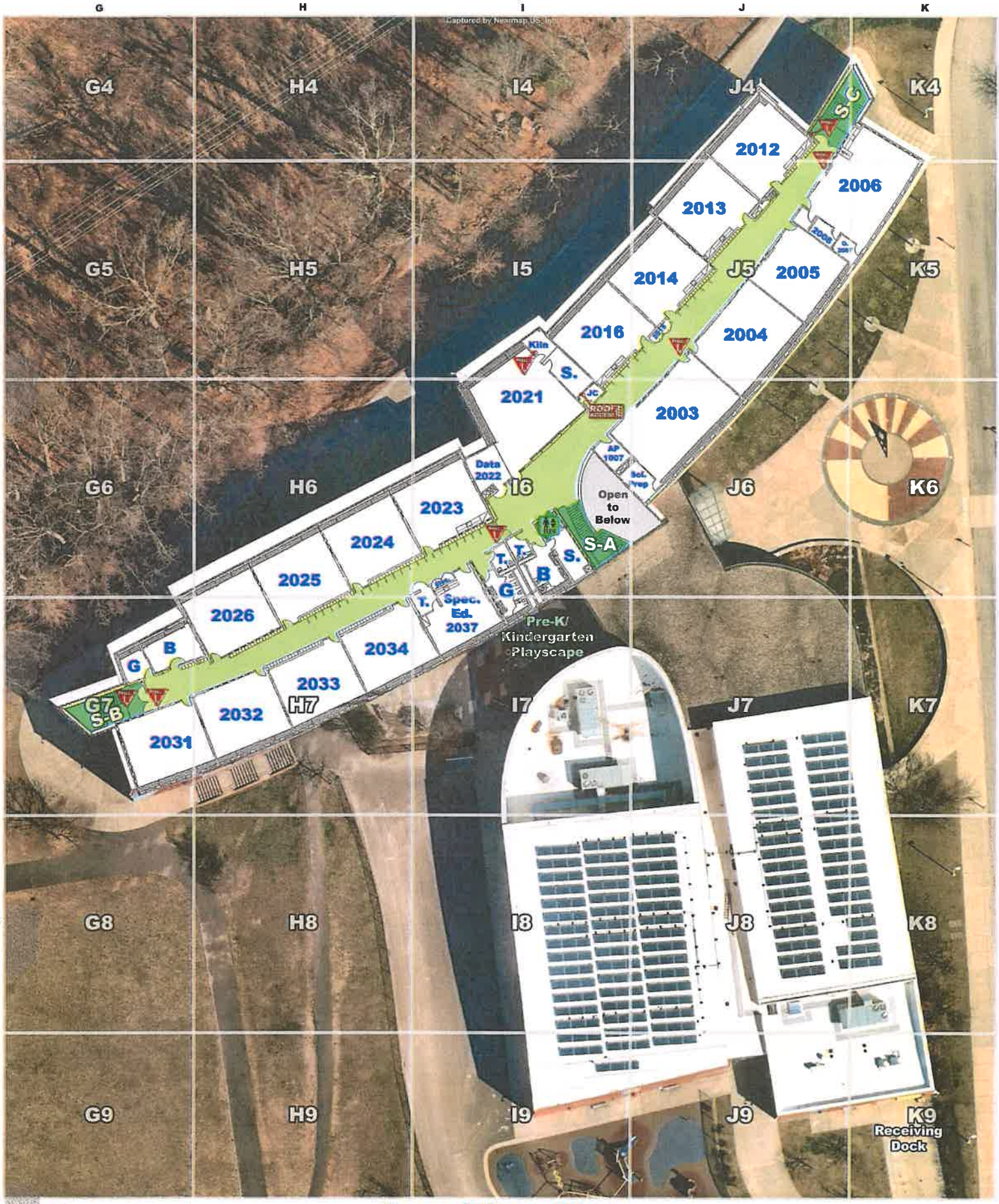
94 Spring Lake Rd, Waterbury, CT 06706

Gilmartin Notes -
1) Motion only - Main floor
2) NO Door Contacts -

Commissioned by: Waterbury Public Schools

AUG 2024 | 41.525215, -73.029137 | USNG: 18T XL 64433 98938 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~500

6



AUG 2024 | 41.525215, -73.029137 | USNG: 18T XL 64433 98938 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~500

CRG

North UP 25 YARD GRID

Version Control # V1.1

Second Floor - Micro

Gilmartin Elementary School

94 Spring Lake Rd, Waterbury, CT 06706

• NO MOTION NEEDED ON 2nd Flr -



JAN 2024 | 41.525215, -73.029137 | USNG: 18T XL 64433 98938 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~500

CRG

North UP 25 YARD GRID

Version Control # V2.0

Basement - Micro

Gilmartin Elementary School

94 Spring Lake Rd, Waterbury, CT 06706

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Commissioned by: Waterbury Public Schools



Wilson Notes -
Motion only - Basement
Main -
No Door Contacts -

1 = Partition - Zone - (Main).

Panels needed - Door #
Door # 4



CRG

North UP

30 YARD GRID

Version Control # V1.1

Second Floor - Micro

Wilson Elementary School

235 Birch St, Waterbury, CT 06704

• No Motion needed on 2nd Floor



DEC 2023 | 41.556195, -73.019863 | USNG: 18T XM 65128 02396 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~400

CRG

North UP

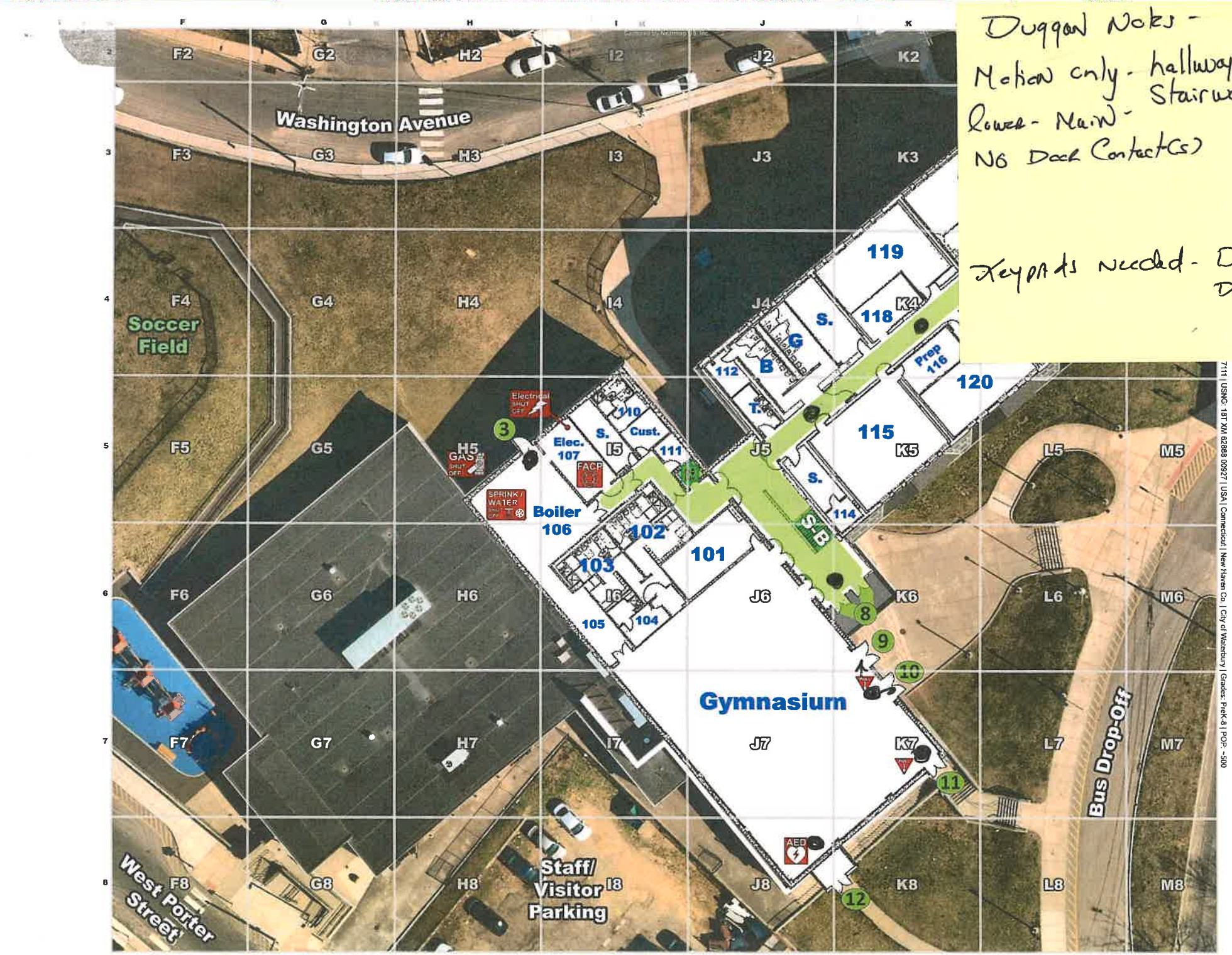
30 YARD GRID

Version Control # V1.0

Basement - Micro

Wilson Elementary School

235 Birch St, Waterbury, CT 06704



Duggan Notes -
Motion only - hallway(s) - Stairwells -
Lower - Main -
NO Door Contact(s)

Keypads needed - Door #1 Door #14

7111 | USNG: 18T XM 62888 00927 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~500

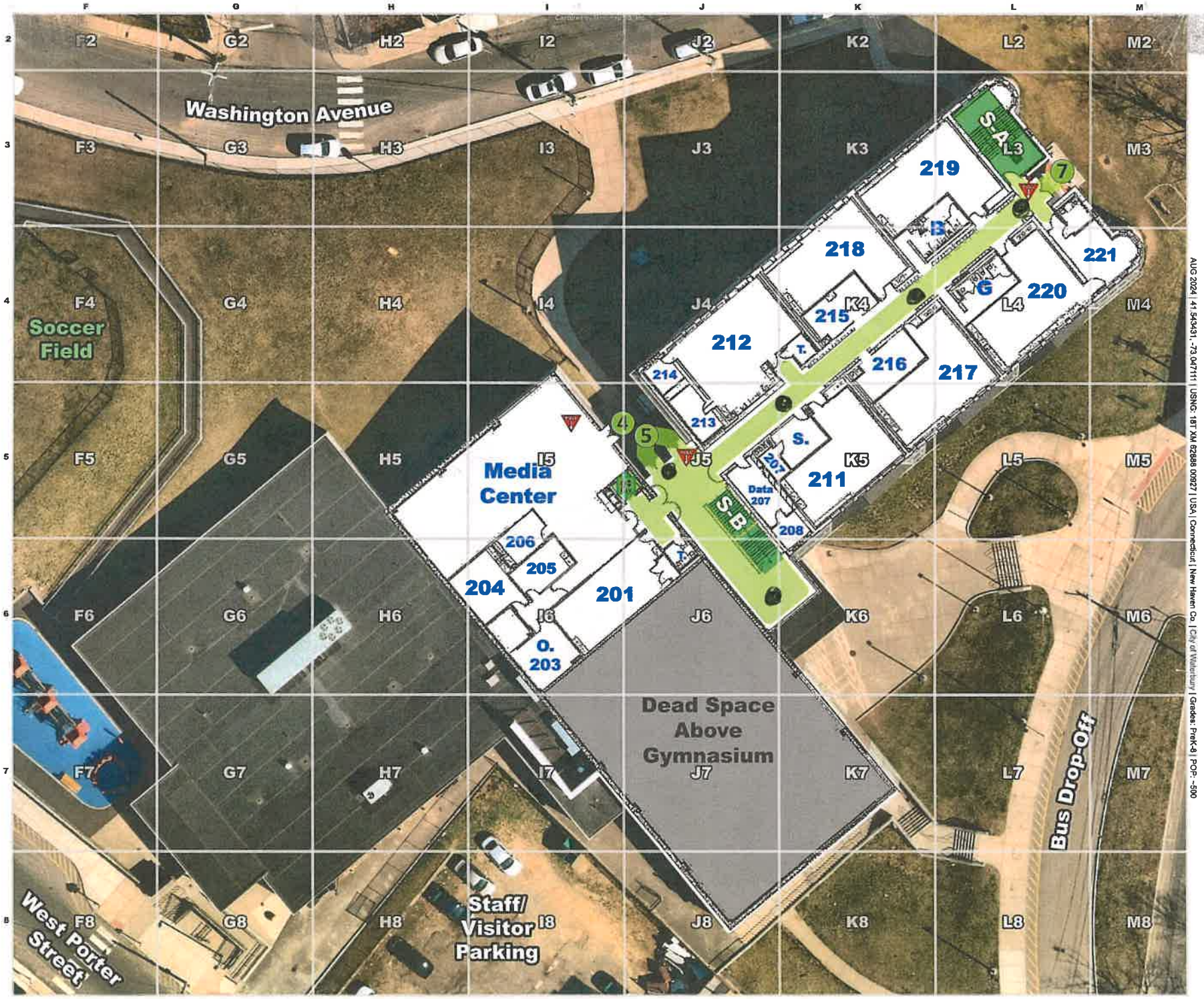
CRG

North UP | 15 YARD GRID | Version Control # V1.1

First Floor - Micro

Duggan Elementary School

38 W Porter St, Waterbury, CT 06708



AUG 2024 | 41.54331, -73.047111 | USNG: 18T XM 62888 00927 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~500

CRG

North UP 15 YARD GRID

Version Control # V1.1

Second Floor - Micro

Duggan Elementary School

38 W Porter St, Waterbury, CT 06708



AUG 2024 | 41.543431, -73.047111 | USNG: 18T XM 62888 00927 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-8 | POP: ~500

CRG

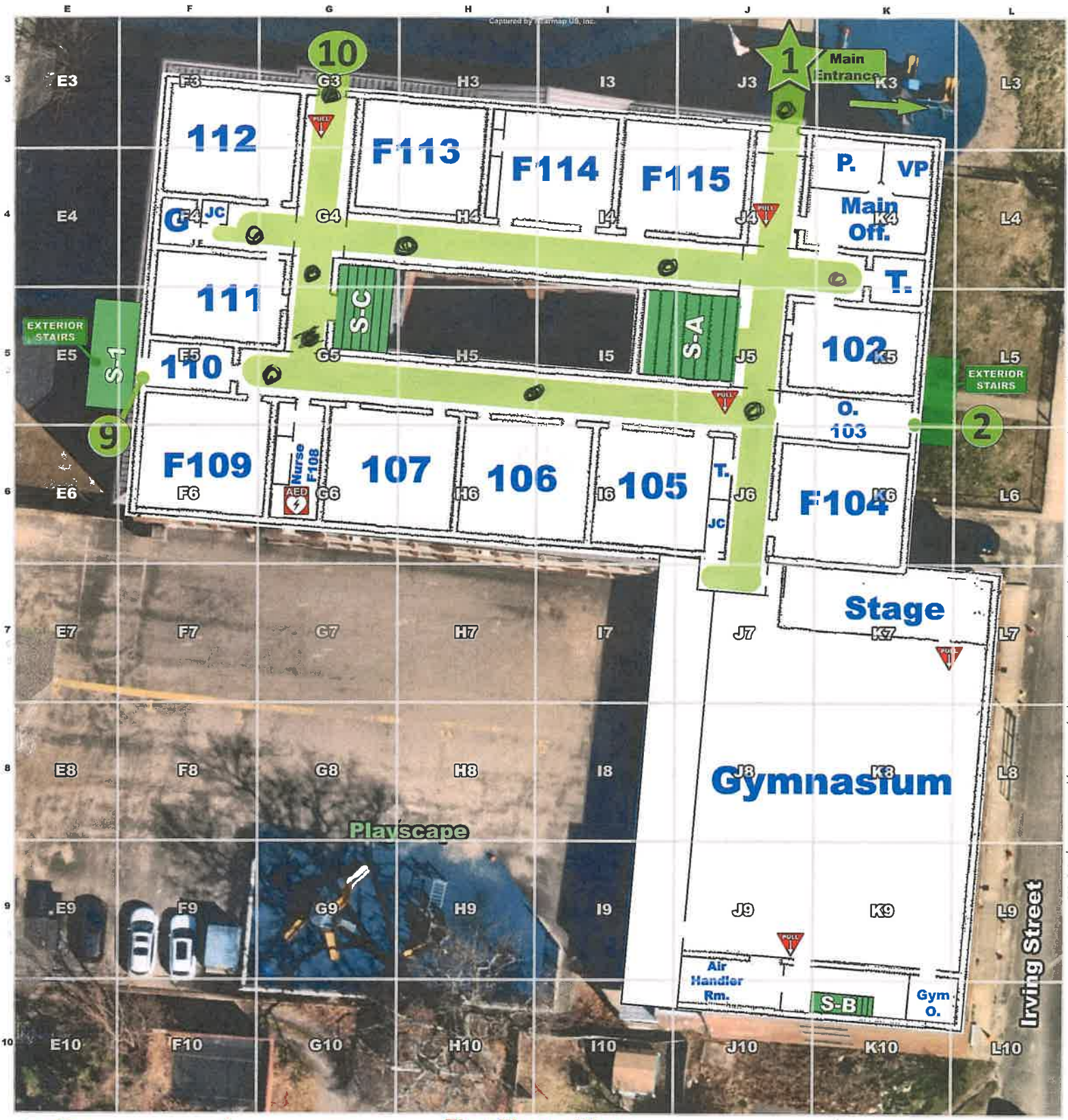
North UP 15 YARD GRID

Version Control # V1.1

Third Floor - Micro

Duggan Elementary School

38 W Porter St, Waterbury, CT 06708



AUG 2024 | 41.563804, -73.042846 | USNG: 18T XM 63192 03197 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~500

CRG

North UP | 15 YARD GRID | Version Control # V1.1

First Floor - Micro

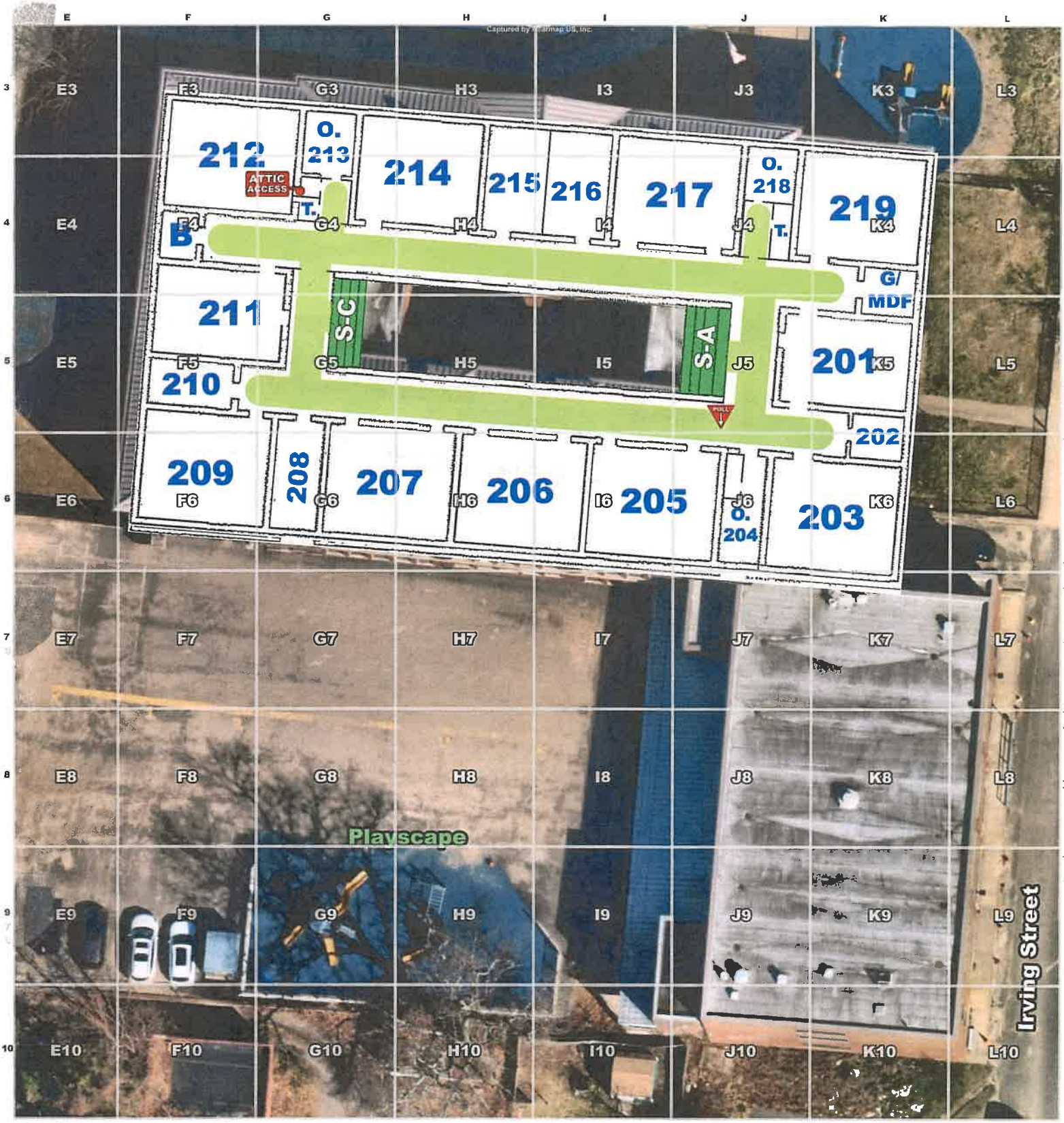
Driggs Elementary School

77 Woodlawn Terrace, Waterbury, CT 06710

- 1 – Partition only (Zone)

Keypads Needed –
Door #1
Door #7

Driggs Notes –
- Motion only – hallway(s) Stairwell(s) –
- NO Door Contacts –
- NO Motion on 2nd Flr –



CRG

North UP 15 YARD GRID

Version Control # V1.1

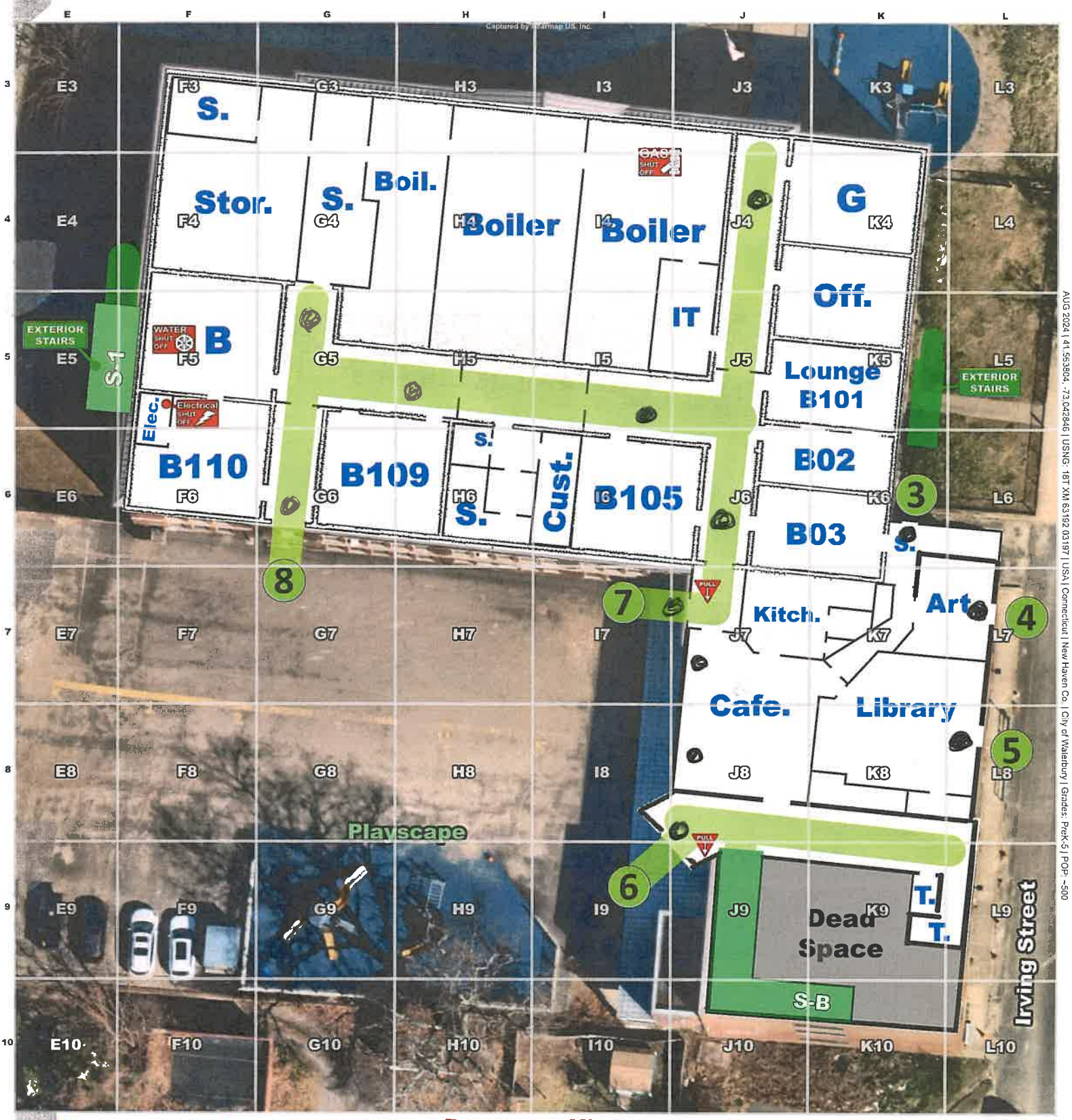
Second Floor - Micro

Driggs Elementary School

77 Woodlawn Terrace, Waterbury, CT 06710

• No Motion Needed on 2nd flr-

AUG 2024 | 41.563804, -73.042846 | USNG: 18T XM 53162 03197 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~500



AUG 2024 | 41.553804, -73.042846 | USNG: 18T XM 63192 03197 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~500

North UP

15 YARD GRID

Version Control # V1.1

Basement - Micro

Driggs Elementary School

77 Woodlawn Terrace, Waterbury, CT 06710

Adult Education - AKA - Barnard -



AUG 2024 | 41.545933, -73.049747 | USNG: 18T XM 62662 01200 | USA | Connecticut | New Haven Co. | City of Waterbury

CRG

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North UP | 10 YARD GRID

Version Control # V1.1

First Floor - Micro

Waterbury Adult Continuing Education

11 Draher St, Waterbury, CT 06708

- Motion - 1st flr 2nd flr
- Keypad - Door # 2 - Staff Parking
- No Motion 3rd flr

Current Partitions - Sanitary - Main - P



CRG

North UP 10 YARD GRID

Version Control # V1.1

Second Floor - Micro 2nd Floor

Waterbury Adult Continuing Education

11 Draher St, Waterbury, CT 06708

AUG 2024 | 41.545533, -73.049747 | USNG: 18T XM 62662 01200 | USA | Connecticut | New Haven Co. | City of Waterbury



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North UP 10 YARD GRID

Version Control # V1.1

Third Floor - Micro 3rd Floor.

Waterbury Adult Continuing Education

11 Draher St, Waterbury, CT 06708

• No Motion Necessary

Commissioned by Waterbury Public Schools

AUG 2024 | 41.545933, -73.049747 | USNG: 18T XM 62662 01200 | USA | Connecticut | New Haven Co. | City of Waterbury



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North UP

10 YARD GRID

Version Control # V1.1

Basement - Micro

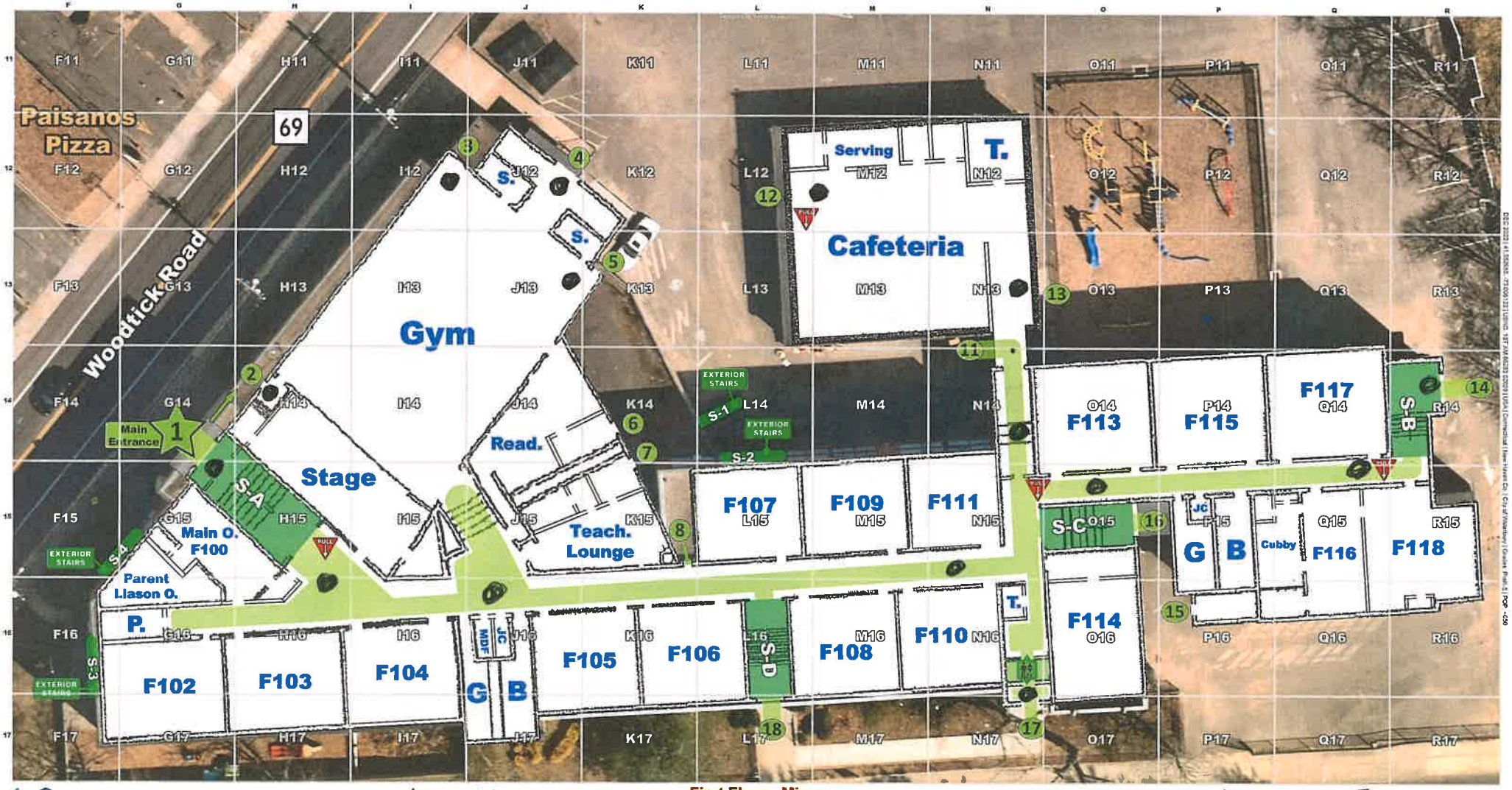
Waterbury Adult Continuing Education

11 Draher St, Waterbury, CT 06708

Commissioned by: Waterbury Public Schools

AUG 2024 | 41.545933, -73.049747 | USNG: 18T XM 62662 01200 | USA | Connecticut | New Haven Co. | City of Waterbury

Chase School



Current Partition(s) - 1) Main - Sanitrol -

Panel - Keypad - Doors Employee Parking

- No Motion only - • Where locked
- NO Motion 2nd fle
- NO Door Contact -



North UP Version Control V1.1

Second Floor - Micro
Chase Elementary School
40 Woodtick Rd, Waterbury, CT 06705

• NO MOTION NECESSARY



North UP Version Control # V1.0

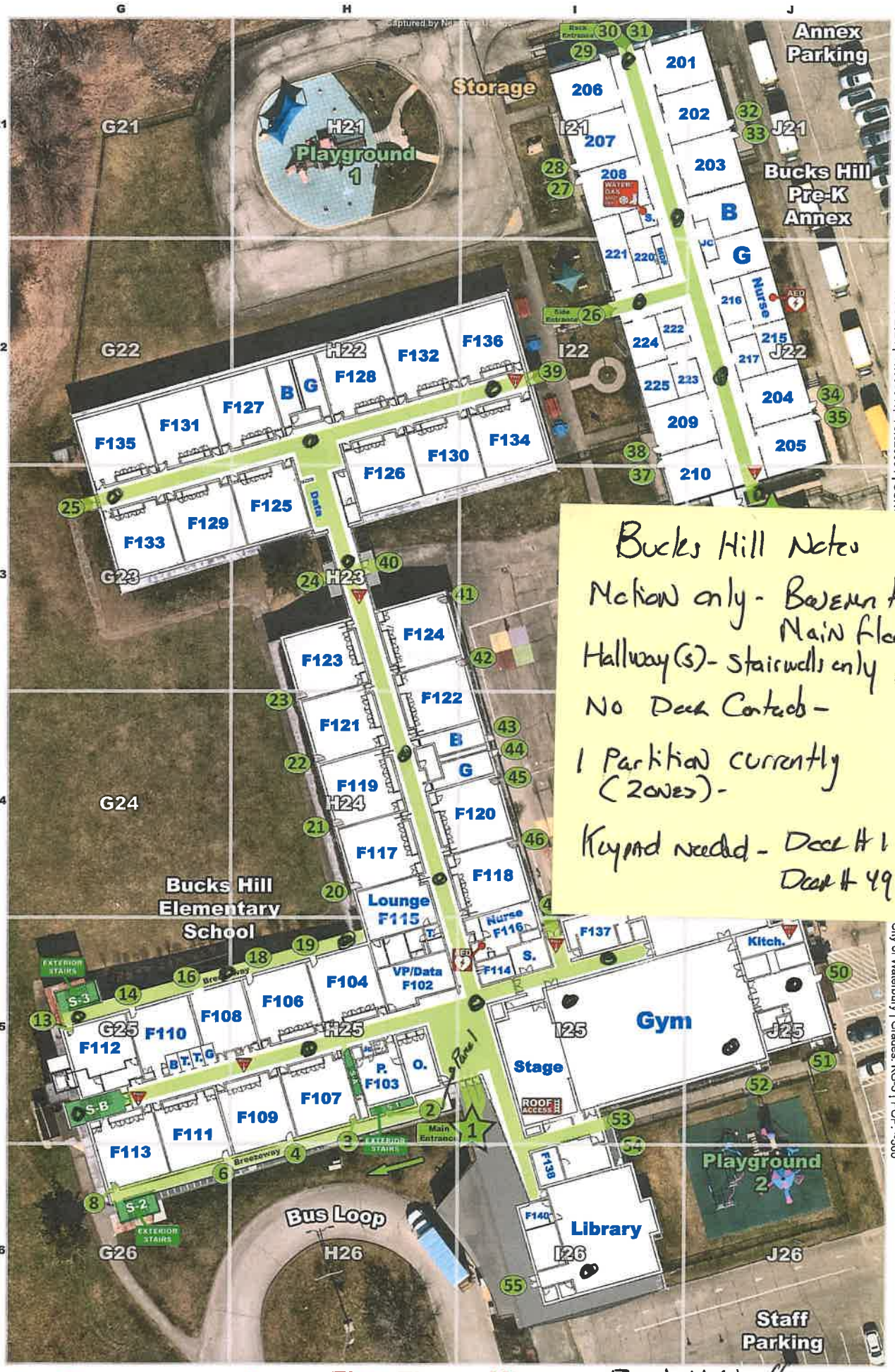
Basement - Micro

Chase Elementary School

40 Woodtick Rd, Waterbury, CT 06705

● = proposed Nohan Locator
I = Partition Fee Building -
Keypad - Door # 1 -

Bucks Hill



Bucks Hill Notes

Motion only - Basement Main floor

Hallway(s) - stairwells only -

No Door Contacts -

1 Partition currently (2 zones) -

Keypad needed - Door # 1
Door # 49

AUG 2024 | 41.600611, -73.028584 | USN

City of Waterbury | Grades: KG-5 | POP: ~300

CRG

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NUP YARD VERSION GRID CONTROL 30 V1.2

First Floor - Micro

Bucks Hill Elementary School

330 Bucks Hl Rd, Waterbury, CT 06704

Panel - Main office

Current Partitions (Sen./roll) - 10 Main

Commissioned by: Waterbury Public Schools



MAR 2024 | 41.600611, -73.028584 | USNG: 18T XM 64288 07311 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: KG-5 | POP: ~300

CRG

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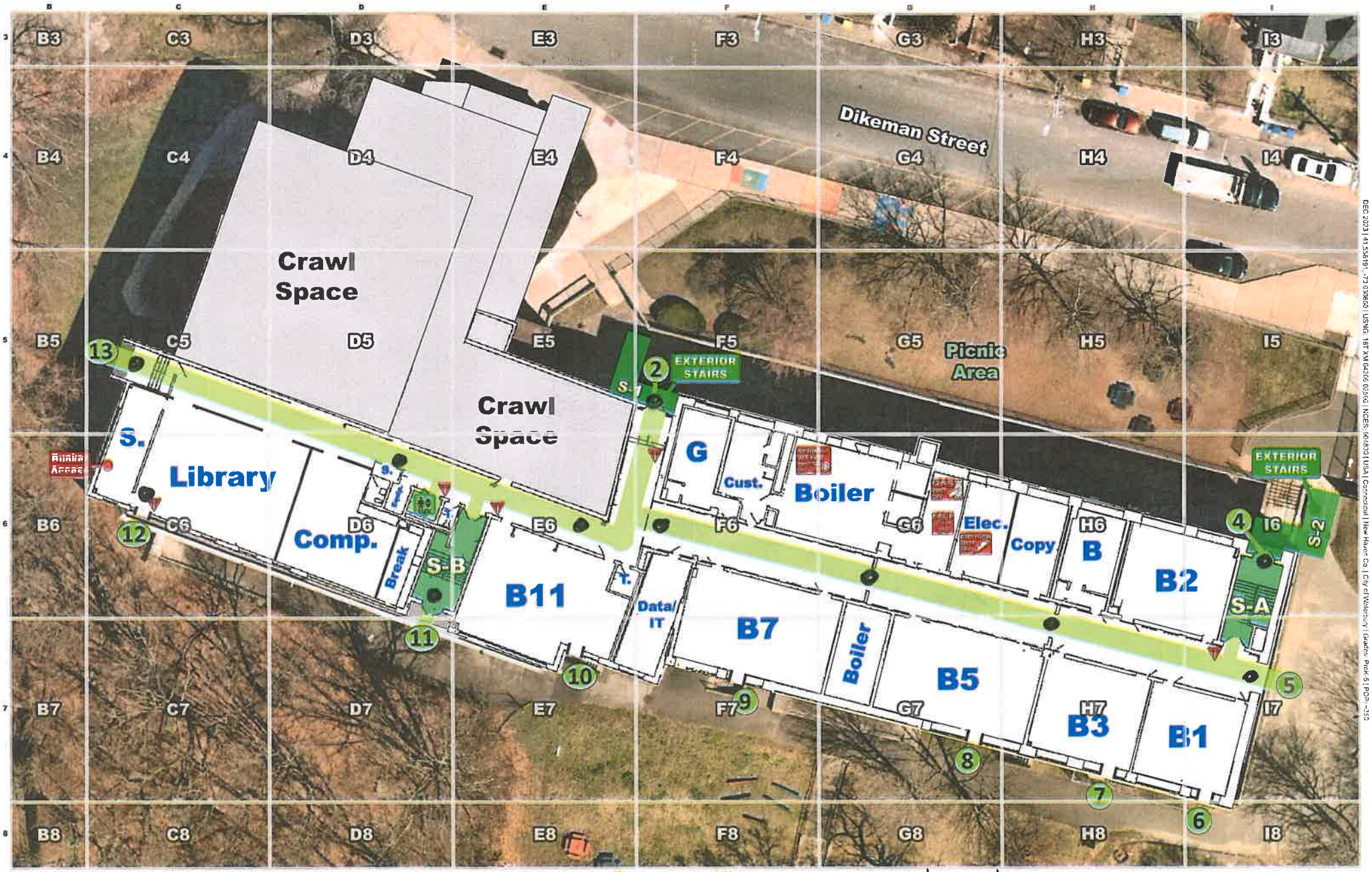
NUP YARD VERNON GRID CONTROL 30 V1.1

Basement - Micro

Bucks Hill Elementary School

330 Bucks Hl Rd, Waterbury, CT 06704

Commissioned by: Waterbury Public Schools



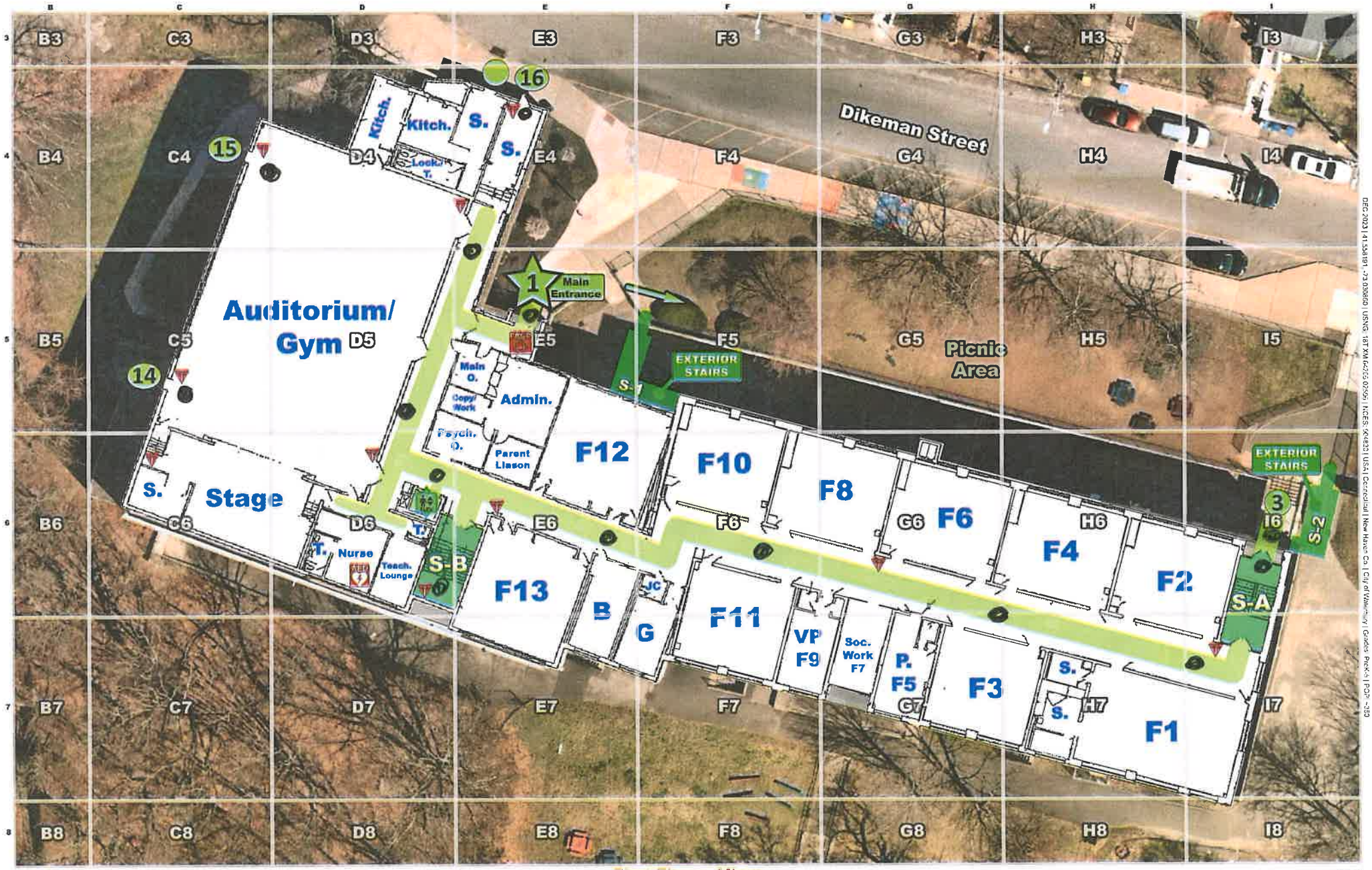
Basement - Micro
Walsh Elementary School
55 Dikeman St, Waterbury, CT 06704

Current Partitions
1 - Main Building
2 - Delivery

Walsh Notes: • No Motion 2nd FL
• Motion only
• 2 wire hold
• No door contacts

Keypads required:
Door # 1
Door # 16

DEC 2023 | 41.558191, -73.032860 | USNG: 18T XM 66266 02566 | NGES: 5X4830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~252

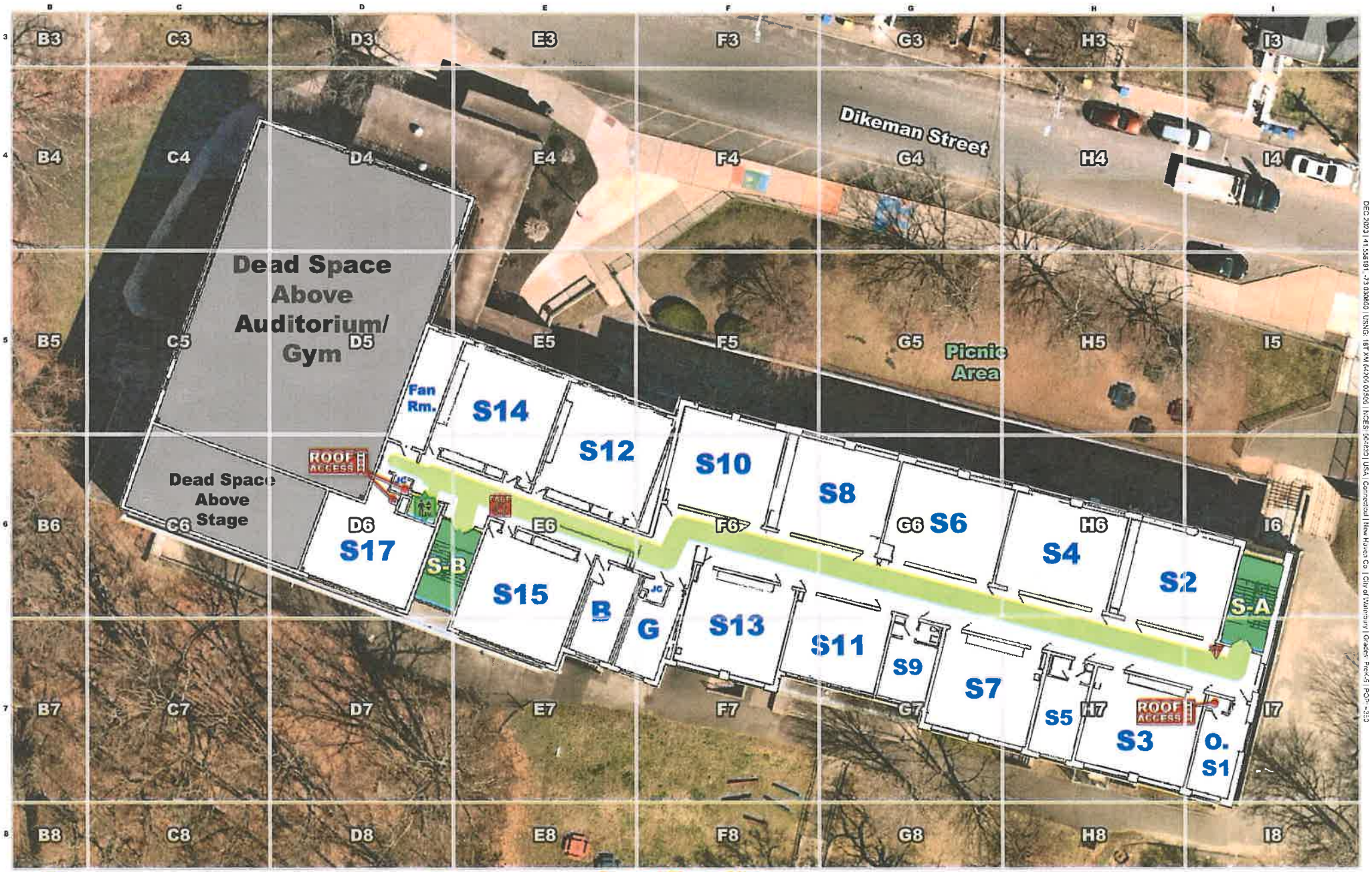


North UP Version Control # V1.0

First Floor - Micro

Walsh Elementary School
55 Dikeman St, Waterbury, CT 06704

DEC 2023 | 41.554191, -73.030860 | USNG: 18T XM 60555 05561 | NCES: 540833 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-1 | POP: ~350



CRG

North UP Version Control # V1.0

15 YARD GRID

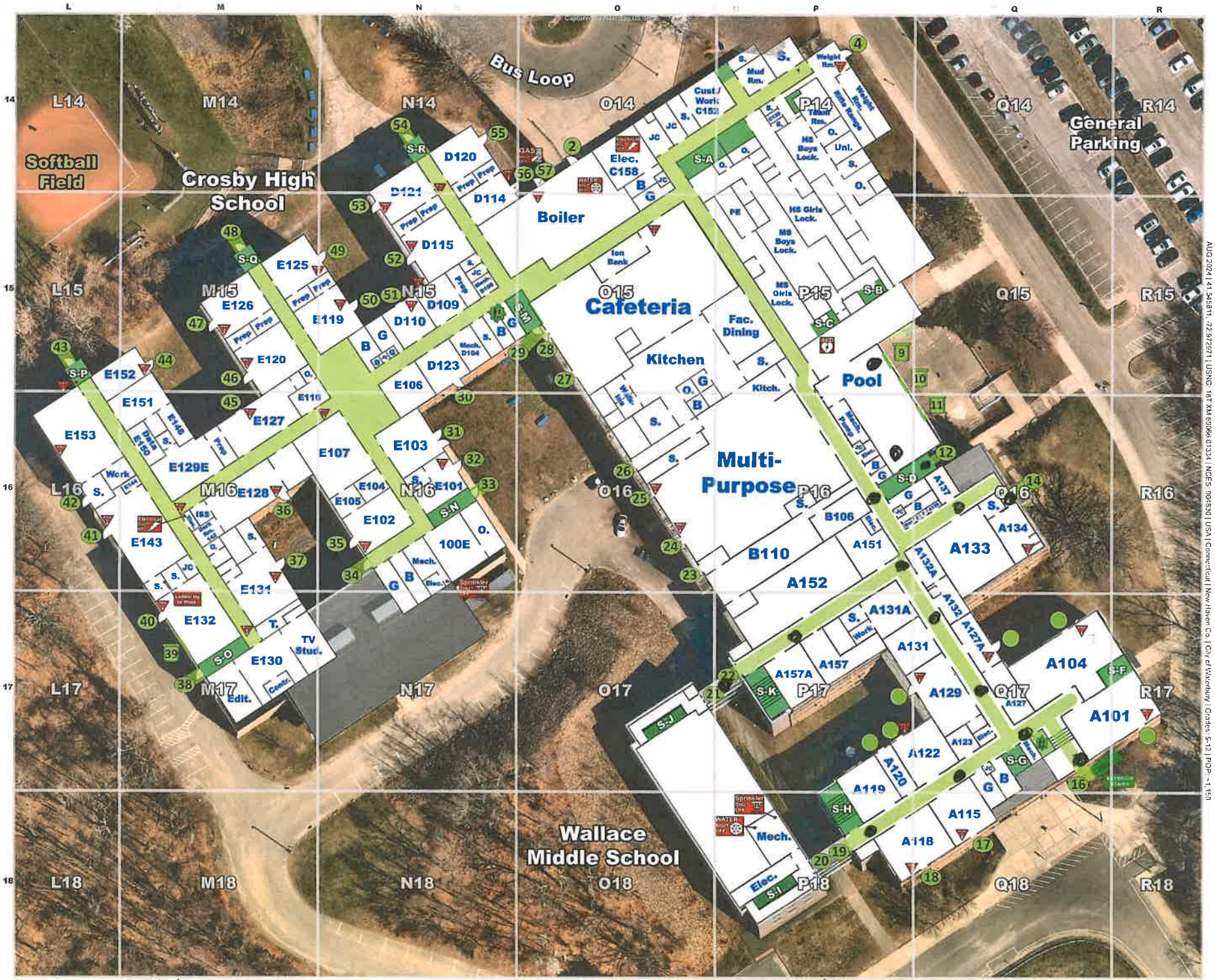
Second Floor - Micro

Walsh Elementary School

55 Dikeman St, Waterbury, CT 06704

No Motion Necessary

DEC 2023 | 41.558191, -73.038650 | USNG: 18T XM 64265 02555 | NCES: 090825 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~250



AUG 2024 | 41.545811, -72.979971 | USNG: 18T XM 60066 01334 | NCES: 900890 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 9-12 | POP: ~1,150

Partitions -
1 - Main
2 - Pool

North UP
WGS 84
40 YARD GRID

Version Control #
V2.1

Lower Level - Micro
Crosby High & Wallace Middle Schools
300 Pierpont Rd. & 3465 E. Main St, Waterbury, CT 06705

3 - Computer Room 4 - Media - 5 - Staywell HC

Wallace Notes:
- Motion only - ● = where needed
- NO Door Contacts -



North UP

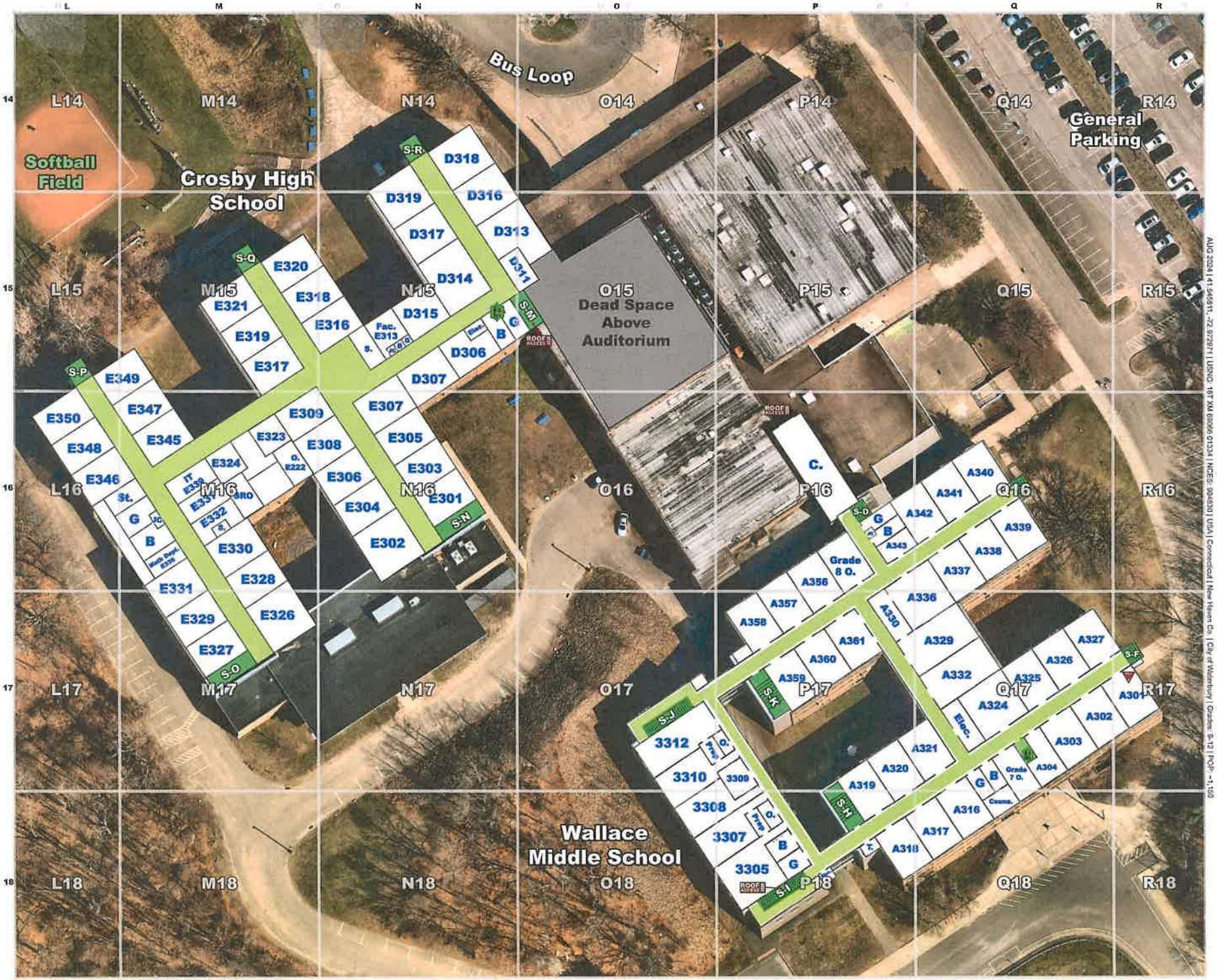
Version Control # V2.1

Main Level - Micro

Crosby High & Wallace Middle Schools

300 Pierpont Rd. & 3465 E. Main St, Waterbury, CT 06705

AUG 2024 | 41.545811, -72.979071 | USNG: 18T XM 60966 01334 | NCES: 004830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 9-12 | POP: ~1,150



North UP | Version Control # V2.1 | 40 YARD GRID

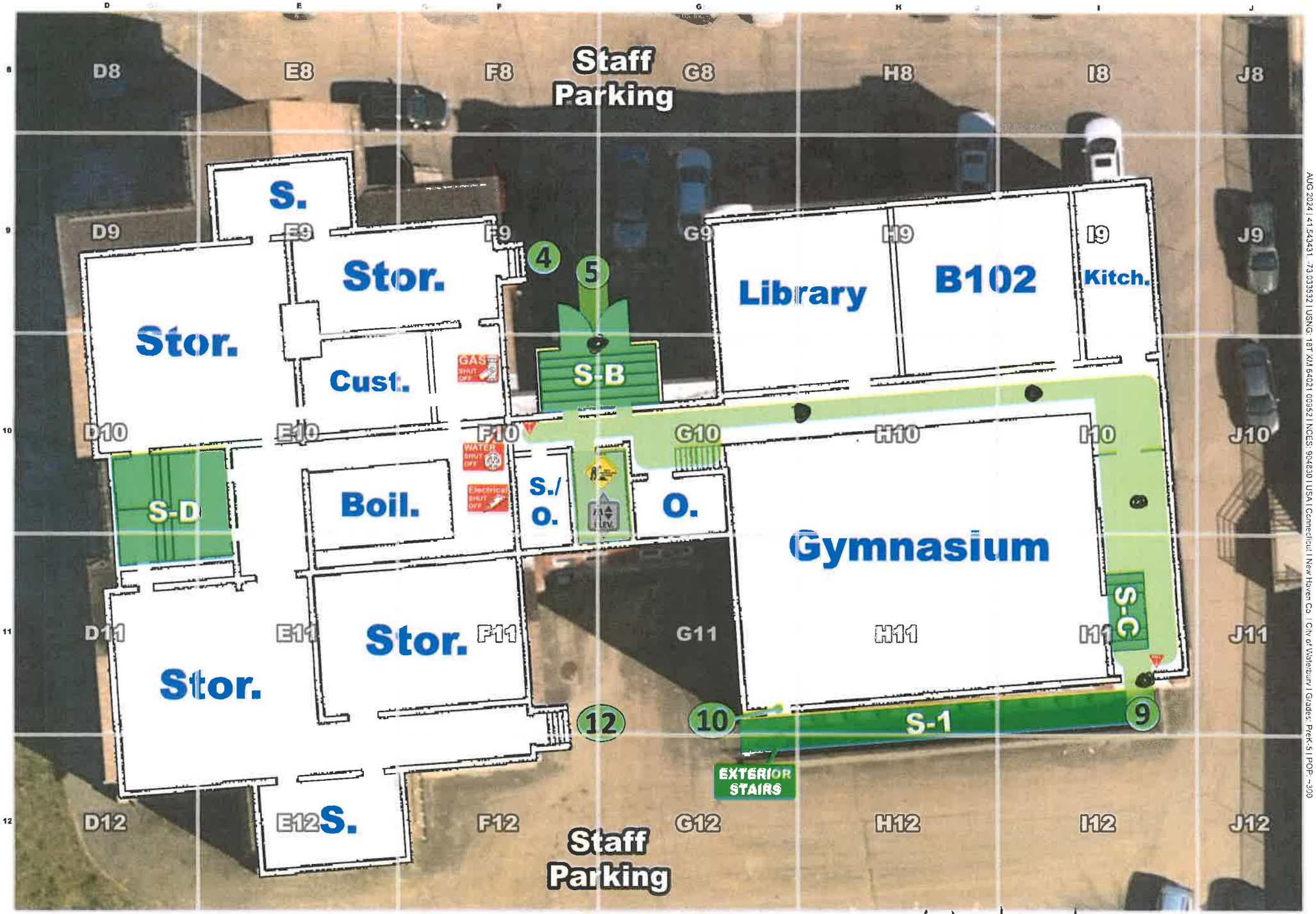
Upper Level - Micro

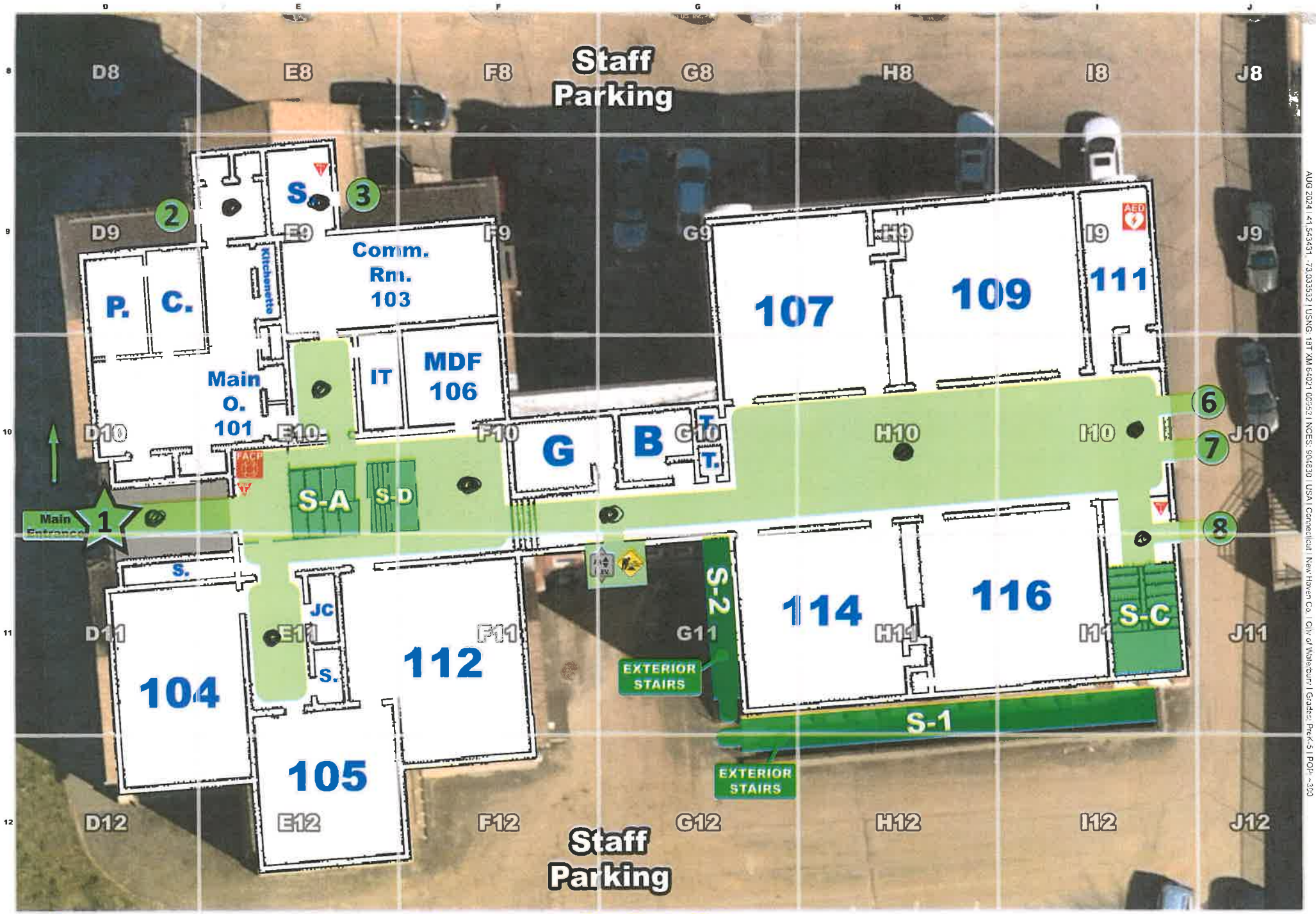
Crosby High & Wallace Middle Schools

300 Pierpont Rd. & 3465 E. Main St, Waterbury, CT 06705

a. No Motion Needed -

AUG 2024 | 41.545911, -72.972971 | USNG: 18T XM 69969 01334 | NCGES: 904930 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 9-12 | HCP: ~1:150


D8
E8
F8
Staff Parking
G8
H8
I8
J8
D9
E9
F9
G9
H9
I9
J9
S.
Stor.
Stor.
Cust.
4
5
Library
B102
Kitch.
S-B
GAS
D10
E10
F10
G10
H10
I10
J10
WATER
Electrical
S-D
Boil.
S./
O.
O.
Gymnasium
S-C
D11
E11
F11
G11
H11
I11
J11
Stor.
Stor.
12
10
S-1
9
EXTERIOR STAIRS
D12
E12
S.
F12
G12
H12
I12
J12
Staff Parking
North UP
10 YARD GRID
Version Control #
V1.1
Basement - Micro
Washington Elementary School
685 Baldwin St, Waterbury, CT 06706
Keypads Needed -
Door # 1
Door # 5
1 - Main
Current Partitions -
Washington Notes.
● Motion only - ● = where held
No Door Contacts.
AUG 2024 | 41.543431, -73.033532 | USNG: 18T XM 64021 03552 | NCES: 9046830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~300



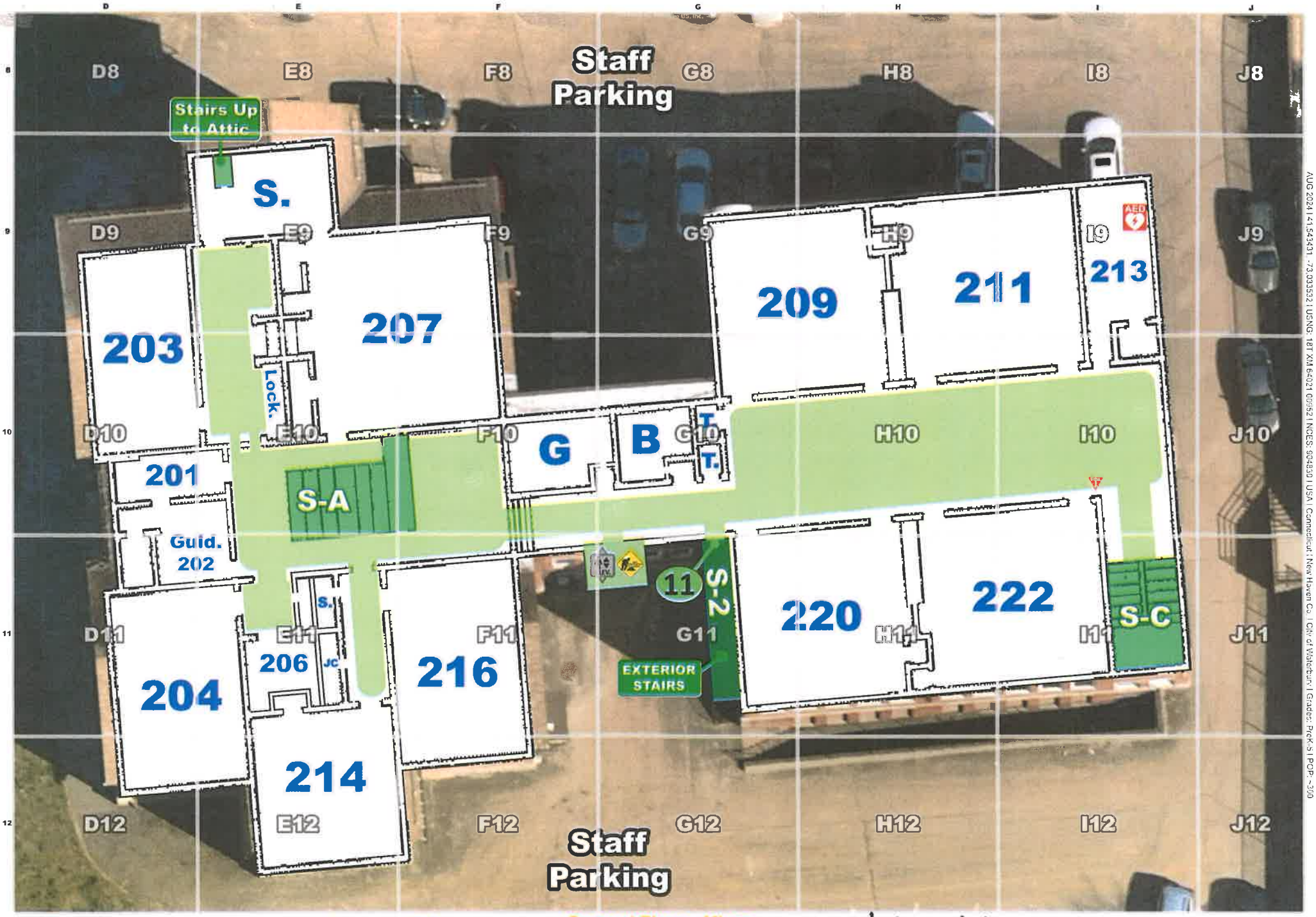
AUG 2024 | 41.543431, -73.033532 | USNG: 18T XM 64021 60352 | NOES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~300

North UP | 10 YARD GRID | Version Control # V1.1

First Floor - Micro

Washington Elementary School

685 Baldwin St, Waterbury, CT 06706



AUG 2024 | 41.543431, -73.033532 | USNG: 18T XM 64021 09552 | NGES: 9048830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~350

CRG

North UP

10 YARD GRID

Version Control # V1.1

Second Floor - Micro . NO Mchan Needed

Washington Elementary School

685 Baldwin St, Waterbury, CT 06706


Palace Theatre
Driver Education
Brown Street
Waterbury Pharmacy
Main Street
Louie's Pizza House
China One
Grand Foyer
PALACE
Recital Hall
Media Center
Auditorium
Dance Studio
Brook Street
Receiving/S.
Stage
Apron Stage
Shop
Atrium
Kiln
Boiler
Performing Arts Center
Waterbury Arts Magnet School
Scovill Street Garage
School Street
VA Waterbury Clinic
Elm Street
Probation Depart. Judicial District
North UP
15 YARD GRID
Version Control #
V1.2
Main Level - Micro
Waterbury Arts Magnet School (WAMS) & Performing Arts Building
16 S Elm St, Waterbury, CT 06706
Keyboards Needed - Desk # 1 Desk #
Current Purchase: Main Bldg
WAN(s) Noted
Motion only - ● = where needed
NO Desk Controls



North UP

15 YARD GRID

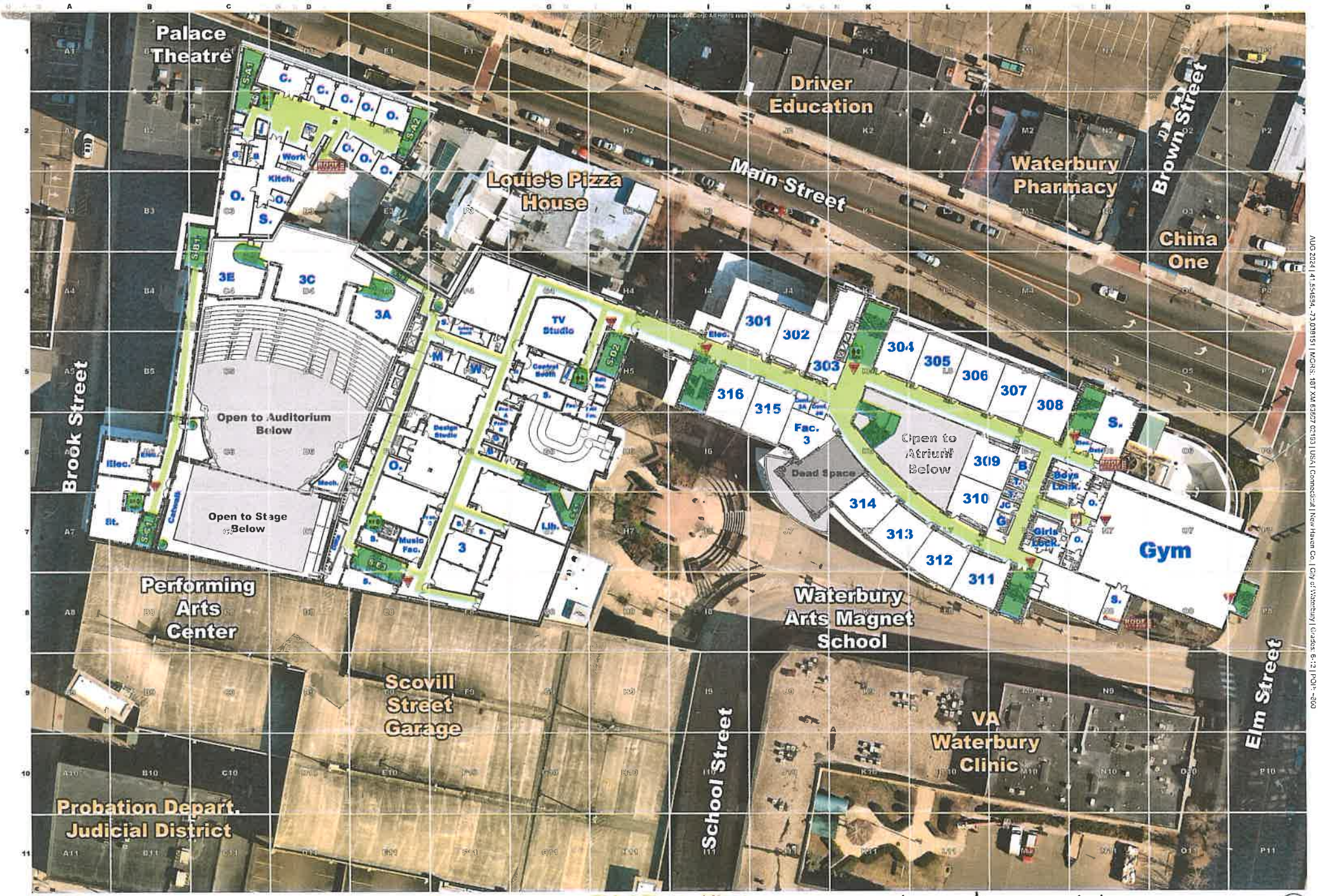
Version Control # V1.2

Second Floor - Micro

Waterbury Arts Magnet School (WAMS) & Performing Arts Building

16 S. Elm St, Waterbury, CT 06706

AUG 2024 | 41.554694, -73.038151 | MGRS: 18T XM 63907 02193 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 6-12 | POP: ~800



North UP 15 YARD GRID Version Control # V1.2

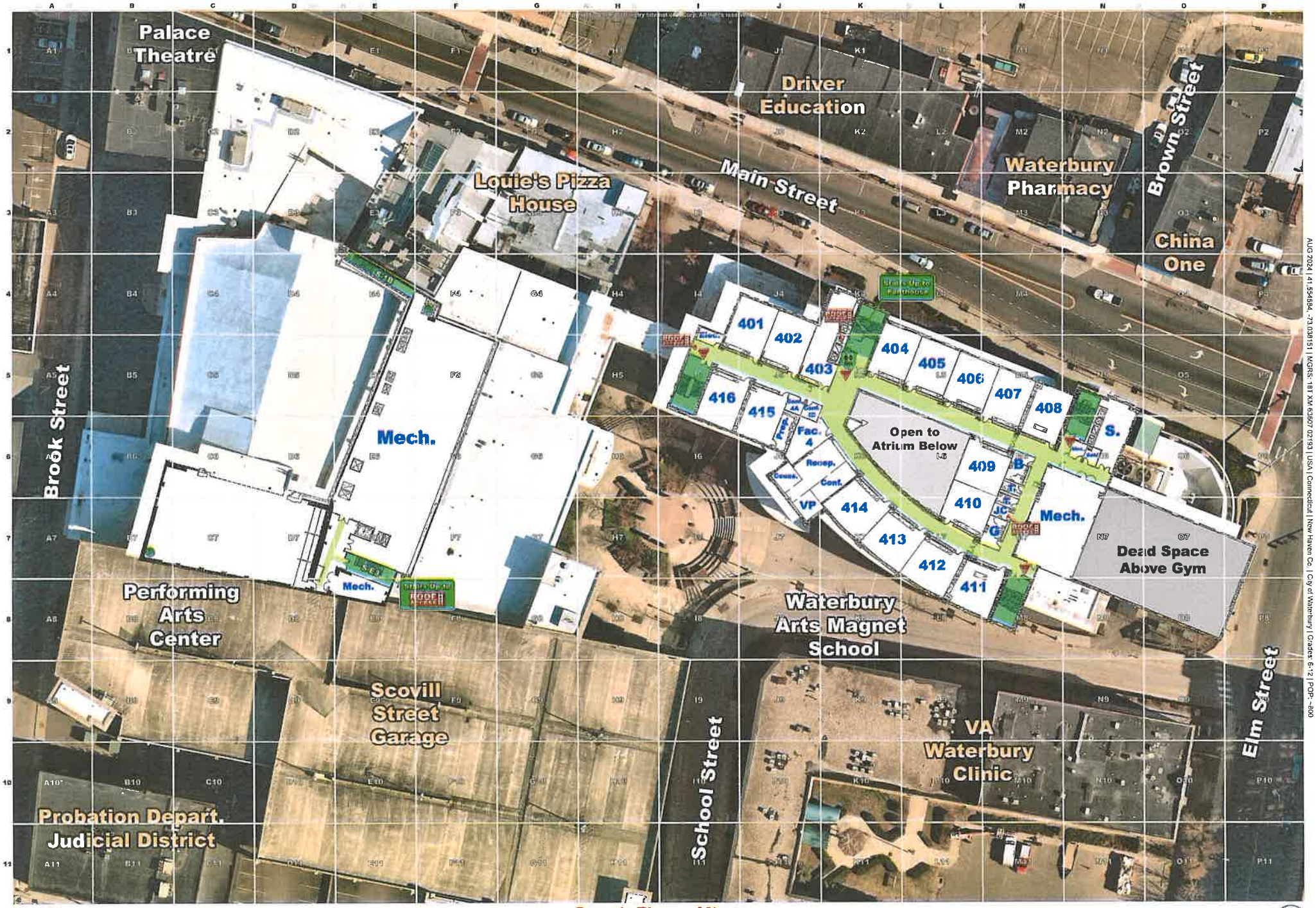
Third Floor - Micro

Waterbury Arts Magnet School (WAMS) & Performing Arts Building

16 S. Elm St, Waterbury, CT 06706

No Motion Needed.

AUG 2024 | 41.554694, -73.039151 | MICHS: 18T XM 63627 04193 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 6-12 | POP: ~200



AUG 2024 | 41.554694, -73.038151 | MGRS: 18T XM 63807 02193 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades 6-12 | POP: ~800

North UP | Version Control # V1.2 | 15 YARD GRID

Fourth Floor - Micro

Waterbury Arts Magnet School (WAMS) & Performing Arts Building

16 S. Elm St, Waterbury, CT 06706



North UP | Version Control # V1.2

Main Level - Micro

John F. Kennedy High School
422 Highland Ave, Waterbury, CT 06708

Keycards required - Door # 1
Door # 19
Door # 21

Parking Lot - 1- Main
2- Pool
3- Library

Kennedy Notes:
Motion only ● = where needed
NO Door Contacts

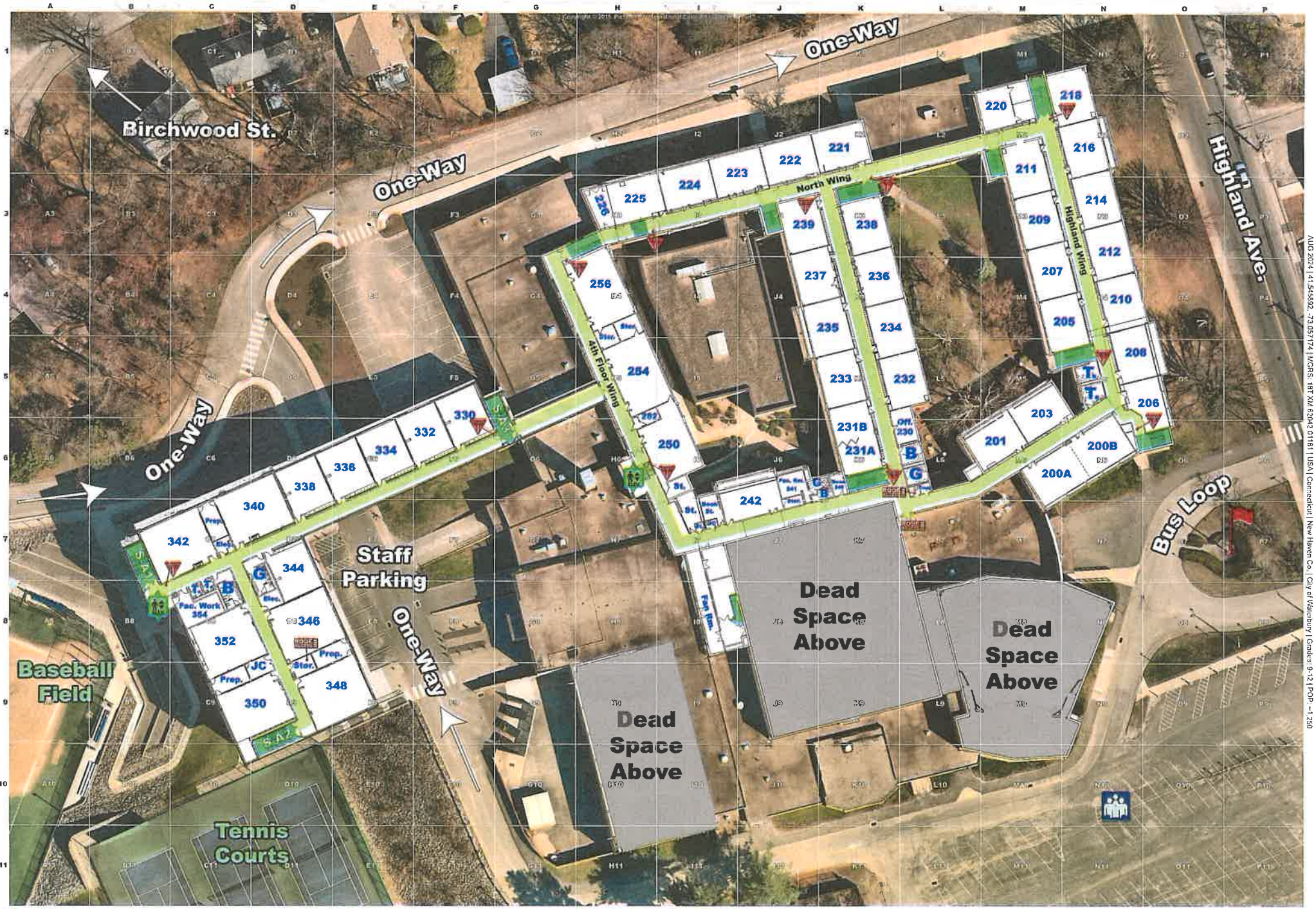


AUG 2024 | 41.545692, -73.057174 | MGRS: 18T XM 62042 01181 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades 9-12 | POP: ~1,250

North UP
15 YARD GRID
Version Control #
V1.2

Lower Level - Micro

John F. Kennedy High School
422 Highland Ave, Waterbury, CT 06708



North UP | 15 YARD GRID | Version Control # V1.2

Upper Level - Micro

John F. Kennedy High School
422 Highland Ave, Waterbury, CT 06708

● NO Non-N Nacbd-

AUG 2024 | 41.545692, -73.057174 | MCSRS: 18T XM 62042 01181 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades 9-12 | POP: ~1,250



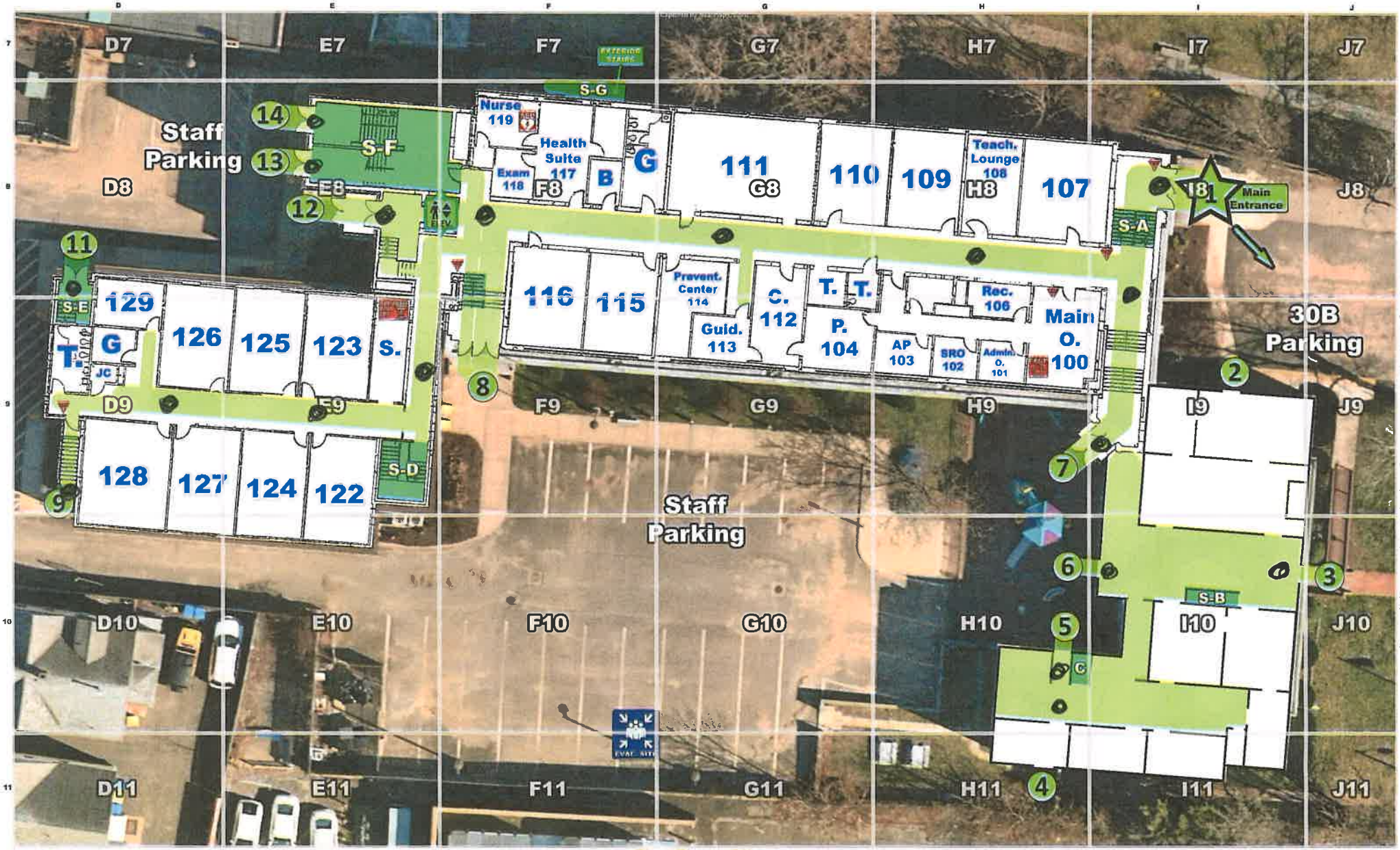
North UP 15 YARD GRID Version Control # V1.1

Basement - Micro
State Street School
30 Church St, Waterbury, CT 06702

Keypads required:

Current Partitions-
1 - Main
2 - Business Lab
3 - IT Room -

State St Notes:
Motion only ● = where mold
NO Door Contacts-


Staff Parking
Nurse 119
Health Suite 117
Exam 118
B
G
111
110
109
Teach. Lounge 108
107
Main Entrance
S-A
S-G
S-F
S-E
S-D
S-B
129
126
125
123
S.
128
127
124
122
116
115
Prevent. Center 114
Guid. 113
C. 112
T.
T.
P. 104
AP 103
SRO 102
Admin. O. 101
Rec. 106
Main O. 100
30B Parking
Staff Parking
D7
E7
F7
G7
H7
I7
J7
D8
E8
F8
G8
H8
I8
J8
D9
E9
F9
G9
H9
I9
J9
D10
E10
F10
G10
H10
I10
J10
D11
E11
F11
G11
H11
I11
J11
1
2
3
4
5
6
7
8
9
10
11
12
13
14
EVAC. SITE
North UP
15 YARD GRID
Version Control #
V1.0
First Floor - Micro
State Street School
30 Church St, Waterbury, CT 06702



CRG

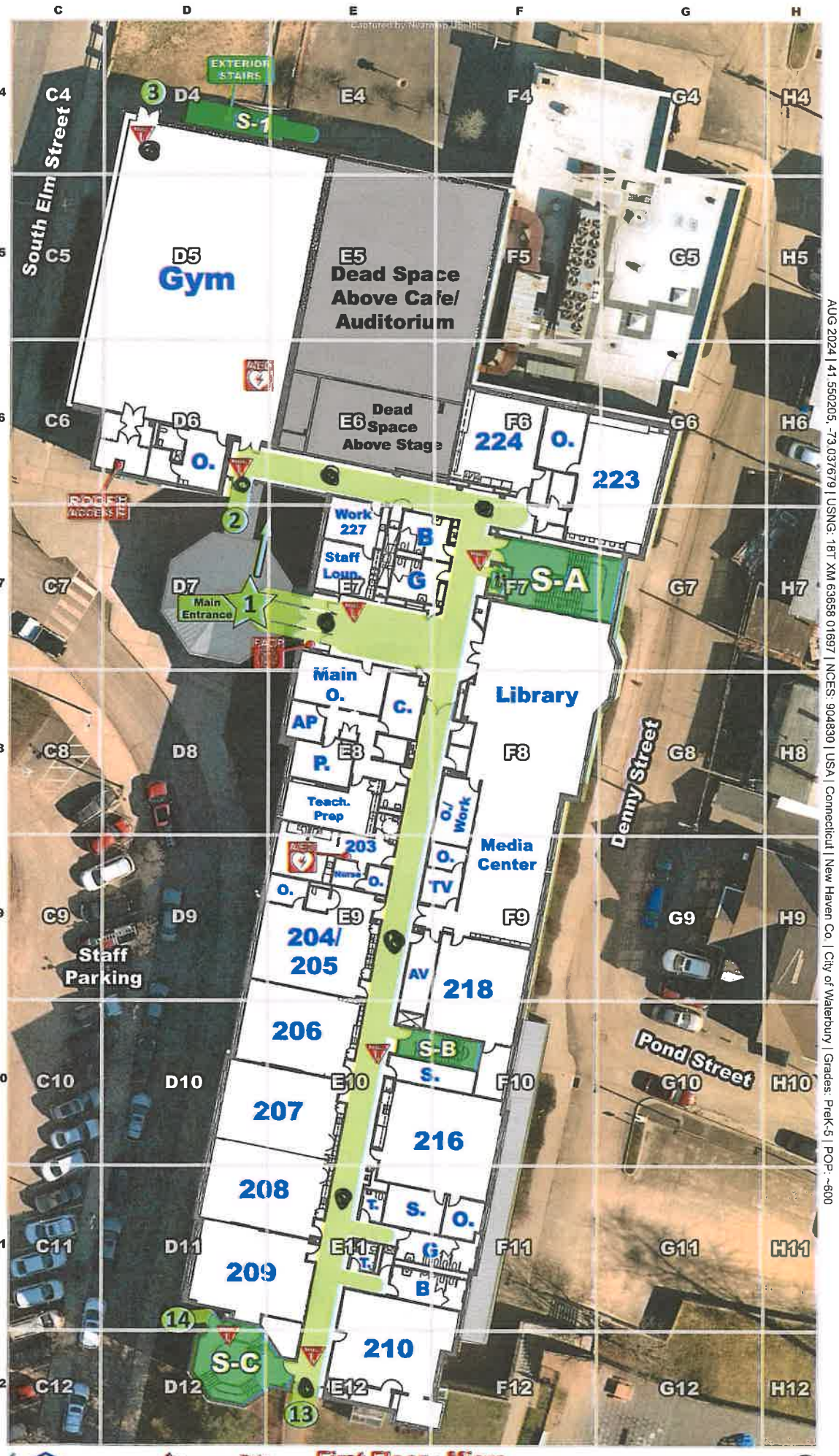
North UP 15 YARD GRID Version Control # V1.0

Second Floor - Micro

State Street School

30 Church St, Waterbury, CT 06702

● NO Motion Needed



Keypads - needed at:
↓
Current Parkings - Door # 1
Door # 7

Current Parkings:
1- Gym/cafe
2- side Lobby - 11th
3- Stairwell
4- Second floor

Maloney Notes -
1) Nelson only -
● = where noted
2) NO door contacts -

AUG 2024 | 41.550205, -73.037679 | USNG: 18T XM 63658 01697 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades PreK-5 | POP: ~600

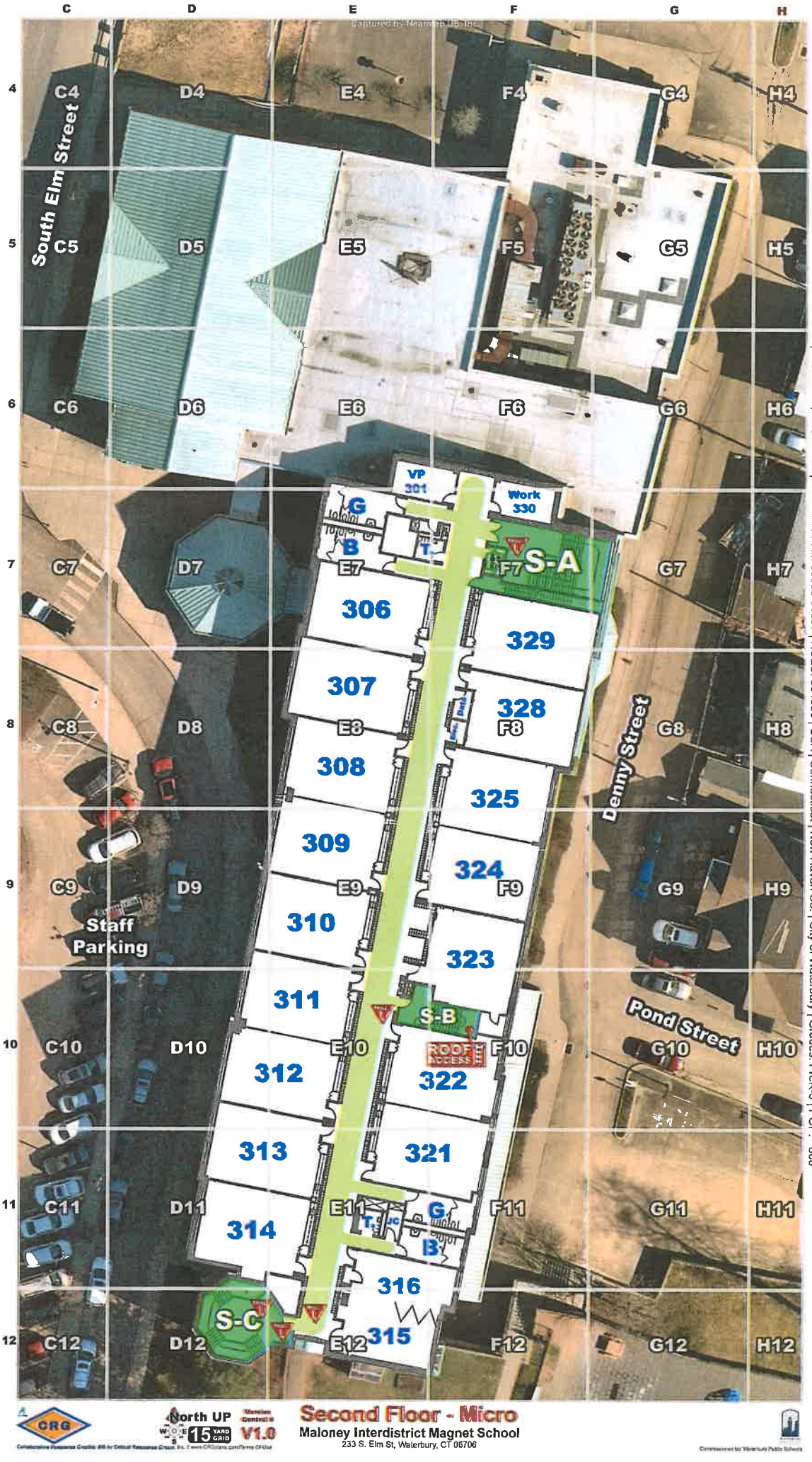
CRG

North UP
WGS 84
15 YARD GRID
Version Controls
V1.1

First Floor - Micro

Maloney Interdistrict Magnet School

233 S. Elm St, Waterbury, CT 06706



DEC 2023 | 41.550205, -73.037679 | USNG: 18T XM 63658 01697 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~600

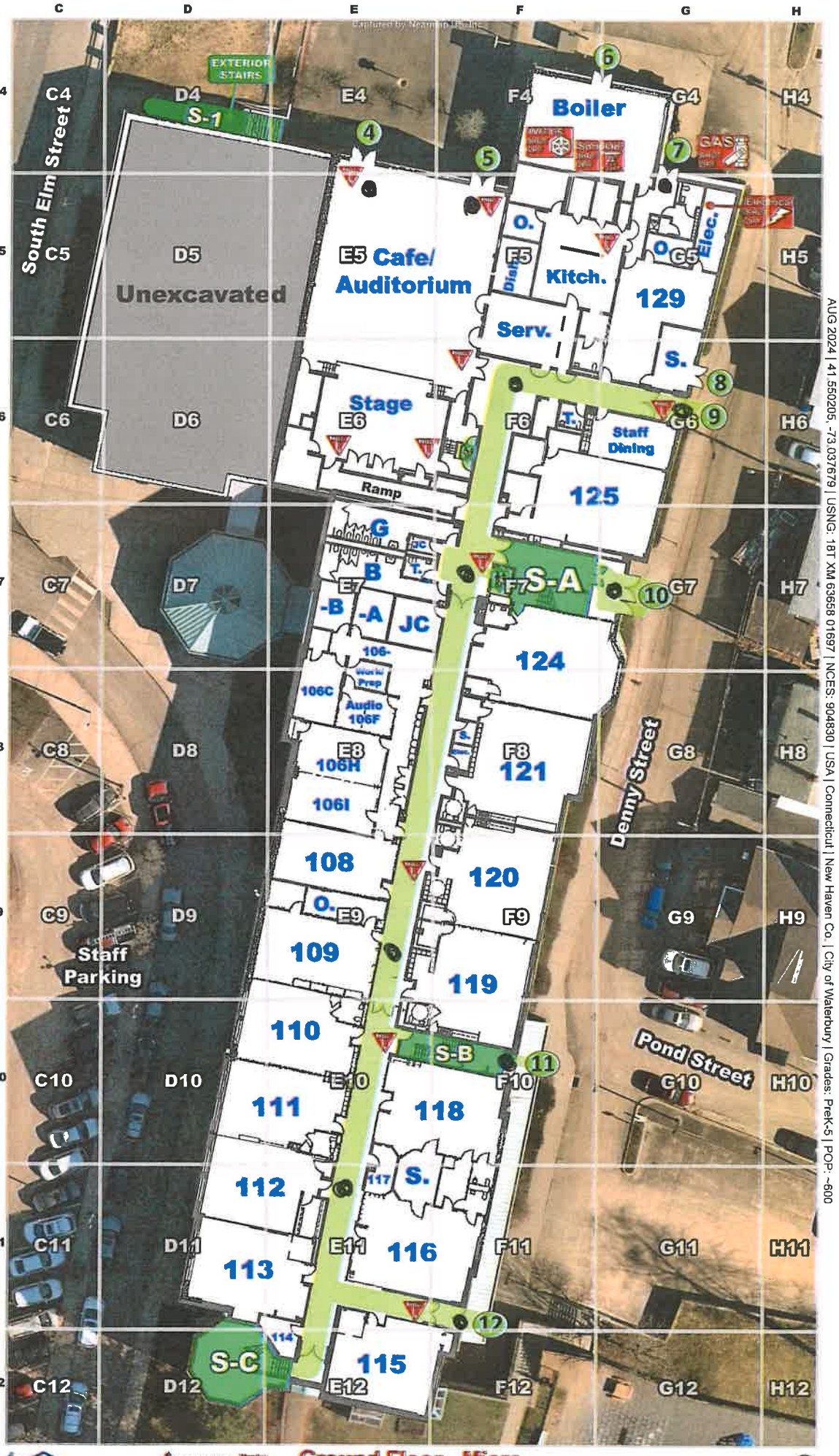
● No Motion needed

North UP | 15 YARD GRID | V1.0

Second Floor - Micro

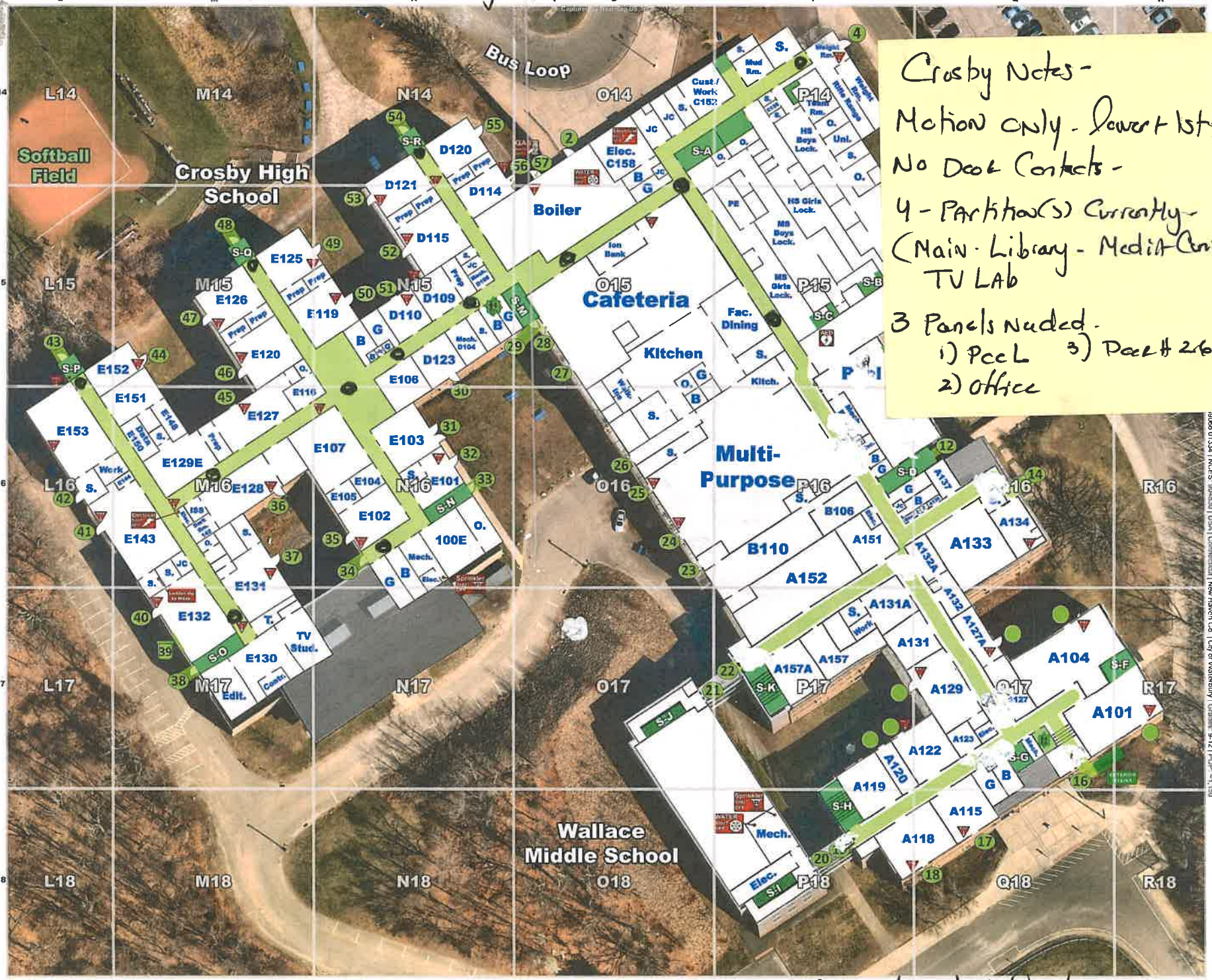
Maloney Interdistrict Magnet School

233 S. Elm St, Waterbury, CT 06706



AUG 2024 | 41.550205, -73.037679 | USNG: 18T XM 63658 01697 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: PreK-5 | POP: ~600

Crosby High School Panel - Pool -



Crosby Notes -

Motion only - lower + 1st flr.

No Door Contacts -

4 - Partition(s) Currently - (Main - Library - Media Center - TV Lab

3 Panels Nuded -

1) Pool
2) Office
3) Door # 216

09069 01334 | NCES 904838 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 9-12 | POP: 1,156

CRG

North UP

Version Control # V2.1

40 YARD GRID

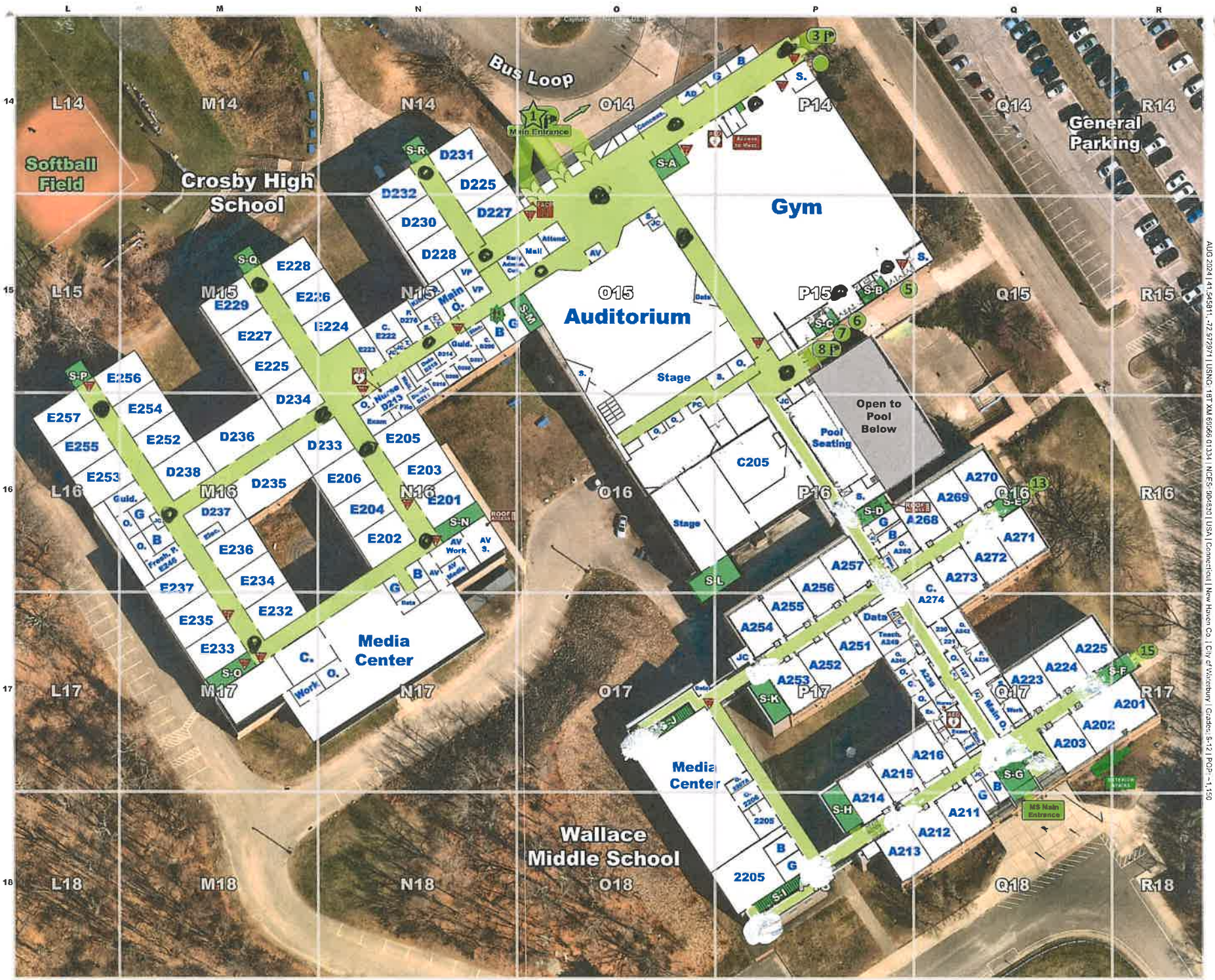
Lower Level - Micro

Crosby High & Wallace Middle Schools

300 Pierpont Rd. & 3465 E. Main St, Waterbury, CT 06705

● = Proposed Motion Location

4 = Partitions - (Main - Library - Computer Lab - TV Studio)



AUG 2024 | 41.545811, -72.979711 | USNG: 18T XM 60668 01334 | NCES: 904830 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 9-12 | POP: ~1,150

CRG

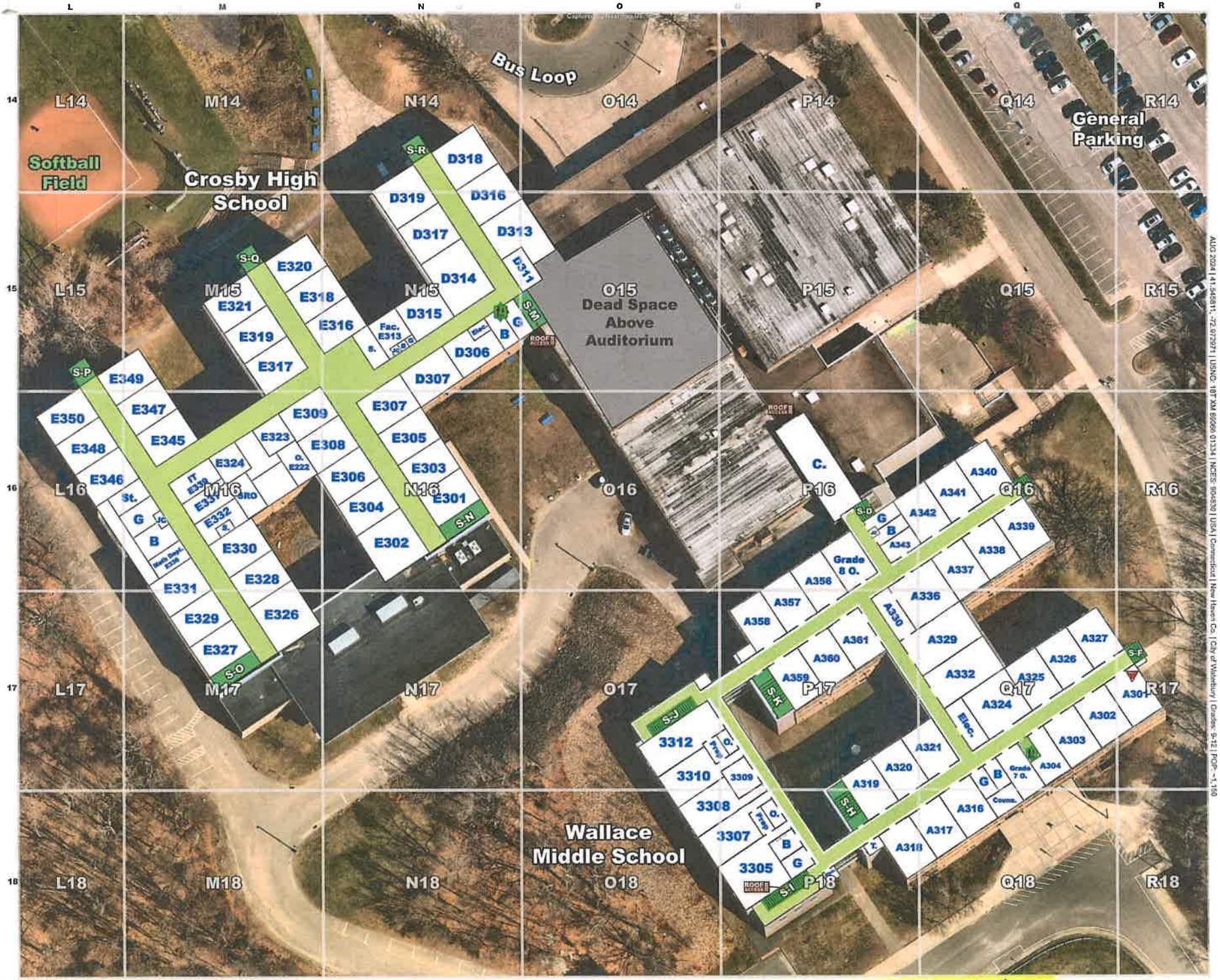
North UP

Version Control # V2.1

Main Level - Micro

Crosby High & Wallace Middle Schools

300 Pierpont Rd. & 3465 E. Main St, Waterbury, CT 06705



AUG 2024 | 41.545811, -72.972971 | USNG: 18TXM 66066 01334 | NCES: 904330 | USA | Connecticut | New Haven Co. | City of Waterbury | Grades: 9-12 | PDP - 1:150

CRG

North UP
Version Control #
V2.1
40 YARD GRID

Upper Level - Micro

— NO MOTION Needed —

Crosby High & Wallace Middle Schools

300 Pierpont Rd. & 3465 E. Main St, Waterbury, CT 06705

REQUEST FOR PROPOSAL #8557
BY
THE CITY OF WATERBURY
DEPARTMENT OF EDUCATION
FOR
Intrusion Alarm Services

ATTACHMENT E
Price Proposal

(Must be submitted as part of Proposal in a separate sealed envelope, marked "Confidential: Price Proposal.")

Date: 9/18/2025

Kevin McCaffery
Director of Purchasing
City of Waterbury
235 Grand Street, Room 103
Waterbury, CT 06702

Sir:

Pursuant to and in compliance with your RFP, the Undersigned,

Advanced Security Technologies, Inc.
(Print or Type Company/Corporate Name)

292 Coram Avenue Shelton, CT 06484
(Print or Type Business Address)

having carefully examined all the RFP Documents, together with all Addenda, as acknowledged on Attachment C, and having informed itself fully in regard to all conditions and related requirements pertaining to the performance of services required under this RFP; and that with this representation, the undersigned makes this Proposal, as follows:

[Proposal continued on following page(s)]

NAME	ADDRESS	Location Cost
Adult Education	11 Draher Street	$ 2430 Labor + 887 Materials = 3,317
Bucks Hill Annex- Pre-K	330 Bucks Hill Road	$ 1,620 Labor + 887 Materials = 2,507
Bucks Hill School	330 Bucks Hill Road	$ 3,510 Labor + 887 Materials = 4,397
Bunker Hill School	170 Bunker Hill Avenue	$ 3,510 Labor + 1,098 Materials = 4,608
Carrington School	24 Kenmore Avenue	$ 2,430 Labor + 1,290 Materials = 3,720
Chase School	40 Woodtick Road	$ 3,510 Labor + 983 Materials = 4,493
Crosby High School	300 Pierpont Rd	$8,910 Labor + 1,506 Materials = 10,416
Driggs School	77 Woodlawn Terrace	$ 3,510 Labor + 1,098 Material = 4,608
Duggan School	38 West Porter Street	$ 3,510 Labor + 1,194 Material = 4,704
Enlightenment School	58 Griggs Street	$
Generali School	3196 East Main Street	$ 2,430 Labor + 906 Material = 3,336
Gilmartin School	94 Spring Lake Road	$ 3,510 Labor + 1,002 Material = 4,512
Hopeville School	2 Cypress Street	$ 2,430 Labor + 1,002 Material = 3,432
International School	116 Beecher Ave	$ 2,430 Labor + 1,117 Material = 3,547
Kennedy High School	422 Highland Avenue	$ 5,270 Labor + 1,506 Material = 6,776
Kingsbury School	220 Columbia Blvd	$ 2,430 Labor + 1,002 Material = 3,432
Maloney School	233 South Elm Street	$ 3,510 Labor + 1,295 Material = 4,805

North End Middle School	534 Bucks Hill Road	$ 3,510 Labor + 1,08 Material = 4,59
Reed School	33 Griggs Street	$ 2,430 Labor + 791 Material = 3,221
Regan School	2780 North Main St	$ 2,430 Labor + 791 Material = 3,221
Rotella School	380 Pierpont Road	$ 2,430 Labor + 1,002 Material = 3,432
Sprague School	1448 Thomaston Ave	$ 2,430 Labor + 1,002 Material = 3,432
State Street School	30A Church Street	$ 3,510 Labor + 983 Material = 4,493
Tinker School	809 Highland Avenue	$ 3,510 Labor + 1,098 Material = 4,608
Wallace Middle School	3465 East Main Street	$ 5,670 Labor + 1,180 Material = 6,850
Walsh School	55 Dikeman Street	$ 3,510 Labor + 1,290 Material = 4,800
Washington School	685 Baldwin Street	$ 2,430 Labor + 1,002 Material = 3,432
Waterbury Arts Magnet	16 South Elm Street	$ 5,670 Labor + 1,890 Material = 7,560
Waterbury Career	175 Birch Street	$ 4,590 Labor + 1,506 Material = 6,096
Wendell Cross School	1255 Hamilton Avenue	$ 8,910 Labor + 3,580 Material = 12,490
West Side Middle School	483 Chase Parkway	$ 5,670 Labor + 1,506 Material = 7,176
Wilby High School	568 Bucks Hill Road	$ 6,750 Labor + 1,372 Material = 8,122
Wilson School	235 Birch Street	$ 2,430 Labor + 1,098 Material = 3,528
Supply-Harper Ave	62 Harper Ave	$ No Info

Grand Total $120,830 Labor + $38,835 Materials = $159,665

Pre-k Offices	30-B Church St	$ No Info

****The City reserves the right to award all or some locations at its own discretion**

Intrusion Alarm System *Districtwide Monitoring & Maintenance*		
Description	**Amount (In Words)**	**Amount (In $)**
Year 1 **Monitoring & Maintenance**	Four Thousand Six Hundred & Eight	$ 4,608.00
Year 2 **Monitoring & Maintenance**	Four Thousand Six Hundred & Eight	$ 4,608.00
Year 3 **Monitoring & Maintenance**	Four Thousand Hundred & Eight	$ 4,608.00
Year 4 **Monitoring & Maintenance**	Four Thousand Six Hundred & Eight	$ 4,608.00
Year 5 **Monitoring & Maintenance**	Four Thousand Six Hundred & Eight	$ 4,608.00
	GRAND TOTAL	$ 23,040.00
Year 6 - optional **Monitoring & Maintenance**	Five Thousand Three Hundred & Seventy Six	$ 5,376.00
Year 7 - optional **Monitoring & Maintenance**	Five Thousand Three Hundred & Seventy Six	$ 5,376.00
Year 8- optional **Monitoring & Maintenance**	Five Thousand Three Hundred & Seventy Six	$ 5,376.00
Year 9 – optional **Monitoring & Maintenance**	Five Thousand Three Hundred & Seventy Six	$ 5,376.00
Year 10 - optional **Monitoring & Maintenance**	Five Thousand Three Hundred & Seventy Six	$ 5,376.00

Additional Charges for School Alarm System RFP

Additional $120.00 per year, per school for cellular backup communications for years 1 - 5.
Additional $144.00 per year, per school for cellular backup communications for years 6 - 10.

Additional $96.00 per year, per school for remote management via mobile phone app for year 1 - 5.
Additional $120.00 per year, per school for remove management via mobile phone app for years 6 - 10.

Project Payment Schedule

Payment 1 - Prior to the start of installation, project deposit payment equal to the total cost of the materials listed on this proposal.
Payment 2 - Upon Phase 1 completion (prior to December 31st 2025), progress payment equal to 70% of the cost of labor listed on this proposal.
Payment 3 - Upon Phase 2 completion, final payment for the remaining balance.

Item #	Description of Additional Charge	Cost	Notes
1	Regular Labor Rate / hr	$95.00 yrs	For services during regular business hours (7 AM - 5 PM, Monday-Friday)
2	Weekend Hourly Rate	$155.00	For services on Saturday and Sunday
3	Premium Hourly Rate	$310.00	Emergency calls with critical equipment
4	Holiday Hourly Rate	$310.00	For services on recognized public holidays
5	Travel Costs per call	0.00	Lump Sum, including labor and mileage
6	Training Session (Per Session)	0.00	Staff training for system operation and emergency procedures
7	Additional Motion Sensors (Per Unit)	$50.00	90 Degree Motion Extra motion, door, or window sensors as needed
8	Additional Motion Detectors	$65.00	360 Degree Motion
9	Additional Control Panels	$400.00	150 Zone Capacity
10	Customization Fee	T&M	Custom integrations or software modifications
11	Additional keypad	$105.00	Per unit
12	Additional wiring / foot	$1.50	Any required additional wiring after initial install
13	Addional Zone Expansion Module	$90.00	8 Zone Input Board

The undersigned hereby certifies under the penalties of perjury that this Proposal is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section, the work "person" shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity.

Respectfully submitted by: Thomas K. Marino II

061378399

Social Security Number or Federal Identification Number (Print or Type)

Advanced Security Technologies, Inc.

Company/Corporate Name (Print or Type)

Thomas K. Marino II

Signature of Authorized Official

Thomas K. Marino II

Name of Authorized Official (Print or Type)

CEO

Title of Authorized Official (Print or Type)

Proposer shall provide Proposers Contact Information below:

292 Coram Avenue	203-380-2579
Business Address: (Print or Type)	Business Fax Number: (Print or Type)
Shelton CT, 06484	203-395-4046
City, State, Zip Code: (Print or Type)	Business Mobile Number: (Print or Type)
203-381-0060	tmarino@astsecurity.net
Business Telephone Number: (Print or Type)	Business Email Address: (Print or Type)

Note: If the Proposer is a corporation, indicate State of incorporation under signature, and affix corporate

END OF ATTACHMENT E

Intrusion Alarm Equipment Audit for Waterbury Public Schools

School:	Total # Exterior Doors	Exterior Doors # w/ Contacts	Panels & Keypads	Approx # of Motion Detectors
Adult Ed	10	3	1	6
Bucks Hill Annex	13	13	1	20
Bucks Hill	55	1	1	21
Bunker Hill	9	7	2	20
W Career	15	15	3	110
Carrington	27	27	2	40
Chase	18	7	1	10
W Cross	26	26	1	200
Crosby	40	5	5	210
Driggs	10	6	2	6
Duggan	14	14	1	20
Enlightenment	Sterling Security			
Generali	30	5	1	16
Gilmartin	14	2	3	20
Hopeville	11	2	2	8
International	10	5	3	5
Kennedy	39	4	4	30
Kingsbury	11	7	2	14
Maloney	14	4	1	9
NEMS	10	4	2	68
Reed	10	2	2	10
Regan	13	2	1	7
Rotella	14	6	2	41
Sprague	18	2	2	28
State Street	14	1	1	40
Tinker	12	4	1	7
Walsh	16	16	2	40
Wallace	37	5	3	50
WAMS	26	26	2	N/A
Washington	12	5	1	9
West Side	32	0	3	20
Wilby	40	4	6	120
Wilson	11	10	2	15

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #13.4

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve a Professional Services Agreement with Nurses for Day Care, LLC for individualized nursing services for students with complex medical needs.

DEPARTMENT OF PUBLIC HEALTH
THE CITY OF WATERBURY
CONNECTICUT

EXECUTIVE SUMMARY

To: Michael DiGiovancario, President of the Board of Aldermen
City of Waterbury Board of Aldermen
Juanita Hernandez, President of the Waterbury Board of Education
Waterbury Board of Education

CC: Mayor Paul K. Pernerewski Jr.
Superintendent Darren Schwartz

From: Aisling McGuckin, RN, MSN-MPH
Director of Health

Date: October 3, 2025

Re: CRT25-250: Waterbury Health Department Contract with Nurses for Daycare for Individualized Nursing Services for Students with Complex Medical Needs

The Waterbury Health Department (WHD) respectfully requests approval of the attached contract with Nurses for Daycare for provision of specialized nursing services, solicited through Request for Proposals (RFP) 8549. Attached is the RFP, the cost proposal submitted by the agency, and the agency's proposal narrative, which are incorporated in the contract. This contract is funded with Waterbury Public Schools Special Education funding.

Background:
Waterbury Health Department (WHD) released RFP 8549 for Individualized Nursing Services for Students with Complex Medical Needs in July 2025 to solicit proposals from agencies with expertise in provision of home care services for students with special health care needs. These nurses are assigned individually to students and accompany them to and from school and provide care according to each child's individualized health care plan and individualized education plan. This contract will commence upon execution and conclude on June 30, 2028. Each nurse assigned through this contract will be

supervised by an RN from the agency. In collaboration with Waterbury Public Schools Division of Pupil Services, Waterbury Health Department will oversee this contract to assure the quality of care delivered to students and their families. The previous cost to the City for this service was $ 3,089,772, inclusive of LPNs and RNs combined, over three years. This amount is subject to slight fluctuation based on the number of students in need of the service, which has been approximately ten students each year for the past few years.

Attached: City of Waterbury Contract with Nurses for Daycare.

PROFESSIONAL SERVICES AGREEMENT
RFP No. 8549
for
Individualized Nursing Services for Students with Complex Medical Needs
between
The City of Waterbury, Connecticut
And
Nurses for Day Care LLC

THIS AGREEMENT effective on the date signed by the Mayor, is by and between the CITY OF WATERBURY (the "City"), located at City Hall, 235 Grand Street, Waterbury, Connecticut 06702 and Nurses for Day Care LLC (the "Consultant"), located at 32 Soundview Avenue, Old Saybrook, Connecticut, 06475, a State of Connecticut duly registered domestic limited liability company. (Jointly referred to as the "Parties" to this Agreement).

WHEREAS, the Consultant submitted a proposal to the City in response to **Request for Proposal ("RFP") Number 8549** for Individualized Nursing Services for Students with Complex Medical Needs; and

WHEREAS, the City selected the Consultant to perform services regarding **RFP Number 8549**; and

WHEREAS, the City desires to obtain the Consultant'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 Consultant shall furnish all of the labor, services, equipment, materials, reports, supplies, transportation, and incidentals plans, specifications, 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, supplies, transportation, and incidentals plans, specifications, 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 Consultant 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 providing Registered Nurses (RNs) and/or Licensed Practical Nurses (LPNs) as required by the City to provide individualized school-based nursing services to students ages 3-22 with complex medical needs pursuant to the students' individual education programs (IEPs) and individualized health care plans (IHCPs) or other medical/nursing instructions or plans provided by the students' health care providers, and other related work, as further detailed and described in the Proposal Documents 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 Consultant as having been received, or are otherwise hereby incorporated by reference as noted below, and all are made a part hereof:

1.1.1 **RFP Number 8549,** excluding draft Contract and City forms, consisting of 19 pages (attached hereto);
1.1.2 Addendum 1 to **RFP Number 8549** dated August 19, 2025, consisting of 16 pages (attached hereto);
1.1.3 Consultant's Response to **RFP Number 8549**, consisting of 209 pages (attached hereto);
1.1.4 Consultant's Revised Cost Proposal dated September 10, 2025, consisting of 2 pages (attached hereto);
1.1.5 Any and all amendment(s) and Change Orders, issued by the City after execution of Contract (incorporated by reference);
1.1.6 Annual Statement of Financial Interests; Disclosure and Affidavit Re: Outstanding Obligations to the City; Debarment Certification; Corporate Resolution, Non-Collusion Affidavit (incorporated by reference);
1.1.7 Certificates of Insurance (incorporated by reference);
1.1.8 Licenses (incorporated by reference);
1.1.9 All applicable Federal, State, and local statutes, regulations charter and ordinances (incorporated by reference).

1.2. The entirety of **Attachment A** plus this executed instrument are together deemed the Contract Documents (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 Consultant. 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 All applicable Federal, State, and local statutes, regulations charter and ordinances;
1.2.2 This Contract;
1.2.3 **RFP Number 8549**;
1.2.4 Addendum 1 to **RFP Number 8549**;
1.2.5 Consultant's Response to **RFP Number 8549;**
1.2.6 Consultant's Price Proposal dated September 10, 2025.

2. Consultant Representations Regarding Qualification and Accreditation. The Consultant represents that its employees are licensed to perform the scope of work set forth in the Contract Documents. The Consultant 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 representations.

2.1. Representations regarding Personnel. The Consultant 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 prior to their employment by the agency. As set forth above, all the services required hereunder shall be performed by the Consultant under its supervision and all personnel engaged in the work shall be fully qualified, supervised by agency staff as required under the law regarding practice of Registered Nurses (RNs) and/or Licensed Practical Nurses (LPNs) and shall be authorized or permitted under state or local law to perform such services.

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

2.3. Activities, Work, and Services Performed on behalf of the Waterbury Health Department in School Facilities, on School Grounds, at Student Sporting Events, at Afterschool programs, and/or where City Students Present. For all activities in school facilities and/or Department of Education facilities, the Consultant shall first be required to coordinate all on-site visits and activities with the appropriate Department/personnel in Waterbury Board of Education and the Health Department, or the designated person and shall obtain any necessary clearance, ID badges, etc. Consultant shall enter and exit all school facilities and Department of Educational facilities as designated and authorized by the appropriate Department/personnel in the Waterbury Board of Education and the Waterbury Health Department, or the designated person.

2.4. <u>Confidentiality/FERPA</u> Consultant shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education, Connecticut Department of Education, Connecticut Department of Health, Waterbury Board of Education and Waterbury Health Department regarding confidentiality of student records, files, PPTs, IEPs, etc. Consultant shall further ensure that its employees, agents, or anyone performing work on their behalf under the terms of this Agreement shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education and those of the Waterbury Board of Education regarding confidentiality of student records, files, PPTs, IEPs, etc.

2.4.1. Any and all materials contained in City of Waterbury student files that are entrusted to Consultant or gathered by the Consultant in the course of its services shall remain in the strictest confidence to prevent disclosure of the same. All information furnished by the City or gathered by Consultant shall be used solely

for the purposes of providing services under this Agreement.

2.4.2. Consultant acknowledges that in the course of providing services under this Agreement, it may come into the possession of education records of City Waterbury students as defined in and governed by Family Educational Rights and Privacy Act ("FERPA", 20 U.S.C. § 1232g) and related regulations (34 C.F.R. § 99) Consultant and City shall comply with the requirements of said statute and regulations, as amended from time to time and Consultant agrees to use information obtained from the City or student education records only for the purposes provided in this Agreement. Without the prior written consent of the student's parent or guardian, as required by FERPA, Consultant has no authority to make disclosures of any information from education records.

2.5. Criminal Background Check and DCF Registry Check. The Consultant shall comply with the requirements of Conn. Gen. Stat. §10-222 c (g) and 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 are present, that will or may have direct contact with Students while providing services 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 Consultant 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 Consultant shall not permit any person with a disqualifying criminal history to have direct contact with a student. The Consultant agrees the "direct contact" shall include the Consultant and its employees providing services under this contract if said services are performed on school grounds/Department of Education Property/at Department of Education events and/or where City students are present.

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

3. Responsibilities of the Consultant. All data, information, etc. given by the City to the Consultant and/or created by the Consultant shall be treated by the Consultant 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 Consultant agrees to forever hold in confidence all files, records, documents and other information which may come into the Contractor'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 Consultant disclosure is required to comply with statute, regulation, or court order, the Consultant shall provide prior advance written notice to the City of the need for such disclosure. The Consultant agrees to properly implement the services required in the manner herein provided.

3.1. Use of City Property. To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall have access to such areas of City property as the City and the Consultant agree are necessary for the performance of the Consultant's services under this Contract (the "Site" or the "Premises") and at such times as the City and the Consultant may mutually agree. Consultant 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. Consultant 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 Consultant, City may, but shall not be required to, correct same at Consultant'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 Consultant is required to be on City property to render its services hereunder, the Consultant 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 Consultant, unless written permission is obtained from the City to work during other times. This condition shall not excuse Consultant from timely performance under the Contract. The work schedule must be agreed upon by the City and the Consultant.

3.3. Cleaning Up. To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall at all times keep the Premises free from accumulation of waste materials or rubbish caused by Consultant, 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 Consultant.

3.4. Publicity. Consultant 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 the City's name in connection with any publicity, unless the City gives prior written consent to such use of the City's name in each instance.

3.5. Standard of Performance. All workmanship, services, materials or equipment, 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 services, materials, equipment, reports, plans, specifications, deliverables, workmanship, 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. The standard of care and skill for all services performed by the Consultant shall be that standard of care and skill ordinarily used by other members of the Consultant's profession practicing under the same or similar conditions at the same time and in the same locality, including adherence to the American Nurses Association Code of Ethics (View the Code of Ethics for Nurses | ANA). The Consultant's services rendered hereunder shall be rendered completely and by

qualified personnel in accordance with standard industry practice.

3.6. Consultant's Employees. The Consultant 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 Consultant acknowledges its responsibilities to examine and to be thoroughly familiar with the City's proposal document, including, but not limited to the specifications, and any addenda thereto. The Consultant hereby warrants and represents that prior to the submission of its proposal during the proposal 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 proposal and, accordingly, any additional costs, services or products resulting from the failure of the Consultant to complete Due Diligence prior to submission of its proposal shall be borne by the Consultant. Furthermore the Consultant had the opportunity during the proposal 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 and all resulting costs it incurs during the Project;

3.7.4 it was responsible for specifying any changes and disclosing any new costs prior to the submittal of its proposal. Thus, in the event any changes or costs are disclosed by the Consultant, 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 Consultant;

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 Consultant has discovered in the Proposal Documents; and

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

4. Responsibilities of the City. Upon the City's receipt of Consultant's written request, the City will provide the Consultant with all documents, data and other materials the City agrees are necessary and appropriate to the service to be performed by the Consultant 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 Consultant for the purpose of carrying out the services under this Contract.

5. Contract Time. The Consultant shall provide all work and services required under this Contract commencing upon full execution of this Agreement and terminating on June 30, 2028.

5.1. Options Period. The City, shall have the option, at its sole discretion, to extend the term of this Agreement for one (1) year, upon the same terms and conditions as stated herein, provided that the City gives the Consultant reasonable written notice, prior to the expiration of the existing term of its election to extend this Agreement.

5.2. Time is and shall be of the essence for all Project milestones and completion dates for the Project. The Consultant further agrees that the Work 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 Consultant and City, that the Contract Time is reasonable for the completion of the Work. The Consultant shall be subject to City imposed fines and/or penalties in the event the Consultant breaches the foregoing dates.

6. Compensation. The City shall compensate the Consultant 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 shall not exceed **Five Hundred Seventy-Five Thousand Dollars and 00/100 Cents ($575,000.00)** for the entire three year term of this Agreement and shall be in accordance with the hourly rates as set forth in the Consultant's Cost proposal, dated September 10, 2025 attached hereto.

6.2. Limitation of Payment. Compensation payable to the Consultant 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 Consultant'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. Consultant's invoices shall describe the work, services, reports, plans, specifications, deliverables, etc. rendered and the compensation sought therefore in a form and with detail and clarity acceptable to the City.

6.2.1. The Consultant 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 Consultant in an amount equaling the sum or sums of money the Consultant and/or its affiliates is/are, or becomes delinquent or in arrears on, regarding the Consultant's and/or its affiliate's real and personal tax obligations to the City.

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

6.3. Review of Work. The Consultant 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 Consultant 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 Consultant's demand for payment. The City shall not certify fees for payment to the Consultant until the City has determines that the Consultant has completed the work in accordance with the requirements of this Contract.

6.4. Proposal Costs. All costs of the Consultant in preparing its proposal for **RFP Number 8549** shall be solely borne by the Consultant and are not included in the compensation to be paid by the City to the Consultant under this Contract or any other agreement.

6.5. Payment for Services, Materials, Employees. The Consultant shall be fully and solely responsible for the suitability, and compliance with the Contract, of all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. furnished to the City under this Contract. The Consultant 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, 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 Consultant shall furnish a legal statement to the City that all payments required under this subparagraph have been made.

6.6. Liens. Neither the City's final payment nor any part of the retained percentage, if any, shall become due until the Consultant shall deliver to the City a complete release of all liens arising out of this Contract, or receipts in full in lieu thereof, and in either case, an affidavit that so far as the Consultant has knowledge or information, the releases and receipts include all the labor and material for which a lien could be filed; but the Consultant may, if any subcontractor 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 Consultant 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, material, reports, plans, specifications, supplies, services, etc. required to be delivered to the City hereunder shall

pass to City upon City payment to the Consultant for that item. Consultant 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 Consultant shall indemnify, defend, and hold harmless the City, City's Boards, Waterbury Board of Education and Public Health Department, 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. arising under or related to this Agreement 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 Consultant, 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 Consultant 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 or any of its boards, agents, employees or officers by the Consultant or any employee of the Consultant, any subcontractor, 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 8.1, 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 Consultant or any subcontractor under Worker's Compensation Acts, disability benefit acts or other employee benefit acts.

8.3. The Consultant understands and agrees that any insurance required by this Contract, or otherwise provided by the Consultant, 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 as provided in this Contract.

8.4. The Consultant expressly understands and agrees that any performance bond or insurance protection required by this Contract, or otherwise provided by the Consultant, 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 Consultant 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 Consultant'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 Consultant 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 Consultant and as to any award made thereunder.

8.6. In the event this Contract and/or the Contractor's, 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 Consultant 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 Consultant, or its subcontractor, omission or commission.

9. Consultant's Insurance.

9.1. The Consultant shall not commence work under this Contract until all insurance required under this Section 9 has been obtained by the Consultant and such insurance has been approved by the City. The Consultant 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 VIII 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 Consultant 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 Consultant's obligation under this Contract, whether such obligations are the Consultant's or subcontractor or person or entity directly or indirectly employed by said Consultant or subcontractor, or by any person or entity for whose acts said Consultant 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 Consultant:

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 Each Accident
Any Auto, All Owned and Hired Autos
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:
Employer Liability (EL):
$1,00,000.00 EL Each Accident
$1,00,000.00 EL Disease Each Employee
$1,00,000.00 EL Disease Policy Limit
Consultant shall comply with all State of Connecticut statutes as it relates to Workers' Compensation.

9.4.4 Excess/Umbrella Liability:
$1,000,000.00 each Occurrence
$1,000,000.00 Aggregate

9.4.5 Professional Liability/E&O:
$1,000,000.00 each Wrongful Act
$1,000,000.00 Aggregate

9.4.6 Abuse/Molestation Liability Insurance:
$1,000,000.00 each Occurrence
$1,000,000.00 Aggregate.
(Applicable to Contractors/Consultants working directly with Youth/Minors)

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

9.6. Cancellation: The City of Waterbury shall receive written notice of cancellation from the Consultant 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: All Consultant's policies except Workers' Compensation shall be endorsed to add the City and its Board of Education as an additional insured

and provide a waiver of subrogation on all policies. The insurance afforded the additional insured shall be primary and non-contributory insurance and the coverage and limits provided under the Consultant'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 Consultant 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 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."** The City's Request for Proposal Number must be shown on the certificate of insurance. The Consultant must supply replacement/renewal certificates at least thirty (30) calendar days prior to the expiration of the policy(ies).

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.

10. Conformance with Federal, State and Other Jurisdictional Requirements. By executing this Contract, the Consultant 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 Consultant 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, and Regulations. Permits and licenses necessary for the delivery and completion of the Consultant's work and services shall be secured in advance and paid by the Consultant. The Consultant 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 Consultant for transactions required or

necessitated hereunder between it and its subcontractors, suppliers, etc. The Consultant remains liable, however, for any applicable tax obligations it incurs. Moreover, the Consultant represents that the proposal and pricing contained in this Contract do not include the amount payable for said taxes.

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

10.3.1 The Consultant 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. Stat. §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 contractor 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 Consultant 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 Consultant 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, gender identity or expression, 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 subcontractor 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 Consultant shall not discriminate and shall comply with applicable laws prohibiting discrimination on the grounds of race, color, religion, sex, gender identity or expression, national origin or citizenship status, age or handicap. The Consultant 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. Intentionally Omitted.

13. Termination.

13.1. Termination of Contract for Cause. If, through any cause, in part or in full, not the fault of the Consultant, the Consultant shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if the Consultant 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 Consultant 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, specifications, care plans, progress notes or other documentation about care delivery, etc. prepared by the Consultant under this Contract shall, at the option of the City, become the City's property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed for such.

13.1.2 Notwithstanding the above, the Consultant 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 Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant 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

Consultant. If this Contract is terminated by the City as provided herein, the Consultant 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 Consultant covered by this Contract, less payments of compensation previously made.

13.3. Termination for Non-Appropriation or Lack of Funding. The Consultant 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 Consultant 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 Consultant.

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

13.4. Rights Upon Cancellation or Termination.

13.4.1 Termination for Cause. In the event the City terminates this Contract for cause, the Consultant 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 documents, data, studies, reports, specifications, deliverables, 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 Consultant shall transfer all licenses to the City which the Consultant is permitted to transfer in accordance with the applicable third party license. The City shall have no financial obligation to compensate the Consultant for such terminated documents, data, studies, reports, specifications, deliverables,

etc. unless payment is otherwise approved by the City prior to such termination. The Consultant 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 agreement in whole or in part.

13.4.2 Termination for Lack of Funding or Convenience. In the event of termination of this Contract by the City for lack of funding or convenience, the City shall pay the Consultant for all documents, data, studies, reports, specifications, deliverables, etc. (including any holdbacks), installed and delivered to the City as of the Termination Date and the Consultant 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 documents, data, studies, reports, specifications, deliverables, etc. in possession of and paid for by the City (except to the extent any invoiced amount is disputed). The Consultant shall be required to exercise commercially reasonable efforts to mitigate damages.

13.4.3 Termination by the Consultant. The Consultant may, by written notice to the City, terminate this Contract if the City materially breaches, provided that the Consultant shall give the City thirty (30) calendar days prior written notice and an opportunity to cure by the end of said thirty (30) day period. In the event of such termination, the Consultant will be compensated by the City for work performed prior to such termination date and the Consultant 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 of this Contract, 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, 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 of this Contract, **(i)** the Consultant shall promptly deliver to the City, in a manner reasonably specified by the City, all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. and other tangible items furnished by, or owned, leased, or licensed by, the City, and **(ii)** the City shall pay the Consultant 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 Consultant's documents, data, studies, reports, specifications, 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 documents, data, studies, reports, specifications, 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.

15. Force Majeure. Neither the Contractor nor the City shall be held responsible for delays or be considered to be in breach of this Contract or be subject to liquidated damages when their respective obligations under this Contract are caused by conditions beyond their 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, the Party(ies) whose obligations are affected shall use their best efforts to meet their obligations under this Agreement.

16. Subcontracting. The Consultant shall not, without the prior written approval of the City, subcontract, in whole or in part, any of the Consultant's services. Any subcontractor so approved shall be required to secure and maintain insurance coverage equal to or better than that required of the Consultant 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 Consultant 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 Consultant shall be as fully responsible to the City for the acts and omissions of the Consultant'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 Consultant.

17. Assignability. The Consultant 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 Consultant 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 Consultant'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 Consultant 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 Consultant 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 Consultant, by someone under the care and/or control of the Consultant, by any subcontractor of the Consultant, or by any shipper or delivery service. The Consultant 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 Consultant 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 Consultant. The Consultant 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 Consultant 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 Consultant.

22. Independent Contractor Relationship. The relationship between the City and the Consultant is that of client and independent contractor. No agent, employee, or servant of the Consultant shall be deemed to be an employee, agent or servant of the City. The Consultant shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractors during the performance of this Contract. It is the express intention of the parties hereto, and the Consultant hereby agrees and covenants, that it and any and all third party(ies) and subcontractor(s) retained by the Consultant hereunder is/are not and shall not be deemed an employee of the City of Waterbury, but is/are and shall remain an independent contractor 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 Consultant or between the City of Waterbury and any third party(ies) or subcontractor(s). Thus, the Consultant 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 Consultant 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 subsection A, a Change Order shall not include:

25.2.1 an upward adjustment to a Consultant'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 if agreed to, 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 Consultant, any City designated representative(s), and a duly authorized representative of the City's Using Agency prior to the Consultant'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 Consultant 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 **RFP Number 8549** and (ii) the Consultant's proposal responding to the aforementioned **RFP Number 8549.**

26.1. Procedure. This procedure supersedes all statements to the contrary occurring either in proposals 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 Consultant 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 Consultant 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 Consultant 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 Consultant, 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:

Consultant: Nurses for Day Care LLC
32 Soundview Avenue
Old Saybrook, CT, 06475

City: The City of Waterbury
Department of Health
185 South Main Street

Waterbury, CT 06702

With a copy to: Office of the Corporation Counsel
City Hall Building
235 Grand Street, 3rd Floor
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 documents, data, studies, reports, specifications, deliverables, 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 proposal 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 Consultant 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 Consultant 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 Ordinances; 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 Consultant is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, 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 Consultant 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/9569/9605/9613/15125.aspx [click link titled *"The City of Waterbury - Code of Ordinances. (Rev. 12/31/19)"*. 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 Consultant 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 Consultant 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 Consultant 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 Consultant 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:

NURSES FOR DAY CARE, LLC

By:_____

Date:_____

Request For Proposal #8549

Individualized Nursing Services for Students with Complex Medical Needs

Submitted by:

Tina M. Pascoe RN, MHA, JD

Nurses For Daycare LLC.

#8549: RFP for Individualized Nursing Services for Students with Complex Medical Needs

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Exceptions and Alternatives (none)

VI. **Attachments**

A. Annual Statement of Financial Interest, Debarment Certification, City of Waterbury Disclosure of Outstanding Obligations

B. Contract, Sample Corporate Resolution, Sample LLC Resolution (to be completed on RFP acceptance)

C. Addendum/Certification/Notice of Acceptance

D. Insurance Requirements

E. Zoom Credentials-meeting attended

VII. **Additional Data-**

A. Copies of Clinical Practice Guidelines Utilized and Nursing Orientation.

B. Profit and Loss Statements- 2 years.

#8549: RFP for Individualized Nursing Services for Students with Complex Medical Needs

1. **Proposer Information**

RFP #8549: The Request For Proposal by The City of Waterbury Health Department Individualized Nursing Services for Students with Complex Medical Needs

A. **Legal Firm Name: Nurses for Day Care LLC.**

B. **Permanent Main Office Address:** 32 Soundview Avenue, Old Say brook, CT. 06475

Mailing Address: PO Box 1057, Madison, CT. 06443

Mailing Address-Financial: 16295 S. Tamiami Trail #123, Fort Myers, FL. 33901

C. **Date Firm Organized:** January 2008

D. **Incorporated (LLC):** Hartford, CT.

E. **Number of years engaged in services under present name:** Seventeen years.

F. **Principal Members of Nurses For Day Care LLC. (NFDC)**

1. Tina M. Pascoe RN, MHA, JD- Co-owner, Director of Clinical Services

Phone Number: 203-493-6332 or 203-500-8453. Forty-Six years of working with Special Needs Students in schools, daycares, camps with a background in Pediatrics, Intensive Care and Emergency Room Medicine.

E-Mail Address: tina@nursesfordaycare.com or tinapascoe1@gmail.com

2. William Moldashel- Co-owner, Vice President NFDC

Phone Number: 203-493-6332 bill@nursesfordaycare.com

Background in Emergency Medicine and Business and working with special needs students and programs for over twenty-three years.

3. Over fifty RNs and LPNs with experience with children with special health care needs. See resumes attached. Report to Tina M. Pascoe RN, MHA JD, who provides oversight directions and a warm health line for clients and nurses.

Signature: Tina M. Pascoe RN, MHA, JD

#8549: RFP for Individualized Nursing Services for Students with Complex Medical Needs

II. Experience, Expertise and Capabilities

a. Philosophy Statement and Business Focus

b. Summary of Relevant Experience

c. Personnel Listing

d. Conflict of Interest

Philosophy Statement and Business Focus

Nurses For Day Care, LLC (hereafter NFDC) respectfully submits this proposal to provide Individualized Nursing Service for Students with Complex Medical Needs for the City of Waterbury Health Department. NFDC has the capacity to provide school-based nursing services provided by dedicated, specialty Registered Nurses (RNs) and Licensed Practical Nurses (LPNs) to students ages 3-22 with complex medical needs. NFDC also provides Advanced Practice Registered Nurses for Camps and oversight direction. The complex medical needs of each child will be met pursuant to the students' individualized education programs and individualized health care plans and in concert with the child's health care provider and other related work for the time-frame on or about September 1, 2025-June 30, 2028.

NFDC (formerly Synergy Health Care Services) has been providing comprehensive and caring nursing services to children in CT from 6 weeks to 22 years of age with complex medical needs for the past 19 years. Prior to that time, the owner/director was the nurse consultant/director with oversight direction of the two children with special health care needs program in the State of CT (Yale and CCMC) through the State of Connecticut Department of Public health. (1992-2008)

Currently NFDC provides nursing RN, LPN, CAN and health consultant services to schools, childcare programs, camps, and special needs schools in CT. Clients include large Head Start Programs including TEAM Waterbury, New Opportunities Waterbury, TEAM Ansonia, Stratford and Milford and Norwalk-Connecticut Institute for Communities. We also provide specialized nursing services to other large programs including United Way partnership programs including "All Our Kin"- family based programs, and the YMCA, YWCA, and Easter Seals programs in CT.

#8549: RFP for Individualized Nursing Services for Students with Complex Medical Needs

We also provide training programs including Medication Administration in Early Care and Education- Modules 1 and 2 (oral, topical, inhalant and emergency medications such as Albuterol and Epinephrine), Pediatric CPR, AED, First Aid and OSHA, Care of the Tube Fed Child, Care of the Seizure Child, Care of the Respiratory Compromised child including Asthma, Airway Restrictive Disorders, Oxygen Management and Tracheostomy/Ventilators.

Additionally, we provide nursing services and health Consultation services to children with complex medical needs in private settings such as Hope Academy in Orange, New Haven Board of Education, Hartford Board of Education, Fairfield Public Schools, and Pinnacle school in Stamford. We have followed children with special health care needs from age five through graduation, which shows our commitment to the children we serve. Our nurses become a second family to our children with special health care needs.

Our current and past contracts for the last five years are as follows.

I. **Hope Academy, 89 Marsh Hill Rd. Orange, CT. 06477**

- Second grade student through Middle School providing 1:1 direct care to children with special health care needs and oversee onsite clinics for all children with special health care needs including. seizure disorder, asthma, severe allergies, Ichthyosis, cardiac concerns, brain tumor, eating disorder, urinary concerns, PICA, and behavior concerns to name a few. Have provided services over the fifteen years.

i. Owner/Executive Director: Laura Carroll, lcarroll@hopeacademyct.com

ii. Director: Sarah Ulizio: sulizio@hopeacademyct.com

iii. Phone number: 203-799-6000.

iv. Nurses: Dijon Wiggins RN: DMWiggins79@gmail.com, 203-615-2537; Tina Pascoe RN, JD: Tinapascoe1@gmail.com, (203) 500-8453; Carrie Sandin RN: carriesandin84@yahoo.com, (203)430-0118; Brittany Ray RN, APRN: brittanybirthdoula@gmail.com, (617)785-7870

#8549: RFP for Individualized Nursing Services for Students with Complex Medical Needs

v. Pay rate- hourly at $80-90 per hour. Services delivered on time and within budget for the school year and Summer sessions. Services on hold due to client budgetary constraints.

II. Pinnacle School-201 High Ridge Rd, Stamford, CT. 06905

- Provided one-to-one care for a child with severe Ichthyosis and Autism.

i. Director: Vicky Newman

ii. Phone Number: (203) 409-0068

iii. Nurses: Liseth Perez: lisethperezco@gmail.com, (203) 615-8613; Tina Pascoe RN, JD: tinapascoe@gmail.com, 203-500-8453

iv. Hourly cost of $80 per hour during the school year and at Summer camps. Services delivered on time and within budget. Child graduated program.

III. Town of Fairfield Board of Education-Fairfield Ludlowe High School, 785 Unquowa Road, Fairfield, CT. 06824

- Provided 1:1 care to a student with special health care needs from grade nine through graduation and the Summer Program 2025. The child had a diagnosis of Cerebral Palsy and was complete care in an electric wheelchair and with tube feeding, positioning, toileting and emotional support through his high school experience including attending proms.

i. Director of Special Needs: Chantelle Palumbo,CPALUMBO@fairfieldchools.org, Phone: (203)255-7201

ii. Nurses: Omar Hume-CNA: omarhume6@gmail.com, Phone: (860) 477-4833; Brittany Floch RN, Phone: bfloch72@gmail.com, (412) 598-5173; Dawnette Blake RN: dawnette.blake@sbcglobal.net, Phone: (203) 507-6884; Tina Pascoe RN, JD: tinapascoe1@gmail.com, Phone: (203)500-8453

iii. This child currently completed High School, graduated and attended the Summer program. We are on contract for $80 and $90 per hour (LPN

and RN respectively). Services have been delivered on time and within budget. Will continue services in the Fall for new students- pending.

IV. Town of New Haven Board of Education- 54 Meadow St. #3, New Haven, CT 06519

Provide hearing and vision screening and orchestrate and help with dental examinations via the Yale Dental Van, Review all medical records and provide care planning and medication order review for over 400 children in the New Haven Board of Education, Head Start Classrooms from ages 3-5 years of age. Also assisted with FA-1 Federal Head Start Review and coordinating care following the New Haven Board of Education and New Haven Health Department Clinical Practice Guidelines.

i. **Director of Head Start Early Care and Education Program:** Mary Derwin: MARY.DERWIN@new-haven.k12.ct.us; Phone: (203)980-5065

ii. **Nurses:** Tina Pascoe RN, JD, tinapascoe1@gmail.com, Phone: (203)500-8453; Tiffany Glover RN, tiffanydglover@gmail.com, phone: (203) 305-8299; Stephanie Garcia RN: garciajsel@gmail.com, phone: (203)906-3344; Kiara Rivera RN, kiarar1213@gmail.com, phone: (203) 572-7871

iii. All services for the City of New Haven Performed on time and on budget at $80 and $90 per hour.

V. Hartford Board of Education, 55 Forest ST. Hartford, CT. 06105

- Provide health consultation to the school systems that serve children from 8 weeks to 6 years old.

i. **Director:** Dr. Andrae' Townsel Phone: (860)-757-9311; Nurses: Jodi Dufresne RN, jodidufresne101@gmail.com, Phone: (860) 302-9676; Susan Newton RN, sue.newton61@gmail.com, Phone: (860)402-3185

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ii. **$80 per hour plus travel, on contract with City of Hartford.** All services provided for the City of Hartford were on time and within budget at $80 per hour plus travel.

Summary of Relevant Experience

Our team of nurses includes nurses with extensive experience in Special Needs Children including One on One Nursing Care to Children with Complex Medical Needs, Pediatrics (hospital and Emergency Department based, ICU, NICU and PICU), Labor and Delivery, Community Based and Family Based Nursing, Clinical Nurses, School Nurses and APRNs with Family and Mental Health Specialty areas. Our team of nurses includes over fifty-eight full and part-time nurses who are located throughout the State of CT. We have the capacity to care for up to twenty children or more with complex medical needs requiring one on one or two on one services during the school year including Summer Program (181 days plus 25 Summer days) .

At NFDC, we believe in a strong dedicated, experienced workforce that is provided with tools, education and a caring and supportive work environment that results in positive client outcomes. Tina Pascoe RN, JD will provide overall management of the nurses working closely with the Waterbury Board of Education and Health Department and utilizing their policies, procedures, clinical standards, incorporating local, state and federal laws and regulations, best practice and Caring For Our Children 4th edition, American of Pediatrics clinical guidelines and care plan development. Our nurses frequently attend parent, family meetings, IFSP, IEP, PPTs etc. and are well versed on 504 plans which support students with disabilities alongside their peers in the educational setting.

In addition, Dr. Angela Crowley, Professor Emerita, Yale University School of Nursing and a nationally recognized expert in childcare health consultation and Clinical Pediatrics and serves as a Consultant to NFDC. We also have three administrative staff (Human Resource/Marketing Director, Accountant, Nursing Director/Program Coordinator) and 5 Pediatric First Aid and CPR instructors. All our nurses are currently with CPR, First Aid, AED and First Aid and Medication Administration in early care and education and in the school systems.

NFDC has an excellent staff retention rate and continues to have approximately thirty-seven (37) active and twenty-three (23) per diem staff available for program coverage. Our turnover

rate is less than one (1) percent (.89%) at any given time with the primary reason cited was moving out of state after graduation or to care for a family member. Many of our nurses leave to care for children and then return to pick up Per Diem work.

Our nursing staff is comprised of multilingual and multicultural professionals with expertise in a variety of specialty areas including Pediatric Nurse Practitioners (PNP) and Advanced Practice Registered Nurses (APRN) who also work in pediatric primary care practices (Community Health Centers and Private Practices), Prenatal and Postpartum Nurses, Pediatric Mental Health Nurses, Board of Education school nurses, Hospital based nurses (general Pediatrics and Neonatal ICU, High Risk Pregnancy Units), and nurses with specialization in Diabetes, Epilepsy and Autism.

We also employ LPNs and some CNAs who work primarily in our Summer Camps and provide one-on-one care to students with complex medical needs in school systems with special needs students.

We have monthly staff meetings and training offered as needed to our nurses. Furthermore, NFDC has a responsive Warm Line for nurses, directors and teaching staff and we offer evidence-based health and safety information and resources.

Additionally, NFDC has a collaborative relationship with the Schools of Nursing including Yale and Quinnipiac and stays up to date with the latest clinical practices. Some of our nurses are instructors at Quinnipiac and Yale.

Personnel Listing

At NFDC, we have fifty-eight nurses (see sample resumes below) with a variety of backgrounds to support our special needs children. We offer an extensive general and specialty area orientation and follow clinical practice guidelines from the State of CT. Department of Public Health, local health departments such as Fairfield, Waterbury, Hartford, and New Haven. We currently have nurses that work in several school systems in CT including Hartford and New Haven Public School Systems, Hope Academy (Orange) and the Towns of Fairfield and Stamford. All our nurses have an extensive background check, DCF registry check, fingerprinting, and nursing license check as part of the onboarding process. We also provide a general NFDC orientation and an additional orientation on the Clinical Practice Guidelines and

health and wellness policies and procedures for the respective Towns that we serve. All Clinical Practice Guidelines are consistent with the American Academy of Pediatrics and Caring for Our Children (4th Edition). All NFDC nurses are CPR and/or PALS/ACLS and First Aid Trained. In addition, we have five nurses and nurse extenders who teach the American Red Cross Pediatric CPR, AED, and First Aid for our clients. We also teach classes in English and Spanish for Care of the Seizure Child, Care of the Diabetic Child, Care of the Adrenal Insufficiency Child and OSHA, Blood Borne Pathogens, Developmental Assessments, Autism Spectrum, SIDS, Shaken Baby and infant and child nutrition. All nurses receive oversight directions and supervision from our Supervising Nurse Consultant/Co-Owner, Tina Pascoe RN, MHA, JD

Resumes of Key Personnel

TINA M. PASCOE, RN, MHA, JD
Old Saybrook, CT
tina@nursesfordaycare.com

EDUCATION
Bachelor of Science in Nursing
University of St. Joseph (formally St. Joseph College) 1979
MHA-Health Administration
Clark University, 1982
JD- Health Concentration
Quinnipiac University, School of Law, 2001

RELATIVE EXPERIENCE
Tina Pascoe, RN, MHA, JD has been a nurse for almost 42 years including 13 years working in acute care hospitals with specialty areas including critical care, pediatric and adult medicine. In 1992, she took a position as a Health Consultant with the Connecticut Department of Public Health where her various positions included working in the Licensing and Regulations (Hospital and Medical Care Division), investigations and subsequently as the program manager for the Children with Special Health Care Needs (CSHCN-Title V) program, Medical Home Collaborative Project, School-Based Health Centers, and the Child Health Access Project.

Over the past twenty years, she has worked as an independent Pediatric Health consultant for Synergy Healthcare Services, LLC and co-founder of Nurses for Day Care, LLC including work with numerous Head Start Programs and Private Group Licensed Day Care Centers including Yale University Programs, school-based programs, children, and adolescent special needs programs.

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In addition, Ms. Pascoe was on contract with the Yale University School of Nursing as the curriculum specialist for the CT Medication Administration in Early Childcare Settings grant. She has worked extensively throughout the State of Connecticut to assist programs through the NAEYC accreditation process and with State licensure and Federal Head Start reviews.
In response to the recent pandemic, Ms. Pascoe was the COVID-19 Project 26 Coordinator for several programs in Connecticut--a successful effort to provide essential workers with safe and healthy childcare--and was selected as the National Expert and Presenter for a series of webinars titled COVID-19: Reopening Family Child Care Programs. Ms. Pascoe recently co-authored a study with CHDI on health consultation in child care centers titled Promoting Children's Health in Early Care and Education Settings by Supporting Health Consultation and co-authored a First Aid Manual for child care centers.

LICENSE and CERTIFICATIONS
Licensed Registered Nurse in the State of Connecticut (CT #E43041)
Homeland Security
Trainer Pediatric and Adult First Aid, CPR, AED, ACLS
Diabetic Trainer
HIP, IMIL, Emergency Preparedness, OAE

WILLIAM MOLDASHEL, EMT-P, BA
Fort Myers, FL
bill@nursesfordaycare.com

EDUCATION
Bachelor of Arts, Marketing
Post University, Waterbury, CT May 2010
Associates in science/marketing and management
Naugatuck Valley Community College, Waterbury, CT May 1999

RELEVANT EXPERIENCE
CO-FOUNDER
Nurses For Day Care, LLC, Madison, CT (2012 - Present)
FOUNDER
Digital Stand-Up, LLC, Sherman, CT (2010 - 2011)
MARKETING/SMALL BUSINESS CONSULTANT
Self-employed, Sherman, CT (2001 - 2010)
SENIOR ACCOUNT EXECUTIVE
Leverage Marketing Group, Newtown, CT (2000 - 2001)
ACCOUNT EXECUTIVE
Catalyst Marketing, Stamford, CT (1999 - 2000)
Liazon Marketing, Newtown, CT (1998 - 1999)
PARAMEDIC/LEAD PARAMEDIC

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Stamford E.M.S., Inc. Stamford, CT (1987 - 1997)
OWNER/MANAGER
Long Island Paging, Inc. Holbrook, NY (1993 - 1995)
Long Island SMR Group, Inc. Holbrook, NY (1993 - 1995)
Lakeland Communications, Inc. Holbrook, NY (1981 - 1995)
Advertising/Marketing: Developed marketing programs for numerous businesses and organizations, including, but not limited to logo design; market research and analysis; print, radio, and online advertising; media planning and buying; e-mail and direct mail campaigns; point-of-purchase displays; scratch-off game promotions; trade show display and promotion; pricing strategies, packaging, press release development and public relations; and total marketing communications planning. Abbreviated client work includes Sealed Air Corporation, Louis Dreyfus, Bio-Plexus, Sprint, Hewlett-Packard, UNILOCK, Soundsphere, Preferred Brands International, Magnetic Analysis Corporation, and the National Multiple Sclerosis Society.
Business Management: Owned and managed several businesses with annual revenues of seven figures.
E.M.S. Experience: Twenty years of experience in various paid and volunteer systems. Developed corporate and residential fund-raising programs. Organized and managed the promotion of special events. Assisted in turnaround management of financially troubled organization.
CERTIFICATIONS: First Aid/CPR Instructor

Brittany Floch, RN, BSN, CSN
77 Castle Meadow Road
Newtown, Ct, 06470
412-598-5173 - bf1008@nyu.edu

EDUCATION

Eastern University

Certified School Nurse Certification December 2021

Accelerated BSN Second Degree Program

New York University School of Nursing

GPA: 3.725 – Dean's List December 2016

Bachelor of Science, Applied Health Science May 2014

Bowling Green State University, Bowling Green OH

Dean's List

HEALTHCAREEXPERIENCE

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Nurses For Daycare LLC. June 2023-Present– Pediatric Health Consultant, special needs coordinator and direct care provider to Children with Special Health Care Needs in Northwestern CT. Medication Administration and First Aid, CPR instructor.

Home Health Nurse, Advanced Home health and hospice December 2022- June 2023
Pittsburgh, PA

• Coordinated home care of chronically ill patients by utilizing disease management process, the OASIS assessment, plan of care and established protocols.

• Educated patient and caregivers in management of their illnesses and promote the home health support systems to decrease re-hospitalization.

• Communicated with interdisciplinary team to provide the upmost care to the patients

Certified School Nurse, Allegheny Intermediate Unit August 2021-December 2022
Special Education School, Mon Valley Pittsburgh, PA

• Provide direct care to students. This includes injuries, acute illnesses, and long-term management of students with special health care needs.

• Assessment and treatment within the scope of professional nursing practice and Certified School Nurse Licensure

• COVID assessment and contact tracing

• Administration of medication in school

• Developing/organizing health policies and procedures.

• Writing individual health plans, emergency care plans and educating staff and students

• Writing reevaluation reports and attending IEP meetings

Maxim Healthcare, Special Education Sub School Nurse November 2020 – August 2021
Pittsburgh, PA

• Provided direct care to students. This includes injuries, acute illnesses, and long-term management of students with special health care needs.

• Assessment and treatment within the scope of professional nursing practice

• COVID assessment and contact tracing

• Administration of medication in school

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• Developing/organizing health policies and procedures.

MOHS Registered Nurse, Zitelli, and Brodland Surgical Center. April 2019- November 2020

Pittsburgh, PA

• Assisted physicians with patient exams and all surgical procedures. Obtain medical histories, take vital signs, and prepare patients for surgery.

• Provided patient education and instruction both pre-op and post-op.

• As directed by physicians, administered medication, removed sutures, and bandaged wounds.

• Was responsible for appropriate surgical set-ups and sterile technique.

Home Health Nurse, Anova Home Health Care. November 2018- April 2019

Pittsburgh, PA

• Coordinated home care of chronically ill patients by utilizing disease management process, the OASIS assessment, plan of care and established protocols.

• Educated patient and caregivers in management of their illnesses, and promote home health support systems to decrease re-hospitalization.

• Communicated with interdisciplinary team to provide the upmost care to the patients

Professional Staff Nurse, Neuro-Trauma Step Down, UPMC Presbyterian Hospital Feb 2017-Nov 2018

Pittsburgh, PA

Responsible for the care of 4-5 patients on a Neurology Step down unit. Consists of strokes, seizures,

MVA, head trauma, brain cancer, neurosurgery, and brain bleeds.

• Charge Nurse during both night and day shift.

New England Home Care, CNA September 2014

Shelton, CT

• Provide direct personal care for patients in their homes

American Red Cross CNA Program August 2014

New Haven, CT

• Graduated with honors and a CNA certification from the American Red Cross

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... Intake Specialist, Fairfield County Bariatrics Summer 2013

Norwalk, CT

• Collaborated with an interdisciplinary team to provide comprehensive care of bariatric patients.

PA Shadow, Norwalk Hospital Summer 2012 Norwalk, CT

• Shadowed a Physician Assistant during daily rounds and interacted with nursing and medical staff.

Intern, Staples High School Fall 2010 Westport, CT

• Interned in the Nursing Office and participated in health-wellness activities.

BLS Certified August 2022

NIH Stroke Certified April 2017

CLINICALPRACTICUM

Leadership NYC Health + Hospitals/Bellevue: New York, NY

Community Visiting Nurse Services: New York, NY

Long-Term Care Isabella Geriatric Center: New York, NY

Pediatrics Mount Sinai Hospital: New York, NY

Maternity NYC Health + Hospitals/Bellevue: New York, NY

Medical-Surgical Maimonides Medical Center: Brooklyn, NY

Medical-Surgical NYU Langone Medical Center: New York, NY

Psychiatric NYC Health + Hospitals/Bellevue: New York, NY

Medical-Surgical NYU Hospital for Joint Diseases: New York, NY

HONORSaNDACTIVITIES

The Honor Society of Nursing, Sigma Theta Tau Fall 2016 - Present

National Society of Leadership and Success, Participant Spring 2013, Fall 2013, Spring 2014

Pennsylvania Association of School Nurses and Practitioners Present

Special Needs Nurse Chair

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Kinisha Random, RN, BSN
61 Cullen Ave, West Haven, CT
(203) 997-5331

License and Certification:

RN License Unencumbered Connecticut (Single State) 117622 - Expires 03/31/2025.
RN License Unencumbered Massachusetts (Single State) 2354775 - Expires 03/08/2026.
RN License Unencumbered DC
BLS via AHA

Professional Skill Set:

- 10 years of Home Health case manager experience in medical and behavioral health providing care to individuals ranging from adolescents to adults.
- 20 years as a Registered Nurse
- Performed OASIS assessments.
- Patient and family education
- Facilitated patient admissions and discharges.
- Facilitated care plans along with the physician.

Experience:

Nurses For Daycare Care: 3.2024 to Present: Pediatric Health Consultant to schools and daycare programs, coordinates care, provides care to children from ages 6 weeks to 22 years of age. Attends IFSP, IEPs, PPTs, researches and prepares individualized plans of care for children in her programs, reviews authorization forms and medications in programs.

tenders visiting nursery agency- Needham, MA
3/2024- present
Home Health Nurse case manager

- Educated patients and families in disease process and treatment management.
- Developed patient plan of care to help manage disease process.
- Coordinated patient care among disciplines.

Boys and Girls Village- Milford campus, CT
9/2023-5/2024
Per diem staff nurse

- Caring for children with behavioral diagnoses who need monitored care.
- Collaborated with physicians to develop a plan of care.
- Worked in conjunction with Milieu staff and clinicians to ensure client safety and appropriate medication protocol.

Worldwide Travel Staffing – New Haven, CT

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3/14/23-3/2024
School nurse- New Haven, CT- Travel/contract

- Care for injured children while at school from ages pre-k to high school.
- Ensured all medical documentation was submitted and entered into the child's medical record.
- Provided emotional support to children along with referrals to indicated services as needed.
- Completed compliance paperwork by school policy.

Total Care Home Care (LHC)/Patient Care – New Haven, CT
09/2021 – 03/10/2023
Home Health Registered Nurse Case Manager- Travel

- Initiated and developed the patient's plan of care which established goals based on nursing diagnosis and incorporated therapeutic, preventive, and rehabilitative nursing.
- Coordinated care with patients, their families, and primary physicians.
- Utilized assessment, intervention, and teaching skills to maximize patient comfort and to enhance the quality of life to the patient.
- The average case load of 5-7 patients a day resulting in six points of OASIS productivity.

Amedisys Homecare – Shelton, CT
03/2021 – 08/2021
Home Health Registered Nurse Case Manager - Travel

- Performed OASIS assessments.
- Provides ongoing assessments to determine service frequency, change in plan of care and discharge from service in compliance with agency policies.
- Routinely visited an average of 6-8 patients a day.

Elara Caring (Formerly New England Homecare) – Shelton, CT
02/2015 – 7/2022
Home Health Registered Nurse Case Manager

- Performed independent clinical patient assessment and education in their home setting.
- Efficiently assessed client health to create and conduct individualized treatment.
- Reviewed documentation and client care to ensure that goals were being met.

First Step Detox- Bridgeport, CT
02/2016-06/2021
Staff RN

- Facilitated admissions and discharges for inpatient drug and alcohol detox facility.
- Developed patient plan of care alongside the physician for alcohol and drug detox treatment.
- Documented appropriate care in client's medical records.

Continuum of Care- New Haven, CT
10/2014-1/2015.

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Behavioral Health Registered Nurse Case Manager

- providing care to mentally challenged and mentally compromised individuals.
- Provided comprehensive assessment as well as collaborating with psychiatrists and caregivers to promote independence of patients.

Education:

Associate degree, Nursing – Gateway Community College – New Haven, CT, January 2014

Bachelor's degree, Nursing – Jacksonville University – Jacksonville, FL, December 2020

APRN **Consultant to NFDC:**
Curriculum Vitae

Angela A. Crowley, PhD, APRN, PNP-BC, FAAN
Orange, CT.
Angela.Crowley@Yale.edu

Education: PhD University of Connecticut, School of Family Studies
1998
Storrs, CT PNP Pediatric Nurse Practitioner Certificate
University of Connecticut Health Center , Farmington, CT
1975
MA New York University (Parent-Child Nursing) 1975
BSN The Catholic University of America 1971

Dissertation: Linking childcare and health: An exploratory study of childcare directors' and health professionals' perceptions of consultation and collaboration

Career
Academic

2016-2025 Professor Emerita

2014-2016 Professor and Pediatric Nurse Practitioner Specialty Coordinator
Yale University School of Nursing, Orange, CT
PNP joint appointment, Yale New Haven Hospital and Yale University School of Nursing

2013 Professor, Pediatric Nurse Practitioner Specialty,
Yale University, School of Nursing, Orange, CT
PNP joint appointment, Yale New Haven Hospital and Yale University School of Nursing

1996-2013 Associate Professor, Pediatric Nurse Practitioner Specialty,
Yale University, School of Nursing, New Haven, CT

July 1, 2010-June 30, 2011-Professional Service Agreement (25%)
Between CT Department of Social Services and Yale School of Nursing in

collaboration with the Child Health and Development Institute of CT, Inc, too:

1) Develop a medication administration training curriculum for CT childcare providers and conduct train-the-trainer sessions for nurses,

2) Design and co-teach an on-line graduate level course for nurse childcare health consultants.

2011-Spring- Interim PNP Specialty Director, Yale University School of Nursing New Haven, CT

2009-2013- PNP joint appointment, Yale New Haven Hospital and Yale University School of Nursing

1998-2009- Pediatric Nurse Practitioner, Primary Care Center, Yale-New Haven Hospital, New Haven, CT

1990-1996 Associate Professor, Family Nurse Practitioner Concentration, Primary Care Division, Yale University School of Nursing, New Haven, CT

1991-1992 Coordinator, Family Nurse Practitioner Concentration

1993-1996

1984-1990 Assistant Professor, Community Health Nursing Program, Family Nurse Practitioner Track, Yale University School of Nursing, New Haven, CT

1994-1998-Pediatric Nurse Practitioner (20%), Whitney Pediatric and Adolescent Medicine, New Haven & Hamden, CT

1985-1994-Pediatric Nurse Practitioner (20%), Guilford Pediatrics, Guilford, CT

1984-1985, Pediatric Nurse Practitioner/ Maternal Child Health Consultant (20%), Regional VNA, North Haven, CT

1980-1984 Program Instructor, Western Connecticut State University (Pediatric Nursing), Danbury, CT

1975-1976 Clinical Instructor/Preceptor, Yale University School of Nursing, Community Health

1978-1980 Nursing, Family Nurse Practitioner Track, New Haven, CT

Clinical

1982-1984 Pediatric Nurse Practitioner, Washington-Warren Visiting Nurses Agency, Warren, CT

1981-1984 Pediatric Nurse Practitioner, Collaborative Pediatric Practice, W. Bowen, MD, L. Pearson, MD, J. Gundy, MD, Brookfield, CT

1977-1980 Pediatric Nurse Practitioner, Norwalk Hospital, Norwalk, CT

1975-1976 Pediatric Nurse Practitioner, Bridgeport Hospital, Bridgeport, CT

1973-1974 Private Duty Nurse, Nursing Service Center of Westchester, White Plains, NY

1973 Staff Nurse, National Naval Medical Center, Bethesda, MD, Labor & Delivery Unit

1971-1973 Officer, Navy Nurse Corps, National Naval Medical Center, Bethesda, MD: General Medical Unit, Intensive Care Unit, Cardiac Surgical Unit, Neonatal Intensive Care Unit

1971 Officer, Navy Nurse Corps, Jacksonville Naval Hospital, Jacksonville, FL:

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Pediatric Unit (US Naval Reserve 1973-1975 active)

Certification

1991-present State of Connecticut, Advanced Practice Registered Nurse
1978-2023 American Nurses' Credentialing Center, Pediatric Nurse Practitioner
1973-present State of Connecticut Registered Nurse
1973-1974 State of New York Registered Nurse (inactive)
1971-1973 State of Florida Registered Nurse (inactive)

Honors and Awards

2015 American Academy of Pediatrics Dr. Susan S. Aronson Early Education and Child Care Advocacy Award
2012 Nightingale Award for Excellence in Nursing, Visiting Nurses Association of South-Central Connecticut, May 10, 2012
2011 NAPNAP Research Poster Award with AA Alkon, Benjamin, & J Kotch, NAPNAP Annual Conference, Baltimore, MD. March 30, 2011.
2010 Connecticut Nurses' Association, Diamond Jubilee Award, Virginia A. Henderson Award for Outstanding Contributions to Nursing Research
2010-2017 Senior Fellow, Child Health, and Development Institute of Connecticut, Inc.
2008-present Fellow American Academy of Nursing
2005 Connecticut Nurses' Association President's Award
1991 Who's Who in American Nursing
1993-1994
1996-1997

1993-1994 Who's Who in American Education
1991 American Academy of Nurse Practitioners' State Award for Excellence
1971 Magna cum Laude, The Catholic University of America, Washington, D.C.
1971 Olivian Award, The Catholic University of America, Washington, D.C.
1970-present Sigma Theta Tau

Research Grants

Development of a Nutrition and Physical Activity in Child Care Programs: Intervention Guide and Training Manual. ($7, 866) funded by YSN Intramural Pilot Project, 2/1/10-12/31/12. (PI, A. Crowley)

Health and safety of Connecticut early care and education programs: An analysis of licensors' reports of unannounced inspections. ($50,000), funded by The Children's Fund of Connecticut/ CHDI, 9/1/07-12/31/09, (PI, A Crowley, A., Co-PI, M Rosenthal)

Promoting Nutrition and Physical Activity in Child Care Centers. ($899, 961/YSN: $178,785), funded by HRSA/DHHS/Maternal and Child Health Research Program, 9/1/07-8/31/10. (PI- J. Kotch, Co-PI: A. Crowley, A. Alkon, & S. Benjamin).

Improving health care quality through a strengthened curriculum for Pediatric Nurse Practitioners: Assessing lessons learned to enhance widespread dissemination. ($28, 243), funded by The Commonwealth Fund, 2007-2008. (Leadership Team member with PI: B Melnyk, PhD, APRN, PNP/ Association of Faculty of PNP programs).

Improving health care quality through a new curriculum for Pediatric Nurse Practitioners. ($258,907), funded by The Commonwealth Fund, 2004-2007. (Leadership Team member

with PI: B Melnyk, PhD, APRN, PNP/ Association of Faculty of PNP programs).

Improving child and family health through childcare health consultation. ($45,000), funded by Beatrice Renfield -Yale School of Nursing Clinical Research Initiatives Fund, 2003-2004. (PI-A. Crowley).

Linking childcare and health: An exploratory study of childcare directors' and health professionals' perceptions of consultation and collaboration. Unpublished dissertation. University of Connecticut. Storrs, CT. $2500, Partially funded by Sigma Theta Tau, Delta Mu Chapter and The Research Foundation of the University of Connecticut, 1996-1998.

Health services in Greater New Haven day care centers: A survey. Funded by Yale University School of Nursing, Small Grants Program, 1987-1988. (PI- A Crowley).

Training Grants

Medication Administration Training for the State of Connecticut Early Care and Education and Child Development Programs: Continuation ($20,000) funded by The Children's Fund of CT/ CHDI and the CT Office of Early Childhood, 10/1/15-9/30/16 (PI- A Crowley).

Medication Administration Training for the State of Connecticut Early Care and Education and Child Development Programs: Implementation: Phase 1 ($35,000) funded by The Children's Fund of CT/ CHDI, 10/1/14-9/30/15. (PI- A Crowley).

Developing a Medication Administration Training System for Connecticut Early Care and Education Providers: Phase 3: Supplement ($35,000) funded by The Children's Fund of CT/ CHDI, 7/1/13-6/30/14. (PI- A Crowley)

Developing a Medication Administration Training System for Connecticut Early Care and Education Providers: Phase 3: Continuation ($96,500) funded by Connecticut State Department of Education via The Children's Fund of CT/ CHDI, 1/13-6/30/14. (PI- A Crowley).

Developing a Medication Administration Training System for Connecticut Early Care and Education Providers: Phase 3 ($20,000) funded by The Children's Fund of CT/ CHDI, 7/1/12-12/31/12. (PI- A Crowley).

Developing a Medication Administration Training System for Connecticut Early Care and Education Providers: Phase 2 ($45,452) funded by The Children's Fund of CT/ CHDI, 10/1/11-6/30/12. (PI- A Crowley).

Healthy Steps I: Integrating Healthy Steps into PNP Graduate Education. ($37,073) funded by The Commonwealth Fund, 2000-2001. (PI- A Crowley)

Consultations

Supervisor- Yale Work Life- Oversight of four nurse health for the six Yale affiliated childcare programs, 2004- present.

Consultant- CT Early Childhood Comprehensive Systems HRSA, MCHB Grant 2013-2016

Consultant- Connecticut Early Childhood Education Cabinet- Health Work Group member. 2012

Consultant- Expert Reviewer for National Training Institute for Child Care Health Consultants Training Modules (US Department Maternal Child Health Bureau). 2012

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Consultant- Connecticut Nurses' Association: Development of a Statewide System of Child Care Health Consultants through a Connecticut Department of Public Health, USDHHS, Maternal Child Health Bureau grant, Early Childhood Partners (Early Childhood Comprehensive State Systems grant) 2005-2012.

Consultant- The Child Health and Development Institute of Connecticut, Inc.: Transitioning Healthy Child Care Connecticut and Strategic Planning for Multidisciplinary Early Care and Education Consultation, 2005-2006.

Consultant-LULAC Head Start, Inc., Early Head Start grant. 2002.

Consultant - School Readiness, New Haven Board of Education. 2002

Early Childhood and Health Workshop. Johns Hopkins University and Johnson and Johnson Company, Baltimore, MD, January 21, 2000.

Reviewer for National Resource Center for Health and Safety in Child Care Standards Review and Update Project, 1999.

Consultant - Pre-planning Meeting for While House Conference on Child Care, Washington, DC,
June 30, 1997.

Consultant, Healthy Child Care Connecticut - Connecticut Health Systems Development in Child Care Program. Funded by US Dept. of Health and Human Services, Maternal Child Health Bureau, Community Integrated Service Systems Grant. Connecticut Head Start State Collaboration Office. June 1997 –January 2005.

Consultant - AAP planning group to improve the quality of on-site childcare at the 1996 AAP Fall Annual Meeting.

Consultant - Health, safety, and special needs issues. New Haven Child Development Program. New Haven, CT, 1995.

Consultant - General Services Administration Health Practices Assessment for Child Care Centers. Small Wonders/Bright Horizons, Child Care Program. William R. Cotter Federal Building. Hartford, CT, September 18, 1995.

Consultant - Pre-planning meeting for National Health Forum on Linking Health Care and Child Care.
National Center for Education in Maternal and Child Health Care. Arlington, VA, January 26, 1995.

Consultant - National Comparison Matrix Project - National Resource Center for Health and

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Safety in Child Care, Maternal and Child Health Bureau, Arlington, VA, 1994-95.

Consultant - Centers for Disease Control. Child Care Health and Safety Action Plan, Atlanta, GA, March 1-3, 1994.

Consultant to National Association of Pediatric Nurse Associates and Practitioners for Child Care Brochure revision, 1993.

National Child Care Consultants Network Meeting, National Center for Education in Maternal and Child Health, National Resource Center for Health, and Safety in Child Care, Maternal and Child Health Bureau, Arlington, VA. October 1, 1993.

Consultant to National Association of Pediatric Nurse Associates and Practitioners for Child Care Brochure revision, 1993.

Reviewer - Content validity in the areas of child health care and safety for the Washington State Instrument Based Monitoring System. Conducted by Pennsylvania State University at Harrisburg. October 1991.

Scientific Roundtable: Diapers and Infection Control (in Day Care Settings). Sponsored by the Proctor and Gamble Company. Cincinnati, OH. September 23-24, 1991.

NAPNAP (National Association of Pediatric Nurse Associates and Practitioners). Representative to the American Public Health Association-American Academy of Pediatrics Project: Development of National Health and Safety Performance Standards for Out-of-Home Child Care Programs. 1989-1991.

National Activities

American Academy of Pediatrics

Healthy Child Care America – CT Chapter Child Care Contact (2005-2010)

Healthy Futures: Improving health outcomes for young children- Project advisory group member (2008-2010)

Sigma Theta Tau International and the Johnson & Johnson Pediatric Institute, Think Tank: Investing in Maternal-Child Health: Defining Nursing Contributions. (Invited participant). Coconut Grove, Florida, January 10-12, 2002.

Media Spokesperson on Child Health for Sigma Theta Tau International. 1998 Media Guide to Health Care Experts.

Healthy Child Care America Newsletter, USDHHS & American Academy of Pediatrics, Advisory Committee, 1997-2000.

National Association of Pediatric Nurse Associates and Practitioners (NAPNAP)

Child Care Special Interest Group - Co-chair, 1993-1998.

Liaison to American Academy of Pediatrics Early Childhood, Adoption, and Dependent Care Committee, 1994-1998.

Clinical Expert Panel in Child Care (2005-present) and Psychosocial/ Mental Health

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(2005-2007)
NAPNAP Representative to the National Training Institute for Child Care Health Consultants
USDHHS, MCHB (2003-2012)

Child Care Aware of America COVID-19 Task Force, 2020

Kathryn Bengtson, RN BSN
Old Saybrook, CT
kaytiebengtson@yahoo.com

EDUCATION
Bachelor of Science in Nursing
Southern Connecticut State University (May 2011)
RELEVANT EXPERIENCE
PEDIATRIC HEALTH CONSULTANT
NURSES FOR DAYCARE LLC. (2020-Present)

- Provide consultation to Schools, Daycares.
- Provides consultation Pediatric rounds, creates individual medical plans of care, reviews authorizations and reviews medication for children with special health care needs.
- Coordinates care for children with special health care needs.

HEALTH CENTER NURSE
Choate Rosemary Hall
- Collaborate with team of providers to provide clinical operation of health center through assessment, interventions, education, and follow-up.
- Serve as a liaison between providers, faculty, and students' parents to ensure a safe, healthy educational environment.

PEDIATRIC NURSE
Pediatric Medicine of Wallingford (August 2013 – July 2020)
- Assess the health and safety needs and practices in the childcare facility.
- Develop strategies for inclusion of children with special care needs.
- Establish and review health policy.

SUBSTITUTE SCHOOL NURSE
Old Saybrook Board of Education (August 2018 – Current)
- Support student and staff success by providing health care through assessment, intervention, and education.
- Perform health screenings, medication administration, coordinate referrals to providers.
- Advocate for the physical and emotional health of students.

STAFF NURSE
St. Vincent's Medical Center (January 2012 – October 2013)
- Provided high-quality patient-centered care on a fast-paced medical/surgical/stroke floor.
- Collaborated effectively with an interdisciplinary team of health care providers.

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- Patient assessment, medication administration, wound care, disease management education, discharge planning.

CLINICAL NURSE

Mollen Immunization Clinics (September 2011 – December 2012)

- Independently operate vaccination clinics, pediatric and adult vaccine administration.
- Elemental billing and coding.

LICENSE and CERTIFICATIONS

- Licensed Registered Nurse in the State of Connecticut
- Adult First Aid
- Pediatric First Aid/ CPR and AED

ALISON BURTRAW, RN, BSN
Guilford, CT
alison.burtraw@sbcglobal.net

EDUCATION

Master of Science in Nursing Degree Candidate

Sacred Heart University, Fairfield, CT Anticipated Completion - December 2018

Bachelor of Science in Nursing

Sacred Heart University, Fairfield, CT December 2016 GPA 3.852

Associate in Science in Nursing

Gateway Community College, North Haven, CT December 2010 with Honors

RELEVANT EXPERIENCE

CHILD CARE HEALTH CONSULTANT

Nurses For Day Care, LLC (May 2017 - Present)

- Assess the health and safety needs and practices in the childcare facility.
- Develop strategies for inclusion of children with special care needs.
- Establish and review health policies and procedures.
- Manage and prevent injuries and infectious diseases.
- Connect families with community health resources.
- Provide health education for staff members, families, and children.

SERVICE LINE EDUCATOR, WOMEN'S SERVICES

Yale New Haven Hospital, New Haven, CT (February 2017 - Present)

- Develops, organizes, implements, and evaluates Unit-Based and Service Line education programs to ensure competencies of nursing personnel.
- Collaborates with other educators in developing, organizing, implementing, and evaluating department specific programs/projects.
- Integrates knowledge of the scope of nursing practice and roles and responsibilities of personnel in curriculum design.
- Identifies organizational, service line and external agency requirements for documentation and record keeping.
- Assists in the development of standards and protocols to support best practice and patient safety.

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REGISTERED NURSE - MOTHER NEWBORN UNIT
Yale New Haven Hospital, New Haven, CT (December 2011 - February 2017)
- I worked as charge nurse whenever scheduled.
- Provided post-partum care to new mothers and their babies, including patient assessments, and administering medication as prescribed.
- Educated new parents concerning proper care of newborns, as well as assisting with breastfeeding.
- Admitted new patients and helps them adjust to their stay in the maternity unit.
- Created and maintain patient records utilizing EPIC.
- Managed a variety of critical post-partum situations as they arise.

RN SUPERVISOR
Guilford House, Guilford, CT (August 2011 - July 2012)
- Sole scheduled RN is responsible for 79-bed facility, including patients and all staff.
- Obtained new admission orders, safety checks, and assisted staff as needed.
- Provided patient assessments to short-term and long-term care patients and administered medication as prescribed.

LICENSE and CERTIFICATIONS
- Licensed Registered Nurse in the State of Connecticut
- BCLS certified.

NRP certified.

JENNIFER CAGGIANO, RN
West Haven, CT
jennifer@nursesfordaycare.com

EDUCATION
Associates of Science in Nursing
Housatonic Community College, Bridgeport, CT, 2013
Diploma in Nursing
Bridgeport Hospital School of Nursing, Bridgeport, CT, 2011

RELEVANT EXPERIENCE
CHILD CARE HEALTH CONSULTANT
Nurses For Day Care, LLC (January 2016 - Present)
- Assess the health and safety needs and practices in the childcare facility.
- Develop strategies for inclusion of children with special care needs.
- Establish and review health policies and procedures.
- Manage and prevent injuries and infectious diseases.
- Connect families with community health resources.
- Provide health education for staff members, families, and children.

ADMISSION NURSE
Masonicare (June 2015 - Present)
- Responsible for developing, implementing, and evaluating individualized patient care plans.

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- Serving as social worker, advocate and liaison between patients, their families, and healthcare providers such as Hospitals, hospices, nursing homes, home health agencies, and health insurance companies.
- Admitted patients to home care services.

REGISTERED NURSE CASE MANAGER

Family Care Visiting Nurse (January 2014 - Present)

- Responsible for developing, implementing, and evaluating individualized patient care plans.
- Serving as social worker, advocate and liaison between patients, their families, and healthcare providers such as Hospitals, hospices, nursing homes, home health agencies, and health insurance companies.

REGISTERED NURSE - HEMODIALYSIS RN / INFECTION CONTROL MANAGER

Davita Dialysis Hemodialysis Infusion (August 2012 - January 2014)

- Providing, evaluating, and coordinating patient care using critical thinking skills, the nursing process and evidence-based practice, as well as supporting and promoting safety, having strong customer service and communication skills.

REGISTERED NURSE - LABOR AND DELIVERY / OR / RECOVERY / MATERNITY

St. Mary's Hospital, Waterbury, CT (May 2011 - January 2014)

- Worked as an integral health care team member in providing total quality care in the areas of Labor and Delivery/OR/Recovery/Maternity.
- Providing, evaluating, and coordinating patient care using critical thinking skills, the nursing process and evidence-based practice, as well as supporting and promoting safety, having strong customer service and communication skills.

STUDENT NURSE TECHNICIAN - DEPARTMENT OF OB / GYN / PEDIATRICS

Hospital of Saint Raphael (2004 - 2011)

LICENSE and CERTIFICATIONS

- Licensed Registered Nurse in the State of Connecticut Registration #101918
- RN Licensure Connecticut
- BLS Certified

PHYLLIS COX-GARVEY, RN
Windsor, CT
Dgarvey42@comcast.net

EDUCATION

Associate in Science, Nursing

Capital Community College, Hartford, CT May 1980

RELEVANT EXPERIENCE

CHILD CARE HEALTH CONSULTANT

Nurses For Day Care, LLC (April 2020 - Present)

- Assess the health and safety needs and practices in the childcare facility.
- Develop strategies for inclusion of children with special care needs.
- Establish and review health policies and procedures.
- Manage and prevent injuries and infectious diseases.

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- Connect families with community health resources.
- Provide health education for staff members, families, and children.

REGISTERED NURSE

St. Francis Hospital and Medical Center, Hartford, CT (1978 - Present)

- Charge Nurse for 40+ bed Acute Care Unit.
- Medication teaching.
- Works with an inpatient collaborative environment to educate patients and families about Acute and Chronic Illness.
- Provide respiratory support including ventilator.
- Ability to take charge in a high-stressed acute environment.

PRIVATE DUTY RN - PEDIATRICS

New England Home Care, Inc., Cromwell, CT (2001 - 2017)

- Care for pediatric patients in a home setting.
- Maintain respiratory and nutritional support.
- Manage airway with and without use of ventilator.
- Manage activities of daily living.
- Interact with physicians to maintain required orders.

AGENCY NURSE

Connor and Connor Associates, Manchester, CT

LICENSE and CERTIFICATIONS

- Licensed Registered Nurse in the State of Connecticut
- Basic Life Support (American Heart Association)
- IV Certification SFH

JODI DUFRESNE, RN
Southington, CT
jodidufresne101@gmail.com

EDUCATION

Associate Degree in Nursing

Quinnipiac University, Hamden, CT May 1991

RELEVANT EXPERIENCE

CHILD CARE HEALTH CONSULTANT

Nurses For Day Care, LLC (January 2019 - Present)

- Assess the health and safety needs and practices in the childcare facility.
- Develop strategies for inclusion of children with special care needs.
- Establish and review health policies and procedures.
- Manage and prevent injuries and infectious diseases.
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- Provide health education for staff members, families, and children.

SCHOOL NURSE

Southington Public Schools, Southington, CT (March 2012 - October 2018)

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- School Nurse for public school system managing all aspects of nursing care, and record management of immunizations and health history in electronic medical records.
- Communication/teaching with staff, students, and families related to all aspects of health and safety.
- Provide direct care in first aid and emergency treatment. Medication administration and skilled nursing procedures.
- Instruction/training of staff related medical care/emergency procedures for assigned school as primary full time School Nurse.

RN CASE MANAGER

Wallingford VNA, Wallingford, CT (March 1995 - February 2012)

- Case manager providing direct nursing care to clients in home settings with numerous and complex disease processes.
- Instruction to staff and family on medical care of patients including universal precautions and infection control.
- Multidisciplinary case management of client's needs includes social work, physical therapy, occupational and speech therapies.
- Communication with doctors, families, state case managers and insurance companies on client's status.
- Complete physical, environmental, cognitive, and psychosocial assessments of clients.
- Experience in completing Oasis assessments using Allscripts Electronic Medical Record.

RN CASE MANAGER

New Britain General, New Britain, CT (June 1991 - June 2001)

- Staff Nurse on various medical-surgical floors with high acuity patients with comorbidities.
- Care of patients utilizing skills including isolation precaution, ventilator dependent, peritoneal dialysis, post-surgical, and cardiac care.
- Charge Nurse Role on various medical surgical floors within the hospital.

LICENSE and CERTIFICATIONS

- Licensed Registered Nurse in the State of Connecticut - E53979
- Basic Life Support for the Healthcare Provider (CPR and AED)

BRETT GRABOWSKI, RN, BSN, CDE
Stamford, CT
brett.stenger@gmail.com

EDUCATION

Bachelor of Science in Nursing
Fairfield University, Fairfield, CT August 2009
Bachelor of Arts in Psychology
Salve Regina University, Newport, RI May 2005

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RELEVANT EXPERIENCE

CHILD CARE HEALTH CONSULTANT

Nurses For Day Care, LLC (January 2017 - Present)

- Assess the health and safety needs and practices in the childcare facility.
- Develop strategies for inclusion of children with special care needs.
- Establish and review health policies and procedures.
- Manage and prevent injuries and infectious diseases.
- Connect families with community health resources.
- Provide health education for staff members, families, and children.

CLINICAL ENDOCRINE SPECIALIST

Premier Kids Care, Inc., Monroe, GA (June 2012 - Present)

- Independently organizes and manages a large volume of patient related data including laboratory results, prescriptions, prior authorizations, and growth charting in multiple offices.
- Confirm patient information is sent to appropriate location per insurance (i.e., specialty pharmacy, drug company) and follows up to make sure Growth Hormone is started within a reasonable time-frame.
- Contacts appropriate Insurance companies and departments for Prior Authorizations and Reauthorizations.
- Help doctors with writing appeals for denial of Growth Hormone.
- Knowledge of how all growth hormone devices work.
- Teaches patients and parents on how to administer prescribed Growth Hormone Devices.
- Knowledge in Diabetes care and Insulin Pumps.

REGISTERED NURSE

Pediatric Specialty Suite at The Center for Advanced Pediatrics, Norwalk, CT (February 2010 - June 2012)

Endocrine

- Independently organized and managed a large volume of patient related data including school nurse orders, laboratory results, prescriptions, prior authorizations, and growth charting.
- Routinely assisted in the education and treatment plans of obese and overweight children.
- Skilled in healthy lifestyle choices including proper eating habits and exercise.
- Treated infants, children, and adolescents with Endocrine Disorders and Diabetes.
- Administered and taught patients and parents how to administer medications including insulin and growth hormone.
- Routinely drew blood on infants and children.
- Interpreted labs and discussed with Endocrinologist and parents.
- Educated children and parents about effects of diabetes, assisting them in diabetes management.
- Performed Stimulation tests for diagnosis of Endocrine Disorders.
- Skilled in diagnosis and management of hypo/hyperglycemia in Diabetes.

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Pulmonary

• Triaged and prepared children with pulmonary disorders including Asthma for visits with Pediatric Pulmonologist.

• Performed pulmonary function testing under supervision of Pediatric Pulmonologist.

Gastroenterology

• Triaged and prepared children with gastrointestinal and digestive diseases for visits with Pediatric Gastroenterologist.

The Center for Advanced Pediatrics - URGI-Kids

• Experienced in urgent care including obtaining vital signs, drawing blood, starting IVs, administering IV fluids and medications, giving SQ and IM injections in acutely ill infants, children, and adolescents.

General Pediatrics

• Obtained vital signs and history on children prior to well child checks.

• Vision and hearing screenings.

INSTRUCTIONAL AIDE

Marvin Elementary School, Norwalk, CT (May 2008 - August 2009)

• Special Education Aide - 2006-2007

• Instructional Aide - 2005-2006

LICENSE and CERTIFICATIONS

• Licensed Registered Nurse in the State of Connecticut and New York

• Certified Diabetes Educator (CDE)

DANA HENRY, RN

Higganum, CT
dhenry@nursesfordaycare.com

EDUCATION

Associate Degree in Nursing

Capital Community Technical College, Hartford, CT, 1994
(formerly Greater Hartford Community College)

Undergraduate Studies in Liberal Arts

Central Connecticut State University, New Britain, CT, 1986-1987

RELEVANT EXPERIENCE

CHILD CARE HEALTH CONSULTANT

Nurses For Day Care, LLC (August 2016 - Present)

• Assess the health and safety needs and practices in the childcare facility.

• Develop strategies for inclusion of children with special care needs.

• Establish and review health policies and procedures.

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- Manage and prevent injuries and infectious diseases.
- Connect families with community health resources.
- Provide health education for staff members, families, and children.

CASE MANAGER

Hartford Health Care VNA, Hartford, CT (2013 - Present)

- Managed care of homebound patients using the multi-disciplinary approach to treatment.
- Used Allscripts for documentation.
- Responsible for supervision and orientations of home health aides according to care plan.
- Attended Oasis training/Medicare training workshops.
- Certified in Wound VAC and wound care, worked closely with MSMC Wound Clinic for the homebound patient.

CASE MANAGER

Lower Valley VNA, Centerbrook, CT (2012 - 2013)

- Managed the care of homebound patients using the multi-disciplinary approach to treatment.
- Used Allscripts for documentation.
- Responsible for supervision and orientations of home health aides according to care plan.

CLINICAL COORDINATOR - URGENT CARE

Yale Health Plan, New Haven, CT (1998 - 2011)

- All nursing duties involved in the care of minor to moderate traumas; worked closely with triage staff at YNHH Emergency Department, as well as other local area hospitals.
- Assured proper treatment and triage of patients who are present at the medical center, as well as providing telephone triage to those patients who phone in for medical advice.
- As the second shift Charge Nurse in Urgent Care, supervised the UC staff and oversight of the nursing and support staff in the Intermediate Care Facility, which serves as the 24hr. care of various types of patients, including post-operative, oncology, medical, and hospice.
- Assisted Administration in keeping staff updated on certifications and education.
- In addition to the Charge Nurse duties, I worked on the floor as a staff nurse providing one-to-one care to patients of all ages in Urgent Care.
- Provided support to physicians in addition to phlebotomy, IV's, EKG's, medication administration and assisting in minor surgical procedures.

REGISTERED NURSE

Optimum Health Care, Cromwell, CT (1996 - 1998)

- Contracted for various assignments with the Department of Corrections, Middlesex Hospital, Rushford Center, and the Institute of Living.
- Worked on both the med/surg. units as well as the Mental Health unit and participated in various group sessions in counseling inmates.

NURSING SUPERVISOR

Wadsworth Glen Health Care & Rehab, Middletown, CT (1994 - 1996)

- Responsible for supervising second shift staff on all four units.

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- Assisted with getting nurses IV certified and making the transition from Long Term Care to a Rehab Facility.
- Responsible for teaching in-service training.

DONOR RECRUITER

American Red Cross, Farmington, CT (1988 - 1995)

- Answered medical questions regarding donor eligibility and scheduled appointments.
- Liaison to other representatives of numerous blood drives.

LICENSE and CERTIFICATIONS

- Registered Nurse State of CT *(Connecticut Registration #E57329)*
- Basic Life Support (BLS) Certification
- Pediatric Advanced Life Support (PALS) Certification
- Advanced Cardiac Life Support (ACLS) Certification
- IV Certified
- Universal Precautions
- Blood Borne Pathogens
- AIDS Awareness

ERIN E. MACKEL, RN, BSN
Windsor, CT 06095
erinmackel@gmail.com

EDUCATION

The University of Vermont, Burlington, VT
Integrative Health and Wellness Coaching (Active Student), 2021-2022

Marlboro Graduate School, Vermont
Certificate in Nonprofit Business Management, 2011

Northern Arizona University, Flagstaff, AZ
Bachelor of Science, Nursing, May 7, 1999 (GPA 3.65) Cum Laude

CERTIFICATIONS, LICENSURE, MEMBERSHIPS

Registered Nurse Connecticut, Massachusetts
First Aid/CPR/AED Instructor - American Red Cross
Sigma Theta Tau- International Nursing Honor Society, member

WORK EXPERIENCE

CHILD CARE HEALTH CONSULTANT
Nurses For Day Care, LLC (May 2022 - Present)

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- Assess the health and safety needs and practices in the childcare facility.
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- Manage and prevent injuries and infectious diseases.
- Connect families with community health resources.
- Provide health education for staff members, families, and children.

NURSE AIDE EVALUATOR
Prometric, Connecticut (December 2021-present)
Oversee the clinical skills and written portions of the State of Connecticut CNA Competency Evaluation exam for nurse assistant candidates. Evaluate candidate competency in accordance with state laws. Requires Superior organizational, planning, and critical thinking skills and the ability to work independently.

COVID-19 VACCINATION RN
Yale New Haven Health System, New Haven, CT (February 24, 2021-present)
Prepare and administer vaccines at mass COVID-19 vaccination clinics throughout Connecticut. Required strict adherence to all regulated protocols related to the monitoring and preparation of Pfizer, Moderna, and Johnson's Jansen and Jansen COVID-19 vaccines including proper storage, dilution, syringe preparation, and labeling. Ensured patient eligibility, administered COVID-19 Vaccines, assessed and monitored for adverse effects, documented in EPIC electronic medical record, provided patient education. Maintained infection control and prevention protocols.

NURSE EVALUATOR
American Red Cross, Springfield, MA (April 5, 2021-November 2021)
Oversee the skills and written portions of the Massachusetts Competency Evaluation exam for nurse assistant candidates. Evaluate candidate competency in accordance with state laws. Requires Superior organizational, planning, and critical thinking skills and the ability to work independently.

NURSE CASE MANAGER
Masonicare Home Health & Hospice, East Hartford, CT (2016-2018)
Managed a caseload of patients. Developed and coordinated complex patient care plans, maintained continuity of care with the healthcare team, identified interdisciplinary care needs, made recommendations for additional home health care services. Direct patient care visits included assessments, wound care, medication reconciliation, patient education, and supervisory visits of care performed by LPNs and Home Health Aides. Required excellent communication, ability to work independently, ability to timely and accurately complete electronic documentation with attention to detail.

COMMUNITY HEALTH IMPROVEMENT NURSE
University of Vermont Medical Center, Burlington, VT (2015-2016)
Employer Health Management- Health and Wellness Screenings, biometrics- body mass index, cholesterol and blood glucose levels, health coaching, Influenza vaccinations performed within

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UVMMC employee network and external business locations. Footnoters Program-Foot Care Clinics at Senior Centers throughout the area. Evaluated, assessed, documented, and provided Nail Care to independent seniors living independently.

CHARGE NURSE AT ASSISTED LIVING FACILITY
Ethan Allen Residence, Living Well, Burlington, VT (2014-2016)
Responsible for coordinating and managing the care of Residents. Priority of focus centered on ensuring Resident's safety and that all daily care needs were met, in addition to overseeing and coordinating daily operations while maintaining an environment which allowed Residents and staff to thrive. Other duties included maintaining care plans, developing, and maintaining a process for weekly and monthly skin checks, overseeing the medication administration process, performing in-services for med techs on glucometer and insulin safety skills.

STAFF NURSE AT LONG TERM CARE FACILITY AND REHAB CENTER
Starr Farm Nursing Center (Kindred Health), Burlington, VT (2013-2016)
Worked at a busy facility meeting the changing needs of patients while tasked with a heavy medication and treatment load. Provided planning and delivery of direct and indirect patient care. Completed timely admission assessments and care plans.

STAFF NURSE
Howard Center Chittenden Clinic, Burlington, VT (2012)
Administered methadone to clinic patients. Performed Intake Prescreens, vaccinations, EKGs, Patient Education. Required working knowledge of safe methadone practices, harm reduction, infectious disease prevention and treatment, nutrition. Maintained a therapeutic atmosphere. Trained in crisis prevention and intervention techniques. Ensure proper storage of methadone, following all codes and regulations.

SEASONAL RN
Mollen Immunization Clinics, Vermont (2011-2013)
Independent role, responsible for the clinic setup and administration of flu and other vaccinations at retail and corporate locations across Vermont. Responsible for determining patient eligibility, administering shots, properly monitoring, and storing vaccines, properly packing and shipping end of day supplies back to headquarters in Scottsdale, Arizona.

RN SUPERVISOR
American Red Cross Biomedical Services, Burlington, VT (2005-2011)
Whole Blood Collections- Supervised and managed Blood Collection activities at fixed and mobile sites throughout Vermont and New Hampshire, ensuring compliance was maintained in a highly regulatory environment while finding creative solutions to problems and multi-tasking. Performed venipuncture procedures. Conducted annual competency assessments and reviews of individual team members. Fostered a team environment and provided leadership needed to maintain excellent donor care, customer safety and satisfaction during the blood collection process. Demonstrated excellence in customer service and public relations to promote a positive,

professional image of the American Red Cross. Assisted in the implementation of new hardware and software systems.

EDUCATOR/CLINICAL INSTRUCTOR FOR MEDICAL SURGICAL NURSING COURSE
Richmond School of Health and Technology, Charlottesville, VA (2003-2004)
Taught basic principles of medical-surgical nursing to Practical Nursing Students enrolled in a four-semester training program. Developed and implemented teaching plans, class projects, and examinations. Evaluated the competencies of students. Mentored and counseled disadvantaged students. Served as clinical instructor to groups of first semester and fourth semester nursing students within clinical sites (Rehab Hospitals, Skilled Nursing Facilities) and during Lab.

CHARGE NURSE/STAFF REGISTERED NURSE
Heritage Hall Nursing Home, Charlottesville, VA (2002- 2003)
120-bed Skilled Nursing, Alzheimer's, and Long-Term Care facility. Managed care of complex patients. Skills included IV care, wound care, medication management, delegation, and supervision of the team. Ensured patient needs and staffing requirements were met. Developed and maintained patient care plans. Maintained communication pathways between the patient and physician, family, and pharmacist. Required excellent assessment, clinical, time management, and communication skills.

STAFF REGISTERED NURSE
Martha Jefferson Hospital, Charlottesville, VA (2000-2001)
South 7 Cared for 5-7 patients per shift utilizing a team approach on a busy acute care Medical-Surgical/Oncology floor. Proficiency in all aspects of complex nursing care was demanded. Responsibilities included total patient care as well as the delegation of duties. A strong emphasis was placed on patient and family education and discharge planning. Developed excellent organizational skills and the ability to prioritize patient needs.

GRACE MIGHTY, RN, BSN, CMSRN
South Windsor, CT
mightygrace@yahoo.com

EDUCATION

MSN-PMHNP Candidate
Massachusetts College of Pharmacy and Health Science, Boston, MA - 2023
Bachelor of Science, Nursing
Quinnipiac University - School of Nursing, Hamden, CT - 2012
Holistic Program-Endorsed by The American Holistic Nurses' Certification Corp.

EXPERIENCE

CHILD CARE HEALTH CONSULTANT
Nurses For Day Care, LLC (May 2022 - Present)

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- Connect families with community health resources.
- Provide health education for staff members, families, and children.

STAFF NURSE - MSDU
VA Hospital, West Haven, CT (June 2020 - Present)

STAFF NURSE - MEDSURGE
VA Hospital, West Haven, CT (July 2017 - June 2020)

STAFF NURSE - HEMATOLOGY/BMT UNIT
Yale New Haven Hospital, New Haven, CT (June 2012 - 2017)

STUDENT NURSE ASSISTANT
Yale New Haven Hospital, New Haven, CT (Jan 2011 - June 2012)

CERTIFIED NURSING ASSISTANT
Yale New Haven Hospital, New Haven, CT (Jan 2009 - Jan 2011)

LICENSURE/CERTIFICATION

- Licensed Registered Nurse in the State of Connecticut (106592)
- Certified Medical-Surgical Registered Nurse (CMSRN)
- CPR/BLS/ACLS Certified

SKILLS

- Charge Nurse
- Diabetes Nurse Educator
- Preceptor for float nurse and Sacred Heart University student nurses
- Administer Chemotherapy
- Administer Stem Cell/Bone Marrow Transplant
- Wound care, dressing changes, catheterizations, ostomy care, post-mortem care, blood glucose testing, bladder scans, and monitor vital signs.
- Proficient in EPIC, Sunrise Clinical Manager, CPRS and familiar with Pyxis/Omnicell patient software

BRITTANY RAY, RN
Essex, CT
brittanybirthdoula@gmail.com

EDUCATION

M.S.N. Family Nurse Practitioner
Simmons University, Boston, MA, Graduation: April 2021

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B.S. Multidisciplinary Studies (Pre-Medical)
Liberty University, Lynchburg, VA October 2011
Minor in Psychology
A.D. Nursing
Quincy College, Quincy, MA December 2017
Kinesiology Pre-Medical Studies
Wheaton College, Wheaton, IL December 2006
Certified Nurse Assistant/Certified Home Health Aide
Laboure Center Catholic Charities, South Boston, MA October 2013

RELEVANT EXPERIENCE
CHILD CARE HEALTH CONSULTANT
Nurses For Day Care, LLC (August 2020 - Present)
- Assess the health and safety needs and practices in the childcare facility.
- Develop strategies for inclusion of children with special care needs.
- Establish and review health policies and procedures.
- Manage and prevent injuries and infectious diseases.
- Connect families with community health resources.
- Provide health education for staff members, families, and children.

PEDIATRIC AND COMMUNITY HEALTH RN
Maxim Healthcare, Needham/Boston, MA (2019 - Present)
- Private Nurse for 10-year-old female with Dravet Syndrome. Assist with medical transport to and from school each day. Provide oxygen, intranasal medication, and safety during seizure activity.
- Substitute school nurse for Boston city schools, public, private, and charter schools.
- RN at detox facility in Tewksbury, MA – substance abuse recovery facility.
- RN at adult rehab in and around Boston.

LICENSE and CERTIFICATIONS
Licensed Registered Nurse in the State of Connecticut

FRAN REVELS, RN
Hamden, Ct
Fran@Nursesfordaycare.Com

EDUCATION
Diploma: Nursing
Bridgeport Hospital School of Nursing, Bridgeport, CT, 2002

#8549: RFP for Individualized Nursing Services for Students with Complex Medical Needs

BSN in Progress
Chamberlain College of Nursing
Language: Fluent in Spanish and English

RELEVANT EXPERIENCE
CHILD CARE HEALTH CONSULTANT
Nurses For Day Care, LLC (November 2015 - Present)
- Assess the health and safety needs and practices in the childcare facility.
- Develop strategies for inclusion of children with special care needs.
- Establish and review health policies and procedures.
- Manage and prevent injuries and infectious diseases.
- Connect families with community health resources.
- Provide health education for staff members, families, and children.

MATERNAL-CHILD NURSE - CLINICAL NURSE III
Yale-New Haven Hospital, New Haven, CT (January 2007 - Present)
CHILD CARE HEALTH CONSULTANT
Precious Cargo Daycare, Branford, CT (January 2008-January 2012)
STAFF NURSE - ACUTE CARE UNIT
Masonic Care, Wallingford, CT (January 2009 - January 2010)
MEDICAL-SURGICAL NURSE - CLINICAL NURSE II
Temple Recovery Care Center, New Haven, CT (January 2005 - April 2007)
NEONATAL ICU NURSE - CLINICAL NURSE
Bridgeport Hospital, Bridgeport, CT (January 2003 - January 2015)

LICENSE and CERTIFICATIONS
- Licensed Registered Nurse in the State of Connecticut #69304
- Certified Lactation Counselor
- Maternal Newborn Nursing
- Basic Life Support (BLS) Certification
- Neonatal Resuscitation Program (NRP) Certification

SUSAN SACCO, RN
Glastonbury, CT
susan@nursesfordaycare.com

EDUCATION
Associate Degree in Nursing
Community College of Rhode Island, 1982
Bachelor's degree, Health Education
Rhode Island College, 1985

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RELEVANT EXPERIENCE

SCHOOL NURSE

Glastonbury Board of Education, Glastonbury, CT (Nov 2004 – Present)

- Sound, ethical and independent decision-making ability consistent with medical protocols.
- Performed all tasks with a patient-centered focus while seeking opportunities for improvement of processes and treatments.
- Manage an elementary school health office consisting of over five hundred students and staff.

CHILD CARE HEALTH CONSULTANT

Cathy 's Nursery School, Glastonbury, CT (Sep 2011 – Present)

OFFICE/TRIAGE NURSE

Dr. Robert Parnes, Vernon, CT (Sep 1998 – Sep 2000)

- Maintained immunization records, administered immunizations to pediatric patients.
- Provided health education to patients with asthma, diabetes, and other acute and chronic illnesses.
- Primary phone triage nurse.

STAFF NURSE/ASSISTANT NURSE MANAGER/CASE MANAGER

Yale-New Haven Hospital, New Haven CT (Nov 1988 – Jun 2008)

- Provided necessary health education training for patients. Supervised staff on inpatient OB/GYN unit.
- Responsible for primary care, case management and medication management.
- Evaluated patient care needs, prioritized treatment, and maintained patient flow.
- Accurately documented all elements of nursing assessment, treatments, medications, discharge instructions, and follow-up care.
- Utilized strong assessment skills to determine necessary patient care.
- Delivered high-quality and compassionate care to indigent and low-income clients in an inner-city outpatient women and children's clinic.

LICENSE and CERTIFICATIONS

- Licensed Registered Nurse in the State of Connecticut

d. **<u>Conflict of Interest:</u>** Nurses For Daycare LLC does not have any conflicts of Interest for business, financial, personal reasons or any other types of relationships which may pose a conflict.

III. Statement of Qualifications/Work Plan

a. **Statement of Qualifications:** Nurses For Day Care, LLC (Formerly Synergy Healthcare), established in 2008, is a Pediatric Health Consultation firm with

clients in Connecticut providing high quality services to over 150 childcare programs and School Systems.

In total, NFDC and Synergy have over a 25-year history of providing nurse consultation, one to one care to complex special needs children and health and safety training to non-profit, for-profit and publicly funded child care centers and schools including Head Start and Early Head Start Programs, school systems including, Greenwich, Fairfield, New Haven, Hartford and Manchester and center-based and family based child care programs. Using our extensive background and expertise, we have the capacity to meet the needs of the special needs students in the City of Waterbury.

NFDC's mission is to promote the health and safety of children in schools and child care and maximize early childhood development through nurse health consultation that is evidence-based (utilizing the Individualized Health Care Plan (IEP), Individualized family Service Plan (IFSP), Primary Care Provider Authorizations and individualized health care plans), comprehensive and specialized to meet the needs of the children, families and the programs we serve.

NFDC has a workforce of over fifty nurses who collectively have over one thousand years of experience in the fields of Pediatrics, Maternity, Newborn and Women's health and Mental Health nursing.

Tina Pascoe, RN, MHA, JD, has been a nurse and a leading expert in the field for over 41 years including 13 years working in acute care hospitals with specialty areas including critical care, pediatric and adult medicine. Ms. Pascoe holds a degree in Law with a concentration in health care law and a focus on health care policy and regulations. She has extensive experience as a Health Consultant with the Connecticut Department of Public Health where her various positions included working in the Licensing and Regulations (Hospital and Medical Care Division), investigations and subsequently as the program manager for the Children with Special Health Care Needs (CSHCN-Title V) program, Medical Home Collaborative Project, School-Based Health Centers, and the Child Health Access Project. Over the past 25 years, she has worked as an independent Pediatric Health Consultant for Synergy Healthcare Services, LLC and Co-founder of Nurses for Day Care, LLC, and in that capacity provides consultation for large School Systems (Greenwich, Hartford, Fairfield, New Haven) and Private Special Needs

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Schools (Pinnacle, Hope Academy, New Haven Board of Education) Head Start programs (New Opportunities for Waterbury, Team Head Start) and for-profit and non-profit licensed childcare centers including Easter Seals, United Way and YMCA programs and Yale University affiliated childcare programs, school-based programs, children and adolescent special needs programs and Family Child Care Providers. In addition, Ms. Pascoe was on contract with the Yale University School of Nursing as the curriculum specialist for the CT Medication Administration in Early Care and Education grant. She has worked extensively throughout the State of Connecticut to assist programs with the National Association for the Education of Young Children (NAEYC) accreditation process and with State licensure and Federal Head Start reviews. In response to the recent pandemic, Ms. Pascoe was the COVID-19 Project 26 Coordinator for several child care programs in Connecticut, a successful effort to provide essential workers with safe and healthy child care, she was selected as the National Expert and Presenter for a series of webinars titled COVID-19: Reopening Family Child Care Programs. In 2017 Ms. Pascoe co-authored a paper for the Child Health and Development Institute (CHDI) of CT: IMPACT, Honigfeld, L., Pascoe, T., Macary, S. & Crowley, A. Promoting Children's Health in Early Care and Education Settings by Supporting Health Consultation. Farmington, CT: Child Health and Development Institute of Connecticut.

Mr. William Moldashel, the founding partner of NFDC, has experience owning and managing large companies and providing Marketing Management to multiple large marketing firms including Digital Stand UP, Long Island Paging, Long Island SMR Group and Lakeland Communications and Catalyst Marketing and Leverage Marketing Group. He has also worked as a licensed Paramedic for 10 years. Mr. Moldashel has over 31 years of experience in the field of Marketing and Business Management, specifically, web design, marketing research and development, press releases and IT and data management and extensive knowledge of Microsoft 365. Currently, as Co-founder of NFDC, he oversees a large budget, runs audits, and analyzes data spread sheets, assists with onboarding new nurses including background checks, insurance reviews, updates client contracts and maintains contract compliance. Bill oversees onboarding all nurses, background checks, DCF registry checks and fingerprinting. He ensures that all nurses carry malpractice insurance commensurate to their nursing role.

#8549: RFP for Individualized Nursing Services for Students with Complex Medical Needs

Furthermore, he updates BaseCamp3 which is an online collaboration application used for sharing health information including current regulations, forms, logs, and evidence-based articles. It also serves as a place to share ideas and collaborate on projects, collect data, and monitor data, and create nursing schedules.

NFDC staff contribute significantly to organizational expertise. Our workforce is comprised of Registered Nurses, six with advanced degrees, and Licensed Practical Nurses who provide 1:1 care to children with special health care needs, run and manage special needs private school health services and provide Pediatric Health Consultation to Schools, Camps, Special Needs Schools and Early Care and Education (ECE) Programs.

NFDC nurses' areas of expertise include nurse consultation provided to childcare programs in a variety of settings, such as, centers and family home-based, public, and parochial school nursing, family medicine and pediatrics delivered in community health centers and private practice, school-based health clinics, special needs schools and hospitals.

NFDC nurses collaborate and share information and experience and provide mentoring and training to new nurse consultants, special needs nurses and ECE nurses. Our approach engages and informs nurses on best practices, updates to local, state, and federal regulations and current trends in nurse consultation.

The nurses utilize *Caring for Our Children National Health and Safety Performance Standards: Guidelines for Early Care and Education Programs* and resources available through the National Center on Health, Behavioral Health, and Safety and the Nurse Practice Guidelines for School Nurses and Special Needs Nurses through the State of CT. Department of Public Health.

NFDC staff have experience with quality improvement systems in hospitals, community health centers, school systems, Head Start and Early Head Start programs. We have worked extensively with the Quality Rating and Improvement System (QRIS) for early childhood education systems throughout Connecticut and supported many programs through the National Association for the Education of Young Children (NAEYC) accreditation process and Head Start and Early Head Start Federal Reviews (FA1 and FA2) in Public-School Systems.

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NFDC has a well-developed, successful system of delivering specialized nursing care to childcare programs statewide including School Systems, Head Start programs, Childcare programs, schools for children with special health care needs and camps. We have provided 1:1 nursing care delivered by RN's, LPN's and CNA's to children in school systems including Hope Academy, Fairfield School System, Pinnacle School, New Haven (Health Consultation, health screening and Care Planning only) and Hartford Board of Education and have an excellent track record of hiring, orienting, mentoring and providing oversight to nurses providing 1:1 care for students with special health care needs including Ichthyosis, Brugada Syndrome, Cerebral Palsy, Spina Bifida, Seizure disorders, Brittle Diabetes, Brain Tumor Children with Seizure Disorder, Failure to Thrive and Tube Fed infants and children with catheters, oxygen and tracheostomy tubes. Nurses are individually trained to deliver the level of advanced care required by each special needs child. We utilize Basecamp3 as an excellent training and information sharing platform and resource center that provides tools for nurses to provide specialized services and training. All our forms, alerts, nursing notes, forms and documents, templates for documenting the individualized care provided are maintained in one central area for staff to access as needed.

NFDC has a strong team of over 50 RNs, LPNs that are trained in tracheostomy care, suctioning, ventilator use and maintenance, tube feedings, diabetic care, seizure disorder and management and the care of children with complex medical needs and genetic conditions including Downs, Severe Autism, Alpert Syndrome and Chromosome Deletion disorders

Our nurses also currently provide health and safety training including Child Nutrition and Development, care of the child with Autism, CPR, AED, Pediatric First Aid, OSHA and Blood Borne Pathogens, Infectious Diseases and Immunizations for children and staff.

NFDC values diversity and ensures equal access to services, regardless of age, gender, race, language, religion, and sexual orientation. Cultural competence is a priority in our delivery service model. Because of the diversity of our staff and commitment to cultural humility, NFDC has the organizational capacity to respect cultural beliefs and values, behaviors and needs of families including how trust and rapport with programs and families is established through open communication and understanding. The field of cultural competence has emerged in part to address the factors that may contribute to racial/ethnic disparities in health care. Understanding,

recognizing, and embracing one's own cultural perspective is the first step towards cultural humility. This, along with the openness to learn about other cultures, is a key factor that is relevant for nurse consultation for FCC providers. To meet the needs of this diverse priority population, our commitment is to ensure the ongoing practice of self-reflection, self-evaluation, and being aware of and addressing potential power imbalances. NFDC's goal is to assist with creating a nursing workforce that can deliver the highest quality of care and services to every child and family in the program regardless of race, ethnicity, cultural background, or English language proficiency.

At NFDC we pride ourselves on seeking out and maintaining a diverse staff that mirrors the populations that we serve. NFDC advertises job opportunities through many avenues both locally and nationally including Indeed and Zip Recruiter along with individualized postcards sent to nurses based on lists generated from the State of Connecticut licensure division where nurses from a variety of specialty areas can be targeted. The goal is to reach nurses from all backgrounds, cultures, and specialty areas. We work closely with Yale University School of Nursing and the University of Connecticut School of Nursing to hire potential candidates. Many of our nurses come to us through existing nurses working for Nurses For Daycare LLC. as we treat and value every member of our team as if they are family and this business ethic is our thread that attracts other amazing nurses in CT. NFDC has been successful in grassroots efforts through telephone interviews with current center directors, online surveys and webinar debriefing to identify the program and family needs and provide services to match the needs of this diverse population that we serve. Our staff at NFDC includes many multilingual nurses with a variety of dialects to help assist with language barriers. We understand that the diverse cultures in CT may prefer alternative healthcare practices; therefore, we provide the opportunity for a more comprehensive approach to providing care and services. From experience, we have found that successful care is only welcomed when relationships and services are rooted first in trust. The care and attention we put into our staffing team will be the same care and attention we will offer to the students and families in Waterbury.

As part of the NFDC onboarding process, all staff members attend diversity training. As we encounter the ever-changing needs of diverse families and new cultures, additional staff training

will be created and incorporated into the existing training model and become part of the onboarding process.

b. Work Plan

Nursing Director (Nurse Consultant Supervisor)–will provide oversight supervision of all nursing staff and ensure that all children with special health care needs are receiving appropriate services and that staff are oriented, receive specialized training and oversight of the Senior Nurses and Clinical field Nurses.

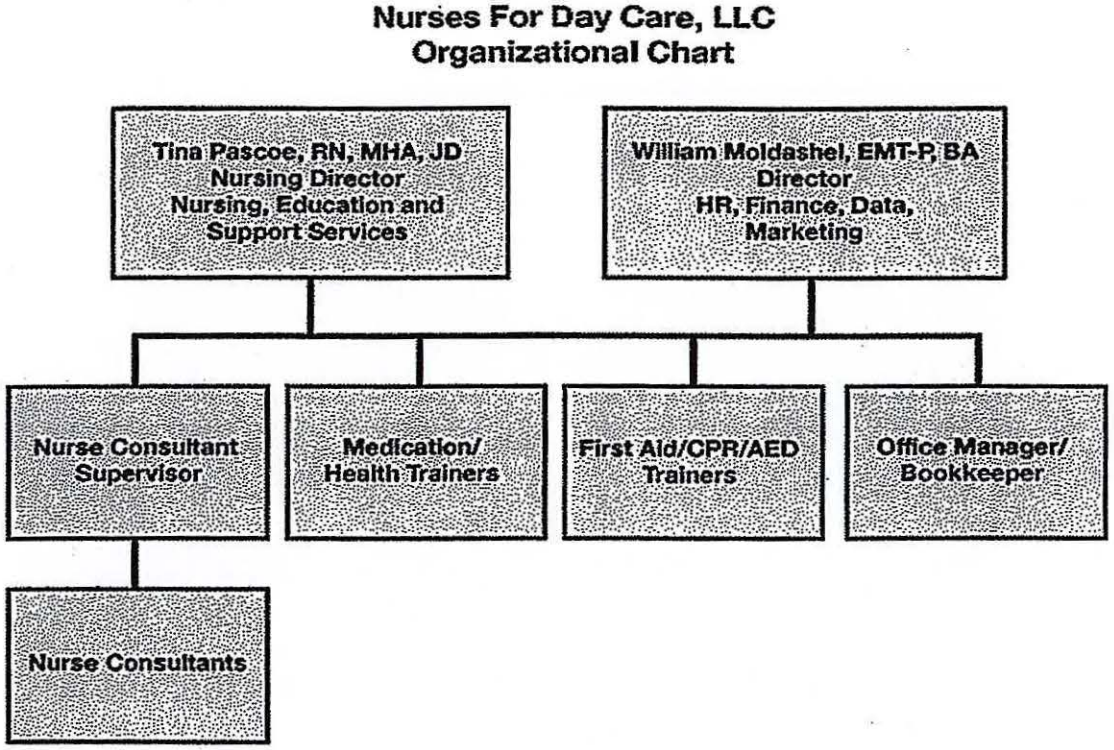
Senior Nurse (Nurse Consultant II)(Tina M. Pascoe RN, JD, Brittany Floch RN and Jodi Dufresne RN)–will provide direct support and supervision to the nurses (LPNs and RNs) in the school system, review plan of care and services provided to ensure that the needs of the child and family are met. Also, they will function as a warm line for day-to-day questions and concerns and function as a resource person and mentor.

Clinical Staff Nurses (Nurse Consultant I)-Will provide direct nursing care to students with special health care needs and report to the Senior Nurse (Nurse Consultant II) on an ongoing basis. All LPNs will be directly supervised by a Senior Nurse and report directly to the senior nurse. Each child will be assigned a Clinical Staff Nurse and a Senior Nurse.

NFDC will provide oversight supervision of support staff such as bookkeepers and accountants. Analyze data and run spread sheets, update and create dedicated website pages and maintain Basecamp3 to ensure its current with policies, procedures, forms, licensure/regulations, and accreditation information and will oversee the budget and payroll and review financial reports and ensure the efficient onboarding of nurses including background checks, fingerprinting, orientation to QuickBooks and Basecamp3 and compliance with insurance requirements.

#8549: RFP for Individualized Nursing Services for Students with Complex Medical Needs

NFDC will support the organizational chart and staffing plan as defined below



c. Services Expected of the City

NFDC looks forward to meeting the needs of the city of Waterbury and will provide all orientation, oversight, tracking, regulatory compliance, oversight management, tracking of services, payroll monitoring, contract management and will support any mandatory meetings required by the city of Waterbury and the Waterbury Board of Education.

IV. Cost Schedule

Background: William Moldashel, BA, EMT-P, manages the finances with the assistance of a bookkeeper, Alexandria Dahms and the NFDC's Certified Public Accountant, Stefani Gutierrez. This team can quickly respond to the reporting requirements and any analysis needed for this RFP.

The use of QuickBooks allows for tighter financial control of this service-based business. The bank accounts are reconciled monthly, and all payments are matched to invoices. There is no

need for financial controls like double-counting cash deposits as all payments are made online or via check. Credit cards are only processed with permission and signature approval is required for direct deposits for staff.

NFDC utilizes the leading cloud-based accounting software for small businesses, QuickBooks Online (QBO), to manage income and expenses, and track the financial health of the organization. Employees and contractors enter their time directly, which allows for easy generation of invoices that can be paid online. The QuickBooks Payroll option helps keep the organization in compliance with all regulations and financial statements up to date. QBO also submits electronic payments of taxes. The Waterbury Board of Education will be invoiced Monthly with 30-day turnaround time for payment. NFDC will be responsible that staffing hours match the allocated RFP hours and will justify payroll with invoices that reflect the services offered.

This budget was created with the intent of creating salaries that support our staff and their families and contribute to a robust economy.

Registered Nurses – $ 95 /hour x 8 hours/day x 181 days plus 25 Summer days =$156,560 /year. Nurses will be responsible for 1:1 or 2:1 nursing service provided to approximately eleven special needs students in the Waterbury School System.

One Registered Nurse and Nursing Management Oversight

YR2025 - $156,560 **YR2026** - $156, 560 (plus 4% COLA) (total $162, 8220) **YR2027** - $ $162,8220 (plus 4% COLA)(Total $169, 085) **YR 2028** – 169, 085 (PLUS 4% COLA) (Total 175, 848)

Licensed Practical Nurse includes indirect of RN oversight of 10 hours per week per nurse– $105 /hour x 8 hours per day x 181 days plus 25 Summer days $173,040/year.

YR2025 -$173, 040, **YR2026** - $179,962 (173,040 plus 4% COLA) **YR2027**- $187,160 (179, 962 plus 4% COLA), **YR 2028**-$194, 646 (187,160 plus 4% COLA)

V. Information Regarding Failure to Complete Work, Default and Litigation

a. Have you ever failed to complete any work awarded to you? No
b. Have you ever defaulted on a contract? No

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c. Is there any pending litigation which could affect your organization's ability to perform this agreement? None
d. Hs your firm ever had a contract terminated for cause within the past five years? Never
e. Has your firm been named in a lawsuit related to errors and omissions within the past five years? Never
f. During the past seven years, has your firm ever filed for protection under Federal Bankruptcy laws? Never
g. Have you ever exceeded the amount of the contract you were awarded? No but have had budget revisions as work requested from client increased.
h. Are there any other factors or information that could affect your firm's ability to provide the services being sought about which the City should be aware? No

VI. **Exceptions and Alternatives:** NFDC does not wish to take any exceptions to any requirements in this RFP.

Additional Data:

Profit and loss statements from January 2023-December 2025

Insurance Documents

Declaration of Confidential Information

None of the information contained in this grant would be deemed Confidential and all information would be available for release under the Freedom of Information Act (FOIA).

Conflict of Interest -Disclosure Statement

Nurses For Day Care LLC discloses and attests that we have not had any current or previous business relationships within the last three (3) years that pose a conflict of interest, as defined by C.G.S. § 1-85. Nurses For Day Care LLC has not had any relationships with public officials including elected officials and State employees that may interfere with fair competition or may be averse to the interests of the State.

H. Statement of Assurances

The undersigned Respondent affirms and declares that:

1) General

a. This proposal is executed and signed with full knowledge and acceptance of the RFP CONDITIONS stated in the RFP.

#8549: RFP for Individualized Nursing Services for Students with Complex Medical Needs

b. The Respondent will deliver services to the Waterbury Board of Education/Health Department at the cost proposed in the RFP and within the time-frames therein.

c. Neither the Respondent of any official of the organization nor any subcontractor, the Respondent of any official of the subcontractor organization has received any notice of debarment or suspension from contracting with the State of CT or the Federal Government.

e. Neither the Respondent of any official of the organization nor any subcontractor to the Respondent of any official of the subcontractor's organization has received any notices of debarment or suspension from contracting with other states within the United States.

Legal Name of Organization: Nurses For Day Care LLC

Tina M. Pascoe

Authorized Signatory

Date: 8.18.2025

Attachments:

A-Annual Statement of Financial Interest, Debarment Certification, City of Waterbury Disclosure of Outstanding Obligations (Attached)

B-Sample Contract, Sample Corporate Resolution, Sample LLC Resolution (To be signed on contract award) reviewed but not attached

C-Addendum/Certification/Notice of Acceptance (Attached)

D-Insurance Requirements (Attached)

E-Zoom Credentials- meeting attended- not attached.

Nurses For Day Care, LLC™

PO Box 1057
Madison, CT 06460

September 10, 2025

Mr. Kevin McCaffery
Director of Purchasing
City of Waterbury
235 Grand Street Room 103
Waterbury, CT 06702

Re: **Submission of Revised Cost Structure – RFP-8549**

Dear Mr. McCaffery,

On behalf of **Nurses For Day Care, LLC**, we would like to thank you for the opportunity to participate in the recent RFP process and for considering our proposal among the top three respondents. We are honored to be recognized in this competitive selection process and remain committed to providing the highest level of nursing and health consultation services.

In accordance with your request, please find enclosed our revised cost structure for review and consideration. We have carefully adjusted our pricing to ensure alignment with your needs while continuing to deliver exceptional quality and compliance-focused support for students and staff.

Please do not hesitate to contact us should you require any additional information or clarification regarding our revised submission.

Thank you once again for your consideration. We look forward to the possibility of partnering with you to ensure safe, compliant, and supportive care for your students.

Sincerely,

Tina M. Pascoe

Tina Pascoe, RN, MHA, JD/Co-Founder
Nurses For Day Care, LLC
203-500-8453
tinapascoe1@gmail.com.

Nurses For Day Care, LLC™

PO Box 1057
Madison, CT 06460

#8549 - Individualized Nursing Services for Students with Complex Medical Needs

Cost Schedule Table

Registered Nurse (with Nursing Management Oversight)

Year	Hourly Rate	Daily Rate (8 hrs)	Annual Cost (206 days)	Notes
2025	**$90.00**	$720.00	**$148,320.00**	Base year
2026	$93.60	$748.80	$154,252.80	+4% COLA
2027	$97.34	$778.72	$160,405.12	+4% COLA
2028	$101.23	$809.84	$166,825.04	+4% COLA

Licensed Practical Nurse (with indirect Registered Nurse Oversight)

Year	Hourly Rate	Daily Rate (8 hrs)	Annual Cost (206 days)	Notes
2025	**$80.00**	$640.00	**$131,840.00**	Base year
2026	$83.20	$655.60	$137,113.60	+4% COLA
2027	$86.53	$692.27	$142,600.93	+4% COLA
2028	$89.99	$719.95	$148,305.10	+4% COLA

Nurses will be responsible for 1:1 or 2:1 nursing service provided for up to eleven special needs students in the Waterbury School System.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

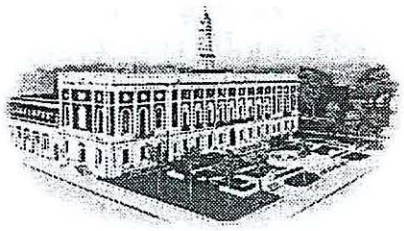
Item #13.5

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve a Professional Services Agreement with The Nurse Network, LLC for individualized nursing services for students with complex medical needs.



DEPARTMENT OF PUBLIC HEALTH
THE CITY OF WATERBURY
CONNECTICUT

EXECUTIVE SUMMARY

To: Michael DiGiovancarlo, President of the Board of Aldermen
City of Waterbury Board of Aldermen
Juanita Hernandez, President of the Waterbury Board of Education
Waterbury Board of Education

CC: Mayor Paul K. Pernerewski Jr.
Superintendent Darren Schwartz

From: Aisling McGuckin, RN, MSN-MPH
Director of Health

Date: October 3, 2025

Re: CRT25-250: Waterbury Health Department Contract with The Nurse Network for Individualized Nursing Services for Students with Complex Medical Needs

The Waterbury Health Department (WHD) respectfully requests approval of the attached contract with The Nurse Network for provision of specialized nursing services, solicited through Request for Proposals (RFP) 8549. Attached is the RFP, the cost proposal submitted by the agency, and the agency's proposal narrative, which are incorporated in the contract. This contract is funded with Waterbury Public Schools Special Education funding.

Background:
Waterbury Health Department (WHD) released RFP 8549 for Individualized Nursing Services for Students with Complex Medical Needs in July 2025 to solicit proposals from agencies with expertise in provision of home care services for students with special health care needs. These nurses are assigned individually to students and accompany them to and from school and provide care according to each child's individualized health care plan and individualized education plan. This contract will commence upon execution and conclude on June 30, 2028. Each nurse assigned through this contract will be

supervised by an RN from the agency. In collaboration with Waterbury Public Schools Division of Pupil Services, Waterbury Health Department will oversee this contract to assure the quality of care delivered to students and their families. The previous cost to the City for this service was $ 3,089,772, inclusive of LPNs and RNs combined, over three years. This amount is subject to slight fluctuation based on the number of students in need of the service which has been approximately ten students each year for the past few years.

Attached: City of Waterbury Contract with The Nurse Network.

PROFESSIONAL SERVICES AGREEMENT
RFP No. 8549
for
Individualized Nursing Services for Students with Complex Medical Needs
between
The City of Waterbury, Connecticut
and
The Nurse Network, LLC

THIS AGREEMENT effective on the date signed by the Mayor, is by and between the CITY OF WATERBURY (the "City"), located at City Hall, 235 Grand Street, Waterbury, Connecticut 06702 and The Nurse Network, LLC (the "Consultant"), located at 653 Main St, Plantsville, CT, 06479, a State of Connecticut duly registered domestic limited liability company. (Jointly referred to as the "Parties" to this Agreement).

WHEREAS, the Consultant submitted a proposal to the City in response to **Request for Proposal ("RFP") Number 8549** for Individualized Nursing Services for Students with Complex Medical Needs; and

WHEREAS, the City selected the Consultant to perform services regarding **RFP Number 8549**; and

WHEREAS, the City desires to obtain the Consultant'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 Consultant shall furnish all of the labor, services, equipment, materials, reports, supplies, transportation, and incidentals plans, specifications, 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, supplies, transportation, and incidentals plans, specifications, 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 Consultant 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 providingRegistered Nurses (RNs) and/or Licensed Practical Nurses (LPNs) as required by the City to provide individualized school-based nursing services to students ages 3-22 with complex medical needs pursuant to the students' individual education programs (IEPs) and individualized health care plans (IHCPs) or other medical/nursing instructions or plans provided by the students' health care providers, and other related work, as further detailed and described in the Proposal Documents 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 Consultant as having been received, or are otherwise hereby incorporated by reference as noted below, and all are made a part hereof:

1.1.1 **RFP Number 8549,** excluding draft Contract and City forms, consisting of 19 pages (attached hereto);

1.1.2 Addendum 1 to **RFP Number 8549** dated August 19, 2025, consisting of 16 pages (attached hereto);

1.1.3 Consultant's Response to **RFP Number 8549**, excluding City forms. consisting of 92 pages (attached hereto);

1.1.4 Consultant's Revised Price Proposal dated September 10, 2025, consisting of 1 page (attached hereto);

1.1.5 Any and all amendment(s) and Change Orders, issued by the City after execution of Contract (incorporated by reference);

1.1.6 Annual Statement of Financial Interests; Disclosure and Affidavit Re: Outstanding Obligations to the City; Debarment Certification; Corporate Resolution, Non-Collusion Affidavit (incorporated by reference);

1.1.7 Certificates of Insurance (incorporated by reference);

1.1.8 Licenses (incorporated by reference);

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

1.2. The entirety of **Attachment A** plus this executed instrument are together deemed the Contract Documents (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 Consultant. 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 All applicable Federal, State, and local statutes, regulations charter and ordinances;

1.2.2 This Contract;

1.2.3 **RFP Number 8549**;

1.2.4 Addendum 1 to **RFP Number 8549**;

1.2.5 Consultant's Response to **RFP Number 8549;**

1.2.6 Consultant's Revised Price Proposal dated September 10, 2025.

2. Consultant Representations Regarding Qualification and Accreditation. The Consultant represents that its employees are licensed to perform the scope of work set forth in the Contract Documents. The Consultant 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 representations.

2.1. Representations regarding Personnel. The Consultant 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 prior to their employment by the agency. As set forth above, all the services required hereunder shall be performed by the Consultant under its supervision and all personnel engaged in the work shall be

fully qualified, supervised by agency staff as required under the law regarding practice of Registered Nurses (RNs) and/or Licensed Practical Nurses (LPNs) and shall be authorized or permitted under state or local law to perform such services.

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

2.3. Activities, Work, and Services Performed on behalf of the Waterbury Health Department in School Facilities, on School Grounds, at Student Sporting Events, at Afterschool programs, and/or where City Students Present. For all activities in school facilities and/or Department of Education facilities, the Consultant shall first be required to coordinate all on-site visits and activities with the appropriate Department/personnel in Waterbury Board of Education and the Health Department, or the designated person and shall obtain any necessary clearance, ID badges, etc. Consultant shall enter and exit all school facilities and Department of Educational facilities as designated and authorized by the appropriate Department/personnel in the Waterbury Health Department and Waterbury Department of Education, or the designated person.

2.4. Confidentiality/FERPA Consultant shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education, Connecticut Department of Education, Connecticut Department of Health, Waterbury Board of Education and Waterbury Health Department regarding confidentiality of student records, files, PPTs, IEPs, etc. Consultant shall further ensure that its employees, agents, or anyone performing work on their behalf under the terms of this Agreement shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education and those of the Waterbury Board of Education regarding confidentiality of student records, files, PPTs, IEPs, etc.

2.4.1. Any and all materials contained in City of Waterbury student files that are entrusted to Consultant or gathered by the Consultant in the course of its services shall remain in the strictest confidence to prevent disclosure of the same. All information furnished by the City or gathered by Consultant shall be used solely for the purposes of providing services under this Agreement.

2.4.2. Consultant acknowledges that in the course of providing services under this Agreement, it may come into the possession of education records of City Waterbury students as defined in and governed by Family Educational Rights and Privacy Act ("FERPA", 20 U.S.C. § 1232g) and related regulations (34 C.F.R. § 99) Consultant and City shall comply with the requirements of said statute and regulations, as amended from time to time and Consultant agrees to use information obtained from

the City or student education records only for the purposes provided in this Agreement. Without the prior written consent of the student's parent or guardian, as required by FERPA, Consultant has no authority to make disclosures of any information from education records.

2.5. Criminal Background Check and DCF Registry Check. The Consultant shall comply with the requirements of Conn. Gen. Stat. §10-222 c (g) and 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 are present, that will or may have direct contact with Students while providing services 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 Consultant 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 Consultant shall not permit any person with a disqualifying criminal history to have direct contact with a student. The Consultant agrees the "direct contact" shall include the Consultant and its employees providing services under this contract if said services are performed on school grounds/Department of Education Property/at Department of Education events and/or where City students are present.

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

3. Responsibilities of the Consultant. All data, information, etc. given by the City to the Consultant and/or created by the Consultant shall be treated by the Consultant 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 Consultant agrees to forever hold in confidence all files, records, documents and other information which may come into the Contractor'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 Consultant disclosure is required to comply with statute, regulation, or court order, the Consultant shall provide prior advance written notice to the City of the need for such disclosure. The Consultant agrees to properly implement the services required in the manner herein provided.

3.1. Use of City Property. To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall have access to such areas of City property as the City and the Consultant agree are necessary for the performance of the Consultant's services under this Contract (the "Site" or the "Premises") and at such times as the City and the Consultant may mutually agree. Consultant 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. Consultant 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 Consultant, City may, but shall not be required to, correct same at Consultant'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 Consultant is required to be on City property to render its services hereunder, the Consultant 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 Consultant, unless written permission is obtained from the City to work during other times. This condition shall not excuse Consultant from timely performance under the Contract. The work schedule must be agreed upon by the City and the Consultant.

3.3. Cleaning Up. To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall at all times keep the Premises free from accumulation of waste materials or rubbish caused by Consultant, 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 Consultant.

3.4. Publicity. Consultant 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 the City's name in connection with any publicity, unless the City gives prior written consent to such use of the City's name in each instance.

3.5. Standard of Performance. All workmanship, services, materials or equipment, 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 services, materials, equipment, reports, plans, specifications, deliverables, workmanship, 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. The standard of care and skill for all services performed by the Consultant shall be that standard of care and skill ordinarily used by other members of the Consultant's profession practicing under the same or similar conditions at the same time and in the same locality, including adherence to the American Nurses Association Code of Ethics (View the Code of Ethics for Nurses | ANA). The Consultant's services rendered hereunder shall be rendered completely and by qualified personnel in accordance with standard industry practice.

3.6. Consultant's Employees. The Consultant 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 Consultant acknowledges its responsibilities to examine and to be thoroughly familiar with the City's proposal document, including, but not limited to the specifications, and any addenda thereto. The Consultant hereby warrants and represents that prior to the submission of its proposal during the proposal 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 proposal and, accordingly, any additional costs, services or products resulting from the failure of the Consultant to complete Due Diligence prior to submission of its proposal shall be borne by the Consultant. Furthermore the Consultant had the opportunity during the proposal 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 and all resulting costs it incurs during the Project;

3.7.4 it was responsible for specifying any changes and disclosing any new costs prior to the submittal of its proposal. Thus, in the event any changes or costs are disclosed by the Consultant, 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 Consultant;

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 Consultant has discovered in the Proposal Documents; and

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

4. Responsibilities of the City. Upon the City's receipt of Consultant's written request, the City will provide the Consultant with all documents, data and other materials the City agrees are necessary and appropriate to the service to be performed by the Consultant 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 Consultant for the purpose of carrying out the services under this Contract.

5. Contract Time. The Consultant shall provide all work and services required under this Contract commencing upon full execution of this Agreement and terminating on June 30, 2028.

5.1. Options Period. The City, shall have the option, at its sole discretion, to extend the term of this Agreement for one (1) year, upon the same terms and conditions as stated herein, provided that the City gives the Consultant reasonable written notice, prior to the expiration of the existing term of its election to extend this Agreement.

5.2. Time is and shall be of the essence for all Project milestones and completion dates for the Project. The Consultant further agrees that the Work 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 Consultant and City, that the Contract Time is reasonable for the completion of the Work. The Consultant shall be subject to City imposed fines and/or penalties in the event the Consultant breaches the foregoing dates.

6. Compensation. The City shall compensate the Consultant 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 shall not exceed **One Million Dollars and 00/100 Cents ($1,000,000.00)** for the entire initial term of this Agreement and shall be in accordance with the hourly rates as set forth in the Consultant's Cost proposal, dated September 10, 2025, attached hereto.

6.2. Limitation of Payment. Compensation payable to the Consultant 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 Consultant'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. Consultant's invoices shall describe the work, services, reports, plans, specifications, deliverables, etc. rendered and the compensation sought therefore in a form and with detail and clarity acceptable to the City.

6.2.1. The Consultant 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 Consultant in an amount equaling the sum or sums of money the Consultant and/or its affiliates is/are, or becomes delinquent or in arrears on, regarding the Consultant's and/or its affiliate's real and personal tax obligations to the City.

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

6.3. Review of Work. The Consultant 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 Consultant 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 Consultant's demand for payment. The City shall not certify fees for payment to the Consultant until the City has determines that the Consultant has completed the work in accordance with the requirements of this Contract.

6.4. Proposal Costs. All costs of the Consultant in preparing its proposal for **RFP Number 8549** shall be solely borne by the Consultant and are not included in the compensation to be paid by the City to the Consultant under this Contract or any other agreement.

6.5. Payment for Services, Materials, Employees. The Consultant shall be fully and solely responsible for the suitability, and compliance with the Contract, of all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. furnished to the City under this Contract. The Consultant 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, 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 Consultant shall furnish a legal statement to the City that all payments required under this subparagraph have been made.

6.6. Liens. Neither the City's final payment nor any part of the retained percentage, if any, shall become due until the Consultant shall deliver to the City a complete release of all liens arising out of this Contract, or receipts in full in lieu thereof, and in either case, an affidavit that so far as the Consultant has knowledge or information, the releases and receipts include all the labor and material for which a lien could be filed; but the Consultant may, if any subcontractor 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 Consultant 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, material, reports, plans, specifications, supplies, services, etc. required to be delivered to the City hereunder shall pass to City upon City payment to the Consultant for that item. Consultant 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 Consultant shall indemnify, defend, and hold harmless the City, City's Boards, Waterbury Board of Education and Public Health Department, 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. arising under or related to this Agreement 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 Consultant, 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 Consultant 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 or any of its boards, agents, employees or officers by the Consultant or any employee of the Consultant, any subcontractor, 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 8.1, 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 Consultant or any subcontractor under Worker's Compensation Acts, disability benefit acts or other employee benefit acts.

8.3. The Consultant understands and agrees that any insurance required by this Contract, or otherwise provided by the Consultant, 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 as provided in this Contract.

8.4. The Consultant expressly understands and agrees that any performance bond or insurance protection required by this Contract, or otherwise provided by the Consultant, 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 Consultant 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 Consultant'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 Consultant 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 Consultant and as to any award made thereunder.

8.6. In the event this Contract and/or the Contractor's, 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 Consultant 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 Consultant, or its subcontractor, omission or commission.

9. Consultant's Insurance.

9.1. The Consultant shall not commence work under this Contract until all insurance required under this Section 9 has been obtained by the Consultant and such insurance has been approved by the City. The Consultant 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 VIII 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 Consultant 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 Consultant's obligation under this Contract, whether such obligations are the Consultant's or subcontractor or person or entity directly or indirectly employed by said Consultant or subcontractor, or by any person or entity for whose acts said Consultant 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 Consultant:

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 Each Accident
Any Auto, All Owned and Hired Autos
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:
Employer Liability (EL):
$1,00,000.00 EL Each Accident
$1,00,000.00 EL Disease Each Employee
$1,00,000.00 EL Disease Policy Limit
Consultant shall comply with all State of Connecticut statutes as it relates to

Workers' Compensation.

9.4.4 Excess/Umbrella Liability:
$1,000,000.00 each Occurrence
$1,000,000.00 Aggregate

9.4.5 Professional Liability/E&O:
$1,000,000.00 each Wrongful Act
$1,000,000.00 Aggregate

9.4.6 Abuse/Molestation Liability Insurance:
$1,000,000.00 each Occurrence
$1,000,000.00 Aggregate.
(Applicable to Contractors/Consultants working directly with Youth/Minors)

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

9.6. Cancellation: The City of Waterbury shall receive written notice of cancellation from the Consultant 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: All Consultant's policies except Workers' Compensation shall be endorsed to add the City and its Board of Education as an additional insured and provide a waiver of subrogation on all policies. The insurance afforded the additional insured shall be primary and non-contributory insurance and the coverage and limits provided under the Consultant'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 Consultant 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 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.**" The City's Request for Proposal Number must be shown on the certificate of insurance. The Consultant must supply replacement/renewal certificates at least thirty (30) calendar days prior to the expiration of the policy(ies).

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.

10. Conformance with Federal, State and Other Jurisdictional Requirements. By executing this Contract, the Consultant 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 Consultant 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, and Regulations. Permits and licenses necessary for the delivery and completion of the Consultant's work and services shall be secured in advance and paid by the Consultant. The Consultant 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 Consultant for transactions required or necessitated hereunder between it and its subcontractors, suppliers, etc. The Consultant remains liable, however, for any applicable tax obligations it incurs. Moreover, the Consultant represents that the proposal and pricing contained in this Contract do not include the amount payable for said taxes.

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

10.3.1 The Consultant 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. Stat. §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 contractor 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 Consultant 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 Consultant 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, gender identity or expression, 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 subcontractor 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 Consultant shall not discriminate and shall comply with applicable laws prohibiting discrimination on the grounds of race, color, religion, sex, gender identity or expression, national origin or citizenship status, age or handicap. The Consultant 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. Intentionally Omitted.

13. Termination.

13.1. Termination of Contract for Cause. If, through any cause, in part or in full,

not the fault of the Consultant, the Consultant shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if the Consultant 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 Consultant 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, specifications, care plans, progress notes or other documentation about care delivery, etc. prepared by the Consultant under this Contract shall, at the option of the City, become the City's property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed for such.

13.1.2 Notwithstanding the above, the Consultant 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 Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant 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 Consultant. If this Contract is terminated by the City as provided herein, the Consultant 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 Consultant covered by this Contract, less payments of compensation previously made.

13.3. Termination for Non-Appropriation or Lack of Funding. The Consultant 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 Consultant 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 Consultant.

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

upon seven (7) calendar days written notice to the Consultant, 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 Consultant for any lost or expected future profits.

13.4. Rights Upon Cancellation or Termination.

13.4.1 Termination for Cause. In the event the City terminates this Contract for cause, the Consultant 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 documents, data, studies, reports, specifications, deliverables, 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 Consultant shall transfer all licenses to the City which the Consultant is permitted to transfer in accordance with the applicable third party license. The City shall have no financial obligation to compensate the Consultant for such terminated documents, data, studies, reports, specifications, deliverables, etc. unless payment is otherwise approved by the City prior to such termination. The Consultant 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 agreement in whole or in part.

13.4.2 Termination for Lack of Funding or Convenience. In the event of termination of this Contract by the City for lack of funding or convenience, the City shall pay the Consultant for all documents, data, studies, reports, specifications, deliverables, etc. (including any holdbacks), installed and delivered to the City as of the Termination Date and the Consultant 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 documents, data, studies, reports, specifications, deliverables, etc. in possession of and paid for by the City (except to the extent any invoiced amount is disputed). The Consultant shall be required to exercise commercially reasonable efforts to mitigate damages.

13.4.3 Termination by the Consultant. The Consultant may, by written notice to the City, terminate this Contract if the City materially breaches, provided that the Consultant shall give the City thirty (30) calendar days prior written notice and an opportunity to cure by the end of said thirty (30) day period. In the event of such termination, the Consultant will be compensated by the City for work performed prior to such termination date and the Consultant 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 of this Contract, 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, 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 of this Contract, **(i)** the Consultant shall promptly deliver to the City, in a manner reasonably specified by the City, all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. and other tangible items furnished by, or owned, leased, or licensed by, the City, and **(ii)** the City shall pay the Consultant 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 Consultant's documents, data, studies, reports, specifications, 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 documents, data, studies, reports, specifications, 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.

15. Force Majeure. Neither the Contractor nor the City shall be held responsible for delays or be considered to be in breach of this Contract or be subject to liquidated damages when their respective obligations under this Contract are caused by conditions beyond their 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, the Party(ies) whose obligations are affected shall use their best efforts to meet their obligations under this Agreement.

16. Subcontracting. The Consultant shall not, without the prior written approval of the City, subcontract, in whole or in part, any of the Consultant's services. Any subcontractor so approved shall be required to secure and maintain insurance coverage equal to or better than that required of the Consultant 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 Consultant 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 Consultant shall be as fully responsible to the City for the acts and omissions of the Consultant'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 Consultant.

17. Assignability. The Consultant 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 Consultant 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 Consultant'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 Consultant 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 Consultant 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 Consultant, by someone under the care and/or control of the Consultant, by any subcontractor of the Consultant, or by any shipper or delivery service. The Consultant 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 Consultant 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 Consultant. The Consultant 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 Consultant 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 Consultant.

22. Independent Contractor Relationship. The relationship between the City and the Consultant is that of client and independent contractor. No agent, employee, or servant of the Consultant shall be deemed to be an employee, agent or servant of the City. The Consultant shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractors during the performance of this Contract. It is the express intention of the parties

hereto, and the Consultant hereby agrees and covenants, that it and any and all third party(ies) and subcontractor(s) retained by the Consultant hereunder is/are not and shall not be deemed an employee of the City of Waterbury, but is/are and shall remain an independent contractor 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 Consultant or between the City of Waterbury and any third party(ies) or subcontractor(s). Thus, the Consultant 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 Consultant 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 subsection A, a Change Order shall not include:

25.2.1 an upward adjustment to a Consultant'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 if agreed to, 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 Consultant, any City designated representative(s), and a duly authorized representative of the City's Using Agency prior to the Consultant'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 Consultant 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 **RFP Number 8549** and (ii) the Consultant's proposal responding to the aforementioned **RFP Number 8549.**

26.1. Procedure. This procedure supersedes all statements to the contrary occurring either in proposals 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 Consultant 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 Consultant 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 Consultant 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 Consultant, 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:

Consultant: The Nurse Network, LLC
653 Main Street
Plantsville, CT, 06479

City: The City of Waterbury
Department of Health
185 South Main Street
Waterbury, CT 06702

With a copy to: Office of the Corporation Counsel
City Hall Building
235 Grand Street, 3rd Floor
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 documents, data, studies, reports, specifications, deliverables, 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 proposal

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 Consultant 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 Consultant 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 Ordinances; 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 Consultant is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, 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 Consultant 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/9569/9605/9613/15125.aspx [click link titled *"The City of Waterbury - Code of Ordinances. (Rev. 12/31/19)"*. 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 Consultant 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 Consultant 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 Consultant 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 Consultant

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.

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:

THE NURSE NETWORK, LLC

By:_____

Date:_____

COPY 6

PROPOSAL IN RESPONSE TO
REQUEST FOR PROPOSAL #8549
BY
THE CITY OF WATERBURY HEALTH DEPARTMENT
FOR

Individualized Nursing Services for Students with Complex Medical Needs

Submitted by

the nurse NETWORK

Via Hand Delivery to:

Mr. Kevin McCaffery
Director of Purchasing
City of Waterbury
235 Grand Street
Room 103
Waterbury, CT 06702

The Nurse Network, LLC 653 Main Street Plantsville, CT 06479 thenursenetwork.com

August 25, 2025

Kevin McCaffery
Director of Purchasing
235 Grand Street, Room 103
Waterbury, CT 06702

Dear Mr. McCaffery,

Enclosed please find the response to **REQUEST FOR PROPOSAL #8549** by the City of Waterbury, Department of Public Health for **Individualized Nursing Services for Students with Complex Medical Needs.**

We look forward to the opportunity to continue our work with the City on our common goal of providing competent and compassionate services to the students of Waterbury.

Please feel free to contact me with any questions. We thank you in advance for your kind consideration of our proposal.

Sincerely,

Roseanne E. Silvia
Director of Program and Business Development
The Nurse Network

1) Proposer Information:

a) Firm Name: The Nurse Network, LLC

b) Permanent main office address: 653 Main Street Plantsville, CT 06479

c) Date firm organized: January 25, 1996

d) Legal Form of ownership: Limited Liability Company

e) How many years have you been engaged in services you provide under your present name: 29

f) Names, titles, reporting relationships, and background and experience of the principal members of your organization, including officers:

David DiNeno, President.
Mr. DiNeno is the founder of The Nurse Network (TNN) and has been Its President since its founding in 1996. David has and continues to lead its growth and success. He continues to provide strategic and operational oversight as the organization navigates the continually changing landscape of healthcare and professional services staff. He is a graduate of The University of Connecticut (BS).

Peter Flynn, Director of Operations.
Peter has been the Director of Operations of The Nurse Network since 1997, one year after its inception, and oversees day-to-day management and staffing services. Peter is a graduate of Merrimack College (BS).

Anthony Scierka, RN, Director of Clinical Services
Tony brings over 30 years of progressive clinical and operational leadership experience across the healthcare spectrum, having previously served as a certified consultant for the Accreditation Commission for Health Care for Home Care. He joined The Nurse Network and affiliate Infinity Home Care in 2017 and focuses on clinical oversight and quality improvement efforts related to the delivery of services by staff of TNN and its affiliates along with development, implementation, and oversight of specialized programs. He has extensive experience as an educator as an instructor for ACLS, PALS, PHTLS and other EMS and Critical Care programs and topics. He is a member of the National Association of School Nurses and its Connecticut Chapter. Tony is a graduate of Mattatuck/NVCC (RN, CEMTP)

Roseanne Silvia, Director of Program and Business Development. Roseanne came to The Nurse Network in 2022 and brings over 30 years of healthcare program and systems development experience. She has developed our innovative and responsive programs in several areas including the School Nurse, and Special Education sectors. Programs include conventional school nursing, specialty/1:1 service and associated clinical training offerings, delivered by our Specialty Nurse Consultants. Roseanne also liaisons with local districts and is a member of the National Association of School Nurses and its Connecticut Chapter. She is a graduate of Central CT State University (BA)

Kathleen O'Dowd, RN, BSN, School Nurse Consultant
Reports to Director of Program and Business Development.
An accomplished compassionate and empathetic nurse, Kathy has over 40 years of experience, specializing in the fields of Pediatrics, Community, and Public Health in practice areas include schools, hospitals, home care, community agencies, and legal settings. Prior to joining TNN in 2023, she spent the previous 12 years as a Health and Nursing Services Supervisor overseeing a large municipal school nursing department. She is a member of the National Association of School Nurses and its Connecticut Chapter. She is a graduate of Holy Name Hospital School of Nursing, Teaneck, NJ (RN) and South University (BSN)

Casandra Hence, RT, Respiratory Therapist Consultant
The newest member of our school program team is Cassandra Hence RT, BSRC, CAC, CAEd, CDP, COPDed, HF-Cert. Cassandra's knowledge in respiratory illnesses and her passion to educate aligns well with the increasing number of 1:1 students needing complex respiratory care. She is a valuable resource to our staff and their clients. Please see her resume for a list of staff education she can assist with.

Teresa Lugo, Specialty Programs Recruiter:
Reports to Director of Program and Business Development. Teresa recently joined our team and brings over 10 years of healthcare recruiting, staffing, scheduling and human resources experience. She manages recruitment, onboarding, and scheduling oversight for our specialty programs.

Jacqueline Villafane, Specialty Programs Coordinator
Reports to Director of Program and Business Development.
Manages scheduling of our exceptional and qualified CNAs, LPNs, RNs, and other staff within specialized assignments which include School Nurse office, SPED: 1:1 cases, group aides, and school transportation cases. Liaison to individual school administration and district staff for coordinating staffing needs.

2) Experience, Expertise and Capabilities

a) Philosophy Statement and Business Focus.
The Nurse Network was founded in 1996 by David DiNeno and is privately owned and operated. Our philosophy is to continuously innovate and develop proactive staffing solutions for healthcare organizations while supporting our staff in per-diem, long-term and permanent placement opportunities. If given the opportunity to expand our work with The City of Waterbury, our approach for success will follow the same dedicated efforts as demonstrated by our performance under RFP 8247, 7097 and now under RFP 8436. Our dedicated approach was highlighted between 7/8/2024 to 8/16/2024, when we responded to an urgent request (two weeks) to provide staffing for the same cohort as this RFP for the ESY Program. We effectively communicated with the students families and primary care providers along with the District Special Education Staff. Our RN Clinical Director provided care planning oversight and supervised 9 LPN's for students requiring 1:1 nursing which included transportation to and from the summer school program and during the program day.

We continue to work to meet the City of Waterbury's nurse staffing needs with urgency, constantly working to improve communication with city staff, solving

staffing shortages by presenting qualified staff and continuing to support temporary to permanent placement transitions.

Our business is focused on personalized service, high expectations of quality and urgency in solving recruitment and staffing challenges for our clients. We strive to be more than just a provider, but a recruitment and staffing solutions partner that innovates and exceeds client expectations while supporting our staff's goals. We believe in and invest in our staff. We offer career changing opportunities based on the needs of surrounding communities. We absorb the cost of training programs and employ qualified consultants to teach programs such as school nursing.

b) Summary of Relevant Experience

Organization: City of Waterbury – Department of Public Health (RFP 8247)

Contacts:
Aisling McGuckin, Director of Public Health
185 S Main St 3rd Floor
Waterbury, CT 06706
Phone: 203-574-6780

Meghan Griffin, RN
185 S Main St, 3rd Floor
Waterbury, CT 06706
Phone: 475-295-9244

Natalie Hellerich, Community Heath Section Chief
185 S Main St, 3rd Floor
Waterbury, CT 06706
Phone: 475-295-9361

Services Provided:
3/2025 to 3/2028: RN & LPN School Nurse yearlong assignments. RN & LPN School Nurse substitute assignments, field trips and summer school. This references RFP 8247 for Temporary Nursing Agency Services, and assignments have been and are being completed within the original contract timeframe and budget. Gross cost of the agreement: $240,410

Organization: City of Waterbury – Department of Public Health (RFP 7097)

Contacts:
Aisling McGuckin, Director of Public Health
185 S Main St 3rd Floor
Waterbury, CT 06706
Phone: 203-574-6780

Meghan Griffin, RN
185 S Main St, 3rd Floor
Waterbury, CT 06706
Phone: 475-295-9244

Natalie Hellerich, Community Heath Section Chief
185 S Main St, 3rd Floor
Waterbury, CT 06706
Phone: 475-295-9361

Services Provided:
03/2022 to 03/2025: RN & LPN School Nurse yearlong assignments. RN & LPN School Nurse substitute assignments, field trips and summer school. RN DPH assignment. This references RFP 7097 for Temporary Nursing Agency Services, and assignments have been completed within the original contract timeframe and budget. Gross cost of the agreement: $ 1,957,610.00

Organization: City of Waterbury - Special Education (RFP 8436)

Contact:
Wendy Johns, Director of Pupil Services
185 S Main St, 3rd Floor
Waterbury, CT 06706
Phone: 203-346-3505

Services Provided:
07/01/2025 to 06/30/2028: CNAs in SPED Classrooms (some with paraprofessional license as well as CNA certification), group and 1:1 student assignments.
This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget. Gross cost of the agreement: $30,360.00

City of Waterbury - Special Education (Addendum to RFP 7097)

Contact:
Wendy Johns, Director of Pupil Services
185 S Main St, 3rd Floor
Waterbury, CT 06706
Phone: 203-346-3505

Services Provided:
3/21/2022 to 6/2025: CNAs in SPED Classrooms (some with paraprofessional license as well as CNA certification), group and 1:1 student assignment. This is an addendum to an existing contract (RFP 7097). This contract expired. Assignments have been completed within the original contract timeframe and budget. Gross cost of the agreement: $2,678,600.00

Organization: City of Waterbury - Special Education

Contact:
Wendy Johns, Director of Pupil Services
185 S Main St, 3rd Floor
Waterbury, CT 06706
Phone: 203-346-3505 .

Services provided:
7/8/2024 to 8/16/2024: ESY Program. Responded to an urgent staffing request (within 2 weeks). Presented 9 seasoned
LPNs for students requiring 1:1 nursing which included transportation to and from the summer school program and during the program day. LPNs were introduced to the children and parents to support the program's success. The assignment was completed within the original timeframe and budget.
Gross cost of the agreement: $29,568.00

Organization: Danbury Public Schools

Contacts:
Kelly Truchsess, Assistant Superintendent
63 Beaver Brook Rd
Danbury, CT 06810
Phone: 203-797-4700
203-733-5233 (cell)

Ceri Burke, RN Nursing Supervisor
63 Beaver Brook Rd Danbury, CT 06810
Phone: 203-830-6597

Services provided:
5/2/2023 to present: RN School Nurse, RN Float School Nurses. LPN 1:1 student assignment, Special Education Summer Program, RN Temp to Perm Placement. This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget. Gross cost of the agreement: $770,373.00

Organization: Southington Board of Education

Contact:
Maureen Coleman, RN Nursing Supervisor
200 N Main St
Southington, CT 06489
Phone: 860-628-3379 x 12206
203-217-7281(cell)

Services Provided:
7/2022 to present: RN and LPN general and substitute School Nurses, RN and LPN SPED 1:1 School Nurses, RN and LPN SPED 1:1 Transportation assignments, CNA SPED 1:1 assignment. This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget. Gross cost of the agreement: $600,895.00

Organization: Watertown Board of Education

Contact:
Aishe Sariturk, RN Health Services Manager
324 French St
Watertown, CT 06795
Phone: 860-945-4810
860-483-2522 (cell)

Services Provided:
10/2022 – Present: RN and LPN regular and substitute School Nurses, RN and LPN 1:1 SPED student assignments. This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget.
Gross cost of the agreement: $224,823.00

Organization: Wallingford Public Schools

Contact:
Stacy Kozlowski, Special Ed Coordinator
100 South Turnpike Rd
Wallingford, CT 06492
Phone: 203-294-5949

Kathy Neelon, Nurse Coordinator
100 South Turnpike Rd Wallingford, CT 06492
Phone: 203-631-6628

Services provided:
October 2023-present: RN/LPN School Nurses,1:1 RN and LPN SPED assignment and Substitute School Nurses. This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget.
Gross cost of the agreement: $257,108.00

Organization: Regional School District 17

Contact:
Christin Kondash, RN Nurse Supervisor
57 Little City Rd
Higganum, CT 06441
Phone: 860-663-1121

Services provided:
9/8/2022 to present RN School Nurses and substitute School Nurses, LPN SPED
This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget. Gross cost of the agreement: $138,042.00

Organization: Bethel Public Schools

Contacts:
Megan Stabile, Supervisor of Special Education Services
300 Whittlesey Drive
Bethel, CT 06801
Phone: 203-794-8600x1430

Lisa Davenport, RN Nurse Supervisor
300 Whittlesey Drive
Bethel, CT 06801
Phone: 203-794-8680

Services provided:
4/26/2024 to present: RNs for substitute School Nurse and CNA for SPED homebound student.
This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget. Gross cost of the agreement: $26,505.00

Organization: Thompson Public Schools

Contact:
Christopher B. Jones, Ed.D, Director of Pupil Services
785 Riverside Drive
North Grosvenordale, CT 06255
Phone: 860-923-9581 ext. 12022
Cell: 401-868-0369

Services Provided:
3/2025-present: CNA SPED, 1:1 in classroom, RN 1:1 transportation and School day, RN School Nurse substitutes as needed. This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget.
Gross cost of the agreement: $10,941.00

Organization: Regional School District 13 – Durham

Contacts:
Kevin Brough, HR Director
135 Pickett Lane, P.O. Box 190
Durham, CT 06422
Phone: 860-349-7200
Pam Branciforte, RN Nurse Supervisor
135 Pickett Lane, P.O. Box 190
Durham, CT 06422
Phone: 860-349-7200

Services Provided:
8/1/2022 to present: Long term RN School Nurse assignments, RN School Nurse sub as Needed This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget. Gross cost of the agreement: $45,679.00

Organization: Plainville Community Schools

Contact(s):
Vicki Trzcinski Director of Special Services
1 Central Square
Plainville, CT 06062
Phone: 860-793-3214

Services provided:
10/22/2024-present: 1:1 LPN SPED This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget.
Gross cost of the agreement: $2,820.00

Organization: The Grove School

Contact:
Erin Roberts. Health Center Director
175 Copse Road
Madison, CT 06443
Phone: 203-245-2778

Services provided:
4/24/2024 to present: RN substitute School Nurses
This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget.
Gross cost of the agreement: $15,975.00

Organization: Thomaston Public Schools

Contact:
Francine Coss, Superintendent of Schools
185 Branch Road,
Thomaston, CT 06787
Phone: 860-283-3096

Services Provided:
04/2025-present RN School Nurse(s). This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget.
Gross cost of the agreement: $6,492.72

Organization: Wooster School

Contact(s):
Mike Jumper, Director
91 Miry Brook Road,
Danbury, CT 06817
Phone: 203-830-3900

Services Provided:
2/2025-present RN School Nurse(s). This is a current contract, and assignments have been and are being completed within the original contract timeframe and budget.
Gross cost of the agreement: $5,961.60

Organization: Norwich Free Academy

Contacts:
Jessica Vocatura
305 Broadway, Norwich, CT 06360
Phone: 860-887-2505

Jessica Harris, RN School Nurse Supervisor
Services Provided: 8/2025 – present RN and RT 1:1 S/Y assignment beginning 9-2-25. Substitute School Nurse(s). This is a current contract, and assignments are being completed within the original contract timeframe and budget.

c) Personnel Listing

Program Management Staff

Name	Position
Roseanne Silvia	Director of Program and Business Development
Kathleen O'Dowd, RN, BSN	School Nurse Consultant
Cassandra Hence, RRT	Respiratory Therapist Consultant
Anthony Scierka, RN	Clinical Director
Teresa Lugo	Specialty Program Recruiter
Jacqueline Villafane	Specialty Program Coordinator

Resumes follow:

Roseanne E. Silvia

Healthcare Operations / Project Management / Strategic Innovative Solutions

Career Leadership

The Nurse Network, LLC **Director of Program and Business Development** CT, MA, NY, FL 2022 - Present

As a member of the leadership team, I research, survey and develop relationships with decision makers to determine the healthcare needs within communities.
Once identified, the specialty program is developed to include clinical in-services, which are delivered by our Specialty Nurse Consultants to all interested and qualified candidates.
Additional duties include:
Onboarding specialty in-house staff (many times promoted from within the company) to support implementation, review goals and continued success.
On-sight check-ins to ensure staff compliance (dress code, badges, etc) and to talk with school staff regarding TNN's performance.
Promoting and organizing temporary to permanent placements within our partners communities when applicable.
Developing strategies to address pain points our partners are experiencing.

RES Consulting **Strategic, Innovative Growth Consultant** CT, RI, MA, NJ, NY, NH, FL 2018 - Present

Extensive healthcare operational knowledge and team development project management skills. Develops and maintains professional partner relationships, excellent ROI strategies, flexible coaching style, program management and servant leadership skills. Develops and executes strategic, innovative solutions to achieve program goals.
Effectively communicates value, successful buy in record with Operational, Administrative and Director positions. Develops and executes projects supporting budgetary goals and team coordination. Identified and on-boarded Physicians, APRN's, RN, LPN's and CNA's for clinical and behavioral health programs.
Developed transitional programs from hospitals to post-acute care settings.

Ryders Health Management **Corporate Dir. Of Strategic Partnerships** CT 2015 – 2020

Coordinated projects utilizing extensive research and a strategic and innovative thought process, along with finance and budgetary personal to achieve inclusion in hospital and payer Preferred Provider Networks.
Developed and executed RFP's, managed / negotiated vender contracts for 7 skilled nursing homes, homecare agency and out- patient rehabilitation company. Additional responsibilities included on-boarding and managing exceptional talent of Clinical Nurse Liaisons, Admission Directors and Social Workers. Worked closely with this team of directors to organize projects to meet organizational goals. Successfully incentivized and supported our alliances and Teams companywide utilizing a servant leadership approach.

On-boarded and retained Physician staff including Medical Directors, Specialty Physicians, APRN's in all facilities. Additional focus areas include specialty program development, payer contractual negotiations and implementation of strategic and innovative projects, policies and procedures which supported initiatives to decreasing episode cost, meet LOS goals while supporting positive patient outcomes.

Created individualized programs with referral partners, community physicians and hospital leadership in providing solutions and resolution to barriers creating a streamlined processes supporting successful revenue opportunities.

Ciena / Regency Healthcare Management **Regional Director, Marketing & Census** MI, CT 2013 – 2015

Responsibilities included leading new strategic and innovative business initiatives for 5 centers in CT. Established new and expanded existing relationships with major general hospitals, venders and various providers including hospital leadership teams, community physicians, clinicians, and home care services. Worked closely with Accountable Care Organizations (ACO's), and Bundle Payment Care Initiative providers. Developed innovative strategic plans to support payers in achieving budgetary goals. Provided extensive customer service to key accounts and stakeholders. Facilitated statistical data collection, analyzed data, and interpreted trends. Efforts yielded year over year census growth and new business partnerships. Recruited, on-boarded and managed facility directors. Implemented innovative strategic plans to decrease hospital readmissions, saving the system unnecessary cost while achieving positive outcomes.

Apple Rehab **Corporate Business Development Specialist** CT, RI 2008 - 2013

Apple Rehab is a family owned and operated company with 24 centers in CT and RI.
My career with Apple began in the role of Regional Admissions and Marketing Coordinator overseeing the CT and RI locations. Worked with the IDT's to create innovative collateral items, successful market strategies. Served as the lead liaison between Apple Corporate and referring hospitals, physician groups, etc. Promoted to Corporate Business Development Specialist in 2010. Led Teams in creating successful innovative solutions for referral partners to provide best outcomes while lowering cost. Introduced significant patient centered support concepts to Apple and Referral partners. Recruited and maintained hospital physicians as Medical Directors, and hospital/community APRN's in all facilities.

Bristol Hospital	Physicians Relations Representative	CT	2005 - 2008

Bristol Hospital is a general medical and surgical facility with 169 licensed beds. Obtained working knowledge of physician practice and referral patterns. Scheduled routine meetings with physicians and office staff to identify and facilitate change to better meet their needs. Facilitated successful plans to increase patient volume and revenues. Negotiated Physician contracts. Developed strategic opportunities to attract physician industry leaders to a community hospital.

Professional Certifications and Licenses

Lean Six Sigma White Belt (LSSWB)
5/2020 Project Management Essentials Certified (PMEC), 5/2020 Lean Culture Certified (LCC), 7-2020

Education

Central Connecticut State University	*Sociology (BA)*	2004
Tunxis Community College	*Human Services (AAS)*	1991

Community Leadership

American Red Cross - New Britain, CT 1990-2000. First Aid and Safety Instructor.
New Britain EMS - New Britain, CT 1993-1996. EMT-I certified.
Connecticut Humane Society - Newington, CT 1985-1990

Avocations

Family | Boating | Hiking | Reading | Animal Advocacy | Culture | Cooking | Travel | Health and WellnesKK

Kathleen O'Dowd, RN, BSN

Professional Summary

An accomplished compassionate and empathetic nurse with over 40 years of experience, specializing in the fields of Pediatrics, Community, and Public Health. Practice areas include hospitals, home care, schools, community agencies, and legal settings.

Skills

- Strong interpersonal and communication skills
- Critical thinker
- Organized and detail oriented
- Strong capability to lead and collaborate with school health professionals, community healthcare providers and community partners
- Ability to work independently
- Team player
- Extensive experience communicating and educating children and families on health related matters
- Clinical expertise
- Staff Training and Development
- Performance Assessment

Work Experience

2023 to Present: The Nurse Network, Plantsville, CT
School Nurse Consultant

- Provides an orientation program for nurses pursuing Connecticut School Nurse opportunities
- The program consists of an overview of the School Nurse Roles and Responsibilities, Special Health Issues, Policies and Procedures according to Chapter 169 School Health and Sanitation and the Clinical Procedure Guidelines for Connecticut School Nurses, and IDEA, HIPAA, FERPA, PPT and 504 Plans
- Developed and implemented a Pediatric Skills Checklist and Training video resources related to School Health and Special Education students

2011 - 2023: Danbury Public Schools, Danbury, CT
Health and Nursing Services Coordinator

- Supervised 30 nurses providing school health services in 27 schools
- Planned, developed and implemented school health policies and procedures according to best practice and the State of Connecticut Department of Education Regulations
- Provided education, directions and support in the delivery of nursing procedures and school health practice
- Collaborated with community partners to implement health programs in schools: flu clinics, dental services and Lions Club vision screenings
- Provided CPR training for school nurses and support staff
- Participated in 504 and IEP meetings
- Member of the district's Wellness and Safety Committees
- Monitored compliance for State of Connecticut requirements for immunizations and health requirements for students
- Coordinated and provided professional development for school nurses
- Collaborated with local and state Departments of Health in leading the school district during the COVID-19 pandemic.

2010 - 2011: Danbury Public Schools, Danbury, CT
School Nurse, Danbury High School

- Provided School Health Services according to the Connecticut Department of Education's Regulations and Danbury Public Schools policies.

2006 - 2010: Passaic County Educational Services Commission, Clifton,
Non-Public Schools Nursing Coordinator

- Coordinated School Nursing Services for non-public schools in Passaic County

2003-2006: North Jersey Community Coordinated Child Care Agency, Paterson, NJ Child Care
Health Consultant Coordinator

- Provided Child Care Health Consultation Services to Passaic County Child Care Centers and in home Child Care Providers
- Conducted Health, Safety and Nutrition education trainings for Child Care Directors, Child Care providers, CDA students and parents

2000-2003: Project Self Sufficiency, Newton, NJ
Health Educator

- Planned, developed and implemented an early pregnancy, childbirth, breastfeeding and newborn care program for teenagers and low income mothers
- Planned, developed and implemented a Breast Cancer Awareness education program for low income, medically underserved women and high school students
- Collaborated with the Susan G. Komen Foundation to provide free mammograms for uninsured and underinsured women

Education

2006-2009: **South University, Savannah, GA RN to BSN**
Graduated Summa Cum Laude, GPA 3.96

1996-1997: **Fairleigh Dickinson University, Madison,**
NJ Legal Nurse Consultant Program
Certificate with Honors

1976-1979: **Holy Name Hospital School of Nursing, Teaneck, NJ**
RN, Diploma

Licensure: .

Registered Nurse: Connecticut, New Jersey and New York

Professional Memberships

Sigma Theta Tau International Society of Nursing
National Association of School Nurses Association
of School Nurses of Connecticut

State of Connecticut

Lookup Detail View

Name

Name
KATHLEEN E O'DOWD

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	95835	01/31/2026	08/26/2010	KATHLEEN E O'DOWD	ACTIVE	CURRENT	None

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Cassandra Hence RT, BSRC, CAC, CAEd, CDP, COPDed, HF-Cert

Education:

Dec 2009 July 2013 Independence University BS Respiratory Care
Sept 1998-May 2002 Eastern Connecticut State University- BS Business Administration

Certifications
COPDed (COPD educator certified)
CAEd (Certified Asthma Educator)
CDP (Certified Dementia Practitioner)
HF-Cert (Certified Congestive Heart Educator)
ACLS
PALS
CPR/AED Certified
ACLS certified
Six Sigma Black Belt

Professional Experience:

Hospital for Special Care 08/2024-Present

- Provide evaluation & treatment of cardiopulmonary, musculoskeletal and neurological impairments.
- Recognizes physiological, psychological and age-related changes in the patient.
- Consult with other healthcare team members and establish goals with the patient and family based on respiratory practice standards, guidelines and protocols.
- Plan, implement, deliver and delegate patient care by utilizing appropriate therapeutic modalities and interventions based on assessments, revising treatments, patient family education, and participating in discharge planning.
- Communicate understanding, both verbally and nonverbally to patients and families, healthcare team members, supervisors and students in an appropriate manner to enhance positive relationships both internally and externally.
- Act as preceptor (trainer) for nursing, students, and new respiratory staff

Touch of Life LLC 04/2019-Present
Owner/Clinical Educator

In SNF/LTAC

Staff Education

- How to complete assessments of respiratory system
- How to care for patients with respiratory illnesses
- Importance of monitoring oxygen saturation levels
- What is the difference of a CPAP and BiPAP
- Set up and cleaning of PAP and O2 equipment

- What is Obstructive sleep apnea and why are CPAPs/Bipaps important
- How to check settings on PAP units to verify orders
- Trach training (if applicable)
- Other respiratory equipment (O2 supplies, Incentive Spirometers, Acapella, etc)
- COPD, CHF, Asthma education
- CPR Training
- Mock code blues
- Dementia Training (Can be staff training or can train certain staff members to become certified dementia practitioners)

Patient/Facility duties

- Assess, recommend changes in therapy, and recommend changes in equipment as necessary
- Operate, maintain, and report respiratory equipment to ensure proper functioning and cleanliness
- Individual pt recommendation plans for COPD, CHF, Cystic Fibrosis, Asthma, etc
- Walk tests for O2 needs for discharge
- Work with PT/OT staff on respiratory needs for therapy
- Help to order or ordering of respiratory supplies and equipment
- Patient/family education and care planning during stay/discharge (pulmonary/cardiac)
- 8 hr Dementia state of CT required classes

Better breather's seminars monthly at different locations

At Home

- Provides 1:1 visits with patients (in home/telehealth) to improve health and quality of life

Within these visits

- Create individual care plans for pts and submit to pulmonary/cardiology team
- For Co2 retainer, check Co2 on weekly basis with capnography (I have one) and submit results in weekly assessment to medical team
- Full respiratory workup, breath sounds, Spo2, etc.
- If using CPAP/BiPAP/NIV for hypercapnia, work with DME on an as needed basis to assist with compliance.
- Set personalized health improvement plans and goals
- Educate pts on illness on individual basis as well as with workbook
- Develop educational and exercise interventions for patients.
- Develop and review quality improvement projects within program

In Schools

- Provide staff with asthma education to help better understand what asthma is and the signs and symptoms of an asthma flare and/or attack.
- Educate and help children learn to manage their asthma through the open airways for school. The training includes basic information about asthma, modeling of appropriate skills, a thorough review of the curriculum and tips for working with children. These are 45 min sessions held weekly or monthly.
- For schools with children who have trachs, help staff understand the child's needs and how best help and protect the child with a complex airway.

Village Green of Bristol 01/2022-Present
Respiratory Therpist (Vent unit)

- Initiate, administer, evaluate responds to, and documents all therapy modalities according to departmental procedure and ordered by a physician including: intermittent positive pressure breathing, hand held nebulizer, chest physical therapy modalities, including percussion, vibration, breathing and cough retraining exercises, deep tracheal suctioning, incentive spirometry, sputum induction

- Instructs residents and family members in the rationale and methodology of every respiratory procedure administered to each resident to facilitate resident cooperation, understanding and efficiency of treatment
- Assess resident's condition, administer prescribed therapy and aerosolized medications, observe and record resident's progress and response to therapy modalities including adverse reactions to drugs and therapy
- Provides in-service training to residents, family members, and facility staff
- Utilizes knowledge of the principles of growth and development appropriate to the resident's age to ensure that care provided meets the unique, physical and psychological needs of the resident
- Perform airway care and maintenance
- Manage artificial ventilator status as directed by an approved protocol
- Maintains and troubleshoots mechanical ventilators
- Performs assessment of residents' cardiopulmonary status utilizing physical assessment and history taking skills, laboratory findings, radiological studies of the chest, pulmonary function testing and professional judgment to formulate a respiratory care plan upon the order of a physician
- Check resident's chart for history, physical and for pertinent information to determine precautions to be observed at bedside
- Observe and chart: pulse, respiration, breath sounds (number and quality), and resident's general appearance, including breathing exercises and teaching and training to residents
- Notify supervisor of all new starts and discontinued residents
- Dispense proper dosage of medication, acquires and adjusts devices to insure optimal results from therapy
- Inspects and tests equipment, disassembles, cleans, reassembles equipment as required

Apria Healthcare 4/2018-3/2022
Respiratory Therapist
ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provided instruction to patients and/or caregivers on the proper use of equipment and/or respiratory care procedures.
- Educate patients and/or caregivers can effectively operate and maintain equipment.
- Performs clinical assessments and tests such as pulse oximetry, ETCO2, spirometry, and vital signs.
- Responsible for routine patient follow-up
- Provided education on respiratory care equipment including but not limited to oxygen therapy, nebulization therapy, apnea monitoring, suctioning, PAP, invasive and non-invasive ventilation.
- Ensured quipment to ensure proper operating condition.
- Consulted with referring physician regarding patient treatment, medical condition, home environment, and Plan of Care.

Medcaire Inc. 3/2016-8/2018
Respiratory Therapist

- Position includes face to face patient care, CPAP and BiPAP set ups, Home vent set ups, Patient continuing education, Patient compliance, Therapy follow up, and computer data entry.
- Monitored patient therapy by using the online data monitoring system, Report and Recording
- Help MDs discover optimum pressure of patients as well as make sure the correct machines were being used.
- Completed walk tests as requested by MDs for portable O2; Report findings to MDs
- Respiratory rehab for COPDers as per requested by MDs
- Sleep positional therapy as per requested by MDs

Genesis Healthcare 10/2014- 3/2017
Respiratory Therapist/Educator

- Perform assessments of resident's cardiopulmonary status utilizing physical assessment and history taking skills, laboratory findings, and radiological studies of the chest, pulmonary function testing and professional judgment to formulate a respiratory care plan.
- Initiate, administer, evaluate response to, and document all therapy modalities according to departmental procedure and ordered by a physician including: intermittent positive pressure breathing, hand held nebulizer, chest physical therapy modalities, including percussion, vibration, breathing and cough retraining exercises, deep tracheal suctioning, incentive spirometry, sputum induction.
- Initiate, monitor and maintain life support systems for residents in the skilled nursing facility, including airway care and maintenance, managing artificial ventilator status, maintaining and troubleshooting mechanical ventilators.
- Initiate, monitor and document performance of various respiratory care modalities.
- Administer proper technical respiratory care procedures including dispensing of proper dosage of medication and equipment/devices.
- Inspect and test equipment, disassemble, clean, reassemble equipment as required.
- Maintain adequate supply of necessary equipment.
- Perform accurate record keeping, including logs for oxygen, supplies and equipment .

- Dispose of equipment properly.
- Educate staff and community on Pulmonary topics through better breathers at two facilities monthly.

Connecticut Children's Medical Center 01/2015-04/2018
Respiratory Therapist

- Perform specific testing techniques to assist in diagnosis, monitoring, treatment and research, including the measurement of ventilatory volumes, pressures and flows, specimen collection of blood and other materials, hemodynamic and other related physiological monitoring of cardiopulmonary systems, including the inserting, monitoring, and maintaining of arterial catheters and the monitoring and maintenance of other cardiovascular indwelling catheters, including central venous and pulmonary artery catheters following appropriate education and training.
- Insertion of intravenous and intraosseous catheters in appropriately identified health care settings, including medical evacuation and transport vehicles, outpatient bronchoscopy facilities provided the respiratory care practitioner has completed a competency-based training and education program in the insertion and maintenance of such catheters
  Insertion of nasogastric tubes, including such tubes used for the purpose of sensing diaphragmatic movements
- Utilize respiratory equipment in all modalities to include but not limited to: medical gases such as oxygen, Heliox, and nitric oxide therapy, IPPB treatments, aerosol treatments, chest physiotherapy and other airway clearance techniques according to physician orders or protocols to meet patient respiratory needs.
- Provide education to patients, families and the general public to promote knowledge of disease process, therapies, self-help, cardiopulmonary wellness and disease prevention.
  Initiates and maintains invasive and non-invasive mechanical ventilation according to physician order or protocol.
- Ensure patient – ventilator synchrony, maintains, monitors, measures and adjusts appropriately to assure proper function and to ascertain therapeutic effectiveness.
- Administer pharmacologic, diagnostic and therapeutic agents related to respiratory care procedures necessary to implement treatment, disease prevention, pulmonary rehabilitation, or diagnostic regimen prescribed by a physician or protocol.
- Assist physicians in patient assessment, response to therapies, and recommendations for changes in therapies.
- Respond to all STAT situations involving Respiratory Care, requiring the need for airway management and/or cardiopulmonary resuscitation
- Maintains natural airways as well as the insertion and maintenance of artificial airways
- Perform or assist with fiberoptic bronchoscopy, oximetry, VD/VT and O2 consumption, tracheobronchial suctioning, tracheostomy tube changes, intubations, bedside spirometry and EKG's, arterial puncture and analysis of blood using point of care.
- Team member of the Critical Care Transport Team. Transports pediatric and neonatal patients requiring respiratory interventions or supervision as needed.

Harrington Hospital 10/2011-4/2015
Respiratory Therapist

- Work in cooperation with nurses and physicians to provide various modalities of respiratory care to patients.
- Areas of coverage included the CCU, PCU (step down unit), ED, pediatrics, oncology and the medical/surgical floors.

- Clean, assemble, and maintain equipment such as Ventilators, BiPAP, V60, and High Flow nasal cannula (Vapotherm)
- Complete COPD and asthma education with patients
- Trach care including cleaning and suctioning
- Recommend settings and treatments for patients based on history and current state
- Draw, Analyze, and Interpret ABGs
- Airway Management and Patient assessment
- Basic Therapeutics
- Bronchopulmonary Hygiene Techniques
- Run and complete EKG/EEG
- Equipment Decontamination and Infection Control
- Humidity and Aerosol Therapy
- Oxygen and Medical Gas Therapy
- Patient Safety and Recordkeeping
- Assist Physician with Bronchoscopy Procedure
- Ventilation Management
- Intubate and Extubate Patients as well as make and recommend ventilator adjustments
- Perform Weaning Procedure

Anthony K. Scierka, RN

PROFESSIONAL PROFILE

Highly motivated healthcare and nursing leadership professional with over thirty years' experience within the Acute Care, Post- Acute and Long Term Care, Assisted Living, Home Care, Recruiting, Human Resources, Staffing and Compliance sectors and as a business owner. Consistently able to resolve complex challenges with dynamic and insightful solutions.

Areas of expertise include:

- Healthcare Leadership and Management
- Relationship Development
- Healthcare Education and Training
- Development Supply Chain Cost Management
- Management Information Systems
- Regulatory and Reimbursement Issues
- Medicare and Medicaid Certification and Compliance
- Healthcare Facilities Construction, Renovation and
- Meeting and Exceeding Goals and Expectations
- Crisis Management/Turnaround/Workouts

PROFESSIONAL EXPERIENCE

July 2017 to Present — The Nurse Network & Companies Plantsville, CT — Director of Clinical Services
Oversight of clinical issues and regulatory compliance for a large healthcare recruiting and staffing organization. Develop, implement and evaluate services delivery and program systems. Facilitate compliance with licensure and certification requirements. Incident investigation and quality improvement. Staff training and remediation.

July 2017 to January 2022 — Infinity Home Care Plantsville, CT — Nurse Consultant
Serves as a Clinical Resource for a Home Health Care Agency. Assisted with care planning for complex clients. Oversight of QA/QI initiative and CHAP Accreditation.

July 2017 to August 2018 — PSA Healthcare Plainville, CT — Registered Nurse

Provided care to clinically complex pediatric patients with tracheostomies, ventilators and other modalities.

January 2009 to 2017 — Scierka & Associates New Haven, CT — Principle
Individual independent consultant for healthcare operations, regulatory issues, business development, marketing, media and public relations for a variety of clients in healthcare, non-for-profit organizations, advocacy, real estate, hospitality, advertising, manufacturing, staffing agencies and professional organizations. Specializing in mitigation of crisis events for high profile incidents involving intense media coverage and regulatory agency response. Also, providing strategic advice and tactical support for legislative initiatives. Certified Consultant for Accreditation Commission for Health Care for Home Care..

September 2012 to April 2015 — Triple A Supplies, Inc, Newburgh, NY COO/CEO
Oversight of day to day operations for a family owned regional supplier of healthcare products and services.

July 2008 to December 2008 — Phoenix Healthcare Management Middletown, CT Director of Operations
Strategic involvement in a workout group for 15 facilities in 5 states. Direct operational oversight of 7 assisted living and long term care facilities in 3 states. Coordinated logistics of the transition of facilities to a new operator.

September 1993 to July 2008 — Haven Healthcare Management — Middletown, CT
Key leadership and development roles over a 15 year period in the growth of a multi-facility long term care and assisted living company that saw expansion from two facilities to thirty five in five New England states. Experience in all aspects of healthcare operations with an emphasis on regulatory compliance as the liaison to local, state and federal agencies as well as the Joint Commission. Extensive experience in the regulatory process for Federal Medicare/Medicaid participation and state licensure and certification as well as pre-survey preparation and post-survey plan of correction and regulatory mitigation. Executive oversight of reimbursement compliance systems. Developed systems and oversaw implantation for due diligence for acquisitions and for integration of acquired facilities into the organizations culture of quality of care and customer satisfaction.

1992 - 1993 — New Health Home IV Therapy Waterbury, CT

Administrative Director

- Directed start-up of Home Infusion Therapy Company
- Design of Management Information System
- Lead on JCAHO Accreditation

1991 -1992 Yale New Haven Sponsor Hospital Program New Haven, CT
Director of Paramedic Education

- Oversight of hospital based Paramedic Education Program
- Liaison to Yale School of Medicine
- Liaison to Yale New Haven Hospital and Hospital of Saint Raphael

1991 Bridgeport Hospital - Emergency Medicine Bridgeport, CT
Graduate Nurse/Registered Nurse

- Graduate Nurse Emergency Medicine/Critical Care Intern
- Staff Nurse - Department of Emergency Medicine

EDUCATION

Mattatuck College/NVCC Waterbury, CT

1989 - 1991 Associate of Science Nursing
1987 Certificate in Advanced Prehospital Emergency Medicine Mattatuck College/NVCC Waterbury, CT

LICENSURE AND CERTIFICATION

Registered Nurse - States of Connecticut, Florida, Massachusetts and New York - Active
Cardiopulmonary Resuscitation for the Healthcare Provider

PREVIOUS EDUCATIONAL EXPERIENCE

Emergency Medical Services Instructor – State of Connecticut
Advanced Cardiac Life Support Instructor – American Heart Association
Pediatric Advance Cardiac Life Support Instructor – American Heart Association
Pre-Hospital Trauma Life Support Instructor – National Association of Emergency Medical Technicians
Mass Casualty and Disaster Scene Management – Senior Faculty – New England Council for EMS

PROFESSIONAL ORGANIZATIONS AND COMMUNITY SERVICE INVOLVEMENT

Gather New Haven, Inc. Board of Directors, Treasurer
New Haven Harbor Foundation, Inc. Board of Directors, Treasurer
Association for Practitioners in Infection Control and Epidemiology
National Association of School Nurses and Connecticut Chapter
Florida Health Care Association – Affiliates Council
Accreditation Commission for Healthcare - Certified Consultant
CT Association of EMS Instructors – Life Member – Past President
CT EMS Advisory Board – Founding Member – Past Chairman, State Education and Training Committee
Cromwell Fire Department – Life Member – Past President, EMS Division
Knights of Columbus – Past Grand Knight, Past Navigator, Former District Deputy
Benevolent Protective Order of Elks

State of Connecticut

Lookup Detail View

Name

Name
ANTHONY K SCIERKA

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	E54194	03/31/2026	09/03/1991	ANTHONY K. SCIERKA	ACTIVE	CURRENT	None

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Teresa Lugo Gonzalez

lugotere87@icloud.com
475-233-6985
Waterbury, CT

Human Resources Assistant/Recruitment/Onboarding

Bilingual HR Assistant, seeking growth in my career. Competent individual looking to gain knowledge while providing support to management, allowing better employee relationships. I have a proven record of success starting my career as the Receptionist at Athena Healthcare System and being promoted to Administrative Assistant and then HR Assistant. I am eager to learn and grow with a successful company to further my career.

Areas of Expertise

Personal Records and Data Management	Benefit Enrollment & Coordination
Administrative Support	Employee Relations & Support
Regulatory Compliance	Recruitment and interview set up
Policy & Procedure Administration	New Employee General Orientation
Payroll reconciliation	Job Specific New Staff Orientation

Achievement

- Promotion from Receptionist to Administrative Assistant then to HR Assistant within 2-years of hiring, at a 205-bed facility with 300 employees.

Professional Experience

Specialty Recruiter, 03/2025 - Present
The Nurse Network, Plantsville, CT

Recruitment for specialty healthcare programs across Connecticut, including schools and group homes; sourced, screened, and placed qualified nursing professionals in alignment with client needs. I built and nurtured talent pipelines through job boards, social media, and networking strategies, ensuring timely and high-quality placements while maintaining compliance with licensure and industry standards. Collaborated cross-functionally with internal teams to assess staffing requirements, streamline onboarding processes, and deliver a positive candidate experience from application to hire.

HR Assistant, 11/2015 - 09/2024
Abbott Terrace-ATHENA HEALTHCARE SYSTEMS, Waterbury, CT

Lead full lifecycle of Recruitment and Onboarding to a 205-bed facility. Assist HR Director with all administrative functions including policies and procedures, benefit administration, and employee relations for 21 department heads and 300 employees. Coordinated full cycle of recruitment and onboarding processes; from sourcing candidates through ATS, interview set up, coordination of offer letters, criminal background checks, and onboarding all new staff. Responsible for 40+ job requisitions monthly. Oversaw front office operations including administrative staff schedule, office supply and equipment maintenance, and department budget. Maintained personnel files and administrative records in adherence to confidentiality and compliance guidelines.

- Transitioned from Receptionist to HR Assistant increasing job responsibility from answering telephones to assisting HR Director at the company's largest facility, administering HR activities of 300 employees.
- Maintain status quo in absence of Director for months while replacements were identified on numerous occasions.

- Completed record audits, such as DPH or DOL, with minimal findings annually. Ensured compliance was maintained and all errors could be corrected timely.
- Refined hiring protocols, leading to faster staff recruitment rates.
- Provide back up to Nursing Scheduler for extended periods while on Leave of Absence and all vacation coverage.
- Payroll reconciliation backup.

Homemaker/Companion, 12/2010 - 10/2011
QUALITY HOMECARE, Waterbury, CT

Provide personal care to clients in their homes. Including, but not limited to, cleaning home, washing personal clothing, cooking, running errands as needed, act as companion by walking with client, playing games, and watching tv. Ensuring their safety, personal wellbeing, and maintaining their quality of life within their homes.

Jacqueline Villafane

Work Experience

Specialty Program Coordinator
THE NURSE NETWORK-Plantsville, CT .
December 2023 to Present
Scheduling aides and nurses for school assignments, 1:1 with students, per diem shifts.

- Coordinating and maintaining the calendar of appointments, meetings, and events.
  - Ensuring that all scheduled activities are appropriately assigned and communicated to relevant personnel.
  - Monitoring and updating the schedule as needed to accommodate changes such as staff availability, student needs, or emergency situations.
  - Collaborating with supervisors and school administrators to prioritize assignments and allocate resources efficiently.
- Managing and resolving conflicts or overlaps in scheduling, ensuring that all assignments are covered.
  - Communicating clearly and effectively with aides, nurses, and school staff regarding their schedules and any updates or changes. aides and nurses for school assignments, 1:1 with students, per diem shifts.

Truck Unloader/Stocker
FedEx Ground-Middletown, CT
November 2023 to Present

- Unload incoming trucks
- Keep track of incoming inventory
- Assist with warehouse picking and loading outgoing trucks as needed.
- Check for correct labeling

Receptionist/Administrative Assistant
Carabetta Management-Meriden, CT
October 2023 to Present

- Answering phone calls
- Greeting tenants and clients
- Filing
- Scanning documents
- Emailing
- Inputting check amounts onto excel

Administrative Assistant
IMTL-Plainville, CT
July 2023 to October 2023

- Answering phone calls
- Greeting clients
- Typing up reports
- Filing
- Scanning documents
- Emailing clients

Account Executive
JMR Staffing-East Hartford, CT
January 2021 to June 2023

- Responsible for Marketing and Generating new business
- Grow and develop existing accounts and cross-sell into other departments
- Recruit candidates by using the Internet, cold calling, job fairs, networking and referrals
- Screen, interview and evaluate candidates for various positions
- Conduct reference checks, background checks and drug tests on potential candidates
- Negotiate pay and bill rates
- Hiring and Firing or temporary employees
- Process New Hire paperwork including W-4's and I-9's.
- Communicating with clients and gathering information about a project's scope, budgets and timelines
- Meeting with other executives to discuss clients' project goals, progress and outcomes
- Developing budgets and timelines for clients and the company they work for
- Coordinating teams to meet project milestones
- Assembling new teams to meet clients' or businesses' goals
- Reporting and recording all sales activities in a web-based CRM system
- Qualifying inbound leads and prospects via phone and email
- Organizing regular client meetings to ensure excellent customer service
- Prospecting new sales by cold calling businesses
- Holding virtual demonstrations with an end goal of earning a prospect's business

- Preparing and presenting proposals and bids
- Negotiating terms and conditions with clients
- Collaborating with key decision makers to identify opportunities and develop ideas that deliver sales results
- Uncovering and understanding a company's needs
- Attending trade shows and hosting customer events

Member Service Representative
Adult Protective Services-Massachusetts
January 2018 to December 2019
Servicing seniors and adults who are in need of help from abuse, neglect or exploitation.

Receptionist
Solo Concrete LLC-Meriden, CT
January 2014 to December 2017
- Answering phone calls
- Filing
- Doing proposals
- Invoices emailing, etc.

Pharmacy Technician CVS
Pharmacy-Meriden, CT October
2013 to August 2014
Ability to maintain confidentiality, Answering phones, Filing prescriptions, Problem solving, Repackaging and labeling medications, eye for detail, etc.

Education

GED
Hartford Job Corps Academy - Hartford, CT, US 2010
to 2010

Skills

- Recruiting
- Front Desk
- Office Management
- Employee Orientation
- Expert
- Interviewing
- Spanish
- Presentation Skills
- Data collection
- Outside Sales
- Marketing
- Negotiation
- Research
- Merchandising
- Pricing
- Project Management
- Cold Calling
- Management
- Business Development
- Administrative Experience
- Pharmacy Technician Experience
- CRM Software
- Account Management
- Microsoft Outlook
- Salesforce
- Inside Sales
- Social Media Management
- Event Planning
- Branding
- Purchasing
- Product Development
- Microsoft PowerPoint
- Relationship Management

Nursing Staff

Name	Licensure	Experience/Training
Crystal Coggins	RN	Public Health, School Nursing
Rupinder Ruby Kaur	RN	School Nursing
Deana Skidmore	RN	School Nursing, Nurse Educator
Rebecca Sullivan	RN	School Nursing, Home Care
Tiffany Wawrzyniak	RN	School Nursing, L&D
Gina Hepburn-Allen	LPN	School Nursing, Home Care
Ta'Juanna Canady	LPN	School Nursing, Home Care
Kicha Deer	LPN	School Nursing, Home Care
Ronae Mason-Craig	LPN	School Nursing, Maternal Health
Toccara Nealy	LPN	School Nursing, Primary Care
Erica Thompson	LPN	School Nursing, Home Care, High Tech Pedi
Timothy Quicksey	LPN	School Nursing, Developmental Disabilities

Resumes follow:

CRYSTAL COGGINS

Professional Summary

Experienced Registered Nurse with over 25 years of clinical expertise in patient care, team supervision, and care coordination. Recognized for strong leadership, excellent communication, and interpersonal skills. Proven ability to manage complex care needs while ensuring patient safety and comfort. Active member of the Northern CT Black Nurses and National Black Nurses Association. Demonstrated commitment to community outreach and education through leadership in city-wide health fairs. Highly organized, dependable, empathetic, and proficient in Microsoft Office and PC operations.

Education

University of Hartford, Hartford, CT
MSN Candidate – Public Health
Expected Graduation: December 2022

Lincoln College of New England, Southington, CT
Bachelor of Science in Nursing – Salutatorian
Graduated: May 2017

Naugatuck Valley Community College, Waterbury, CT
Associate Degree in Nursing (R.N.)
Graduated: May 2015

Certifications:

- BLS Certified

Honors:

- Christopher Love Memorial Award for Community Service

Professional Experience

RN Supervisor
The Nurse Network, Inc.
November 2016 – Present

- Supervise RNs, LPNs, and ancillary staff across multiple units
- Coordinate and implement individualized plans of care
- Manage admissions, transfers, and discharges
- Advocate for health, safety, and autonomy of patients and families
- Monitor and respond to changes in physical and mental health status

All Pointe Care, Cheshire – *LPN*

Mar 2019 - Mar 2023

- Assist RN in carrying out the patient's plan of care.
- Communicate effectively with RN and MD to provide optimal patient care.

EDUCATION

Porter & Chester, Waterbury – *Diploma*

Jan 2009 - Apr 2010

- Major: Licenced Practical Nurse

- Administer medications and treatments (PO, IM, SQ, IVs)
- Maintain appropriate staff-to-patient ratios
- Foster a team-based care environment

RN Supervisor
Wolcottview Manor, Wolcott, CT
September 2015 – May 2016

- Led nursing care team and managed daily patient care activities
- Ensured compliance with all healthcare regulations and facility standards
- Delivered compassionate care while supporting patients' families

Skills & Qualifications

- Leadership and team management
- Patient-centered care planning
- Skilled in emergency response and critical care
- Experienced in wound care, medication administration, and behavioral health
- Strong documentation and interdisciplinary communication
- Proficient in MS Office and electronic health record systems
- Dependable, empathetic, and community service-oriented

State of Connecticut

Lookup Detail View

Name

Name
CRYSTAL L COGGINS

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	128312	12/31/2025	07/29/2015	CRYSTAL L COGGINS	ACTIVE	CURRENT	None

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RUPINDER RUBY KAUR, BSN, RN

CT, USA · (347) 539-7921
Rupinder.ruby.kaur95@gmail.com

OBJECTIVE

Experienced Registered Nurse aspiring to obtain a position with a focus on contributing quality patient-centered care, professionalism, and compassion as part of the commitment to patients and healthcare organization.

PROFESSIONAL EXPERIENCE

THE NURSE NETWORK- PER DIEM SCHOOL NURSE FLOAT **FEB 2025-CURRENT**

- Float to schools within Nassau County, NY to provide substitute school nursing services.
- Management of students with chronic health conditions, administering medications per doctor's orders, disease prevention, and managing injuries and illnesses per school protocol.

TRAVEL CONTRACT- MED-SURG/TELE FLOAT POOL | MOUNT SINAI BI, NYC **JUN 2024-SEPT 2024**

- Perform nursing care in the emergency department on admitted and observed patients in the emergency room with telemetry monitoring while collaborating with the interdisciplinary team to facilitate and coordinate patient care.
- Management of 8 patient assignments with chronic, acute, psychological, and post-operative illnesses.
- Assess, develop, and implement a comprehensive plan of care including patient and family education, end-of-life care, and life-saving interventions
- Interpretation of vital signs, lab, test, procedure results, outcome identification, notifying health care provider of the change in condition and abnormal labs in the role of a patient advocate.

NORTHWELL HEALTH FLEXSTAFF- PER DIEM MED-SURG/TELE **JAN 2023-SEPT 2024**

- Float to Northwell facilities to perform nursing care on admitted patients while collaborating with the interdisciplinary team to facilitate and coordinate patient care.
- Management of 6-7 patient assignments with chronic, acute, psychological, and post-operative illnesses.
- Assess, develop, and implement a comprehensive plan of care including patient and family education, end-of-life care, and life-saving interventions
- Interpretation of vital signs, lab, test, procedure results, outcome identification, notifying health care provider of the change in condition and abnormal labs in the role of a patient advocate.

ATC HEALTHCARE-PER DIEM SCHOOL NURSE FLOAT **FEB 2024- JUNE 2024**

- Float to schools within Nassau County, NY to provide substitute school nursing services.
- Management of students with chronic health conditions, administering medications per doctor's orders, disease prevention, and managing injuries and illnesses per school protocol.

TRAVEL CONTRACT-ED/MED-SURG/TELE FLOAT| NYP QUEENS **AUG 2023-NOV 2023**

TRAVEL CONTRACT-ED ADMISSIONS RN | GOOD SAMARITAN HOSPITAL **JAN 2023-JUL 2023**

- Perform nursing care in the emergency department on admitted and observed patients in the emergency room with telemetry monitoring while collaborating with the interdisciplinary team to facilitate and coordinate patient care.
- Management of 8 patient assignments with chronic, acute, psychological, and post-operative illnesses.
- Assess, develop, and implement a comprehensive plan of care including patient and family education, end-of-life care, and life-saving interventions
- Interpretation of vital signs, lab, test, procedure results, outcome identification, notifying health care provider of the change in condition and abnormal labs in the role of a patient advocate.

MED/SURG-FLOAT RN | GEORGE WASHINGTON UNIVERSITY HOSPITAL **JUL 2022-JAN 2023**

- Perform in-patient professional nursing care in an adult medical-surgical unit with telemetry monitoring while collaborating with the interdisciplinary team to facilitate and coordinate quality patient care.
- Management of 5-6 patient assignments with chronic, acute, psychological, and post-operative illnesses.
- Assess, develop, and implement a comprehensive plan of care including patient and family education, end-of-life care, and life-saving interventions
- Interpretation of vital signs, lab, test, procedure results, outcome identification, notifying health care provider of the change in condition and abnormal labs in the role of a patient advocate

GI RN | INOVA LOUDOUN AMBULATORY SURGERY CENTER **DECEMBER 2021-APRIL 2022**

- Circulate and Scrub during gastroenterology procedures
- Assist gastroenterologists in specimen collection and handling
- Accurate documentation during the procedure

SAME-DAY SURGERY RN |HCA RESTON HOSPITAL CENTER. **NOVEMBER 2020-DECEMBER 2021**

- Float between Pre-Admission testing, Pre-Op Holding and Pre-Op Outpatient Lab
- Perform Pre-Anesthesia screenings in person and telephonically for patients' scheduled surgeries/IR receiving general, local, moderate, spinal anesthesia along with carrying out physician and anesthesia department orders. Evaluate patient's need for medical or specialty clearances based on protocol and comorbidities
- Perform Phlebotomy, EKG, swabs, and cultures when needed on patient's upcoming surgeries per orders.
- At PreOp Holding, prepare day of surgery patients for intraoperative procedures like total joint, spine, Bariatric, OB/GYN, colonoscopy, endoscopy, ERCP, general surgery, and colorectal procedure along with assisting physicians with time out and anesthesia blocks and safe patient handoff to intraoperative team.
- Interpretation of vital signs, lab, test, procedure results, outcome identification, notifying health care provider of change in condition and abnormal labs in the role of a patient advocate in the same day surgery department

MED-SURG/TELE RN | SOUTHSIDE HOSPITAL NORTHWELL HEALTH **NOVEMBER 2018-APRIL 2020**

- Perform in-patient professional nursing care in an adult medical surgical unit with telemetry monitoring while collaborating with the interdisciplinary team to facilitate and coordinate quality patient care.
- Management of 6-7 patient assignment with chronic, acute and psychological illness, assess, develop and implement comprehensive plan of care including patient and family education, end of life care, and life-saving interventions
- Interpretation of vital signs, lab, test, procedure results, outcome identification, notifying health care provider of change in condition and abnormal labs in the role of a patient advocate
- Charge Nurse and Preceptor some nights

STUDENT NURSE | ADELPHI UNIVERSITY **AUGUST 2016-MAY 2018**

- Perform patient care under the supervision of a Registered Nurse Preceptor including medication administration (PO, IM, IV, SQ, SL, NG, transdermal), head to toe patient assessments (child, adult, geriatric, newborn, psychiatric patients, post-op patients), wound care, initiating and interpreting EKGs and electronic fetal monitor, catherization, obtaining vital signs, ambulation, hygiene, safety.
- Prioritizing tasks based on five phases of the nursing process as related to the physical and psychological needs of patients with acute and chronic health needs and applied skills learned in simulation lab in the clinical setting.

CLINICAL HOURS:

Fundamentals, Psychiatric, Med-Surgical I & II - Mather Hospital Northwell Health- Port Jefferson, NY
Pediatrics- Northwell Cohen's Children's Medical Center- New Hyde Park, NY
Obstetrics (Post-partum/L&D)- NYU Winthrop University Hospital- Mineola, NY
Community- Nassau University Medical Center: Freeport community clinic- Freeport, NY
Capstone- Mather Hospital Northwell Health: Emergency Department (200 hours)- Port Jefferson, NY

MEDICAL ASSISTANT | CARDIOVASCULAR CONSULTANTS OF LI **APRIL 2016-FALL 2018**

- Perform outpatient care aimed at obtaining vital signs, phlebotomy, finger stick lipid panel, PT/INR and hemoglobin Alc testing, electrocardiogram, preparation for pacemaker or ICD interrogation, preparation for examination or procedures for doctors, nurse practitioner, and echo and stress technologists.
- Obtaining prior authorization for medications, communication with doctors, hospitals, and other practices for mutual patient information via phone, fax, or mail as well as scheduling future follow-up appointment
- Training new medical assistant staff.

EDUCATION

BACHELOR OF SCIENCE IN NURSING **GRADUATION-MAY 31, 2018**
ADELPHI UNIVERSITY- GARDEN CITY, NY

CERTIFICATIONS/SKILLS

Connecticut State Registered Professional Nurse
New York State Registered Professional Nurse
Virginia State NLC Registered Professional Nurse
Washington D.C. Registered Professional Nurse
American Heart Association BLS/AED Provider
American Cardiovascular Life Support (ACLS)
Specialized in Medical Surgical, Telemetry, Same Day Surgery, PreOperative, School Nursing
Computers: Sunrise, Allscripts, Epic, Cerner, Meditech, NextGen, Pyxis, Microsoft Office
Languages: English, Punjabi, Hindi, Urdu

State of Connecticut

Lookup Detail View

Name

Name
RUPINDER RUBY KAUR

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	228195	09/30/2026	12/27/2024	RUPINDER RUBY KAUR	ACTIVE	CURRENT	None

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Deana Skidmore, RN

Objective

Objective: Facilitate and motivate individuals utilizing my experience and focus on current medical information utilizing education/clinical interaction.

Goal: Adaptable schedule per diem

Ability Summary

Abilities

Solution-driven and knowledgeable registered nurse with 15+ years of experience in nursing management, facility orientation and regulatory compliance. Excel in training program implementation and performance auditing to boost productivityefficiency and meeting clinical objectives. Committed to resident care coordination and critical decision-making to streamline resident care.

Employment History

02/2024 The Nurse Network

- RN School Nurse
- Completed School Nurse In-service Progran focusing on CT School Nurse Law, Special Education Law, and Clinical procedure Guidelines of School Nursing.
- Completed School Nurse shadow sessions to gain firsthand experience in a school nurse office setting.
- Fulfilled State of CT DCF and mandatory reporting guidelines.

01/1998-09/2024 Wilton Meadows Health Care Ctr, Wilton, CT

- **08/2023-09/2024 CNA Program Instructor**
- Conduct/implement training program for Certified Nursing Assistants.
- Streamlined individualized education for new nurses.
- **03/2023-08/2023 Staff Development**
- Orchestrated/scheduled monthly and annual in-servicing.
- Maintained current employee health records.
- Presented facility orientation according to new policies.
- Conducted/implemented training program for Certified Nursing Assistants.
- **10/2022-03/2023 Infection Preventionist**
- Participated in pilot program COVID BIVALENT PROGRAM with CMS.
- Complied/led infection control program components per policy.

- **09/2007-10/2022 Assistant Director of Nursing**
- Oversee employee scheduling, payroll, and evaluations.
- Coordinated emergency narcotic supplies, monthly narcotic auditing, medication returns, and destructions.
- Reorganized accident/incident tracking, investigation, and reporting.
- Directed training sessions on the new electronic medical record system Matrix.
- Initiated COVID education and vaccination program.
- **01/1998-09/2007 Director of Staff Development/Infection Control**
- Developed/implemented training program for Certified Nursing Assistants.
- Updated general orientation program and employee health records.
- Complied/led infection control program per policy with enhanced emphasis on Influenza program and wound program.

01/1995-01/1998 The Kent, Kent, CT

- **Infection Control/Staff Educator**
- Conducted/implemented training program for Certified Nursing Assistants.
- Complied/led infection control program per policy.
- Provided general orientation and monthly in-service for annual requirements.

01/1998-01/1995 Mediplex of Danbury, Danbury, CT

- **01/1998-09/1992 Nursing Supervisor**
- Assisted in the conversion of 60 ICF beds to 60 SNF beds.
- Assessed and coordinated providing appropriate interventions with a clinical change in a resident.
- **09/1992-01/1995 Assistant Director of Nursing**
- Coordinated, supervised, and evaluated nursing staff. Enforced Federal regulations and Public Health Code guidelines/regulations.

11/1985-09/1987 Danbury Hospital, Danbury, CT

- **Staff Nurse RN, ICUS**

10/1981-10/1985 Williamsport Hospital, Williamsport, PA

- **Staff Nurse RN, 5 Medical**

Education History

Nursing

Bachelor's Degree

Fairfield University, Fairfield, CT

Diploma Registered Nurse

Williamsport Hospital School of Nursing, Williamsport, PA

Occupational License, Certificates and Training

CT: R39148; PA: RN250083L

BLS 09/2024; ACLS10/2024; PALS 11/2024

Certification in Gerontology

IV Line Management Omnicare

Honors & Activities

1) Infection Control Nurses of Connecticut: secretary, seminar coordinator, and president

2) Florence Nightingale Award Fairfield University

3) National Association of Professional Women: Honoring 2015-2016 VIP Woman of The Year Circle

References Upon Request

State of Connecticut

Lookup Detail View

Name

Name
DEANA M SKIDMORE

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	R39148	09/30/2025	06/28/1985	DEANA M. SKIDMORE	ACTIVE	CURRENT	None

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REBECCA SULLIVAN

SUMMARY

An RN with over eight years of practice experience, leadership skills, supervision experience, case management, assessment and clinical judgment skills. Facilities and settings include inpatient at a level one trauma hospital, assisted living facility, various elementary through high school systems in CT and homes. Currently employed as a RN Oasis home care nurse, school nurse and furthering professional education. seeking to continue in relevant nursing practice while providing patient focused, safe and competent care as a valued member of a healthcare team.

WORK EXPERIENCE

12/2024-PRESENT	OASIS RN, HARTFORD HEALTHCARE AT HOME, BLOOMFIELD, CT
10/2024-PRESENT	SCHOOL RN, PER-DIEM, NURSE NETWORK, PLAINVILLE, CT. Up to date for all CT State required education, testing and screenings.
1/2024-10/2024	ASSISTANT NURSING SUPERVISOR, MCAULEY ASSISTED NURSING FACILITY, WEST HARTFORD, CT
2022-2024	CASE MANAGER, RN, HARTFORD HOSPITAL, HARTFORD, CT
2019-2023	RN HOME CARE CASE MANAGER/OASIS RN, HARTFORD HEALTHCARE AT HOME, BLOOMFIELD, CT
2018-2019	RN HOME CARE CASE MANAGER, NEW ENGLAND HOME CARE/ELARA, WINDSOR, CT
2017-2018	RN HOME CARE CASE MANAGER, INTERIM HEALTHCARE, FARMINGTON, CT

EDUCATION HISTORY

2023 MPRESENT	MASTER OF SCIENCE, **NURSING,** SACRED HEART UNIVERSITY, FAIRFIELD, CT
2017 M2019	BACHELOR OF SCIENCE, NURSING, SACRED HEART UNIVERSITY, FAIRFIELD, CT
2015-2017	ASSOCIATE OF SCIENCE, Nursing, CAPITAL COMMUNITY COLLEGE, HARTFORD, CT

LICENSURE

Registered Nurse, State of Connecticut, DPH 2017-Present
American Case Management Accreditation, 2024-2028

FORMER EXPERIENCE

Certified Nursing Aide, educated at Capital Community College, with 5 years aide experience in Rehab Facilities and Long-term Care Facilities.

SKILLS

Medical/Surgical Care
Supervision and Leadership
Education and Precepting
School aged care, 3-18 year olds
Wound Care
Ostomy Care
Pleurx Catheter Care

State of Connecticut

Lookup Detail View

Name

Name
REBECCA M SULLIVAN

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	144075	01/31/2026	08/09/2017	REBECCA M SULLIVAN	ACTIVE	CURRENT	None

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TIFFANY WAWRZYNIAK, RN

Objective

Seeking a Registered Nurse position to apply knowledge and skills with an opportunity for continual professional growth.

Work Experience

RN, The Nurse Network; Southington, CT- February 2022-Present

School Nurse, Substitute/Float- Watertown, Prospect, & Waterbury, CT School Districts

Long-term assignment at Wendell Cross Elementary School-Waterbury, CT

- Responsible for medical treatment of students
- Collaborates with administration, therapists, and staff to ensure student well-being
- Promotion of health education and immunizations
- Medication administration
- Tube feeding
- Management of Type 1 DM students
- Maintenance and compliance of the student cumulative health record
- Provide healthcare for students with acute and chronic health problems
- Management of entire health office including CNA's and Public Health Assistants
- Implement district policies & procedures as they pertain to health services

RN, The Nurse Network; 1:1 Assignment; Bethel, CT- June 2024-August 2024

- Cared for special needs student 1:1 in elementary summer school
- Maintained and carried out nursing care plans for student
- Responsible for scheduled tube feedings and catheterization
- Administered medications as ordered
- Ensured patient safety with wheelchair transfers
- Collaborated & communicated with parent and school staff

RN, Region 15 School District; Southbury, CT-January 2024-June 2024

Long term School Nurse Assignment- Gainfield Elementary School & Region Substitute Float

- Served as school nurse in absence of primary nurse
- Assessed and treated students, administered first aid
- Documented student visits to nurse office
- Administered prescriptions per MD orders
- Collaborated with school staff, physicians, and parents

RN, Labor and Delivery, St. Mary's Hospital; Waterbury, CT- July 2022-June 2024

- Operating Room scrub nurse- ensure necessary equipment is sterilized and present at each operation, assists physician during procedure
- Monitors fetal heart rate for abnormalities and communicates them to physician
- Coach expecting mothers through breathing and contraction exercises during labor
- Assists physician during labor, delivery, treatment, examination, and surgical procedures
- Administers prescribed medications

[redacted]

[redacted]

- IV insertion
- Foley catheter insertion and removal
- Record and monitor vital signs of mother and baby
- Measure level of dilation
- Provides pre-, intra-, and post-operative care to patients undergoing cesarean section
- Provide care for mothers and infants, postpartum
- Perform newborn assessments of health and testing
- Educate patients and families regarding labor and delivery process, procedures, postpartum care, & newborn care
- Breastfeeding support

Associated Women's Health Specialists, Waterbury, CT - RN Medical Coordinator, September 2021- June 2022

- Assist provider with in-office procedures
- Injection administration & Phlebotomy
- NST monitoring
- Processing of laboratory specimens
- Suture/Staple Removal
- Telephonic triage client needs
- Prescription refills
- Charting patient visits

Key Skills

- Remains calm under pressure and stress
- Reliable and responsible
- Highly organized with strong attention to detail
- Able to multitask efficiently and effectively
- Works well in team environment
- Caring & empathetic

Education

Naugatuck Valley Community College, Waterbury, CT 2017- May 2021
Associates of Science in Nursing- Graduated May 2021

Clinical Experience

Fall 2020- May 2021- Saint Mary's Hospital, Xavier 3, Waterbury, CT Med Surg, Oncology, Covid Precaution Procedure
Spring 2020- Saint Rafael's Hospital, Verdi 4 West, New Haven, CT Geriatrics, Med Surg
Fall 2019- Saint Mary's Hospital, O'Brien 7, Waterbury, CT Med Surg, Pre/Post Op

Certifications- Basic Life Support
References available upon request

[redacted]

State of Connecticut

Lookup Detail View

Name

Name
TIFFANY WAWRZYNIAK

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	182990	08/31/2026	08/02/2021	TIFFANY WAWRZYNIAK	ACTIVE	CURRENT	None

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1558 Highland Ave Apt 4
Waterbury, CT 06708
(959) 216-1518
gh21608@yahoo.com

GINA HEPBURN-ALLEN

SKILLS

Compassionate and dedicated Licensed Practical Nurse with 15 years of diverse experience across multiple healthcare settings, including home care, long-term care, and assisted living. Adept at delivering high-quality patient care, managing complex medical conditions, and fostering strong patient relationships. Currently seeking a position as a Licensed Practical Nurse to leverage my clinical skills, versatility, and commitment to enhancing patient well-being.

EXPERIENCE

Benchmark, Wallingford – *LPN Care Nurse Supervisor*

Oct 2024 - **Present**

- Shift supervisor providing support to resident care associates and resident family members.
- Delivers individualized nursing care and education to residents in the traditional and memory care setting.

Nurse Network, Plantsville – *LPN*

Oct 2024 - **Present**

- Provides 1:1 nursing care to school age children
- Communicates and collaborates effectively with residents, families, colleagues and other members of the healthcare team.

Masonicare, Wallingford – *LPN*

Nov 2023 - **Present**

- Provides education, supervision and counseling to residents and family.
- Communicates and collaborates effectively with residents, families, colleagues and other members of the healthcare team.

Family Care Visiting Nurse, Meriden– *LPN*

Nov 2023 - Aug 2024

- Performed skilled nursing care for sub-acute, convalescent, and chronic patients.
- Document per policy for proper reimbursement of funds.

State of Connecticut

Lookup Detail View

Name

Name
GINA HEPBURN

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	35275	02/28/2026	05/21/2010	GINA HEPBURN	ACTIVE	CURRENT	None

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Ta'Juanna Canady, LPN

Qualifications

- Excellent interpersonal, communication, and customer service skills.
- Ability to work within a team environment, plan, and organize tasks and responsibilities efficiently.
- Attention to detail and strong work ethic.
- CPR and IV certifications.

Experience

Elara Caring - LPN Cromwell, CT September 2023- Present

- Pediatric Home Health Nurse
- Administer medications and treatments
- Daily documentation
- G-tube and Trach care
- Perform full assessments on patients

DaVita- Waterbury, CT –October 2022-July 2023

- Administer medications as ordered by physicians.
- Documentation daily.
- Obtain vital signs and assessments.

Utopia Home Care, Inc. -LPN- Skilled Nurse - Meriden, CT – April 2022-October 2022

- Administer medications and treatments as ordered by physicians.
- Obtain full assessments on patients.
- Daily documentation.

HOME CARE VNA, LLC - Waterbury, CT—June 2021-May 2022

Licensed Practical Nurse- Skilled Nurse

- Administer medications and treatments as ordered by physicians.
- Full assessments on patients.
- Daily documentation.

Allume Home Care LLC- Watertown, CT-- July 2020-June 2021

Licensed Practical Nurse/ Shift Nurse

- Obtain and record vitals
- Administer medications and treatments as ordered by MD.
- Work with children who have G-tubes, G/J Tubes
- Notify family and physician if any change in condition.

Mulberry Gardens - Plantsville, CT — May 2019- October 2020

Licensed Practical Nurse

- Administer medications and treatments as ordered.

State of Connecticut

Lookup Detail View

Name

Name
TA'JUANNA M. CANADY

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	40698	07/31/2026	03/27/2017	TA'JUANNA M. CANADY	ACTIVE	CURRENT	None

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Kicha Deer, LPN

1207 Kossuth St. ♦ Bridgeport, CT 06608 ♦ Cell: 203-895-7497 ♦ ki7497@gmail.com

OBJECTIVE

To obtain a position as a nurse, within a team oriented clinical setting that will utilize my skills, education and passion for patient care; while promoting professional growth and development.

EDUCATION

Lincoln Technical Institute, Shelton, CT - ***Practical Nursing Program Diploma, June 2012***
Housatonic Community College, Bridgeport, CT - ***Associate in Science, General Studies, June 2009***
Porter and Chester Institute, Stratford, CT - ***Diploma in Medical Assisting, Diploma July 1999***

WORK EXPERIENCE

The Nurse Network Plantsville, CT **7/24-present**
LPN

- **1:1 School Nurse:** responsible for providing direct care to special needs children. Collaborating with family, teachers and other healthcare professionals. Providing specialized care as outlined in students IEP. Medication administration and documentation, catheterization, tube feeding, respiratory therapy {including tracheostomy care and ventilator), assessments, and appropriate nursing interventions.
- **School Nurse:** Administering medication and documentation, health screenings, first aid, promoting student health, managing chronic health conditions, and providing immediate care to students and staff. Collaborating with family, teachers, and healthcare professionals. Maintaining accurate student health records.

Elara Caring Cromwell, CT
LPN **06/19-present**

- Responsible for the delivery and coordination of quality patient care following physicians' orders. Documentation of all activities, assessments. nursing actions, and responses in a timely manner. Participate, implement, and update patient care plan. Patient teaching, client physical/psychosocial assessment, and IV fusion therapy. Medication administration of oral, ocular, topical, subcutaneous and intra-dermal injections, nebulizer treatments, glucose monitoring and insulin administration, medication and feeding delivered via PEG tube, Straight/Foley catheterization/care, colostomy care, vital signs, wound care, assistance with ADLs, assistance with passive/active range of motion, tracheostomy care, document and record clients health status, MAR, EMR, ventilators (LTV 1150) (ResMed Astral 150). Provide care utilizing infection control measures that protect both staff and patients according to OSHA.

Aveanna Healthcare Stratford, CT **02/2013-present**
LPN (homecare)

- Caring for critically ill children with respiratory and gastrointestinal problems. Head to toe assessment, tracheostomy care, vital signs, medication administration oral, ocular, topical, subcutaneous and intra-dermal injections, medication and feeding delivered via Mickey (G-tube), documentation and record of clients' health status via NED, glucose monitoring and insulin administration, MAR, verifying presence and contents of emergency GoBag, infection control, equipment management, and ability to respond to respiratory emergencies, and Covid-19 PCR testing.

Danbury Health Care Center Danbury, CT **09/2012-3/2013**
LPN

- Medication administration of oral, ocular, topical, subcutaneous and intra-dermal injections, nebulizer treatments, glucose monitoring and insulin administration, medication and feeding delivered via PEG tube, Foley catheterization/care, colostomy care, vital signs, wound care, assistance with ADLs, assistance with passive/active range of motion, tracheostomy care, document and record clients health status, Medicare documentation, patient teaching, client physical/psychosocial assessment, and IV fusion therapy

LICENSURE/CERTIFICATIONS

State of Connecticut Licensed Practical Nurse, # 037188 - Expiration: 12/31/2025
American Heart Association – CPR/AED for the Professional Rescuer Expiration: 02/2026
I.V Infusion Therapy Certified, 11/2012

State of Connecticut

Lookup Detail View

Name

Name
KICHA J DEER

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	37188	12/31/2025	07/20/2012	KICHA J DEER	ACTIVE	CURRENT	None

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Ronae Mason-Craig

LPN
Waterbury, CT 06705
Ronaesimone08@aol.com
+1 203 217 1068

Professional Summary

With over a decade of diverse experience in healthcare and social services, I am dedicated to promoting holistic well-being and helping individuals lead fulfilling lives. My background spans skilled nursing facilities and community health settings, where I deliver personalized care and foster interdisciplinary collaboration. Passionate about community empowerment, I lead health education and outreach initiatives and continually pursue professional growth to ensure equitable, comprehensive care for all.

Authorized to work in the US for any employer

Work Experience

Maternal Health Associate

Waterbury Bridge to Success Community Partners-Waterbury, CT
April 2025 to Present

community engagement, outreach, advocacy. provide essential resources to families within the Maternal health space. data collection, implement strategic plan for department

LPN (Licensed Practical Nurse)

THE NURSE NETWORK-Plantsville, CT
February 2025 to Present

agency nursing, cover assignments in skilled nursing facilities and district public schools

Sales & catering Director

Afro Caribbean cultural center-Waterbury, CT
March 2024 to June 2025

Secure clients for private rental space.
creating networks and relationships with food, party supply, and other vendors for location.
Engage community via digital platforms & local events.
Manage staff relations, create schedule, and systems logs related to department
Create digital content to promote private rental space.

LPN (Licensed Practical Nurse)

Highland Medical Group-Waterbury, CT
June 2022 to March 2024

Shift nursing visiting skilled nursing facilities and assisted living
Unit nurse within skilled nursing and assisted living

Program Coordinator/ Community Health Worker

Grace Baptist Church-Waterbury, CT

March 2022 to May 2023

Part-time Program Coordinator & Community Health Worker for Advancing Health Literacy Grant at Grace Baptist Church. Coordinate community events that bring awareness & resources to Black & Brown Community in Greater Waterbury area. Refer individuals to health/ social services.

LPN Charge Nurse

Westfield Care and Rehab-Meriden, CT
July 2017 to February 2020

Unit nurse in skilled nursing care, caring for short term rehabilitation individuals and memory care unit.

LPN (Licensed Practical Nurse)

All Pointe Care-Cheshire, CT
February 2016 to February 2020

Pediatric home care

Education

CARE program in Clinical Research

Southern Connecticut State University
January 2024 to September 2024

Vocational Training in Practical Nursing Program

Lincoln Technical Institute-New Britain, CT
September 2015

High school diploma in Honors

Crosby High School-Waterbury, CT
September 2005 to June 2009

Nursing Licenses

PN

Expires: August 2025

State: CT

Skills

- Delegation (10+ years)
- Organizational skills
- Project planning
- Public health
- Catheterization
- Meeting facilitation (5 years)
- Teaching
- Leadership (10+ years)

- Communication skills
- Initiative (10+ years)
- Project Leadership (6 years)
- Nursing
- Public speaking
- Program Development (5 years)
- Strategic Planning (5 years)
- Tube feeding
- English
- Document management (6 years)
- Community engagement (10+ years)
- EMR systems
- Data collection
- Memory care (10+ years)
- Ability to motivate (10+ years)
- Time management
- Team management
- Professional networking (10+ years)

Certifications and Licenses

Business consultant
July 2021 to Present

Small Business Development

IV Certification
May 2018 to Present

BLS for Healthcare Providers
April 2024 to April 2026

CERTIFIED BY AHA.

Groups

Afro Caribbean Cultural Center
January 2023 to Present

Board member

Litter & Beautification Commission
July 2022 to Present

City commission

State of Connecticut

Lookup Detail View

Name

Name
RONAE S MASON CRAIG

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	39844	08/31/2025	10/07/2015	RONAE S MASON CRAIG	ACTIVE	CURRENT	None

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State of Connecticut

Lookup Detail View

Name

Name
TOCCARA DANAE NEALY

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	43959	11/30/2025	09/29/2021	TOCCARA DANAE NEALY	ACTIVE	CURRENT	None

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Toccara Nealy, LPN

Email: Tdnealy1124@gmail.com

LICENSE & CERTIFICATIONS

Connecticut Licensed Practical Nurse **09/29/2021 – Present**

License Number 43959

Connecticut Certified Nurse's Aide **08/2001 – 11/2025**

License Number 8016538

CPR & First Aid/BLS Training **08/2024-08/2026**

WORK EXPERIENCE

The Nurse Network

Southington , CT

10/2021- Present (Contract)

Licensed Practical Nurse

Providing medical assistance to school aged students, assessing minor injuries,completing multiple tasks, conducting hearing screening administrations of medications and documentation.School nurse /Group home in service, clinical procedures and guidelines. Working 1:1 with pediatric and behavioral health students

Staywell Health

Waterbury, Ct

LPN November -2023 April 2024

Triaging patients, providing patient intakes , taking vital sign , refilling medications administration of medications , using emr systems intergy and epic ,documentation.

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Hartford healthcare

Mulberry Gardens Assisted Living

Southington ,CT

11/2022- 5/2023

Licensed practical nurse /Wellness nurse

Under the supervision of a Registered Nurse, and within the context of the Nursing Professional Practice Framework, the LPN provides quality and cost-effective direct care for patients/families within a unit, service or other primary area of practice.

Collaborates with members of health care team to assist patients in achieving established outcomes of care.

Aveanna Healthcare - Waterbury, CT **1/2022 - 12/2022**

Licensed Practical Nurse

Administering COVID test, data collection, following OSHA protocols, patient assessment, coordination of care, health promotion, teaching and training of family members./ Pediatric Homecare / School Nursing.

EDUCATION

Stone Academy - Waterbury, CT ***Graduate 9/2021***
Practical Nurse Program

Kaynor Tech High School - Waterbury, CT ***Graduate 06/1999***
High School Diploma

ERICA THOMPSON. LPN

Professional Summary

Compassionate and detail-oriented Licensed Practical Nurse (LPN) and Certified Phlebotomist with hands-on experience in venipuncture, pediatric care, chronic disease management, and home health services. Skilled in conducting clinical trial procedures, supporting wellness events, and managing ventilator and G-tube care. Proven ability to deliver high-quality patient care across hospital, home, and community-based settings.

Certifications & Skills

- Licensed Practical Nurse: CT, NY, NJ
- Certified Phlebotomy Technician (CPT)
- Venipuncture & Finger Sticks
- G-tube & Ventilator Management
- IM Injections & Medication Administration
- Diabetes & Wound Care Management
- Pediatric, Behavioral Health, and Special Needs Care
- Home Draws, Clinical Trials & Insurance Exams
- Centrifuge Operation
- Strong Communication & Patient Advocacy

Professional Experience

The Nurse Network – *LPN*
Southington, CT | Jan 2023 – Present (Per Diem)

- Completed in-service training and clinical competency evaluations.
- Served as a pediatric school nurse and conducted in-home visits.

- Administered medications and provided wound care in both school and home settings.
- Adapted quickly to diverse clinical environments and supported patient-centered care.

Aveanna Homecare – *LPN*
Plantsville, CT | Feb 2024 – Present (Per Diem)

- Deliver in-home nursing services to pediatric and medically complex patients.
- Administer medications, including intramuscular injections, and manage G-tube and ventilator care.
- Conduct wound care and monitor diabetes management protocols.
- Implement behavioral support strategies and provide family education.

Affirmed Homecare, LLC – *LPN*
New York, NY | Dec 2024 – Present (Per Diem)

- Provide in-home nursing care with a focus on pediatric and ventilator-dependent patients.
- Perform wound and diabetes care, administer medications, and monitor chronic conditions.
- Educate families on treatment plans and support behavioral health needs.

MediPro Direct – *LPN* | *Phlebotomist*
Multi-State (NY, CT, MA, NJ) | Aug 2021 – Present (Per Diem)

- Performed blood draws for clinical trials, home visits, and insurance exams.
- Traveled regionally to support decentralized research and testing efforts.

Impact Health / Total Wellness – *Phlebotomist* | *LPN*
Multi-State (NY, NJ, CT) | Aug 2021 – Present (Per Diem)

- Supported corporate and hospital wellness events with on-site testing.
- Performed venipuncture, finger sticks, and centrifuge operation.

Guardian Medical Logistics – *Phlebotomist*
New York, NY | Feb 2022 – Apr 2022

- Conducted specialized phlebotomy services for oncology patients.
- Partnered with New York-Presbyterian Hospital for patient sample collection.

Education

Stone Academy – *Licensed Practical Nurse*
West Haven, CT | Graduated: December 2021

Mildred Elley – *Certified Phlebotomy Technician / EKG*
New York, NY | Completed: September 2016

State of Connecticut

Lookup Detail View

Name

Name
ERICA THOMPSON

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	44728	06/30/2026	10/27/2022	ERICA THOMPSON	ACTIVE	CURRENT	None

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Timothy Quicksey

Address: 1567 E Main ST Waterbury CT, 06705 Phone: 475-414-9222 Email: timquicksey@yahoo.com

Nurse Network 06/2024-present/LPN School nursing

- Working in the school setting
- Medication Adm
- Treatment ADM
- DM management
- Documentation
- 1:1 CARE
- Working in the nurse office

DDS-Department of Developmental Services/State of CT/LPN 02/25-present

- Medication Adm
- Treatment Adm
- Working with individuals with developmental/mental health needs
- Transcribing orders
- Ordering medication

Alternatives Inc. 10/21-09/22/LPN-supervisor Waterbury CT, 06705

- Medication Administration
- Treatment Administration
- Ordering Meds
- Running the house when house manager is out
- Following up with appts
- Rectifying Orders

VNA Home care 03/21-10/21/LPN-visiting nurse Waterbury CT, 06705

- Medication administration
- Wound Care
- Rectifying Orders
- Writing Nursing Notes for daily visits
- Ensuring safety in home setting
- Assessment
- Treatment Administration

Benchmark Senior Living, 11/21-present/Care Nurse Supervisor Waterbury CT, 06705

- Medication Administration
- Treatment Administration

- Supervising Unlicensed personnel
- Answering call
- Ordering medications

Clifford Beers Clinic, 03/20-02/21/Nurse Coordinator New Haven CT, 06511

- Case management
- Admitting PT's
- Intake Assessments
- Home visits
- Direct care
- Working in a Clinical setting

Maxim Healthcare Services, 07/2019-06/2021/Licensed Practical Nurse Rocky Hill CT, 06033

- Medication Administration
- Treatment Administration
- Working in a SNF
- Working in the DDS state houses
- Documentation
- Bed side care

ADELBROOK, 2/2019 4/2020/Licensed Practical Nurse Middletown CT, 06023

- Medication Administration
- Treatment Administration
- Documentation of client status
- Monitoring Protective Holds
- Working in a mental Health facility for adolescence, children
- Routine checks
- Educating staff on medical needs of clients
- Overseeing medical activity in multiple residentials

Community Residencies Inc. 9/2018- Present/Licensed Practical Nurse

- bringing clients to appointments
- Implementing behavior plans
- enforcing residential rules
- providing a safe and therapeutic environment
- making sure clients engage in proper hygiene
- cooking, cleaning
- community outings
- Client Direct care
- Medication Adm
- Treatment Administration

Balance Behavioral Health, 10/2017- present/Behavior Technician Stratford CT, 06607

- Implementing behavior plans in the school setting
- Working with individuals on the spectrum
- Drafting data
- Collecting data
- Crisis management
- Providing emotional support
- Meeting with A BCBA weekly to discuss progress and possible changes to behavior plan
- Helping clients with school work

Boys and Girls Village, 6/2016 –3/2017 /Mental Health Worker

- Implementing behavior plans
- Implementing crisis intervention plans
- Enforcing program rules
- Documenting client activity and progress towards behavioral goals
- Providing therapeutic Support
- Writing incident reports

ICES/Direct Support Professional Naugatuck CT, 06706

- Direct Support Staff
- Working with DDS clients in a vocational program
- Enforcing program rules
- Protective holds
- Direct care
- Assisting clients with daily work
- Documenting progress and behavior
- Job coaching
- Teaching ADL's and work-related skills

Education:

Gateway Community College, New Haven, CT 2010-2014
Associates Degree in General Studies /Science

Eli Whitney Tech LPN Program 2016-2017

Volunteer Experience:

New Haven Athletic Center, New Haven, CT 2008-2010
Child Care Supervision, Security, Customer Service Duties

Columbus House Homeless Shelter, New Haven, CT 2009
Maintenance of the Facility, and Light Security Duties

City of New Haven, New Haven, CT 2008
Reader

Certifications:

LPN license# 41710
CT Security Guard Card,
CPR, 2022
PMT, current 2019
RBT 2018

Knowledge, Skills, Abilities

- Microsoft Office Suite
- Great Communication Skills
- Ability to follow directions and sound judgment
- Ability to make great decisions under pressure
- Can work well independently
- Great team player and customer service skills
- Working with the ASD population/Mental Health

State of Connecticut

Lookup Detail View

Name

Name
TIMOTHY DEAN QUICKSEY

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	41710	05/31/2026	08/07/2018	TIMOTHY DEAN QUICKSEY	ACTIVE	CURRENT	None

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d. Conflict of Interest. The Nurse Network does not have any business, financial or personal, or other types of relationships which may pose a conflict of interest.

3. Statement of Qualifications and Work Plan

a.) Qualifications

A. The Nurse Network (TNN) has extensive experience and expertise in providing Registered Nurses (RNs) and Licensed Practical Nurses (LPN's) and for the types of or similar services as those outlined in the Scope of Services in this Request for Proposal to students with disabilities ages 3-21 as evidence by its existing relationship with the City of Waterbury and other districts listed in Section 3a above. TNN specifically provided services to this student cohort in the summer of 2023.

B. TNN has a proven track record in providing the types of, or similar services for the City of Waterbury and similar school districts in a timely fashion within budget to the school district's satisfaction as evidence by its existing relationship with the City of Waterbury and other districts listed in Section 3a above. We provide the names, addresses, contact persons and phone numbers for all of the health department and/or school contracts the we have services over the past five (5) years.

C. TNN will provide comprehensive, direct clinical supervision for the LPNs, assigned to the City of Waterbury. Primary Supervision will be provided by the Clinical Director to perform nursing assessments, oversee care planning, orient staff to each case, provide any needed training and provide on-site supervision of the LPN's, and to be a liaison to the student's family, PCP's and other stakeholders. Additional resources include School Nurse Consultant (Kathleen O'Dowd, RN), Consulting Respiratory Therapist (Cassandra Hence, RRT) as part of the clinical resources and oversight team. They, along with Roseanne Silvia, Program Director are available for on-site and remote meetings with city staff. It is expected that additional supervisory RN resources may be necessary depending on case load and acuity and such resources will be presented to the District Nursing Supervisors for input and approval.

D. TNN ensures staff compliance with federal and state laws and regulations, staff adherence to Waterbury Department of Public Health policies and procedures, national nursing practice and ethical standards and staff competence in providing the service by:

i. By providing the TNN School Staff Orientation Program for staff assigned to fulfill the requests of this contract. The program was developed and is conducted by the agency's School Nurse Consultant, Kathleen O'Dowd, RN, BSN.

She has over 40 years of experience in the field of Pediatrics, including 22

years of experience as a School Nurse and School Nurse Supervisor. The program consists of an overview of the following topics specifically related to School Nurse practice in Connecticut:

- School Nursing Roles and Responsibilities
- Special Health Issues
- Policies and Procedures according to Chapter 169 School Health and Sanitation and the Clinical Procedure Guidelines for Connecticut School Nurses
- IDEA, HIPAA, FERPA, PPT and 504 Plans
- Mandated Screenings, Health Assessment, and Immunization Requirements. Review requirement for orientation with school nurse supervisors or other on-site supervisory staff upon arrival to their assignment.
- Reviewing hours, days and nature of work as well as having reliable transportation.
- Pediatric Skills Checklist and Training video resources related to School Health and Special Education students.
- Oversight of services by Program Management Staff, Clinical Nurse Liaison, Director of Clinical Services and the School Nurse Consultant.

ii. The Clinical Director shall:

- Review all pertinent PCP orders.
- Complete a comprehensive assessment.
- Based on the comprehensive assessment and the direction of the Primary Care Provider, establish a plan of care for each student.
- Preparation for and attendance at PPT meetings.
- Incorporate relevant components of the IEP into the plan of care.
- Orient LPN staff to and direct LPN staff in the implementation of the plan of care.
- Assess effectiveness of the plan of care and make any necessary adjustments.
- Provide any needed in-service training to LPN's to implement the plan of care.
- Make site visits to monitor care delivery and assess effective implementation of the plan of care.
- Be a liaison to the Primary Care Provider, consulting specialists, student's representatives, District nursing staff and interdisciplinary team members to optimize communication and quality of services provided.

iii. Tracking required credentials upon hire and on an ongoing basis within its Electronic Staff Management System. (ESMS).

E. TNN has sufficient staffing levels to assure availability of experienced, licensed and qualified staff to provide to the City upon request without delay to fill its immediate and changing needs. as evidenced by the submission as part of this RFP of specific staff available to be assigned to this engagement in Section 3b above. Further, TNN currently has on its roster 29 RN's and 45 LPN's that have completed the School Nurse Orientation Program. We have the capability to train and assign additional staff as needed. Schedulers are available from 5am to 12 midnight seven days per week to respond to immediate or changing needs,

F. TNN Nursing Staff assigned to this contract have experience or training in providing services in a school setting providing school-based services to students with special needs. school setting providing individualized nursing care to students with medical and hygiene needs in compliance with IEPs, IHCPs, and/or instructions from health care providers. Staff are familiar with regulations pertaining to their duties in the school setting prior to their assignment with the City of Waterbury as all staff complete the School Nurse Orientation Program outlined above. Specific comprehensive and individualized Plans of Care shall be prepared by the RN Clinical Director for each student and the LPN's providing direct care shall be oriented to the Plan of Care with any additional in-service training required shall provided to the LPN's by the RN Clinical Director.

G. TNN staff have experience is establishing effective communications systems with families to obtain prior notice of students' absences or other changes in school attendance based on our experience of providing 1:1 services to students which also include transportation to and from school. Our strategy includes direct communication with the family being initiated as soon as the referral for services is received. This communication is initiated by the Clinical Director and the family members are introduced to the Specialty Program Coordinator (who handles scheduling) and the LPN assigned to the case. The family is oriented to the procedure for notification of absences which includes instructions for both telephonic notification to our scheduling center as well as direct SMS/text messaging.

H. TNN submits a list of the proposed staff's level of training in the school setting and individual experience in the provision of nursing services to students with disabilities in Section 3b above. TNN has an existing complement of nurses currently assigned to meet the City's needs with capabilities to expand this complement if needed. TNN has been successful in providing consistent staff with a retention rate of nursing staff utilized in School Assignments of over 90%.

I. TNN will ensure that assigned nurses are able to demonstrate proficiency of any skill or service required to serve the students to whom they are assigned and will provide the proof of proficiency to the City immediately upon request. TNN will provide training to each nurse as is necessary to properly and safely serve the needs of the students to whom they are assigned. Staff assigned to students with

complex needs shall be familiar with and be educated on how to access specific information for the following but not limited to:

- Asthma
- Allergies/Anaphylaxis
- Blood Glucose Monitoring
- Catheterization: Clean Intermittent
- Catheter: External
- Catheter: Indwelling
- Catheterization: Reinsertion of Indwelling Urinary Catheter
- Central Line Care
- Diabetes
- Enteral Tube Feeding
- Health Assessment
- Incontinent Care
- Injectables: Intramuscular, Subcutaneous Medication or Vaccination Administration
- Insulin Pump Management
- Intravenous Therapy
- Mechanical Ventilation
- Oral Feeding
- Oral or Inhaled Medication Administration
- Ostomy Management and Care
- Oxygen Therapy
- Pulse Oximetry
- Seizure Disorders
- Suctioning (non-tracheostomy)
- Tracheostomy Care and Suctioning
- Vagus Nerve Stimulator

Specific Resource, Care guide and Action Plans shall be provided for each area. The Tracheostomy Care Resource Guide and Care Plan are included as an example:

- Tracheostomy Care Attachment follows

Tracheostomy Care and Suctioning Overview

Definitions

Tracheostomy is a surgical opening creating a stoma through the neck into the trachea where a tracheostomy tube can be inserted.

Tracheostomy ("trach") Tube is a plastic (most common) or metal tube inserted through the tracheostomy stoma that provides a fixed airway to accommodate breathing while bypassing the upper airway. This tube can be used with or without mechanical ventilation or supplemental oxygen, but generally requires at least some means of humidification. There are a variety of tracheostomy tube brands; the most common are Shiley and Bivona. Most pediatric trach tubes consist of a single cannula. If the tube has two cannulas, the inner cannula can be removed for cleaning while the outer cannula stays in place.

Obturator is a small plastic device used as a guide during the insertion of the tracheostomy tube.

Ambu-bag (manual ventilation bag) is a device used to manually instill air into the airway. A universal 15 mm adaptor allows it to fit directly onto the trach tube so that each "squeeze" of the bag correlates with a "breath." A facemask can also be fitted onto the bag to instill air via the mouth in the event that the tracheostomy tube is occluded or not functioning.

Decannulization is the intentional or accidental removal of the trach tube out of the trachea

Passy-Muir Valve is a one-way valve that fits directly onto a trach tube, allowing air to be inspired through the trach tube, and forcing the exhaled air through the vocal cords and out of the mouth to facilitate vocalization and speech.

Purpose

There are two broad medical indications for a tracheostomy:

1. An acquired or congenital anatomic defect in the upper airway.
2. An inability to maintain adequate respiratory function due to chronic intrapulmonary or extrapulmonary (neuromuscular or metabolic) disease.

Caregivers responsible for the student need to be CPR-certified and specifically trained in routine and emergency tracheostomy care and procedures for each individual student.

Nurses must understand the underlying etiology of the need for each student who has a tracheostomy. A student with a tracheostomy is at risk for life-threatening complications that can be avoided with accurate physical assessment and diligent care of the airway.

Proper care of a tracheostomy includes adequate skin care around the stoma and ensures the maintenance of the student's airway.

Equipment

The essential equipment to be kept with the student at all times is as follows:

Never use an oil-based lubricant, such as Vaseline.

- gloves;
- portable oxygen with appropriate sized Ambu-bag;
- Appropriate size Ambu-bag facemask (for emergencies when unable to reinsert a new tracheostomy tube;
- portable suction machine that can operate with battery or electricity;
- sterile suction catheters;
- sterile saline vials;
- water-based lubricant;
- two spare tracheostomy tubes — one the size the student currently uses and one that is a size smaller in the event that the tube needs to be changed and there is difficulty passing it through the stoma;
- spare tracheostomy ties;
- blunt scissors;
- personal protective equipment — to be used for all tracheostomy procedures;
- emergency phone numbers; and
- pulse oximeter — may be optional if student is not on oxygen or mechanical ventilation.

It is recommended that this equipment be stored together in an "emergency travel bag" that is easily transported with the student during transportation and the entire school day. Additional equipment may be indicated per the IHCP.

Procedures

Stoma and skin care

1. The frequency of stoma care and the care of the surrounding skin is based on the individual student's current skin condition and associated factors, such as the amount of secretions and the degree of skin folds around the neck.
2. Ensure all essential equipment or travel bag is within reach prior to initiating stoma and skin care.
3. Use gauze sponges and cotton-tipped swabs with water or a diluted peroxide solution per IHCP:
    a. Cleanse outer portion of tracheostomy tube and surrounding skin going from using wet to dry sponges or swabs.
    b. Minimize direct moisture to the tracheostomy ties.
    c. Drying the skin is vital to maintaining skin integrity.

Changing tracheostomy ties

1. The two most common forms of tracheostomy ties are a soft padded tie with Velcro tabs (most common) or a simple thin cloth or twill tie that requires tying to secure.
2. Changing tracheostomy ties in the school setting is usually not done on a routine basis, rather it is an, as-needed (PRN) procedure based on the integrity of the ties, the skin, or as part of an emergency tracheostomy change;
3. Two people should be present during the procedure in the event of accidental decannulization.
4. A shoulder roll is recommended to assist with the visualization and access to the tracheostomy site.
5. Remove the old ties while holding the tracheostomy tube in place:
    a. Use caution not to occlude the tracheostomy tube.
    b. Removal of cloth ties requires the use of a blunt scissor.
    c. Removal of Velcro tab ties is done by detaching each end of the tie.
6. Skin care is performed as indicated.
7. Maintaining the tracheostomy tube in place is always the priority:
    a. Insert one end of the tie through the slit opening on the side of the tracheostomy tube.

b. Bring the other end of the tie around the back of the neck.

c. Repeat with the other end of the tie through the slit opening on the other side of the tracheostomy tube.

d. Velcro tabs are fastened back on themselves.

e. Cloth ties are secured using a single square knot on the side or back of the neck.

f. The ties should allow enough space for fingers between it and the neck.

8. If a split gauze is used around the stoma, replace it now with a clean one.
9. Re-assess the student's respiratory status to ensure that the tracheostomy tube remained in place and patent during the procedure.

Cleaning an Inner Cannula

1. Remove the inner cannula as indicated per manufacturer's instructions.
2. The inner cannula is generally cleansed with a half-strength hydrogen peroxide solution using pipe cleaners to remove any dried secretions from inside the cannula.
3. Thoroughly rinse the cannula with sterile water and dry.
4. Reinsert the inner cannula by turning it 90 degrees from its usual position, introduce the tip into the outer cannula, slowly rotating it back 90 degrees to its final position.
5. Lock the cannula in place per manufacturer's instructions.

Tracheostomy Tube Suctioning

Suctioning is performed based on clinical assessment with consideration of individual student factors and considerations. Many students can cough out their secretions through their tracheostomy tubes without the need for suctioning (this maneuver is synonymous with "blowing their nose").

1. As with all invasive procedures, carefully consider an appropriate and safe location based on degree of urgency and physical design of the school, student's classroom, and the health office.
2. Confirm that respiratory assessment requires the suctioning procedure.
3. Emergency travel bag (essential equipment listed above) must be present before suctioning.

4. Ensure the suction machine has the appropriate level of subatmospheric pressure:
    a. standard maximal pressure for children ranges from 80–100 mm Hg; and
    b. maximal pressure may be determined by turning on suction and occluding extension tubing by folding it in half. Pressure reading on the gauge when the tubing is completely occluded is the maximal suction pressure.
5. The option of using a sterile catheter should be determined per treatment procedure authorization and IHCP.
6. Positioning of the student is based on the clinical situation:
    a. students in wheelchairs or other supportive seating devices can remain sitting upright or reclined up to, but not exceeding, semi-fowlers or 45 degrees; and
    b. students who are lying either on the floor or health office couch should be turned on their side (this position may be commonly associated with a student experiencing a seizure who may require supplemental oxygen and/or suctioning).
7. The respiratory assessment should be an ongoing process to determine:
    a. how well the student is tolerating the procedure; and
    b. the amount of time and suction attempts that are clinically indicated.
8. Determine the length of catheter insertion:
    a. it should be limited to just beyond the distal end of the tracheostomy tube; and
    b. "deep suctioning" up to or beyond the tracheal carina (point of bronchial bifurcation and tissue resistance) should not be indicated in a school setting, as it may cause epithelial damage.
9. Hold the suction catheter at the point of maximal insertion length.
10. Lubricate the catheter with normal saline.
11. The use of normal saline to lavage the tracheostomy tube needs is based on the IHCP and, if indicated, to assist with the removal of thick secretions, needs to be used judiciously.

12. Remove tracheostomy mask or ventilator connection and promptly insert catheter while gently rotating within the cannula. Do not apply suction during catheter insertion.
13. At point of maximal insertion, apply suction while gently rotating the catheter out of the cannula:
    a. tracheal suctioning should not exceed five seconds; and
    b. if secretions are visible at the onset of suctioning, an initial shallow pass may be appropriate before proceeding further down the cannula.
14. Rinse the catheter and repeat as indicated based on the clinical assessment and treatment order.
15. Provide hyperventilation with Ambu-bag, if indicated.
16. Rinse suction catheter and extension tubing
17. (Ireton, J., 2007; Cincinnati Children's Hospital, 2009).

Tracheostomy Tube Change

The changing of a tracheostomy tube in the school setting should be considered an emergency situation based on clinical assessment and the student's history. Any concern that the situation is potentially life-threatening requires the activation of the EMS/911 system while the procedure is being performed. If there are complications during the procedure, the nurse must have an understanding of the student's underlying need for the tracheostomy and ability to breathe without one. The nurse must be prepared to take control of the situation by acting swiftly, calmly, and clearly. The two most common emergency scenarios are:

- accidental decannulization; and
- tracheostomy tube obstruction unrelieved by reasonable suction attempts. Obstruction can be caused by thick secretions/mucous plugging, foreign body, or airway granuloma tissue. Airway granuloma tissue can persist to obstruct a new tracheostomy tube, resulting in the highest degree of medical emergency.

1. Ensure the emergency travel bag is present.
2. Ensure the presence of another responsible adult, preferably another nurse if available.
3. If not already done, attach Ambu-bag to oxygen with gauge set at > 10 L/min.

4. If able, position the student supine on the floor with a shoulder roll to gently hyperextend the neck.
5. Open the new tracheostomy tube that is the same size as is currently in the student. Have the size smaller new tracheostomy tube readily available if needed.
6. Taking care to not touch the curved part of the tracheostomy tube:
    a. be sure the obturator is in the tube;
    b. attach one end of the tracheostomy tie to a slot on the side of the tracheostomy tube;
    c. lubricate the distal end of the new tracheostomy tube with water-based lubricant; and
    d. return it to the clean package that it was sealed in.
7. Remove or cut old tracheostomy ties.
8. If possible, have assistant hold old tracheostomy tube in place:
    a. most students will not have cuffed tracheostomy tubes (with a balloon); and
    b. if this student does, deflate the cuff at this time per manufacturer's instructions.
9. With one hand remove the old tracheostomy tube and set it out of the way.
10. Gently and quickly insert the new tracheostomy tube, pushing back and then down, in an arching motion:
    a. if unable to insert the new tracheostomy tube, attempt the same procedure using the new tracheostomy that is one size smaller; and
    b. if still unable to insert a new tracheostomy tube, use the Ambu-bag with facemask as indicated to maintain a stable airway while awaiting the emergency medical system (EMS).
11. Once inserted, immediately remove the obturator (if used).
12. Have assistant continue to hold new tracheostomy in place.
13. Since this procedure done in school would most likely be an emergency situation, provide the student with manual breaths using the Ambu Bag and oxygen while auscultating the lungs to confirm adequate and symmetrical air movement.

14. Continue the respiratory assessment, using pulse oximetry if available to confirm a return to the student's baseline status.
15. Secure the new tracheostomy tube in place by fastening the tracheostomy ties:
16. If this is a cuffed tracheostomy tube, inflate at this time per manufacturer's instructions.
17. Position the student comfortably and observe to ensure he or she remains stable on their baseline level of supplemental or ventilator support (if any).
18. If EMS was activated, the RN in charge can determine, in collaboration with the family and health care provider if necessary, if transportation to the local emergency room is still indicated.
19. Regardless of outcome, notify family and medical provider that student required a tracheostomy change procedure.
20. (Cincinnati Children's Hospital, 2011)

Delegation Considerations

All students with a tracheostomy require a level of skilled nursing assessment by a RN. Care and management of the student's tracheostomy may be assigned to an LPN during transportation and throughout the school day.

Select Nursing Considerations

- Maintaining adequate hydration is essential to minimize thick and crusting secretions.
- Do not permit the use of powders, aerosols, or any small airborne particles around the student, especially if the tracheostomy tube is not covered with a ventilator, filter, or Passy-Muir valve.
- If foreign material is aspirated into the tracheostomy tube, attempt to suction prior to giving breaths with an Ambu-bag.
- Potential complications related to suctioning are bronchospasm and bleeding, which generally occur as a result of excessive suctioning or insertion of catheter past the distal end of the tracheostomy tube.
- Comprehensive oral hygiene is required for a student with a tracheostomy
- Water activities must be carefully considered and supervised.

- The emergency travel bag should be inspected daily to ensure all used essential supplies have been replaced and are present.
- Gauze used around the tracheostomy tube should be pre-split, not cut, to prevent threads from entering the airway.

Tracheostomy School Orders and Care Plan

Student Name:	Date of Birth:	School:
Parent/Guardian Name:	Parent/Guardian Phone:	Preferred Hospital:
Pulmonary Provider Name:	Provider Phone:	Provider Fax:

Tracheostomy:

Trach size/type: _____

Back-up size: _____

Please have back up trach same size as well as one size down for emergencies.

Suction:

Suction Catheter Size: _____ Fr

Max Suction Depth w/o Adaptor (cm): _____ cm

Saline for thick secretions: _____ drops

Ventilator: (attach order set with settings)

Baseline/Supplemental Oxygen: (attach order set if applicable)

Respiratory medication: (attach orders if applicable)

One Way Valve /Capping Length of Tolerance:

Wear plan:

All other hours use:

Tracheostomy School Orders and Care Plan

Supervision recommendations for school:

This student requires a 1:1 trained caregiver at all times. A trained caregiver can include any individual specifically trained and delegated in emergency care of a student with a tracheostomy. The trained caregiver needs to be with the student at all times in order to respond to any emergent or routine situation that may arise involving the student's tracheostomy, to include but not limited to, trach suction, emergency trach change, CPR, and rescue breathing with self-inflating bag.

Supply recommendations for school:

Go Bag is required as it has lifesaving equipment. If a Go Bag is forgotten, and the family/caregiver is unable to bring the Go Bag to the school in a timely manner, then the child should be sent home.

Trach School Action Plan

Doing Well • Clear/White thin secretions • Oxygen levels at baseline • Can participate in normal baseline activities	• Follow routine tracheostomy care plan • Keep well hydrated to maintain thin secretions • Continue with daily mucous clearance • Maintain ventilator circuit (if needed) • Contact DME company with any concerns about supplies or equipment • Maintain recommended 1:1 supervision during school day
Caution • Increased secretions • Change in secretion smell, color (turn yellow, green, brown), or thickness • Need to suction more often than normal • Needs more oxygen than baseline • Difficulty breathing, shortness of breath • Change in behavior • Skin color changes (pale)	• Suction as needed to clear mucous • Administer drops of saline to assist with suction (if ordered) for thick secretions • Follow Oxygen Care Plan and Orders (if ordered) • Administer respiratory medication (if ordered) • Notify parent/guardian • Notify school nurse
[redacted] • If any of the "Caution" symptoms do not improve • Cannot keep up with frequent need to suction • Secretions are too thick to remove • Tracheostomy tube comes out	• Change tracheostomy tube • Initiate rescue breaths with self-inflating bag • If at any point you are concerned with student's breathing and they are not getting better, CALL 911 • If at any point the student stops responding and becomes unconscious, begin CPR and CALL 911 • Notify parent/guardian • Notify School Nurse

Tracheostomy School Orders and Care Plan

Immediately call 911 if:

- Trained personnel are not available to replace the dislodged tracheotomy tube.
- There is any difficulty replacing the dislodged tracheotomy tube.
- The student stops breathing, turns blue, or becomes unresponsive and CPR is initiated.
- The student has difficulty breathing that is not improved with changing the tracheostomy tube.

The student's family should be notified as soon as possible without delaying care.

If _____ has any pulmonary problems or you have any questions, please call their provider at _____.

Provider Signature: _____ Date: _____

Provider Phone: _____ Fax: _____

Primary 1:1 Nurse Assigned to Student : _____ Date: _____

By signing this document, I give permission for my child's Health Care Provider to share information regarding my student's tracheostomy and respiratory plan of care with the School Nurse.

Parent/Legal Guardian's Name _____

Parent/Legal Guardian Signature _____ Date _____

Work Phone _____ Alternate Phone _____

J. TNN ensures that each nurse provided has current training in CPR for Health Care Personnel and First Aid by reviewing these credentials on hire and tracking them through the ESMS.

K. Each nurse provided shall follow procedures, guidelines and other requirements as set forth by the City and Waterbury Public Schools. TNN obtains current (within one year) satisfactory criminal background checks, Department of Child and Families Registry checks, fingerprinting and drug screening of each nursing candidate prior to placement and tracks compliance through the ESMS.

L. TNN will be responsible for the direct clinical supervision of the nurses provided to the City. TNN shall assign a dedicated RN School Nurse Coordinator who shall be supported by the RN School Nurse Consultant and the RN Clinical Director.

M. Each nurse is instructed on how to provide timely and complete documentation of time worked through the City's timeclock system and the TNN geolocated time and attendance system. TNN will invoice the City monthly and provide backup documentation with the invoice and other documentation as requested by the City. TNN is be able to accurately track the staffs' start and end times by use of its ESMS and provide verification of hours billed.

b.) Scope of Services and Work Plan

Scope of Services

TNN proposes to provide Registered Nurse (RN's) and Licensed Practical Nurses (LPNs) (collectively nurses) to provide school based individualized nursing services to students, ages 3-22, for the number of hours, days or portions thereof as the City may need during the school year and during the summer program if applicable. All hours billed must be for school-based nursing services performed for the City during school hours and in transit to and from school if required by the IEP, on days the school is in session and the student is in attendance

Nursing services shall be provided by Connecticut licensed RNs and/or LPNs without delay to fill the immediate and changing needs of the Waterbury Public Schools. TNN will ensure that all nurses working in the Waterbury Public Schools have had satisfactory criminal background checks, drug tests and DCF registry checks as required under law and will provide the City proof upon request.

TNN will designate at least one Connecticut licensed RN as the/a RN Supervisor who will provide direct clinical supervision of the RNs and LPNs practicing under their supervision. The RN Clinical Director will serve in this role. Contingencies will be in place for coverage due to scheduled and unscheduled absences of the supervisoring

RN. The supervising RN shall be geographically proximate to the nurses under his or her supervision and able to respond in-person if RN oversight, sign-off or teaching is needed. Each nurse will be assigned a student or students and other related responsibilities which shall include attending meetings about individual student plans of care or conferences with education staff. The RN Clinical Director will participate in planning and placement team (PPT) meetings, write goals and objectives for the student's IEP, and communicate with the student's primary and specialty health care providers as necessary and will involve the LPN(s) assigned a student or students, in providing assessment information constant with the scope of practice of the LPN which may be included in the PPT meetings, goals and objectives for the student's IEP, and communicate with the student's health care providers as necessary.

TNN has in place a School Staff Orientation Program for staff assigned to fulfill the requests of this contract. The program was developed and is conducted by the agency's School Nurse Consultant, Kathleen O'Dowd, RN, BSN.

She has over 40 years of experience in the field of Pediatrics, including 22 years of experience as a School Nurse and School Nurse Supervisor. The program consists of an overview of the following topics specifically related to School Nurse practice in Connecticut:

- School Nursing Roles and Responsibilities
- Special Health Issues
- Policies and Procedures according to Chapter 169 School Health and Sanitation and the Clinical Procedure Guidelines for Connecticut School Nurses
- IDEA, HIPAA, FERPA, PPT and 504 Plans
- Mandated Screenings, Health Assessment, and Immunization Requirements. Review requirement for orientation with school nurse supervisors or other on-site supervisory staff upon arrival to their assignment.
- Reviewing hours, days and nature of work as well as having reliable transportation.
- Pediatric Skills Checklist and Training video resources related to School Health and Special Education students.
- Oversight of services by Program Management Staff, RN Clinical Director and the School Nurse Consultant.
- Additional modules include: Assessment and intervention for Seizures, Mandatory reporting of suspected abuse and neglect.
- The RN Clinical Director will provide Inservice education and/or validation of specific skills needed to provide care based on each students plan of care.
- Additional topics include but are not limited to:
    - Asthma
    - Allergies/Anaphylaxis
    - Blood Glucose Monitoring
    - Catheterization: Clean Intermittent
    - Catheter: External
    - Catheter: Indwelling
    - Catheterization: Reinsertion of Indwelling Urinary Catheter
    - Central Line Care

- Diabetes
- Enteral Tube Feeding
- Health Assessment
- Incontinent Care
- Injectables: Intramuscular, Subcutaneous Medication or Vaccination Administration
- Insulin Pump Management
- Intravenous Therapy
- Mechanical Ventilation
- Oral Feeding
- Oral or Inhaled Medication Administration
- Ostomy Management and Care
- Oxygen Therapy
- Pulse Oximetry
- Seizure Disorders
- Suctioning (non-tracheostomy)
- Tracheostomy Care and Suctioning
- Vagus Nerve Stimulator

As outlined in the Work Plan, TNN has designated dedicated staff who are assigned to the City to communicate, troubleshoot issues, manage staffing changes as they arise and who will respond to any concerns of the City about the delivery of contracted services.

TNN understands that the City provides nursing services to approximately 10 students but this will fluctuate based on need. The nurses may work with one or more students based upon the students' IHCPs. Students are primarily located in Waterbury schools. Nursing services may be needed at out-of-distance facilities, to accompany students on school-sponsored activities off campus, or if the student is receiving homebound instruction. Work hours consist of the hours the student is in school and include the transportation time if the nurse is traveling with the student for up to 8 hours per day. The nurse shall be on time for departure with the student.

TNN expects that nursing services are needed for each school day following the school calendar of approximately 181 days and for extended school year services for up to an additional 25 days in the summer. The nurse shall provide their own transportation to the student's home or school. Parking is the responsibility of the nurse or TNN.

TNN will supervise its nurses and monitor services provided and time billed by each and ensure adherence to the terms of the contract. TNN utilizes a geolocation time management system to promote accuracy. TNN nurses will maintain nursing notes and other records as required by the City and in compliance with all relevant federal, state,

local and district laws, policies, procedures, regulations and ethical standards.

TNN shall ensure that nurses provide timely and complete reports to Waterbury Public Schools. Documentation shall be in a form and manner acceptable to the Department and in compliance with the State of Connecticut Department of Social Services regulations and other relevant laws.

TNN will promptly submit bills for services rendered no later than 30 days after the services were provided with supporting documentation as requested by the City. TNN will monitor the hours of service to ensure compliance with the terms and amount of the contract. TNN will immediately provide substitutes for staff who are absent. If a nurse is absent for or unable to complete an assigned shift, they shall communicate their absence or need for replacement to TNN. TNN shall be responsible to replace the nurse with a substitute and communicate that substitution to the family of the student under their care and to the City.

Communication between the TNN nurses and the school nurses is critical to the care and safety of the student. TNN shall direct their staff to communicate regularly and openly to the school nurse and/or the School Nurse Supervisors any information pertinent to the student's health status. The RN Clinical Director will establish contact with the school nurses and School Nurse Supervisors to facilitate communication.

Work Plan

Our approach that is followed in undertaking the Scope of Services in Section C of the RFP is as follows:

A. TNN has established a dedicated team to manage staff availability and schedule staff for school nursing and public health services both for the services under this RFP and on an as needed, per diem basis to the City through its Specialty Programs Department for staff needed in any school building, other public health or residential settings, field trips, after school programs, and/or extended school year programming on a schedule as requested by the City, Live staff are on duty and requests can be made via email or telephone seven days per week between the hours of 5am and 12 midnight. Any messages received between midnight and 5am are responded to at 5am.

B. Nursing Staff can also be requested via email or telephone between the hours of 5am and 12 midnight.

C. Our Talent Management Platform tracks all required credentials that staff must have to meet the requirements which include but are not limited to current licensure, satisfactory criminal background check, drug tests, DCF registry checks as required by law. The Platform can initiate requests via text and email to credentialed staff that would be qualified for the request to expedite response to requests.

D. The Director of Program and Business Development leads the Department and is the primary liaison to the City and maintains proactive communication and timely response to any issues and is supported by Clinical Director and the management team of TNN to ensure resources are available any time that staff are engaged in services for the City.

E. The Specialty Program Coordinator supported by the Staffing and Scheduling Department maintains proactive communication with the individual families if applicable and other stake holders and manages assignment and scheduling of staff and time tracking. Staff are instructed on time keeping policies of individual programs and sites as well as our integrated Geolocation and Time Tracking feature of our Talent Management Platform.

F. The RN Clinical Director supported by the School Nurse Consultant coordinates the Plan of Care, provides clinical oversight training and liaisons with student families, primary care providers, district nursing, clinical and/or other staff.

H. The Specialty Program Recruiter supported by the Recruiting Department focuses on ensuring an adequate availability of staff, proper credentialing, and compliance.

I. Each staff member is required to have reliable transportation. TNN also utilizes UBER for Business to provide transportation in cases of unforeseen circumstances and provides this service at no cost to the City

J. The Director of Operations supported by the Operations Staff manages billing. Billing is processed no later than 30 days after services are rendered and is submitted to the Department with supporting documentation as required.

K. In the event that a scheduled staff member is unable to work the planned shift or must leave early, the Specialty Program Coordinator supported by the Scheduling Department staff will immediately seek a qualified replacement.

c.) Services Expected of the City. TNN does not expect any services required of the city in undertaking these projects.

Cost Schedule

a. Our proposal in enclosed in a sealed separate envelope marked "Confidential: Cost Proposal" and includes a single hourly rate for each category of services performed in accordance with this RFP, inclusive of all personnel and non- personnel expenses.

b. We understand that the City reserves the right to negotiate costs, scope of services, and key personnel based on our proposal. For each element in the Work Plan outlined in Section H.3.b. above, all the staff components are included in the hourly cost of staff.

Note: TNN acknowledges that the City is exempt from the payment of excise, transportation and sales taxes imposed by the Federal Government and/or the State. Such taxes are not included in prices.

5. Information Regarding: Failure to Complete Work, Default and Litigation.

Please respond to the following questions:

a. Have you ever failed to complete any work awarded to you? If so, where and why? **No.**

b. Have you ever defaulted on a contract? If so, where and why? **No.**

c. Is there any pending litigation which could affect your organization's ability to perform this agreement? If so, please describe. **No.**

d. Has your firm ever had a contract terminated for cause within the past five years? If yes, provide details. **No.**

e. Has your firm been named in a lawsuit related to errors and omissions within the past five years? If yes, provide details. **No.**

f. During the past seven years, has your firm ever filed for protection under the Federal bankruptcy laws? If yes, provide details. **No.**

g. Have you ever exceeded the amount of the contract you were awarded? If so, provide the details of what happened. **No.**

h. Are there any other factors or information that could affect your firm's ability to provide the services being sought about which the City should be aware? **No.**

6. Exceptions and Alternatives.

Proposers wishing to take any exceptions to any requirement in the RFP shall state and explain such exceptions. The City may accept proposals which take exception to any requirement in this RFP, or which offer any alternative to a requirement herein, as well as consider such exceptions and alternatives in evaluating responses. Any exception or alternative must be clearly delineated and cannot materially affect the substance of this Request for Proposal.

We propose no Exceptions or Alternatives

7. Additional Data.

Any additional information which the proposer wishes to bring to the attention of the City is relevant to this RFP.

No additional information.



City of Waterbury RFP 8549 - Pricing Proposal

Rate per Hour

Nursing Title	9/1/25 to 8/31/26	9/1/2026 to 8/31/27	9/1/2027 to 8/31/28
Registered Nurse	**$81.00***	**$83.00***	**$85.00***
Licensed Practical Nurse	**$71.00***	**$73.00***	**$75.00***

*includes RN supervision

Contracted staff can be converted to permanent employment positions at no additional cost, provided the client, contractor and the agency mutually agree.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

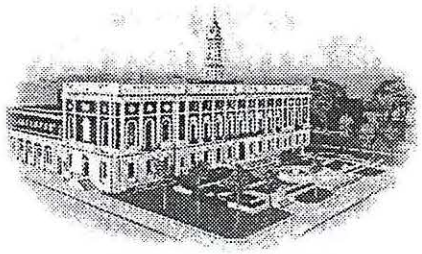
Item #13.6

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

I move that the Waterbury Board of Education approve a Professional Services Agreement with AAA Nursing Care, LLC for individualized nursing services for students with complex medical needs.



DEPARTMENT OF PUBLIC HEALTH
THE CITY OF WATERBURY
CONNECTICUT

EXECUTIVE SUMMARY

To: Michael DiGiovancarlo, President of the Board of Aldermen
City of Waterbury Board of Aldermen
Juanita Hernandez, President of the Waterbury Board of Education
Waterbury Board of Education

CC: Mayor Paul K. Pernerewski Jr.
Superintendent Darren Schwartz

From: Aisling McGuckin, RN, MSN-MPH
Director of Health

Date: October 3, 2025

Re: CRT25-250: Waterbury Health Department Contract with AAA Nursing Care for Individualized Nursing Services for Students with Complex Medical Needs

The Waterbury Health Department (WHD) respectfully requests approval of the attached contract with AAA Nursing Care for provision of specialized nursing services, solicited through Request for Proposals (RFP) 8549. Attached is the RFP, the cost proposal submitted by the agency, and the agency's proposal narrative, which are incorporated in the contract. This contract is funded with Waterbury Public Schools Special Education funding.

Background:
Waterbury Health Department (WHD) released RFP 8549 for Individualized Nursing Services for Students with Complex Medical Needs in July 2025 to solicit proposals from agencies with expertise in provision of home care services for students with special health care needs. These nurses are assigned individually to students and accompany them to and from school and provide care according to each child's individualized health care plan and individualized education plan. This contract will commence upon execution and conclude on June 30, 2028. Each nurse assigned through this contract will be

supervised by an RN from the agency. In collaboration with Waterbury Public Schools Division of Pupil Services, Waterbury Health Department will oversee this contract to assure the quality of care delivered to students and their families. The previous cost to the City for this service was $ 3,089,772, inclusive of LPNs and RNs combined, over three years. This amount is subject to slight fluctuation based on the number of students in need of the service, which has been approximately ten students each year for the past few years.

Attached: City of Waterbury Contract with AAA Nursing Care.

PROFESSIONAL SERVICES AGREEMENT
RFP No. 8549
for
Individualized Nursing Services for Students with Complex Medical Needs
between
The City of Waterbury, Connecticut
and
AAA Nursing Care, LLC

THIS AGREEMENT effective on the date signed by the Mayor, is by and between the CITY OF WATERBURY (the "City"), located at City Hall, 235 Grand Street, Waterbury, Connecticut 06702 and AAA NURSING CARE, LLC (the "Consultant"), located at 3303 Main Street, Stratford, Connecticut 06614, a State of Connecticut duly registered domestic limited liability company. (Jointly referred to as the "Parties" to this Agreement).

WHEREAS, the Consultant submitted a proposal to the City in response to **Request for Proposal ("RFP") Number 8549** for Individualized Nursing Services for Students with Complex Medical Needs; and

WHEREAS, the City selected the Consultant to perform services regarding **RFP Number 8549**; and

WHEREAS, the City desires to obtain the Consultant'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 Consultant shall furnish all of the labor, services, equipment, materials, reports, supplies, transportation, and incidentals plans, specifications, 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, supplies, transportation, and incidentals plans, specifications, 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 Consultant 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 providing Registered Nurses (RNs) and/or Licensed Practical Nurses (LPNs) as required by the City to provide individualized school-based nursing services to students ages 3-22 with complex medical needs pursuant to the students' individual education programs (IEPs) and individualized health care plans (IHCPs) or other medical/nursing instructions or plans provided by the students' health care providers, and other related work, as further detailed and described in the Proposal Documents 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 Consultant as having been received, or are otherwise hereby incorporated by reference as

noted below, and all are made a part hereof:

1.1.1 **RFP Number 8549,** excluding draft Contract and City forms, consisting of 19 pages (attached hereto);
1.1.2 Addendum 1 to **RFP Number 8549** dated August 19, 2025, consisting of 16 pages (attached hereto);
1.1.3 Consultant's Response to **RFP Number 8549**, excluding City forms, consisting of 93 pages (attached hereto);
1.1.4 Consultant's Revised Cost Proposal, consisting of 1 page (attached hereto);
1.1.5 Any and all amendment(s) and Change Orders, issued by the City after execution of Contract (incorporated by reference);
1.1.6 Annual Statement of Financial Interests; Disclosure and Affidavit Re: Outstanding Obligations to the City; Debarment Certification; Corporate Resolution, Non-Collusion Affidavit (incorporated by reference);
1.1.7 Certificates of Insurance (incorporated by reference);
1.1.8 Licenses (incorporated by reference);
1.1.9 All applicable Federal, State, and local statutes, regulations charter and ordinances (incorporated by reference).

1.2. The entirety of **Attachment A** plus this executed instrument are together deemed the Contract Documents (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 Consultant. 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 All applicable Federal, State, and local statutes, regulations charter and ordinances;
1.2.2 This Contract;
1.2.3 **RFP Number 8549;**
1.2.4 Addendum 1 to **RFP Number 8549;**
1.2.5 Consultant's Response to **RFP Number 8549;**
1.2.6 Consultant's Revised Price Proposal Price Proposal.

2. Consultant Representations Regarding Qualification and Accreditation. The Consultant represents that its employees are licensed to perform the scope of work set forth in the Contract Documents. The Consultant 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 representations.

2.1. Representations regarding Personnel. The Consultant 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 prior to their employment by the agency. As set forth above, all the services required hereunder shall be performed by the Consultant under its supervision and all personnel engaged in the work shall be

fully qualified, supervised by agency staff as required under the law regarding practice of Registered Nurses (RNs) and/or Licensed Practical Nurses (LPNs) and shall be authorized or permitted under state or local law to perform such services.

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

2.3. Activities, Work, and Services Performed on behalf of the Waterbury Health Department in School Facilities, on School Grounds, at Student Sporting Events, at Afterschool programs, and/or where City Students Present. For all activities in school facilities and/or Department of Education facilities, the Consultant shall first be required to coordinate all on-site visits and activities with the appropriate Department/personnel in Waterbury Board of Education and the Health Department, or the designated person and shall obtain any necessary clearance, ID badges, etc. Consultant shall enter and exit all school facilities and Department of Educational facilities as designated and authorized by the appropriate Department/personnel in the Waterbury Board of Education and the Waterbury Health Department, or the designated person.

2.4. **Confidentiality/FERPA** Consultant shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education, Connecticut Department of Education, Connecticut Department of Health, Waterbury Board of Education and Waterbury Health Department regarding confidentiality of student records, files, PPTs, IEPs, etc. Consultant shall further ensure that its employees, agents, or anyone performing work on their behalf under the terms of this Agreement shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education and those of the Waterbury Board of Education regarding confidentiality of student records, files, PPTs, IEPs, etc.

2.4.1. Any and all materials contained in City of Waterbury student files that are entrusted to Consultant or gathered by the Consultant in the course of its services shall remain in the strictest confidence to prevent disclosure of the same. All information furnished by the City or gathered by Consultant shall be used solely for the purposes of providing services under this Agreement.

2.4.2. Consultant acknowledges that in the course of providing services under this Agreement, it may come into the possession of education records of City Waterbury students as defined in and governed by Family Educational Rights and Privacy Act ("FERPA", 20 U.S.C. § 1232g) and related regulations (34 C.F.R. § 99) Consultant and City shall comply with the requirements of said statute and regulations, as amended from time to time and Consultant agrees to use information obtained from

the City or student education records only for the purposes provided in this Agreement. Without the prior written consent of the student's parent or guardian, as required by FERPA, Consultant has no authority to make disclosures of any information from education records.

2.5. Criminal Background Check and DCF Registry Check. The Consultant shall comply with the requirements of Conn. Gen. Stat. §10-222 c (g) and 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 are present, that will or may have direct contact with Students while providing services 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 Consultant 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 Consultant shall not permit any person with a disqualifying criminal history to have direct contact with a student. The Consultant agrees the "direct contact" shall include the Consultant and its employees providing services under this contract if said services are performed on school grounds/Department of Education Property/at Department of Education events and/or where City students are present.

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

3. Responsibilities of the Consultant. All data, information, etc. given by the City to the Consultant and/or created by the Consultant shall be treated by the Consultant 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 Consultant agrees to forever hold in confidence all files, records, documents and other information which may come into the Contractor'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 Consultant disclosure is required to comply with statute, regulation, or court order, the Consultant shall provide prior advance written notice to the City of the need for such disclosure. The Consultant agrees to properly implement the services required in the manner herein provided.

3.1. Use of City Property. To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall have access to such areas of City property as the City and the Consultant agree are necessary for the performance of the Consultant's services under this Contract (the "Site" or the "Premises") and at such times as the City and the Consultant may mutually agree. Consultant 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. Consultant 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 Consultant, City may, but shall not be required to, correct same at Consultant'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 Consultant is required to be on City property to render its services hereunder, the Consultant 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 Consultant, unless written permission is obtained from the City to work during other times. This condition shall not excuse Consultant from timely performance under the Contract. The work schedule must be agreed upon by the City and the Consultant.

3.3. Cleaning Up. To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall at all times keep the Premises free from accumulation of waste materials or rubbish caused by Consultant, 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 Consultant.

3.4. Publicity. Consultant 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 the City's name in connection with any publicity, unless the City gives prior written consent to such use of the City's name in each instance.

3.5. Standard of Performance. All workmanship, services, materials or equipment, 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 services, materials, equipment, reports, plans, specifications, deliverables, workmanship, 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. The standard of care and skill for all services performed by the Consultant shall be that standard of care and skill ordinarily used by other members of the Consultant's profession practicing under the same or similar conditions at the same time and in the same locality, including adherence to the American Nurses Association Code of Ethics (View the Code of Ethics for Nurses | ANA). The Consultant's services rendered hereunder shall be rendered completely and by qualified personnel in accordance with standard industry practice.

3.6. Consultant's Employees. The Consultant 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 Consultant acknowledges its responsibilities to examine and to be thoroughly familiar with the City's proposal document, including, but not limited to the specifications, and any addenda thereto. The Consultant hereby warrants and represents that prior to the submission of its proposal during the proposal 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 proposal and, accordingly, any additional costs, services or products resulting from the failure of the Consultant to complete Due Diligence prior to submission of its proposal shall be borne by the Consultant. Furthermore the Consultant had the opportunity during the proposal 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 and all resulting costs it incurs during the Project;

3.7.4 it was responsible for specifying any changes and disclosing any new costs prior to the submittal of its proposal. Thus, in the event any changes or costs are disclosed by the Consultant, 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 Consultant;

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 Consultant has discovered in the Proposal Documents; and

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

4. Responsibilities of the City. Upon the City's receipt of Consultant's written request, the City will provide the Consultant with all documents, data and other materials the City agrees are necessary and appropriate to the service to be performed by the Consultant 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 Consultant for the purpose of carrying out the services under this Contract.

5. Contract Time. The Consultant shall provide all work and services required under this Contract commencing upon full execution of this Contract and terminating on June 30, 2028.

5.1. Options Period. The City, shall have the option, at its sole discretion, to extend the term of this Agreement for one (1) year, upon the same terms and conditions as stated herein, provided that the City gives the Consultant reasonable written notice, prior to the expiration of the existing term of its election to extend this Agreement.

5.2. Time is and shall be of the essence for all Project milestones and completion dates for the Project. The Consultant further agrees that the Work 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 Consultant and City, that the Contract Time is reasonable for the completion of the Work. The Consultant shall be subject to City imposed fines and/or penalties in the event the Consultant breaches the foregoing dates.

6. Compensation. The City shall compensate the Consultant 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 shall not exceed **One Million Dollars and 00/100 Cents ($1,000,000.00)** for the entire initial term of this Agreement and shall be in accordance with the hourly rates as set forth in the Consultant's Cost proposal attached hereto.

6.2. Limitation of Payment. Compensation payable to the Consultant 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 Consultant'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. Consultant's invoices shall describe the work, services, reports, plans, specifications, deliverables, etc. rendered and the compensation sought therefore in a form and with detail and clarity acceptable to the City.

6.2. Limitation of Payment. Compensation payable to the Consultant 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 Consultant'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. Consultant's invoices shall describe the work, services, reports, plans, specifications, deliverables, etc. rendered and the compensation sought therefore in a form and with detail and clarity acceptable to the City.

6.2.1. The Consultant 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 Consultant in an amount equaling the sum or sums of money the Consultant and/or its affiliates is/are, or becomes delinquent or in arrears on, regarding the Consultant's and/or its affiliate's real and personal tax obligations to the City.

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

6.3. Review of Work. The Consultant 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 Consultant 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 Consultant's demand for payment. The City shall not certify fees for payment to the Consultant until the City has determines that the Consultant has completed the work in accordance with the requirements of this Contract.

6.4. Proposal Costs. All costs of the Consultant in preparing its proposal for **RFP Number 8549** shall be solely borne by the Consultant and are not included in the compensation to be paid by the City to the Consultant under this Contract or any other agreement.

6.5. Payment for Services, Materials, Employees. The Consultant shall be fully and solely responsible for the suitability, and compliance with the Contract, of all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. furnished to the City under this Contract. The Consultant 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, 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 Consultant shall furnish a legal statement to the City that all payments required under this subparagraph have been made.

6.6. Liens. Neither the City's final payment nor any part of the retained percentage, if any, shall become due until the Consultant shall deliver to the City a complete release of all liens arising out of this Contract, or receipts in full in lieu thereof, and in either case, an affidavit that so far as the Consultant has knowledge or information, the releases and receipts include all the labor and material for which a lien could be filed; but the Consultant may, if any subcontractor 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 Consultant 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, material, reports, plans, specifications, supplies, services, etc. required to be delivered to the City hereunder shall pass to City upon City payment to the Consultant for that item. Consultant 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 Consultant shall indemnify, defend, and hold harmless the City, City's Boards, Waterbury Board of Education and Public Health Department, 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. arising under or related to this Agreement 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 Consultant, 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 Consultant 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 or any of its boards, agents, employees or officers by the Consultant or any employee of the Consultant, any subcontractor, 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 8.1, 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 Consultant or any subcontractor under Worker's Compensation Acts, disability benefit acts or other employee benefit acts.

8.3. The Consultant understands and agrees that any insurance required by this Contract, or otherwise provided by the Consultant, 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 as provided in this Contract.

8.4. The Consultant expressly understands and agrees that any performance bond or insurance protection required by this Contract, or otherwise provided by the Consultant, 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 Consultant 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 Consultant'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 Consultant 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 Consultant and as to any award made thereunder.

8.6. In the event this Contract and/or the Contractor's, 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 Consultant 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 Consultant, or its subcontractor, omission or commission.

9. **Consultant's Insurance.**

9.1. The Consultant shall not commence work under this Contract until all insurance required under this Section 9 has been obtained by the Consultant and such insurance has been approved by the City. The Consultant 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 VIII 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 Consultant 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 Consultant's obligation under this Contract, whether such obligations are the Consultant's or subcontractor or person or entity directly or indirectly employed by said Consultant or subcontractor, or by any person or entity for whose acts said Consultant 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 Consultant:

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 Each Accident
Any Auto, All Owned and Hired Autos
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:
Employer Liability (EL):
$1,00,000.00 EL Each Accident
$1,00,000.00 EL Disease Each Employee
$1,00,000.00 EL Disease Policy Limit
Consultant shall comply with all State of Connecticut statutes as it relates to Workers' Compensation.

9.4.4 Excess/Umbrella Liability:
$1,000,000.00 each Occurrence
$1,000,000.00 Aggregate

9.4.5 Professional Liability/E&O:
$1,000,000.00 each Wrongful Act
$1,000,000.00 Aggregate

9.4.6 Abuse/Molestation Liability Insurance:
$1,000,000.00 each Occurrence
$1,000,000.00 Aggregate.
(Applicable to Contractors/Consultants working directly with Youth/Minors)

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

9.6. Cancellation: The City of Waterbury shall receive written notice of cancellation from the Consultant 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: All Consultant's policies except Workers' Compensation shall be endorsed to add the City and its Board of Education as an additional insured and provide a waiver of subrogation on all policies. The insurance afforded the additional insured shall be primary and non-contributory insurance and the coverage and limits provided under the Consultant'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 Consultant 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 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."** The City's Request for Proposal Number must be shown on the certificate of insurance. The Consultant must supply replacement/renewal certificates at least thirty (30) calendar days

prior to the expiration of the policy(ies).

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.

10. Conformance with Federal, State and Other Jurisdictional Requirements. By executing this Contract, the Consultant 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 Consultant 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, and Regulations. Permits and licenses necessary for the delivery and completion of the Consultant's work and services shall be secured in advance and paid by the Consultant. The Consultant 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 Consultant for transactions required or necessitated hereunder between it and its subcontractors, suppliers, etc. The Consultant remains liable, however, for any applicable tax obligations it incurs. Moreover, the Consultant represents that the proposal and pricing contained in this Contract do not include the amount payable for said taxes.

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

10.3.1 The Consultant 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. Stat. §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 contractor 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 Consultant 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 Consultant 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, gender identity or expression, 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 subcontractor 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 Consultant shall not discriminate and shall comply with applicable laws prohibiting discrimination on the grounds of race, color, religion, sex, gender identity or expression, national origin or citizenship status, age or handicap. The Consultant 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. Intentionally Omitted.

13. Termination.

13.1. Termination of Contract for Cause. If, through any cause, in part or in full, not the fault of the Consultant, the Consultant shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if the Consultant 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 Consultant 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, specifications, care plans, progress notes or other documentation about care delivery, etc. prepared by the Consultant under this Contract shall, at the option of the City, become the City's property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed for such.

13.1.2 Notwithstanding the above, the Consultant 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 Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant 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 Consultant. If this Contract is terminated by the City as provided herein, the Consultant 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 Consultant covered by this Contract, less payments of compensation previously made.

13.3. Termination for Non-Appropriation or Lack of Funding. The Consultant 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 Consultant 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 Consultant.

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

13.4. **Rights Upon Cancellation or Termination.**

13.4.1 Termination for Cause. In the event the City terminates this Contract for cause, the Consultant 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 documents, data, studies, reports, specifications, deliverables, 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 Consultant shall transfer all licenses to the City which the Consultant is permitted to transfer in accordance with the applicable third party license. The City shall have no financial obligation to compensate the Consultant for such terminated documents, data, studies, reports, specifications, deliverables, etc. unless payment is otherwise approved by the City prior to such termination. The Consultant 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 agreement in whole or in part.

13.4.2 Termination for Lack of Funding or Convenience. In the event of termination of this Contract by the City for lack of funding or convenience, the City shall pay the Consultant for all documents, data, studies, reports, specifications, deliverables, etc. (including any holdbacks), installed and delivered to the City as of the Termination Date and the Consultant 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 documents, data, studies, reports, specifications, deliverables, etc. in possession of and paid for by the City (except to the extent any invoiced amount is disputed). The Consultant shall be required to exercise commercially reasonable efforts to mitigate damages.

13.4.3 Termination by the Consultant. The Consultant may, by written notice to the City, terminate this Contract if the City materially breaches, provided that

the Consultant shall give the City thirty (30) calendar days prior written notice and an opportunity to cure by the end of said thirty (30) day period. In the event of such termination, the Consultant will be compensated by the City for work performed prior to such termination date and the Consultant 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 of this Contract, 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, 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 of this Contract, **(i)** the Consultant shall promptly deliver to the City, in a manner reasonably specified by the City, all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. and other tangible items furnished by, or owned, leased, or licensed by, the City, and **(ii)** the City shall pay the Consultant 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 Consultant's documents, data, studies, reports, specifications, 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 documents, data, studies, reports, specifications, 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.

15. Force Majeure. Neither the Contractor nor the City shall be held responsible for delays or be considered to be in breach of this Contract or be subject to liquidated damages when their respective obligations under this Contract are caused by conditions beyond their 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, the Party(ies) whose obligations are affected shall use their best efforts to meet their obligations under this Agreement.

16. Subcontracting. The Consultant shall not, without the prior written approval of the City, subcontract, in whole or in part, any of the Consultant's services. Any subcontractor so

approved shall be required to secure and maintain insurance coverage equal to or better than that required of the Consultant 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 Consultant 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 Consultant shall be as fully responsible to the City for the acts and omissions of the Consultant'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 Consultant.

17. Assignability. The Consultant 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 Consultant 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 Consultant'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 Consultant 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 Consultant 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 Consultant, by someone under the care and/or control of the Consultant, by any subcontractor of the Consultant, or by any shipper or delivery service. The Consultant 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 Consultant 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 Consultant. The Consultant 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 Consultant 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 Consultant.

22. Independent Contractor Relationship. The relationship between the City and the Consultant is that of client and independent contractor. No agent, employee, or servant of the Consultant shall be deemed to be an employee, agent or servant of the City. The Consultant shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractors during the performance of this Contract. It is the express intention of the parties hereto, and the Consultant hereby agrees and covenants, that it and any and all third party(ies) and subcontractor(s) retained by the Consultant hereunder is/are not and shall not be deemed an employee of the City of Waterbury, but is/are and shall remain an independent contractor 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 Consultant or between the City of Waterbury and any third party(ies) or subcontractor(s). Thus, the Consultant 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 Consultant 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 subsection A, a Change Order shall not include:

25.2.1 an upward adjustment to a Consultant'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 if agreed to, 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 Consultant, any City designated representative(s), and a duly authorized representative of the City's Using Agency prior to the Consultant'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 Consultant 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 **RFP Number 8549** and (ii) the Consultant's proposal responding to the aforementioned **RFP Number 8549.**

26.1. Procedure. This procedure supersedes all statements to the contrary occurring either in proposals 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 Consultant 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 Consultant 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 Consultant 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 Consultant, 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:

Consultant: AAA Nursing Care, LLC
3303 Main Street
Stratford, CT 06614

City: The City of Waterbury
Department of Health
185 South Main Street
Waterbury, CT 06702

With a copy to: Office of the Corporation Counsel
City Hall Building
235 Grand Street, 3rd Floor
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 documents, data, studies, reports, specifications, deliverables, 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 proposal 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 Consultant 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 Consultant 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 Ordinances; 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 Consultant is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, 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 Consultant 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/9569/9605/9613/15125.aspx [click link titled *"The City of Waterbury - Code of Ordinances. (Rev. 12/31/19)"*. 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 Consultant 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 Consultant 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 Consultant 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 Consultant 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.

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:

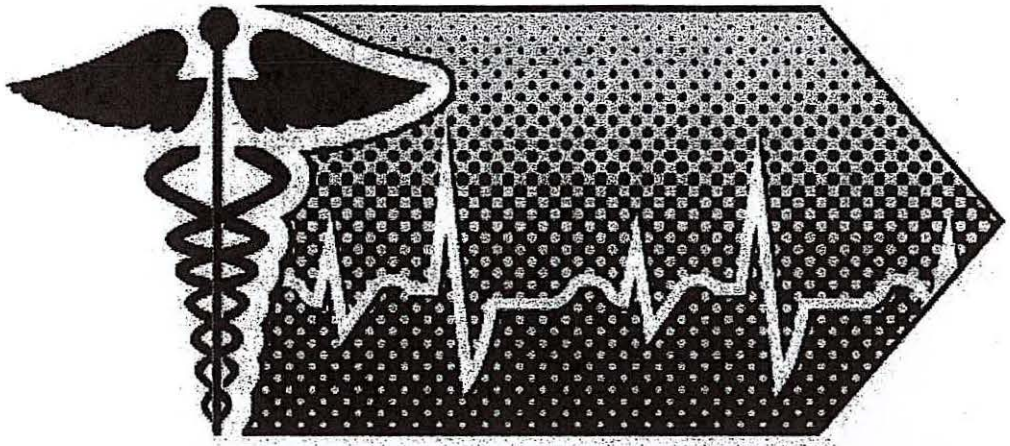
Sign: Vincenzo Greco
Print name: Vincenzo Greco

Sign: Lynn Semlow
Print name: Lynn Semlow

AAA NURSING CARE, LLC

By: Paul Costelnos
Paul Costelnos

Date: 11/8/2025



AAA NURSING | *Care*

Proposal for RFP NO. 8549

COPY

AAA NURSINGCare | LLC

3303 Main Street | Stratford | Connecticut| 06614
P-2033772220 | F-2033777742

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INTRODUCTION

This document is being provided per the contract bid request and is being provided in order of the request on pages 8-11 of the RFP_8549. It starts with Section 1 PROPOSER INFORMATION and ends in Section 7 ADDITIONAL DATA.

All materials associated with this procurement process are subject to the terms of state laws defining freedom of information and privacy and all rules, regulations and interpretations resulting from those laws.

SECTION 1 PROPOSER INFORMATION

AAA Nursing Care, LLC is a limited liability company formed in the State of Connecticut. The company was formed in 1/22/1998. The company provides many services to various healthcare organizations in CT since 1998 or 27 years. AAA Nursing Care, LLC is also certified with the Joint Commission.

Permanent Address:
AAA Nursing Care, LLC
3303 Main Street
Stratford, CT 06614

Owner is Paul Costeines
Executive Director is Paul Costeines who manages and runs operations (16 years)
Key-Personnel is Lisa Enwerem, Clinical Administrator (24 years)

ORGANIZATION-REPORTING STRUCTURE-DESCRIPTION OF ROLES

The business reporting structure relatively flat with all office workers reporting directly to Paul Costeines. The Clinical Administrator supervises RNs and LPNs. The next pages show a graphical representation of the hierarchy as well as a description of each of the roles.

GOVERNING BODY
The Ownership/President and Executive Director define the mission of the organization; assume legal responsibility for services provided and allocation of resources to achieve objectives.

EXECUTIVE DIRECTOR
As a governing body member, assumes authority, responsibility and accountability for operations to fulfill the mission and purpose of the organization; provides business planning, development and fiscal management; provides leadership, oversight and direction for ongoing operations.

CLINICAL ADMINISTRATOR
Provides direction and clinical oversight for professional staffing services to ensure compliance with standards; assumes responsibility for implementation of PI Program and risk management reporting activities; interviews, screens and selects clinical contract staff for assignment; provides nursing consultation as needed after normal business hours to resolve professional or clinical issues.

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Coordinates and manages client nursing requirements and manages the clinical practice of the company.

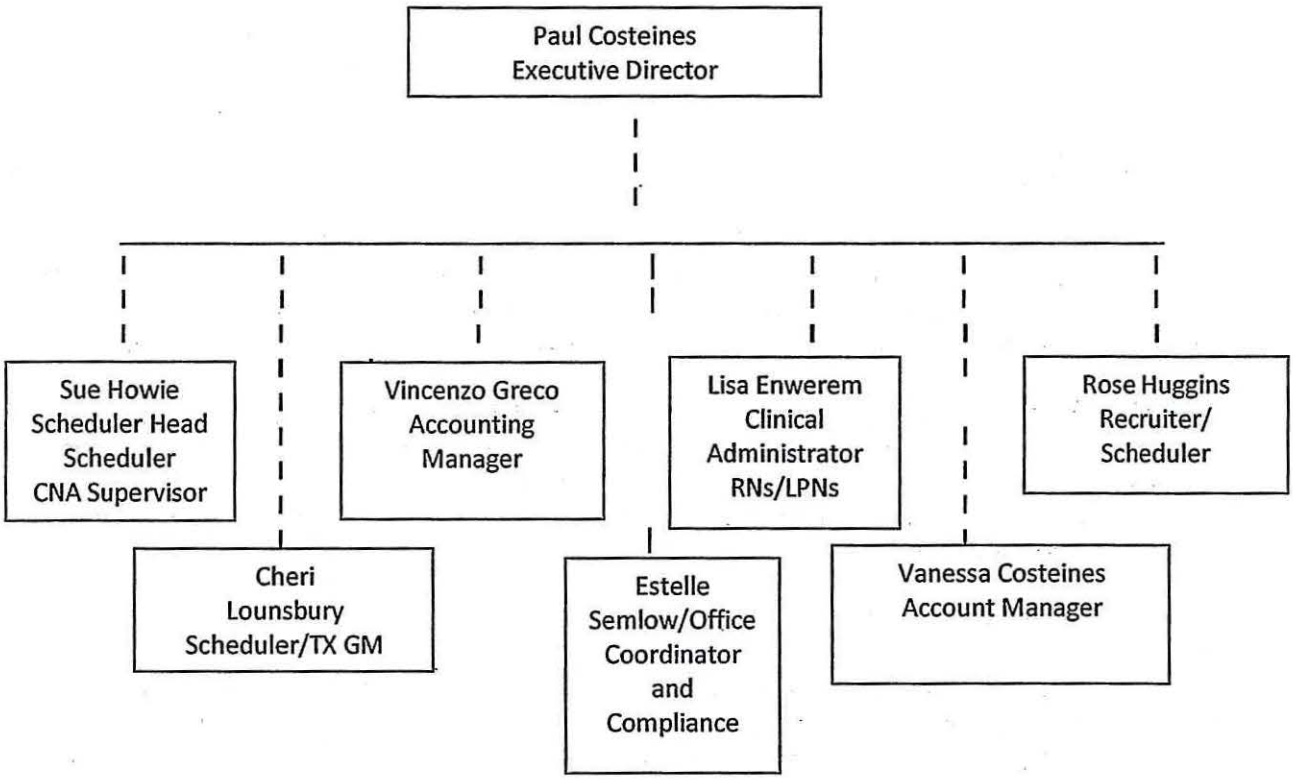
SCHEDULER/RECRUITER
Assigns healthcare personnel to contracted client organizations; assures compliance with client facility requirements for assigning personnel; manage and monitors daily schedules; monitor HR records and perform follow through activity for credentialing compliance; performs on call responsibility in accordance with an established schedule. They Report to the Executive Director and identifies new candidates able to fulfill the needs of clients. The scheduler manages new job orders and assigns nurses to them.

OFFICE COORDINATOR
Provides administrative support for daily office operations; assumes responsibility for processing applications, and related communications; refers clients to internal resources for individualized attention to concerns; refers clinical/service issues to the Nursing Supervisor.

ACCOUNT MANAGER
Arranges meetings and discusses needs with new clients. Provides overview of services offered and generalized information on how those services may be engaged. Performs follow up as required with clients.

ACCOUNTING MANAGER
Manages financial aspects of staffing program operations to include payables, receivables, invoicing, payroll and financial reporting; monitors employment records for compliance; performs data entry and monitoring functions for performance measure reporting.

COPY


Paul Costeines
Executive Director
Sue Howie
Scheduler Head
Scheduler
CNA Supervisor
Cheri
Lounsbury
Scheduler/TX GM
Vincenzo Greco
Accounting
Manager
Estelle
Semlow/Office
Coordinator
and
Compliance
Lisa Enwerem
Clinical
Administrator
RNs/LPNs
Vanessa Costeines
Account Manager
Rose Huggins
Recruiter/
Scheduler

COPY

SECTION 2 EXPERIENCE, EXPERTISE, AND CAPABILITIES

PHILOSOPHY STATEMENT AND BUSSINESS FOCUS

MISSION

Over the past three decades our mission has been to offer fast and dependable services to our clients in all medical fields with unsurpassed quality of care. Our goal is to exceed expectations for service and obtain the satisfaction of our clients.

PHILOSOPHY AND VISION

The purpose of this document is to outline and define the role of AAA Nursing Care in the healthcare field, our lines of business, and the operating standards and vision of the company. Every job function in the company can be performed in a way so as to promote the company in this manner. The document will outline some of these but it should not be considered as the only way to achieve these standards.

AAA Nursing Care performs both private duty home care, staffing and niche markets. In this sense we are a boutique business supplying both specialty nurses as well as generalized nurses. We are a smaller family-owned company so we are highly flexible offering a combination of services. We make it a point to understand our client's needs and we have the flexibility and speed to meet our clients's needs that larger companies would be slow to.

OUR PHILOSOPHY ON HOW WE OPERATE

AAA Nursing Care is unique among agencies. We have found that the idea of family owned and operated company which we are is not just a saying and is beneficial in our approach. It implies togetherness, commitment, a dedication beyond a work obligation. We strive to hire staff who look at the work as being part of a family. This causes our staff to be more vested into the interests of the company. This vested interest causes the staff to treat their actions and decisions as something more personal rather than "just doing my job". Decisions made on the basis of personal interest are almost always better done than a person who is interested in a pay check alone. Every action and decision should be done with the question of "am I protecting the interests of my family if I do x".

Schools have many options to use for nursing. They choose us because we solve a problem they have. The biggest hurdle to overcome is the cost in using our service. When that hurdle is overcome the second most important part is fulfilling the requests. The ongoing use of our service is dependent on our ability to solve their problem which is filling their nursing needs. For this reason, one of the most important interactions is with the schedulers. The schedulers are the ones who will fill the nursing requests. The scheduler is the one who will develop that relationship with their supervisors who are requesting the service. Our scheduler must make a great first impression. The most important impressions in any relationship are always the first and the last. It is vital that the first impressions are good and that the last impressions are good. This holds true for all aspects of our operation. Our nurses must be aware of and briefed on all of their assignments they take. Our Clinical Administrator must make every effort to be thorough and aware of the patients/students we provide services to as well as the school and parents.

COPY

AAA Nursing Care and its employees and contractors are:

Friendly, Responsive, Dedicated, Fair and Reliable. These are the attributes we will espouse when we interact with our customers and contractors. From the start of the process of contract negotiation to the end of the process of billing and collections we will hold these values as part of how we will do business.

Friendly – We answer the phone politely, nicely, and ready to listen. We relay information and coordinate our activities in a manner that is warm. We create an environment and relationship with our clients and contractors in such a way where we care about them; and they in turn will care about us.

Responsive – We are always attentive to the needs of our customers. Their need is our need. We monitor our phones, voicemails, emails constantly and respond quickly to requests. When we don't know about something we seek information quickly to get an answer. We think in the future and anticipate needs. We work to avoid last minute complications and changes. Complaints are important feedback. We take them seriously and show that we are interested. We answer phone calls on the first ring, not when our personal conversations on cell phones are finished.

Dedicated – Every interaction we have with customers is important and when there is a request made for nursing we are dedicated to filling the request. We think "outside the box" to solve situations. We follow up with people even when there is nothing to report. We know that every nurse that is requested of the company is important.

Fair – We listen to all sides of a story. Judging people's motives is not something we use to make determinations. We use facts and past history. We operate with ethics and fairness in our pay/bill practices. We seek fairness for our nurses where we can, and we enforce fairness for our agency as appropriate. Complaints are handled without fear of retaliation. We do not discriminate on any basis whatsoever.

Reliable—Our customers know through our actions and words that when they request something they can rely on us following through. Even when we don't have an answer we reliably update our customers. Our nurses know that if they make a call and request a call back we will do so. We never assume something is understood. We confirm our conversations with emails and phone calls.

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Included on the next two pages are the business code of ethics that guide how we operate and have been adopted into our policies and procedures

CODE OF BUSINESS ETHICS

PURPOSE

To define a standard for ethical business practices.

The Code of Business Ethics serves to:

1. mphasize AAA Nursing Care's commitment to fair business practices and compliance with the law,
2. set forth basic standards of behavior,
3. provide reporting mechanisms for known or suspected ethical or legal violations, and
4. help prevent and detect wrongdoing.

POLICY

Management and staff will comply with applicable laws and the industry-wide code of conduct for providing services and business practices.

The Administrator/designee of the Governing Body shall oversee compliance with ethical standards for business practices and policies.

The Governing Body shall review and resolve all potential ethical issues.

COPY

CODE OF EHTICAL BUSINESS PRACTICES

All business/operational staff will:

1. Give and record accurate information.
2. Make known any potential conflict of interest or business relationship which may conflict with the mission of AAA Nursing Care or result in financial gain as a result of dealings with clients/customers or referral sources.
3. Management and employees, who are in a position to influence contracting decisions and have received gifts or hold equity in a potential contractor, must decline to participate in any negotiations or decision making related to the contract involved.
4. Management staff may have relationships with contractors, but these relationships shall be disclosed to the Governing Body and must not interfere with contracting decisions.
5. Not divulge or communicate information directly or indirectly matters of business practices, trade secrets, customer contracts, pricing, or materials deemed confidential by customers.
6. Abide by the confidentiality policy of AAA Nursing Care and HIPAA regulations.
7. Abide by written contract agreements and bidding procedures for acquisition of new contracts.
8. Provide accurate information and fair pricing for bids based on service objectives and specifications.
9. Accurately represent services provided in all marketing materials and sales representations.
10. Not pursue personal activities during work time or use company property, information or position for improper personal gain.
11. Not accept or offer any gifts, entertainment or favor (except of nominal value) from anyone in a position to influence contracting decisions, which will benefit AAA Nursing Care.
12. Report all questionable and/or identified ethical issues to the Governing Body.

COPY

CONFLICTS OF INTEREST

POLICY

Governing Body members, employees, and independent contractors shall disclose any conflict or potential conflict of interest.

DEFINITION

Conflict of interest is considered to be any of the following:

- An individual having direct or indirect ownership of a subcontracting organization.
- Ownership of an organization which conducts business with AAA Nursing Care.
- Relationships that an individual has that may result in profit to that individual as a result of referrals and service.
- Persons who are related as spouse, parent, child or sibling to the ownership of a competitive organization, contractor or subcontracting organization.
- Convictions of any criminal offense involving mishandling of funds, abuse or clinical malpractice.

The Governing Body/ownership shall review its relationships with other care providers, and payer sources at time of contract, at time of changes in contract agreements, or at least annually to determine if a conflict of interest or regulatory violation exists.

The Governing Body shall act in good faith to disclose any potential conflict of interest to its customers.

An individual who discloses a conflict of interest with an aspect of business or contracting agreement shall be recused from participating in any related decisions or activity as determined by the Administrator.

COPY

SUMMARY AND DESCRIPTION OF RELEVANT EXPERIENCE – One to One Nursing within 3 years

The most relevant experience as it pertains to RFP_8549 is our work with Waterbury schools under the contract for RFP_6848. Although we did not service Waterbury schools for the 24-25 period our previous service of the last three year period we had 22 students for Waterbury schools. In the 23-24 school year we serviced 14 students. We are very familiar with the various schools and nursing supervisors who inform us of the need to bring on a new student. This contract was awarded through a bid process and a PO was issued.

We have an RFP with Fairfield schools. AAA Nursing Care was awarded a position. We perform similar services for Fairfield Board of Education and also provide school nurses on a substitute basis. During the spring time we also supply them with one to one nursing for field trips as necessary. We have had as many as 9 Students.

The Milford Board of Education has had us with three of their students within the last three years. We have also been contracted to supply substitute nursing as well as field trips for one to one.

Norwalk Public Schools has contracted us to provide a nurse for two of their students for a bus run. A bus run is when a student rides a bus or van and is not needed in school but only for transport.

East Haven Public Schools has us contracted for one student one on one nursing.

Hamden Public Schools contracts us for one to one. Two students

Shelton Public Schools contracts to provide one nurse for one to one nursing.

Stratford Board of Education has three students with one to one nursing.

These school systems above are the ones where we provide one to one nursing within the last three years. They are included in this section with contacts and a brief description as well as a table summarizing the entity and billing contacts.

All of the work performed unless stated otherwise is an open-ended contract with a list of services and their cost or a specific contract for a student/s with our rate to do it. There were no time frames specified to complete the work as it was dictated by the school year and need of the student/school. None of the contracts have specified a budget with the exception of Waterbury. Per the RFP request we have listed the total costs over the last 3 years for a municipality or government agency (Jan 1, 2021-Jan 1, 2024 without disclosing which town it is) are:

$723566.5	$204003.94
$24731	$103803.75
$172853.89	$70652.25
$21003	$1102941.39

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CONTACTS of One to One Nursing

East Haven Public Schools

Provide one on one nursing for students with medical condition.

Deborah Prunier
35 Wheelbarrow Lane
East Haven, CT 06513
203-468-3311 ext.24000
dprunier@east-haven.k12.ct.us

Milford BOE

Accompany various students on bus and in schools. Be able to provide medication as necessary. Provide substitute nurses and field trip nurses.

Joan Campbell MSN, RN
Or Christopher Brown Director of Pupil Services (New) 203-783-3491
Director of Nursing
Milford Health Department
82 New Haven Avenue
Milford, CT 06460
(p) 203.783.3285
(f) 203.783.3286

Fairfield BOE

Provide one on one nursing for special needs students, bus runs for medication administration. School nurses, summer school, field trip nurses are also supplied.

Michelle Sierau
Executive Secretary, Special Education
msierau@fairfieldschools.org
p.203-255-8379
f. 203-255-8247

Norwalk BOE

Provide nursing for bus trip to and from school to monitor certain conditions and deliver medication if necessary

JoAnn Malinowski, BSN RN NCSN
Interim Coordinator of School Health Services
Norwalk Public Schools
125 East Avenue
Norwalk, CT 06851
Office: 203 854-4129
Fax: 203 854-4005

Hamden Public Schools

Provide one on one nursing for student with medical condition

Kimberly Pearce
Hamden Public Schools
Pupil Personnel Services
60 Putnam Ave
Hamden, CT 06517
203-407-2224 Fax 203-407-2101
kpearce@hamden.org

St Vincents Special Needs

Provide nurses, CNAs to assist and work with regular staff. Support for various locations and programs they run.

Julie M. Norko
Regional Director, Community Living
St. Vincent's Special Needs
95 Merritt Blvd.
Trumbull, CT. 06611
Telephone : 203-386-2748
Fax: 203-380-1308

Shelton Public Schools

Provide one to one nurse for bus run

Dawn Anderson
Office Admin
382 Long Hill Ave
Shelton CT 06484
2039241023 ex 350

City of Waterbury Board of Education

Provide one on one nursing services for special needs population.

Sharon Walsh (previously)
Special Education Department
Waterbury Public Schools
236 Grand St., Room 250
Waterbury, CT 06702
(p) 203-346-3505 (fax) 203-346-3509
swalsh@waterbury.k12.ct.us

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PERSONNEL LISTING

Assigned RN's and LPN's meet the state requirements for licensure. We will provide the nurses resumes who were previously assigned to Waterbury school students as well as other resumes of nurses that do school work for us.

CONFLICT OF INTEREST

There are currently no known conflict of interest. Included is our policy we follow:

AAA NURSING CARE POLICY

Governing Body members, employees, and independent contractors shall disclose any conflict or potential conflict of interest.

DEFINITION

Conflict of interest is considered to be any of the following:

- An individual having direct or indirect ownership of a subcontracting organization.
- Ownership of an organization which conducts business with AAA Nursing Care.
- Relationships that an individual has that may result in profit to that individual as a result of referrals and service.
- Persons who are related as spouse, parent, child or sibling to the ownership of a competitive organization, contractor or subcontracting organization.
- Convictions of any criminal offense involving mishandling of funds, abuse or clinical malpractice.

The Governing Body/ownership shall review its relationships with other care providers, and payer sources at time of contract, at time of changes in contract agreements, or at least annually to determine if a conflict of interest or regulatory violation exists.

The Governing Body shall act in good faith to disclose any potential conflict of interest to its customers.

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SECTION 3 STATEMENT OF QUALIFICATIONS AND WORK PLAN

QUALIFICATIONS

AAA Nursing Care, LLC has been contracted to provide nursing services to schools since 2008. It has been a steady growth since then. Our uniqueness from other home care companies is that because we perform staffing as well as private duty nursing we have an ability to get nurses quickly for new students as the pool of workers is larger.

Assigned RN's and LPN's meet the state requirements for licensure. AAA Nursing Care, LLC holds accreditation with The Joint Commission. We are required by our accreditation to meet the credential requirements of any of our contracted agencies. As part of that we maintain all credentials required either by law or policy. The Joint Commission requires updates monthly as to compliance with credentials. RNs and LPNs perform nursing in accordance with their scope of practice set forth by the Department of Public Health.

We have 65 active RNs and LPNs. The ability to provide nursing services to the student is one aspect however the practical implementation of that can be challenging. For example it happens that a student may go to two schools on the same day and needs a nurse for one but not the other. Figuring out what nurse is available for two hours of work and is available in the middle of the day rather in the morning takes a lot of effort. We coordinate with the town, transportation, parents, and nurses. There are many moving parts. We have managed these challenges and others successfully. Currently all of our students are with 1 or 2 consistent nurses.

AAA Nursing Care, LLC participates in all meetings IHPs/IHCPs/PPTs requested of us or the nurse. We are familiar with the need to follow school schedules and have worked out policies and procedures for notifications. Over time we have come to learn the communication patterns of the different schools and parents, what they prefer or not. We document this in our computer system as necessary. The computer system is a program that has patients, nurses, contacts, Drs. Orders, 485s, schedules and all the other things necessary to systematically track and manage healthcare of the student (https://www.homecaresoftware.com/). Additionally, we have worked with 3rd party billers that perform Medicaid billing for some of our Districts to develop a Medicaid billing friendly school flow sheet that captures all the data required.

WORK PLAN

AAA Nursing Care is currently contracted with various schools/school systems for special needs students. When the school discovers that it does not have the resources in house to meet mandated schooling for some of its special student population we typically get the call for that temporary need (temporary can be 1 month to years in some cases). In all of these situations the nurses and/or management participate in the students' IHPs/PPTs and meet as necessary or requested. We have also worked in the past with some schools to organize and create IHP and review medications for students at the school until they were able to hire permanently or their nurse returns from leave.

AAA Nursing Care is typically tasked with identifying nursing to assist individual students. We do this in a variety of settings. One of the most common requests are for accompanying students on bus trips to and from school and during school. Our skill set varies widely. We supply nurses that can manage tracheostomy and ventilators to heart pumps that use magnetic induction motors to push blood through

Section 4 - Cost Proposal

AAA NURSING | Care

	Year1	Year 2	Year 3		
LPNs	$ 58.00	$ 59.00	$ 60.00	Hourly (RN supervision Included)	
RNs	$ 70.00	$ 71.00	$ 72.00	Hourly	
Transportation (ONLY)-LPN	$ 140.00	$ 145.00	$ 150.00	Hourly (RN supervision Included)	
Transportation-(ONLY)-RN	$ 170.00	$ 175.00	$ 180.00	Hourly	

School schedule is based on the District's posted calendar. Start and end times are based on each individual school.
Each leg of the bus run is billed as a separate event; i.e. going to school is one, leaving school at the end of the day is a separate one.
Nurses will be paid for 2 hours of time if they report to work and have been cancelled without informing the office
Transportation rates are for when student only rides the bus and the nurse does not follow into school.

Example Costs for 1 student	181 Days7 hours per day + 20 Days In Summer				
	Year1	Year 2	Year 3		
Full 1 to 1 nurse RN	$ 98,490.00	$ 99,897.00	$ 101,304.00		
Full year bus run RN	$ 68,340.00	$ 70,350.00	$ 72,360.00		
Full 1 to 1 nurse LPN	$ 81,606.00	$ 83,013.00	$ 84,420.00		
Full year bus run LPN	$ 56,280.00	$ 58,290.00	$ 60,300.00		

the student. Jtube/Gtube feeds, glucose pumps, glucose monitoring are also some of the things performed. Student ranges between pre-K to 22 years old.

Included here is an outline of the current process when a nurse is needed for a student:

1) The Nursing Supervisor for the school calls or emails (nursing@aaanursingcare.com) of the intent to provide services to a student
    a. The school provides some general demographic information as well as a pre-signed HIPAA (our form) release so that we may get Orders.
2) A brief intake is done by the Clinical Administrator with the Nursing Supervisor or the school
    a. We identify demographics of the student
        i. Drs. Name, Orders, etc
    b. Identify the stake holders
        i. Parents, school name, school nurse, transportation
    c. Briefly understand what is being asked of the nurse
3) A meeting is held with relevant office members
    a. Executive Director, Nursing Manager, Head Scheduler
        i. Round table discussion about the request
        ii. Identify additional information needed
        iii. Identify supply/equipment needs
4) Return to school contact person with questions for follow up
    a. Request all relevant medical documentation, clearances, and contact points
    b. Summarize our understanding and verify, coordinate with school/family
    c. Determine bus departure times and locations
    d. Meet as appropriate/requested for IHP/IHCP or other
5) Organize all information
    a. Create plan of care
    b. Share with School as necessary
6) Identify capable and interested nurses
    a. Meet with nurses and scheduler
        i. Develop staffing plan
        ii. Set up meet and greets as requested
7) Clinical Administrator meets with final selection of nurses and provides documentation/standards-expectations
    a. Reviews Plan
    b. Provides inservices/orientation for the nurse to the specific job being performed
8) Monitor/discuss first week get feedback
9) Modify as necessary

Each student has a binder created for the skilled service requested it includes but is not limited to:

- Student demographics
- Nursing information based on the disease process (global delay, seizures, diabetes, ineffective airway, GT feed, trach/vent etc.)
- Physicans orders or letter of medical necessity
- A 485, plan of care for licensed professional to direct care of student
- Medication administration record (MAR)
- Agency documentation of care provided

Included in this RFP response is a sample plan of care based on a real student with names and such omitted.

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SERVICES EXPECTED OF THE CITY

- The City/schools would be expected to provide organizational responsibility for the student. This would include notifying us of meetings we need to attend, medical information, releases as appropriate and other information needed to organize care.
- Alternate means of transportation to vehicle if bus is unavailable or reimbursement for UBER.
- Provide notice of cancellation of school attendance by student and/or changes of status.
- Provide safe entry into buildings owned by the BOE

SECTION 5 INFORMATION REGARDING: FAILURE TO COMPLETE WORK, DEFAULT AND LITIGATION

- We have not failed to complete any work awarded to us.
- We have never defaulted on a contract.
- There is no pending litigation that could affect our ability to perform the agreement.
- No contract has been terminated for cause.
- No lawsuits related to errors and omissions.
- We have never filed for protection under Federal bankruptcy laws.
- We have never exceeded a contracted amount.
- There are no known factors which may influence our ability to fulfill the contract.

SECTION 6 EXCEPTIONS AND ALTERNATIVES

- The RFP requires that identified nurses be made available if awarded and any changes to availability be made in writing to the town. This is not feasible at this point in the process. Additionally, it is not known what the medical conditions of the students are and so any resume used to determine qualifications could be woefully inaccurate. For that reason as we mentioned we are providing the nurses resumes who worked with Waterbury students in the past as well as additional nurses who do school nursing.

SECTION 7 ADDITIONAL DATA

The clinical administrator who oversees the RN and LPNs is a Waterbury resident and hers children went to Waterbury schools.

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AAA Nursing Care, LLC

Client Information Summary: Student, Sample

Name and Address Information

First Name:	Sample	Last Name:	Student	Phone1:	203-377-2220
Phone2:					
Address:	3303 Main Street				
City:	Waterbury	State:	Ct	Zip:	06708
Date Of Birth:	08/12/2018	Gender:	M		
Client Type:	School Board	Priority:		Status:	A
Payor Name:		Referral Source:			
Additional Payors					
Service Start:	08/28/2025	Service End:		Location:	

Clinical Information

Primary Diagnosis:	Diabetes			Code:	E10.9
Ambulatory:	Yes		Weight:	DNR:	☐
Case Manager:	Enwerem ,Lisa		Case Manager Phone:	203-377-2220	
Physician Name:					
Physician Phone:			Physician Fax:		

Directions/Misc

Student lives in an apartment complex. Please park in designated vistor spot.

Needs

ADL's / IADL's

Client Teaching

Diabetic

Med Administration

Pediatrics

School

Client Contacts

Initial Contact

Jane Doe Student

Phone:		Relation:	Mother	E-mail:	
Address1:					
Address2:					
City:		State:		Zip:	

Additional Contacts

BOE Charter School

Phone: Work Phone: 203-000-0000 E-mail:

Other: School nurse: Joan (203) 000-0000

Primary MD

Phone: Work Phone: 203-000-0000 E-mail:

Other:

Dr. Endocrinology

Phone: Work Phone: 203-000-0000 E-mail:

Other:

All Star Transportation

Phone: Work Phone: 203-000-0000 E-mail:

Other:

special Education supervisor

Phone: Work Phone: 203-000-0000 E-mail:

Other:

Department of Health and Human Services
Centers for Medicare & Medicaid Services

Form Approved
OMB No. 0938-0357

HOME HEALTH CERTIFICATION AND PLAN OF CARE

1. Patient's HI Claim No.	2. Start Of Care Date	3. Certification Period	4. Medical Record No.	5. Provider No
	08/12/2025	From: 08/28/2025 To: 07/31/2026		NPI 1255599106

6. Patient's Name and Address:
Sample Student
3303 Main Street
Waterbury Ct 06708

7. Provider's Name, Address and Telephone Number
AAA Nursing Care, LLC (203) 377-2220
3303 Main Street
Stratford CT 06614

8. Date of Birth 8/12/2018 **9. Sex** ☑ Male ☐ Female

11. Diagnosis Code	Principle Diagnosis	Date
E10.9	Diabetes without compli	05/01/2020
12. Diagnosis Code	**Surgical Procedure**	**Date**
13. Diagnosis Code	**Other Pertinent Diagnosis**	**Date**

10. Medications: Dose/Frequency/Route (N)ew (C)hanged

Drug	Dose	Frequency	Route	N/C
Insulin	correction factor	lunch	S.C	N
ISS			S.C.	O

14. DME and Supplies
blood glucose monitor; CGS if applicable; insulin pump, tubing; insulin

15. Safety Measures:
911; universal / standard precautions; COVID-19 precautions; Hypo-Hyper glycemia precautions

16. Nutritional Req.
Diabetic--- Correction factor

17. Allergies:
NKDA

18.A. Functional Limitations
1 ☐ Amputation
2 ☐ Bowel/Bladder (Incontinence)
3 ☐ Contracture
4 ☐ Hearing
5 ☐ Paralysis
6 ☐ Endurance
7 ☐ Ambulation
8 ☐ Speech
9 ☐ Legally Blind
A ☐ Dyspnea
B ☐ Other Limitation

18.B. Activities Permitted
1 ☐ Complete Bed Rest
2 ☐ Bed rest BRP
3 ☐ Up As Tolerated
4 ☐ Transfer Bed/Chair
5 ☐ Exercises Prescribed
6 ☐ Partial Weight Bearing
7 ☐ Independent At Home
8 ☐ Crutches
9 ☐ Cane
A ☐ Wheelchair
B ☐ Walker
C ☑ No Restrictions
D ☐ Other (Specify)

19. Mental Status:
1 ☑ Oriented
2 ☐ Comatose
3 ☐ Forgetful
4 ☐ Depressed
5 ☐ Disoriented
6 ☐ Lethargic
7 ☐ Agitated
8 ☐ Alzheimers
9 ☐ Dementia
10 ☐ Other

20. Prognosis: ☐ Poor ☐ Guarded ☐ Fair ☐ Good ☑ Excellent

21. Orders for Discipline and Treatments (Specify Amount/Frequency/Duration)
Blood Glucose monitoring Cont. on 487

RN/ LPN will monitor student blood glucose (bG) throughout the day before meals , before standardized / major exams, and during fieldtrips and after hours.
Students blood sugar goals: 80 - 180 mg/dL
LPN / RN to notify School nurse/ PCG and or provider, if when students' bG is persistently less than 70 despite prescribe treatment; if suspected pump or insertion site failure; (2) consecutive bG greater than 250, (2) hours apart and or moderate to large ketones; daily episodes of bG below 70 or above 250 at the same time of day for (3) consecutive school days; or any questions or concerns.
Pump settings

22. Goals/Rehabilitation Potential/Discharge Plans Cont. on 487

Goal: The student to attend school and or school related activities, Monday - Friday during normal school hours, during the current school year without incident or injury related to diabetes.

23.Nurse's Signature and Date of Verbal SOC Where Applicable

25. Date HHA Received Signed POT

24. Physician's Name and Address

26. I certify/recertify that this patient is confined to his/her home and needs intermittent skilled nursing care, physical therapy and/or speech therapy or continues to need occupational therapy. The patient is under my care, and I have authorized the services on this plan of care and will periodically review the plan.

27. Attending Physician's Signature and Date Signed

28. Anyone who misrepresents, falsifies, or conceals essential information required for payment of federal funds may be subject to fine, imprisonment, or civil penalty under applicable Federal laws.

ADDENDUM : TO PLAN OF TREATMENT

1. Patient's HI Claim No.	2. Start Of Care Date	3. Certification Period	4. Medical Record No.	5. Provider No
	08/12/2025	From: 08/28/2025 To: 07/31/2026		NPI 1255599106

6. Patient's Name and Address:	7. Provider's Name, Address and Telephone Number
Sample Student 3303 Main Street Waterbury Ct 06708	AAA Nursing Care, LLC (203)377-2220 3303 Main Street Stratford CT 06614

8. Item No.

Additional Meds

Drug	Dose	Frequency	Route	N/C

DME and Supplies

Safety Measures

Nutritional Req

Allergies

Functional Limitations

Activities Permitted

Mental Status

Additional Orders

Blood Glucose monitoring

Pump Model: Insulin Type:
Licensed professional to follow pump model procedures and provide a meal bolus and correction for lunch, snacks, fieldtrips or after hours.
Licensed professional to provide an insulin correction dose PRN for bG greater than 150 mg/dL. Do not give dose within 2-3 hours of another bolus.
Activities
Licensed profession may set pump at basal rate during planned sports/ activities. Do not override pump without Authorization.
Pump or site failure
Licensed professional to utilize back up insulin by syringe or needle located in the nurse office
Licensed professional to provide insulin injection or correction factor before meals and or every (2) hours.
Insulin Carb ratio:
Target bG
Correction factor: Insulin Sensitivity Factor(ISF)
Students correct factor:
Insulin sensitivity factor (ISF) to calculate students' correction factor, Licensed professional to assess students 'current bG level (minus) Target Bg (divided by) student's ISF (equals) # of unit of insulin to administer, rounded to the nearest half or whole unit.
Licensed professional to follow hypoglycemia protocol for bG less than 70; if bG remains less than 70 send to meal and cover with insulin after student eats. If bG is greater than 70, cover with insulin and send to meal.
HYPOGLYCEMIA PROTOCOL: If / When blood glucose less than 70 mg/ mL
LPN / RN to monitor for S/Sx to including and not limited to dizziness, confusion, sweating; shaky, hunger, fatigue. LPN / RN to encourage student to eat meal and cover student with insulin after students eats.
LPN / RN will give 8-16 grams of fast acting carbohydrates such as 4 oz of orange juice or 3-4 glucose tabs or 1 tube of glucose gel (15gms) between check and gums. Retest blood glucose level in 20 - 30 minutes. If no improvement, repeat rapid acting administration of carbs.
LPN / RN to administer Glucagon I.M. / S.C, (.5) into thigh or deltoid or Nasal Glucagon 3mg per nares for severe symptomatic hypoglycemia, including the inability to swallow, seizure activity, or unconsciousness. Then initiate 911 services.
HYPERGYLCEMIA PROTOCOL: if / when blood glucose is greater than 250mg/ dL
LPN/ RN to check urine or blood ketones, if 2 consecutive BG greater than 250 mg/ dL or has nausea or vomiting. If ketones are negative, trace or small and student feels well, student may continue with activity. If ketones are moderate or large or 2 consecutive BG greater than 250
LPN/ RN to notify PCG, if not available LPN / RN to notify Endocrinology for insulin coverage. If student is using an insulin pump, follow the pump protocol to assess for pump or site failure.
LPN/ RN to encourage student to drink sugar free beverages, preferably water, 8 ounces every 30-60 minutes. Do not withhold food

Department of Health and Human Services

Centers for Medicare & Medicaid Services

Form Approved

OMB No. 0938-0357

ADDENDUM : TO PLAN OF TREATMENT

1. Patient's HI Claim No.	2. Start Of Care Date	3. Certification Period	4. Medical Record No.	5. Provider No
	08/12/2025	From: 08/28/2025 To: 07/31/2026		NPI 1255599106

6. Patient's Name and Address:	7. Provider's Name, Address and Telephone Number
Sample Student 3303 Main Street Waterbury Ct 06708	AAA Nursing Care, LLC (203)377-2220 3303 Main Street Stratford CT 06614

School

Assigned LPN/ RN will accompany and provide 1: 1 skilled nursing coverage for a school aged child, Monday through Friday in route, during and departure from school and or school related activities, occurring during normal school hours during the current school year. Student diagnosed with: They will attend insert name of school
If / When student is retrieved from home: LPN / RN will arrive at students home address 15 minutes prior bus arrival; Dressed in business casual. LPN / RN will Bring Triple A ID and personal ID. LPN / RN is expected upon return home from school to the students depart residence NO MORE than 15 minutes after.
The LPN/RN will provide opportunities throughout the school day for the student to be as independent as possible with ADL and iADL's through engagement in classroom / school wide activities by providing a safe alternate method to complete task at hand with input from the student, teacher and guardian. This is to include but not limited to rendering assistance in student data tracking / student based school work. The LPN/RN will follow the student to the classroom, cafeteria, gym, library, etc. and attend all school wide activities throughout the building and on field trips.
LPN/ RN will assess/ monitor/ implement, and document: VS; mentation; cardio-pulmonary status; GI/GU function throughout the school day. LPN / RN will notify the school nurse and or MD, PCG and agency office of unresolved issues. LPN/ RN will assist in providing therapies and treatments as outlined by PT, OT, speech.
LPN / RN will complete the School Service Flow Sheet daily, and obtain the schools' administrator or school nurse signature once completed, and retain white copy of the nursing note for the office. LPN/ RN to leave yellow copy of nursing note in students binder/folder; Give the school administrator / front office yellow of time invoice. Return the top copy (white) nursing note and white copy of the time invoice to the office for processing weekly.

Medication administration/reminder

LPN / RN to administer medications as prescribed including PRN's to student to be given during normal school hours or occurring during a school sponsored event during these hours, documenting intervention and outcome on the School Service Flow Sheet.
LPN/RN will Review, administer, and record student's medication administration each encounter.
LPN / RN: will Update/review and write out student's MARS by the 25th of the previous month.
LPN/RN will: monitor for S/Sx of discomfort/ pain, congestions, increased nasal dryness, dehydration and or constipation; Monitor for desired effect of ongoing and newly prescribed medications
LPN/RN will remember the 5 rights of medication when administering. If giving med via GT, Mic-KEY use extension set. LPN/RN will flush GT port with 5cc of water before and after medication administration.
LPN/RN will : rinse syringe with mild soap and water, allow to air dry and place in designated area.
LPN/RN will: when/ if administering Aerosol RX via MDI always use spacer, If/ when available.

Go Bag

These are Items and equipment necessary to maintain student's health and to render required skilled services. LPN/ RN to ensure contents of "Go Bag "before taking responsibility of student.
LPN/ RN will transfer / retrieve student and "Go Bag" to / from PCG / School personnel as instructed. LPN/ RN will re-stock / inform PCG of items needed / utilized during encounter
"Go Bag" contents to include but not limited Scissors / Tape / Thermometer / Pulse Ox; Medications / Syringe: 5cc / 10cc / 60cc / Normal Saline / Split Gauze; Batteries / Power Cords; ETT: (1) the same size and another (1) size smaller / ETT Holder or Ties / Inner Cannulas / HME / Cap Passé Muir Valve / Suction Catheters / Tubing / Filters; Enteral Feeding Supplies / PEG Tube / Extension Set / Spare Gastronomy Tube / Other Ostomy Appliance; Supplemental Nutrition; Incontinence Supplies: Creams / Catheters; Collection Bags: Day / Overnight and a change of clothing.

Goals/Rehabilitation Potential/Discharge Plans

Rehab: Excellent

Discharge: When goal met; when services are no longer wanted or desired.

Other

Assigned nurse to provide 1:1 coverage for the school day. PCG will provide phone to monitor student glucose levels.

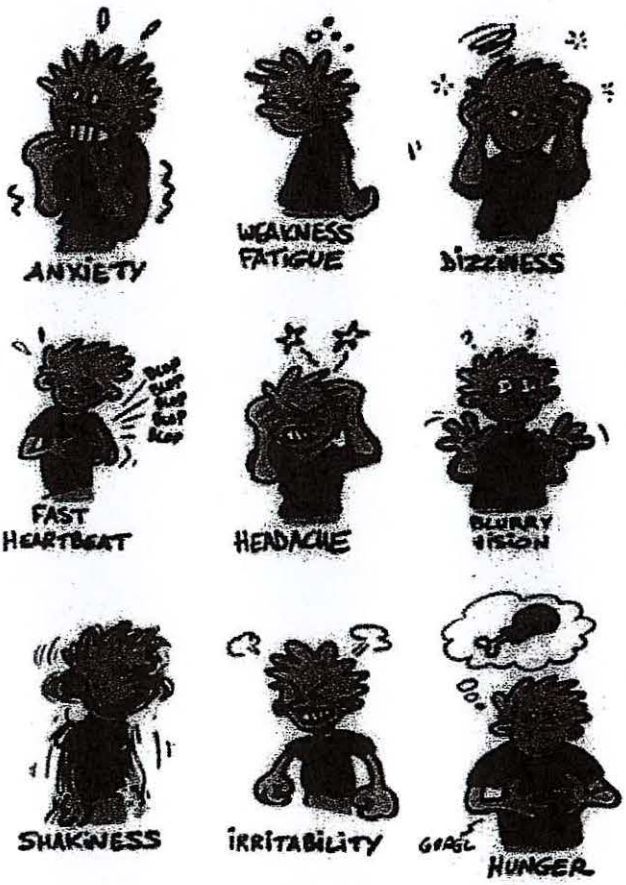
9. Signature Of Physician	10. Date

11. Optional Name/ Signature of Nurse/ Therapist	12. Date

Form CMS-487 (U4)(4-87)

Hypoglycaemia Symptoms

low blood sugar



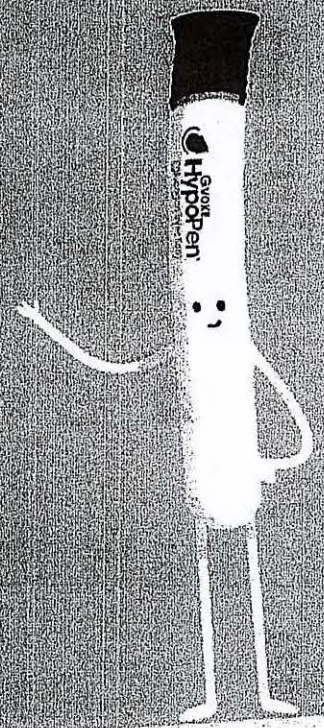
Hyperglycaemia Symptoms

high blood sugar



Gvoke HypoPen®

A Quick Guide for managing very low blood sugar.[1]

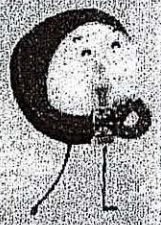


Look out for one or more of these early symptoms of low blood sugar[1]:

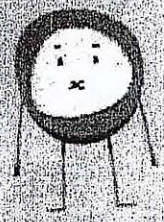
- Shakiness
- Dizziness
- Blurred vision
- Combative behavior
- Trouble answering basic questions

If not treated, very low blood sugar may lead to confusion, seizures, unconsciousness or death.[1]

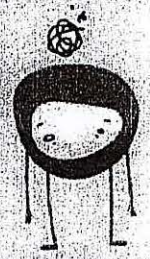
Gvoke HypoPen® can be used when you experience any of the following[1]:



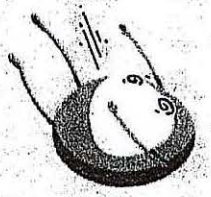
Have tried correcting with food or drink and it isn't working



Are unable to swallow safely



Feel like passing out



Pass out or have a seizure

for adults and kids ages 2 and above.[1]

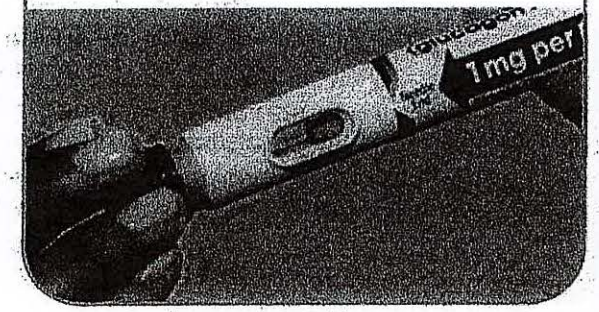
Gvoke HypoPen®
(glucagon injection)

Anyone can use Gvoke HypoPen to bring blood sugar up to safe levels with just 2 steps.[1,2]

You can even give Gvoke HypoPen to yourself in certain situations.[1]

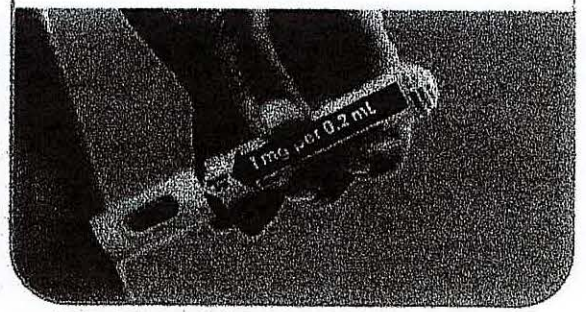
1

Pull red
cap off.



2

Push yellow
end down on skin and hold 5 seconds. Window will turn red.



Administer into upper arm, stomach, or thigh.

After using Gvoke HypoPen, turn person on their side if they have passed out or are seizing. Call for emergency help.[1]

Please see Gvoke HypoPen Instructions for Use for full detailed instructions at GvokeGlucagon.com.

Show those around you how to use Gvoke HypoPen before an emergency happens. They may need to administer it if you have a severe low blood sugar event.[1]

Write down where you'll store Gvoke HypoPen so those around you know where to find it.

Store at room temperature. Do not refrigerate.[1]

Indication and Important Safety Information

GVOKE is a prescription medicine used to treat very low blood sugar (severe hypoglycemia) in adults and kids with diabetes ages 2 years and above. It is not known if GVOKE is safe and effective in children under 2 years of age.

WARNINGS

Do not use GVOKE if:

- you have a tumor in the gland on top of your kidneys (adrenal gland), called a pheochromocytoma
- you have a tumor in your pancreas, called either an insulinoma or a glucagonoma
- you are allergic to glucagon or any other inactive ingredient in GVOKE

GVOKE MAY CAUSE SERIOUS SIDE EFFECTS, INCLUDING:

High blood pressure. GVOKE can cause high blood pressure in certain people with tumors in their adrenal glands.

Low blood sugar. GVOKE can cause low blood sugar in certain people with tumors in their pancreas.

Serious skin rash. GVOKE can cause a serious skin rash in certain people with a tumor in their pancreas called a glucagonoma.

Serious allergic reaction. Call your doctor or **get medical help right away** if you have a serious allergic reaction including:

- rash
- difficulty breathing
- low blood pressure

COMMON SIDE EFFECTS

The most common side effects of GVOKE include:

- nausea
- vomiting
- swelling at the injection site
- headache

The most common side effects of GVOKE in children include:

- nausea
- low blood sugar
- high blood sugar
- vomiting
- abdominal pain
- headache
- pain or redness at the injection site
- itching

These are not all the possible side effects of GVOKE. For more information, ask your doctor. Call your doctor for medical advice about side effects. **You are encouraged to report side effects of prescription drugs to the FDA. Visit www.fda.gov/medwatch, or call 1-800-FDA-1088.**

BEFORE USING

Before using GVOKE, tell your doctor about all your medical conditions, including if you:

- have adrenal gland problems
- have a tumor in your pancreas
- have not had food or water for a long time (prolonged fasting or starvation)
- have low blood sugar that does not go away (chronic hypoglycemia)
- are pregnant or plan to become pregnant
- are breastfeeding or plan to breastfeed

Tell your doctor about all the medicines you take, including prescription and over-the-counter medicines, vitamins, and herbal supplements.

HOW TO USE

- Read the detailed Instructions for Use that come with GVOKE
- Use GVOKE exactly how your healthcare provider tells you to use it
- Make sure your relatives, close friends, and caregivers know where you store GVOKE and how to use it the right way before you need their help
- Act quickly. Having very low blood sugar for a period of time may be harmful
- Your healthcare provider will tell you how and when to use GVOKE
- After giving GVOKE, your caregiver should call for emergency medical help right away
- If you do not respond after 15 minutes, your caregiver may give you another dose, if available

Tell your healthcare provider each time you use GVOKE. Low blood sugar may happen again after receiving an injection of GVOKE. Your diabetes medicine may need to be changed.

HOW TO STORE

- Keep GVOKE in the foil pouch until you are ready to use it
- Store GVOKE at temperatures between 68°F and 77°F
- Do not keep it in the refrigerator or let it freeze

Keep GVOKE and all medicines out of the reach of children.

For more information, call 1-877-937-4737 or go to www.GvokeGlucagon.com.

Please see the Important Facts about Gvoke HypoPen®. GvokeGlucagon.com

References: 1. Gvoke [prescribing information]. Chicago, IL: Xeris Pharmaceuticals, Inc; 2021.
2. Valentine V, Newswanger B, Prestrelski S, Andre AD, Garibaldi M. Human factors usability and validation studies of a glucagon autoinjector in a simulated severe hypoglycemia rescue situation. *Diabetes Technol Ther.* 2019;21(9):522-530.

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All rights reserved. US-GVKHP-20-00043v4 09/21

xeris® PHARMACEUTICALS

SAMPLE NOTE: 1: 1 School Day

CONTRACTOR TO COMPLETE ITEMS WITH a (*) and all necessary medical Tx's rendered

Student's Name *	School Attending*	Hours*	Grade*

SERVICE RENDERED

☐ 1:1 School Day*

☐ **1:1 Field Trip:** Destination:

* Student Report Received (RCV) *Student Report Given (G)

Report: Time: Initials: Report: Time Initials:

*Medication Received (MCV); Returned (MR)

MCV [ ] _____ MR [ ] _____ Name of Medication: _____

☐ **Transportation Only Complete this section**

√ Indicates rendered service

DATE→	AM / PM	AM / PM	AM / PM	AM / PM	AM / PM
	M	T	W	Th	F

Date	*Notes

*Student is Ambulatory ☐ OR Student is Wheelchair bound ☐

*INDICATE DAY and Date OF THE WEEK DATE →	(M)		(T)		(W)		(TH)		(F)	
Ventilator in Use: via Mask or ETT										
ETT Only Size										
Supplemental O2 in use - √	@ LPM									
SpO2 Reading %										
Cough Assist (CA) Vest Therapy (V) or Nebulizer (N)	Treatment Tolerated √	N	√							
Airway Remained Patent										
Via Mouth / Nares / ETT										
How Many Times?										
Amount Obtained: Scant (Sc) Small (S) Moderate (Mod) Large (L) Copious (C)										
Consistency: Thin (Th) Thick (Th) Tenacious (T)										
SEIZURE ACTIVITY N/A										
Seizure Activity Noted Indicate (+) number of times										
*Rescue Medication Given [ ]	Time		Time		Time		Time		Time	
BLOOD GLUCOSE MONITORING N/A										
Time / Result										
Intervention / Outcome*										
Percentage of PO Consumed (B) Breakfast										
(L) Lunch										
Given Via PEG Size Fr. Amount Given→										
√Tube Flushed	√Tolerated Feed									
SPLINTS / BRACES: Applied / Removed (A/R) N/A										
Student Attended: OT / PT/ Speech Therapy √										
Early Dismissal: related to MD Appointment / Illness										

Administrator / School Nurse/ Other School Personnel Printed Name

Licensed Professional Name, Title and Signature: RN ☐ LPN ☐

AAA Nursing Care, LLC

Medication Administration Record

Plan of Care Period 08/01/2025 - 08/31/2025

Name: Student, Sample **Month/Year:** August / 2025

Allergies: NKDA

Drug Name: Insulin
Frequency: lunch
Start Date: 08/12/2025 **DC Date:**
Route : S.C **Dosage :** correction factor

	Times	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Reason : Diabetic **Notes :**

Drug Name: ISS
Frequency:
Start Date: 08/12/2025 **DC Date:**
Route : S.C. **Dosage:**

	Times	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Reason : **Notes :** sliding scale bases on students MD order

Nurse Signature/Initials: _____ **Nurse Signature/Initials:** _____ **Nurse Signature/Initials:** _____

AAA Nursing Care, LLC

Medication Administration Record

Plan of Care Period 08/01/2025 - 08/31/2025

Name: Student, Sample

Drug Name: Glucagon																																
Frequency:																																
	Times	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Start Date: DC Date:

Route: Dosage:

Reason : Hypo Glycemia Notes :

AAA NURSING CARE
Certificate of completion
Annual Mandatory In-Service

Topic

- AAA Nursing Care Standard Operating Procedures: A review of Agency policy, procedures and expectations
- AAA Nursing Care Code of Ethics and Job description; Standards of Care
- Professional Boundaries: a review of professional boundaries; how to manage boundaries and the nurse's role
- Customer Service / Client's rights: a review of client's rights; positive and effective communication.
- Cultural Diversity: a review of attitudes, skills and behaviors that enable cultural competence
- HIPAA
- Abuse / workplace violence: a review of definition keyword; types and the nurses' role in providing care in the home; emergency preparedness in the home
- Alzheimer Disease: a review of dementia, causative factors, presentation and the nurse role.
- OSHA: Infection Control to include Handwashing, blood borne pathogens, TB; potential infections or disease process and work restriction guidelines, PPE, COVID-19 ; body mechanics
- What is documentation; tips to improve documentation; Review of Agency required documentation for Private duty nursing
- Fire Safety
- Hazardous material / chemical safety: a review of potential of hazards and exposure for the healthcare worker
- NPSG: National patient Safety goals. A review of specific criteria utilized to improve patient safety in various sittings.

Certificate of completion in accordance with AAA Nursing Care Policy

Name & Title: _____ **Date**_____

AAA Nursing Care witness: _____ **Date**_____

Revised 3/27/2019; 06/2020; 09/2020

RN/LPN SKILLS CHECKLIST

Name: _____ AAA NURSING*Care* | LLC Date: _____

Instruction: Rate your competency level for each skill based on the following scale.

Level 1: I am confident. I have experience with skill, I require little or no supervision.

Level 2 : I have some experience with skill, requiring some supervision.

Level 3 : I have no Experience with this skill. I require supervision.

NURSING ROLES	1	2	3
Nursing Supervisor Building			
Charge Nurse			
Floor Nurse			
PATIENT CARE DELIVERY	1	2	3
Team Nursing			
Primary Nursing			
NURSING PROCESS	1	2	3
Obtaining Patient History			
Performing Physical Examination			
Interpreting Diagnostic Test			
Patient Teaching			
Computer Documentation			
Critical Thinking			
Problem Solving			
Time Management			
Patient Discharge/ Instruction			
Development of Patient Plan of Care			
CPR			
GENERAL NURSING SKILL	1	2	3
Intravenous Therapy Certified (LPN only)			
Able to Insert Hep lock			
Care of IV Insertion Site			
Maintenance of Intravenous Therapy			
Care / Maintenance of PICC			
Meds by Continuous Infusion or Bolus			
Meds by Injection, Push or Bolus			
Heparinize of IV Cannula			
Administration of Blood / Blood Products			
Infusion / Insulin / PCA Pumps			
TPN ADMINISTRATION	1	2	3
Knowledge of Solution			
Care of Line			
Dressing Changes			
NEUROLOGICAL	1	2	3
Neurological Observation and Assessment			
Care of a Confused Patient			
Care of a Patient During and Following a Seizure			
Care of Patient with a Spinal Cord Injury			
Care of Unconscious Patient			

MEDICATION ADMINISTRATION	1	2	3
Oral Medications			
Topical Medications			
Narcotic medication			
Administration of Enemas and Suppository			
Medication Reconciliation			
CARDOVASCULAR	1	2	3
Auscultation of Heart Sounds			
Apical, Radial and Pedal Pulse Checks			
Capillary Refill			
RESPIRATORY	1	2	3
Auscultation of Breath Sounds			
Interventions for Abnormal Sounds			
Oxygen Therapy: Nasal Cannula			
Face Mask			
Humidified Oxygen			
Suction: Oropharyngeal			
Endotracheal			
Care of a Ventilated Patient			
Trach Care: Trach Ties / Trach Dressing / Changing Inner Cannual			
Portable Suction Machine			
Use of Ambu Bag			
GASTROINTESTINAL	1	2	3
Dietary Diets/ Use of Thickners			
Auscultation of Bowel Sounds			
NGT Insertion and Maintenance			
Care of PEG or J Tube Insertion Site			
Feeding Given via NG, PEG or J Tube			
Abdominal Wounds / Drains			
RENAL	1	2	3
Catheter Insertion Male			
Female			
Catheter Care			
Suprapubic Catheter Maintenance and Care			
Nephrostomy Tube			
Bladder Lavage / Irrigation			

EXPERIENCE	**# OF YEARS**
Home Health Care / Private Duty	
Clinic / Group Home	
Nursing Home / Hospice	
School	

RN/LPN SKILLS CHECKLIST

Name: _____ Date: _____

Instruction: Rate your competency level for each skill based on the following scale.

Level 1: I am confident. I have experience with skill, I require little or no supervision.
Level 2 : I have some experience with skill, requiring some supervision.
Level 3 : I have no Experience with this skill. I require supervision.

WOUND CARE	1	2	3
Skin Assessment			
Types of Wound Dressings			
Aseptic vs Clean Technique			
Wound Measurement			
Identifying/ Staging Decubitus			
Wound Vacuum			
Removal of Sutures / Staples			
Cast Care			
Care of Patient in Traction			
Crutch / Cane / Walker Training			
Use of Wedges, Rolls for Positioning			
PAIN MANAGEMENT	**1**	**2**	**3**
Conduct Pain Assessment Adult			
Child			
Provide Non-Medical Pain Interventions			
Documentation of Pain and Interventions Provided			
SEPECIMEN COLLECTION	**1**	**2**	**3**
Sputum			
Blood			
Urine			
Stool			
Wound			
[redacted]			

PATIENT EXPERIENCE	# OF YEARS
With Infants	
With School Aged Children	
With Adults (21 – 64)	
With Seniors/ Geriatrics	
With Cognitive Mental Disabilities	
With Mental Health Disorders	
With Drug Rehabilitation	

SAFETY	1	2	3
Standard / Universal Precautions			
Covid – 19 Precautions			
Fall Precautions			
Seizure Precautions			
Isolation Precautions			
MSRA / VRE Precautions			

EQUIPMENT	1	2	3
Nebulizer / Aerosol RX			
Kangaroo / Joey Pump			
Ventilators			
Portable Suction Machine			
Bi-Pap / C-Pap			
Pneumatic Vest			
Pulse Oximetry			
Doppler			

I, _____ certify that all Information provided here is true and accurate to the best of
PRINT NAME
my knowledge. Signature: _____

AAA NURSING Care | LLC
3303 Main St | Stratford | CT | 06614

LICENSED PROFESSIONAL COMPETENCY

There are 61 Questions. A minimum of 80% is required to be accepted to the Agency. Applicant, please read each statement carefully and answer True or False or as indicated. Good Luck!

Name Date Your Score Scored by

True or False

Universal precautions were developed in the mid-1980s by the Centers for Disease Control and Prevention (CDC) as a response to the spread of the human immunodeficiency virus (HIV) and other bloodborne pathogens (BBP), such as hepatitis B. Universal precautions are based on the principle that all blood and bodily fluids should be treated as if they are infectious, regardless of whether the source is known to be infected.

1. Universal Precautions are guidelines developed by the Centers for Disease Control and Prevention (CDC) that protect healthcare workers from exposure to potentially infectious materials.
2. Standard Precautions are a more comprehensive set of safety protocols used to protect healthcare workers and patients from infection. Standard precautions outline that contact with urine, saliva, feces, vomit, nasal secretions, sputum, and even breast milk can be contagious .
3. When handling blood and bodily fluids, I must use protective barriers, such as gloves, gowns, masks, surgical caps, shoe/boot covers, and eyewear.
4. I can eat or drink in or around blood or other potentially infectious materials.
5. All contaminated materials, which include laundry, waste, and equipment must be disposed of properly.
6. After providing an injection I can recap my needle.
7. Standard precautions provide an additional layer of protection for those at higher risk of transmitting certain infections.

Providing education is a vital role for nurses and a basic part of patient care. Patient education involves providing patients, families, and communities with the necessary knowledge and skills to manage their health and prevent disease. It plays a crucial role in improving patients' health outcomes, communication, satisfaction, cost-effectiveness, and empowerment.

8. Patient / client teaching is not necessary when rendering nursing care.

The main goal of patient education is to provide patients with the knowledge and skills they need to manage their health effectively, improve their quality of life, and achieve the best possible outcomes. Patient teaching involves assessing the patient's learning needs, developing customized educational plans, providing education through different methods, evaluating the effectiveness of the teaching, promoting self-care, and advocating patients. The most successful education happens when patients are engaged with their health care. Educated patients are better equipped to manage their conditions at home, reducing the need for medical intervention and associated costs.

9. Patient education does not include self-care or advocacy.
10. I can utilize the same patient education without changing the information to accommodate the patient.

LICENSEND PROFESSIONAL COMPETENCY TESTING

True of False

The nurse should be sure to communicate important education topics to the patient using methods that are engaging and appropriate and be sure to evaluate for effective learning. One of the most important goals of patient education is to promote health literacy, which is an individual's ability to obtain, understand, and apply basic health information and services to make informed decisions about their health. The nurse should also assess the patient's health literacy to be able to provide education at an education level that is appropriate for the patient; as well as providing written materials that are written at an appropriate reading level and font size and are user-friendly. Nurses should use plain and plain language when communicating with patients, avoiding medical jargon or technical terms. They should also check for understanding by asking patients to repeat instructions or explain concepts in their own words.

11. Clear, concise communication is necessary when providing patient education and care.
12. I do not need to ask the patient if they understand the information provided.
13. By providing patients with the knowledge and skills they need to manage their health conditions, nurses can empower patients to take an active role in their healthcare decisions.
14. A patient's age and developmental level will have a significant impact on their learning needs .
15. Patients who are in pain, distressed, or anxious may not be ready to learn.
16. Patient education is a regular part of patient care and must be documented as such. The nurse should document the steps and details of the teaching-learning process in the patient's chart.

Transmission Based Precautions may be needed in addition to Standard Precautions for selected patients who are known or suspected of harboring certain infections. These precautions are divided into three categories that reflect the differences in the way infections are transmitted. Some diseases may require more than one isolation category.

17. AIRBORNE PRECAUTIONS: prevent diseases that are NOT transmitted by minute particles called droplet nuclei or contaminated dust particles.
18. Some examples of diseases requiring these precautions are tuberculosis, measles, and chickenpox .
19. A patient needing Airborne Precautions should be assigned to a private room with special ventilation requirements. The door to this room must always be closed. If a patient must move from the isolation room to another area of the hospital, the patient should be wearing a mask during the transport. Anyone entering the isolation room to provide care to the patient must wear a special mask called a respirator.
20. DROPLET PRECAUTIONS: prevent the spread of organisms that travel on particles much larger than the droplet nuclei. These particles are produced when a patient coughs, talks, or sneezes.
21. Measeles, Mumps and Rubella are not examples of needing droplet precautions .
22. CONTACT PRECAUTIONS: prevent spread of organisms from an infected patient through direct (touching the patient) or indirect (touching surfaces or objects that that been in contact with the patient) contact .
23. This type of precaution requires the patient to be placed in a private room or with a roommate who has the same infection.
24. Patient care items, such as a stethoscope, which are used for a patient in Contact Precautions should not be shared with other patients unless they are properly cleaned and disinfected before reuse.

LICENSEND PROFESSIONAL COMPETENCY TESTING

True or False

Delegation involves assigning specific tasks or responsibilities to another healthcare team member while maintaining accountability for the outcome. In nursing, this process is crucial for optimizing care delivery and ensuring that each team member functions to their fullest potential. The delegation must occur in the appropriate context, considering the patient's condition, the environment, and the urgency of the task. Selecting the right individual to conduct the task is essential. The 5 rights of delegation are: The Right Task; The Right Circumstance; The Right Person; The Right Direction and Communication; The Right Supervision and Evaluation.

25. Not every task can or should be delegated. When considering delegation, nurses must determine whether the task is within the scope of practice for the delegate. Routine does not require advanced clinical judgment and aligned with the patient's current condition and care plan.
26. Delegating vital signs monitoring to a certified nursing assistant (CNA) is appropriate for stable patients.
27. Tasks that require urgent intervention or critical decision-making should not be delegated.
28. Selecting the right individual to conduct the task is essential. Verify their credentials, experience, and training. Ensuring their comfort and confidence with the specific task.
29. In delegating tasks, I do not need to provide instructions, explanation, or clarification of request.
30. Aseptic technique means using practices and procedures to prevent contamination from pathogens.
31. Clean technique Involves reducing the numbers of microorganisms to minimize the risk of transmission from the environment or health care personnel.
32. Dementia is a specific disease. It's an umbrella term that describes a wide range of symptoms.
33. Alzheimer's disease is the most common type of dementia.
34. Diabetes is: is a group of common endocrine diseases characterized by sustained high blood sugar levels.
35. A seizure: is a sudden burst of electrical activity in the brain. It can cause changes in behavior, movements, feelings and levels of consciousness.
36. Oxygen therapy is a vital intervention used in healthcare to treat patients with respiratory insufficiencies. Administering oxygen therapy involves providing supplemental oxygen to patients to maintain adequate oxygen saturation levels in the blood.
37. Tube feeding, or enteral nutrition, is a critical intervention employed in healthcare to provide adequate nutrition to individuals who are unable to meet their nutritional needs orally.
38. A chart indicates the client has expressive aphasia. Expressive aphasia is a condition where a person may NOT understand speech, and they have difficulty speaking fluently themselves.
39. The nursing process is a patient-centered, systematic, evidence-based approach to delivering high-quality nursing care. It consists of five steps. Please indicate the order of the nursing process. (1-5)

    Assessment ____ Diagnosis_____ Evaluation_____ Implementation_____ and Outcomes/planning

LICENSEND PROFESSIONAL COMPETENCY TESTING

40. **Match** the nursing process to the definition of the nursing process

Evaluation	_____Evaluate whether the plan of care was successful. If necessary, the process is then repeated until the patient is discharged or until they reach all their health care goals.
Assessment	_____Identify patients' health needs and collect subjective and objective nursing data about their condition.
Plan	_____Develop a nursing plan of care, which outlines the actions that will be taken to meet the needs identified to achieve the desired patient outcomes.
Diagnosis	_____Identify any real or potential health problems that the patient is experiencing or may experience.
Implementation	_____Conduct the plan of care and monitor patients' progress.

True or False

Documentation is the record of your nursing care. Documentation is the primary way that we, as licensed professionals, demonstrate what we did, for whom, when, and with what effects. Documentation encompasses every conceivable form of recordable patient data and information, from vital signs to medication administration records to narrative nursing notes.

41. Nursing documentation should be clear, legible, concise, concurrent, ongoing and accurate.
42. Nursing documentation should Align with the nursing process and reflect principles of assessment, planning, implementation, and evaluation.
43. Nursing documentation should not Include information about assessments, actions taken, outcomes, reassessment processes, risks, complications, and changes.
44. Palliative care can be rendered to anyone with a serious, long-term illness.
45. The purpose of palliative care is not to relieve symptoms, provide support, coordinate care, or assist with decision making.
46. Hospice care can be rendered to people with a terminal illness and a life expectancy of six months or less. Hospice care provides comfort, dignity, and end-of-life care and preparation.
47. To qualify for hospice care the patient must stop curative and life-prolonging treatments.
48. Grief is universal. At some point, everyone will have at least one experience with grief. Grief is also very personal. It's not very neat or linear. List the (5) stages of Greif.

a) _____ b)_____ c)_____ d)_____ e)_____

LICENSEND PROFESSIONAL COMPETENCY TESTING

True or False

49. Assessment of pain in the palliative and or hospice care patient with limited cognition or communication ability is more dependent on non-verbal signs of discomfort.

The length of your grieving process depends on what kind of grief you're experiencing. In uncomplicated grief, though, the intensity of those reactions softens with time. Complicated grief, on the other hand, is more intense, persistent and prolonged, significantly interfering with a return to "normal" life.

50. Most of the symptoms experienced in grief, including the five stages, happen within the first two years of loss.

51. Complicated grief profound, intense grief extends for a prolonged period and can be debilitating.

Fill in the Blank

52. The process of taking in food and using it for growth, metabolism, and repair is called _____.

53. Nutritional stages are ingestion, digestion, absorption, transport, assimilation, and excretion. A diet aimed at keeping levels of fluids, electrolytes, and minerals balanced in the body in individuals with chronic kidney disease or who are on dialysis is called a_____.

True or False

54. A cardiac diet also known as a heart healthy diet is a diet focus on reducing sodium, fat and cholesterol intake.

55. Gout is a painful form of arthritis. It occurs when uric acid builds up in the body, leading to the formation of sharp crystals in the joints, usually affecting the big toe. Nursing considerations for the patient's diet would include drinking plenty of water, fruits, vegetables, low fat diary ,whole grains, food rich in vitamin C, cut back on red meat, fatty poultry, and high-fat dairy products and increase the consumption of organ meats, beer and soda.

56. DASH stands for Dietary Approaches to Stop Hypertension. The patient is encouraged to consume fruits, vegetables, low-fat dairy foods, whole-grain foods, fish, poultry, and nuts and to cut back on foods that are high in saturated fat, cholesterol, and trans fats.

57. A diet plan for iron deficiency anemia needs to include both heme and non-heme iron-rich foods, such as meat, poultry, seafood, beans, and green, leafy vegetables.

Wounds are a common occurrence in our daily lives, and it is crucial to understand the different types of wounds and how to care for them properly.

58. A wound refers to any injury that disrupts the integrity of the skin or underlying tissues. Wounds can occur due to various reasons, including accidents, surgical procedures, burns, or diseases.

59. Proper wound care is not essential to prevent infection, promote healing, and minimize scarring.

LICENSEND PROFESSIONAL COMPETENCY TESTING

True of False

60. Incision wounds are clean, straight cuts caused by sharp objects and
Lacerations are irregular, jagged cuts that occur from blunt force trauma or accidents.

Match the following

61.

Abrasions	_____intentional incisions made during surgical procedures.(s)
Puncture	_____chronic wounds that occur in individuals with diabetes, primarily due to poor circulation and nerve damage (Diabetic)
Avulsion	_____result from contact with corrosive substances like acids, alkalis, or solvents.(chemical)
Thermal burns	_____bedsores, develop when prolonged pressure restricts blood flow to specific areas of the body. (Pressure ulcer)
Chemical burns	_____when the skin encounters excessive heat, such as flames, hot objects, or scalding liquids (thermal)
Pressure ulcers	_____refer to injuries where a significant portion of skin or tissue is torn away from the body.(avulsion)
Diabetic foot ulcers	_____scrapes or grazes, are superficial wounds caused by friction or rubbing against a rough surface.(abrasion)
Surgical wounds	_____when a sharp object, such as a nail or needle, pierces the skin(puncture)

Great! You Have completed our competency exam. Please return you test to the Office Coordinator.

AAA NURSING*Care* | LLC
3303 Main St | Stratford | CT | 06614

State of Connecticut

Lookup Detail View

Name

Name
LISA M ENWEREM

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	65616	02/28/2026	04/23/2001	LISA M ENWEREM	ACTIVE	CURRENT	None

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Lisa Enwerem, RN

Waterbury, CT – (203) 706-6214 – omakojwojoe@gmail.com

Summary of Qualifications

Registered nurse with twenty-one years of experience working with persons across the age spectrum experiencing various levels of wellness. Experienced in providing competent, skilled care to promote well-being. Skilled in developing and implementing policies, tracking performance measures, and providing supervision and training. I am interested in transferring my skillset into a new career field.

Skills & Abilities

Critical thinker, able to adapt to new environments, able to communicate efficiently and effectively
Technical Skills: Outlook, Microsoft Word, Excel proficient, Generations Database Systems, Intra-office communication (Pidgeon), Zoom

Experience

AAA Nursing Care – Stratford, CT 06614
Clinical Administrator 2019 – Present

- Supervised 80-95 licensed professionals ensuring adherence to agency policy and procedures
- Corresponded with community partners (schools, health facilities, etc.) to establish and renew contracts
- Established financial structure for newly acquired contracts for private pay and school board clients
- Collaborated with recruitment department based on current nursing needs

Nursing Supervisor 2010-2018

- Trained 60-70 licensed professional nurses that provide private duty home care and school-based services
- Restructured internal policies and operating procedures increasing efficiency in the company workflow
- Instrumental in agency gaining and maintaining Joint Commission Accreditation from 2015 to present
- Oversaw client care, including admission and procurement of medical supplies to promote optimal health
- Developed specific client plans of care and re-evaluated goals regularly to ensure compliance

Registered Nurse 2002 – 2010

- Independent contractor for long-term care and pediatric home care clients
- Delivered nursing care to children with special needs and promote independence
- Managed other licensed staff to ensure proper medication transcription and administration

Interim Health Care – Waterbury, CT 06706 2002 – 2007
Home Health Nurse

- Assessed potential clients for skilled care services and recommended appropriate services
- Provided professional care and maintained compliance with client treatment plans during home visits

Saint Mary's Hospital – Waterbury, CT 06704 2001 – 2004
Care Coordinator

- Delegated clients on unit caseload among the nursing team and maintained daily coverage and care
- Coordinated daily care of 8-9 pre and post-surgical patients to ensure competent outcomes

Education

Prince George's Community College – Largo, Maryland
Associates Degree, Nursing

Community Involvement

The Ark/Rock Food Pantry – Waterbury, CT 06707 2007 – 2018
Food Bank Coordinator

Walsh Elementary School – Waterbury, CT 06704 2003 – 2011
Parent Group President

State of Connecticut

Lookup Detail View

Name

Name
STEPHANIE RICE

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	43645	05/31/2026	03/11/2021	STEPHANIE RICE	ACTIVE	CURRENT	None

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Stephanie Rice, LPN

10 Rockwell Place ▪ Derby, CT 06418 ▪ 203-447-9443 ▪ stephanierice lpn@gmail.com

OBJECTIVE

Licensed Practical Nurse that displays compassion in response to the needs and concerns of patients and their families. Experienced working in clinical, human services, and educational environments. Detailed oriented and takes the initiative and the importance of clear communication, documentation, and a sense of urgency.

SKILLS AND COMPETENCIES

- Maintained documentation ensuring adherence to established legal health guidelines
- Communicated and collaborated with all health team members, patients, and families
- Identified patient care needs and prioritized tasks to ensure follow through was initiated and completed
- Works well in a fast-paced environment and fast-learner
- Exceptional communication and interpersonal skills
- Understanding of HIPAA privacy and security rules, always ensuring patient safety
- Capable of working in a team environment or working independently
- Maintained positive staff and patient interactions
- Educated patient and family and assisted with the professional development of the clinic

LICENSURES/CERTIFICATIONS

- Licensed Practical Nurse, Department of Public Health CT # 43645
- HeartCode BLS Registration No 2865128
- Certificate of Completion of Coronavirus (COVID-19) for Nursing Professionals

EXPERIENCE

1:1 School Nurse – Medically Fragile Child 7/2022 - Present
Contracted - AAA Nursing Care LLC

- Maintained documentation ensuring adherence to the Plan of Care
- Communicate and collaborate with teachers, Occupational Therapist, Physical Therapist, and Speech Therapist, as well as, constant contact with the child's family throughout the school day
- Assisted non-verbal client to communicate through a tablet and other expressive language
- Perform tracheotomy suctioning daily
- Perform Activities Daily of Living by ambulating to each class and accomplishing classroom tasks independently
- Perform daily tube feedings
- Toilet training
- Perform vital checks continuously for oxygen saturation levels, and administering oxygen when needed
- Identify patient care needs and prioritized tasks to ensure follow through was initiated and completed

Covid Clinic Nurse - New Haven Public Health Department 3/2020 -7/2022
Contracted - World Wide Travel Agency

- Maintained documentation ensuring adherence to established legal guidelines
- Communicated and collaborated with all health team members, patients, and families
- Performed other related duties as requested by the Assist Director of Health Department
- Identified patient care needs and prioritized tasks to ensure follow through was initiated and completed
- Exceptional communication and interpersonal skills
- Understanding of HIPAA privacy and security rules, always ensuring patient safety
- Capable of working in a team environment and working independently
- Maintained positive staff and patient interactions
- Educated patient and family and assisted with the professional development of the clinic

School Nurse - New Haven Public Health Department 3/2020 -7/2022
Contracted - World Wide Travel Agency

- Monitors and assess compliance with immunization standards as per DPH
- Maintain contacts with medical facilities that provide direct service or consultation
- Provide and document nursing assessment, diagnosis, and treatment
- Responded to emergency medical situations and emergency management
- Knowledge of childhood growth and development, community and family dynamics, current health issues and wellness education
- Provided staff with updated information of health issues through in services or relevant journal articles
- Implemented the nursing process to develop individualized health care plans for student with special health concerns
- Divided time between a number of different schools in the district
- Communicated and collaborated with all health team members, children, and families
- Identified patient care needs and prioritized tasks to ensure follow through was initiated and completed
- Exceptional communication and interpersonal skills

Home Care for Brain Injury - Patient Care Coordinator
Contracted - Allied Community Resources 06/2019 – 02/2020

- Acclimate client from long term care to home care
- Administered medications, cleaned dressings, ensured patient health, comfort, safety, hygiene and meals
- Organized appointments for procedures and therapies
- Assisted with basic living functions and safety
- Prepared patient for consultations, tests and treatments
- Managed precise feeding, changing, cleanliness and sanitation schedules and procedures
- Taught curriculums to encourage intellectual, social and psychological development

EDUCATION

Goodwin University, East Hartford, CT 06/2021 - Present
Associates of Science in Nursing Program (ASN)

Lincoln Technical Institute, Shelton, CT 01/2021
Licensed Practical Nurse Program, *Diploma*
LPN Clinical experience at The Grimes Center – Yale New Haven Hospital, New Haven, CT; Montowese Health and Rehab Center, North Haven, CT; and Newtown Rehabilitation and Health Center, Newtown, CT

Lincoln Technical Institute, Shelton, CT 05/2019
Patient Care Associate Program, *Diploma*
PCA experience at Abbott Terrace, Waterbury, CT

State of Connecticut

Lookup Detail View

Name

Name
YALONDA U MCCOTTER

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	34145	04/30/2026	02/09/2009	Yolanda McCotter	ACTIVE	CURRENT	None

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Yalonda McCotter

Licensed Practical Nurse
New Haven, CT 06513
Yeboni13@yahoo.com
+1 203 871 9463

To obtain a position as a LPN within a team oriented clinical setting that will utilize my skills, and experience, while promoting professional growth and development.
CLINICAL EMPLOYMENT HISTORY

Work Experience

LPN
AAA Nursing Care - Stratford, CT
July 2012 to Present

Responsibilities
I provide care to patients with different mental/behavioral diagnoses and eating disorders in a Residential Treatment Center
Skills Used
Vitals, Assessments, Critical thinking, Nutrition Education, Documentation , Medication administration, Blood sugar monitoring

Licensed Practical Nurse
Fair Haven Community Health Center
2012 to Present

Floor/Phone Triage
- Injections
- Schedule Appointments
- Epic
- Assist Provider

Licensed Practical Nurse
Newton-Foster Home Care Agency
2010 to 2012

Daily care of quadriplegic, vent dependent
◆Trach care, ostomy care, Foley care, cough assist machine
◆ Transport to all physician appointments
◆Medication administration

Per Diem Licensed Practical Nurse
Mary Wade Home
2009 to 2012

Medication administration
◆Tube feeds, foley care, blood sugar tests
◆Charge nurse for 2 years- per diem as of 12/2011

Licensed Practical Nurse/Charge Nurse
Madison House
2009 to 2010

Over sight of 3 certified nurses aids
◆Medication administration
◆Charting of 44 bed unit

Education

Certificate in Clinical rotations and observations provided me
Lincoln Technical Institute - Hamden, CT
2009

Certificate in Medical Assistant Program
Sawyer School - Hamden, CT
1997

Clinical Externship
Spinal Center - Stratford, CT

Nursing Licenses

PN
Expires: April 2024

State: CT

Skills

- Tube Feeding
- Hoyer Lift
- Medication Administration
- Experience Administering Injections
- Triage
- Nursing
- Vital Signs
- Phone triage
- Epic
- ICD-9
- Microsoft Access
- Presentation skills

Certifications and Licenses

LPN
January 2009 to April 2023
LPN certification is renewed annually.

LVN

CPR Certification

BLS Certification

Additional Information

SKILL SUMMARY
◆ Ileostomy, Colonostomy, Nephrostomy care ◆G Tube, J Tube, and NG Tube care
◆ Intramuscular and Subcutaneous injections ◆Tracheotomy care
◆ Medication Administration ◆Hoyer and Liko lifts
◆ Wound care and wound vacs ◆CPR & First Aid Certified

State of Connecticut

Lookup Detail View

Name

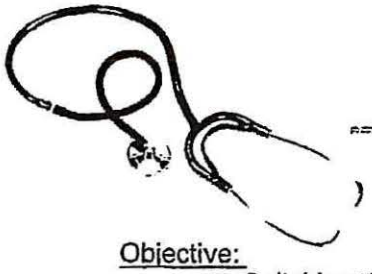
Name
TANJALA M SAMUELS

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	197797	06/30/2026	09/17/2022	TANJALA M SAMUELS	ACTIVE	CURRENT	None

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TANJALA SAMUELS

69 Morris Ave, West Haven Connecticut, 06516
Phone(203) 833-4154, Email: Tanjala.samuels@gmail.com

Objective:

- Reliable ethical healthcare provider with the ability to stay calm and intervene during crisis.
- Dedicated Licensed Practical Nurse with the specialty experience in Convalescent rehabilitation and pediatric services.

WORK EXPERIENCE

Licensed Practical Nurse, Care Coordinator , Case manager
March 2018 -Current, Aware Recovery Care

- Maintaining the client's records in accordance with regulatory contractual and agency requirements.
- Work directly with a team of clinicians to determine aftercare plans based on clients needs and level of care.
- Assisted clients and utilizing coping skills in order to better manager disease and symptoms
- Complete assessment of clients basic living and support systems.
- Provided services and activities to clients with serious and persistent drug, mental and emotional illnesses, in order to promote their highest level of function.

Licensed Practical Nurse (Home Care)
June 2013-June 2017, Family Care Visiting Nurse
Meet patients in their homes to provide nursing care within the criteria of:

- Case management via develop, implement and evaluate individualized care plans as well as advocate patient welfare, and serve as liaison between patients, their families and other healthcare providers.
- Medication administration, dressing changes and Wound V.A.C care.
- Patient assessments via psychological, post-operative, general health, wound development, altered medical or mental status changes, & medication compliance.
- Provide patient teaching to patient, family members, & other care providers.
- Making referrals for specific medical complaints, mental health counseling, or to caregiver support groups.
- Coordinating communication and care with other care professionals and unlicensed
- Assist personnel that are involved with patient care.

LICENSED PRACTICAL NURSE (HOME CARE)
November 2009-Current, Triple A Nursing, Stratford, Connecticut

- Responsible for pediatric tracheotomy care.
- Assessed client needs and provided customized treatment plans.
- Provided educational information when needed to patient's family.
- Administer medication via injection, and by mouth.
- Provided ostomy care, and Gastrointestinal feeding to pediatric patients.

LICENSED PRACTICAL (WELLNESS NURSE)

November 2012-2014, Middlebrook Farms, Trumbull, Connecticut

- Ensures compliance with quality/regulatory standards
- Directs and supervises the daily work assignments of the Resident Care Associates (RCA's)
- Often functions as the first point of contact for resident care issues and associate relation issues.
- Measures and accurately records vital signs (temperatures, pulse, respiration, blood pressure weight and height) where appropriate as per state regulations.
- Responsibility includes, direct communication with doctors, labs and visiting nurses, etc to ensure resident is receiving complete comfort.
- Distribute medications and treatments on a daily basis.
- Prepare pre poured medication cassettes for medication technician to distribute to resident in a timely manner.

LICENSED PRACTICAL NURSE (FLOAT NURSE, PER DIEM)
November 2010-May 2014, Maefair Health Care Center, Rehabilitation, Trumbull, C.T.

- Treat diabetic patients by examining blood glucose levels and urine tests.
- Handled patient's with diminished mental capacities.
- Administered medications to patients based on the individual treatment plans.
- Monitor, evaluate, and record food and liquid intake and output levels.
- Report changes in patients' conditions routinely when requiring immediate attention.

LICENSED PRACTICAL NURSE

CERTIFIED NURSING ASSISTANT/ PHLEBOTOMY INSTRUCTOR
June 2011 –August 2011, Number One Staffing Care Professionals LLC, West Haven, CT

- Teach using evidenced based practices; assist students to apply classroom theory to real world clinical situations.
- Observed student performance in actual nursing situations and matched students with patients.
- Assisted students with venous and IV blood draw and applied skills to real live situations.
- Instructed and implement echocardiogram placement and reading of E.K.G. strips.

Stamford Hospital ER (Emergency Room)
Emergency Room nurse
May 2008-June 2012

- Rapid secondary assessment and treatments to patients in initial phase of illness or trauma.
- Work directly under physicians, assisting them with exams, diagnostic testing and treatments . as well as discharge plans and outpatient instructions for patients that were not admitted.
- Prepared, administered (orally, subcutaneously, through an IV) and records prescribed medications.
- Prioritize care based on its critical nature and work to stabilize patient.
- Discharge patient after emergency has subsided or make arrangements for patient to be admitted for longer hospital stay.
- Monitor health conditions and help to plan long term care needs.
- Ordering and administering various invasive and non-invasive medications and treatments.

EDUCATION

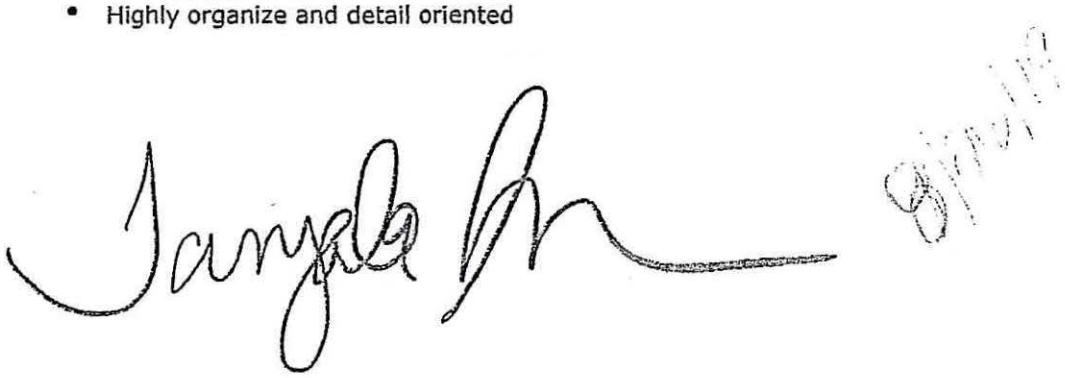
1994- Kolbe Cathedral High School – Diploma
1998-Albany State University – Computer Software Engineering
2008-Lincoln Technical Institute- Nursing Diploma (33617)
2009-Current- Housatonic Community College – Candidate for associates- Nursing

CERTIFICATIONS

- Intravenous Certification
- CPR-certification (Adult and Child)

SKILLS

- Ability to work in fast paced environment
- Computer Proficient in Microsoft operating Systems.
- Knowledgeable in Medical Software
- Highly organize and detail oriented



State of Connecticut

Lookup Detail View

Name

Name
SHADEEN KAYDEON SMITH

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	212826	07/31/2026	09/15/2023	SHADEEN KAYDEON SMITH	ACTIVE	CURRENT	None

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Shadeen K. Smith, BSN RN

36 Hoinski Way Ansonia, CT 06401 203-893-9000 shasmith30@gmail.com

PROFESSIONAL OBJECTIVES

A fully credentialed, energetic, charismatic, holistically registered nurse who is seeking an opportunity to give exceptional patient-centered care at a highly esteemed organization while developing knowledge along the way

WORK EXPERIENCE

Hartford Healthcare- St. Vincent's Hospital Medical Center Bridgeport, CT
Registered Nurse Float Pool May 2023 - Present

- Implement and monitor patient care plans
- Monitor, record, and communicate patient condition as appropriate
- Demonstrate the knowledge and skills necessary to assess patients and to identify physical, psycho-social, cultural, spiritual, and age-related needs to provide individualized care to the patient
- Delegate aspects of care to other nursing personnel consistent with their licensure, level of education, and expertise to meet patients' needs and maximize staff performance
- Participate in activities for professional growth and development outside of patient care

EDUCATION

University of Bridgeport Bridgeport, CT
Bachelor of Science in Nursing Aug 2020 - May 2023

CLINICAL EXPERIENCE

Capstone: Norwalk Hospital, Norwalk, CT	Spring 2023
Community: Bridgeport Rescue Mission, Bridgeport, CT	Fall 2022
Community: Milford Senior Center, Milford, CT	Fall 2022
Medical-Surgical: Yale New Haven Hospital Saint Raphael Campus, New Haven, CT	Fall 2022
Dialysis Nursing: DaVita Bridgeport Dialysis, Bridgeport, CT - Dialysis	Fall 2022
Pediatrics: Tashua Elementary School, Trumbull, CT	Spring 2022
Maternity: Bridgeport Hospital, Bridgeport, CT	Spring 2022
Neuro/Medical-Surgical: Lawrence Memorial Hospital, New London, CT	Spring 2021
Heart & Vascular Medical-Surgical: Yale New Haven Hospital, New Haven, CT	Fall2021

Demonstrated Proficiencies in the following:

- Developed advanced skills in assessing newborn, pediatric, and adult patients in PACU; therapeutic communication with psychiatric patients from adolescents to geriatrics; obtaining vital signs, providing holistic care, and charting/documenting care plans
- Performed blood glucose testing, dressings, wound care, foley catheterization/care, colostomy care, stoma care, bladder scanning, and straight catheterization (male and female); assessed and interpreted ECGs and fetal heart tracings; and assisted with postpartum care
- Administer medications/injections by the following: subcutaneous, intramuscular, IV push, IV pump, and central venous catheters

SKILLS AND CERTIFICATIONS

An experienced healthcare professional with solid communication and analytical skills as well as superior customer service, computer knowledge in Microsoft Office (Word, Outlook, Works, PowerPoint, and Excel), knowledge in electronic medical records software such as Epic, and CPR Certified (Adult and Child)

State of Connecticut

Lookup Detail View

Name

Name
SCHNIKA T WILLIAMS

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	39784	11/30/2025	09/22/2015	SCHNIKA T WILLIAMS	ACTIVE	CURRENT	None

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Schnika Williams, LPN

82 Harris Circle Apt 2 E, Waterbury, CT 06704 475.377.1298
Schae32@Yahoo.com

Objective/Personal Profile

To obtain a Medical Billing and Coding Job in a company that will allow me to utilize my medical coding skills to benefit the company I work with. Enthusiastic, highly motivated individual passionate about working in the Medical Billing and Coding Field.

Educational Background

York Training Institute Lancaster, PA — 2022 Graduate

Medical Billing and Coding Program

Stone Academy West Haven, CT — 2014 Graduate

LPN Program

Stone Academy, Waterbury, CT — 2012 Graduate

Medical Assistant

Goodwin College, Waterbury, CT — 2004 Graduate

Medical Office Dental Specialist

Key Skills

- Patient Health Records
- Manage Insurance Claims
- Medical Terminology
- ICD-10 Billing and Coding
- Medical Law and Ethics
- Use of Word and Excel
- HealthCare Reimbursement
- HealthCare Federal Regulation
- Anatomy and Physiology
- Medical Office Administration Skills
- Diagnostic and Procedural Coding
- Medical Coding and Practices

Experience

AAA Nursing care, Stratford, CT — 2023-Present

LPN

One to One with Special Needs student. Assessment, monitor glucose, seizure activity, respiratory, and documentation.

Waterbury Gardens, Waterbury, CT

LPN — 2023 -2023

- Charge Nurse under RN Supervision with 20-25 residents

Grove Manor Nursing Home Waterbury, CT — 2017-2022

LPN

- Charge Nurse under RN Supervision with 20-25 residents

CIGNA HealthCare, Bristol, CT 2005-2006

Claims Processor Associate

- Assisted in the establishment and achievement of quality, and productivity goals, and audits as needed

Dr. Shrin Mahooti- Pediatrics 2002-2005

Assessed all pediatric patients including special needs: VS, Respiratory, Glucose, and documented results.

Certifications/Honors and Achievements

- CPR/First-Aid certified; American Heart Association 2023
- CT LPN License #398784 2022
- Registered Medical Assistant; American Medical Technologists 2013
- Certified Phlebotomist; National Phlebotomy Association 2013
- High Honors: Stone Academy; Medical Assisting Program 2012
- Medical Office Dental Specialists Certificate 2004

References Available Upon Request

State of Connecticut

Lookup Detail View

Name

Name
RAVEN N GRAY

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	38755	10/31/2025	04/15/2014	RAVEN N GRAY	ACTIVE	CURRENT	None

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RAVEN GRAY

Licensed Practical Nurse

203-727-9941

Raven.Gray@hotmail.com

"I am an 10 year experienced LPN, Seeking a position and am looking to utilize clinical knowledge in school nursing, psych, or a medical office setting. I have great communication skills and a team-oriented mindset to elevate patient care and support the growth of the organization."

Experience

AAA Nursing Care
Stratford, CT
July 2020-Present

School Nurse
Cheshire Correctional Facility
Long-Term Care/Rehab Nurse
Special Needs Students

Queen City Stem School
Charlotte, NC
2018-2019 School Year

Maintained up-to-date vaccination records
Administered medications as prescribed by student's doctor
Administered vision and hearing tests
Referred students for further testing/care
Contacted the Department of Health when students had communicable diseases
Corresponded with parents and staff regarding education and preventative practices of communicable diseases

Education

LPN Program Bullard Havens Technical School
2012-2014
Bridgeport, CT

Bridgeport Academy Charter High School Diploma
1999
Bridgeport, CT

References Available Upon Request

Skills

Appointment Scheduling
TB Test Clearance
Insurance Billing
Equipment Sterilization
Medical Supply Inventory
EHR Software
ICD 10 Codes
Phlebotomy
Prior Authorizations

Certifications

First Aid and CPR
Basic life support
LPN License State of CT #38755
LPN License Multi State #PN5242023

State of Connecticut

Lookup Detail View

Name

Name
MARLYN G COLLINS

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	33978	09/30/2026	12/10/2008	Marlyn G. Collins	ACTIVE	CURRENT	None

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MARLYN COLLINS, L.P.N.

14 Oakridge Dr. Apt 7 New Haven, CT 06513
203- 772-9268 marlyn1104@yahoo.com

OBJECTIVE

To obtain a position at a home care agency or assisted living facility that requires an employee with excellent customer service skills, practical nursing skills, and administrative skills. A combination of these skills is a solid foundation for any facility/company with whom I am employed.

EDUCATION

Stone Academy, Hamden, CT — Graduated
Practical Nursing Program — **NCLEX License No. 033978**

The Sawyer School, Hamden, CT — Graduated
Medical Assistant Program — **CERTIFIED**

WORK EXPERIENCE

Maxim Healthcare Services — 2009- Current
Licensed Practical Hospice & Pediatric Care Nurse
Responsibilities include working with several patients (one-on-one), who are in the final stages of life (predominately cancer cases). Care includes providing comfort measures – administering medications as prescribed by physician to the patient and comfort and support to family members as required. Tracheotomy and ventilator experience.

Staywell Health Center, Waterbury, CT — 2009- 2010
Licensed Practical Nurse - Pediatric Care
Responsibilities include but not limited to administering vaccines, vitals, electronic charting, maintain and order medical supplies and vaccines, direct assistance to Pediatrician during examinations and parent education.

OBGYN and Infertility, New Haven, CT — 2008 – 2009
Licensed Practical Nurse
Hired originally in this position as a Medical Assistant and promoted to LPN. Injections, patient history, vital signs, aseptic technique, culture collection, capillary and venipuncture, urinalysis, bacteriology, hematology, serology, operating electrocardiograph, autoclave, centerfuge, refractometer, urinometer, Glucometer Elite, HemoCue, Hemoglobin A.1C, operate microcomputers utilizing PCN software to enter data, generate reports, edit, bill file, schedule appointments.

Fair Haven Community Health Center, New Haven, CT — 2000 - 2008
Medical Assistant
Hired immediately after externship as full time Medical Assistant. Responsibilities included Patient history, vital signs, vision testing, aseptic technique, culture collection, capillary and venipuncture, urinalysis, bacteriology, hematology, hematology, serology, operating electrocardiograph, autoclave, centerfuge, refractometer, urinometer, Glucometer Elite, HemoCue, Hemoglobin A.1C, operate microcomputers utilizing PCN software to enter data, generate reports, edit, bill file, schedule appointments, process insurance, medical transcription, medical coding and training new employees.

Medical Assistant Externship (160 Hours of Clinical) — 2000
Responsibilities included: Front Desk Receptionist, phone coverage, triaging, vitals, maintenance of filing system, autoclave and other medical assisting tasks as required

State of Connecticut

Lookup Detail View

Name

Name
MARIE NADIA GUERCY

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	44033	11/30/2025	11/08/2021	MARIE NADIA GUERCY	ACTIVE	CURRENT	None

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Marie Nadia Guercy
85-2 Bentwood Drive
Waterbury, CT 06705
Tel: 203 -572-8800
e-mail:nguercy@hotmail.com

Objective Looking for a position that will allow me to continue to grow professionally as a Licensed Practical Nurse utilizing my skills, knowledge, and experience to provide high-quality patient care.

Experiences:

April 2022 to date

Licensed Practical Nurse AAA Nursing Care LLC

- 1:1 student with special needs ,
- Performing care as defined by client's individual Plan of Care.
- Monitoring blood sugar and administer insulin via OmniPod pump.
- Implementing care for the comfort and well-being of the student.
- Providing emotional support.
- Assisting with ADLs.
- Documenting services provided during patient's care
- Participating in all training and continuing education.

Oct 2022 to date

Licensed Practical Nurse Beacon Brook

- Taking and monitoring patient vital signs.
- Administering medication.
- Communicating changes in patient behavior or health status to Nurses, Physicians, and family members.
- Maintaining accurate patient records.
- Performing suctioning
- Performing wound dressiing changes.
- Answering calls for help and observe changes in a patient's condition or behavior, etc.
- Prepares and administers injections and/or enemas.
- Assists with patient comfort.
- Monitors catheters.
- Supervizing and monitoring patient care provided by unlicensed staff.
- Evaluating patients to collect data, observing condition, and reporting changes in condition.
- Contributing to nursing assessments and care planning.
- Documenting changes in condition.
- Specimen collection.
- G-Tube feedings and care.
- Glucose checks.

- Respiratory treatments.

Aug 2019 to Dec 2023

Licensed Practical Nurse Complete Care at Glendale

- Providing daily care in a 30 bed Long Term unit including: administering medication, and therapeutic treatments as per physician orders, ordering tests, monitoring vitals, and symptoms, electronic charting.
- Plans and manages patient care according to each patient's needs.
- Interviews patients and records their medical history and physical condition.
- Obtains patient vital signs, including pulse, blood pressure, temperature, and respiration.
- Provides routine care for patients.
- Observes patients' health.
- Reviews medical charts.
- Assists physicians and registered nurses.
- Communicates with patients and their families.
- Prepares specimens for lab courier.
- Administers medications.
- Provides wound care.
- Prepares and administers injections and/or enemas.
- Assists with patient comfort.
- Monitors catheters.
- Supervizing and monitoring patient care provided by unlicensed staff.
- Evaluating patients to collect data, observing condition, and reporting changes in condition.
- Contributing to nursing assessments and care planning.
- Documenting changes in condition.
- Specimen collection.
- G-Tube feedings and care.
- Glucose checks.
- Respiratory treatments.
- Monitors catheters.
- Supervizing and monitoring patient care provided by unlicensed staff.
- Evaluating patients to collect data, observing condition, and reporting changes in condition.
- Contributing to nursing assessments and care planning.
- Documenting changes in condition.
- Specimen collection.
- G-Tube feedings and care.
- Glucose checks.
- Respiratory treatments.

Education

Jan 2019 to Sept 2022	**Stone Academy. Licensed Practical Nurse**
Aug 2016 – April 2017	**Naugatuck Valley Community College ESL 152, ESL 169 and 101**
Aug 2014 – June 2016	**Waterbury Adult Education Waterbury CT**
	Institut des Hautes Etudes Commerciales et Economiques (IHECE) Haïti

Accounting
Four years program completed November 1999
Courses included Power Point, Word, Excel, Great Plans processing, Business Maths...etc.
St Francois D'Assise Haïti
High School
Diploma Degree completed June 1992

Foreign language

- Fluent in written, and conversational French, and Haitian Creole

References:

Daniell Jeudy
RN, Supervisor
Tel: 203-360-1491
Email: mdanielle76@gmail.com

PetaRose Tom
MSN, RN Supervisor
Tel: 203-299-6915
Email: Petaroset@aol.com

State of Connecticut

Lookup Detail View

Name

Name
KERI M ALSTON

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	165018	10/31/2025	10/01/2019	KERI M ALSTON	ACTIVE	CURRENT	None

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Keri Alston RN BSN
128 Birmingham Street
Bridgeport, CT 06606
203-685-2860 • kerima454@aol.com

OBJECTIVE

Registered Nurse with over 13 years of healthcare experience seeking a position within a team-oriented, progressive clinical setting where I can apply my skills, knowledge, and passion for patient care while enhancing professional growth and development.

EDUCATIONAL BACKGROUND

Capella University
Baccalaureate of nursing — **March 2021**
- **National Society of Leadership and Success**

Helene Fuld College of Nursing
Associate degree in applied science and nursing — **April, 2019**
- **Clinical rotations**
  - ***Metropolitan NYC Hospital*** — **Spring & Winter semester 2018/2018**
  - ***Bellevue NYC Hospital*** — **Summer & Fall semester 2018/2019**

Lincoln Technical Institute, Shelton, CT,
Practical Licensed Nurse Program Diploma — **September, 2013**
- **LPN**

JM Wright Technical School
High School Diploma — **June, 2008**
- **Graduate of the Health technology program**
- **Recipient of Certification of Connecticut nurses aide program.**

WORK EXPERIENCE

Senior Bridge, Humana INC, Madison, CT — **08/2018-Present**
Care manager:
Supervise caregivers and licensed nurses to ensure adherence to policies and procedures as well as following care plans appropriately. Manage and provide exceptional care to various medically complex clients in their homes; hospice care, post-surgical care, palliative care Vent and tracheostomy care and suctioning, G-tube and wound care; Administration of medications via all routes.

Cambridge Manor, National Health Care Associates Fairfield, CT — **02/2018-04/2020**
RN Unit Manager:
Manage and supervise nursing staff. Organize and facilitate tasks for admissions / discharge to facility. Adherence to infection control procedures according to OSHA standards. Fluent in PCC, EMAR and PDPM. Educates direct staff on facility policies and procedures. Acute rehab care: I.e. postop care for orthopedic, Abdominal, cardiac surgery, TURP. Wound care, ostomy care, catheter care, tracheostomy care and suctioning and patient teaching.

Towne Nursing Staff INC — **08/2017-Present**
Staff nurse at various nursing homes/ long term care facilities; Adapts to different policies and procedures at several facilities

PSA Health care, Stratford, CT — **06/2014- 06/2018**
Provided care to medically complex adolescence toddlers and infants in their homes, while adhering to strict aseptic and sterile techniques; Vent and tracheostomy care and suctioning, G-tube and wound care; Administration of medications via all routes provided family/patient teaching, Document frequently on patient's status via EMR

St. Camillus Genesis Health Care, Stamford, CT — **07/2008 – 04/2017**

LICENSURES/ CERTIFICATIONS

State of CT Dept. of Public Health Registered Nurse Licensure # 165018 — EXP: ***10/31/2021***
State of NYC Dept. of Public health Registered Nurse Licensure #776167 — EXP: ***7/31/2022***
CPR & First Aid Certified — EXP: ***08/2021***

Certificate of completion:
- Procare pharmacy advanced essentials of infusion therapy and IV placement
- Wound Basics 7hrs

State of Connecticut

Lookup Detail View

Name

Name
KARI A WEST

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	39944	12/31/2025	12/02/2015	KARI A WEST	ACTIVE	CURRENT	None

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KARI A. WEST, LPN

21 Hull Court
Stratford, CT 06614

(203) 726-0221
Email: kariwest64@yahoo.com

PROFILE

Highly skilled and dedicated Licensed Practical Nurse with a deep commitment to improving quality-of-life and personal dignity of patients.

QUALIFICATIONS

- Extremely focused with a strict attention to detail and accuracy.
- Unbridled passion for addressing the physical and emotional well-being of patients.
- Committed to a positive patient and family experience.
- Strong advocate of positive change and new ideas.

EDUCATION

PORTER & CHESTER INSTITUTE
Licensed Practical Nurse Program Graduate, July 2015

LICENSE/CERTIFICATIONS

Licensed Practical Nurse (LPN), State of Connecticut; BLS CPR/AED (Current), American Heart Association; VIRTUS- Protecting all children for independent Contractors (Current)

CLINICAL ROTATIONS

Carolton Chronic & Convalescent H; Cambridge Manor, Fairfield, CT
Advanced Nursing and Rehabilitation Center; New Haven, CT
Baldwin Center; Stratford United Methodist Church Pre-School, Stratford, CT

RESPONSIBILITIES

- Worked under supervision of Licensed Registered Nurses and LPNs.
- Participated in initial patient assessments and treatment plans.
- Worked with multiple diagnoses including Alzheimer's, dementia, strokes, cardia events, Diabetes, Urinary tract infections, would issues, pulmonary diseases, etc.
- Provide direct patient care including monitoring vital signs; oxygen therapy/suctioning/nebulizer treatments; feeding tubes/monitoring nutrition; IV therapy; wound care/aseptic techniques/infection control, assist with activities of daily living ensuring proper patient hygiene, ambulation/assisted devices/safety, and range-of-motion; crisis intervention; patient education; family interface, etc.
- Provided social activities at a senior center as a means of entertainment and to improve cognitive abilities.
- Attend interdisciplinary team meetings patient outcomes analysis as a baseline to modify treatment plans.
- Utilized a holistic approach to care addressing both physical and emotional needs of patients.
- Ensured a positive patient and family experience by serving as an ambassador of the institution and living its vision and values.

WORK EXPERIENCE

Advanced Center For Nursing and Rehabilitation; New Haven, CT 02/2017-04/2017
LPN

- Provided medical care for 35 geriatric patients by monitoring blood sugar levels before meals and administered medication for blood sugar coverage; administered heart medication, took apical pulse before administering; started bolus IV tube feed for 2 residents and gave flush; replace trach tubes
- Dressed wounds and treated patients with antibiotics
- Scheduled dialysis appointments and arranged transportation
- Addressed concerns of residents and their family members as they arise
- Delegated assignment to nursing aides at the beginning of shifts
- Documented care for 15 Medicaid patients on the floor
- Observed patients for fall risk to ensure their safety

Goodwill of Western & Northern CT; Bridgeport, CT 12/2016-02/2017
Residential Specialist

- Assists with the development and implementation of individual service plans and/or behavioral plans to transition the individual to greater independence in the community as appropriate.
- Provides daily briefing of activities and assignments to supervisor.
- Completes written notes as assigned by supervisor including daily documentation and data collection for Individual Service and Behavioral Plans as necessary.

PRIVATE DUTY; Stratford, CT 2012-2016
LPN/CNA

- Private duty nurse providing care to an elderly female patient, age 95
- Monitored patient vitals, provided transportation to physician appointments, interfaced with case providers to communicate patient's needs/ concerns, and acted as liaison between clinicians and patient.
- Prepared meals and ensured proper hygiene, nutrition and safety.

CONNECTICUT HOME ASSISTANCE; Stratford, CT 2011-2013
CNA

- Assigned to patients at home and in skilled nursing facilities.
- Worked primarily with elderly patients.

ALLIED COMMUNITY RESOURCES; East Windsor, CT 2006-2010
CNA

- Worked as an Individual Living Skilled Trainer (ILST) with patients on activities of daily living and cognitive abilities.
- Interfaced with DSS and Social Workers to provide ongoing updates on patients' progress.
- Focused efforts on improving patients' cognitive abilities in order to improve their self-reliance and independence.

State of Connecticut

Lookup Detail View

Name

Name
IRENE F ESPIN

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	42130	09/30/2026	02/19/2019	IRENE F ESPIN	ACTIVE	CURRENT	None

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IRENE ESPIN - LPN

64 eight street • Derby, CT 06401 (203) 548-1342 • ireneespin1988@yahoo.com

PROFESSIONAL OBJECTIVE

To obtain a position as a License Practical Nurse in a practice/facility where I can contribute as an integral member of a professional team to provide quality patient care.

SKILLS/QUALIFICATIONS

- Vital signs, patient history taking, medical asepsis and sterilization techniques.
- Collecting Specimens. Providing Catheter and Colostomy Care
- Tracheostomy Suctioning/Care, G-Tube Feedings & Care.
- Assisting with Monitoring and Caring for IVs
- Patience, prioritizing, problem solving
- Calming Agitated Patients and Family Members
- Medical terminology, Electronic Medical record.
- Pharmacology skills including the preparation and administration of medications, proper medical recordkeeping of drugs.
- 5 years of C.N.A experience, included Hospice care.
- Bilingual English/Spanish/ read and write

EDUCATION, LICENSURE & CERTIFICATIONS

Lincoln Technical Institute, Shelton, CT
Practical Nursing Program Diploma - Graduation December,2018
GPA 3.59/ Excellent Attendance

- Studies included: Fundamentals of Nursing, Anatomy and Physiology I&II, Pharmacology, Human Growth and Development, Mental Health Nursing, Maternal-Child, Nursing Across the lifespan, Professional Development.

CPR Certification 2017-2019

Gateway Community College. 01/2015-09/2018

- General Studies
- ESL

Lincoln Technical Institute, Shelton, CT
Medical Assistant Program Diploma - Graduation June, 2012
High Honors GPA 3.77/ Excellent Attendance

- Studies included: Anatomy & Physiology, Medical Terminology, Laboratory Skills, Insurance Coding & Billing, Law & Ethics, Business English, Typing & Transcription.

Arcadia Healthcare Institute.
Certified Nurse's Aide Training - Graduation February, 2009

CLINICAL EXPERIENCE

12/04/2017-12/13/2018

- Geriatrics, Well Child, Sub-Acute I, Mental Health, Maternal-Child, Sub-Acute II.

WORK EXPERIENCE

The Heart at Southbury, CT. **05/2019 to Current**

- Taking patient histories and maintaining documentation.
- Provides routine care and monitoring vital signs..
- Prepares specimens for lab courier.
- Administers medications.
- Assists physicians and registered nurses.
- Communicates with patients and their families.

AAA Nursing Care , Stratford CT. **04/2019 to Current**

- Provide remarkable care for special needs children, including:
- Tracheostomy care
- G and J tube care, and feedings
- Seizures
- Administers medication
- Assisting with school activities
- Monitoring basic patient health such as vital signs and overall condition.
- Assisting with transfers
- Providing personal care, and toileting.

Comfort Keepers Home care, Shelton, CT **02/2016 to 2019**

- Assist with daily living activities, including, bathing, dressing, feeding, toileting, and ambulating. Provide companionship to the patient. Inform nurses of any changes to patients' condition. Light housekeeping.
- Work with hospice and Dementia patients ensuring the best care.

B&M Homemaking & Companion, West Haven, CT **06/2014-05/2016**

NPI medical, Ansonia CT **10/2012-06/2014**

Arcadia Healthcare, Trumbull, CT **02/2008-06/2011**

State of Connecticut

Lookup Detail View

Name

Name
GREGORY R AMBROISE

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	194947	07/31/2026	07/06/2022	GREGORY R AMBROISE	ACTIVE	CURRENT	None

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Gregory Ambroise, RN

86 North St. Trumbull, CT 06611 |203.445.3622|

CORE COMPETENCIES

Registered Nurse offering a combination of diverse experience, academic excellence, compassion, leadership and strong interpersonal skills. Dedicated to providing quality, cost-effective and evidence-based care to help patients achieve optimal outcomes. Looking obtain a position, which will create opportunities to expand practical experience at the same time provide quality healthcare and discharge duties effectively.

Professional Experience

Registered Nurse — **July 2022 – August 2022**
Cornell Scott Hill Health Center –South Central Rehabilitation (SCRC) — New Haven, CT

- **Receive and screen referrals from outside agencies and self-referrals to ensure that only clients suitable for detox level of care are accepted**
- **Performed triage acuity assessments and screenings including CIWA-AR, CIWA-B, and COWS assessments as appropriate on each client during their shift**
- **Initiate appropriate treatment by safely administering prescribed medications for withdrawal symptoms for patients when appropriate**
- **Monitored the effect of the administration of medications for detox patients in triage and the Acute detox unit**
- **Oversees the Triage workflow to ensure safety and appropriate prioritization of client treatment according to the acuity of symptoms and reduce the likelihood of adverse events related to withdrawal.**
- **Provided teaching, support, and guidance in relation to nursing theory, nursing skills, and specific client care issues to both the Licensed Practical Nurse and the CNA/MA. Attends and participates in appropriate meetings as required.**
- **Oversees the activities of Licensed Practical Nurses and CNA/MA in the Acute Units**
- **Initiates referrals and communicates with outside agencies in partnership with medical and counseling staff.**
- **Uses utmost care in protecting the confidentiality of the client and his/her records in accordance with State and Federal laws.**

Charge of Methadone Maintenance Treatment Program of CSHHC SCRC/Ansonia Behavioral Health

- **Medicated**

Registered Nurse — **April 2023- February 2024**
Boys and Girls Village — Milford, CT

- Performs screening tests and orders routine lab work with medical standing orders.
- Completes specific treatment or nursing procedures as ordered by the provider.
- Contributes to scheduling and managing appointments.
- Triage functions of the patients and routes the patient to the appropriate clinical service
- Administers medications, immunizations, and treatments as per the written order of the provider

Gregory Ambroise, RN

86 North St. Trumbull, CT 06611 | 203.445.3622 |

Registered Nurse — July 2022 - present
Licensed Practical Nurse — May 2012 – July 2022
AAA Nursing Care — Stratford, CT

- Works with pediatrics, geriatrics, special needs, hospice, internal medicine, urgent care, and private duty cases
- Vital signs, administer personal care, assist with daily living activities, performed passive/active range of motion exercises with clients
- Medication administration of oral, ocular, topical, subcutaneous, and intra-dermal injections, nebulizer treatments, medications delivered via PEG tube, glucose monitoring, and insulin administration
- Patient teaching, client physical/psychosocial assessment, formulation of plans of care, and implementation of existing care plans
- Wound care, gastrostomy tube feeding and tube-site care, Foley catheterization/care, colostomy care, and tracheostomy care
- Experience working with computers, electronic health records, Centricity, and EPIC
- Complete head-to-toe assessments of individuals in various age groups

Education

St. Vincent's College of Nursing, — **March 2022**
5151 Park Avenue
Fairfield, CT

Registered Nurse License: #194947 — **07/31/2023**
American Heart Associate Basic Life Support — 10/2022

State of Connecticut

Lookup Detail View

Name

Name
SHANEQUA D MOORE

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	33811	07/31/2026	10/01/2008	Shanequa Moore	ACTIVE	PRIOR DISCIPLINE	Yes, see below. If there are no links under documents below, please make note of the license number and email oplc.dph@ct.gov to request the final order.

Licensure Actions or Pending Charges

Case Number	Date Case Closed	Documents
2015-371	10/17/2018	Consent Order-2015371_CO.pdf (ViewPublicLookupDocument.aspx?DocumentIdnt=2763889&GUID=B6F8C4D7-F706-46D8-BA78-341869EA1DA2) Probation Complete-2015371_PROCOMP.pdf (ViewPublicLookupDocument.aspx?DocumentIdnt=3903307&GUID=CCF2508B-81A4-4AAB-9005-8636D438CF31)

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Shanequa Moore

Middletown, CT 06457
shanequa1977@gmail.com
+1 203 676 2762

Authorized to work in the US for any employer

Work Experience

LPN (Licensed Practical Nurse)
AAA Nursing Care - Stratford, CT
July 2021 to Present

I currently perform basic nursing skills in settings such as skilled nursing facilities, group home, home care settings, school nursing, behavioral/mental health facilities and detox facilities.

LPN (Licensed Practical Nurse)
Home Health Professionals - Hamden, CT
March 2021 to Present

Basic nursing skills. Medication administration. Wound care. Transcribe orders per patient health provider. Patient charting electronically.

LPN (Licensed Practical Nurse)
Physicians Alliance of CT (PACT) - Hamden, CT
April 2021 to May 2022

Triage patient in clinic setting for a general surgeon and colorectal doctor. Assist with office procedures. My duties are basics nursing skills, triage clinical calls ie. patients question or emergency concerns. Communication with other practices to develop care for patients.

LPN Charge Nurse
Apple Rehabilitation - Uncasville, CT
January 2020 to April 2021

Care of resident on long term and rehabilitation unit. Perform basic nursing skills, medication management, IV therapy. Manage care developed per individual care plan.

Customer Service Specialist I
CareCentrix
June 2019 to February 2021

Outreach calls to secure providers per Physicians referral requests for post patients hospitalization to assist with patients rehabilitation and safety at home.

LPN Transitional Care Coordinator
Community Health Network - Wallingford, CT
January 2017 to November 2018

Work under the direction of the Manager and Team Leads of Transitional Care by conducting telephonic assessment of Husky members. Makes outreach calls to members, including but not limited to; members

with gaps in care; with ED utilization; after inpatient admission to discuss the discharge plan; medication reconciliation post discharge. Assists in scheduling follow up appointments and transportation needs as needed. Review health education needs and accesses additional service or DME needs in the community. Make calls to providers to report barriers in care. Identifies and refers to the Intensive Care Management programs as appropriate. Completes electronic assessment and documents additional information in the care management system. Perform other duties as assigned

LPN Home Care Nurse
New England Home Care
May 2011 to November 2018

LPN Care Manager
Complex Care Solutions
November 2015 to December 2016

Work under the direction of the Manager and Team Leads of Transitional Care by conducting telephonic assessment of Husky members. Makes outreach calls to members, including but not limited to; members with gaps in care; with ED utilization; after inpatient admission to discuss the discharge plan; medication reconciliation post discharge. Assists in scheduling follow up appointments and transportation needs as needed. Review health education needs and accesses additional service or DME needs in the community. Make calls to providers to report barriers in care. Identifies and refers to the Intensive Care Management programs as appropriate. Completes electronic assessment and documents additional information in the care management system. Perform other duties as assigned

LPN (Licensed Practical Nurse)
CMHC
December 2009 to March 2015

LPN Charge Nurse
Regalcare of New Haven
December 2008 to February 2015

LPN (Licensed Practical Nurse)
Hamden Health Care Center
December 2008 to December 2009

Business Associate
Yale New Haven Hospital New Haven, Connecticut
June 1995 to December 2009

Patient Care Associate, Business Associate (clerical), Customer Service (call center)

Education

Nursing
Stone Academy-Hamden

Skills

- IV Therapy (10+ years)

- CPR (10+ years)
- Certified Medical Billing and Coding (10+ years)
- Home Health (10+ years)
- QA
- Call Center (6 years)
- Customer Care (10+ years)
- Customer Support (10+ years)
- CSR (10+ years)
- Customer Service
- Nursing (10+ years)
- Medication Administration (10+ years)
- Medical Records (10+ years)
- ICD-10
- Medical Billing
- ICD-9
- Medical Office Experience (10+ years)
- Hospital Experience (10+ years)
- EMR Systems (10+ years)
- Transcription (10+ years)
- Medical Terminology (10+ years)
- Anatomy Knowledge
- Patient Care (10+ years)
- Clerical Experience
- CPT Coding
- Triage
- Epic
- Phone Etiquette
- Nursing
- Medical coding
- Customer service
- Medical terminology
- EMR systems
- Medical records
- Clerical experience
- Epic
- Documentation review
- Hospital experience
- Quality assurance
- Patient monitoring

Certifications and Licenses

Certified medical billing and coding
July 2015 to Present

The renewal is every two years. Renewal was obtained September 2020

LPN
December 2008 to July 2024

LVN

BLS Certification
February 2021 to February 2023

BLS Certification

CPR Certification

State of Connecticut

Lookup Detail View

Name

Name
ERIKA E VERAS

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Registered Nurse	115140	10/31/2025	12/02/2013	ERIKA E VERAS	ACTIVE	CURRENT	None

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62 Enright Street
West Haven, CT 06516
(203) 257-3197
ErikaVerasRN@yahoo.com

Erika E. Veras, RN

WORK EXPERIENCE

AAA Nursing Care LLC

Stratford, CT — School Nurse and Private Duty RN

AUGUST 2015-PRESENT

Administering OTC and prescription medications

Participate in health related protocols specific to Covid-19
School System 1:1 Private RN for medically compromised student
Accompany student and transport medications to and from school
Monitor vital signs
Assess student
Administer medication as needed
Maintain a relationship with patient's family, school nurse, and all other pertinent personnel involved in students school day for the students well-being
2015-2017 Private RN for medically compromised student in community outreach program
Accompany student throughout school day as a personal nurse
Monitor vital signs and adjust daily schedule of student as per their daily needs
Assist with breathing treatments ie. albuterol, incentive spirometer
Adjust patient's oxygen via cannula based on information and behavior
Established a relationship with patients' family and relay all pertinent information to doctors and father of patient
Assist patient on/off transportation vehicles, assist with bathroom and feeding needs
Remain in daily contact with nursing supervisor

Yale College Explo Summer Camp, New Haven, CT — *Camp Nurse*

Greenwich Hospital, Greenwich, CT — *Postpartum Mother/Baby RN*

AUGUST 2015

Postpartum Mother/Baby RN
Perform role of an RN providing comprehensive care to newborns, mothers, and families

SKILLS:

Epic Patient Charting

Enterprise Data Charting

NexTech Patient Charting

MS Office Suite

EDUCATION

St. Vincent's College Bridgeport, CT Associate of Science Degree in Nursing (2010-2013)

CERTIFICATIONS:

State of Connecticut Registered Nurse License no. 115140

First Aid, BLS/CPR Certified, American Heart Association

CPI Certified

IV Certified

Assess mothers and neonates
Newborn nursery care to infants post birth i.e. baths, hearing screens PKU screens, CCHD screens, blood sugar monitoring, assistance with breast and bottle-feeding
Administer IV and oral medications
Tend to surgical incisions and skin tears etc.
Provide culturally-sensitive care to patients and families
Manage high-risk patients with conditions such as hypoglycemia, psychiatric diagnoses, and hemorrhage

Yale New Haven Hospital, New Haven, CT — *Operating Room RN*

NOVEMBER 2014

Successfully completed AORN's perioperative program
Manage overall care in the operating room
Facilitate safe and comfortable environment
Select and handle instruments, equipment, and supplies for surgical procedures
Anticipate surgeon's needs
Observe patient during surgical procedure to detect possible complication and/or breaks in the sterile technique
Manage contaminated instruments and supplies to prevent spread of infection
Position patient to assure access to operative field
Label and preserve operative specimens for laboratory analysis
Manage special equipment, i/e electron beam coagulator, bovie, venodyne machine, etc.
Assist cleaning in operating room and caring for infections and soiled linen
Interview patients prior to procedure to assure preparedness
Communicate with surgeons, scrub technologists, and other personnel to confirm pertinent information

Jandali Plastic Surgery, Trumbull, CT — *Registered Nurse*

January 2014

Worked under the direction of Dr. Shareef Jandali, MD to gain knowledge about the art of plastic surgery and skincare
Educated and licensed in performing CoolSculpting
Educated in the technique or SkinMedica Chemical Peels
Oversaw professional schedule for primary physician and managed communication with practice patients
Manage all daily routines associated with both opening and closing of establishment
Coordinate all preoperative and postoperative activity especially cleaning and stocking of patient rooms
Operate Dermapen microneedling, DermaSweep Microdermabrasion, and eMax Laser equipment
Setup and takedown of surgical fields to ensure patient safety
Assist with tissue expander fills, drain and suture removal, and wound care
Work with surgeon on facial procedures, specifically labiaplasty, eyelid blepharoplasty, and earlobe reduction
Sterilized all medical equipment

Attended educational conferences and training seminars to be able to offer more advanced and comprehensive care

INTERNSHIP EXPERIENCE:

SEPTEMBER 2010 - NOVEMBER 2013

Student nurse at St. Vincent's Medical Center, Bridgeport CT/ Silver Hill Hospital, New Canaan, CT.
Utilized the nursing process as a basis for delivering comprehensive care in varied clinical settings
Demonstrated competence in psychomotor skills, teaching and learning principles and management of client care
In all phases of clinical rotation, provided excellent patient service focused on quality of life and continuity of care
Provided care on cardiology unit, behavioral health unit, surgical, neurological unit, operation room setting, orthopedic unit, respiratory care, oncology, geriatric, maternity, etc

State of Connecticut

Lookup Detail View

Name

Name
DENISHA RUSSELL

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	43131	03/31/2026	04/28/2020	DENISHA RUSSELL	ACTIVE	CURRENT	None

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DENISHA M. RUSSELL

Licensed Practical Nurse License #41313

60 Yaremich Drive Unit 23 ■ Bridgeport, CT 06606 ■ jadian12002@yahoo.com ■ 203-543-1321

Education

- *Licensed Practical Nurse I Porter and Chester I Graduated January 2020*
  Major: Licensed Practical Nurse
- *Certifications:* Cardiopulmonary resuscitation (CPR), Automated External Defibrillator (AED), Certified
- *Software Experience:* Microsoft office, PowerPoint, Outlook, and POS System
- Administrative Assistant

WORK EXPERIENCE

Hartford Health Care Fairfield, CT 05/2021 - current

LPN

- Safely handle medications and immunizations
- Assist physicians with tests by preparing proper equipment and transcribing findings
- Advocate for patient needs by addressing their concerns
- Data entry into Epic
- Update patient charts with most current information on medication symptoms and mental status

Family Greenwich,CT 01/2021 - 05/2021

LPN

Specialties: Mental health and Addiction

- Lead vaccination nurse
- Transporting and proper storing of vaccine
- Monitor and report side affects
- Assist with allergic reactions to Covid
- Managed and Data entry VAMS computer system

Waveny Home Care New Canaan, CT 08/2020 - 01/2021

LPN

- Documentation
- Wound Care
- Patient Care(Vital signs)
- Pre Pour Medication
- Wound vac care

The Residence at Selleck's Wood Darien, CT 05/2020 - 08/2020

LPN

- Documentation

- Blood glucose and administer insulin
- Patient care (vital signs)
- Post-surgical patient care
- Maintain and update the EMAR
- Organizational skills

Allume — Watertown, CT — 04/2020 - 06/2020
LPN

- G tube feed
- O2 treatments
- Administer breathing treatments
- Administer medications

Norton Healthcare Staffing — Hartford, CT — 01/2020 - current
LPN

- Tracheostomy care
- Bolus feeding
- Data collection

State of Connecticut

Lookup Detail View

Name

Name
DELORES GOODEN

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	33735	07/31/2026	09/10/2008	Delores Gooden	ACTIVE	CURRENT	None

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DELORES GOODEN

259 Wakelee Avenue, Ansonia, CT 06401 | 347-608-1150 | ldg33.1912@gmail.com

SUMMARY:

Collaborative, dedicated, punctual and professional Licensed Practical Nurse with 10+ years of experience administering quality patient care. Knowledgeable, productive, and reliable team-leader. Specialty areas include: Geriatrics, Pediatrics, and patients with Developmental and Intellectual Disabilities. Excels at grasping new information quickly, working well under pressure, and database management platforms, e.g. Pointclickcare and ALIS.

EDUCATION:

Henry Abbott Technical School, *Danbury, CT*
Sep. 2006 - Jun. 2008
Licensed Practical Nurse Certification
Related Courses: Nursing Concept I & II, Anticoagulation Management, Anatomy & Physiology, Intensive Assessment Training along with Implementing and Following Care, Diabetic Teaching, Patient Care, Pharmacology and IV Procedures, Medication Administration, Management and Supervising, Universal Precaution

PROFESSIONAL EXPERIENCE:

Gardner Heights, *Shelton, CT*
Charge Nurse, October 2017 - present

- Appointed 27-40 residents as a float charge nurse in a subacute, long term and dementia unit facility with 130 beds.
- Executed full body assessments, daily vital signs and weights as needed ensuring no significant changes occurred.
- Maintained accurate medication count, administration and treatment as prescribed to residents, e.g. Narcotics, Insulin, Coumadin, etc.
- Communicated effectively with MDs, supervisors and families in order to inform of significant changes in residents' status.
- Supervised 2-6 diverse immediate assistive staff to ensure protocol, timeliness, and accuracy.

The Hearth of Southbury, *Southbury, CT*
Charge Nurse, December 2016 - November 2017

- Managed floor of 36 residents as an independent Charge Nurse on a locked dementia unit.
- Ordered medication from various pharmacies specific to individual residents thus reducing potential medication errors as well as monitoring intake and output.
- Executed patients' admission and full body assessment in a timely fashion.
- Maintained open dialogue between MDs, facility nurse manager and families regarding any significant changes in residents' well-being, i.e. new medication, injury, upcoming appointments, etc.
- Trained new nurse hires on facility rules and protocols as well as assessed, directed and taught nursing assistants' while ensuring client's safety and privacy.

Birmingham Health Center, *Derby, CT*
Charge Nurse, December 2011 - July 2013

- Supervised assistive nursing staff to deliver nursing care within the scope of practice and adhering to facility's policies and procedures.
- Administered vaccines as a preventative measure, to maintain safety of all residents, and to adhere to OSHA guidelines, e.g. Tuberculosis, Influenza, Pneumonia, etc.
- Performed patients' admissions and full-body assessment to implement a unique care plan based on specific findings.
- Managed Diabetic therapy to establish proper insulin dosage and meals specific to diet.
- Counted Narcotics for accuracy at beginning and end of shifts

DELORES GOODEN
259 Wakelee Avenue, Ansonia, CT 06401 | 347-608-1150 | ldg33.1912@gmail.com

EXPERIENCE con't:

Hope Enterprise Inc., *Williamsport, PA*

Licensed Practical Nurse, March 2009 - December 2011

- Completed frequent, weekly and monthly full-body assessments for signs of abuse, bruises, open wounds, etc. and recommended further care as needed to house managers and assistive staff.
- Administered anti-psych medication intramuscularly biweekly as ordered by physicians, e.g. Risperdal Consta.
- Provided non-medical staff with education in accordance with medication policies and procedures to stay up-to-date with current guidelines.
- Served as liaison between group home, hospital and doctors for hospital admissions, discharge planning, infectious disease control and established medical supports and services.
- Communicated and followed Infectious Disease Control guidelines, which included monitoring, disposing, labeling and facilitating practices for bio-hazard management.
- Coordinated annual flu shot clinics for group homes as well as staff.

State of Connecticut

Lookup Detail View

Name

Name
CILIA FELIX

License Information

License Information

License Type	License Number	Expiration Date	Granted Date	License Name	License Status		Licensure Actions or Pending Charges
Licensed Practical Nurse	42167	02/28/2026	03/06/2019	CILIA FELIX	ACTIVE	CURRENT	None

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Cilia Felix, LPN

205 peck Ave. West haven, CT 06516

Phone: 203-362-9246

Email: [redacted]

Professional Summary

Well-qualified medical professional with experience triaging patients, capturing information and completing basic procedures such as primary care. Excellent communication, prioritization and multitasking abilities with sound judgment and compassionate nature. Background in clinic and hospital environments.

Skills

Pulse oximetry tracking, Patient Management, Direct Patient Care, Documenting intake, Outpatient care, Caregiving skills, Indirect Patient Care, Patient Assessments, Chronic disease management.

Experience

Optimus Health Care - Licensed Practical Nurse — March 2019 to Present

Obtained biological specimens for ordered tests and prepared for laboratory transport. Managed patient care through closely monitoring respiration, blood pressure and blood glucose levels. Minimized staff and patient infection risk by cleaning and disinfecting equipment instruments. Supported physicians during examinations and scans to assist with diagnostic procedures. Answered incoming phone calls from patients to provide basic assistance and triage medical concerns. Documented accurate and complete patient information to address patient problems and expected outcomes.

Optimus Health Care – Medical Assistant — October 2013 to March 2019

Scheduling patient appointments. Maintaining medical records, and billing and coding information for insurance. Preparing patients for examination. Helping physicians with patient examinations. Taking and recording vital signs, such as blood pressure and Electrocardiogram (EKG).

References

Maria Perez, PA (203)200-9827, Myrna Reyes, MD (203)767-3600

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON BUILDING & SCHOOL FACILITIES

Item #14.1

October 16, 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 the following groups and organizations subject to fees and insurance as required:

GROUP	**FACILITIES AND DATES/TIMES**	
*Porter & Chester Institute B. Almguer	Kennedy Aud.: Thurs., Dec. 4th 4:00 – 7:00 pm (graduation ceremony)	
REQUESTING WAIVERS:		
City Youth Theater S. Davis	Crosby aud.: Sunday, Sept. 28, 10am-5pm Crosby aud. Mon.-Thurs. Sept 29 – Oct., 6pm-10pm	($336.)
Wtby. Knights Cheerleaders C. Jones	Career Academy gym: Sundays 10/5/25 – 11/16/25 11:30am – 4:00pm (cheerleading practice)	($1,386.)
Wtby. Ballers T. Lott	Generali gym: Saturdays Dec., 2025-Feb., 2026 11:00am-5:00pm (basketball games)	($1,764.)
AAMC Albanian Group E. Himaj	Maloney gym & 5 rms.: Sundays 10/19/25 – 5/31/26 9:00am-1:00pm (teach Albanian Culture/Language)	($9,840.)
Special Olympics D. Ford	Career Academy, KHS, WSMS, Duggan & Reed Saturday, March 28, 2026, Gym & Café	($4,410.)
*Bridge To Success V. Rios	Gilmartin café: Saturday, October 25, 10am – 2pm (Pop-up Food Pantry) Duggan outside area: Saturday, November 8, 10am – 2pm (Pop-up Food Pantry) to be held in outside area	($210.) ($210.)
*Bunker Hill Sports N. Meglio	Bunker Hill gym: Jan. 3 – Mar. 21st Saturdays 9:30am-1:00pm Carrington gym: Dec. 6th-Mar. 21st Saturdays 9am - 3pm ($4,410.)	($2,520.)
*Our Lady of Mt. Carmel Sch. C. Hernandez	Tinker gym: Oct. 25th - Mar. 28th Saturdays 9am-5:30pm	($7,182.)
*Rivera Memorial Found. J. Rivera	Maloney café, music rm. & lounge: Tuesdays 5:30-7:00 pm 11/4/25 – 3/13/26 and on Saturday 3/14/26 10am-5pm (Miss Rivera Hughes Pageant)	($672.)
GROUPS NOT SUBJECT TO FEES OR WAIVER DUE TO TIME OF USE OR PREVIOUS WAIVER:		
Ct. Royalty T. Inabinett	Bucks Hill gym: Thursdays 9/25, 10/2, 10/9. 10/23, 11/6 5pm-9pm (basketball program)	
Ct. Lithuanian Club A Gelazauskas	Gilmartin gym: Wednesdays Oct. 1 thru May 7pm – 9pm (basketball practice)	

N. Jones Historic Overlook Neighb.	Kingsbury café: Fourth Tuesday each month, Sept. thru June 6:15 – 8:15 pm (monthly group meetings)
Bridge To Success V. Rios	W. Cross café: Thursdays 10/2/25– 11/13/25 5:00-7:00pm (W. Cross parents book club)
*Bridge To Success A Brooks	Reed café: Wednesday, Oct. 22nd 5:00 – 9:00 pm (Community Forum)
*Bunker Hill Sports	Bunker Hill gym: Wednesdays - 10/22, 10/29, 11/5 5:30 – 8:00 PM (Sign-Ups for basketball)
*Bunker Hill Sports N. Meglio	Bunker Hill gym: Nov. 17th – Mar. 20th 5:45-8:30 pm Mon-Fri. Carrington gym: Nov. 10th – Mar. 20th 5:00-9:00 pm Mon-Fri. Maloney gym: Nov. 18th – Mar. 19th 5:00-8:30 pm Tues & Thurs. West Side gym: Nov. 17th-Mar.23rd 5:00-9:00 pm Mondays
*Our Lady of Mt. Carmel Sch. C. Hernandez	Tinker gym: Oct. 10th-Mar.27th 6:00-9:00pm Mon-Fri. boys and girls basketball program)
*Hoops 4 Life D. Fryer	Reed gym: Oct. 14th –Nov. 26th weekdays 5:00 – 9:00 pm West Side M/S gym: Oct. 16th – Nov. 25th weekdays 5:30-9:00 pm (basketball program)

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 Pastor + Chester Inst NAME OF ORGANIZATION PCI

ADDRESS 881 WOLCOTT St. WTBY, CT TELEPHONE # 475-689-3800
(street) (city) (state) (zip code)

SCHOOL REQUESTED Kennedy DATES 12.4.25 ROOM(S) AUDITORIUM

OPENING TIME 4 CLOSING TIME 7 PURPOSE Graduation

ADMISSION (if any) N/A CHARGE TO BE DEVOTED TO N/A

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 300 CHILDREN 50-60

SIGNATURE OFAPPLICANT Ben Almaguer DATE 10-8-25

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

BEN ALMAGUER 559-805-8375 (PCI WTBY CODE)

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: $1,00/4 HRS

MISCELLANEOUS FEES: Tech. $55/HR.

SECURITY DEPOSIT $ 500.- INSURANCE COVERAGE _____ YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY. Thursday, Dec. 4th

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

Mook

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 Mapleland Waterbury CT 06704 TELEPHONE # 203 437 0325
(street) (city) (state) (zip code)

SCHOOL REQUESTED Crosby DATES Attached ROOM(S) Auditorium

OPENING TIME _____ CLOSING TIME attached PURPOSE theater program

ADMISSION (if any) $ CHARGE TO BE DEVOTED TO Fundraising

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 2 CHILDREN 20

SIGNATURE OFAPPLICANT [signature] DATE 9/23/25

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

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 ($336.)

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: City Youth Theatre

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☑

SCHOOL/ROOMS REQUESTED: Auditorium

DATE(S): 9/28/25	TIMES: 10A - 5p
DATE(S): 9/29/25	TIMES: 6 - 10:00p
DATE(S): 9/30/25	TIMES: 6 - 10:00p
DATE(S): Oct 1	TIMES: 6 - 10:00p
DATE(S): Oct 2	TIMES: 6 - 10:00p
DATE(S):	TIMES:

10pm

9/24/25
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$	$ 336.-	$
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 _____

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 Terence Loft Jr NAME OF ORGANIZATION Waterbury Ballers

ADDRESS 25 Grand Ave (street) Waterbury (city) CT (state) 06704 (zip code) TELEPHONE # 203-509-4757 203-805-1884

SCHOOL REQUESTED Generali DATES Dec - Feb ROOM(S) Gym

OPENING TIME 11 AM CLOSING TIME 5 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 9-29-25

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)

(1) ($1,764.)

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 Saturdays

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 Application for Building Permit)

APPLICANT/ORGANIZATION: Why Bellers

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☑

SCHOOL/ROOMS REQUESTED: General Gym

DATE(S): Dec 6	TIMES: 11 AM - 5 PM
DATE(S): Dec 20	TIMES:
DATE(S): Jan 10	TIMES:
DATE(S): Jan 24	TIMES:
DATE(S): Feb 14	TIMES:
DATE(S): Feb 28	TIMES:

9-29-25
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

Building Usage Fees	Custodial Fees	Security Deposit
$	$ 1,764.	$

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 Endrit Himaj NAME OF ORGANIZATION AAMC Albanian Language School

ADDRESS 38 Raymond St (street) Waterbury (city) CT (state) 06706 (zip code) TELEPHONE # 203-518-2076

SCHOOL REQUESTED Maloney DATES Please see attached list ROOM(S) 5 classroom, gym

OPENING TIME 9:00 AM CLOSING TIME 1:00 PM PURPOSE Teaching Albanian language and culture

ADMISSION (if any) none CHARGE TO BE DEVOTED TO N/A

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 8 CHILDREN 70-75

SIGNATURE OF APPLICANT Ehimaj DATE 8/21/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: Endrit Himaj
38 Raymond St Waterbury CT 06706

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. E.H. (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR SERVICE PER CUST. ($5040.)

RENTAL FEES: RMS. $10./HR per room ($4800.)

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE V 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

[redacted]

School schedule for
2025/2026

- 10.19.2025
- 10.26.2025
- 11.02.2025
- 11.09.2025
- 11.16.2025
- 11.23.2025
- 12.07.2025
- 12.14.2025
- 12.21.2025
- 01.04.2026
- 01.11.2026
- 01.25.2026
- 02.01.2026
- 02.08.2026
- 02.22.2026
- 03.01.2026
- 03.08.2026
- 03.15.2026
- 03.29.2026
- 04.19.2026
- 04.26.2026
- 05.03.2026
- 05.17.2026
- 05.31.2026

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Use of Building Permit)

APPLICANT/ORGANIZATION: AAMC Albanian Language School

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: ~~5 classrooms~~ 1 gym, 5 ROOMS ~~and teacher's rooms~~

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

Please see the list of dates submitted with the application

8/21/2025
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 9,840.- 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

Took

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 Derrick Ford NAME OF ORGANIZATION Special Olympics

ADDRESS 2666 State ST Hamden CT 06517 TELEPHONE # 203-230-1201 X 272
(street) (city) (state) (zip code)

SCHOOL REQUESTED Career Academy DATES 3-21-2026 ROOM(S) Gym, Cafe

OPENING TIME 7:30am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) None CHARGE TO BE DEVOTED TO _____

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 150 CHILDREN _____

SIGNATURE OFAPPLICANT Derrick Ford DATE 9-23-25

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

Same as above

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. DF (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR service per cust. (2) ($84.)

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).

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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 Use or Building Permit)

APPLICANT/ORGANIZATION: Special Olympics

Please check below specific item(s):

Building Usage Fees ☑ Custodial Fees ☑

SCHOOL/ROOMS REQUESTED: Career Academy High School

DATE(S): 3-21-2026 TIMES: 7:30am - 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

9/23/2025
Date

Derrick Fox
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$	$ 882.00	$
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 9

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 Derrick Ford NAME OF ORGANIZATION Special Olympics

ADDRESS 2666 State ST Hamden CT 06517 TELEPHONE # 203-230-1201 X 272
(street) (city) (state) (zip code)

SCHOOL REQUESTED Kennedy DATES 3-21-2026 ROOM(S) Gym, Cafe

OPENING TIME 7:30am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) None CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 150 CHILDREN

SIGNATURE OFAPPLICANT Derrick Ford DATE 9-23-25

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

Same as above

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. DF (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR SERVICE pe CUST (2) ($84)

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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APPROVAL DATE

SCHOOL BUSINESS OFFICE

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

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Request for Building Permit)

APPLICANT/ORGANIZATION: Special Olympics

Please check below specific item(s):

Building Usage Fees ☑ Custodial Fees ☑

SCHOOL/ROOMS REQUESTED: Kennedy High School

DATE(S): 3-21-2026 TIMES: 7:30am - 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES _____

DATE(S): _____ TIMES: _____

9/23/2025
Date

Derrick for
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 882.00 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 Derrick Ford NAME OF ORGANIZATION Special Olympics

ADDRESS 2666 State ST Hamden CT 06517 TELEPHONE # 203-230-1201 X 272
(street) (city) (state) (zip code)

SCHOOL REQUESTED West Side DATES 3-21-2026 ROOM(S) Gym, Cafe

OPENING TIME 7:30am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) none CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 150 CHILDREN

SIGNATURE OFAPPLICANT Derrick Ford DATE 9-23-25

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

Same as above

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. DF (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR SERVICE PERCUST. (2) ($882.)

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

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Application for Building Permit)

APPLICANT/ORGANIZATION: Special Olympics

Please check below specific item(s):

Building Usage Fees ☑ Custodial Fees ☑

SCHOOL/ROOMS REQUESTED: West Side Middle School

DATE(S): 3-21-2026 TIMES: 7:30am - 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

9/23/2025
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 892.00 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 Derrick Ford NAME OF ORGANIZATION Special Olympics

ADDRESS 2666 State ST Hamden CT 06517 TELEPHONE # 203-230-1201 X272
(street) (city) (state) (zip code)

SCHOOL REQUESTED Dunbar DATES 3-21-2026 ROOM(S) Gym, Cafe

OPENING TIME 7:30am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) None CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 150 CHILDREN

SIGNATURE OFAPPLICANT Derrick Ford DATE 9-23-25

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

Same as above

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. DF (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR service per cust (2 x $84)

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

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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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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PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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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: Special Olympics

Please check below specific item(s):

Building Usage Fees ☑ Custodial Fees ☑

SCHOOL/ROOMS REQUESTED: Duggan Prek-8 school

DATE(S): 3-21-2026 TIMES: 7:30am - 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

9/23/2025
Date

Derrick for
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 882.00 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 Derrick Ford NAME OF ORGANIZATION Special Olympics

ADDRESS 2666 State ST Hamden CT 06517 TELEPHONE # 203-230-1201 X 272
(street) (city) (state) (zip code)

SCHOOL REQUESTED Reed Middle DATES 3-21-2026 ROOM(S) Gym, Cafe

OPENING TIME 7:30am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) none CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 150 CHILDREN

SIGNATURE OFAPPLICANT Derrick Ford DATE 9-23-2025

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

Same as above

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. DF (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR. SERVICE PER CUST. (2) ($882.)

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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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 Application for Building Permit)

APPLICANT/ORGANIZATION: Special Olympics

Please check below specific item(s):

Building Usage Fees ☑ Custodial Fees ☑

SCHOOL/ROOMS REQUESTED: Reed Middle School

DATE(S): 3-21-2026 TIMES: 7:30am - 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

9/23/2025
Date

Derrick
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

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 Victor Rios NAME OF ORGANIZATION Waterbury Bridge To Success

ADDRESS 83 Prospect Street Waterbury CT 06702 TELEPHONE # 203-393-8551
(street) (city) (state) (zip code)

SCHOOL REQUESTED Gilmartin DATES 10/25/25 ROOM(S) Cafeteria

OPENING TIME 10:00am CLOSING TIME 2:00pm PURPOSE Pop-up Food Pantry

ADMISSION (if any) N/A CHARGE TO BE DEVOTED TO N/A

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 100 CHILDREN

SIGNATURE OFAPPLICANT Victor Rios DATE 9/19/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Victor Rios 83 Prospect Street Waterbury CT 06702 - 203-393-8551

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. VR (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR service per cust (1)(210)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO

PLEASE READ THE FOLLOWING CAREFULLY

Saturday

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

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PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

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

USE OF SCHOOL FACILITIES
WAIVER REQUEST

(to be submitted with Date of Building Permit)

APPLICANT/ORGANIZATION: Waterbury Bridge to Success

Please check below specific item(s):

Building Usage Fees ☒ Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: Gilmartin School

DATE(S): 10/25/25 TIMES: 10:00am - 2:00pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

10/1/25
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____	$ 210.-	$ _____
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

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# Waterbury Bridge

APPLICANT Victor Rios NAME OF ORGANIZATION C/o Success

ADDRESS 83 Prospect St Waterbury CT 06702 TELEPHONE # 203-393-8551
(street) (city) (state) (zip code)

SCHOOL REQUESTED Duggan DATES 11/8/25 ROOM(S) Outside

OPENING TIME 10:00 am CLOSING TIME 2:00 pm PURPOSE Food Pop-up Pantry

ADMISSION (if any) — CHARGE TO BE DEVOTED TO —

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 100 CHILDREN —

SIGNATURE OF APPLICANT [signature] DATE 10/1/25

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

Victor Rios 83 Prospect St Waterbury CT 06702 - 203-393-8551

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. VR (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR. plus 1 HR SERVICE PER CUST. (1) ($210)

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.

Saturday

* Need 12 Tables

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 Application for Building Permit)

APPLICANT/ORGANIZATION: Waterbury Bridge to Success

Please check below specific item(s):

Building Usage Fees ☒ Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: Outside

DATE(S): 11/8/25 TIMES: 10:00 am - 2:00 pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

10/1/25
Date

[signature]
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 210.- 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

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 Meglio NAME OF ORGANIZATION Bunker Hill Sports Assoc

ADDRESS 145 Devonwood Drive, Waterbury , CT TELEPHONE # 203-206-7152
(street) (city) (state) (zip code)

SCHOOL REQUESTED Bunker Hill DATES Jan 03-Mar 21 (Sat) ROOM(S) Gym

OPENING TIME 9:30am CLOSING TIME 1pm PURPOSE Basketball

ADMISSION (if any) n/a CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 25

SIGNATURE OFAPPLICANT [signature] DATE 10-7-2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Nick Meglio / 145 Devonwood Drive / 203-206-7152 BHSA COACHES

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 ($2,520)

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 Application for Building Permit)

APPLICANT/ORGANIZATION: Bunker Hill Sports Assoc

Please check below specific item(s):

Building Usage Fees [X] Custodial Fees [x]

SCHOOL/ROOMS REQUESTED: Bunker Hill / Gymnasium

DATE(S):	Mon	TIMES:	5:30-8:30pm
DATE(S):	Tues	TIMES:	5:30-8:30pm
DATE(S):	Wed	TIMES:	5:30-8:30pm
DATE(S):	Thurs	TIMES:	5:30-8:30pm
DATE(S):	Fri	TIMES:	5:30-8:30pm
DATE(S):	Sat	TIMES:	9am - 1pm ✓

10-7-2025
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$	$ 2,520. ✓	$
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 Nicholas Meglio NAME OF ORGANIZATION Bunker Hill Sports Assoc.

ADDRESS 145 Devonwood Drive , Waterbury CT 06708 TELEPHONE # 203-206-7152
(street) (city) (state) (zip code)

SCHOOL REQUESTED Carrington DATES Dec 6th - March 21 (SAT) ROOM(S) GYM

OPENING TIME 9am CLOSING TIME 3:00pm PURPOSE Basketball

ADMISSION (if any) n/a CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 10 CHILDREN 40-50

SIGNATURE OFAPPLICANT [signature] DATE 10-07-2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Nick Meglio / 145 Devonwood Drive / 203-206-7152 BHSA Coaches

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 ($4,410)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE X YES NO

PLEASE READ THE FOLLOWING CAREFULLY

Saturday

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: Bunker Hill Sports Association

Please check below specific item(s):

Building Usage Fees [X] Custodial Fees [x]

SCHOOL/ROOMS REQUESTED: Carrington / Gymnasium

DATE(S): Mon	TIMES: 5:00 - 9:00
DATE(S): Tues	TIMES: 5:00 - 9:00
DATE(S): Wed	TIMES: 5:00 - 9:00
DATE(S): Thurs	TIMES: 5:00 - 9:00
DATE(S): Fri	TIMES: 5:00 - 9:00
DATE(S): Sat	TIMES: 9am - 3pm

10-7-2025
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$	$ 4,410.-	$
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

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 CARLOS HERNANDEZ NAME OF ORGANIZATION OUR LADY OF MOUNT CARMEL SCHOOL

ADDRESS 90 HILLCREST AVE (street) WTBY (city) CT (state) 06705 (zip code) TELEPHONE # 203-233-9001

SCHOOL REQUESTED TINKER ELEMENTARY DATES 10/20/2025 (Saturday only) 3-29-26 ROOM(S) GYMNASIUM

OPENING TIME 9 am CLOSING TIME 5:30 pm PURPOSE PRACTICE AND GAMES

ADMISSION (if any) -$0.00 CHARGE TO BE DEVOTED TO N/A

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 6 CHILDREN 25

SIGNATURE OFAPPLICANT Carlos Hernandez DATE 10/08/2025

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

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: $42/HR. plus 1 HR SERVICE ($8,778.)

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 or Building Permit)

APPLICANT/ORGANIZATION: OUR LADY OF MOUNT CARMEL SCHOOL

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: GYMNASIUM

DATE(S):	11/01/2025 12/13/2025	TIMES:	01/24/2026 03/14/2026
DATE(S):	11/08/2025 12/20/2025	TIMES:	02/07/2026 03/21/2026
DATE(S):	11/15/2025 12/27/2025	TIMES:	02/14/2026 03/28/2026
DATE(S):	11/22/2025 01/03/2026	TIMES:	02/21/2026
DATE(S):	11/29/2025 01/10/2026	TIMES:	02/28/2026
DATE(S):	12/06/2025 01/17/2026	TIMES:	03/07/2026

10/08/2025
Date

Carlos Hernandez
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$	$ 8,778.-	$
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

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 Jessica Ocasio NAME OF ORGANIZATION Rivera Memorial Foundation

ADDRESS 186 Cherry Street, Waterbury, CT 06702 TELEPHONE # 475-235-3182
(street) (city) (state) (zip code)

SCHOOL REQUESTED Maloney DATES 11/4/25 to 3/10/26 (Tuesdays Only) 3/13/26 & 3/14/26 ROOM(S) Cafetorium, Downstairs Teacher Lounge, Classroom/Music Room adjacent the Cafetorium

OPENING TIME 5:30PM CLOSING TIME 7:00PM PURPOSE Miss Rivera-Hughes Pageant Practice & Pageant
For 3/14/26: OPENING @ 10:00am CLOSING @ 5:00PM
ADMISSION (if any) Only on 3/14/26 $20 CHARGE TO BE DEVOTED TO Pageant Scholarship Fund

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 5 CHILDREN 15
Only on 3/17/24: Adults 50 Children 30

SIGNATURE OFAPPLICANT Jessica Ocasio DATE 10/9/2025

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

Jessica Ocasio- 860-940-3615 & Lisa Morales 203-768-0026

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. JO (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

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Date of Building Permit)

APPLICANT/ORGANIZATION: Rivera Memorial Foundation

Please check below specific item(s):

Building Usage Fees [X] Custodial Fees [X]

SCHOOL/ROOMS REQUESTED: Maloney

DATE(S): 3/14/25 TIMES: 10:00am-5:00pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

10/9/25
Date

Jessica Rivera
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____	$ 672.50	$ _____
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 Terry Inabinett NAME OF ORGANIZATION CT Royalty

ADDRESS 9 Alcott Rd Wolcott, CT TELEPHONE # 203982-6442
(street) (city) (state) (zip code)

SCHOOL REQUESTED Bucks Hill DATES 9/25 10/2 10/9 ROOM(S) Gym

OPENING TIME 5pm CLOSING TIME 9pm PURPOSE Basketball

ADMISSION (if any) CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20

SIGNATURE OF APPLICANT DATE 9/16/25

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

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.

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.

Thursdays
9/25
10/2
10/9
10/23
11/6

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 Algirdas Gelazauskas NAME OF ORGANIZATION Conn. Lith. Sports Club

ADDRESS 63 Yale Ave, Apt. 4, Meriden, CT 06450 TELEPHONE # 203-809-3736
(street) (city) (state) (zip code)

SCHOOL REQUESTED Elem. school DATES 10/1 - 4/27 ROOM(S) Gymnasium
Gilmartin

OPENING TIME 7:00 PM CLOSING TIME 9:00 PM PURPOSE Basketball practices / Sports

ADMISSION (if any) Club membership CHARGE TO BE DEVOTED TO Club insurance / Expences

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 15 Max CHILDREN 6÷8 Approx

SIGNATURE OF APPLICANT Algirdas Gelazauskas DATE 09/21/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: ph. # 203-671-6641
Pres. Vaiva Baltonis, 59 Glendale Ave, Middletown, CT 06457

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. A. G. (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. Wednesdays

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 Norma Jones NAME OF ORGANIZATION Historic Overlook Community Club

ADDRESS 509 Willow St, Wtby, CT 06710 TELEPHONE # (917) 385-2684
(street) (city) (state) (zip code)

SCHOOL REQUESTED Kingsbury DATES 4th Tue of month ROOM(S) Cafeteria

OPENING TIME 6:15p CLOSING TIME 8:15p Sept - April PURPOSE Club meeting (HOCC)

ADMISSION (if any) NA CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 12-24 CHILDREN 0-3

SIGNATURE OFAPPLICANT Norma Jones DATE September 15, 2025

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 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

2025 - 2026

HISTORIC OVERLOOK COMMUNITY CLUB

6:15 PM - 8:15 PM MONTHLY MEETINGS

SEPTEMBER 23RD

OCTOBER 28TH

NOVEMBER 25TH

DECEMBER 23RD

JANUARY 27TH

FEBRUARY 24TH

MARCH 24TH

APRIL 28TH

MAY 26TH

JUNE 23RD

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

Book

CONTRACT#

APPLICANT W. Ortiz Rios NAME OF ORGANIZATION Waterbury Bilingual Success

ADDRESS 83 Prospect St. Waterbury CT 06702 TELEPHONE # 203-393-0551
(street) (city) (state) (zip code)

SCHOOL REQUESTED Wendell Cross DATES 10/2, 10/9, 10/16, 10/23, 10/30, 11/6, 11/13 ROOM(S) Cafeteria

OPENING TIME 5:00pm CLOSING TIME 7:00pm PURPOSE WC Parents Book Club

ADMISSION (if any) N/A CHARGE TO BE DEVOTED TO N/A

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 20 CHILDREN 10

SIGNATURE OFAPPLICANT W. Rios DATE 9/19/25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
W. Ortiz Rios 83 Prospect Street Waterbury CT 06702 - 203-393-0551

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. WR (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: _____

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT $_____ INSURANCE COVERAGE _____ YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY

Thursdays

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.

10/2 – 11/13

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 Waterbury Bridge to Success NAME OF ORGANIZATION Same

ADDRESS 83 Prospect Street Waterbury CT 06702 TELEPHONE # 2037540040
(street) (city) (state) (zip code)

SCHOOL REQUESTED Reed DATES 10/22/2025 ROOM(S) Cafe

OPENING TIME 5pm CLOSING TIME 9pm PURPOSE Community Forum

ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO n/a

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 50 CHILDREN 50

SIGNATURE OFAPPLICANT [signature] DATE 09/17/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Amari Brantley, Waterbury Bridge to Success 83 Prospect Street Waterbury, CT 06702 203.754.0040

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. AMB (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.

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

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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 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Nicholas Meglio NAME OF ORGANIZATION Bunker Hill Sports Assoc

ADDRESS 145 Devonwood Drive, Waterbury, CT TELEPHONE # 203-206-7152
(street) (city) (state) (zip code)

SCHOOL REQUESTED Bunker Hill DATES * ROOM(S) Gym

OPENING TIME 5:30 p.m. CLOSING TIME 8 p.m. PURPOSE Basketball Sign-Up

ADMISSION (if any) n/a CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS CHILDREN

SIGNATURE OFAPPLICANT [signature] DATE 10-6-25

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Nick Meglio / 145 Devonwood Drive / 203-206-7152 BHSA COACHES

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:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

* Wednesdays

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

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

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THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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

Oct. 22
Oct. 29
Nov. 5

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

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 Meglio NAME OF ORGANIZATION Bunker Hill Sports Assoc

ADDRESS 145 Devonwood Drive, Waterbury , CT TELEPHONE # 203-206-7152
(street) (city) (state) (zip code)

SCHOOL REQUESTED Bunker Hill DATES Nov17 - Mar20 Mon-Fri ROOM(S) Gym

OPENING TIME 5:30pm CLOSING TIME 8:30pm PURPOSE Basketball

ADMISSION (if any) n/a CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 2-3 per hr CHILDREN 15-20 per hour

SIGNATURE OFAPPLICANT DATE 10-07-2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Nick Meglio / 145 Devonwood Drive / 203-206-7152 BHSA COACHES

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

Mon - Fri

PLEASE READ THE FOLLOWING CAREFULLY

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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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APPROVAL DATE

SCHOOL BUSINESS OFFICE

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

Took

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 Meglio NAME OF ORGANIZATION Bunker Hill Sports Assoc.

ADDRESS 145 Devonwood Drive , Waterbury CT 06708 TELEPHONE # 203-206-7152
(street) (city) (state) (zip code)

SCHOOL REQUESTED Carrington DATES Nov 10 - March 20 Mon-Fri ROOM(S) GYM

OPENING TIME 5:00pm CLOSING TIME 9:00pm PURPOSE Basketball

ADMISSION (if any) n/a CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 2-5per hr CHILDREN 20-25 per hr

SIGNATURE OFAPPLICANT [signature] DATE 10-07-2025

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

Nick Meglio 145 Devonwood Drive 203-206-7152 BHSA Coaches

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. NM (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE X YES NO

PLEASE READ THE FOLLOWING CAREFULLY

Mon - Fri

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

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 Meglio NAME OF ORGANIZATION Bunker Hill Sports Assoc

ADDRESS 145 Devonwood Drive, Waterbury , CT TELEPHONE # 203-206-7152
(street) (city) (state) (zip code)

SCHOOL REQUESTED Maloney DATES Tues&Thurs Nov 18- March 19 ROOM(S) Gym

OPENING TIME 5:00 CLOSING TIME 8:30 PURPOSE Basketball

ADMISSION (if any) n/a CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3-4 CHILDREN 20-25

SIGNATURE OFAPPLICANT [signature] DATE 10-7-2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Nick Meglio / 145 Devonwood Drive / 203-206-7152 BHSA COACHES

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:

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).

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Tues. & Thurs.

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 Nicholas Meglio NAME OF ORGANIZATION Bunker Hill Sports Assoc

ADDRESS 145 Devonwood Drive, Waterbury , CT TELEPHONE # 203-206-7152
(street) (city) (state) (zip code)

SCHOOL REQUESTED WSMS DATES MONDAYS Nov 17-Mar 23 ROOM(S) Gym

OPENING TIME 5pm CLOSING TIME 9pm PURPOSE Basketball

ADMISSION (if any) n/a CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3-4 pr hr CHILDREN 20-25 pr hr

SIGNATURE OFAPPLICANT [signature] DATE 10-7-2025

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

Nick Meglio / 145 Devonwood Dr / 203-206-7152 BHSA COACHES

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:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO

PLEASE READ THE FOLLOWING CAREFULLY

Mondays

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).

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)

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APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

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

Yoh

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 CARLOS HERNANDEZ NAME OF ORGANIZATION OUR LADY OF MOUNT CARMEL SCHOOL

ADDRESS 90 HILLCREST AVE (street) WTBY (city) CT (state) 06705 (zip code) TELEPHONE # 203-233-9001

SCHOOL REQUESTED ELEMENTARY DATES 10/20/2025 (MON - FRI) 3/27/26 ROOM(S) GYMNASIUM

OPENING TIME 6 pm CLOSING TIME 9 pm PURPOSE PRACTICE AND GAMES

ADMISSION (if any) -$0.00 CHARGE TO BE DEVOTED TO N/A

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 6 CHILDREN 25

SIGNATURE OFAPPLICANT Carlos Hernandez DATE 10/08/2025

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

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:

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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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 Deneen Fryer NAME OF ORGANIZATION Hoops4Life, Inc

ADDRESS 174 Grand St (street) Wby (city) CT (state) 06702 (zip code) TELEPHONE # 203) 232-4578

SCHOOL REQUESTED Johnathon Reed DATES see Attachment ROOM(S) Gym

OPENING TIME 5:30p CLOSING TIME 9:00p PURPOSE basketball Game

ADMISSION (if any) N/A CHARGE TO BE DEVOTED TO N/A

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

SIGNATURE OFAPPLICANT Deneen Fryer DATE 10/9/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Randy Brook Silva St (203) 437-2205 - Duane Morrison (203) 228-2989

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. DF (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

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Application for Building Permit)

APPLICANT/ORGANIZATION: Hoop 4 Life

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Gym Reed

DATE(S):	10/15 10/16 10/17 10/20	TIMES:	5:30p 9:00p
DATE(S):	10/21 10/23 10/24 10/27	TIMES:	" "
DATE(S):	10/28 10/30 11/3 ~~10/4~~ 11/6	TIMES:	" "
DATE(S):	~~10/31~~ 11/12 11/13 11/14 11/17	TIMES:	" "
DATE(S):	11/18 11/19 11/20 11/21	TIMES:	" "
DATE(S):	11/24 11/25 11/26 ~~11/27~~	TIMES:	

10/9/2025
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 _____

11/4 election
11/11 Veterans Day

ATTEST: _____
Clerk, Board of Education

Hook

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 Hoops4Life, Inc

ADDRESS 174 Grand St (street) Wby (city) CT (state) 06702 (zip code) TELEPHONE # 203) 232-4578

SCHOOL REQUESTED West Side middle DATES See Attachment ROOM(S) Gym

OPENING TIME 5:30p CLOSING TIME 9:00p PURPOSE basketball Game

ADMISSION (if any) N/A CHARGE TO BE DEVOTED TO N/A

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

SIGNATURE OF APPLICANT Deneen Fryer DATE 10/9/2025

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Randy Brook Silva St (203) 437-2205 - Duane Morrison (203) 228-2989

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. DF (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).

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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 Use of Building Permit)

APPLICANT/ORGANIZATION: Hoop 4 Life

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Gym WSMS

DATE(S):	~~10/14~~ 10/16 10/17 10/20	TIMES:	5:30p 9:00p
DATE(S):	10/21 10/23 10/24 10/27	TIMES:	" "
DATE(S):	10/28 10/30 11/3 11/4 11/6	TIMES:	" "
DATE(S):	~~11/10~~ ~~11/12~~ 11/13 11/14 ~~11/17~~	TIMES:	" "
DATE(S):	11/18 ~~11/19~~ 11/20 11/21	TIMES:	"
DATE(S):	~~11/24~~ 11/25 ~~11/26~~ ~~11/27~~	TIMES:	

10/9/2025
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 _____

10/14 - School use

11/4 election Day

11/11 - Veterans Day

11/12, 17, 19, 24, 26 Not Available

ATTEST: _____
Clerk, Board of Education

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #15.1

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following grant funded appointments:

Name	*Position*	*FT/ PT*	*Rate*	*Union*	*Funding*	*Effective*
Ajdini, Fatbardha	School Counselor-Adult Ed	PT	36.00/hr	NONBOE	Ad. Ed. 24-25	09/25/25
Clemon, Michael	Behavior Counselor-State Street School	FT	$23.00/hr	UPSEU69	Priority Schools 25-26	10/2/25
Kelemer, Frumit	Tutor-Yeshiva K'Tana	PT	$25.00/hr	NONBOE	Yeshiva Title I 24-26	09/18/25
Muniz, David	Behavior Counselor/ Wilby (promotional)	FT	$22.50/hr	UPSEU69	Title I DW 2	09/11/25
Weiner, Shoshana	Tutor-Yeshiva K'Tana	PT	$25.00/hr	NONBOE	Yeshiva Title I 24-26 NP	10/09/25
Verdejo, Ryan	Hall Monitor-Kennedy HS	PT	$16.35/hr	NONBOE	Title I DW 2	09/25/25

Respectfully submitted,

Dr. Darren Schwartz
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #15.2

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following miscellaneous appointments:

Name	*Position*	*Location*
Capaldo, Christine	Substitute/Before & After Care	MMS
Moutinho, Ashley	Imagine Learning Site Coordinator	KHS
Bilbrough, Allison	Substitute Teacher/Priority Before & After Program	Walsh
Marissa, Jamele	Substitute Teacher/Priority Before & After Program	Walsh
Stoto, Ashley	Substitute Teacher/Priority Before & After Program	Walsh

Respectfully submitted,

Dr. Darren Schwartz
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #15.3

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Extended School Hours Program appointments:

School	*Last name*	*First Name*	*Assignment*
Bucks Hill	Alvarado	Stephanie	Teacher
	Jimenez	Maria	Administrator
	Marte	Yaquira	Teacher
	Morales	Dana	Secretary
	Murphy	Amber	Lead Teacher
	Qosja	Bella	Teacher
	Santiago	Koulla	Sub Administrator
	Swain	Erica	Paraprofessional
	Thompson	Melissa	Sub Administrator
Carrington	Basaillion	Bret	Teacher
	Buzzuto	Elisa	Teacher
	Gwiazdoski	Kristen	Administrator
	Lavasseur	Daniel	Teacher
	Mute	Suzanne	Teacher
	Renna	Karen	Administrator
Chase	Arroyo	Yvette	Sub Para
	Belica	Flora	First Grade
	Campagna	Amanda	Sub Teacher
	Commendatore	Joseph	Sub Teacher
	DelMoral	Denise	Para 1st Grade
	DiGiovancarlo	Krista	Secretary
	Eldridge	Lori	Administrator
	Hernandez	Ivan	Sub Administrator
	Lopez	Marlene	Sub Para
	Mancinone	Taylor	Second Grade
	Marchetti	Savannah	Sub Teacher
	Turner	Gina	Para 2nd Grade
Driggs	Abarzua	Lauren	Teacher
	Drewry	Ann	Sub Administrator

	Onur	Senay	Paraprofessional
	Quezada	Paula	Teacher
	Riley	Maryssa	Teacher
	Rosser	Jenifer	Administrator
	Wright	Valerie	Teacher
Duggan	Aidoo	Syreeta	Secretary
	Bell	Michelle	Teacher
	D'Alessio	Jennifer	Sub Administrator
	DeFeo	Dawn	Substitute Teacher
	DiGiovanni	Melissa	Sub Administrator
	Fidanza	Carla	Administrator
	Field	Susan	Teacher
	Gaudiosi	Karen	Teacher
	McCasland	Maureen	Teacher
	Mullen-Gillyard	Vickie	Paraprofessional
	Pelletier	Allison	Substitute Teacher
	Sanzari	Dina	Sub Administrator
	Scirica	Erin	Teacher
	Tzepos	loulia	Substitute Teacher
Generali	Christiano	Mike	Paraprofessional
	Dominguez	Suleymar	Administrator Assist
	Nadolny	Karen	3rd grade Teacher
	Neibel	Amy	4th grade Teacher
	Poulter	Dennis	5th Grade Teacher
	Rhinesmith	Wendy	Substitute Teacher
	Simoes	Odet	Substitute Teacher
	Sodano	Gina	Administrator
	Wolf	Jodi	Substitute Para
Kingsbury	Albanese	Ellen	Teacher
	Groppi	Susan	Sub Administrator
	Guedelha	Norma	Clerical
	Hamel	Claire	Sub-teacher
	McNamara	Morgan	Teacher
	Sam	Hannah	Admin
	Shea	Angela	Sub-Teacher
	Wolff	Nicole	Teacher
Reed	Erik	Brown	Principal
	Jennifer	Olenius	Teacher
	Katherine	Nazario	Teacher
	Latasha	Martinez	long term sub

	Michael	Labagh	Sub Administrator
Regan	Betancourt	Patty	Teacher
	Brown	Timothy	Teacher
	Carasone	Alanna	Teacher
	Davis	Claudia	Sub Administrator
	Demers	Denise	Sub
	Kruijs	Ashley	Teacher
	Razza	Angela	Administrator
	Regan	Morgan	Secretary/Clerical
	Welch	Alexander	Teacher
	Wright	Irina	Paraprofessional
Tinker	Bemer	Maura	Teacher
	Biello	Claudia	Administrator
	Brown	Edie	Teacher
	Defeo	Sharon	Teacher
	Gannon	Danielle	Teacher
	Guerrera	Maria	Teacher
	Teel	Mackenzie	Teacher
	Wehry	Nina	Secretary
Walsh	Jamele	Marissa	Lead Teacher
	Luby	Shannon	Teacher
	Maldonado	Joanne	Teacher
	Pierresaint	Courtney	Vice Principal/Admin.
	Rijos	Alexis	Clerical
	Vasquez	Valerie	Substitute
	Wilson	Maureen	Principal/Admin.
Washington	Albanese	Thomas	Teacher sub
	Benzinger	Nichole	Teacher
	Brown	Tim	Teacher sub
	Corbo	Cherie	Teacher sub
	Dauti	Elvira	Teacher sub
	Dematteis	Jennifer	Teacher sub
	Desiderio	Morgan	Teacher sub
	Fitzgerald	Kris	Secretary
	Gray	Stacy	Teacher
	Jimenez	Maria	Para sub
	Kouakou	Sherene	Teacher sub
	Lanouette	Jay	Teacher sub
	Maloney	Erin	Teacher sub

	Marin	Irma	Teacher sub
	McCombs	Lisa	Para
	Ramirez	Inez	Administrator
	Santos	Melanie	Teacher
	Williams	Athena	Para sub
	Zafar	Ghazala	Para sub
Wendell Cross	Cullen	Donna	Administrator
	Gambardella	Matthew	Music/Rec Teacher
	Gasparri	Michelle	Academic Teacher
	Irizarry	Angelina	STEM/Rec Teacher
	Jusino	Jillian	Teacher(Substitute)
	Marszalek-Baldyga	Julia	Academic Teacher
	Rizzo	Lisa	Lead Teacher
	Rocco	Margaret	Clerical/Admin. Support
Wilson	Katie	Feest	Administrator
	Marianna	Triguiero	Sub
	Persis	Miller	Teacher
	Rayae	Geci	Teacher
	Teresa	Bell	Teacher
R. C. International	Cruz	Maria	Sub
	Delgado	Cristina	Secretary
	Diodonet	Yamilys	Teacher
	Garcia	Emily	Teacher Assistant/Enrich
	Monegro	Jessica	Teacher
	Moscariello	Beth	Para
	Motolina	Dayan	Para
	Rodriguez	Nanichi	Teacher
	Tomasella	Diurca	Administrator
	Torres	Soribel	Teacher

Respectfully submitted,

Dr. Darren Schwartz
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #15.4

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following teacher new hires:

Name	*School*	*Position*	*Grade Level*
August, Michael	Crosby	Social Studies	9-12
Cacho-Zuniga, Lurbin	Carrington	Special Ed - Essential Skills	3-5
Elliot, Mia	Districtwide	School Psychologist	6-8
Ferreira, Theresa	Wilby	Special Ed	9-12
Fodulli, Sidorela	Wilby	Social Studies	9-12
Hinds, Coleen	Reed	Special Ed	3-5
Janee Johnson,	Sprague	Elementary Teacher	3
Krzykowski, Deanna	Wallace	Special Ed - Resource	6-8
Malin, Caroline	Walsh	Elementary Teacher	5
McCarthy, Julie	Gilmartin	Computer Education	K-8
Minton, Roy	Crosby	SR JROTC Instructor	9-12

Respectfully submitted,

Dr. Darren Schwartz
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #15.5

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following resignations:

Name	*Assignment*	*Effective*
Chavarry, Jose	WHS/Bilingual Science	10/31/25
O'Neill, Patrick	WAMS-PE/Health	10/31/25
Staton, Kevin	Reed/Library Media Specialist	10/31/25
Williams, Richard	WMS-Math	09/23/25

Respectfully submitted,

Dr. Darren Schwartz
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #15.6

October 16, 2025

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following retirements:

Name	*Assignment*	*Effective*
Cullen, Donna	Principal – W. Cross	06/30/26

Respectfully submitted,

Dr. Darren Schwartz
Superintendent of Schools



COMMUNICATIONS



September 30, 2025 through
October 14, 2025

Subject: Urgent Safety Concern: Lack of Safe Pedestrian Infrastructure in School Zone - Pirpont Road Area and East Main St

This is a formal letter and request a meeting on this matter of all individuals in this letter within the next 90 days please.

To: Mayor Paul Pernerewski City of Waterbury - Mayor's Office,
Superintendent Dr. Darren Schwartz ,
Waterbury Public Schools
Waterbury Board of Education,
Waterbury Police Department Traffic Division Waterbury Police Department.
Waterbury Board of commission

Christian D'Orso
(CHAIRMAN/ALDERMANIC LIAISON)

This is my formal complaint

Dear , and Esteemed City Officials,

I am writing to you today to express my profound concern regarding the dangerous lack of adequate pedestrian safety infrastructure in the school zone surrounding Pirpont Road, Maple Ridge Drive, and Arlene Drive.

As a concerned resident and neighbor, the safety of our children is my highest priority. The current conditions in this area present a significant and unacceptable risk to students and residents who must cross these streets. The specific issues I have documented include:

· Complete Absence of Critical Markings: There are no clearly defined crosswalks or pedestrian crossing signs at key intersections where children routinely cross to access school and neighborhood amenities.

· Damaged Safety Equipment: The existing crosswalk warning sign on Pirpont Road has been struck by a vehicle and remains damaged, rendering it ineffective.

· Lack of School Zone Clarity: There is a notable absence of signage indicating the beginning and end of the school zone, failing to alert drivers to reduce their speed and increase vigilance.

· Missing Safety Enhancements: There are no pedestrian-activated flashing signs or "stop for pedestrians in crosswalk" signs, which are crucial for driver awareness.

I have brought this matter to the city's attention on multiple occasions and also an email last week and spoke with Mayor staff ,And I first mentioned this to the Superintendent eight months ago and again via email last week. While I have utilized the I-Report app as instructed, the situation has not been remedied, and the neglect of this critical maintenance is alarming.

Therefore, I respectfully urge the city to take immediate action to implement the following:

1. Install high-visibility, marked crosswalks at the intersections of Pirpont Road, Maple Ridge Drive, and Olean Drive. with the colors, white, yellow, white, yellow, white yellow very bright.

2. Repair the damaged crosswalk warning sign and install new, prominent signage in the middle of crosswalks reminding drivers to stop for pedestrians.

3. Clearly mark the school zone boundaries with standardized signage to inform drivers.

4. Consider advanced safety measures such as pedestrian-activated flashing beacons (RRFBs) to enhance visibility.

This is not merely an inconvenience; it is a pressing public safety issue. Our community deserves a safe environment for our children to walk to and from school. I am committed to seeing this through until these critical safety improvements are made.

Sincerely, Domenic Davino Jr 9-19-2025

Domenic Davino Jr
105 Norris st
Waterbury Ct,06705
203-573-1884-Home
203-525-1657-Cell

RECEIVED
SEP 22 2025
SUPERINTENDENT OF SCHOOLS

DEPARTMENT OF PLANNING
CITY OF WATERBURY
One Jefferson Square • 5th Floor
Waterbury, CT 06706
Office (203) 574-6817 Fax (203) 346-3949

Paul K. Pernerewski, Jr.
Mayor

Robert J. Nerney, AICP
City Planner

City of Waterbury Inland Wetlands and Watercourses Commission
Long Term Stewardship and Management Monitoring Report

Project Information:

Property Owner/Grantor: **City of Waterbury Board of Education**	
Name of Owner/Grantor Contact: **Nicholas Albini**	*Date of IWWC Approval:* **August 19, 2015**
Project Name: **Great Brook/Griggs Pond Restoration Project**	*IWWC #* **PL #2014-0037**
Address: **33 Griggs Street, Waterbury, CT**	*M/B/L* **#0219-0193-0005**
Printed Name of Preparer: **Robert J. Nerney, City Planner**	
Signature of Preparer:	*Date:* **10-10-2025**

Project Description

Describe the nature of the project (i.e., filling/creation of inland wetlands, environmental remediation/restoration activities, flood storage, etc.):

Environmental restoration subject to U.S. Army Corps of Engineer's Permit #NAE-2010-0930

Findings:

	Excellent	Good	Average	Poor	Failure
Soil Stabilization:	X				
Water Quality (Visual Findings):	X				
Waterway Obstructions:	X				
Healthiness of Vegetation:	X				
Overall Cleanliness of Site (Litter/Dumping):		X			
Site Security & Adequacy of Perimeter Fencing:	X				

Comments:

An annual inspection of the Jonathan Reed Elementary School was conducted on October 10, 2025 at 1:30 p.m. with scheduling notice provided to the school several hours in advance of the site visit. The inspection is required pursuant to a perpetual stewardship management agreement between the United States Army Corps of Engineers and the City of Waterbury. City Planner Robert Nerney conducted the inspection within the fenced area of the site.

No signs of channel scouring or embankment erosion were observed and site vegetation appeared healthy, deeply-rooted and fully established. On the date of inspection, the stream maintained a low flow water. No visual detection of water surface sheen was observed. A small amount of scattered litter was observed within the fenced area. It is recommended litter be removed by hand prior to the winter season.

The inspection concluded at approximately 1:45 p.m.

Site Photographs:









CC. Nick Albini, BOE Chief Operating Officer
Angela Juliani, Corporation Counsel
Erik Brown, Principal, Jonathan Reed Elementary School
Inland Wetlands and Watercourses Commission