

AGENDA

CITY COUNCIL MEETING

MONDAY, MARCH 6, 2023

7:00 p.m.

CITY COUNCIL CHAMBERS, CITY HALL - 45 LYON TERRACE

BRIDGEPORT, CONNECTICUT 06604

Prayer

Pledge of Allegiance

Roll Call

MINUTES FOR APPROVAL:

Approval of City Council Minutes: February 6, 2023

COMMUNICATIONS TO BE REFERRED TO COMMITTEES:

- 24-22** Communication from Mayor re: Reappointment of Elliott Calderon (D) to the Commission for People with Disabilities, referred to Miscellaneous Matters Committee.
- 25-22** Communication from Mayor re: Reappointment of Jerome Roberts (U) to the Commission for People with Disabilities, referred to Miscellaneous Matters Committee.
- 26-22** Communication from Mayor re: Reappointment of Brenda Dye (D) to the Commission for People with Disabilities, referred to Miscellaneous Matters Committee.
- 27-22** Communication from City Attorney re: Proposed Settlement of Pending Litigation in the Matter of Lurdes Peguisto – Docket No. FBT-CV-20-6097400-S, referred to Miscellaneous Matters Committee.
- 28-22** Communication from City Attorney re: Proposed Settlement of Pending Litigation in the Matter of Angelina Keene – Docket No. FBT-CV-20-61021216-S, referred to Miscellaneous Matters Committee.
- 29-22** Communication from OPM re: Proposed Five-Year Capital Plan for Fiscal Years 2024-2028, referred to Budget and Appropriations Committee.
- 30-22** Communication from Central Grants re: Grant Submission: Bloomberg Philanthropies Public Art Challenge (#23868), referred to Economic and Community Development and Environment Committee.
- 31-22** Communication from Central Grants re: Grant Submission: Department of Homeland Security Federal Emergency Management Agency (FEMA) FY 2022 Assistance to Firefighters Grant Program (#23212 & #23483), referred to Public Safety and Transportation Committee.

COMMUNICATIONS TO BE REFERRED TO COMMITTEES CONTINUED:

- 34-22** Communication from Tax Collector re: Proposed Assignment of Tax Liens for Fiscal Year 2023, referred to Contracts Committee.

ITEMS FOR IMMEDIATE CONSIDERATION:

- 32-22** Communication from City Attorney re: The Matter of Lydia N. Martinez and Maria H. Pereira v. City of Bridgeport, et. al. Superior Court for the Judicial District of Fairfield at Bridgeport – Docket No. FBT-CV-22-6116446-S, Executive Session Discussion of Strategy & Negotiations with respect to Pending Litigation and possible Public Session Action concerning the Pending Litigation, **FOR IMMEDIATE CONSIDERATION.**

- 33-22** Communication from Housing & Community Development re: Proposed Resolution regarding a Substantial Amendment to the City’s Program Year 47 Annual Action Plan for Housing & Community Development, **FOR IMMEDIATE CONSIDERATION.**

MATTERS TO BE ACTED UPON (CONSENT CALENDAR):

- *13-22** Ordinance Committee Report re: Amendment to the Municipal Code of Ordinances, amend Chapter 2.108 – Bylaws Citizens’ Union.
- *15-22** Ordinance Committee Report re: Amendment to the Municipal Code of Ordinances, Chapter 3.04 – Financial Provisions Generally, amend to add NEW Section 3.04.040 – Capital Budget Reporting.
- *20-22** Miscellaneous Matters Committee Report re: Approval of Request to File Offer of Judgement in Pending Litigation in the Matter of Ronald Mercado – Case No. 3:20-cv-01783 (JAM).
- *22-22** Miscellaneous Matters Committee Report re: Settlement of Pending Litigation in the Matter of Andre C. Forde – Docket No. FBT-CV-22-6118716-S.

MATTERS TO BE ACTED UPON:

- 14-22** Ordinance Committee Report re: Amendment to the Municipal Code of Ordinances, Chapter 3.08 – City Contract and Purchasing Procedures, amend Section 3.08.070 – Purchasing Procedure.

THE FOLLOWING NAMED PERSON HAS REQUESTED PERMISSION TO ADDRESS THE CITY COUNCIL ON MONDAY, MARCH 6, 2023 AT 6:30 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 45 LYON TERRACE, BRIDGEPORT, CT 06604.

NAME	SUBJECT
1.) John Marshall Lee 30 Beacon Street Bridgeport, CT 06605	City Structure & Finance.
2.) Clyde Nicholson 396 Madison Avenue Bridgeport, CT 06604	Tax.
3.) Denese Taylor-Moye 131st District Leader 273 West Avenue #211 Bridgeport, CT 06604	131st District Town Committee (DTC) - Leadership.



OFFICE OF THE MAYOR
CITY OF BRIDGEPORT, CONNECTICUT

999 BROAD STREET
BRIDGEPORT, CONNECTICUT 06604
TELEPHONE (203) 576-7201
FAX (203) 576-3913

Joseph P. Ganim
Mayor

Comm. #24-22 Ref'd to Miscellaneous Matters Committee on 3/6/2023

TO: Lydia N. Martinez
FROM: Mayor Joseph P. Ganim
DATE: February 24, 2023
RE: Boards & Commissions

Please place the following name on the March 6, 2023 City Council agenda for referral to the Miscellaneous Matters Committee for the purpose of re-appointment to the **Commission for People with Disabilities**:

Elliott Calderon (D)
1137 Reservoir Avenue
Bridgeport, CT 06606

This term shall expire on 2/28/2026

JPG/AT



OFFICE OF THE MAYOR
CITY OF BRIDGEPORT, CONNECTICUT

999 BROAD STREET
BRIDGEPORT, CONNECTICUT 06604
TELEPHONE (203) 576-7201
FAX (203) 576-3913

Joseph P. Ganim
Mayor

Comm. #25-22 Ref'd to Miscellaneous Matters Committee on 3/6/2023

TO: Lydia N. Martinez
FROM: Mayor Joseph P. Ganim
DATE: February 24, 2023
RE: Boards & Commissions

Please place the following name on the March 6, 2023 City Council agenda for referral to the Miscellaneous Matters Committee for the purpose of re-appointment to the **Commission for People with Disabilities**:

Jerome Roberts (U)
215 Daniels Avenue
Bridgeport, CT 06606

This term shall expire on 2/28/2026

JPG/AT



OFFICE OF THE MAYOR
CITY OF BRIDGEPORT, CONNECTICUT

999 BROAD STREET
BRIDGEPORT, CONNECTICUT 06604
TELEPHONE (203) 576-7201
FAX (203) 576-3913

Joseph P. Ganim
Mayor

Comm. #26-22 Ref'd to Miscellaneous Matters Committee on 3/6/2023

TO: Lydia N. Martinez
FROM: Mayor Joseph P. Ganim
DATE: February 24, 2023
RE: Boards & Commissions

Please place the following name on the March 6, 2023 City Council agenda for referral to the Miscellaneous Matters Committee for the purpose of re-appointment to the **Commission for People with Disabilities**:

Brenda Dye (D)
220 Nautilus Rd
Bridgeport, CT 06606

This term shall expire on 2/28/2026

JPG/AT

CITY ATTORNEY
Mark T. Anastasi

OFFICE OF THE CITY ATTORNEY

Telephone (203) 576-7647
Facsimile (203) 576-8252

999 Broad Street

DEPUTY CITY ATTORNEY
John P. Bohannon, Jr.

Bridgeport, CT 06604-4328

ASSOCIATE CITY ATTORNEYS

Deborah M. Garskof
Michael C. Jankovsky
Richard G. Kascak, Jr.
Bruce L. Levin
James T. Maye
John R. Mitola
Lawrence A. Ouellette, Jr.
Dina A. Scalo
Eroll V. Skyers



February 17, 2022

RECEIVED
CITY CLERKS OFFICE
23 MAR - 1 AM 11:54
ATTEST
CITY CLERK

To Each City Council Member
of the City of Bridgeport
45 Lyon Terrace
Bridgeport, CT 06604

Re: **Notice of Intent to Settle: Lurdes Peguisto vs. City of Bridgeport**
Docket No. FBT-CV-20-6097400-S

Dear Honorable Council Members:

The Office of the City Attorney proposes to settle the above referenced litigation, which stems from a motor vehicle accident on August 27, 2018 as follows. It is our professional opinion that resolving this matter for the consideration agreed to between the parties is in the best interest of the City of Bridgeport.

<u>Plaintiff</u>	<u>Nature of Claim</u>	<u>Plaintiff's Attorney</u>	<u>Settlement</u>
Lurdes Peguisto	Personal Injury	Peter C. Reynolds Esq. Miller, Rosnick, D'Amico August & Butler, PC. 1087 Broad St Bridgeport, CT 06604	\$16,500.00

Pursuant to the City Council's Ordinance Section 2.10.130, this office hereby provides notice of its intent to settle this matter in accordance with the terms set forth in said Section 2.10.130.

If you wish to discuss the details of this case or have any questions, please feel free to contact me. Further, if I do not hear from you within the twenty (20) day time period provided by the Ordinance, I will proceed to finalize settlement of this matter.

Thank you.

Very truly yours,

Michael C. Jankovsky, Esq.
Associate City Attorney

cc: Frances Ortiz, City Clerk
Mark Anastasi, City Attorney
Nanette Melendez, Paralegal

CITY OF BRIDGEPORT

OFFICE OF THE CITY ATTORNEY

999 Broad Street

Bridgeport, CT 06604-4328

Telephone (203) 576-7647
Facsimile (203)576-8252

CITY ATTORNEY
Mark T. Anastasi

DEPUTY CITY ATTORNEY
John P. Bohannon, Jr.

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Dina A. Scalo
Eroll V. Skyers



RECEIVED
CITY CLERKS OFFICE
23 FEB 21 AM 9:59
ATTEST
CITY CLERK

February 17, 2023

Ms. Frances Ortiz
City Clerk
City of Bridgeport
45 Lyon Terrace
Bridgeport, CT 06604

RE: Lurdes Peguisto v. City of Bridgeport /FBT CV20-6097400-S

Dear Ms. Ortiz,

Enclosed hereto please find a twenty-day notice of intent to settle letter for the above-referenced case, along with twenty-one copies. Upon receipt, kindly follow the steps below:

- Place one (1) copy of the Notice in each council member's mailbox in the City Clerk's Office and email each council members a copy of the notice. Once you have placed a copy in the mailbox and emailed it, please:
- Send an email to the Support Person at the City Attorney's Office (who forwarded the letter), as a written record of delivery of same;
- If any council member request(s) that the settlement be submitted for City Council approval within the twenty-day period, the City Clerk's Office should promptly submit the communication to City Council, to be referred to Miscellaneous Matters Committee and notify the City Attorney's office via email.
- At the expiration of the twenty (20) days, the Support Person will contact the City Clerk to confirm whether anyone has requested that the settlement be submitted.

Thank you,

Michael C. Jankovsky, Esq.
Associate City Attorney

Cc: Nanette Melendez (NAME)
Support Person

Ortiz, Frances

From: Maria Pereira <mpereira0667@yahoo.com>
Sent: Tuesday, February 21, 2023 11:41 AM
To: Ortiz, Frances
Subject: Re: Notice of Intent to Settle: (20 day notice) Lurdes Peguisto vs. COB

Good afternoon,

Please place this on the agenda for referral to the Misc. Matters Committee.

Thank you,

Maria Pereira

Sent from Yahoo Mail on Android

On Tue, Feb 21, 2023 at 10:27 AM, Ortiz, Frances
<Frances.Ortiz@Bridgeportct.gov> wrote:

Good Morning City Council Members:

Pursuant to the City Council's Ordinance Section 2.10.130, please see attached (e-copy) re: twenty-day notice of intent to settle form the City Attorney's Office which was received by the City Clerk's Office on February 21, 2023 . Also, hard copies have been placed in each council member's mailbox.

Sincerely,



Frances Ortiz

Assistant, City Clerk

Office of the City Clerk

45 Lyon Terrace, Room 204

Bridgeport, Connecticut 06604

Phone: 203-576-7081 Fax: 203-332-5608

Email:
frances.ortiz@bridgeportct.gov

Disclaimer

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CITY OF BRIDGEPORT

CITY ATTORNEY
Mark T. Anastasi

OFFICE OF THE CITY ATTORNEY

Telephone (203) 576-7647
Facsimile (203) 576-8252

999 Broad Street

DEPUTY CITY ATTORNEY
John P. Bohannon, Jr.

Bridgeport, CT 06604-4328

ASSOCIATE CITY ATTORNEYS

Deborah M. Garskof
Michael C. Jankovsky
Richard G. Kaseak, Jr.
Bruce L. Levin
James T. Maye
John R. Mitola
Lawrence A. Ouellette, Jr.
Dina A. Scalo
Eroll V. Skyers



February 16, 2023

To Each City Council Member
of the City of Bridgeport
45 Lyon Terrace
Bridgeport, CT 06604

Re: Notice of Intent to Settle: Angelina Keene v. Dennis Martinez & City of Bridgeport
Docket No. FBT-CV-20-6102126-S

Dear Honorable Council Members:

The Office of the City Attorney proposes to settle the above referenced litigation, which stems from an incident on March 14, 2019 as follows. It is our professional opinion that resolving this matter for the consideration agreed to between the parties is in the best interest of the City of Bridgeport.


<u>Plaintiff</u>	<u>Nature of Claim</u>	<u>Plaintiff's Attorney</u>	<u>Settlement</u>
Angelina Keene	Personal Injury	Christopher D. DePalma, Esq. D'Elia Gillolly DePalma, LLC 700 State Street New Haven, CT 06511	\$15,000.00

Pursuant to the City Council's Ordinance Section 2.10.130, this office hereby provides notice of its intent to settle this matter in accordance with the terms set forth in said Section 2.10.130.

If you wish to discuss the details of this case or have any questions, please feel free to contact me. Further, if I do not hear from you within the twenty (20) day time period provided by the Ordinance, I will proceed to finalize settlement of this matter.

Thank you.

Very truly yours,


Lawrence A. Ouellette, Jr.
Associate City Attorney

cc: Lydia Martinez, City Clerk
Mark T. Anastasi, City Attorney
Amanda L. Keppler, Paralegal

RECEIVED
CITY CLERKS OFFICE
23 FEB 16 PM 3:50
ATTEST
CITY CLERK

CITY OF BRIDGEPORT
OFFICE OF THE CITY ATTORNEY
999 Broad Street
Bridgeport, CT 06604-4328

Telephone (203) 576-7647
Facsimile (203) 576-8252

CITY ATTORNEY
Mark T. Anastasi

DEPUTY CITY ATTORNEY
John P. Bohannon, Jr.

ASSOCIATE CITY ATTORNEYS

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Dina A. Scalo
Eroll V. Skyers



RECEIVED
CITY CLERKS OFFICE
23 FEB 21 AM 9:01
ATTEST
CITY CLERK

February 16, 2023

To Each City Council Member
of the City of Bridgeport
45 Lyon Terrace
Bridgeport, CT 06604

Re: Notice of Intent to Settle: Angelina Keene v. Dennis Martinez & City of Bridgeport
Docket No. FBT-CV-20-6102126-S

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<u>Plaintiff</u>	<u>Nature of Claim</u>	<u>Plaintiff's Attorney</u>	<u>Settlement</u>
Angelina Keene	Personal Injury	Christopher D. DePalma, Esq. D'Elia Gillolly DePalma, LLC 700 State Street New Haven, CT 06511	\$15,000.00

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Thank you.

Very truly yours,


Lawrence A. Ouellette, Jr.
Associate City Attorney

cc: Lydia Martinez, City Clerk
Mark T. Anastasi, City Attorney
Amanda L. Keppler, Paralegal

CITY OF BRIDGEPORT

OFFICE OF THE CITY ATTORNEY

Telephone (203) 576-7647
Facsimile (203) 576-8252

CITY ATTORNEY
Mark T. Anastasi

999 Broad Street

DEPUTY CITY ATTORNEY
John P. Bohannon, Jr.

Bridgeport, CT 06604-4328

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Eroll V. Skyers



RECEIVED
CITY CLERKS OFFICE
23 FEB 16 PM 3:50
ATTEST
CITY CLERK

February 16, 2023

City Clerk
City of Bridgeport
Attn: Frances Ortiz
45 Lyon Terrace
Bridgeport, CT 06604


Re: Notice of Intent to Settle: *Angelina Keene v. Dennis Martinez & City of Bridgeport*
Docket No. FBT-CV-20-6102126-S

Dear Ms. Ortiz,

Enclosed hereto please find a twenty-day notice of intent to settle letter for the above-referenced case, along with twenty-one copies. Upon receipt, kindly follow the steps below:

- Place one (1) copy of the Notice in each council member's mailbox in the City Clerk's Office and email each council members a copy of the notice. Once you have placed a copy in the mailbox and emailed it, please:
- Send an email to the Support Person at the City Attorney's Office (who forwarded the letter), as a written record of delivery of same;
- If any council member request(s) that the settlement be submitted for City Council approval within the twenty-day period, the City Clerk's Office should promptly submit the communication to City Council, to be referred to Miscellaneous Matters Committee and notify the City Attorney's office via email.
- At the expiration of the twenty (20) days, the Support Person will contact the City Clerk to confirm whether anyone has requested that the settlement be submitted.

Thank you,


Lawrence A. Ouellette, Jr., Esq.
Associate City Attorney/Assigned Attorney

cc: Mark T. Anastasi, City Attorney
Amanda Keppler, Paralegal/Support Person

Ortiz, Frances

From: Keppler, Amanda
Sent: Thursday, February 16, 2023 3:45 PM
To: Ortiz, Frances
Cc: Pettway, Lonneta; Williams, Althea; Ouellette, Lawrence; Boyer, Mike; Anastasi, Mark T
Subject: RE: Notice of Intent to Settle (Per City Council Ordinance Sec. 2.10.130) - 20-Day Notice Letter attached
Attachments: FORM LETTER to accompany twenty day notice to city clerk - signed.pdf
Importance: High

My apologies – please also find attached the accompanying form letter. Kindly confirm receipt.

Thank you,

Amanda L. Keppler

Paralegal to Attorneys

Bruce L. Levin & Lawrence A. Ouellette, Jr.

Office of the City Attorney

999 Broad Street, 2nd Floor

Bridgeport, CT 06604

Main: 203-576-7647

Fax: 203-576-8252

Amanda.Keppler@Bridgeportct.gov

****Please be advised that any documents you would like to send to the City Attorney's Office should continue to be delivered electronically until further notice. Thank you for your courtesy and cooperation.***

Confidentiality Notice/Disclaimer:

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From: Keppler, Amanda
Sent: Thursday, February 16, 2023 3:41 PM
To: Ortiz, Frances <Frances.Ortiz@Bridgeportct.gov>
Cc: Pettway, Lonneta <Lonneta.Pettway@Bridgeportct.gov>; Williams, Althea <Althea.Williams@Bridgeportct.gov>; Ouellette, Lawrence <Lawrence.Ouellette@Bridgeportct.gov>; Boyer, Mike <Mike.Boyer@Bridgeportct.gov>; Anastasi, Mark T <Mark.Anastasi@Bridgeportct.gov>
Subject: Notice of Intent to Settle (Per City Council Ordinance Sec. 2.10.130) - 20-Day Notice Letter attached
Importance: High

Good afternoon Frances,

On behalf of Attorney Ouellette, please find attached a cover letter and 20-day notice letter of intent to settle per City Council Ordinance Sec. 2.10.130 relative to the below matter:

Proposed Settlement of Pending Litigation in the Matter of Angelina Keene v. Dennis Martinez & City of Bridgeport, Docket No. FBT-CV-20-6102126-S

I will send the original letter along with 20 copies via inter office mail to the City Clerk's office today (it should be picked up tomorrow morning). Kindly confirm that this letter will be distributed accordingly, and please let me know if you have any questions or need any additional information.

Thank you in advance,

Amanda L. Keppler

Paralegal to Attorneys

Bruce L. Levin & Lawrence A. Ouellette, Jr.

Office of the City Attorney

999 Broad Street, 2nd Floor

Bridgeport, CT 06604

Direct: 203-330-4268

Main: 203-576-7647

Fax: 203-576-8252

Amanda.Keppler@Bridgeportct.gov

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Ortiz, Frances

From: Keppler, Amanda
Sent: Thursday, February 16, 2023 3:41 PM
To: Ortiz, Frances
Cc: Pettway, Lonneta; Williams, Althea; Ouellette, Lawrence; Boyer, Mike; Anastasi, Mark T
Subject: Notice of Intent to Settle (Per City Council Ordinance Sec. 2.10.130) - 20-Day Notice Letter attached
Attachments: City Council Letter 10K-20K_Angelina Keene_signed.pdf
Importance: High

Good afternoon Frances,

On behalf of Attorney Ouellette, please find attached a cover letter and 20-day notice letter of intent to settle per City Council Ordinance Sec. 2.10.130 relative to the below matter:

Proposed Settlement of Pending Litigation in the Matter of Angelina Keene v. Dennis Martinez & City of Bridgeport, Docket No. FBT-CV-20-6102126-S

I will send the original letter along with 20 copies via inter office mail to the City Clerk's office today (it should be picked up tomorrow morning). Kindly confirm that this letter will be distributed accordingly, and please let me know if you have any questions or need any additional information.

Thank you in advance,

Amanda L. Keppler

Paralegal to Attorneys

Bruce L. Levin & Lawrence A. Ouellette, Jr.

Office of the City Attorney

999 Broad Street, 2nd Floor

Bridgeport, CT 06604

Direct: 203-330-4268

Main: 203-576-7647

Fax: 203-576-8252

Amanda.Keppler@Bridgeportct.gov

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Ortiz, Frances

From: Ortiz, Frances
Sent: Tuesday, February 21, 2023 1:14 PM
To: Keppler, Amanda
Cc: Keppler, Amanda; Ouellette, Lawrence; Anastasi, Mark T; Boyer, Mike; Williams, Althea; Pettway, Lonnelle
Subject: FW: Notice of Intent to Settle: (20 Day Notice) Angelina Keene vs. Dennis Martinez & COB

Good Afternoon Amanda –

Please see response will place on the next CC agenda in March for referral to Misc. Matters Committee.

Frances

From: Maria Pereira <mpereira0667@yahoo.com>
Sent: Tuesday, February 21, 2023 11:39 AM
To: Ortiz, Frances <Frances.Ortiz@Bridgeportct.gov>
Subject: Re: Notice of Intent to Settle: (20 Day Notice) Angelina Keene vs. Dennis Martinez & COB

Good afternoon,

Please place this on the agenda for referral to the Misc. Matters Committee.

Thank you,

Maria Pereira

Sent from Yahoo Mail on Android

On Tue, Feb 21, 2023 at 10:11 AM, Ortiz, Frances
<Frances.Ortiz@Bridgeportct.gov> wrote:

Good Morning City Council Members:

Pursuant to the City Council's Ordinance Section 2.10.130, please see attached (e-copy) re: twenty-day notice of intent to settle form the City Attorney's Office which was received by the City Clerk's Office on February 16, 2023. Also, hard copies have been placed in each council member's mailbox.

Sincerely,

Frances Ortiz

Assistant, City Clerk

Disclaimer

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CITY OF BRIDGEPORT
OFFICE OF POLICY & MANAGEMENT

999 Broad Street
Bridgeport, Connecticut 06604
Telephone 203-576-7963 Fax 203-332-5589

NESTOR N. NKWO
Budget Director

JOSEPH P. GANIM
Mayor

COMM. 29-22 Ref'd to Budget & Appropriations on 03/06/2023.

February 28, 2023

The Honorable City Council Members
C/O Lydia Martinez, City Clerk
Office of the City Clerk
45 Lyon Terrace
Bridgeport, CT 06604

Dear Honorable Members,

In accordance with the City Charter, I hereby present the City of Bridgeport's Proposed Five-Year Capital Plan for fiscal years 2024-2028 to be referred to the Budget and Appropriations Committee.

Should you have any questions, please don't hesitate to contact me directly.

Respectfully,

Nestor N. Nkwo
Budget Director

cc: Mayor Joseph P. Ganim
Aidee Nieves
Daniel Shamas
Janene Hawkins
Ken Flatto
Thomas Gaudett
Frances Ortiz

Attachment

RECEIVED
CITY CLERKS OFFICE
23 MAR - 1 PM 12: 10
ATTEST
CITY CLERK

CITY OF BRIDGEPORT
OFFICE OF POLICY AND MANAGEMENT

FY24-28 MAYOR'S RECOMMENDED FIVE YEARS CAPITAL PLAN BUDGET

PROJECT DESCRIPTIONS	FY2017 Adopted/ Amended Plan	FY2018 Adopted Plan Council	FY2019 Council Amended Capital Plan	FY2020 Adopted Capital Plan Amended	FY2021 Council Adopted Capital Plan	FY2022 Council Adopted Capital Plan Amended	FY2023 Council Adopted Capital Plan	FY2024 Recommend Capital Plan	FY2025 Recommended Capital Plan	FY2026 Recommended Capital Plan	FY2027 Recommended Capital Plan	FY2028 Recommended Capital Plan	Total Recommended Capital Plan FY2024-FY2028
BOARD OF EDUCATION:													
BOE - Maintenance Veh. Cargo Vans (2 units)							100,000	0					0
BOE - Maintenance Veh. Box Truck							0	150,000					150,000
BOE - Maintenance Veh. Dump Truck							0	0					0
BOE - Maintenance Dpt.- Ride-On Scrubbers(2)							0	0					0
BOE - Maintenance Dpt.- Landscaping Equipment							0	0					0
BOE - Maintenance - Sit on Forklift						0	0	0					0
BOE - Maintenance - Custodial Equipment							0	0					0
BOE - Maintenance - Walk Behind Pallet Jack							0	0					0
District Wide Energy Conservation													0
Central High School Renovation (3rd funding)	8,000,000	1,700,000											0
Central High School -Replace Gym Floor													0
New Bassick High School (City Share) Amended *		1,000,000				3,500,000							0
Purchase/Renovate-BOE-Operations Office/Garage													0
Nutrition Center-Roof Replacement (21% City Share)					315,000	554,000	88,000						0
Nutrition Center-Boiler Replacement							0						0
District Wide Sidewalk Concrete Repairs							190,000	200,000					200,000
Dunbar School-Elevator Repairs	25,000							500,000					500,000
Dunbar School -Resurface Playground (5-12)													0
Dunbar School -Pavement													0
Hooker School HVAC Boiler Replacement (1 unit)													0
Hooker School-Playground													0
Hooker School-Asbestos Abatement													0
Hooker School-Paving													0
Hooker School- Restrooms Upgrade													0
Hooker School- Stage Curtains													0
Hooker School - Elevator Repairs/Upgrades			80,000					75,000					75,000
JFK Campus - High Horizons-Playground													0
JFK Campus -High Horizons - HVAC Controls													0
JFK Campus-High Horizons- Exterior Door Replacement													0
JFK Campus-High Horizons-Loading Dock/Driveway Repairs													0
JFK Campus-High Horizons-Asbestos Abatement													0
JFK Campus-High Horizons- Restrooms Upgrades													0
JFK Campus-High Horizons-Student Lockers													0
JFK Campus-High Horizons-Boiler Replacement									0				0
Hall School- New Playground													0
Hall School- Masonry Pointing and Sealing													0

CITY OF BRIDGEPORT
OFFICE OF POLICY AND MANAGEMENT

FY24-28 MAYOR'S RECOMMENDED FIVE YEARS CAPITAL PLAN BUDGET

PROJECT DESCRIPTIONS	FY2017 Adopted/ Amended Plan	FY2018 Adopted Plan Council	FY2019 Council Amended Capital Plan	FY2020 Adopted Capital Plan Amended	FY2021 Council Adopted Capital Plan	FY2022 Council Adopted Capital Plan Amended	FY2023 Council Adopted Capital Plan	FY2024 Recommend Capital Plan	FY2025 Recommended Capital Plan	FY2026 Recommended Capital Plan	FY2027 Recommended Capital Plan	FY2028 Recommended Capital Plan	Total Recommended Capital Plan FY2024-FY2028
Sheridan School- Playground Resurfacing							0						0
Sheridan School- Exterior Doors Replacement							0						0
Sheridan School- Heating Controls							0						0
Sheridan School- Ceiling Repairs							0						0
South End - Exterior Lighting							0						0
South End - HVAC Controls							0						0
Cesar Batallia - Replace Ice Storage Syst.w/Chiller				100,000	850,000								0
Cesar Batallia - Re-Surface 2-5 & 5-12 Playgrounds													0
Cesar Batallia - Upgrade Lighting													0
Cesar Batallia - Steel Cat walk to HVAC Controls													0
Jettie Tisdale - Replace Ice Storage Syst. w/Chiller					1,000,000								0
Jettie Tisdale - Windows Repairs													0
Jettie Tisdale - Turf Baseball Field													0
Read School - Renovate Students Bathroom		160,000	100,000				800,000						0
Read School- New Fire Alarm System							0						0
Read School- Asbestos Abatement													0
Read School- HVAC Controls													0
Read School- Exterior Doors Replacement													0
Read School- Roof Replacement(21% City Share)								315,000					315,000
Read School- Elevator Repairs/Upgrades								300,000					300,000
Read School- Pavement Replacement								500,000					500,000
Curiale School-Roof Replacement (21%) City Share						378,000							0
Curiale School-Exterior Door Replacement													0
Curiale School-Sidewalks													0
Curiale School-Renovaate Entire bathrooms							75,000						0
Curiale School-Replace Gym Floor								100,000					100,000
Cross - Main Office HVAC System Replacement		20,000											0
Cross School -New Emergency Generator													0
Cross School Masonry Repairs													0
Cross School- Asbestos Abatement													0
JFK Multicultural- Air Handling Admin- 2 Roof Tops Units													0
JFK Multicultural - Elevator Repair/Upgrades			85,000										0
JFK Multicultural - Exterior Door Replacement													0
JFK Multicultural - Asbestos Abatement													0
JFK Multicultural - Restrooms Upgrades													0
JFK Multicultural - Playground							250,000						0
JFK Campus - Common Area- Elevator Repairs								400,000					400,000

CITY OF BRIDGEPORT
OFFICE OF POLICY AND MANAGEMENT

FY24-28 MAYOR'S RECOMMENDED FIVE YEARS CAPITAL PLAN BUDGET

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JFK Campus - Common Area- Gym New Partition Drs/Bleachers													0
JFK Campus - Common Area- Asbestos													0
JFK Campus - Common Area- Paving throughout campus							750,000						0
JFK Campus - Common Area- Restroom Upgrades							125,000						0
JFK Admin - Replace 3 Fire Alarm Panels													0
JFK Campus -Exterior Doors Replacement								0					0
Madison - Roof Top Heating Units Replace 4 units				225,000									0
Madison School - Elevator Repairs/Upgrades													0
Madison School - Playground Resurface				182,000									0
Madison School - Fire Alarm Panel													0
Madison School - Repointing Exterior Walls													0
Bryant - Masonry and Parapet													0
Bryant School -Elevator Repairs/Upgrades				160,000					0				0
Bryant School HVAC Equipment Replacement													0
Bryant School -Seal/Replace Basement Floors													0
Bryant School -Resurface Interior Corridor Walls) All Floors)													0
Bryant School -Asphalt Work/Pavement Replacement													0
Bryant School -Boiler Replacement(2units)+ Controls				160,000				100,000					100,000
Edison School - Restroom Upgrade													0
Edison School - Asbestos Abatement													0
Edison School - Electrical Upgrade													0
Edison School - Roof Replacement (21%) City Share													0
Edison School - Playground			123,000										0
Park City Magnet - HVAC Equip-Replace 2 boilers				250,000									0
Park City Magnet - Asbestos Abatement													0
Park City Magnet - Gymnasium Floor Replacement													0
Park City Magnet - Renovate Student/Faculty Bathrooms													0
Park City Magnet - New Fire Alarm System													0
Barnum School-Campus- Resurface (2-5) & (5-12)playgrounds													0
Barnum School -New Loading Dock Entrance onto MLK Drive													0
Beardsley School - Masonry													0
Beardsley School - New Playground (2-5)													0
Beardsley School -Re-Surface Playground (5-12)													0
Beardsley School -Exterior Doors													0
Beardsley School - Asbestos Abatement													0
Beardsley School - Paving													0
Beardsley School - Electrical Upgrades							100,000						0

CITY OF BRIDGEPORT
OFFICE OF POLICY AND MANAGEMENT
FY24-28 MAYOR'S RECOMMENDED FIVE YEARS CAPITAL PLAN BUDGET

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Beardsley School - Restrooms Upgrades								0					0
Beardsley School - Exterior Walls Pointing				300,000			150,000						0
Marin - HVAC Equipment-Replace 3 A/C Units			504,000										0
Marin - Roof Replacement (21% City Share)													0

CITY OF BRIDGEPORT
OFFICE OF POLICY AND MANAGEMENT
FY24-28 MAYOR'S RECOMMENDED FIVE YEARS CAPITAL PLAN BUDGET

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Marin School - Elevator Repair/Upgrades			33,000				0	0					0
Marin School - Ceiling Tiles Replacement							0	0					0
Marin School - Exterior Doors Replacement							0						0
Marin School - HVAC Controls							175,000						0
Marin School - New Playground							250,000						0
Marin School - Paving													0
Marin School - Paving													0
Hallen School - Elevator Repairs/Upgrades			51,000				0						0
Hallen School HVAC Controls							0						0
Hallen School - Sidewalks							0						0
Hallen School - Asbestos Abatement							100,000						0
Hallen School - Paving- Parking Lot							0						0
Hallen School - Student Bathroom Renovations							0						0
Hallen School - Roof Replacement (21%) City Share								50,000					50,000
Hallen School - Exterior Walls Pointing													0
Hallen School - Boiler Replacement (1 unit)													0
Waltersville School -Major Electrical Upgrade-Computer Lab													0
Waltersville School -Replace two boilers													0
Waltersville School -Heating Controls Upgrades(Incl. Library)							0						0
Waltersville School -Replace 4 Exterior Doors							0						0
Waltersville School -Replace Cafeteria/ Basement Floors							0						0
Wirthrop School - Playground		170,000					0						0
Wirthrop School - New Fire Alarm System							0						0
Wirthrop School - HVAC Repairs (piping)			200,000				0						0
Wirthrop - Asbestos Abatement			50,000				0						0
Wirthrop - Paving Play Yard and Around Back							0						0
TOTAL BOARD OF EDUCATION	8,735,000	3,976,000	29,415,000	1,645,000	2,290,000	4,432,000	3,353,000	3,952,500	0	0	0	0	3,952,500

CITY OF BRIDGEPORT
OFFICE OF POLICY AND MANAGEMENT

FY24-28 MAYOR'S RECOMMENDED FIVE YEARS CAPITAL PLAN BUDGET

PROJECT DESCRIPTIONS	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	Total Recommended Capital Plan FY2024-FY2028
	Adopted/ Amended Plan	Adopted Plan Council	Amended Council Capital Plan	Adopted Capital Plan Amended	Adopted Council Capital Plan	Council Adopted Capital Plan Amended	Council Adopted Capital Plan	Recommend Capital Plan	Recommended Capital Plan	Recommended Capital Plan	Recommended Capital Plan	Recommended Capital Plan	
ECONOMIC DEVELOPMENT:													
Downtown Capital Improvements													0
City Wide Waterfront Developments													0
Land Management / Acquisition													0
Amphitheater Additional Funding													0
City Owned Properties-Development Ready Program													0
Congress Street Bridge Replacement - City Share(Amended)*													0
Downtown Parking Garage													0
Comm. Retail Corridor-Traffic Improve- State St./CT Ave													0
Master Plan Update and Zoning Update													0
Lafayette Blvd/Fairfield Ave./Redesign-(10 %City Match)													0
Remington Arms Site Improvement(FY20 Amendment)*													0
Site Improvement/Public Housing	600,000												600,000
Gateway To South End/Citywide Strategic Acquisition	2,000,000												2,000,000
Crescent Crossing Phase 1B Development (balance)	700,000												700,000
Blight / Demolition / Clean Up/Property Management	1,000,000												1,000,000
Downtown Area Bridgeport Infrastructure (Amended)*	8,000,000												8,000,000
Downtown Area Bridgeport Public Buildings(Amended)*	5,000,000												5,000,000
Downtown Area Public-Private Partnerships(Amended)*	5,000,000												5,000,000
Jetland St. Parking Garage Addition/Expansion													0
Seaview Ave Corridor/Waterfront Proj(20% city match)(Amended)*	400,000												400,000
Congress Street Bridge Design/Study(Amended)*	400,000												400,000
Preservation Block Acquisition/Demolition (Amended)*													0
Civic Block Demolition/ Clean Up (Amended)*													0
City Wide Acquisition/Clean Up (Amended)*													0
City Wide Streetscapes/Blight/Development(Amended)*													0
TOTAL ECONOMIC DEVELOPMENT	23,100,000	16,300,000	27,290,000	14,000,000	4,590,000	5,150,000	3,360,000	2,500,000	4,219,000	1,000,000	1,000,000	2,000,000	10,719,000

CITY OF BRIDGEPORT
OFFICE OF POLICY AND MANAGEMENT

FY24-28 MAYOR'S RECOMMENDED FIVE YEARS CAPITAL PLAN BUDGET

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PUBLIC FACILITIES:													
Roadway Paving, Culverts, Intersections(Amendment)*	2,800,000		0	3,000,000	3,000,000	3,000,000	3,000,000	4,000,000	3,000,000	3,000,000	3,000,000	3,000,000	16,000,000
Paving City-City Parking Lots							425,000	100,000	200,000	0	200,000	0	500,000
City / Neighborhood Beautification	1,000,000					1,000,000		700,000	150,000		0		150,000
Wonderland of Ice - Roof Replacement								0					700,000
Wonderland of Ice Doors-Replacement								0					0
115 Highland Ave-Remodel/Rehab.-New Health Clinic								975,000					975,000
Newfield Boat Lunch & Ramp Complete Repair													0
Police Hq -Upper & Lower Parking Decks/Rooftop													0
Public Facilities Equipment	2,843,200		1,700,000	1,000,000	2,099,000	1,336,000	1,100,000	1,800,000	1,500,000	1,500,000	1,200,000	1,200,000	7,200,000
Muni Bldg. HVAC / Heating / Elec./ Facilities	1,155,000		0	1,450,000	840,000	1,000,000							0
City Wide Building & Security Improvements	1,805,000		1,500,000	1,000,000	2,073,000		2,700,000	1,000,000		1,000,000		1,000,000	3,000,000
Public Facilities Buildings at 990 Housatonic Avenue			875,000	350,000			375,000						0
Municipal Storm Sewer Separator System (MS4 Req.)			500,000										0
New East Side Senior Center-Old Engine 10/Putnam St.						2,500,000							0
Klein Memorial Auditorium -Masonry/Roof Replacement						1,126,000							0
Facilities Assessments /Planning Studies	400,000									150,000			150,000
Energy Conservation /Conversion Program		250,000		250,000									0
Harbor Yard Ballpark Upgrades	450,000			150,000									0
Arena Rehabilitation (Amendment)*	1,000,000		10,000,000	5,000,000									0
Producto Building Demolition/Remediation (Amended)*			3,000,000										0
752 East Main Street Demolition/ Rehabilitation			2,000,000		800,000								0
Street Lights Wattage Upgrade				500,000									0
FAA AARF index rapid response fire truck													0
Various Airport Improvements/Equipment's Projects	170,000				125,000	213,000	0	378,763	0	0	0	0	378,763
Parks Maintenance Equip(Include Golf Course)	576,000		200,000	400,000	765,000	340,000	350,000	165,000	300,000	200,000	300,000	200,000	1,165,000
Various Parks Improvements - Citywide	100,000		450,000	200,000			300,000		720,000	925,000	760,000	0	2,405,000
Public Facilities Garage	1,155,000												0
Barnum Museum									1,000,000				1,000,000
Bloom Bulkhead			2,500,000							1,000,000			0
Side Walks/Street scape Replacements	3,000,000		0					150,000		1,000,000			1,000,000
Pleasure Beach Bridge and Fishing Pier/Demolition	60,000												0
Landfill Closure-Stewardship	50,000		1,000,000										0
Ferry Terminal Ramp/Loading Dock (20% City Match)	467,511		250,000	125,000	225,000								0
Citywide Signage													0
Citywide Deco Lights	565,000			500,000					200,000		200,000		400,000
Traffic Lights Upgrades	0			125,000					125,000		125,000		250,000
Perry Memorial Arch.	300,000		250,000				1,250,000	670,000					670,000

CITY OF BRIDGEPORT
OFFICE OF POLICY AND MANAGEMENT

FY24-28 MAYOR'S RECOMMENDED FIVE YEARS CAPITAL PLAN BUDGET

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Veterans Memorial Park Improvements	325,000			100,000			150,000	100,000	100,000	0	0	150,000	0
Tennis Courts Improvement - Citywide	150,000			100,000	1,525,000		0	1,980,000	100,000	100,000	0	0	2,180,000
Kennedy Stadium				100,000			0						0
Knowlton Park	110,000			120,000			350,000		200,000	100,000	200,000	150,000	650,000
Park Restrooms - Citywide	75,000		100,000										0
Seaside Park Improvement													0
Manila Street Park Improvement													0
Went Field Park Improvement													0
Historic Preservation-Monument Structure at Seaside Park													0
Pleasure Beach Park	50,000			0									0
Golf Course Improvements	272,250		150,000	150,000		150,000	200,000	225,000	400,000	500,000	500,000	0	1,625,000
Golf Course Driving Range Expansion													0
Beardsley Park Improvements													0
Beardsley Zoo - Parking Lot Paving									190,000				190,000
Beardsley Zoo Improvements	310,000			640,000	2,675,000	200,000	0						0
Beardsley Park Entrance/Nob Ave. Roundabout Design-City Match													0
Lincoln Boulevard													0
Goose Town Park Improvement	25,000												0
Trumbull Gardens Playground Improvement	300,000												0
Parking Meter Modernization	500,000												0
Police Fit-Up of Fac./Regional Training Ctr. (If no State Grant)	250,000												0
Police Garage/Evidence Room Building Upgrade													0
Police Parking Lot Purchase													0
Howard Avenue Building Upgrade/Narcotics&Vice													0
NRZ Projects	400,000												0
Chopsey Hill Road Bridge Design-City Match					250,000		150,000						0
Woodrow Avenue Bridge Design - City Match+50% City Share					200,000		150,000						0
Island Brook Ave/ Over Pequonnock Design-City Match							150,000						1,250,000
Old Town Road -Design Realignment/Reconfig. 50% Trumbull					250,000				250,000				0
Citywide Bridges Engineering Assessment									250,000				500,000
Additional Bridges Engineering-City Share									0	1,500,000			4,500,000
Rooster River Conduit - Design/Rehab./Flood Control							200,000		1,000,000	1,000,000		1,000,000	4,000,000
Johnson Creek Flood Control													0
Other City Wide Flood Control													0
Island Brook Flood Control - Design- City Share							350,000		1,000,000				1,000,000
Northeast Flood Control - Design City Share							250,000		1,000,000				1,000,000
Ox Brook Flood Control - Design City Share							100,000		1,000,000				1,000,000
Downtown Intermodal / Water St. Improv.(20% City)	864,347	456,000											0
Downtown Intermodal / Water St. Improv.11(20% City)		1,124,875											0
TOTAL PUBLIC FACILITIES	21,528,308	1,830,875	25,200,000	15,935,000	14,927,000	11,065,000	11,350,000	12,243,763	13,685,000	10,975,000	8,985,000	8,450,000	54,338,763

CITY OF BRIDGEPORT
OFFICE OF POLICY AND MANAGEMENT

FY24-28 MAYOR'S RECOMMENDED FIVE YEARS CAPITAL PLAN BUDGET

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OTHER DEPARTMENTS:													
Police Fleet Cars Upgrade													
Police Equipment / Technology/VHF Portable Radios	1,000,000	2,645,600							0	0	0	0	0
FIRE Equipment / Technology/VHF Portable Radios		545,000											0
Fire Apparatus Replacement Program / Vehicles	1,485,000	1,765,000		705,000	725,000	750,000	1,650,000	900,000	300,000	1,000,000	2,700,000	1,000,000	5,900,000
Replacement/Construction of New Fire Station 12										16,000,000			16,000,000
Technology Enhancement / Systems Improvement	300,000	250,000			0								0
City Archives Offsite Storage/Retention							0						0
WPCA Capital Improvements (Amended)*	940,000	821,000	2,095,000	1,140,000	1,295,000	0	1,142,000	1,520,000	1,288,000	625,000	850,000	290,000	4,573,000
Public Safety Communications Modifications													0
New Police Station Headquarters													0
Emergency Operations / Technology upgrade	100,000	2,510,000	300,000		125,000		0	153,000	76,500	514,650	0	600,000	1,344,150
Civil Service Test Center/City Wide Training Ctr.	200,000							175,000					175,000
IT Telephony & Computer Replacement Program	250,000	250,000		200,000			0						0
ITS Office Cubicles replacement							0						0
Bpt. Library Proj.-Computers, floor,furniture,electrical, windows					675,000	100,000	0		600,000	6,500,000			600,000
New North End/Reservoir Avenue Library/Study/Design													0
Upper East Side Library Phase 11 Renovation			3,500,000										0
Citywide Departments -Fiber Optics Installation													0
Enterprise Software -permits,fees,inspections, Lic.	750,000												0
TOTAL OTHER DEPARTMENTS	5,025,000	8,786,600	5,895,000	2,045,000	2,820,000	850,000	2,792,000	2,748,000	2,264,500	24,639,650	3,550,000	1,890,000	35,092,150
TOTAL ALL DEPARTMENTS	58,388,308	30,893,475	87,800,000	33,625,000	24,627,000	21,497,000	20,855,000	21,444,263	20,168,500	36,614,650	13,535,000	12,340,000	104,102,413



JOSEPH P. GANIM
Mayor

City of Bridgeport, Connecticut
OFFICE OF CENTRAL GRANTS

999 Broad Street
Bridgeport, Connecticut 06604
Telephone (203) 332-5662
Fax (203) 332-5657

ISOLINA DeJESUS
Manager
Central Grants

COMM. #30-22 Ref'd to ECD&E Committee on 03/06/2023

March 1, 2023

Office of the City Clerk
City of Bridgeport
45 Lyon Terrace, Room 204
Bridgeport, Connecticut 06604

RE: Resolution – Bloomberg Philanthropies Public Art Challenge (#23868)

Dear Ms. Martinez,

Attached, please find a Grant Summary and Resolution for the **Bloomberg Philanthropies Public Art Challenge (#23868)** to be referred to the **Committee on Economic and Community Development and the Environment** of the City Council.

If you have any questions or require any additional information, please contact me at 203-576-7732 or joseph.katz@bridgeportct.gov.

Thank you,

Joseph Katz
Central Grants Office

ATTEST
CITY CLERK
RECEIVED
CITY CLERKS OFFICE
23 MAR - 1 PM 4: 01



GRANT SUMMARY

PROJECT TITLE: Bloomberg Philanthropies Public Art Challenge (#23868)

DEPARTMENT SUBMITTING INFORMATION: Central Grants Office

CONTACT NAME: Joseph Katz

PHONE NUMBER: 203-576-7732

PROJECT SUMMARY/DESCRIPTION: The Bloomberg Philanthropies Public Art Challenge makes \$1M awards available to municipalities to support temporary public art projects that engage communities, enrich the quality of life in cities, and encourage dialogue around pressing civic issues. Bridgeport's proposal seeks to create and install projection mapping and lighting displays at 6 – 10 significant sites across the city in an effort to reconnect Downtown with its surrounding neighborhoods, increase civic pride, and combat the effects of urban blight. This effort will culminate in a new, week-long Downtown Arts Festival put on in partnership with City Lights Gallery. The match for this project includes municipal funds from "Downtown Capital Improvements".

CONTRACT PERIOD: TBD

FUNDING SOURCES (include matching funds):	
Federal:	\$ 0
State:	\$ 0
City:	\$ 455,000.00
Other:	\$ 1,000,000.00

GRANT FUNDED PROJECT FUNDS REQUESTED	
Contractual:	\$ 380,000.00
Materials/Equipment:	\$ 995,000.00
Marketing/Outreach:	\$ 80,000.00

MATCH REQUIRED-		
	CASH	IN-KIND
Source: Municipal Funds (#7P619)	\$455,000.00	

A Resolution by the Bridgeport City Council

Regarding the

**Bloomberg Philanthropies
Public Art Challenge
(#23868)**

WHEREAS, Bloomberg Philanthropies is authorized to extend financial assistance to municipalities in the form of grants; and

WHEREAS, this funding has been made possible through the **Public Art Challenge;** and

WHEREAS, funds under this grant will be used to create and install projection mapping and lighting displays at several significant sites across the city, culminating in a new week-long arts festival; and

WHEREAS, it is desirable and in the public interest that the City of Bridgeport submit an application to **Bloomberg Philanthropies** to support this project which has the potential to provide significant cultural and economic benefits for Downtown Bridgeport.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL:

1. That it is cognizant of the City's grant application to and contract with **Bloomberg Philanthropies** for the purpose of its **Public Art Challenge;** and
2. That it hereby authorizes, directs and empowers the Mayor or his designee, the Director of Central Grants, to accept any funds that result from the City's application to **Bloomberg Philanthropies** and to provide such additional information and to execute such other contracts, amendments, and documents as may be necessary to administer this program.



City of Bridgeport, Connecticut
OFFICE OF CENTRAL GRANTS

999 Broad Street
Bridgeport, Connecticut 06604
Telephone (203) 332-5662
Fax (203) 332-5657

ISOLINA DeJESUS
Manager
Central Grants

JOSEPH P. GANIM
Mayor

COMM. #31-22 Ref'd to Public Safety & Transportation Committee
on 03/06/2023

March 1, 2023

Office of the City Clerk
City of Bridgeport
45 Lyon Terrace, Room 204
Bridgeport, Connecticut 06604

RE: Resolution – Department of Homeland Security Federal Emergency Management Agency (FEMA) FY 2022 Assistance to Firefighters Grant Program (AFG) (#23212 & 23483)

Dear Ms. Martinez,

Attached, please find a Grant Summary and Resolution for the **Department of Homeland Security Federal Emergency Management Agency (FEMA) FY 2022 Assistance to Firefighters Grant Program (AFG) (#23212 & 23483)** to be referred to the **Committee on Public Safety and Transportation** of the City Council.

If you have any questions or require any additional information, please contact me at 203-576-7732 or joseph.katz@bridgeportct.gov.

Thank you,

Joseph Katz
Central Grants Office

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ATTEST
CITY CLERK



GRANT SUMMARY

PROJECT TITLE: Department of Homeland Security Federal Emergency Management Agency (FEMA) FY 2022 Assistance to Firefighters Grant Program (AFG) (#23212 & 23483)

DEPARTMENT SUBMITTING INFORMATION: Central Grants Office

CONTACT NAME: Joseph Katz

PHONE NUMBER: 203-576-7732

PROJECT SUMMARY/DESCRIPTION: The City of Bridgeport Fire Department is seeking \$306,996 to fund the purchase of LUCAS CPR Assistance Devices and Bail Out Kits. A match of 34,133(10% of project cost) will be provided by the Bridgeport Fire Department (BFD) general fund.

If awarded, the BFD will purchase and issue self-bailout kits as standard-issue PPE. The kits will increase the ability for firefighters to remove themselves from a rapidly deteriorating environment. Grant funds will be used to purchase a total of 350 systems, which will allow the BFD to outfit all of its certified firefighters while retaining approximately 80 systems for training and reserves.

If awarded, the BFD will also purchase 13 LUCAS Device chest compression systems, ensuring that every department vehicle is deployed with a device in any instance where CPR is required. This program provides vital EMS equipment to ensure that firefighters, the City's primary BLS responders, can carry out their mission safely and more effectively. This vital piece of equipment was selected for the EMS challenges confronting firefighters in Bridgeport, given the COVID-19 pandemic and the opioid epidemic.

CONTRACT PERIOD: 5/1/2023 – 4/30/2024

FUNDING SOURCES (include matching funds):	
Federal:	\$ 306,996
State:	\$ 0
City:	\$ 34,133
Other:	\$ 0

GRANT FUNDED PROJECT FUNDS REQUESTED	
Contractual:	\$ 0
Equipment:	\$ 341,129

MATCH REQUIRED- N/A		
	CASH	IN-KIND
Source:		

A Resolution by the Bridgeport City Council

Regarding the

**Department of Homeland Security
Federal Emergency Management Agency (FEMA)
FY 2022 Assistance to Firefighters Grant Program (AFG)
(#23212 & 23483)**

WHEREAS, the **Department of Homeland Security Federal Emergency Management Agency (FEMA)** is authorized to extend financial assistance to municipalities in the form of grants; and

WHEREAS, this funding has been made possible through the **FY 2022 Assistance to Firefighters Grant Program (AFG)**; and

WHEREAS, funds under this grant will be used to purchase CPR assistance devices and self-bailout kits; and

WHEREAS, it is desirable and in the public interest that the City of Bridgeport submits an application to the **Department of Homeland Security FEMA** to purchase this lifesaving equipment.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL:

1. That it is cognizant of the City's grant application to and contract with **Department of Homeland Security FEMA** for the purpose of its **AFG Grant Program**; and
2. That it hereby authorizes, directs and empowers the Mayor or his designee, the Director of Central Grants, to accept any funds that result from the City's application to the **Department of Homeland Security FEMA** and to provide such additional information and to execute such other contracts, amendments, and documents as may be necessary to administer this program.



CITY OF BRIDGEPORT
OFFICE OF THE TAX COLLECTOR

45 Lyon Terrace
Bridgeport, Connecticut 06604
Telephone 203-576-7271 Fax 203-332-5628

VERONICA JONES
Tax Collector

JOSEPH P. GANIM
Mayor

COMM. 34-22 Ref'd to Contracts Committee on 03/06/2023.

February 10, 2023

To: Frances Ortiz
Assistant City Clerk

From: Veronica Jones
Tax Collector

Re: Proposed Resolution

Please place the enclosed proposed resolution on the agenda of the next Council meeting for referral to the Contracts and Appointments Committee. The purpose is to authorize the assignment of liens for the fiscal year 2023.

Thank you.

cc: Honorable Joseph P. Ganim, Mayor
Kenneth Flatto, Finance Director

ATTEST
CITY CLERK
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BE IT RESOLVED, That pursuant to C.G.S. Section 12-195h, The City Council of the City of Bridgeport authorize and approve the assignment for consideration of any or all tax liens by the Tax Collector to secure unpaid taxes on real property as provided under the provision of Chapter 206 of the Connecticut General Statutes.

BE IT FURTHER RESOLVED, That pursuant to Connecticut General Statutes, including sections 7-148 and 12-195h, the City Council of the City of Bridgeport hereby authorized the Tax Collector and the Director of Finance and/ or the Mayor of the City of Bridgeport to bid or negotiate, enter into and execute any and all agreements as are reasonably necessary to effectuate the assignment of real property tax liens in form and substance satisfactory to the Mayor, the Director of Finance, the Tax Collector and the City Attorney.

CITY OF BRIDGEPORT

CITY ATTORNEY

Mark T. Anastasi

DEPUTY CITY ATTORNEY

John P. Bohannon, Jr.

ASSOCIATE CITY ATTORNEYS

Deborah M. Garskof

Michael C. Jankovsky

Richard G. Kascak, Jr.

Bruce L. Levin

James T. Maye

John R. Mitola

Lawrence A. Ouellette, Jr.

Dina A. Scalo

Eroll V. Skyers

OFFICE OF THE CITY ATTORNEY

999 Broad Street

Bridgeport, CT 06604-4328

Telephone (203) 576-7647

Facsimile (203)576-8252



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23 MAR - 1 PM 4: 26
ATTEST
CITY CLERK

March 1, 2023

Honorable City Council Members
Bridgeport City Council
c/o Lydia Martinez, City Clerk
45 Lyon Terrace
Bridgeport, CT 06604

**RE: The matter of Lydia N. Martinez and Maria H. Pereira v. City of Bridgeport, et. al.
Superior Court for the Judicial District of Fairfield at Bridgeport
Docket No. FBT-CV-22-6116446-S for IMMEDIATE CONSIDERATION
Executive Session Discussion of Strategy & Negotiations
with respect to Pending Litigation and
Possible Public Session Action Concerning the Pending Litigation**

Dear Council Members:

Kindly place the above-referenced pending litigation matter on the Agenda for the Monday, March 6, 2023 Regular monthly meeting FOR IMMEDIATE CONSIDERATION.

Deputy City Attorney John P. Bohannon, Jr. and I will be in attendance to brief the full City Council (absent Council Member Pereira who is a party plaintiff in this lawsuit) in Executive Session concerning: (a) the current status of the case, and (b) options and potential recommendations concerning potential resolution of this litigation.

Thereafter, dependent upon the discussion in Executive Session, the Council may determine to take official action by formal vote in public session.

EXECUTIVE SUMMARY

a. Submission Title: Request for IMMEDIATE CONSIDERATION
Executive Session Discussion of Strategy & Negotiations with respect to Pending Litigation and
Possible Public Session Action Concerning the Pending Litigation

b. Submitting Entity: Office of the City Attorney.

c. Contact Person: Deputy City Attorney John P. Bohannon and City Attorney Mark T. Anastasi, contact information above.

d. Approval Deadline: March 6, 2023, City Council meeting, due to Court briefing deadlines and a scheduled Superior Court trial date of March 14, 2023.

e. Case Summary: Plaintiffs City Clerk Lydia Martinez and City Council Member Maria Pereira are suing the City of Bridgeport, Bridgeport City Council Majority Leader Jeanette Herron, Bridgeport Republican Registrar of Voters Linda A. Grace, Bridgeport Democratic Registrar of Voters Patricia A. Howard, and Bridgeport Town Clerk Charles D. Clemons Jr. Plaintiffs allege in their lawsuit that the City Council failed to timely adopt, pursuant to Bridgeport Charter, Chapter 5, Section 2, a plan of districting (due to COVID-19 related census delays) following the most recent decennial census; and thereby acted without jurisdiction in redistricting the 10 City Council districts. The defendants deny these allegations.

f. Council Action Requested: Discuss this pending litigation in Executive Session with representatives of the City Attorney's Office; and as a result of such discussion, possibly take action as appropriate in public session.

g. Financial Impact Analysis: No material financial impact anticipated at this time.

h. Funding Budget-Line: N/A at this time.

i. Proposed Motions:

- **Motion to Waive Referral to Committee** due to "time being of the essence" since this lawsuit is scheduled for trial commencing March 14, 2023 – 2/3 Majority Vote of those members present and voting Required per City Charter, Chapter 5, Sec. 5 (d).
- **Motion to Go Into Executive Session** (with Deputy City Atty. John Bohannon and City Attorney Mark Anastasi) and without Council Member Maria Pereira (who is a party plaintiff in this lawsuit) to discuss strategy and negotiations concerning this pending litigation – 2/3 Majority Vote of those members present and voting Required per CT Gen. Stat. Sec. 1-225 (f).
- **Such other Motions** as the Council deems appropriate following the Executive Session.

Very truly yours,
/s/ Mark T. Anastasi
Mark T. Anastasi
City Attorney

cc: Frances Ortiz, Asst. City Clerk
John P. Bohannon, Deputy City Attorney
Carolina Lopez, Paralegal



City of Bridgeport, Connecticut
OFFICE OF PLANNING & ECONOMIC DEVELOPMENT
OFFICE OF HOUSING & COMMUNITY DEVELOPMENT

999 Broad Street
Bridgeport, Connecticut 06604
Telephone (203) 576-7221 • Fax (203)332-5611

THOMAS GILL
Director

JOSEPH P. GANIM
Mayor

Changed to ECD&E Committee on 3/6/2023 (From the Floor)
COMM. #33-22 Ref'd For ~~IMMEDIATE CONSIDERATION~~
on 03/06/2023 -

TO: Honorable Members of the Bridgeport City Council

FROM: Anjerice Miller
Senior HCD Manager *AM 3-1-2023*

RE: Substantial Amendment for Program Year 47 Annual Action Plan

DATE: March 1, 2023

The Office of Housing and Community Development respectfully submits the attached resolution and documentation regarding a substantial amendment to the 2021-2022 Program Year 47 Annual Action Plan as it relates to the HOME Investment Partnerships (HOME) Program for immediate consideration at the March 6, 2023 Council meeting.

Thank you for your consideration,

Cc: Janene Hawkins, CAO
Tom Gaudett, Mayor's Office
Thomas Gill, OPED
Obiora Nkwo, HCD
Mark Anastasi, City Attorney

ATTEST
CITY CLERK

RECEIVED
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RESOLUTION

AMENDED

**CITY OF BRIDGEPORT PROPOSED SUBSTANTIAL AMENDMENT
TO THE CITY'S ANNUAL ACTION PLAN FOR HOUSING & COMMUNITY
DEVELOPMENT**

WHEREAS, the City Council of the City of Bridgeport previously authorized HOME Investment Partnerships (HOME) Program funding for the program activities during the various program years; and

WHEREAS; due to the COVID-19 pandemic, HOME-American Rescue Plan (HOME-ARP), HUD has awarded \$4,671,199.00 in HOME-ARP funds assist individuals and households

WHEREAS, this request constitutes an amendment to the PY 47 Annual Action Plan and, as such, requires a public notice, Citizen Union consideration, and City Council authorization; and

WHEREAS; the City issued a request for public comment on the recommended use of these funds

NOW THEREFORE BE IT

RESOLVED, that since the city has provided required public notification and has obtained citizen union recommendations, the Mayor of the City of Bridgeport or the designated individual (Director of Planning and Economic Development) is hereby authorized and empowered to sign all contracts, documents, and/or agreements(and to take such other reasonable actions) as necessary to implement the activities listed above in an expedient fashion and in accordance with all of HUD's *HOME Investment Partnerships Program and HOME American Rescue Plan* rules, regulations, and requirements.

The City of Bridgeport

HOME-American Rescue Plan Grant
Allocation Plan

DRAFT



Housing & Community Development
999 Broad Street, Bridgeport, CT 06604

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HOME-ARP Allocation Plan

Participating Jurisdiction: City of Bridgeport, CT

Date: 1/23/2023

Introduction

In September 2021, the U.S. Department of Housing and Urban Development announced the allocation of \$4,671,199 to the City of Bridgeport, CT for a new grant called the HOME Investment Partnerships Grant American Rescue Plan (HOME-ARP). The purpose of HOME-ARP funds is to provide homelessness assistance and supportive services through several eligible activities. Eligible activities include acquisition and development of non-congregate shelter, tenant based rental assistance, supportive services, HOME-ARP rental housing development, administration and planning, and nonprofit operating and capacity building assistance.

HOME-ARP funds must assist people in HOME-ARP "qualifying populations", which include:

- Sheltered and unsheltered homeless populations
- Those currently housed populations at risk of homelessness
- Those fleeing or attempting to flee domestic violence or human trafficking
- Other families requiring services or housing assistance or to prevent homelessness
- Those at greatest risk of housing instability or in unstable housing situations

To receive funding, the City must develop a HOME-ARP Allocation Plan which describes the distribution of HOME-ARP funds and identifies any preferences for eligible activities. This plan will be submitted and approved by HUD. The development of the HOME-ARP Allocation Plan must also be informed through stakeholder consultation and public engagement. The following is the City's HOME-ARP Allocation Plan.

Consultation

Summarize the consultation process:

The City of Bridgeport's consultation process included developing and disseminating an online stakeholder survey to capture broad assessments of the community needs, input on gaps in service delivery and uses for the ARP allocation. The online survey was open from December 11, 2022, through January 31, 2023. The survey included seven ARP program-specific questions and one open ended comment for community needs assessment. The survey received 12 respondents, including those representing homeless services providers, the Continuum of Care (CoC), Fair Housing agencies, affordable housing developers, homeless service providers, domestic violence advocacy groups, and Veteran's Groups, and others.

The City also held multiple virtual meetings with stakeholders regarding HOME-ARP. Meetings were held on November 23, 2021, September 22, 2022, November 18, 2022, and January 11, 2023. Stakeholders that participated in the consultation include: The Housing Collective (CoC), Central Connecticut Coast YMCA (service provider), Recovery Network of Program (medical service provider, serving persons with disabilities), Hartford Healthcare (Healthcare, Organization Serving People with Disabilities), Operation Hope (Homeless service provider), Catholic Charities (Homeless service provider), Rescue Mission (DV service provider; Homeless service provider), Alliance for Community Empowerment, The Center for Family Justice (Domestic Violence/Sexual Assault Service Provider), Homes for the Brave (Homeless service provider), Park City Communities (Bridgeport Housing Authority), Southwest Community Health Center (healthcare services, Organization Serving People with Disabilities), Optimus Healthcare (Organization Serving People with Disabilities), Regional Youth Adult Social Action Partnership (supportive services), City of Bridgeport Department of Social Services (local government)

Discussion topics during the meetings included: HOME-ARP grant funding overview, supporting vulnerable Bridgeport households through collective efforts, aligning strategies with statewide Department of Housing workplans and policies, community needs (including TBRA, shelters including seasonal or warming shelters, more affordable housing), pros and cons to developing a non-congregate shelter (NCS). Stakeholders concluded non-congregate shelter is needed to temporarily house the most vulnerable persons experiencing homelessness, but those persons will still be in need of permanent housing. If funds are used to increase housing stock, the preferred path would be for acquisition and preservation of affordable housing or strategies to engage property owners and landlords to participate in the program as opposed to constructing new units. Among the homeless crisis response system, TBRA was discussed as the preferred use of funds.

List the organizations consulted, and summarize the feedback received from these entities.

Agency/Org Consulted	Type of Agency/Org	Method of Consultation	Feedback
The Housing Collective	Continuum of Care Lead	Direct Discussions; Survey	Top needs include supportive services, lack of affordable housing, and homeless prevention. Best use of funds would be TBRA, supportive services and development of affordable housing. Prevention and short-term rental assistance are most needed.
Bridgeport Housing Authority	Housing Authority	Direct Discussions; Survey	Gaps exist in the production and preservation of affordable housing. Additionally, individuals and households who participate in affordable housing programs do not have access to the supportive services and case management they require to remain self-sufficient. Residents on the lower end of the income spectrum who reside in subsidized housing have been hard hit by the fallout of the pandemic. Rental assistance dollars are in high demand. Construction costs are skyrocketing. Consequently, deals which would have been possible 12 months ago are no longer possible in this financial climate. More funding is needed to cover these increased costs and to close the financial gaps that are causing projects to stagnate. Residents of the housing authority owe approximately \$1.2M in rental arrears and the evictions are being executed. There is an exponential need for rental assistance dollars for the public housing population.
Homes for the Brave	Veterans' Group, Organization Serving People with Disabilities, Homeless Service Provider	Direct Discussions; Survey	There is a significant lack of available affordable housing units, especially to give individuals with poor credit or criminal histories a second chance even when they have case management or vouchers. We need more development of affordable housing in safe neighborhoods. It doesn't matter if it is rehabilitated buildings or development of new units. Supportive services are needed to prevent homelessness including financial support as well as case management, counseling, budgeting etc. Services are just as important in prevention as financial support. Clients are facing difficulties with

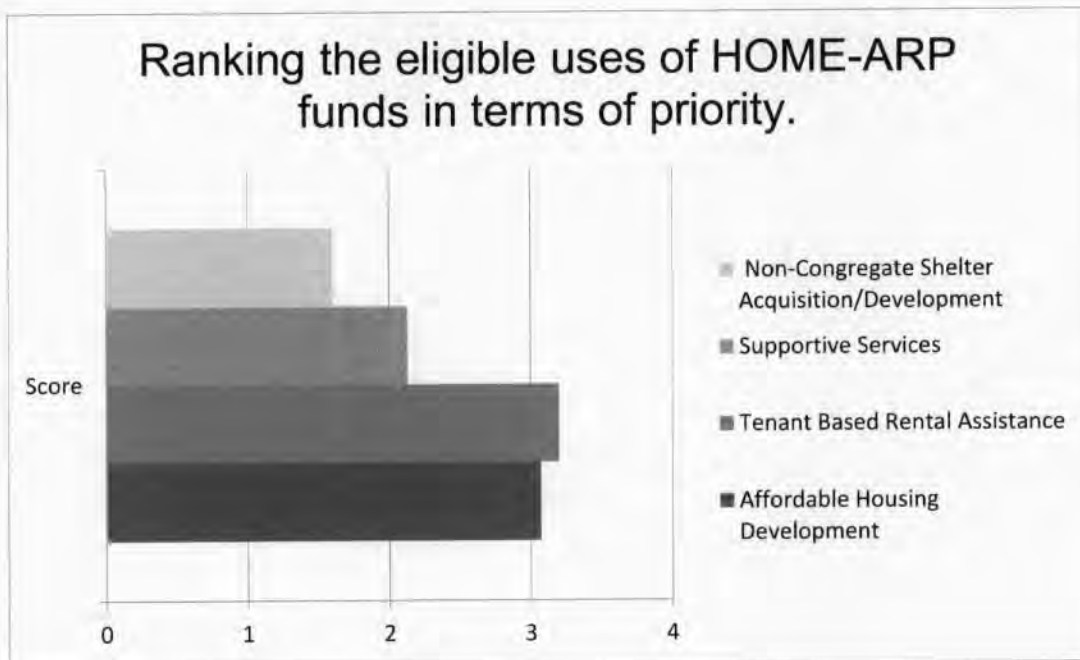
			unreasonable rent requirements, unreasonable credit scores and if they have had difficulties in the past, the issues follow them too far into the future making second chances too difficult.
Alliance for Community Empowerment	Fair Housing, Community action agency	Direct Discussions; Survey	The biggest unmet need is affordable rental housing availability. TBRA is also needed. There are not enough safe shelters for families.
Southwest CT Mental Health System	Homeless Service Provider, Organization Serving People with Disabilities	Direct Discussions; Survey	Greatest unmet needs: Availability of affordable housing; cap on rental increases; fair housing commission or committee is needed. For NCS, individual rooms rather than a traditional shelter would need to be a carefully thought-out program; concerns around length of stay, admission criteria, etc.
Operation Hope	Homeless Service Provider, Organization Serving People with Disabilities, CoC Member, Housing programs and Provider of Affordable Housing	Direct Discussions; Survey	There are gaps in affordable units, subsidies, and flexible funds to move people out of homelessness quickly. A big challenge is meeting all the criteria needed to get into a housing unit and the extremely high costs of rents and competition for units puts the people we serve at a disadvantage.
Optimus Health Care	Homeless Service Provider, Continuum of Care Member, Federally Qualified Health Care Center	Direct Discussions; Survey	Biggest gaps: Affordable housing and availability of housing. We need more availability of studio and 1-bedroom apartments under \$1,000 per month. Better case management and collaboration is needed for service delivery. Affordable housing in the Bridgeport area is the #1 issue that our Community Health Workers face. Being able to communicate with a point person who knows the resources would be most helpful.
Alpha Community Services YMCA	Homeless Service Provider	Direct Discussions; Survey	There are not enough affordable rental units and not enough funding for staff to provide services to the homeless. Services are a key component to maintaining people in their units once housed. We do not need any more shelters. We need permanent supportive housing. We can use more space just for cold weather 24-hour services.
The Center for Family Justice	Domestic Violence/Sexual	Direct Discussions;	Lack of transitional housing or safe non-congregate shelter are the largest needs.

	Assault Service Provider	Survey	Often the housing case managers are stretched thin and do not provide the level of case management needed to assist clients with locating housing even after the funds are provided. The housing is so competitive that often the only apartments that are left for folks are in very unsafe areas, or the landlords are asking for tenant income to be 3xs the monthly rent, which is impossible for the majority of our clients to ever obtain. This could be due to all the NYC transplants coming from the City during the pandemic and relocating to CT using New York money to put towards housing. It could also have something to do with landlords raising rent in order to recoup the losses they suffered during the pandemic. The result is that clients are left with the scraps of properties that no one would want to spend a night in, let alone live in.
Bridgeport Rescue Mission	Homeless Service Provider, Domestic Violence/Sexual Assault Service Provide	Direct Discussions; Survey	There is insufficient affordable housing inventory. Financial assistance needs to be provided to support those who are experiencing rent hikes at 50% or above previous rent amounts.
Recovery Network of Programs, Inc.	Homeless Service Provider	Direct Discussions; Survey	The gap is the lack coordination of housing resources outside of the CAN system. Citywide coordination with CAN providers will help with maximizing resources, track outcomes and needs which can potentially serve more households, families, individuals. HOME-ARP funding can be provided to the existing shelter for capital improvements. A few challenges clientele face include those with eviction histories have a most difficulty obtaining housing opportunities, those with limited or fixed incomes cannot afford fair market rent rates, those coming out of incarceration struggle with obtaining gainful employment where they are able to obtain and maintain housing. The City should have a variety of affordable housing, rental assistance and homeless prevention options that can meet different needs of those in the community.
The Housing Collective	Homeless Service Provider,	Survey	The major challenge now is that households with one or more working adult can no longer

	Continuum of Care Member, Affordable Housing	<p>afford the cost of rent in Bridgeport or surrounding towns. The number of entries into the crisis response system is growing exponentially with a large cohort of households experiencing homelessness or housing instability due to economic challenges. With rents in the BPT area increased by at least 15% since 2021, we are facing a crisis that is not being addressed sufficiently and the problem will not go away without action. Maximizing on opportunities such as stimulus funds through HOME ARPA and other funding is the only chance for us to make sure that BPT's affordable housing issues do not become a tsunami for a large increase of literal homelessness -- we are already seeing unsheltered numbers rise, with many families living in their cars in the midst of winter in BPT. This is an unsafe and unsustainable problem that is going to get much, much worse. Based on current increased inflow for those experiencing literal homelessness and housing instability, having immediate access to housing due to lack of housing inventory is a critical gap in our system. In addition, having sufficient funds to address the increased need to prevent housing loss through a potential pool of housing stability funding is also a critical gap in meeting community need. I also see this as an opportunity to engage landlords and property owners to ensure that once a person is given a rental assistance voucher that they are able to use the subsidy. Potentially providing sign on bonuses to landlords to build on the existing inventory of affordable housing stock would be certainly help - my concern regarding using HOME ARPA to develop new properties wouldn't take \$4.5 very far, wouldn't add a lot of housing, and wouldn't accurately address the current crisis of unsheltered homelessness in the city of BPT.</p>
--	--	--

Summarize feedback received and results of upfront consultation with these entities:

TBRA was ranked as the top best use of HOME-ARP funds, slightly above the need for affordable rental housing development. However, in-person stakeholder discussions concluded that developing new rental housing was the least preferred; rather, acquisition and preservation of affordable housing strategies would be worth pursuing. McKinney-Vento Supportive Services (prevention, outreach, shelter, transitional housing, supportive services, short-term rent subsidies, etc.) were ranked as the third priority. Stakeholder meetings also included conversations on the need for emergency shelter. Non-congregate shelter is needed in the community; however it is not a permanent solution and does not end homelessness. Comments and insights noted the lack of affordable housing as inadequate to meet the city's needs, especially the QPs. Affordable rental housing development and TBRA were tied as the best use of funds among stakeholders.



Public Participation

Describe the public participation process, including information about and the dates of the public comment period and public hearing(s) held during the development of the plan:

- **Date(s) of public notice 2/13/2023**
- **Public comment period: start date - 2/13/2023 end date - 2/28/2023**
- **Public hearing: 2/28/2023**

Bridgeport held one public hearing to discuss the development of the HOME-ARP Allocation Plan, which incorporated information and discussion of community needs and eligible activities related to HOME-ARP, along with an opportunity for the public to provide comments on the proposed budget and activities. A list of eligible HOME-ARP activities and the City's proposed HOME-ARP budget was also presented. The draft Allocation Plan was also posted on the City's website for public viewing and comment.

Describe any efforts to broaden public participation:

The public notice was posted in both English and Spanish. The City of Bridgeport also posted the public notice, draft HOME-ARP allocation plan, and presentations on the City's website.

Summarize the comments and recommendations received through the public participation process:

Pending conclusion of the public participation process.

Summarize any comments or recommendations not accepted and state the reasons why:

Pending conclusion of the public participation process.

Needs Assessment and Gaps Analysis

Describe the size and demographic composition of qualifying populations within the PJ's boundaries:

Homeless as defined in 24 CFR 91.5

The CoC releases an annual Point-in-Time (PIT) Count that includes valuable data for addressing the needs of residents who are experiencing homelessness. The 2020 Bridgeport PIT count data was used to capture the most recent and relevant homeless population data due to alterations in methodology during the 2021 count to mitigate the effects of the COVID-19 pandemic.

According to the 2020 PIT Count, white persons and make up the majority of the population experiencing homelessness. Nearly 45% of people experiencing homelessness are White/Caucasian, 43% are Black or African American, and the remaining 12% are American Indian, Asian or multi-racial. Forty-one percent of the homeless population identifies ethnically as Hispanic/ Latino. About 73% of homeless individuals are over the age of 24, 6% are ages 18-24 and 21% are under the age of 18. All children belong to households with other adults. There are no homeless child only households. Thirty-six adults (14%) are chronically homeless, and 37 (14%) adults are Veterans.

Homeless Needs Inventory and Gap Analysis Table

Homeless												
	Current Inventory				Homeless Population				Gap Analysis			
	Family		Adults Only		Family HH (at least 1 child)	Adult HH (w/o child)	Vets	Victims of DV	Family		Adults Only	
	# of Beds	# of Units	# of Beds	# of Units					# of Beds	# of Units	# of Beds	# of Units
Emergency Shelter	140	-	59	59								
Transitional Housing	12	-	87	87								
Sheltered Homeless					105	129	37	40				
Unsheltered Homeless					0	22	0	0				
Current Gap									47	-	-5	-5

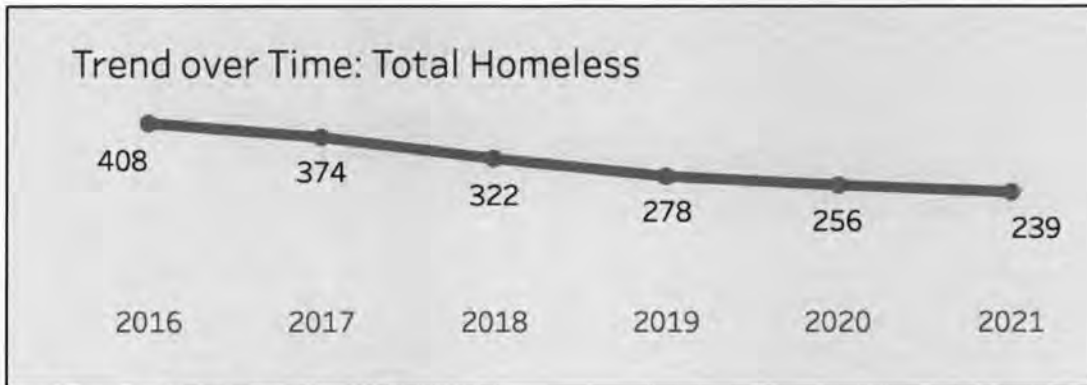
Data Sources: 1. Point in Time Count (PIT); 2. Continuum of Care Housing Inventory Count (HIC); 3. Consultation

Table: Demographic Composition Of Homeless Persons

Demographic	Percentage	Total
Adult(s) with no Children Household (Single-person or two adults) *	58.2%	149
Family Household (Adult with children)	41.0%	105
Single Children Household	0.0%	0
White	44.9%	115
Black or African American	42.6%	109
Other Race	12.5%	32
Veteran	--	37
Mental Illness	--	16
Domestic Violence Experience or Fleeing	--	40

*Household type was not reported for 2 individuals experiencing homelessness on the night of the Count.

Data Sources: 1. Point in Time Count (PIT)



Data Sources: Point in Time Count (PIT)

Populations At-risk of Homelessness as defined in 24 CFR 91.5

HUD defines those at risk of homelessness as individuals and families who have an income at or below 30% of the area median income (AMI), do not have sufficient resources or support networks to prevent them from becoming homeless, or live with instability. According to HUD's 2015-2019 CHAS data, the City has 14,650 households with incomes at or below 30% AMI, (2% of all city households). Eighty-six percent of these households are renter households. Households at-risk of homelessness include an estimated 13,515 households who are severely cost burdened, paying over 50% of their income toward housing and 11,410 who are cost burdened (above 30%, less than 50%). Of the severely cost burdened, 7,700 are renting households with extremely low-incomes (<=30%) and considered at greatest risk of housing instability. An estimated 16,470 LMI (<=80% AMI) renters are cost burdened at the 30% mark, equaling approximately 33% of total households in the City.

Additionally, according to ACS data, 44% (7,699 households) of cost burdened renters earned less than \$20,000 between 2017-2021, while only approximately 4,998 rental units offer a gross rent price within the needed range to prevent being cost burdened. In other words, there is a lack of about 2,7010 affordable rental units for households making under \$20,000 a year. The residents

who reside in public housing in Bridgeport are amongst the lowest earners in the City. Currently, the public housing resident-base owes well over \$1M in rental arrears. Evictions are proceeding and over the next 4-6 months, the City will reach a crisis level in homeless numbers. Per the Housing Authority, this population often includes the elderly, disabled, chronically homeless, and youth aging out of the foster system.

Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice

Due to lack of reporting, the number of victims fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking are not available for the City, however data is reported at the state level. The Connecticut Department of Emergency Services and Public Protection reported that 15,500 family violence arrest incidents were reported in 2020 across the state. A total of 15,324 individuals were identified as victims. A closer look at the victim total shows that 10,289 victims were female (67.1%) and 5,035 were male (32.9%). According to the National Coalition Against Domestic Violence 37.7% of Connecticut women and 33.9% of Connecticut men experience intimate partner physical violence, intimate partner sexual violence and/or intimate partner stalking in their lifetimes. The Connecticut Coalition Against Domestic Violence reported that in 2021, 38,989 domestic violence victims and their families received services from victim service providers across the state. In 2020, 47 cases of human trafficking were reported to the Human Trafficking Hotline in Connecticut. The Department of Children and Families (DCF) Human Anti-trafficking Response Team (HART) reported that 210 victims of Human Trafficking received services across the state in 2018. Over 87% of the victims served were female. Forty-six percent of the victims were Hispanic, 26% were Caucasian, 19% were African American, and 9% were multi-racial. Race and ethnicity were combined in this report.

Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability, as defined by HUD in the Notice

There is a large overlap between those at-risk of homelessness (above data) and households in need of assistance to prevent homelessness or at greatest risk of housing instability. Lack of affordability is the primary issue highlighted in data and consultation. According to CHAS, of the severely cost burdened, 7,700 are renting households who are also in the extremely low-income range ($\leq 30\%$) and considered at greatest risk of housing instability.

While we don't have data that matches the exact definition of QP #4, we can glean general demographics and need from looking at the City's poverty levels. Poverty is often a direct correlation as it relates to households requiring housing assistance to prevent homelessness or to those being at-risk of housing instability. According to ACS, there are 27,630 (19% of City) residents below the poverty level, of which 35% are under 18 years old. Of those living under the poverty level, an estimated 7,764 (28%) are Black, 3,862 (14%) are White, 5,411 (19.6%) are multiracial, and 9,349 are some other race (34%). Approximately 63% of the population under the poverty level identify as Hispanic or Latino. Females experience a higher rate (16,178) of poverty than males (11,452).

Describe the unmet housing and service needs of qualifying populations:

Homeless as defined in 24 CFR 91.5

Supportive services and assistance in transitioning out of emergency shelters and into permanent housing is the primary service need. The need for improved case management has been an observation made by stakeholders. Challenges of a lack of affordable housing, supportive services, and a need for emergency shelter were a common unmet need themes highlighted from the stakeholder's input. Service needs for both sheltered and unsheltered persons include a greater capacity to offer healthcare services, disability assistance, mental healthcare, as well as housing counseling, financial workshops, job training, skills training.

The primary unmet need as it pertains to homeless needs inventory is the availability of beds adults who are experiencing homelessness. According to PIT count and HMIS analysis, there is a need for at least five additional emergency shelter beds and units in order to provide housing services for all homeless adults identified in the PIT Count. It should be noted that the PIT Count is a count of the homeless population on a single night, and the actual number of persons experiencing homelessness is likely greater.

Populations At-risk of Homelessness as defined in 24 CFR 91.5

ACS estimates approximately 59% of the city's renters are cost burdened (paying over 30% of income to housing costs), or approximately 19,426 total renter households. Lack of affordable housing inventory and a persistent affordability gap challenge both populations recovering from homelessness and those households at risk of homelessness or housing instability. Those at-risk of homeless or housing instability often need short-term subsidies such as mortgage/rent assistance to avoid foreclosure or eviction, as well as utility assistance to avoid shutoff or security deposits to allow new rental contracts. Stakeholder feedback highlighted the need for more housing vouchers and challenges for households to find affordable housing with a voucher. There is an exponential need for rental assistance dollars for the public housing population. Supportive services such as prevention, housing or financial counseling, landlord mediation for eviction proceedings will also benefit these groups.

Bridgeport Housing Authority reported the need for homeless prevention and assistance dollars. The Housing Authority reported that residents of the housing authority owe approximately \$1.2M in rental arrears and residents are facing eviction. In twelve months' time, affordable housing waitlists in Bridgeport have seen a 94% increase and the CAN has exceeded its service capacity. The housing authority's housing choice voucher participants are unable to find affordably priced units in the private market. On average, voucher participants lease at a 60% success rate in Bridgeport which is far behind the notational average. Consequently, there is a desperate need for new construction and preservation projects. Homeless prevention and rental assistance dollars are urgently needed for this population.

Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice

According to the 2022 Domestic Violence Counts Report conducted by the National Network to End Domestic Violence, there were 54 requests for shelter, housing, and other supportive services that could not be provided due to lack of resources on the day of the count in Connecticut. Approximately 39% of these unmet requests being for housing and emergency shelter. In 2021, the Connecticut Coalition Against Domestic Violence reported that 2,510 victims and their families received domestic violence housing services across the state and the average shelter utilization rate was 156%, meaning that the shelters ran over capacity throughout the year.

Stakeholders cited the lack of transitional housing or safe non-congregate shelter as a primary need. Often the housing case managers are over assigned and do not provide the level of case management needed to assist clients with locating housing even after the funds are provided. The housing is so competitive that often the only apartments that are left for folks are in very unsafe areas, or the landlords are asking for tenant income to be three times the monthly rent which is impossible for the majority DV survivor clients to obtain. The result is that clients are moving into unsafe units and still facing housing instability.

Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability, as defined by HUD in the Notice

The unmet needs for the populations needing assistance to prevent homelessness or at risk of greater housing instability mirror those from above, including rental payment assistance or utility deposit assistance and development of affordable rental housing units. Those requiring housing assistance to prevent homelessness or those at greatest risk of housing instability often need short-term subsidies such as mortgage/rent assistance to avoid foreclosure or eviction, as well as utility assistance to avoid shutoff or security deposits to allow new rental contracts. Housing counseling, mental health services, and homeless prevention were highlighted during our consultation as service needs for those at greatest risk of housing insecurity. Healthcare assistance greatly benefits those at-risk of housing instability who are also disabled or elderly in order to help mitigate the challenges of either paying housing costs or medical costs.

Residents who have previously experienced homelessness or are currently receiving some type of rental assistance may need the assistance to continue for a short or long period of time. Funding existing services and housing assistance programs is important for the housing stability of these individuals and families.

Identify and consider the current resources available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing:

The Connecticut Coalition to End Homelessness (CCEH) is the Continuum of Care for the state of Connecticut. The City of Bridgeport works closely in partnership with CCEH to prevent and end homelessness in Connecticut. The CCEH has an extensive list of partner organizations, including public and private institutions, nonprofits, and local government agencies which serve the homeless throughout the CoC and work toward the goal of ending homelessness.

Within the City of Bridgeport, several organizations provide emergency shelter and transitional housing for qualifying populations. **Alpha Community Services YMCA** operates a 110 bed emergency shelter in addition to its Jean Wallace Transitional Housing facility, which has 26 transitional housing beds. **Bridgeport Rescue Mission** has a total of 11 emergency shelter beds. Other nearby organizations serve Bridgeport residents, including Homes with Hope with 16 emergency shelter beds and Inspirica with 42 emergency shelter beds and 63 transitional housing beds.

For youth that are homeless, there are two emergency shelters. **The Council of Churches of Greater Bridgeport** has 4 child-only beds and **Kids in Crisis** has a facility with 12 child-only beds.

Permanent supportive housing is also available throughout the City and neighboring communities. PSH providers include **Alpha Community Services YMCA, Bridgeport Housing First Collaborative, Catholic Charities of Fairfield County, Family and Children's Agency, Homes with Hope, Inspirica, Laurel House, Mid-Fairfield AIDS project, Open Door Shelter, Operation Hope, Pacific House, Recovery Network of programs, Southwestern CT, St. Vincent CRS and The Connection Milestone**. Through these providers, over 1,600 permanent supportive housing beds are available in the Bridgeport area.

Veterans in the City and throughout the CoC are served with transitional housing and permanent supportive housing. **ABRI Homes for the Brave** has three facilities with a total of 66 beds reserved for veterans. The Veterans Administration (VA) uses VASH vouchers to house 81 veterans with permanent supportive housing. **The Connection's Milestone** facility has 10 permanent supportive housing beds reserved for veterans.

The **Center for Family Justice** provides crisis intervention, supportive services, emergency shelter, and more for adults and children fleeing violent and abusive situations. The Center for Family Justice also has a facility with 15 transitional housing beds, offering up to 60 days of shelter for victims in addition to counseling and advocacy services.

The **Connecticut State Department of Housing** operates a tenant-based rental assistance program.

Many of the organizations listed above also provide supportive services to qualifying populations to help provide stability and sustainable housing. Locally available supportive services include food pantries, clothing, hygiene services, transportation, mental health and substance use treatment, general health services, crisis intervention, case management, counseling, advocacy, and more.

Identify any gaps within the current shelter and housing inventory as well as the service delivery system:

As noted above, the primary gap in the housing inventory is the availability of quality, affordable housing units of multiple sizes in neighborhoods throughout the City. As highlighted above, for households earning under \$20,000, there is a shortage of over 2,700 affordable rental units. In the City, the estimated vacancy rate is 3.2% with low-income renters most at risk of being unable to find affordable units. Stakeholders noted that many low-income renters are competing with new residents moving to the City that are able to pay an increased rent. Lack of affordable housing inventory has contributed to cost burden, overcrowding, housing instability, and homelessness.

Service delivery needs include case management, mental health and substance use treatment, general health services, crisis intervention, housing counseling, budgeting, and job training. More specifically, there is a high need for support services that address the root causes of homelessness and housing instability. If people are receiving services, they are more likely to remain stable in housing once placed in permanent housing. To appropriately address ongoing needs, case managers meet with household members as needed, create housing and treatment plans and connect them with the services they need based on assessments. Without this ongoing relationship, many households who've exited homelessness are more likely to return to the instability that cause their past homeless episode to begin with. During stakeholder consultation, service providers reported that case managers have large caseloads and do not have the capacity to fully serve the households in need. Additional case managers are needed to improve capacity.

Identify the characteristics of housing associated with instability and an increased risk of homelessness if the PJ will include such conditions in its definition of "other populations" as established in the HOME-ARP Notice:

The City of Bridgeport recognizes the definition of Other Populations set forth by HUD in the CPD Notice (Families Requiring Services or Housing Assistance to Prevent Homelessness or At Greatest Risk of Housing Instability). The criteria related to these categories include households/persons who are (1) extremely low-income with a severe cost burden, or households with (2) an annual income that is less than or equal to 50% of the area median income meet one of the following conditions from paragraph (iii) of the "At risk of homelessness" definition established at 24 CFR 91.5. No further characteristics of housing instability have been defined in the City's ConPlan; thus, the City will use the criteria listed in first six conditions listed in the "At risk of homelessness" definition established at 24 CFR 91.5.

Identify priority needs for qualifying populations:

The community needs assessment identified the following priority needs:

1. Lack of affordable housing
2. Rental assistance
3. Supportive Services

During consultation, many stakeholders concluded that due to the shortage of housing stock and extremely high rent cost in the community, the development of affordable housing units where rent will be based on income would be the most efficient approach to housing individuals and families who are on fixed, at or below poverty income levels.

For homeless populations, priority needs include rapid re-housing and supportive services to achieve housing stability. Those who are experiencing or are at-risk of homelessness need access to more affordable housing and shelter options that provide short-term, mid-term, and long-term interventions. Those who are at-risk of homelessness have a strong need for homelessness prevention and stabilizing services, while those who are currently homeless or experiencing chronic homelessness need more street outreach and case management services. Persons fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking have a particular need in emergency and transitional housing support as well as pertinent supportive services. For households experiencing housing instability or who are at-risk of homelessness, priority needs include providing appropriate supportive services, including medical and mental health treatment, counseling, supervision, transportation, case management services, and other services essential for achieving independent living to help prevent homelessness and increase housing stability. However, most of these households will also need a livable wage and supportive services to create long-term self-sufficiency.

Explain how the level of need and gaps in its shelter and housing inventory and service delivery systems based on the data presented in the plan were determined:

The gaps in services and programs needed to provide shelter, housing, and services were determined using data and feedback from multiple sources. To determine the level of need and gaps, the City of Bridgeport looked at both qualitative and quantitative measures. Data from the U.S. Census and CHAS data were used in partnership with feedback and on-the-ground insights from key stakeholders in the area. The takeaways from data analysis and stakeholder input were incorporated into the needs assessment.

HOME-ARP Activities

Describe the method for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors and whether the PJ will administer eligible activities directly:

The City expects to administer programs through an application process. Once the City has received the full HOME-ARP grant award from HUD, the City will conduct a Request for Proposals for a specified period of time to make it a more competitive process in awarding these funds. During that time any organization, developer, subrecipient, or Community Housing Development Organization (CHDO) is eligible to apply. At the close of the application period, all applications received will be reviewed for completeness, eligibility, and their ability to deliver on the priority needs identified within this plan. Each applicant will also be reviewed for their ability to carry out the project meeting all eligibility criteria.

Award(s) will be made based on the applicant’s project scope as it pertains to the outlined priority needs in this plan as well as the applicant’s familiarity with utilizing federal funding and ability to comply with all federal and local requirements.

The City will consider using the ESG program as a potential source to operate NCS developed with HOME-ARP funding. The ESG program funded emergency shelter will target homeless individuals and families. The HOME-ARP NCS will provide shelter access through a HOME-ARP referred method, which includes the option to utilize HOME-ARP Expanded Coordinated Entry or Coordinated Entry and other Referral Methods

If any portion of the PJ’s HOME-ARP administrative funds were provided to a subrecipient or contractor prior to HUD’s acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ’s entire HOME-ARP grant, identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ’s HOME-ARP program:

The City will administer the program. The City has not yet used the HOME-ARP administrative funds.

Use of HOME-ARP Funding

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$750,000		
Acquisition and Development of Non-Congregate Shelters	\$2,500,000		
Tenant Based Rental Assistance (TBRA)	\$720,520		
Development of Affordable Rental Housing	\$0		
Non-Profit Operating	\$0	0 %	5%
Non-Profit Capacity Building	\$0	0 %	5%
Administration and Planning	\$700,679	15 %	15%
Total HOME ARP Allocation	\$4,671,199		

Additional narrative, if applicable:

The City's goal is to seize this opportunity by using the HOME-ARP funding to **upgrade or expand the stock of shelter for people experiencing homelessness and other populations by creating non-congregate shelter, provide much needed rental assistance to households that need immediate and ongoing assistance to avoid being evicted along with other supportive service, and provide TBRA rental assistance to households that need are unable to afford market rate rents without a rental subsidy.** Ultimately, this funding will help to meet the needs of qualifying populations and make significant, long-term investment in our community.

There are many options on how we can use the HOME-ARP funds. After a thorough evaluation, the City is opting to focus on using the HOME-ARP funding specifically on:

- Acquisition and development of non-congregate shelter to create private temporary units/rooms for households experiencing homelessness or fleeing abusive situations. This may include the acquisition of land and construction of HOME-ARP NCS or acquisition and/or rehabilitation of existing structures such as motels, or hotels, or other facilities to be used for HOME-ARP NCS.
- A portion (16%) of the HOME-ARP allocation will go towards assisting QP persons and households to prevent eviction and provide other supportive services.
- A portion (15%) of the HOME-ARP allocation will go towards assisting QP persons and households with TBRA rental assistance.

Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:

There is a significant need for all eligible activities that could be funded with HOME-ARP funds. Gaps exist for rental assistance, affordable housing stock, shelter availability, and there is a need for more homeless and homeless prevention supportive services. Bridgeport identified activities that will best assist individuals and families of the most vulnerable qualified populations by reviewing the community needs assessment, incorporating both analyzed housing and shelter data, and the stakeholder feedback of the current trends. Stakeholder discussions highlighted that NCS would be a good starting point and is highly needed for the most vulnerable homeless population, but affordable units would still be needed to permanently house those sheltered. NCS could potentially address each need via segmenting funding allocations with funds directed to each project type based on community need. Additionally, stakeholders suggested that funds should be used be for acquisition and preservation to increase affordable rental housing. Stakeholders indicated that acquisition and rehab would be a more efficient use of the funds than new construction.

Many stakeholders in the homeless crisis response system agreed that TBRA is the preferred use of funds. TBRA needs to be accompanied by supportive services to ensure that households provided with rental assistance are assessed for service needs and root causes of homelessness. A portion of funds also need to be directed to housing stability services to ensure that those exiting homelessness or unstably housed situations have the tools they need to achieve future housing stability.

HOME-ARP Production Housing Goals

Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:

Not applicable. The City estimates to assist 100-130 households with TBRA. The money to develop NCS will provide an estimated 40-60 more units.

Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how it will address the PJ's priority needs:

Not applicable.

Preferences

Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project:

The City will not provide preferences to any population or subpopulation.

HOME-ARP Refinancing Guidelines

The City does not intend to use HOME-ARP funds to refinance existing debt secured by multifamily rental housing.



City of Bridgeport, Connecticut

Office of the City Clerk

To the City Council of the City of Bridgeport.

The Committee on Ordinances begs leave to report; and recommends for adoption the following resolution:

Item No. *13-22 Consent Calendar

Amendment to the Municipal Code of Ordinances

2.108

BE IT HEREBY ORDAINED by the Bridgeport City Council that, effective upon publication, the following amendment in Exhibit A be made a part of 2.108 of the Municipal Code of Ordinances.

EXHIBIT A

Note that the red bracketed text is being deleted, and the green underlined text is being added by substitution.

[Chapter 2.108 BYLAWS CITIZENS' UNION

2.108.010 Name.

The name of the organization shall be the Bridgeport citizens' union, hereafter referred to as the citizens' union.

(Ord. dated 5/13/96 (part))

2.108.020 Purpose.

To provide the citizens of Bridgeport with an organized structure to serve as a vehicle for allowing them the opportunity to participate in the planning and development process to assist the office of planning and economic development, housing and community development division, to develop a comprehensive consolidated plan for the city pursuant to the Housing and Community Development Act of 1974, and any amendments thereto. Citizens' union members will be residents of the city, and although representing a specific group of residents will have a holistic view of the City and be impartial in all decision making.

The yearly period of the citizens' union shall be September 1st through August 31st.

(Ord. dated 5/13/96 (part))



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2.108.030 Membership.

- A. General. During the fall advertisements will be placed in local papers, radio and public service agencies requesting interested Bridgeport residents to attend a preorientation meeting. This meeting will thoroughly describe the process and commitment needed by members of the citizens' union.

A total of twenty-seven (27) members will sit on the citizens' union.

One representative will represent each of the seven CDBG targeted neighborhoods/impacted areas, which are the West Side, West End, Hollow, South End, East Side, East End and the Trumbull Gardens census tracts, for a total of seven members.

One representative will be appointed by each of the twenty Bridgeport city council members, for a total of twenty members. Council members who do not represent impacted areas should give special consideration to affected special interest groups like the elderly, youth, persons with disabilities and housing authority residents.

The proposed slate of new members is subject to city council approval. No more than four persons from any of the following identified neighborhoods may be members of the citizens' union. Those neighborhoods are the East End, East Side, Upper East Side, North End, Trumbull Gardens census tract, Brooklawn, Hollow, West Side, West End, Black Rock and South End.

Terms of Office. All citizens' union members shall serve two year terms. In the event that a reappointment must be made, a citizens' union member may serve beyond the term until the position is filled.

Terms shall be staggered so as to have one-half of the membership seats up for re-selection each year. These selections shall occur during the fall months of each year.

In the event that an individual is selected representing a particular neighborhood and they move their residence to another neighborhood during that term, they may serve the remainder of their term as a representative of their original neighborhood. At the beginning of the new term, they must be selected to serve representing their new neighborhood.



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- C. Vacancies. Vacancies on the citizens' union shall be filled within thirty (30) days of notice of resignation, written or verbal, to the housing and community development division of the office of planning and economic development of the city.

Vacancies of the seven members representing the CDBG targeted neighborhoods/impacted areas will be filled by the citizens' union.

Vacancies of the representatives of city council members will be filled by the city council member whom that vacancy represents.

- D. Removal from Office. Any member of the Bridgeport citizens' union who does not attend seventy-five (75) percent of all meetings of the citizens' union may be removed from the citizen participation structure by the office of economic and community development. Those members who telephone to excuse themselves from a meeting will not be considered absent from that meeting.

Said removal may not take place without at least two weeks formal notice, which notice shall state motion, why and date of hearing on removal. The citizens' union shall be notified and a replacement appointed according to Section 2.108.030C.

(Ord. dated 5/13/96 (part))

2.108.040 Eligibility.

Any persons sitting as a member of any board or commission which is the duly authorized governing body of an office of planning and economic development operating agency or any persons elected or appointed as a member of any legislative or judicial body of the city or state; any persons in an administrative position of an organization which administers programs receiving CDBG, ESG or HOME funds; or employees of the city, office of planning and economic development cannot be a member of the Bridgeport citizens' union.

All persons who retain a position on the citizens' union must be residents of the city and, if applicable, reside in the neighborhood in which they were appointed/elected from. In the event that an individual is elected/appointed representing a particular neighborhood and they move their residence to another neighborhood during that term, they may serve the remainder of their term as a representative of their original neighborhood. At the beginning of the new term, they must be elected/appointed to serve representing their new neighborhood.

(Ord. dated 5/13/96 (part))



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2.108.050 Meeting.

- A. General. The citizens' union shall meet at least once during the year and as often as required to review and fulfill the duties of making recommendations on the proposals for funding the CDBG, ESG and HOME programs. The office of planning and economic development, housing and community development division, shall be responsible for calling citizens' union meetings. A telephone call or written notice not less than ten (10) working days in advance of the meeting will serve as notice.
- B. Special Meetings. The chairman or any four members of the citizens' union may, at any time, call a special meeting of the citizens' union. Special meetings shall be conducted around a specific agenda and no other business acted on. A telephone call or written notice not less than seven calendar days in advance will service as notice. A quorum of at least one-third of the membership must be established before any business is transacted.
- C. Voting. Voting on all resolutions shall be by voice vote unless any member requests a roll call or secret ballot. Any requests for a roll call vote must be supported by at least one-third of those present and voting; a secret ballot must be supported by a majority of those present and voting. No member shall vote or act by proxy in the citizens' union.
- D. Quorum. The presence in persons equivalent to one-third of the current membership of the Bridgeport citizens' union shall constitute a quorum for the transaction of business.
- E. Special Committees. The citizens' union shall have the power to designate by vote of those members present and voting, standing, special, interim and investigating committees; the number of citizens' union members and others to serve on such committees; and to assign matters to such committees as it deems appropriate. The citizen's union shall have the power to prescribe the manner in which proceedings of the committees shall be conducted.

(Ord. dated 5/13/96 (part))

2.108.060 Officers.

- A. General. The officers of the citizens' union shall be elected by members of their own body and shall consist of a chairman and vice-chairman. To be chosen an officer, a person must receive a simple majority of votes cast for a particular office.
- B. Terms of Office. Each officer of the Bridgeport citizens' union shall serve a term of one year and may be reelected each year. The election shall take place at the first official meeting of the year, prior to the first public hearing.



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- C. **Duties and Powers.** The chairperson of the Bridgeport citizens' union shall preside over the meetings according to Robert's Rules of Order, and shall perform such duties and exercise such powers as contained in the citizens' union bylaws.

The vice-chairperson in the absence of the chairperson, shall perform all duties of the chairperson, and, when so acting shall have all the powers and be subject to all restrictions upon the chairperson.

(Ord. dated 5/13/96 (part))

2.108.070 Conflict of interest.

Those citizens' union members who are employed in any capacity by an agency receiving CDBG, ESG or HOME funds shall abstain from any discussion or vote pertaining to that agency's funding proposal. Questions related to the funding proposal and asked directly of the individual may be answered.

(Ord. dated 5/13/96 (part))

2.108.080 Amendments to bylaws.

- A. **General.** Proposed amendment or amendments must be supported by any nine members of the citizens' union. The amendment or amendments must be submitted in writing to be read at the next regular or special meeting of the citizens' union. The contents of the amendment or amendments to these bylaws shall be included in the notice for the next regular or special meeting of the citizens' union; such notice must be given to all citizens' union members at least seven calendar days in advance of such a meeting. All amendments shall be subject to the approval of the city council.
- B. **Adoption.** Two-thirds of the full membership, excluding vacancies, shall be required to vote on amendments to these bylaws. Amendments will be made when a majority of those present and voting vote in approval.

(Ord. dated 5/13/96 (part))

2.108.090 Rules of order.

All meetings shall be conducted in accordance with Robert's Rules of Order.]

(Ord. dated 5/13/96 (part))



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Chapter 2.108 - ESTABLISHMENT OF THE CITIZENS' UNION

2.108.010 - Name.

There is herein created a Bridgeport Citizens' Union, hereafter referred to as the "Citizens' Union."

2.108.020 - Purpose.

Consistent with the City of Bridgeport's Citizen Participation Plan approved by the U.S. Department of Housing and Urban Development, the purpose of the Citizens' Union is to provide the residents of Bridgeport with an organized structure through which they can weigh in on community development decisions and the allocation of federal funds related to CDBG, HOPWA, ESG, and HOME or related federal funding.

2.108.030 - Membership.

A. General. The Citizens' Union shall be composed of twenty (20) members, two from each City Council district, to be approved by the City Council by no later than the end of February of each year. Each member must be a bona fide resident of the district that they represent.

No employee of the City of Bridgeport, nor any principal and/or employee of an organization applying for CDBG, HOPWA, ESG, HOME, or related federal program funding, shall serve as a member of the Citizens' Union.

The City Council shall, in coordination with the Office of Housing and Community Development, try to avoid appointing members to the Citizens' Union which may have conflicts of interest with respect to potential applicants for CDBG, HOPWA, ESG, HOME or related federal programs.

B. Terms of Office. Citizens' Union members shall serve a term of office from the date that City Council approval is effective until February 1st of the following year, or until their successor is approved by the City Council, whichever is later.

C. Vacancies. Upon the death, incapacitation, resignation, or removal of any Citizens' Union member, the Office of Housing and Community Development shall notify the City Council. The City Council shall have the power to appoint a new member to fill the vacancy, provided that the vacancy is filled by a person from the same City Council district as the prior occupant.



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2.108.040 - Recusal.

Any Citizens' Union member who learns of a conflict of interest with respect to any organization applying for CDBG, HOPWA, ESG, HOME, or similar federal funding shall immediately recuse themselves for any and all consideration of grants for that specific funding source for that program year.

2.108.050 - Meeting.

- A. General. The Office of Housing and Community Development shall serve as clerk of the Citizens' Union, and shall thereby be responsible for all public notices, agendas, minutes, and related business of the Citizens' Union.
- B. Organizational Meeting. The Office of Housing and Community Development shall call an organizational meeting of the Citizens' Union not later than the third Monday in March of each year for the purpose of electing officers and going over the duties of the Citizens' Union. The Office of Housing and Community Development shall issue public notice and shall notify all Citizens' Union members in writing of the organizational Citizens' Union meeting within at least five (5) business days of the meeting, including the time, place, and manner in which the meeting will be held.
- C. Meetings. The Chairperson or Vice-Chairperson, or any five members of the Citizens' Union, shall have the right to call a meeting of the Citizens' Union. The Office of Housing and Community Development shall issue public notice and shall notify all Citizens' Union members in writing of all Citizens' Union meetings within at least five (5) business days of the meeting, including the time, place, and manner in which the meeting will be held.
- D. Rules of Order. All meetings of the Citizens' Union shall be governed by Robert's Rules of Order, except that no member may vote by proxy.
- E. Quorum. A quorum of the Citizens' Union shall be achieved by the presence of more than fifty (50) percent of the current duly approved members of the body.
- F. Special Committees. The Citizens' Union shall have the power to designate standing, special, interim and investigating committees and may assign matters to such committees as it deems appropriate. The Citizens' Union shall have the power to prescribe the manner in which proceedings of the committees shall be conducted.



City of Bridgeport, Connecticut

Office of the City Clerk

Report of Committee on Ordinances

Item No. *13-22 Consent Calendar

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2.108.060 - Officers.

- A. General. The officers of the Citizens' Union shall be elected by members of their own body and shall consist of a Chairperson and Vice-chairperson. To be chosen an officer, a member must receive a simple majority of those present and voting.
- B. Terms of Office. Each officer of the Citizens' Union shall serve a term of one year and may be re-elected each year. The election shall take place at the organizational meeting each year.
- C. The Vice-chairperson shall, in the absence of the Chairperson, perform all duties of the Chairperson and, when so acting, shall have all the powers and be subject to all restrictions of the Chairperson.
- D. The Citizens' Union shall have the power to remove any officer of the Citizens' Union by majority vote.
- E. In the event of a vacancy in the office of Chairperson or Vice-Chairperson, the Citizens' Union may hold a special election to fill such vacancy.



City of Bridgeport, Connecticut Office of the City Clerk

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RESPECTFULLY SUBMITTED,
THE COMMITTEE ON
ORDINANCES

Tyler Mack, Co-Chair

Rosalina Roman-Christy, Co-Chair

Ernest E. Newton, II

Michelle A. Lyons

Aikeem G. Boyd

Maria I. Valle

Jorge Cruz, Sr.

City Council Date: March 6, 2023



City of Bridgeport, Connecticut

Office of the City Clerk

To the City Council of the City of Bridgeport.

The Committee on Ordinances begs leave to report; and recommends for adoption the following resolution:

Item No. *15-22 Consent Calendar

Whereas, Bridgeport City Charter, Chapter 9, Section 6 (e) states: “The city council may, by ordinance, prescribe the type and dollar value of the projects to be included in the draft capital budget, the proposed capital budget and the adopted capital budget.”

Whereas, Bridgeport City Charter, Chapter 9, Section 4 states: “the city council shall have full power to require the different city officers and employees to furnish all the information which they may possess and to exhibit to it all books, contracts, reports and other papers and documents in their respective departments, or in their possession, requisite, in the opinion of said board, to enable it to discharge the duties imposed upon it by this chapter and it is hereby made the duty of all the city officers to furnish and exhibit the same when so required.”

Whereas, the City Council of the City of Bridgeport in October 2022 adopted Resolution #120-21 proposing adoption of an ordinance providing for expanded capital budget reporting requirements.

Whereas, Moody’s and Fitch both recently upgraded the City of Bridgeport’s credit ratings.

Whereas, the City Council seeks to continue to improve transparency of, and public access to, the City’s reporting of its capital budget expenditures.

Whereas, in December 2022 the U.S. Congress passed the Financial Data Transparency Act of 2022, which includes a future requirement for “machine readable” data reports.

Whereas, the Government Finance Officers Association (GFOA) encourages sound fiscal planning including “provisions for monitoring and oversight of the Capital Improvement Plan (CIP), including reporting requirement and how to handle changes and amendments to the plan”.



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Whereas, the City Council aspires to ensuring that the City of Bridgeport maintains state-of-the-art processes to provide open and transparent capital budget expenditure reporting.

NOW THEREFORE BE IT ORDAINED: the Bridgeport Code of Ordinances is hereby amended to ADD the following NEW Section 3.04.040 – *Capital Budget Reporting*

Section 3.04.040 – *Capital Budget Reporting* (NEW)

- (a) The Director of Policy and Management (OPM) - with the cooperation, support, and assistance of the Director of Finance, the Director of Planning and Economic Development, the Director of Public Facilities, and such other City officials and employees as the Director of OPM deems reasonably necessary – shall annually during the month of September, commencing in 2023, publish a capital budget report concerning city-initiated capital projects.
- (b) The annual capital budget report shall include, but not be limited to, the following data for each capital current project: (1) project title and scope description, to include the city department responsible for project oversight / management, project manager and contact information; (2) justification, prioritization level, and functional purpose / goal of project; (3) current status of project, including if appropriate, percentage funded to date, percentage completed, unencumbered appropriated city capital funds, project start date, and project scheduled completion date; (4) initial approved project total cost and current approved total cost; (5) fund contributions to date from the city's General Fund operating budget; (6) list of all city facilities benefiting, or otherwise impacted, by project; and (7) all non-city funding sources for the project – including federal, state, and other grant sources and private developer contributions.



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- (c) The Director of OPM (assisted by the Director of Finance as appropriate) shall provide the City Council's Committee on Budget and Appropriations with [quarterly reports (due on or before the last date of March, June, September, and December annually)] **a semi-annual report (due on or before the date of March)** summarizing the then current status of all previously approved and pending capital projects. [Such quarterly] **The semi-annual** report[s] shall include: (1) a list of projects completed since the most recent previous report, (2) the balance of any unexpended bond funds available from such completed projects, (3) recommendations for either redemption of bonds or other capital projects for re-use of such unexpended funds, (4) detailed total amount of the city's total outstanding debt, with a schedule of maturities of bond issues, (5) the amount required for interest on city outstanding debt, and or maturing serial bonds and similar financial obligations and other fixed charges; (6) itemization of all anticipated revenue from sources other than local property taxes for the next ensuing three fiscal years and the average annual contributions from each such source for the past five years."



City of Bridgeport, Connecticut

Office of the City Clerk

Report of Committee on Ordinances
Item No. *15-22 Consent Calendar

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RESPECTFULLY SUBMITTED,
THE COMMITTEE ON
ORDINANCES

Tyler Mack, Co-Chair

Rosalina Roman-Christy, Co-Chair

Ernest E. Newton, II

Michelle A. Lyons

Aikeem G. Boyd

Maria I. Valle

Jorge Cruz, Sr.

City Council Date: March 6, 2023



City of Bridgeport, Connecticut

Office of the City Clerk

To the City Council of the City of Bridgeport:

The Committee on Miscellaneous Matters begs leave to report; and recommends for adoption the following resolution:

Item No. *20-22 Consent Calendar

WHEREAS, a lawsuit in the following name was filed against the City of Bridgeport and/or its employees and investigation disclosed the likelihood on the part of the City for which, in the event of suit and trial, the City might be held liable, and

WHEREAS, negotiations with the Plaintiff's attorney has made it possible to settle this suit for the figure set forth below, and the City Attorney, therefore, recommends the following offer of judgement be accepted, Now, Therefore be it

RESOLVED, That the Comptroller be, and hereby is authorized, empowered and directed to draw his order on the City Treasurer payable as follows:

<u>Name</u>	<u>Nature of Claim</u>	<u>Plaintiff's Attorney</u>	<u>Settlement</u>
Ronald Mercado	Disability Discrimination	N/A	\$75,000.00

RESPECTFULLY SUBMITTED,
THE COMMITTEE ON
MISCELLANEOUS MATTERS

AmyMarie Vizzo-Paniccia, **Co-Chair**

Aikeem G. Boyd, **Co-Chair**

Rolanda Smith

Alfredo Castillo

Tyler Mack

Matthew McCarthy

Samia Suliman

Aidee Nieves, President
(Sat in to make quorum)

City Council Date: March 6, 2023



City of Bridgeport, Connecticut

Office of the City Clerk

To the City Council of the City of Bridgeport.

The Committee on Miscellaneous Matters begs leave to report; and recommends for adoption the following resolution:

Item No. *22-22 Consent Calendar

WHEREAS, a lawsuit in the following name was filed against the City of Bridgeport and/or its employees and investigation disclosed the likelihood on the part of the City for which, in the event of suit and trial, the City might be held liable, and

WHEREAS, negotiations with the Plaintiff's attorney has made it possible to settle this suit for the figure set forth below, and the City Attorney, therefore, recommends the following settlement be accepted, Now, Therefore be it

RESOLVED, That the Comptroller be, and hereby is authorized, empowered and directed to draw his order on the City Treasurer payable as follows:

<u>Name</u>	<u>Nature of Claim</u>	<u>Plaintiff's Attorney</u>	<u>Settlement</u>
Andre C. Forde	Wrongful Termination	Willinger, Willinger & Bucci, P.C. 1000 Bridgeport Ave Suite 501 Shelton, CT 06484	\$53,711.54 to Andre C. Forde and \$4000.00 Willinger, Willinger & Bucci P.C.

RESPECTFULLY SUBMITTED,
THE COMMITTEE ON
MISCELLANEOUS MATTERS

AmyMarie Vizzo-Paniccia, *Co-Chair*

Aikeem G. Boyd, *Co-Chair*

Rolanda Smith

Alfredo Castillo

Tyler Mack

Matthew McCarthy

Samia Suliman

Aidee Nieves, President
(Sat in to make quorum)

City Council Date: March 6, 2023



City of Bridgeport, Connecticut

Office of the City Clerk

To the City Council of the City of Bridgeport.

The Committee on **Ordinances** begs leave to report; and recommends for adoption the following resolution:

Item No. 14-22

Amendment to the Municipal Code of Ordinances

3.08.070 – Purchasing Procedure

BE IT HEREBY ORDAINED by the Bridgeport City Council that, effective upon publication, the following amendment in Exhibit A be made a part of 3.08.070 of the Municipal Code of Ordinances.

EXHIBIT A

3.08.070 Purchasing procedure.

Purpose. The city recognizes the importance of adopting a comprehensive purchasing ordinance that authorizes the use of modern procurement practices, provides for electronic processing and monitoring of purchasing activities, and establishes responsibility for oversight and reporting within city government.

A. Definitions. For the purpose of this section, the following definitions shall apply:

"Approved communication methods" means any communication required or desired to be made in connection with a purchase provided, however, that such communication is by hand, by overnight or guaranteed delivery service, by deposit in a depository of the United States Postal Service properly addressed and postage prepaid, by facsimile transmission delivered to the intended addressee, or by electronic communication including but not limited to e-mail or other electronic means delivered to the intended addressee, or otherwise approved by official policy of the board of public purchases.

"Audit rights" means the city's independent right to audit charges, costs, expenses, payments, setoffs, change orders and other expenditures under any purchase arrangement whether or not such right is specifically included in the bid package or other documents related to the purchase.

"Award" means the purchasing agent's announcement of the selection of a vendor for the procurement.

"Best value" means, during a request for proposal process, the Board of Public Purchases, after considering the recommendations of the contracting officer, if any, may consider the following factors in determining to make an award to a bidder other than the apparent lowest responsible bidder: (a) the bidder's price; (b) the bidder's business reputation; (c) the quality of the bidder's goods or services; (d) the extent to which the goods or services meet the city's needs; (e) the bidder's current or past relationship with the city; (f) the impact on the city's ability to comply with laws and rules relating to contracting with historically underutilized businesses and non-profit organizations employing persons with disabilities; (g) the total long-term cost to the city to acquire the bidder's goods or services; and (h) any relevant criteria specifically listed in the solicitation documents. The city reserves the right to make an award either to the lowest responsible bidder or to the bidder that provides goods or services having the best value to the city.

"Bidder" means any person, sometimes referred to herein as a vendor, seeking to do business with the city pursuant to this section under a sealed competitive bid for goods and general services, including any individual, corporation, partnership, sole proprietorship, joint stock company, joint venture, limited liability partnership, limited liability company, or any other private legal entity, each of which shall be required to disclose prior to award, the names of the bidder's officers, directors, members and owners holding five percent or more in ownership of the bidder or its parent at the time of the submission of its bid, which obligation to disclose shall continue for the duration of the bidder's relationship with the city.



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"Bidder list" means a mailing or notification list, maintained by the city, of all suppliers, vendors, contractors or service providers or proposers who have made a request by an approved communication method to receive notice of the city's intent to make particular purchases, which bidder list does not imply that those parties on it have been pre-qualified or pre-approved to do business with the city. The city reserves the right to charge a nominal maintenance fee to those parties that desire to be included on the bidder list to cover the city's cost of making and keeping the same.

"Board of public purchases" or "BPP" means the board created by charter responsible to discharge the duties described therein and herein with respect to the city's purchasing process, including, but not limited to, hearing and determining appeals taken from decisions made by the purchasing agent, preparing reports of its activities in overseeing the city's purchasing practices, establishing purchasing policies, rules and regulations in furtherance of this section, publishing annual purchasing statements, and reviewing QBS selection processes. The official policies, working rules and regulations adopted shall, on their respective effective dates, be published, applicable to and used in the implementation and interpretation of this section, and shall not otherwise be contrary to or in derogation of the rights, duties and responsibilities of city officials, executives and administrators set forth in the charter and ordinances, as the same may be amended from time to time.

"Consolidated purchasing" means a centralized purchasing method whereby the purchasing agent determines annually, based upon the anticipated purchases projected by contracting officers and his/her own experience, that the purchase of items or categories of items in bulk or pursuant to price agreements on a city-wide basis from one or more vendors will result in economies of scale and cost-savings to the city.

"Competitive bidding" or "competitive bid" means the city's procedure for obtaining goods or general services anticipated to be in excess of twenty five thousand dollars (\$25,000.00) in which sealed bids are submitted in response to solicitation documents. This process does not permit any negotiation with the apparent winning bidder after the receipt and opening of bids. Competitive bidding may be accomplished as a result of public advertisement or other electronic public notice methods adopted as official policy by the BPP.

"Contract" means any type of written agreement or documented arrangement involving a purchase, regardless of what the evidence of such arrangement may be called or how it may be referred to, which is approved by the contracting officer, contain terms and conditions protecting the city's legal interests, is properly funded and, where required by charter or ordinance, has been approved by the city council or its designee; provided, however, that so-called letters of intent, letters of interest, memoranda of agreements, and other examples of latent, potential, unilateral or executory documents or arrangements that otherwise may not be binding upon the city, may become a binding legal obligation of the city only if and to the extent that any such document or arrangement has been approved by the city council or its designee.

"Contracting officer" means any director or deputy of a city department, any president or chief executive of a city agency, board, or commission, including the board of education, the WPCA and any other similar duly-constituted agency of city government as defined by charter or ordinance, or contained in the city's table of organization, including his/her respective designee set forth in writing to the purchasing agent, having direct authority or due authorization to initiate purchases.

"Critical emergency purchase" means a purchase of goods or services that, if not purchased or ordered immediately, can result in injury to human life or significant property damage, or result in consequences detrimental to the health, safety and welfare of the citizens of the city or to the city's best interests. The purchasing agent should use the informal competitive quotation process for critical emergency purchases, if possible, but shall not be limited by the applicable threshold dollar amounts set forth herein due to the emergency nature of the purchase.



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"Energy commodities" means a purchase of a service or good which with regularity provides the public with some commodity or service which is of public consequence or need and subject to or capable of short term market fluctuations. Examples include, but are not limited to, electricity generation and distribution, oil, natural gas, gasoline, and public water supplies.

"General services" means all services that result in a measurable end product as defined by solicitation documents, including but not limited to all services used in the process of building, altering, maintaining, improving or demolishing any city-owned property, structure, building or public infrastructure, but excluding architectural, engineering and other design services, and construction consulting services. Examples of general services include, but are not limited to, electrical work, road resurfacing, sewer repair, building demolition, equipment maintenance and waste disposal services.

"Goods" means supplies, material, equipment and articles, whether purchased or leased, including, but not limited to, fuels, furniture, computers, paper products, food products, sand, and high-tech hardware and software, telecommunications equipment and office equipment.

"Informal competitive proposal process" or "informal competitive quote process" means the allowable process for the purchase of services pursuant to a QBS process or the purchase of goods or general services, respectively, when the purchase is reasonably anticipated to exceed [**one thousand dollars (\$1,000.00)**] **two thousand five hundred dollars (\$2,500.00)** but not to exceed twenty five thousand dollars (\$25,000.00).

"Lowest responsive, responsible bidder" or the "lowest responsive, responsible proposer" means the bidder or proposer whose submission is (a) a complete response to the invitation and (b) the lowest of those bidders or proposers possessing the skill, ability, financial capacity, business integrity and experience necessary for faithful performance of the described work based on objective criteria. Evaluation of a vendor shall include best value considerations only if set forth in the solicitation documents. Bidders and proposers shall be excluded from consideration entirely if they are listed on the disqualified vendor list at the time the invitation is the subject of public advertisement or at the time the city otherwise seeks to make a purchase as described herein. In a request for proposals process, a bidder may be chosen as lowest responsible bidder from among those bidders that are pre-qualified or based upon recognized industry standards that the contracting officer responsible for the purchase has certified in writing to the purchasing agent as commercially relevant.

"Mayoral bid waiver" means the mayor's authority to grant a written waiver of the requirements for public advertisement, and the need for a competitive bidding or competitive proposal process in connection with critical emergency purchases, after receiving (a) the contracting officer's written statement of the need for such waiver with all appropriate backup information, and (b) the purchasing agent's written recommendation of the need for such waiver.

"Multiple vendor bid" or "multiple vendor QBS" means the procurement of goods, general services, special or professional services which are regularly procured by the city throughout the course of a year but the frequency of which and/or the ability of the vendor to tender the goods and/or services cannot be readily determined. Examples may include but are not limited to the procurement of tires, ITS consultants, demolitions, licensed environmental professionals, landscapers, towing, etc.

"Proposer" means any person seeking to do business with the city pursuant to this section under a QBS selection process, including any individual, corporation, partnership, sole proprietorship, joint stock company, joint venture, limited liability company, or any other legal entity, each of which shall be required to disclose prior to any award, the names of the proposer's officers, directors, members and owners holding five percent or more in ownership of the proposer or its parent at the time of submission of its proposal, which obligation to disclose shall continue with the proposer's relationship with the city.



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"Public advertisement" or "publicly advertised" means the advertisement in one or more media of the city's desire to make a purchase expected to cost in excess of twenty five thousand dollars (\$25,000.00) placed (a) in a newspaper of general circulation in the Bridgeport area, (b) in other print media designated to encourage a greater number of bids, (c) on the city's internet website, (d) on other electronic media available to the general public, or (e) in other media authorized by the BPP. The content and location of public advertisements shall be determined as set forth herein or as otherwise authorized by official policy of the BPP.

"Qualified purchase" means a purchase of goods or services where either there is only one source for such purchase a purchase from a special source will provide a lower cost than would result from competitive bidding, time is critical and the purchase could not have been planned, or the purchase involves items whose prices are controlled by federal or state regulation.

"Quality-based selection" or "QBS selection" means a method for purchasing special or professional services anticipated to be in excess of twenty five thousand dollars (\$25,000.00) by either initially pre-qualifying bidders prior to obtaining a price proposal or making a final selection without a price proposal. Such process initially requires the submission of professional qualifications, demonstrated business experience, specific project experience, evidence of business integrity, and professional competence. Where qualifications alone are paramount in the selection process and price is not a factor, a final selection is made based on qualifications alone. In other QBS processes where price is not a factor initially in the selection process, or only one of a number of factors to be considered in making a final decision, a final selection is made based upon the submission of requests for proposals, or price proposals following pre-qualification.

"QBS selection panel" means a group of individuals qualified by knowledge, training and experience in purchases of the type contemplated and having no real or apparent conflict of interest in the outcome of the QBS selection, consisting of at least three city employees selected by the contracting officer and supplemented where possible by other similarly qualified individuals from the general public having no real or apparent conflict of interest in the outcome of such selection, or otherwise as specified by official policy of the BPP. Such panels shall use uniform, objective selection criteria established in advance for the particular purchase or criteria otherwise specified in writing by the BPP. The QBS selection panel shall make a written report of its selection, the criteria used and its recommendation to the board of public purchases, which shall approve or deny the selection process.

"Request for proposals" means a form of QBS selection process that includes a request for professional qualifications where such qualifications are important but not paramount, and where price is a factor to be considered in making an award. A request for proposals may or may not follow a request for qualifications from pre-qualified proposers.

"Request for qualifications" means a form of QBS selection that includes a request for professional qualifications where such qualifications are paramount in the selection and price is not a factor.

"Self-perform" means that an awarded contractor, whether a prime contractor or a subcontractor, performs thirty (30) percent of the value of its work (exclusive of materials and equipment) by using its own forces and resources as determined by monthly payrolls.

"Solicitation documents" means the totality of the documents put forth to the public to solicit a particular procurement, including but not necessarily limited to the invitation, requests for qualifications, requests for proposals, any and all specifications, any and all scopes of work, any and all particular instructions, any and all contract documents, and any and all addenda.



City of Bridgeport, Connecticut

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"Single source" means that there is one vendor, among others that provide similar goods or services, from which it would be in the best interest of the city to procure because: a) Such vendor provides a unique service or set of services that distinguish it from and cannot be provided by other vendors; b) Maintenance on a particular piece of equipment is required by such vendor in order to preserve a warranty; or c) Such vendor is uniquely qualified to provide a set of services, such as having Apple® technician make repairs to Apple® computers.

"Sole source" means that there is only one vendor that can provide a particular good or service for the city, such that any attempt to obtain bids or proposals could only result in that one vendor submitting a bid or proposal.

"Special or professional services" means the furnishing of judgment, expertise, design, advice or effort by persons other than city employees, not involving the delivery of a specific end product defined by the solicitation documents. These types of services include, but are not limited to, consulting, legal, financial, technical, audit, appraisal, architecture, design, engineering and other similar professional services not contemplated as general services. Such services shall also include unique, warranty or single-source services not generally available for specific city-owned property, equipment, building systems and equipment, and vehicles where the nature of the required services cannot be defined in advance by the solicitation documents and the professional or proprietary knowledge and expertise of the service provider is paramount to the lowest cost and otherwise in the city's best interests.

"Summary bid process" means a competitive bid process described herein that the city may elect to utilize among the selected responsible, qualified bidders for a purchase when all bids exceed any budget appropriation.

"Vendor" means any person seeking to do business with the city pursuant to this section, regardless of the method of solicitation, and may include, but is not limited to proposers and bidders.

B. General Provisions.

1. Awards. Except as expressly set forth otherwise herein, awards should be made to (a) the responsive, responsible low bidder in a competitive bid process; (b) the most qualified, responsive and responsible proposer in a QBS selection process; (c) the most responsive, responsible low bidder(s) in a consolidated purchasing process; or (d) responsive, responsible bidder or proposer in any other selection process authorized herein; provided, however, that an award or notification of intent to make an award does not create a legal right in the bidder regarding the subject matter of the bid or entitlement to a contract, but is intended to inform the bidder that additional obligations of the bid must be met, such as the posting of surety and evidence of insurance, negotiation of a contract, and securing proper approval of the party authorized to enter into a contract or obligation binding upon the city.
2. City Reservation. The city reserves the right to reject any and all bids and to waive informalities in a solicitation to the extent that such informalities are not material and do not give one bidder an unfair advantage over other responsive and responsible bidders or proposers.
3. Responsiveness. The city shall not accept as responsive or review any bid or proposal received that is not in strict compliance with material provisions of the solicitation documents or which were not stamped in at the place and by the time set forth in the solicitation.
4. Split Purchases. Purchases shall not be deliberately split in amount, artificially staggered over time, or otherwise be the subject of any other artifice designed to avoid the requirement to utilize competitive bidding or other purchasing methods required herein.
5. Appropriations. For purchases that require an additional funding appropriation, the solicitation documents shall clearly state that the award of a contract is contingent upon the appropriation of funds.



City of Bridgeport, Connecticut

Office of the City Clerk

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6. Contract term. Unless circumstances warrant that the best interest of the city is served with a shorter term contract, contracts resulting from a competitive bid or a QBS selection process shall be for a term of five years, or three years with up to two one-year extensions. This does not apply to any solicitation for a deliverable (i.e. a professional design) or a task required to be performed in a lesser or greater amount of time.
 7. Anti-Pass Through. For all city contracts having a labor component, the contracting entity (whether prime or subcontractor) must self-perform at least thirty (30) percent of the labor (which may and should include site management) or obtain a written waiver from the purchasing agent and city's chief administrative officer.
- C. Purchase of Goods and General Services.
1. Informal Competitive Proposals. For purchases of goods and/or general services reasonably anticipated to cost in excess of two thousand five hundred dollars (\$2,500.00) but not to reasonably anticipated to exceed twenty five thousand dollars (\$25,000.00), the contracting officer may obtain quotes from no less than three vendors that provide such goods or general services. The contracting officer must document the process for the purchasing agent. The failure of a vendor which has been requested to provide a quote to respond, shall count toward an attempt to get three quotes. With the approval of the purchasing agent, the contract shall then be awarded to the lowest responsive, responsible vendor. Contracting officers are encouraged to utilize the city's internet bidding company's informal service when the purchase is reasonably anticipated to exceed five thousand dollars (\$5,000.00).
 2. Purchases Requiring Competitive Bidding. Competitive bidding shall be used for all purchases of goods and general services anticipated to exceed the sum of twenty five thousand dollars (\$25,000.00) (See Connecticut General Statutes Section 7-148v, as amended); provided, however, that purchases shall not be deliberately split in amount, artificially staggered over time, or be the subject of any other artifice in order to avoid the requirement to utilize the competitive bidding process. The purchasing agent shall reasonably monitor purchases and report any questionable practices to the BPP and the city's finance director within five days of becoming aware of such practices.
- D. Competitive Bidding Process. For each purchase of goods or general services made by competitive bidding, the following shall apply:
1. All requirements, terms and conditions sought by the city, including quality, delivery terms and vendor or contractor qualifications, as well as vendor or contractor status as either a MBE, WBE or DBE, shall be contained in the solicitation documents. For purchases requiring a contract, as opposed to a standard purchase order, the contracting officer shall include a draft contract as part of the bid package whenever possible, or other provision shall be made to protect the legal interests of the city. If pre-qualification of bidders is sought prior to bids being accepted or prior to award, the criteria to be met shall also be set forth in the solicitation documents.
 2. The purchasing agent shall publish a notice inviting sealed competitive bidding at least once by public advertisement. The notice shall, to the extent practicable, be published not less than fifteen (15) working days before the final date for submitting bids. Said notice shall contain a general description of the goods or general services desired, the place where the solicitation documents may be obtained, the day, hour, place and manner for bid opening, and other pertinent information.



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3. The purchasing agent may, in addition to the public advertisement, solicit and receive sealed bids by approved communication methods from all qualified, responsive and responsible bidders on the bidder list, whose goods and services comply with the purchases sought according to the city's then-current commodity codes, by sending them copies of the public advertisement promptly after publication. Such communication notices shall be solely for the convenience of suppliers. Any failure to provide or delay in providing any supplier with such notice shall not invalidate the bid process, incur liability to the city or prejudice it in any manner.
4. The purchasing agent may revise the bidder list(s) by deleting bidders who have not responded to three consecutive bids sent to them, who have not registered or re-registered electronically, or have not otherwise given written notice to the city by an approved communication method of their interest in remaining on such bidding list.
5. All bids shall be submitted sealed, to the extent that the purchasing method used permits sealing, to the purchasing agent and shall be accompanied by bid security in the form of certified check, or bond in the amount stated in the public advertisement or solicitation documents. A bid is non-responsive unless such security is received prior to bid opening. Each bidder is solely responsible for submitting all bid requirements in strict compliance with the solicitation documents. The bids shall be opened in public at the time and place stated.
6. For each purchase made by competitive bidding, a record of all bids submitted, giving the names of the bidders and amounts of the bids and indicating the successful bidder, together with the originals of all competitive bids and any other pertinent documents, shall be preserved by the purchasing agent in accordance with state law or the city's record retention practices, whichever shall be longer in duration. All bids shall be submitted sealed, to the extent that the purchasing method used permits sealing, to the purchasing agent and shall be accompanied by bid security in the form of certified check, or bond in the amount stated in the public advertisement or solicitation documents. A bid is non-responsive unless such security is received prior to bid opening. Each bidder is solely responsible for submitting all bid requirements in strict compliance with the solicitation documents. The bids shall be opened in public at the time and place stated.
7. For each purchase made by competitive bidding, a record of all bids submitted, giving the names of the bidders and amounts of the bids and indicating the successful bidder, together with the originals of all competitive bids and any other pertinent documents, shall be preserved by the purchasing agent in accordance with state law or the city's record retention practices, whichever shall be longer in duration.
8. The purchase shall be awarded to the lowest responsive, responsible, and qualified bidder or pre-qualified bidder who meets the requirements, terms and conditions contained in the solicitation documents and represents the best value to the city, supported in writing by the contracting officer. A best value bid shall be indicated as such in the original solicitation documents. In the case of a purchase by competitive bidding where the public advertisement indicates that bidders will be pre-qualified, the purchasing agent has the authority to make an award exclusively from the list of pre-qualified bidders.
9. **In the event all bids submitted by responsive, responsible bidders exceed the city's budget for such purchase, at the request of the Contracting Officer and in the discretion of the Purchasing Agent, the Purchasing Agent may conduct a Summary Bid Process open only to such responsive, responsive bidders that originally submitted a bid. Such Summary Bid Process shall include the submission of new bids by the deadline provided in the notification to the original bidders, and may provide for the deletion or modification of one or more alternates, if any, or a change in the specifications or scope of work provided in the original bid package, as determined by the Contracting Officer and as discussed with the bidders. The confidentiality and fairness of the rebidding process shall be consistent with the purchasing ordinance.**



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- E. Awarding of Contracts that Contain Alternates.
 - 1. All solicitation documents for a purchase for which alternates are to be included shall have the alternates listed in their order of priority, provided, however, that the contracting officer may change the priority of such alternates during a summary bid process.
 - 2. Prior to making an award for which the solicitation documents list alternates to be included, the contracting officer shall inform the purchasing agent as to which alternates are to be included in the award.
- F. Purchasing Special or Professional Services.
 - 1. Purchases of special or professional services may be procured as provided herein.
 - 2. Purchases exempt from formal public advertisement include those purchases of special or professional services anticipated to cost less than or equal to twenty five thousand dollars (\$25,000.00) shall be made in the manner specified in Section G below.
 - 3. Informal competitive proposal process. For the purchase of special or professional services reasonably anticipated to exceed two thousand five hundred dollars (\$2,500.00) but not reasonably anticipated to exceed twenty five thousand dollars (\$25,000.00), the contracting officer may obtain proposals from no less than three vendors that provide such special or professional services. The contracting officer must document the process for the purchasing agent. The failure of a vendor which has been requested to provide a proposal to provide one, shall count toward an attempt to get three proposals. With the approval of the purchasing agent, the contract shall then be awarded to the lowest responsive, responsible proposer. Contracting Officers are encouraged to utilize the city's internet bidding company's informal service when the purchase is reasonably anticipated to exceed five thousand dollars (\$5,000.00).
 - 4. Purchases requiring a QBS selection process. In cases where the contracting officer intends to purchase special or professional services that are anticipated to exceed twenty five thousand dollars (\$25,000.00), a QBS selection process as defined below shall be used for such purchase and the process shall be presented to the BPP for approval.
- G. Quality-Based Selection Processes. Requests for qualifications, requests for proposals and requests for qualifications followed by a request for proposals.
 - 1. General application of QBS processes.
 - a. A QBS selection process, being a request for qualifications, a request for proposals, or a request for qualification followed by a request for proposals may be utilized to pre-qualify bidders for the purchase of special or professional services reasonably anticipated to be in an amount greater than twenty five thousand dollars (\$25,000.00), where the contracting officer determines that such services are unique or that the nature of the project requires selection criteria primarily influenced by the bidder's knowledge and experience in similar or related projects. The contracting officer's recommendation to conduct a QBS process shall be set forth in writing and submitted to the purchasing agent for approval. A QBS selection panel shall be formed by the contracting officer or otherwise in accordance with official policy of the BPP.
 - b. The contracting officer shall prepare the public advertisement containing necessary and desirable information for those who might respond to a QBS selection process and the criteria to be used for selection. The advertisement shall be published to the general population in accordance with an approved communication method no less than fifteen (15) days prior to the deadline to submit proposals unless the contracting officer gets approval from the purchasing agent that a shorter time frame is required. A QBS selection panel shall be formed to evaluate the responses, determine the qualified respondents and proceed to make a selection.



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- c. The QBS selection panel shall review all qualifications submitted and shall, where necessary and practical, interview not less than three respondents (or such lesser number as shall have submitted qualifications so long as the purposes of competitive procurement meeting the best interests of the city is achieved). The QBS selection panel shall evaluate the responses, identify the qualified or pre-qualified respondents. The QBS selection panel shall make a written report of its selection, the criteria used and its recommendation to the board of public purchases, which shall approve or disapprove of the selection process conducted. The use of such QBS processes shall be included in the purchasing agent's quarterly report to the BPP.
 - d. The city reserves the right to refuse to award or approve a contract with, or purchase from, a proposer as a result of prior facts and circumstances that resulted in increased costs, additional risks or liabilities, or other damage harmful to the best interests of the city for reasons, including, but not limited having been disqualified.
2. Quality-based selection as a final selection process (request for qualification). A request for qualification selection process may be utilized in the purchase of special or professional services without seeking price proposals when the contracting officer determines that such services are unique or that the nature of the project requires selection criteria where the knowledge and experience of a bidder in similar or related projects are paramount, and the best interests of the city will be served by the use of such process without considering price as a determining factor in selection. The contracting officer shall then negotiate a proposed contract with the selected bidder with the assistance of the office of the city attorney, at compensation determined by the contracting officer to be fair and reasonable to the city, considering the estimated value, scope, complexity and professional nature of the services to be rendered. Such selection shall be conducted, documented and recommended to the BPP for approval.
- a. After selection, the contracting officer shall then enter into negotiation of a contract, preferably on a form included with the solicitation documents, with the selected vendor with the assistance of the office of the city attorney, using a formula for compensation determined by the contracting officer to be fair and reasonable to the city, considering the scope of the work, the delivery or completion requirements, the complexity and specialized nature of the services to be rendered, and other relevant factors. Such formulas may include, but are not limited to, time and materials with or without a not-to-exceed price, cost of the work plus a fee, lump sum, guaranteed maximum price, and the like. The contracting officer's rationale for selection of a compensation formula shall be made in writing to the purchasing agent prior to entering into negotiations; and
 - b. Should the contracting officer be unable to negotiate a satisfactory contract with the selected vendor, negotiations shall be terminated in writing; and
 - c. The contracting officer shall then enter into negotiations with the next most qualified firm identified in the selection process and still interested in the project. Should the contracting officer be unable to negotiate a satisfactory contract with such vendor, negotiations shall be terminated in writing and shall proceed to negotiate with the next most qualified firm, and so on.



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3. Quality Based Selection (Requests for Proposals). Except as otherwise authorized in this section, for each purchase of special or professional services in excess of twenty five thousand dollars (\$25,000.00) where professional qualifications and experience are important but where price remains a factor to be considered in making a selection, such purchase shall be made by request for proposal process, as follows:
 - a. Preparation of the request for proposals. The contracting officer shall prepare a request for proposals. All requirements, terms and conditions, including proposer qualifications desired by the city shall be included in the request for proposals. Whenever possible, a draft contract shall be made a part of the request for proposals or other solicitation documents. The purchasing agent shall assist in the preparation if needed.
 - b. Solicitation of requests for proposals. The purchasing agent shall, in cases where such request for proposal was not preceded by a request for qualifications by public advertisement, make notice of the request for proposals no less than fifteen (15) working days prior to the deadline to submit proposals, unless the contracting officer determines that a shorter response time is required. Whenever the service requested is so specialized that few appropriate proposers can reasonably be expected to respond to said notice, a public advertisement may also be made in other media appropriate to the nature of the service requested and calculated to result in a greater number of proposals.
 - c. Evaluation of proposals.
 - i. The contracting officer and the QBS selection committee shall evaluate all proposals based upon the criteria and requirements stated in the request for proposals, or otherwise in accordance with BPP official policy. For purchases exceeding one hundred thousand dollars (\$100,000.00) the QBS selection panel shall, if possible and practical, conduct personal interviews with the most qualified proposers and in accordance with BPP official policy.
 - ii. A QBS selection panel shall be formed to review the proposals and make a selection according to pre-established selection criteria and a price proposal. Such selection shall be conducted, documented and recommended to the BPP for approval in the same manner as described above for a request for qualifications. The issuance of requests for proposal shall be included in the purchasing agent's quarterly report to the BPP.
 - iii. The contracting officer or QBS selection panel, as the case may be, shall select the proposer whose proposal is deemed to best provide the services desired, taking into account the requirements, terms and conditions contained in the request for proposals and the criteria for evaluating proposals and, if in excess of twenty five thousand dollars (\$25,000.00) make application to the BPP for approval or denial of the selection process.
 - iv. For each purchase of services by request for proposal, the contracting officer or QBS selection panel, as the case may be, shall make a written record of all proposals submitted, giving the names of the proposers, indicating the successful proposer, clearly stating the basis for the selection made, and including copies of all proposals and any other documents pertaining to the selection process, and shall submit the same to the purchasing agent for keeping in accordance with the city's records retention policy.



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4. Quality Based Selection (Request for Qualifications Process Followed by Request for Proposals Process). A QBS selection process may be utilized to pre-qualify proposers for the purchase of special or professional services reasonably expected to be in an amount greater than twenty five thousand dollars (\$25,000.00), where the contracting officer determines that such services are unique or that the nature of the project requires selection criteria primarily influenced by the proposer's knowledge and experience in similar or related projects but that price is also an important factor in making a selection subsequent to pre-qualifying the RFQ respondents. The contracting officer's recommendation to conduct a request for qualifications process followed by a request for proposals process with pre-qualified proposers shall be set forth in writing and submitted to the purchasing agent for approval. A QBS selection panel shall be formed and shall attempt to select a minimum of three qualified respondents to receive a request for proposals. The QBS selection panel shall make a written report of its selection following review of responses to the request for proposals, the criteria used and its application to the board of public purchases for approval of the selection process. The issuance of such pre-qualification process followed by a request for proposal process shall be included in the purchasing agent's quarterly report to the BPP.
- H. Multiple Vendor Procurements.
1. Selection Process. With the prior approval of the purchasing agent, goods, general services, special or professional services that are known to be frequently purchased or utilized by the city throughout the course of a year, but the actual frequency of which and/or the ability of the vendor to render goods or services cannot be determined, may be procured through a multiple vendor bid or a multiple vendor quality based selection process. A multiple vendor bid or a multiple vendor quality based selection process shall follow the procurement guidelines for a general bid or quality based selection process with the following exceptions:
 - a. The bid or request shall specify an exact number of vendors (three unless the purchasing agent agrees otherwise) that are anticipated to be chosen in the solicitation;
 - b. That exact number of vendors shall not be altered unless a lesser amount of vendors respond or a lesser number of vendors are deemed responsive, responsible or qualified.
 2. Utilization Process. Once the exact number of vendors are selected and are awarded contracts or purchase orders based upon the solicitation, the purchasing agent shall produce for the relevant departments the list of selected vendors and their reflective pricing. The vendor with the lowest reflective pricing shall be the first contacted by any contract officer wishing to procure those goods or services pursuant to this solicitation. Only for good cause shown and as approved by the purchasing agent (good cause includes vendor's inability in time or resources to satisfy the city's needs), the contract officer then may proceed, in price order, up the list of the selected vendors.



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I. Waivers of Competitive Processes.

1. Waiver of competitive bidding for critical emergency purchases. Critical emergency purchases shall be limited to those purchases reasonably necessary, and only for such duration, as may be required to meet the emergency circumstances as defined above. The mayor shall consider the matter and issue a mayoral bid waiver if appropriate, or in his/her absence the council president shall consider and decide such matter. Time permitting and if appropriate, the contracting officer shall set forth in writing to the purchasing agent the reasons why public advertising and competitive bidding or other competitive process otherwise required by this section should be waived. Time permitting, the purchasing agent shall consider the request and the reasons therefore and if deemed reasonable, make written recommendation to the mayor to grant such a waiver. Due to the critical nature of these types of purchases, if time does not allow the contracting officer to set forth the reasons in writing or the purchasing agent to make a written recommendation to the mayor in advance, such shall be done in writing within five business days after the purchase is made.
2. Waiver of competitive bidding for qualified purchases.
 - a. Purchases other than critical emergency purchases may be made without competitive bidding or other competitive processes otherwise required by this section for the following reasons:
 - i. Only one qualified or available vendor or sole source can be identified through reasonable efforts, for example, where only one vendor is authorized or certified to do such work, where parts are available only through a single dealer or distributor, or where the work is proprietary or relates to products that are proprietary and cannot be substituted without adverse effects or complications.
 - ii. Single source procurements are not subject to the provisions of this ordinance when documented by the contract officer and approved by the purchasing.
 - iii. Purchase from a special source, including but not limited to a sale, purchasing plan, government discount or trade-in allowance, will provide a lower cost than that which would result from a competitive process.
 - iv. Time is a critical factor and such purchase could not have been previously anticipated through proper advance planning.
 - v. The purchase is required to come immediately into compliance with federal, state or local laws or codes.
 - vi. The purchase is necessary to avoid complete loss of funds made available by non-city public and private funding sources.
 - b. The contracting officer shall request a waiver of competitive bidding for a qualified purchase in writing and submit it to the purchasing agent. Such request shall identify any/all reasons as described above as to why such purchase shall be done as a qualified purchase, the selection of the particular vendor or contractor, and any other pertinent details. In addition, the contracting officer shall also submit an "integrity affidavit" to the purchasing agent which attests that the contracting officer has no personal or business relationship with the vendor or contractor being selected for the qualified purchase and attesting to all reasonable attempts to receive best value for the city.



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- c. The purchasing agent shall review the written request of the contracting officer and determine whether a qualified purchase is appropriate and, if so, shall make a written recommendation to the chief administrative officer ("CAO") to grant such waiver. The CAO shall review the recommendation of the purchasing agent and shall provide his/her approval of such waiver to the purchasing agent.
 - d. If the purchasing agent denies the qualified purchase, he/she must provide a written explanation to the contracting officer and the CAO. The contracting officer has the right to appeal such decision to the BPP within thirty (30) days of such denial.
 - e. Purchasing agent will report on all approved qualified purchases quarterly to the BPP, mayor, city council, director of finance, and office of policy and management.
3. Exigent Circumstances. The Purchasing Agent may waive the requirement of competitive bidding or competitive negotiation when it is essential to the interests of health, safety or welfare of the City and there is an urgent immediate need in the City's interest to procure or where competitive bids would be undesirable, impracticable, or impossible and such are minor, nonrecurring of twenty-five thousand dollars or less in amount. Due to the nature of these types of purchases, if time does not allow the contracting officer to set forth the reasons in writing to the purchasing agent in advance, such writing shall be done within five business days after the purchase is made.
- J. Duties of the Purchasing Agent; Contracting Officers; Board of Public Purchases.
1. Purchasing Agent. The purchasing agent has the primary responsibility for working with contracting officers concerning the content of public advertisements and the general content of all solicitation documents and specific city requirements, issuance of public advertisements for all competitive bids and QBS selection processes and such other responsibilities set forth in the charter or ordinances or established by the BPP. The purchasing agent is responsible for reporting all material exceptions, deviations from or violations of this section to the mayor, the city council, the director of finance, the office of policy and management and the BPP within fourteen (14) days of learning of such matter. The purchasing agent has the responsibility to provide quarterly reports as defined in Section N. herein. The purchasing agent also has the responsibility to make recommendations on approvals for mayoral bid waivers or qualified purchase waivers as described above. It is also the responsibility of the purchasing agent to receive and open all sealed bids within the established timeframes and to exclude any vendors that miss such deadlines.
 2. Contracting Officer. The contracting officer, directly or through his/her designee, has primary responsibility for protecting the legal interests of the city by ensuring that, with the advice of the city attorney, the city's legal rights and remedies are protected in connection with such purchase. The contracting officer also has the primary responsibility to develop the technical requirements and other project-specific needs for inclusion in the solicitation documents, to disclose the selection process and criteria to be used, to specify the legal requirements for the contractual relationship with the bidder including, wherever possible, the form of contract to be entered into, and the like. The contracting officer is further responsible to ensure that he/she has authority to make the subject purchase, the resulting contract has received all city approvals required and, upon the execution of any contract, original executed documents or true and complete copies are distributed promptly to the finance department and the city attorney.



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It is also the primary responsibility of the contracting officer or his/her designee to attend to the details of the purchase and the administration of the relationship with the selected vendor over time, including but not limited to ensuring that: the contract is adhered to; problems, disputes, events of default and the like are properly documented and promptly brought to the attention of the city attorney for advice or action; all insurance policies and security (e.g., cash deposits, bonds, letters of credit, guarantees) remain current, up-to-date and in place for the city's benefit; and the contract documentation and close-out thereof, including where appropriate, obtaining all lien waivers and final releases, guarantees, operating and service manuals, employee training etc., is completed. The contracting officer has primary responsibility to follow any/all city purchasing policies and procedures, including such procedures for acquiring purchase orders and processing payments of vendor invoices. The contracting officer also has the primary responsibility to adhere to the city's code of ethics and ethics policy especially as it may relate to the full disclosure and exclusion of themselves from the procurement process in the event they have a personal or business relationship with the selected vendor or the type of procurement which may be perceived as capable of or could actually affect his/her decision making.

3. Board of Public Purchases. The BPP shall be familiar with purchasing department operations and other city operations involved in the purchasing process, and shall perform the responsibilities assigned to it in the Charter, ordinances and this section. Such responsibilities include, but are not limited to, hearing appeals of bid protests, hearing appeals from decisions of the purchasing agent, reviewing appeals from decisions regarding vendor disqualification, establishing official purchasing policies, working rules and regulations, evaluating periodic reports from the purchasing agent, taking appropriate action where required, and otherwise ensuring that the purchasing process operates as intended. The BPP shall circulate any proposed official policy, working rule or regulation for review and comment to the purchasing agent, the mayor, the city council, the department of finance, the office of policy and management, and the city attorney thirty (30) days in advance of its intent to adopt, and shall not vote to adopt such proposal until it has received and considered comments during such thirty (30) day period.

K. Contract Requirements.

1. Contract Required. A written contract between the city and a bidder is required for any purchase that exceeds twenty five thousand dollars (\$25,000.00); however, the city attorney may provide brief forms of contracts below that amount. Such requirement may be satisfied with a contract form included in the solicitation documents and executed by the parties, a contract negotiated and executed by the parties after award, or by the standard terms set forth on the city's purchase order form acceptable to the office of the city attorney, as such purchase order may be amended from time to time. Except for purchases where the contract is contained on the purchase order, any other contract shall be reviewed and approved by the office of the city attorney. The city attorney and/or the city's risk manager shall determine when insurance, indemnification, guarantees, bonds or other security is required. Such contracts shall be signed by the mayor or other designee in the manner authorized by the city council, provided, however, that, with respect to contracts resulting from a competitive process, the purchasing agent is authorized to execute such contracts in consultation with the office of the city attorney.



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2. Contract Approval and Material Modifications. All contracts that exceed twenty five thousand dollars (\$25,000.00), or material modifications thereof, shall require city council approval, with the following exceptions:
 - a. In cases where this section allows the terms of the contract to be contained on the purchase order, which does not require the execution of additional contract document, the purchasing agent is authorized to sign all contracts that result;
 - b. In cases where this section authorizes the purchasing agent to sign all contracts that result from the competitive process;
 - c. In cases involving consolidated purchasing, the purchasing agent is authorized to sign all contracts that result;
 - d. In cases where a critical emergency purchase is authorized, the mayor or his designee is authorized to sign all contracts that result; and
 - e. In cases where a qualified purchase is authorized, the mayor or his designee is authorized to sign all contracts that result.

If material modifications in the scope, time or price of the contract are desired after signing, except in the case of a construction contract or other contract that provides by its terms for the submission, consideration, rejection or approval of changes in scope, time or price, which changes are of the type that were not anticipated at the time of bid and result from unforeseen conditions, changes in law, latent defects in solicitation documents and similar changed circumstances, such material modifications shall require written approval by and signature of the mayor in consultation with the director of finance, the director of the office of policy and management, and the office of the city attorney, unless the BPP has adopted an official policy governing the procedure for dealing with material changes.

3. Contract Extensions.
 - a. The contract time for performance in contracts having an original value of greater than one hundred thousand dollars (\$100,000.00) that resulted from a QBS selection process, critical emergency purchase or qualified purchase may not be extended unless the contracting officer certifies in writing to the purchasing agent the necessity of such extension and that no significant additional cost to the city will result. If the purchasing agent approves such request, such extension may not exceed six months, except for construction contracts where the contract contains provisions for changes in schedule, including suspension of work, which shall govern the duration of any such extension.
 - b. Any purchase that results from competitive bidding or a QBS process may be extended beyond the contract time period for up to one additional year from the date of contract expiration without additional bidding for one or more of the following reasons:
 - i. The vendor is the sole qualified or available provider. This shall include sole source or proprietary service/maintenance contracts for existing equipment and vehicles.
 - ii. Additional competitive bidding or QBS process would result in an increase in cost or significant disruption of city operations. Employee benefits contracts with third-party providers and administrators are included in this category.
 - iii. An option to extend the contract term is included in the solicitation documents or the executed contract.
 - c. The contracting officer is responsible to give written notice to the purchasing agent of such extensions, the purchasing agent shall keep a record of every contract extension, and shall include such extensions in his/her quarterly report to the BPP.
4. Additional purchases from a vendor prohibited. The contracting officer shall not purchase any item of goods or services from a vendor that was not of the type or closely related to the goods or services described in the solicitation documents or the contract. Purchase of different goods or services from such vendor shall require a separate procurement process.



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- L. City Right to Set-Off Delinquent Property Taxes Owed.
1. Right of Set-Off. Pursuant to Connecticut General Statutes Section 12-146b, as amended, the city has the right to set-off against any payment due to a vendor or to withhold payment from any vendor if any taxes levied by the city against any vendor or its property, both real and personal, are delinquent, provided, however, that no such amount withheld shall exceed the amount of tax, plus penalties, lien fees and interest outstanding at the time such set-off or withholding of payment occurs. Any vendor that has either been selected by competitive bidding process, has signed a contract or has obtained a purchase order hereby authorizes the city to execute such set-off or to withhold such payment from amounts otherwise due to the vendor.
 2. Authority to Set-Off. Upon the tax collector's issuance of any delinquent tax list, the contracting officer or the comptroller shall have the authority to set-off against any payment due to a vendor or to withhold payment to such vendor the amount of any delinquent taxes due, together with penalties, lien fees and interest outstanding.
- M. Purchases Through State and Federal Contracts, Cooperative Agreements Between Municipalities and the Like.
1. Use of Other Bid Lists. Procurements obtained by competitive bidding or QBS processes conducted by the state of Connecticut, the United States of America, or through cooperative associations or agreements between and among municipalities may be utilized when the purchasing agent determines, in writing to the BPP, that utilization of such procurements would be in the best interests of the city; provided, however, that either the purchasing agent shall issue guidelines for the proper utilization of such procurements or the BPP shall adopt an official policy for the proper utilization of such purchases. The purchasing agent shall be responsible for the proper utilization of such other bid lists and cooperative agreements and shall take proper precautions to prevent misuse as he/she may deem to be in the best interests of the city.
- N. Consolidated Purchasing.
1. Commonly Used Goods, General Services, Special and Professional Services. The purchasing agent may make purchases that are commonly used by several departments, where the total annual purchase for each type of goods or services anticipated to be used by such departments in order to achieve the best price.
 2. Exclusions from Consolidated Purchasing. The purchasing agent may exclude purchases from the requirements of consolidated purchasing, provided that the contracting officer submits a written request with justification for exclusion from consolidated purchasing and the purchasing agent makes a written determination that:
 - a. No significant cost savings; other efficiencies or benefits can be achieved through consolidated purchasing; or
 - b. The unique requirements of such purchase require that such purchase be made separately from consolidated purchasing.
 3. Requirements Contracts; Price Agreements. The purchasing agent may, at his/her discretion, purchase specific items under one procurement by procuring a master requirements contract or a price agreement under which city departments may obtain goods or services directly from the vendor. In selecting such a vendor, the total cost of all goods or services at the expected quantities or dollar values to be purchased shall be used in determining the total cost of the proposal or bid and the selection shall be made on the basis of best value.



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4. Planning for Anticipated Needs. The purchasing agent shall solicit from the various departments and contracting officers their anticipated requirements for goods and services prior to each fiscal year and, as appropriate, shall invite representatives of various departments to determine specifications for items of goods or services to be obtained using consolidated purchasing for their common needs.
- O. Exemptions from this Section.
1. The sale or purchase of energy commodities are not subject to the provisions of this ordinance, however, any provider of energy commodities that seeks to do business with the city must meet the threshold requirements of a responsive and responsible bidder under this section.
 2. Procurements which are not subject to the provisions of this ordinance pursuant to express city charter authority or funding source direction are exempt hereunder. However, any provider must still meet the threshold requirements of a responsible vendor for the goods and/or services requested.
 3. The purchase involves items the prices of which are federal or state regulated.
- P. Reports.
1. Reports by the Purchasing Agent. Quarterly reports. The purchasing agent shall prepare a written and digital quarterly report within thirty (30) days after the close of each calendar quarter ending in the months of September, December, March and June in a fiscal year, and shall notice the reports' availability to the BPP, with copies to the mayor, the city council, the department of finance, and the office of policy and management. Said reports shall contain, to the extent then technology in place will allow, information about the following activities:
 - a. Purchases made by the competitive bidding process;
 - b. Purchases made by the competitive proposal process;
 - c. Waivers granted from competitive bidding or competitive proposal processes, including critical emergency purchases, mayoral bid waivers issued and qualified purchases;
 - d. Waivers granted from informal bid and proposal processes;
 - e. Purchases made through federal or state bid lists or through cooperative purchasing arrangements with associations or other municipalities;
 - f. Violations or suspected violations of this section; and
 - g. Other activities required to be reported to the BPP herein.
 - h. A list of all purchases made by the purchasing agent shall be filed annually with the city clerk.
 2. For each purchase of services by QBS selection process, the contracting officer or QBS selection committee, as the case may be, shall make a written report of all such purchases to the BPP, the city council, the mayor, the office of policy and management, and the finance department. The purchasing agent shall make a record of all proposals submitted, giving the names of the proposers, indicating the successful proposer, clearly stating the basis for the selection made, the basis for the award made by the BPP, including the originals of all proposals and any other documents pertaining to the selection process, and shall keep the same in accordance with the city's records retention policy.
- Q. Audit. The city's auditors shall conduct an audit of purchasing activities every three years or as otherwise directed by the finance director. Notwithstanding this requirement, the department of finance, office of policy and management or the mayor may request an independent auditor to perform an audit of city purchases.



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- R. Violations and Penalties. Any deliberate, willful attempt to violate or circumvent the purchasing process established by this section shall be a violation of the city's code of ethics, as the same may be amended from time to time, and shall be dealt with as appropriate by the ethics commission. Any decision by the ethics commission shall not prohibit the city from pursuing its other legal rights and remedies in connection with such violations.
- S. Purchases Requiring Use of Other Procedures. Notwithstanding the provisions of this section, with regard to any purchase that is funded in whole or in part by federal or state grant funding or other assistance where the city is the applicant or directly or indirectly benefits therefrom, or as a condition of such funding or assistance the city is required to follow the grantor's procurement rules and regulations, such other procurement rules and regulations shall be followed in lieu of the purchasing processes described in this section.
- T. Records Retention. All records of purchases made and related activities shall be retained in accordance with state of Connecticut guidelines for retention of public records.
- U. Mandated Contract Terms Incorporated by Reference. All terms required by law to be inserted in a contract for particular purchases or purchases in general, including but not limited to equal employment opportunities, affirmative action goals, and the like, shall be deemed to be incorporated by reference into any contract described in this section as if fully such terms are set forth therein.
- V. Criminal History Considerations. The city of Bridgeport shall not discriminate against any vendor, or any parent, affiliate or subsidiary company, or any of their respective officers, directors, owners, general partners, managing members, employees, or agents, submitting a bid or proposal on the basis of criminal history unrelated to the responsibility or qualifications to perform as a municipal contractor. Inquiries appropriately related to the responsibility or qualifications to perform as a municipal contractor include the following or substantially similar language: Within the last three years, has the business, any parent, affiliate or subsidiary company, or any of their respective officers, directors, owners, general partners, or managing members ever been convicted of, entered a plea of guilty, entered a plea of nolo contendere, or otherwise admitted to or concluded a sentence imposed for:
 - 1. The commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract?
 - 2. The violation of any state or federal law for embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property or any other offense indicating a lack of business integrity or business honesty which affects responsibility as a municipal contractor?
 - 3. The violation of any state or federal antitrust, collusion or conspiracy law arising out of the submission of bids or proposals to a public or private contract or subcontract?
 - 4. Fraudulent, criminal or other seriously improper conduct while participating in a joint venture or similar arrangement?
 - 5. Willfully failing to perform in accordance with the terms of one or more public contracts, agreements or transactions?
 - 6. Having a history of failure to perform or a history of unsatisfactory performance of one or more public contracts, agreements, or transactions?
 - 7. Willfully violating a statutory or regulatory provision or requirement applicable to a public contract, agreement, or transaction?

(Ord. dated 6/19/06 (part); Ord. dated 6/16/03)

(Ord. dated 12/19/16 ; Ord. dated 6/6/22(1))



City of Bridgeport, Connecticut

Office of the City Clerk

Report of Committee on Ordinances
Item No. 14-22

-19-

RESPECTFULLY SUBMITTED,
THE COMMITTEE ON
ORDINANCES

Tyler Mack, Co-Chair

Rosalina Roman-Christy, Co-Chair

Ernest E. Newton, II

Michelle A. Lyons

Aikeem G. Boyd

Maria I. Valle

Jorge Cruz, Sr.

City Council Date: March 6, 2023