



Norwich Recreation Department

A Division of Norwich Human Services

75 Mohegan Road, Norwich, CT 06360 ~ 860-823-3791, FAX 860-823-3830

Office of Community Development
23 Union Street
Norwich, CT 06360

**RE: NON-PUBLIC SERVICE YEAR 46
Red McKeon Park Improvements**

March 11, 2020

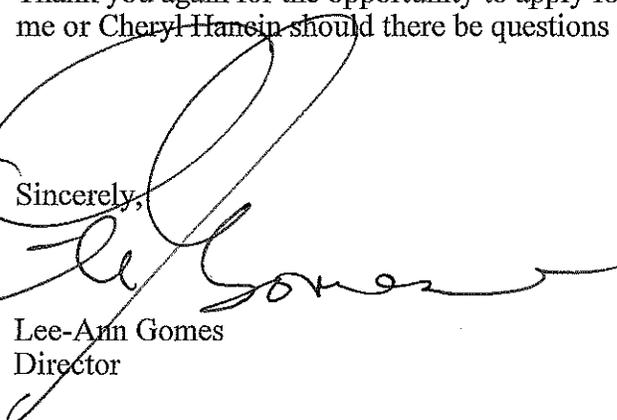
Dear Ms. Crees,

Enclosed please find an application for \$160,800.00 in CDBG funding to support updating the "Red" McKeon Park in Occum.

This non-public service projects meets the goals of CDBG funding by improving low to moderate income areas and by promoting livable communities.

Thank you again for the opportunity to apply for these funds. Please feel free to contact me or Cheryl Hansin should there be questions or concerns

Sincerely,


Lee-Ann Gomes
Director

Adult & Family Services

100 Broadway

Room 212

Norwich, CT 06360

860-823-3778

FAX 860-823-3793

<http://norwichct.org/hs>

Rose City Senior Center

8 Mahan Drive

Norwich, CT 06360

860-889-5960

FAX 860-885-1160

<http://norwichct.org/seniors>

Youth & Family Services

75 Mohegan Road

Norwich, CT 06360

860-823-3782

FAX 860-892-6031

<http://norwichct.org/yfs>

**CITY OF NORWICH
 COMMUNITY DEVELOPMENT BLOCK GRANT • APPLICATION FOR FUNDING
 NON-PUBLIC SERVICE
 PROGRAM YEAR 2020 (PY 46) • SEPTEMBER 1, 2020– AUGUST 31, 2021**

DUE: WEDNESDAY, MARCH 11, 2020 AT 4 PM AT 23 UNION STREET, NORWICH, 2ND FLOOR

Office of Community Development
 23 Union Street, 2nd floor • Tel (860) 823-3770 • Fax (860) 823-3715

E-mail addresses:

krees@cityofnorwich.org (Community Development Director)

tcurtis@cityofnorwich.org (Program Assistant)

PART I: GENERAL INFORMATION

AGENCY: Norwich Recreation Department

LEGAL NAME
 (If different from Agency) _____

ADDRESS: 75 Mohegan Road, Norwich CT 06360

E-MAIL: _____

EXECUTIVE DIRECTOR: Lee-Ann Gomes, Director, Norwich Human Services_____

CONTACT NAME & TITLE: Cheryl Hancin Preston, Recreation Director_____

TELEPHONE: 860-823-3778_____

AGENCY FISCAL YEAR: 7-1-19_____ 6-30-20_____
 Begin End

PROJECT NAME: "Red" McKeon Park Improvements_____

CDBG REQUEST & AWARD AMOUNTS:

	REQUEST	AWARD
UPCOMING FISCAL YEAR 2020 (September 1, 2020 – August 31, 2021)	<u>\$160,801</u>	\$ _____
CURRENT FISCAL YEAR 2019: (September 1, 2020– JULY 31, 2021)	\$ <u>90,000</u>	\$ <u>45,000</u>

The information contained herein and attached as exhibits hereto is, to the best of our knowledge and belief, true, correct and complete and that the City of Norwich can rely upon these statements in determining whether to fund this project. We certify that the Agency Board of Directors has approved this application.

EXECUTIVE DIRECTOR/DEPT. HEAD

PRESIDENT, BOARD OF DIRECTORS

Lee-Ann Gomes

 Printed Name

3-11-2020

 DATE

DATE

SPECIAL INSTRUCTIONS FOR CONSTRUCTION PROJECTS

If you are applying for construction related funding, **only projects that can begin construction and expend appropriations within the upcoming program year (Sept 2019 thru June 2020)** should be submitted for funding consideration. **Funds may be subject to recapture if timelines are not followed.**

The following requirements should be taken into consideration in your selection of projects and your preparation of construction budgets for Public Facilities & Improvements and Rehabilitation activities:

- Construction projects are subject to a variety of Federal, State and Municipal laws, statutes, rules and regulations, including City Zoning Ordinances, the State Building and Fire Safety Codes, the Federal Labor Standards/Davis-Bacon Prevailing Wages and the Federal Environmental Review Process.
- Construction budgets should anticipate the following:
 - Davis-Bacon Wages may increase project costs by 30-40%
 - Bonds (Bid, Performance, Labor and Material) are required for projects exceeding \$100,000 and may also be required for smaller projects.
 - Depending upon the scope of the project, the age of the building, and the type of building materials, environmental testing fees and resulting mitigation measures may be necessary
 - Insurance is required for all construction projects
 - City permit fees will not be waived.
- Construction projects are subject to the Federal/OMB procurement requirements.
- Work on the project may not commence without explicit approval of the Office of Community Development.
- Payment is generally on a reimbursement basis provided that an executed funding agreement is in place, and the project is in compliance with all terms/conditions of that agreement. Expenditures incurred prior to the effective date of the HUD allocation will be ineligible for reimbursement.

PART II: PROJECT INFORMATION

Please create a new document answering the following questions. In this new document, please utilize the section headers. For example, when addressing section A2, please write: A2: Brief History, and then provide the response. **You must answer all questions.** If a question does not apply to your agency, please respond with "not applicable".

A. INTRODUCTION/AGENCY INFORMATION:

1. Brief history of your organization, including its mission

The mission of the Recreation Department is to provide opportunities and facilities that will promote health and fitness and enrich the quality of life of Norwich residents. Norwich Recreation Department strives to provide exceptional facilities, programs and services that will be enjoyed by all Norwich residents. The Department offers programs and events, such as tournaments, that bring people to Norwich who may not otherwise visit. This helps the overall local economy as patrons using the facilities spend their dollars at local restaurants hotels and attractions. The Recreation Department had been understaffed and underfunded as the City has tightened its fiscal belt over the last several years. The positions of administrative secretary and receptionist, as well as a full-time maintainer,

continue to be defunded, although we are hopeful of staff expansion for FY 20-21. The Recreation Director has now been with the department for two years and has identified many urgent facility needs and repairs, many of which poses safety issues for the has identified many urgent facility needs and repairs, many of which poses a safety issues for the City.

2. What are the hours of operation for your agency? **The agent is open weekdays from 8 AM to 4 PM.**
3. What is the total number of FTEs employed by your agency? **There are six permanent employees of the Recreation Department; a Department Head, the Director, a Program Administrator, and three maintainers**
4. If there are 15 or more employees at your agency, please provide the name of the person responsible for compliance with Section 504 of Rehabilitation Act of 1973 - Nondiscrimination under Federal Programs.
5. Do you receive more than \$500,000 of Federal Funding through any means, including grants and loans? **No, we do not.**

B. STATEMENT OF NEED

1. Define the need to be addressed through your project and how it will address that need of the community. Please comment on how your industry measures success and discuss how you will measure success for this program.

We are proposing to make substantial improvements to the “Red” McKeon Park located on 2 Taftville- Occum Rd Norwich, CT. McKeon Park was opened in 1997 and dedicated to honor the former Occum Fire Chief, Robert “Red” McKeon who served from 1960 to 1994. The park acts as a safe, family friendly spot for both passive and active recreation activities. Families can enjoy the picnic area, walking track, playscape, and basketball court. The park also has a track for walking or running and is close to fishing areas and has a boat launch. Local sports teams including the high school use this park to play soccer and lacrosse on the field and local youth use the soccer field and basketball courts.

Occum is another small mill town that was incorporated into Norwich. It has pockets of low to moderate income residents who would benefit from any improvements to the no-cost activities offered at this park.

Although we have maintained the park by attending to the grass, mulching and plowing snow, we have not been able to improve any of the amenities of this park. Our last records show that improvements and updates have not been made for 23 years.

Below is a list of items we would like to improve: (In order of importance)

- **Paving the Parking Lot** - The Park currently has a gravel/stone parking lot. Currently, there are large pot holes that are created as it washes out often. Often the washed out gravel clogs a pipe near the sidewalk causing additional draining issues so the water pools in the parking lot creating low spots. Our crew has to fill the holes with gravel and rock and we have challenges plowing it because plowing tears up the gravel surface. Asphalt would solve all of these problems.
- **Paint and Seal the Basketball Court** - The court needs new playing lines as they have faded through the years. There are also cracks developing so sealing them would prevent further deterioration.
- **Add More Playground Structures & Pavilion**- We propose adding items such as a swing set, a whirl and twirl & motorcycle bouncer as the playground area is very small and gets a lot of use. In addition, there is a need for a small pavilion to offer shade for patrons on the playground and basketball court.
- **Upgrade Natural Grass/Turf** - Currently, we have not had the funding to seed and fertilize this

field, which would create a safer playing surface for all users. Currently there are bare spots creating safety concerns during play. Sports leagues use this field for practice and some games, however, if conditions were improved, many tournaments and games could be held here, increasing the City's field capacity and economic development, which is greatly needed.

- **Fencing-** Installing new fence to the east, north and south sides of the field to help stop soccer and lacrosse balls from rolling down embankments, towards the river and into the woods and into the parking lot slowing down play and causing safety concerns. Many users have requested this update.
- **Basket Ball Court Lighting** - Change lighting to LED lights for better visibility and to save money on utility bills. We believe this update will pay for itself over time in the savings generated.

We feel these improvements made to this park, which has not been improved in 23 years, will have a great impact on the low-to-moderate residents of this neighborhood and increase economic development as out of towners come to this park and then spend time and money in Norwich at local businesses.

C. PROJECT DESCRIPTION:

1. Provide a general description of the project for which you are requesting funding, including the list/description of the activities to be performed.

Improvements to Red McKeon Park which will have a great impact on the low-to-moderate residents of this neighborhood and increase economic development as out of towners come to this park and then spend time and money in Norwich at local businesses. See above also.

2. Explain any temporary or permanent relocation of persons or businesses that may result from this project. N/A
3. Please specify the percentage of requested grant funds that will be used for salaries and the total number of employees hired and/or retained as a result. **No funds will be used for salary.**

D. TARGET POPULATION/AREA OF BENEFIT

1. Identify and describe the target population *or* area of benefit (if it serves a low-income census tract.)

This project will primarily serve Occum and Taftville residents who are in low-to-moderate census tracts. One hundred percent of the children at Wequonnoc School qualify for free or reduced lunch as they are a Community Eligibility Provision School. The Community Eligibility Provision (CEP) is a non-pricing meal service option for schools and school districts in low-income areas.

E. IMPLEMENTATION SCHEDULE

1. Please submit the anticipated implementation schedule that includes, but is not limited to, spec completion, bidding, starting, and project completion dates. **See addendum.**
2. The implementation schedule is the following:

Project will need to start in warmer weather on unfrozen ground for the paving and court painting and will take 30 -60 days to complete. See addendum for more project specs. and details.

F. REDUCED FUNDING QUESTIONS

1. If the CDBG funding that you are requesting will leverage funding from another source, please note the amount and source and use of leveraged funding. Have these additional funds been secured at the time the application is made, if not, what actions are you taking to apply for them? **No, this grant will not help to leverage other funds, however, it will benefit the Department in that other projects should then be funded out through the City budget process.**

2. If you do not receive the amount of funds requested from CDBG, how do you propose to administer and/or complete the project in the manner presented? **The projects are listed in order of priority. Consequently, if granted fewer dollars than needed we would complete as many of the items that we could with the funds granted.**
3. What items would you reduce/eliminate from your budget if the City wanted to (only) partially fund your application? **The projects are listed in order of priority. Consequently, if granted fewer dollars than needed we would complete as many of the items that we could with the funds granted.**

G. PROJECT FEASIBILITY

1. Have any of the following pre-construction issues been investigated: architectural and engineering, design, environmental assessment and lead-based paint assessment, if applicable? (Lead-based paint assessments are applicable to structures built before 1978). Please provide the investigations, if available. **Our project meets all of these requirements. We had contractors out to the site to give us advice and estimates along with engineers at Norwich Public Works.**
2. Have you obtained a cost estimate for this project? Please include the cost estimate, with the specification to the estimating entity that the job will require the payment of prevailing (Davis Bacon) wages. **Yes, we have received a cost estimate of \$160,801 for all the items on the list from various contractors with input from Norwich Public Works Dept.**
3. Can the project expend funds within 1-year and be fully completed within 1.5 years of receiving this grant? **Yes the time to complete this project will be approximately June 2021**

H. LINKAGE TO CITY PLANS

1. Briefly discuss how your request addresses the City's Plan of Conservation and Development, CDBG's Consolidated Plan priorities, or any other City development plan or formally stated goal.

This project aligns with the City's Plan of Conservation and Development in that it: promotes livability, improves the quality of life of residents, addresses community facility needs, reinforces community structure and maximizes the vitality of the area, promotes and supports economic development through the addition of tournaments and special events, uses civic events and activities to showcase Norwich. It aligns with the Consolidated Plan in that low to moderate income residents do not have the disposable income to afford expensive recreational activities for their families. A safe park with adequate parking and amenities such as a playscape, and basketball court affords them a low-cost option.

2. If your project is linked to specific, adopted neighborhood revitalization zone plan or other organized/recognized neighborhood planning or revitalization processes, please explain thoroughly how the project is linked and how it meets or compliments the respective plan's goals.

N/A

3. Do you have a letter of support from a City agency or commission? If yes, please attach.
Yes, attached is a letter from our Recreation Advisory Board Chairman.

I. SECTION 3 REQUIREMENTS (See Samples on pages 10-14)

The work to be performed under any contract utilizing CDBG funding may be subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD assistance projects covered by Section 3, are, to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations directed to low- and very-low income persons, particularly those who are recipients of government assistance for housing, and

to business concerns which provide economic opportunities to low- and very-low income persons.

Please review page 11, "Section 3 Contractor Affidavit" and select the appropriate response. In addition, please note that if funding is approved, your contract may be required to review, implement and report on employment activities relating to Section 3 guidelines.

COMMUNITY DEVELOPMENT NATIONAL OBJECTIVE

Does your project:

- Address the needs of low- and/or moderate-income residents?
(At least 51% of your clients must not exceed the income guidelines below or if your project is not client based it must be located in a census tract that is at least 51% low to moderate income) see chart

OR

- Eliminate Slums or Blight?

OR

- Improve a Low-Income census tract?

FY 2019 Income Limits Summary

FY 2019 Income Limit Area	FY 2019 Income Limit Category	Persons in Family							
		1	2	3	4	5	6	7	8
Norwich- New London CT HUD Metro FMR Area	Very Low (50%) Income Limits	\$33,900.00	\$38,750.00	\$43,600.00	\$48,400.00	\$52,300.00	\$56,150.00	\$60,050.00	\$639,000.00
Median Family Income	Extremely Low Income Limits	\$20,350.00	\$23,250.00	\$26,150.00	\$29,050.00	\$31,400.00	\$33,740.00	\$38,060.00	\$42,380.00
\$94,500	Low (80%) Income Limits	\$50,350.00	\$57,550.00	\$64,750.00	\$71,900.00	\$77,700.00	\$83,450.00	\$89,200.00	\$94,950.00

PART III: BUDGET INFORMATION

CONSTRUCTION BUDGET- SEE ATTACHED

Construction/Clean-up Costs \$ 0

Pre-Development Soft Costs:

Legal \$ 0

Architectural & Engineering \$ 0

Survey \$ 0

Environmental testing \$ 0

Estimated total soft costs \$ 0

Total Development Costs (construction & soft costs) \$ 0

Sources of Funds (list all sources of funding for this project including other government funds, agency cash, private funds, CDBG, etc.)

SOURCE	AMOUNT
<u> CDBG </u>	\$ <u> 160,801 </u>
<u> </u>	\$ <u> </u>
<u> </u>	\$ <u> </u>
<u> </u>	\$ <u> </u>

USE	AMOUNT
<u> </u>	\$ <u> </u>

PART IV: SUPPLEMENTAL INFORMATION: All agencies must submit all of the following documentation with their application whether or not you have previously received CDBG funds through the City of Norwich.

EXHIBIT 1 Financial Statement and Audit
Describe the agency's fiscal management including disbursement methods, financial reporting, record keeping, accounting principles/procedures and audit requirements. Include a copy of the agency's last completed audit.

- EXHIBIT 2 Insurance/Bond/Worker's Compensation
- State whether or not the agency has liability insurance coverage, in what amount and with what insuring agency.
 - State whether or not the agency pays all payroll taxes and worker's compensation as required by Federal and State Law.
 - State whether or not the agency has fidelity bond coverage for principal staff who handle the agency's accounts, in what amount and with what insuring agency.
 - Provide a copy of your current insurance certificate, NOT YOUR POLICY.

- EXHIBIT 3 Non-profit Determination
 Non-profit organizations must submit tax-exemption determination letters from the Federal Internal Revenue Service.
- EXHIBIT 4 List of Board of Directors
 A list of the current board of directors or other governing body of the agency must be submitted. The list must include the name, telephone number, address, occupation or affiliation of each member; and must identify the principal officers of the governing body.
- EXHIBIT 5 Organizational Chart
 An organizational chart must be provided which describes the agency's administrative framework and staff positions, which indicates where the proposed project will fit into the organizational structure and which identifies any staff positions of shared responsibility.
- EXHIBIT 6 Resumes of Chief Program Administrator and Chief Fiscal Officer
- EXHIBIT 7 Conflict of Interest Disclosure
 Form attached

**COMMUNITY DEVELOPMENT BLOCK GRANT CITY
 OF NORWICH, CONNECTICUT**

**APPLICANT CONFLICT OF INTEREST QUESTIONNAIRE
 2019-20 PROGRAM YEAR**

Federal, State, and City law prohibits employees and public officials of the City of Norwich from participating on behalf of the City in any transaction in which they have a financial interest. This questionnaire must be completed and submitted by each applicant for Community Development Block Grant (CDBG) funding. The purpose of this questionnaire is to determine if the applicant, or any of the applicant's staff, or any of the applicant's Board of Directors would be in conflict of interest.

1. Is there any member(s) of the applicant's staff or any member(s) of the applicant's Board of Directors or governing body who is or has/have been within one year of the date of this questionnaire (a) a City employee or consultant, or (b) a City Council member, or (c) a member of the Community Development Advisory Committee (CDAC) member? Yes No

The Rec Advisor Board is an advisory and not governing committee.

If yes, please list the name(s) and information requested below:

Name of person	Job Title of person	Indicate City employee, consultant, City Council person, or CDAC member
William Nash	Rec Adv. Board	Alderman
Derell Wilson	Rec Adv. Board	Alderman

**NORWICH COMMUNITY DEVELOPMENT BLOCK GRANT
 APPLICANT CONFLICT OF INTEREST QUESTIONNAIRE
 2019-20 PROGRAM YEAR**

2. Will the CDBG funds requested by the applicant be used to award a subcontract to any individual(s) or business affiliate(s) who is/are currently or has/have been within one year of the date of this questionnaire a City employee, consultant, City Council person or Community Development Advisory Committee member?

Yes No

If yes, please list the name(s) and information requested below:

Name of person	Job Title of person	Indicate City employee, consultant, City Council person, or CDAC member

3. Is there any member(s) of the applicant's staff or member(s) of the applicant's Board of Directors or other governing body who are business partners or family members of a City employee, consultant, City Council person, Community Development Advisory Committee member?

Yes No

If yes, please identify below the City employee, consultant, or Council member with whom each individual has family or business ties.

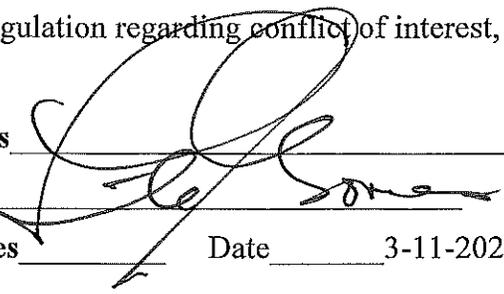
Name of member	Name of City employee, Consultant, City Council member, CDAC member	Indicate type of tie (Family or Business)	If family, indicate relationship

**NORWICH COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICANT CONFLICT OF INTEREST QUESTIONNAIRE**

2019-20 PROGRAM YEAR

4. Have you read and understood the HUD regulation regarding conflict of interest, 24 CFR 570.611 (attached)?

Name of Applicant: Lee-Ann Gomes

Signature of Applicant's Representative 

Title Director, Norwich Human Services

Date 3-11-2020

**HUD REGULATION REGARDING CONFLICT OF INTEREST
(NOT REQUIRED TO BE SUBMITTED WITH APPLICATION)**

§570.611 Conflict of interest.

(a) Applicability

(1) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.317 and 200.318 shall apply.

(2) In all cases not governed by 2 CFR 200.317 and 200.318, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient or by its subrecipients to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to §570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to §570.203, 570.204, 570.455, or 570.703(i)).

(b) Conflicts prohibited. The general rule is that no persons described in paragraph (c) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. For the UDAG program, the above restrictions shall apply to all activities that are a part of the UDAG project, and shall cover any such financial interest or benefit during, or at any time after, such person's tenure.

(c) Persons covered. The conflict of interest provisions of paragraph (b) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of subrecipients that are receiving funds under this part.

(d) Exceptions. Upon the written request of the recipient, HUD may grant an exception to the provisions of paragraph (b) of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of (d)(1) of this section, taking into account the cumulative effects of paragraph (d)(2) of this section.

(1) Threshold requirements. HUD will consider an exception only after the recipient has provided the following documentation:

(i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and

(ii) An opinion of the recipient's attorney that the interest for which the exception is sought would not violate State or local law.

(2) Factors to be considered for exceptions. In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d) (1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable:

(i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available;

(ii) Whether an opportunity was provided for open competitive bidding or negotiation;

(iii) Whether the person affected is a member of a group or class of low- or moderate-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class;

(iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decision-making process with respect to the specific assisted activity in question;

(v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (b) of this section;

(vi) Whether undue hardship will result either to the recipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and

(vii) Any other relevant considerations.

[60 FR 56916, Nov. 9, 1995, as amended at 80 FR 75938, Dec. 7, 2015]

Section 3 Contractor Affidavit (SAMPLE)

A Section 3 Business Concern is a business or organization that:

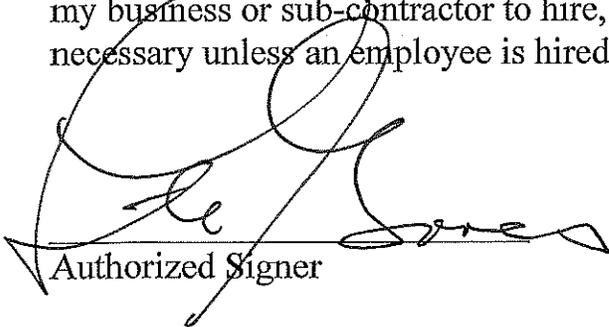
- Is 51 percent or more owned by section 3 residents; or
- Has permanent, full-time employees at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or
- Has a commitment to subcontract in excess of 25% of the dollar award of all subcontracts to be awarded to such businesses describe above

This is to certify that **The Norwich Recreation Department**
Business Name (Print)

Is a Section 3 Business Concern (Please read, review and implement necessary items in document entitled "Section 3 Requirements")

Is **NOT** a Section 3 Business Concern but the contract for work will require my business or sub-contractor to hire, train, or educate a new employee. (Please read, review and implement necessary items in document entitled "Section 3 Requirements")

Is **NOT** a Section 3 Business Concern and the contract for work will **NOT** require my business or sub-contractor to hire, train or educate a new employee. (No further action is necessary unless an employee is hired during the contract period)


Authorized Signer

 3-11-2020
Date

 Lee-Ann Gomes
Print Name

Section 3 Requirements (SAMPLE)

CONTRACTOR'S SECTION 3 PLAN CERTIFICATION

Project _____

Contractor's Name _____

The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD assistance projects covered by Section 3, are, to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations directed to low- and very-low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very-low income persons.

As representative of the Contractor, I hereby agree:

- to list on Table A all projected workforce needs for all phases of this project by occupation, trade, skill level and number of positions.
- to comply to the greatest extent feasible with the objectives and percentage goals established in the Section 3 Plan for Housing and Community Development Assistance of the City of Norwich.
- that to the greatest extent feasible vacant positions in relation to this project will be filled with Section 3 residents.
- to conduct recruitment activities in a manner consistent with the Section 3 requirements as shown on Table B.
- to include in all contracts with subcontractors in excess of \$100,000 the Section 3 Clause and to require the subcontractor to comply with similar certification requirements.
- to maintain proper records to demonstrate compliance with the Section 3 plan.
- to award to the greatest extent possible, all subcontracts in excess of \$100,000 to eligible Section 3 firms.

Contractor Signature

Date

Title

TABLE A

Contractor/Subcontractor: _____

Project Name: _____

(a) The number of persons currently employed by contractor that will be performing work under this contract:

<u>Job Title</u>	<u>Total Employees</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(b) The number of employees you intend to hire for contract:

<u>Job Title</u>	<u># Needed</u>
_____	_____
_____	_____

<u>Job Title</u>	<u># Needed</u>
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL: _____

If additional employees are needed, the Contractor will be required to report: his efforts to hire Section 3 Residents, the actual number of residents hired' and the hours the residents worked (see HUD Form No. Hud-60002).

(c) Which of the above positions will be a training position:

<u>Job Title</u>	<u>Estimated Length of Training</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(d) List type and amount of work to be subcontracted out. (If subcontract equals or exceeds \$ 100,000.00, the subcontractor will be required to fill out this TABLE A.)

<u>Subcontractor</u>	<u>Amount of Subcontract</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TABLE B

Recruitment Efforts

At a minimum the following tasks must be completed to demonstrate a good faith effort with the requirements of Section 3. The contracting party and each contractor or subcontractor seeking to establish a good faith effort as required should be filling au training positions with persons residing in the target area.

1. Send notices of job availability subcontracting opportunities subject to these requirements to recruitment sources, trade organizations and other community Groups capable of referring eligible Section 3 applicants, including the Department of Labor.
2. Include in all solicitations and advertisements a statement to encourage eligible Section 3 residents to apply.
3. When using a newspaper of major circulation to request bids, quotes or to advertise employment opportunities to also advertise in minority owned newspapers.
4. Maintain a list of all residents from the target area(s) who have applied either on their own or by referral from any service, and employ such persons, if otherwise eligible and if a trainee exists. (If the contractor has no vacancies, the applicant, if otherwise eligible, shall be listed for the first available vacancy). A list of eligible applicants will be maintained for future vacancies.
5. The contractor must certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR Part 135 require employment opportunities to be directed were not filled to circumvent the contractor's obligation under 24 CFR Part 135.



Norwich Recreation Department

A Division of Norwich Human Services

75 Mohegan Road, Norwich, CT 06360 ~ 860-823-3791, FAX 860-823-3830

Jeffrey Blinderman
35 Greenwich Court
Norwich CT 06360

March 11, 2020

RE: CDBG Program Year 2020 Recreation Department Application

Dear Community Development Advisory Board,

As chairman of the Recreation Advisory Board, and on behalf of the Board, I am writing to you to voice our support for both of the CDBG applications that the Recreation department will be submitting. This cycle. One is to build a new basketball court in Taftville and the other is to make improvements to the "Red" McKeon Park in Occum.

Our Board has consistently advocated for field and facility improvements. The City has not been able to fully fund all of the projects that we feel should be prioritized for the community. Many of these facilities are becoming unsafe due to the disrepair and lack of funding to maintain the facilities.

Last year we had planned to resurface two basketball courts in Taftville. However, we were only funded for one court as the second one is scheduled to be replaced by parking spaces for the fire department. We would like to replace this lost court but erecting one in the Taftville Playground. The increased usage on the courts in Taftville warrant this community having two playable courts.

Additionally, the McKeon Playground has not been updated for 23 years. Projects that need to be completed there include paving the parking lot, upgrading lighting, resurfacing the basketball court, upgrading the turf, adding a pavilion and new fencing. This park has seen increased usage by soccer and lacrosse leagues, as well as families, who are looking for no or low-cost recreation opportunities.

The Board and I urge you to fully fund both of these grants, which align with the City's plans to improve the quality of life for Norwich residents. Please feel free to contact me for more information.

Sincerely,

Jeffrey Blinderman, Chair

Adult & Family Services

100 Broadway

Room 212

Norwich, CT 06360

860-823-3778

FAX 860-823-3793

<http://norwichct.org/hs>

Rose City Senior Center

8 Mahan Drive

Norwich, CT 06360

860-889-5960

FAX 860-885-1160

<http://norwichct.org/seniors>

Youth & Family Services

75 Mohegan Road

Norwich, CT 06360

860-823-3782

FAX 860-892-6031

<http://norwichct.org/yfs>

**MCKEON PARK IMPROVEMENTS- 2 Taftville-Occum Rd.
PAVING PARKING LOT**

Pave parking lot (currently gravel)
Area=14,000 SF

Items

Asphalt (2 inches of class 1 and 2 inches of class 2)	\$36,000
Existing Pavement Removal	\$6,220
Striping of parking lines	\$3,000
Traffic control	\$3,000
Cut branches and or remove tree	\$2,500
Add 15% for incidentals	<u>\$ 7,758</u>
	\$58,478

**MCKEON PARK
BASKETBALL COURT IMPROVEMENTS**

Paint court lines, seal court and fill in cracks \$5,200

**MCKEON PARK
PAVILLION**

There is currently no shade for families to sit under while at the park. This pavilion and its location will allow easy access from the users of the basketball court and playground. It could also be used for families to have family gatherings and parties.

Items

Pavilion Shelter (includes install, freight)	\$21,000
Concrete Slab	\$6,000
Picnic tables- 6	\$6,000
Garbage cans-4	<u>\$1,200</u>
	\$34,200

**MCKEON PARK
PLAYGROUND EQUIPMENT**

The playground equipment at the site is from 1997, 23+ years old. We would like to add new items to this site to give additional play options to children, as this is a popular park. All items below are new additions.

Items

Arch Swing Set- 4 bay (Includes ADA handicap seat, selfie swing, tot seat, install and freight)	\$7,000
Motorcycle Bouncer (includes spring, install, freight)	\$2,375
Solo Flyers (includes spring, install, freight)	\$2,375
Whirl and Twirl (includes install, freight)	\$1,500
Speedy Spinner (includes install, freight)	\$5,543

Engineered Wood Fiber to surface new playground area \$2,500
\$21,293

**MCKEON PARK
NATURAL TURF IMPROVEMENT**

We would like to improve the grass on the soccer field and change the grass seed type. The current grass has turned into weeds and there are many bare spots on the field creating safety hazards.

Items

Seed (Kentucky bluegrass, perennial ryegrass & tall fescue mix) & fertilizer \$2,500

**MCKEON PARK
FENCE**

Soccer and lacrosse balls consistently roll down the hill towards the river and into the parking lot causing safety hazards and slowing down play. A new fence would prevent this and increase safety.

Items

Chain link Fence around soccer field- 3 sides \$13,000

**MCKEON PARK
LED LIGHTS**

The current park has old halide lights, upgrading to LED will save on utilities bill, and the LED fixtures are dark sky friendly, full cut-off, with zero uplight.

Items

(4) 400 watt LED fixtures to replace the (4) 1000 watt metal halide units \$18,248
Control system and warranty \$7,882
\$26,130

Grand Total: \$160,801















