



**Monday, January 12, 2026 | 6:00 PM**

**COMMITTEE OF THE WHOLE - AGENDA**

Mayor Jill Rusk, Deputy Mayor Stephen Sheffield, Councilor Jean-Claude Ambroise, Councilor Nicholas Johns, Councilor Christy McElroy, Councilor Christine Piazza, Councilor Paul Norris and City Clerk Dani Baycura

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Join Zoom Meeting

<https://us06web.zoom.us/j/87251155753?pwd=hV4yuliR8DZiJkhaEu9SLT6yacxzz.1>

Meeting ID: 872 5115 5753

Passcode: 103540

**I. ROLL CALL**

**II. NEW BUSINESS OR REFERRAL**

- A. FOIA Training with Russell Blair
- B. Legislative Update with Senator Somers, Representative Bumgardner and Representative Gaiewski
- C. Parks and Recreation
  - 1. Washington Park Facility Upgrades
- D. Groton Utilities
  - 1. Electric Facility Study
  - 2. Sewer Cleaning and Inspection Bid Award
  - 3. Eversource Easement
- E. Donation Request
  - 1. Groton Community Meals
  - 2. Children First Groton

**III. ADJOURNMENT**

**R-25-xx-xx** RESOLUTION THAT THE MAYOR AND COUNCIL AUTHORIZE AND APPROVE THE UPDATES TO THE RESTROOMS, PAVILIONS AND OTHER BUILDINGS WITHIN WASHINGTON PARK BY AHOVE HOME IMPROVEMENT, LLC, 415 BARN HILL ROAD, MONROE, CT 06468 FOR THE PRICE OF TWO HUNDRED THREE THOUSAND ONE HUNDRED NINETY SEVEN DOLLARS AND NO CENTS (\$203,197.00 ) AND A 10% CONTINGENCY OF TWENTY THOUSAND THREE HUNDRED NINETEEN DOLLARS AND SEVENTY CENTS (\$20,319.70) FOR A TOTAL EXPENDITURE NOT TO EXCEED TWO HUNDRED TWENTY-THREE THOUSAND FIVE HUNDRED SIXTEEN DOLLARS AND SEVENTY CENTS (\$223,516.70) TO BE PAID FROM BUDGETED CAPITAL FUNDS

**WHEREAS**, the interior and exterior renovations of two (2) public restrooms at Washington Park, one centrally located within the Park, the other on Park Avenue; and

**WHEREAS**, the exterior siding for two (2) additional buildings on the property; and

**WHEREAS**, the replacement of shingled roofs on three (3) buildings and six (6) pavilions located within the Park

**WHEREAS**, the City of Groton solicited bids for the project; and checked referrals from other communities that used AhoVE Home Improvements, LLC; and

**WHEREAS**, the Director of Parks and Recreation recommends this project;

**THEREFORE, BE IT RESOLVED** that the Mayor and Council authorize and approve the updates to the restrooms, pavilions and other buildings within Washington park by AhoVE Home Improvement, LLC, 415 barn hill road, Monroe, CT 06468 for the price of Two Hundred Three Thousand One Hundred Ninety Seven Dollars And No Cents (\$203,197.00 ) and a 10% contingency of Twenty Thousand Three Hundred Nineteen Dollars And Seventy Cents (\$20,319.70) for a total expenditure not to exceed Two Hundred Twenty-Three Thousand Five Hundred Sixteen Dollars And Seventy Cents (\$223,516.70) to be paid from budgeted capital funds.



# CITY OF GROTON

295 Meridian Street  
Groton, Connecticut 06340-4040  
Purchasing Department

**CITY OF GROTON  
REQUEST FOR PROPOSALS  
FOR THE INTERIOR AND EXTERIOR RENOVATIONS OF TWO  
RESTROOMS AND EXTERIOR SIDING AND  
ROOF REPLACEMENT OF MULTIPLE STRUCTURES  
LOCATED AT WASHINGTON PARK  
155 MERIDIAN STREET  
GROTON, CT  
OCTOBER 14, 2025  
BID PROPOSAL #10-14-25**

**Addendum #1**

Q: Are there drawings/blueprints for the facilities involved in this project?

A: The Parks and Recreation Department is not aware of any drawings/blueprints for these facilities; additional information may or may not be found in the building department.

Q: What is the construction timeline including start and end dates?

A: The City is looking to begin work as soon as possible (weather permitting) after all the approvals are completed and to have the project completed as soon as possible, however no later than March 15, 2026.

Q: What will the paint color be for the restroom interior?

A: To be determined, the selected contractor will need to work with City Officials to determine and approve all colors.

Q: What are the specifications for restroom flooring?

A: Floors are to be brought back to bare cement, install non-slip flooring. Proposed materials and methods must be approved by the City.

Q: What is the City's budget for this project?

A: The City budgeted \$250,000 for Washington Park restroom/pavilion renovations, which this project is part of.

Q: Will the restroom partitions be direct replacement of existing, or will the layout be moved/changed?

A: The layout will remain the same pending it meets ADA requirements, however if it does not the layout may need to be modified with City approval.

Q: Will the restroom doors be replaced?

A: Yes, restroom doors are to be replaced and should have keypad entry installed as provided in the bid documents.

Q: Should all rotting wood on the pavilions be replaced?

A: Yes, all rotting wood on the pavilions will be replaced and will be part of your base bid submission.

Q: For Restroom 2, should the hatch above the men's room be kept functional, or covered over with siding?

A: The Hatch is to remain, will be boxed in and doors to have matching siding and any other required hardware

Q: For Restroom 2, should the current wood siding be removed and replaced, or should it be left as is with the new siding going over it?

A: New siding will go over existing wood; however, any rotting or damaged wood will be replaced first and will be part of your base bid submission.

Q: Restroom #1, are just the downspouts to be replaced or full gutters?

A: All gutters and downspouts will be replaced and part of your base bid submission.



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REQUEST FOR PROPOSALS  
FOR THE INTERIOR AND EXTERIOR RENOVATIONS OF TWO  
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ROOF REPLACEMENT OF MULTIPLE STRUCTURES  
LOCATED AT WASHINGTON PARK  
155 MERIDIAN STREET  
GROTON, CT  
OCTOBER 14, 2025  
BID PROPOSAL #10-14-25**

The City of Groton will receive proposals at the Office of the Purchasing Agent, 295 Meridian Street, Groton, Connecticut 06340, until 11:00 A.M. on November 13, 2025.

There will be a mandatory Pre-Bid meeting, October 29, 2025, at 9:00 A.M. The pre-bid meeting will start at the brown building located behind the little league baseball field.

The City is requesting proposals for the exterior siding of four (4) buildings and the replacement of shingled roofs on three (3) buildings and six (6) pavilions and the renovation of two restrooms located within the Park - at 155 Meridian Street, Groton, Connecticut.

CITY OF GROTON

Dominic Jengo  
Purchasing Agent  
860-446-4117

**CITY OF GROTON  
REQUEST FOR PROPOSALS  
FOR THE INTERIOR AND EXTERIOR RENNOVATIONS OF TWO  
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GROTON, CT  
OCTOBER 14, 2025  
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**TECHNICAL SPECIFICATIONS**

The City of Groton will receive proposals at the Office of the Purchasing Agent, 295 Meridian Street, Groton, Connecticut 06340, until 11:00 A.M. on November 13, 2025.

There will be a mandatory Pre-Bid meeting, October 29, 2025, at 9:00 A.M. The pre-bid meeting will start at the brown building located behind the little league baseball field.

**Itemized Scope of Project**

The City is requesting proposals for the interior and exterior renovations of two (2) public restrooms at Washington Park, one centrally located within the Park, the other on Park Avenue; exterior siding for two (2) additional buildings on the property and the replacement of shingled roofs on three (3) buildings and six (6) pavilions located within the Park - at 155 Meridian Street, Groton, Connecticut.

The Contractor will work with the Parks & Recreation Director for approval of exact color selections for all painting/siding/roofing materials. The project will include materials and labor for the following:

**Restroom 1 (central area of Park)**

**Exterior**

- Remove and repair any rotted woodwork from gable; prepare and install decorative trim work and vinyl inlay; paint all trim and soffits to match decorative vinyl.
- Remove existing roof shingles, repair any rotted wood and install new roofing materials.
- Remove and install new gutter downspouts.
- Remove existing doors and framework and install two (2) commercial grade fiberglass or aluminum exterior doors (for the entrance of the men's restroom and entrance of the women's restroom) including keypad entry system on each door and all hardware to secure and hang doors.

- Remove existing doors and framework and install three (3) commercial grade fiberglass or aluminum exterior doors including all hardware to secure and hang doors for all other entrances of the building.

### **General Interior**

- Remove existing utility room door and framework and install one (1) commercial grade fiberglass or aluminum interior door with all hardware to secure and hang door.
- Repair, prepare and paint walls, ceilings, and concrete block stall dividers with commercial grade paint in both restrooms.
- Prepare flooring surface and install new non-slip surfacing (or similar) flooring and stalls in both restrooms.

### **Women's Restroom**

- Remove existing stall partitions and doors and install new polymer (or similar) floor mounted partitions for five (5) bathroom stalls doors, four (4) that will be 56" and one (1) at 59 ½".
- Remove and replace all existing fixtures to include, but not limited to, soap dispensers, hand towel dispensers, hand dryers, ADA accessibility railings, heating elements, lighting, etc.
- Install one (1) wall mounted changing table station.

### **Men's Restroom**

- Remove existing stall partitions and doors and install new polymer (or similar) floor mounted partitions for two (2) restroom stalls, one (1) 56" and one (1) 62".
- Remove and replace all existing fixtures to include, but not limited to, soap dispensers, hand towel dispensers, hand dryers, ADA accessibility railings, heating elements, lighting, etc.
- Install one (1) wall mounted changing table station.

### **Restroom 2 (Park Avenue)**

#### **Exterior**

- Prepare and repair existing exterior; prepare and install vinyl siding (to match existing siding on Press Boxes) until gable (vinyl siding should start 2ft from the ground all the way around the building); remove and repair any rotted woodwork from gable; prepare and install decorative trim work and vinyl inlay; paint all trim and soffits to match vinyl.
- Remove existing roof shingles, repair any rotted wood and install new roofing materials.
- Install two (2) exterior lights, one above each restroom entrance.
- Remove existing doors and framework and install three (3) commercial grade fiberglass or aluminum exterior doors, including all hardware to secure and hang doors; two (2) to include keypad entry system for the entrance of the men's restroom and entrance of the women's restroom.

### **General Interior**

- Repair, prepare and paint walls, ceilings, and concrete block stall dividers with commercial grade paint in both restrooms.
- Prepare flooring surface and install new non-slip surfacing (or similar) flooring and stalls in both restrooms.

### **Women's Restroom**

- Remove existing stall partitions and doors and install new polymer (or similar) floor mounted partitions for two (2) bathroom stalls doors, one (1) 5' and one (1) 3'.
- Remove and replace all existing fixtures to include, but not limited to, soap dispensers, hand towel dispensers, ADA accessibility railings, heating elements, lighting, etc.

### **Men's Restroom**

- Remove existing stall partitions and doors and install new polymer (or similar) floor mounted partitions for three (3) restroom stalls, one (1) 60 ½" and two (2) 32 ½".
- Remove and replace all existing fixtures to include, but not limited to, soap dispensers, hand towel dispensers, hand dryers, ADA accessibility railings, heating elements, lighting, etc.

**Note: For all restrooms, plumbing fixtures (sinks, toilets, etc.) are not to be included as part of this project. These fixtures will be removed prior to work commencing and will be reinstalled after completion of this project.**

### **Old Concession Stand (specs: 38' x 16'1")**

- Remove and repair any rotted woodwork.
- Frame in existing windows.
- Prepare and install vinyl siding (to match existing siding on Press Boxes).
- Prepare and install vinyl soffits.
- Prepare and paint all exterior vents and piping.
- Remove existing doors and framework and install three (3) commercial grade fiberglass or aluminum exterior doors including all hardware to secure and hang doors.

### **Electrical Building (specs: 21'4" x 19'4')**

- Remove and repair any rotted woodwork from soffit and surrounding area; paint all trim and soffits to match vinyl siding.
- Prepare and install vinyl siding (to match existing siding on Press Boxes).
- Prepare and paint all exterior grates, vents and piping.
- Replace existing exterior light fixtures.

- Remove existing door and framework and install one (1) commercial grade fiberglass or aluminum exterior door including all hardware to secure and hang door.
- Remove existing roof shingles, repair any rotted wood and install new roofing materials.

**Six (6) Pavilions**

- Remove and repair any rotted woodwork and paint all trim to match existing.
- Remove existing roof shingles, repair any rotted wood and install new roofing materials.
- Pavilion #5: Repair and overlay current wood decking. Overhang on both sides to be cut back, trimmed and wrapped in aluminum.

The labor will be guaranteed for 5 years, and the roofing materials must have a minimum 30-year warranty.

Plans suitable for submission and approval for a building permit are required.

Please provide as much detail as you think is required for the City of Groton to adequately judge your proposal.

The City of Groton may choose the most advantageous contractor and negotiate changes to the proposal with the submitting group.

**GENERAL BID REQUIREMENTS**

**1. Termination & Liquidated Damages:**

Following implementation, should the Director of Finance find that the firm has failed in any material respect to perform its agreed upon obligation, the agreement shall be canceled by the City as being in the best interest of the City of Groton. In the event of termination of this agreement as a result of breach by contractor hereunder, the City shall not be liable for any fees and may at its sole option, award an agreement for the same services to another qualified firm with the best proposal or call for new proposals and award the agreement thereunder. The contractor shall be responsible for direct and consequential damages as a result of its breach, including but not limited to extra costs required under the new agreement of similar services.

**2. INDEMNIFICATION:**

To the fullest extent permitted by law, the Provider, its subcontractor, agents, servants, officers or employees shall indemnify and hold harmless the City of Groton including but not limited to, their respective elected and appointed officials, officers, employees and agents, from any and all claims brought by any person or entity

whatsoever, arising from any act, error, or omission of the provider during the Provider's performance of the Agreement or any other agreements of the Provider entered into by reason thereof. The Provider shall indemnify and defend the City of Groton, including but not limited to their respective elected and appointed officials, officers, employees and agents, with respect to any claim arising, or alleged to have arisen from negligence, and/or willful, wanton or reckless acts or omissions of the Provider, its subcontractor, agents, servants, officers or employees and any and all losses or liabilities resulting from any such claims, including but not limited to, damage awards, costs and reasonable attorney's fees. This indemnification shall expressly apply to any failure to comply with state, federal and/or municipal laws, statutes, ordinances, rules and regulations. This indemnification shall not be affected by any other portions of the Agreement relating to insurance requirements. The Provider agrees that it will procure and keep in force at all times at its own expense insurance in accordance with these specifications.

**3. INSURANCE:**

The Provider shall provide a certificate of insurance in the minimum amounts as specified herein. City of Groton is to be listed as additional insured on Commercial General Liability and Excess/Umbrella Liability coverage. Insurance requirements are also included in the Specifications Package, General Conditions Section 1.21. In the case of conflicting coverage limits etc. the higher amount/coverage will be required.

- A. Workers Compensation - limits as required per State of Connecticut statute, with employer liability limits of \$500,000/500,000/500,000.
- B. Commercial General Liability
  - \$1,000,000 per occurrence
  - \$2,000,000 general aggregate
  - \$1,000,000 personal/advertising injury
  - \$2,000,000 products/completed operations aggregate
- C. Commercial Automobile
  - \$1,000,000 combined single accident for owned, non-owned, and hired autos
- D. Excess/Umbrella Liability (over commercial general liability and automobile liability coverage)
  - \$1,000,000 per occurrence
  - \$2,000,000 general aggregate

**4. OTHER INSURANCE PROVISION:**

The policies are to contain, or be endorsed to contain, the following provisions:

Workers' Compensation and Employers' Liability Coverage:

1. The insurer shall agree to waive all rights of subrogation against the City of Groton for losses arising from the work performed by the contractor for the City.
2. If State statute does not require the contractor to obtain Worker's Compensation insurance, then the contractor shall furnish the City with adequate proof of the self-employment status. The contractor shall agree to waive all rights of claims against the City for losses arising from the work performed by the contractor for the City. In the event that during the contract period this self-employment status should change, the contractor shall immediately furnish proper notice to the City and a certificate of insurance indicating that Worker's Compensation insurance and Employer's Liability Coverage has been obtained by the contractor.

**5. ACCEPTABILITY OF INSURANCE:**

1. Insurance is to be placed with insurers with an A.M. Best's rating of no less than A-/VIII.
2. Insurance companies must be licensed to do business in the State of Connecticut.

**6. VERIFICATION OF COVERAGE:**

The contractor shall furnish with its proposal the City with certificates of insurance affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the City before work commences. Renewal of expiring certificates shall be filed thirty days (30) prior to expiration. The City of Groton reserves the right to require completion of all required policies, at any time.

The Certificates of Insurance must be received by the City of Groton prior to the signing of any Contract documents.

**7. BONDING REQUIREMENTS**

Each bid must be accompanied by a BID BOND signed by a responsible Surety in the amount of ten percent (10%) of the total amount of the tendered bid and made payable to the order of the City of Groton. All BID BONDS, except those of the lower three (3) bidders will be returned within ten (10) days of the opening of bids. Those of the lower three (3) bidders will be retained by the City of Groton until one (1) of the lower three (3) bidders signs the CONTRACT or until all bids are rejected; however, in no case will the BID BOND be retained for more than sixty (60) days unless forfeited as hereinafter stipulated. No bidder may withdraw his bid within sixty (60) days after the actual date of opening thereof.

Should there be reasons why the CONTRACT cannot be awarded within the specified period, the time may be extended by mutual agreement between the OWNER and the BIDDER.

**AND**

A PERFORMANCE BOND in an amount equal to one hundred percent (100%) of the CONTRACT price recorded in the proposal form of the CONTRACT as executed and a PAYMENT BOND in like amount, will be required from the successful BIDDER for the City of Groton and executed by a surety company authorized to transact business in the State of Connecticut, and accompanied by power of attorney for the type of bond submitted.

**8. Drug and Alcohol Testing Program**

The City of Groton, is obligated by law/regulation to assure that all contractors providing services to the City of Groton involving driving commercial vehicles with a gross vehicle weight of more than 26,000 pounds (inclusive of a towed unit with a gross vehicle weight of more than 10,000 pounds), or are used in the transportation of hazardous materials in a quantity requiring “placarding” be in compliance with substance abuse testing requirements, and when applicable, alcohol testing requirements.

The contractor to whom the work is awarded and all contractors that provide driving services must be able to deliver evidence that they and their subcontractors are in compliance with this part of this contract/purchase order. For those Contractors/Subcontractors who do not have a Drug and Alcohol Testing Program in place, the City of Groton will make available to the Contractor/Subcontractor at an additional cost, it’s Program Administrator to put the Contractor/Subcontractor in compliance with the state and/or federal laws and regulations regarding drug and/or alcohol testing as determined by the City of Groton or it’s designee.

**9. Permitting**

The awarded contractor is responsible for obtaining required permits from the City building Official. The City, however, will waive permit fees for this project. This does not include the City’s permit application fee or fees the City is required to collect for pass-through to the State of Connecticut, (education fee).

**10. Non-Collusion**

The undersigned bidder, having fully informed themselves regarding the accuracy of the statements made herein, agrees to abide by the conditions set forth in the attached bid document, and certifies that:

- a. The bid has been arrived at by the bidder independently and has been submitted without collusion and without any agreement, understanding, or planned common course of action designed to limit independent bidding or

competition, with any other vendor of materials, supplies, equipment or services described in the invitation to bid.

- b. The bidder has submitted this bid without collusion with the City of Groton, any of its affiliated companies, or any employee thereof, and is unaware of any direct, personal pecuniary interest of any employee of the City of Groton or any of its affiliated companies in the outcome of this bid.
- c. The bidder has not communicated the contents of the bid to its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid, and will not be communicated to any such person prior to the official opening of the bid.
- d. The contractor has not been debarred, suspended or excluded from any publicly funded projects or programs.

## **11. Compliance With Laws**

The Bidder shall comply with all federal, state and local laws and regulations and shall procure all necessary license and permits, pay all charges and fees and give all notice necessary and incident to the due and lawful performance of the contract and bid process. Such laws shall include, without limitation, the following:

### **Non-Discrimination and Affirmative Action**

Contractor, in performing under this contract, shall not discriminate against any worker, employee or applicant, or any member of the public, because of race, creed, color, age, marital status, sexual orientation, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to blindness, unless it is shown by the contractor that such disability prevents performance of the work involved in any manner prohibited by the laws of the United States or the State of Connecticut, nor otherwise commit an unfair employment practice. Contractor further agrees that this article, (and any additional provisions required by law), will be incorporated by contractor in all contracts entered into with suppliers of materials or services contractors and sub-contractors and all labor organizations, furnishing skilled, unskilled and craft union skilled labor or who may perform any such labor or services in connection with this contract. The following principles and requirements of Equal Opportunity and Affirmative Action, as incorporated herein, will be incorporated into "Equal Opportunity - Non-Discrimination Clause" are hereby deemed to be included in all City bid documents, purchase orders, lease and contracts entered into with the City. The principles of Affirmative Action are addressed in the 13th, 14th and 15th Amendments of the United States Constitution, Civil Rights Act of 1964, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, Presidential Executive Orders 11246, 11375, 11478 (nondiscrimination under federal contracts), Act 1, Section 1 and 20 of the Connecticut Constitution,

Governor Grasso's Executive Order Number 11, Governor O'Neill's Executive Order Number 9, the Connecticut Fair Employment Practices Law (Sec. 46a-60-69) of the Connecticut General Statutes (CGS), Connecticut Code of Fair Practices (46a-70-81), Deprivation of Civil Rights (46a-58 (a)(d) ), Public Accommodations Law (46a-63-64), Discrimination against Criminal Offenders (46a-80), definition of blind (46a-51(1)), definition of Physically Disabled (46a-51 (15) ), definition of Mentally Retarded (46a-51-13 ), cooperation with the Commission on Human Rights and Opportunities (46a-77), Sexual Harassment (46a-60 (a)-8), Connecticut Credit Discrimination Law (360436 through 439), Title 1 of the State and the Local Fiscal Assistance Act 1 1972. If a project is funded in whole or in part by State funds, CGS Sections 46a-68c through 46a-68k apply to contractors. These Sections trigger affirmative action plan requirements for contractors and the filing of compliance reports with the State by contractors.

### **Connecticut's Prevailing Wage Law Provision**

If applicable, the contractor must be in full compliance with CGS Section 31-53 and 31-53(a) which applies to each contract for the construction, remodeling, refinishing, refurbishing, rehabilitation, alteration, or repair of any public works project by the state or its agents, or by any political subdivision of the State, CGS Section 31-53 (g) provides monetary thresholds which must be met before the law is applicable. In accordance with CGS Section 31-53, projects are subject to the payment of minimum prevailing wages where the total cost of all work to be performed by all contractors and subcontractors in connection with new construction of any public works project is \$1,000,000 or more and where the total cost of all work to be performed by all contractors and subcontractors in connection with any remodeling, refinishing, refurbishing, rehabilitation, alteration or repair of any public works project is \$100,000 or more. For qualifying projects, all contractors and subcontractors shall submit to the Finance Department certified weekly payrolls for all contracts meeting the stated monetary limits. The certified payrolls shall be submitted to the Finance Department with the contractor's certificate for payment.

Sec. 31-55a. Annual adjustments to wage rates by contractors doing state work. Each contractor that is awarded a contract on or after October 1, 2002, for (1) the construction of a state highway or bridge that falls under the provisions of section [31-54](#), or (2) the construction, remodeling, refinishing, refurbishing, rehabilitation, alteration or repair of any public works project that falls under the provisions of section [31-53](#) shall contact the Labor Commissioner on or before July first of each year, for the duration of such contract, to ascertain the prevailing rate of wages on an hourly basis and the amount of payment or contributions paid or payable on behalf of each mechanic, laborer or worker employed upon the work contracted to be done, and shall make any necessary adjustments to such prevailing rate of wages and such payment or contributions paid or payable on behalf of each such employee, effective each July first.

The contractor should familiarize themselves with all aspects of the provisions under state law in order to ensure full compliance.

### **Occupational Safety and Health Administration Requirements**

According to CGS, Section 31-53b (a) each contract entered into on or after July 1, 2009, for the construction, remodeling, refinishing, refurbishing, rehabilitation, alteration or repair of any public building project by the state or any of its agents, or by a political subdivision of the state or any of its agents, where the total cost of all work to be performed by all contractors and subcontractors in connection with the contract is at least \$100,000 shall contain a provision requiring that, not later than thirty days after the date such contract is awarded, each contractor furnish proof to the Labor Commissioner that all employees performing manual labor on or in such public building, pursuant to such contract, have completed a course of at least ten hours in duration in construction safety and health approved by the federal Occupational Safety and Health Administration or, in the case of telecommunications employees, have completed at least ten hours of training in accordance with 29 CFR 1910.268. The aforesaid provisions shall be deemed to be incorporated into the Contract with the City. The contractors should familiarize themselves with all aspects of state law and any applicable regulations pertaining to these requirements in order to ensure full compliance.

## **12. General**

Any variations from specifications and/or recommended options must be clearly indicated and/or explained and the final decision of acceptance or rejection is that of the City Purchasing Agent.

The City of Groton reserves the right to accept any quotation or to reject any bid or any part of any bid should it deem it to be in its own best interest to do so.

The City of Groton is an Equal Opportunity Employer; Minority/Woman's Business Enterprises are encouraged to bid.

It is the City's intent to award this Contract to the lowest responsible and qualified bidder, with the most appropriate building, the best value to the City of Groton. However, the Purchasing Agent will determine which proposal in its entirety is most beneficial to the City. The City reserves the right, for any reason or for no reason, to reject any Bid or all Bids, to negotiate with any or all Bidders, to waive any informalities, irregularities or omissions in any bids received or to afford any Bidder an opportunity to remedy any informality or irregularity if in the opinion of the City it is in the best interest of the City to do so.

Questions Regarding this project should be directed to the Purchasing Agent, Dominic Jengo, 860-446-4117, [jengod@cityofgroton-ct.gov](mailto:jengod@cityofgroton-ct.gov) no later than November 5<sup>th</sup>, 2025. If questions are received, an addendum with questions and answers will be issued.



# CITY OF GROTON

295 Meridian Street  
Groton, Connecticut 06340-4040  
Purchasing Department

**CITY OF GROTON  
REQUEST FOR PROPOSALS  
FOR THE EXTERIOR SIDING AND  
ROOF REPLACEMENT OF MULTIPLE STRUCTURES  
LOCATED AT WASHINGTON PARK  
155 MERIDIAN STREET  
GROTON, CT  
OCTOBER 14, 2025  
BID PROPOSAL #10-14-25**

## **REQUIRED BID FORM**

The City of Groton reserves the right to accept any proposal or to reject any proposal or any part of any proposal should it deem it to be in its own best interest to do so.

Total Project Cost    \$ \_\_\_\_\_

Expected Completion Date    \_\_\_\_\_

\_\_\_\_\_  
Company

\_\_\_\_\_  
Signature

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Telephone and Fax

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

City of Groton Acceptance of Proposal

\_\_\_\_\_  
Dominic Jengo  
Purchasing Agent



**THIS IS A PUBLIC WORKS PROJECT**

**Covered by the**

**PREVAILING WAGE LAW**

**CT General Statutes Section 31-53**

**If you have QUESTIONS regarding your wages  
CALL (860) 263-6790**

Section 31-55 of the CT State Statutes requires every contractor or subcontractor performing work for the state to post in a prominent place the prevailing wages as determined by the Labor Commissioner.

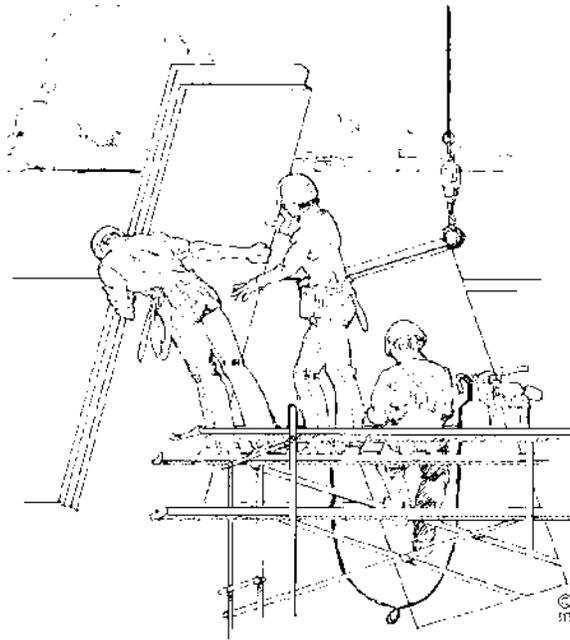
~NOTICE~

TO ALL CONTRACTING AGENCIES

Please be advised that Connecticut General Statutes Section 31-53, requires the contracting agency to certify to the Department of Labor, the total dollar amount of work to be done in connection with such public works project, regardless of whether such project consists of one or more contracts.

Please find the attached “Contracting Agency Certification Form” to be completed and returned to the Department of Labor, Wage and Workplace Standards Division, Public Contract Compliance Unit.

 Inquiries can be directed to (860) 263-6790.



CONNECTICUT DEPARTMENT OF LABOR  
WAGE AND WORKPLACE STANDARDS DIVISION  
CONTRACT COMPLIANCE UNIT

*CONTRACTING AGENCY CERTIFICATION FORM*

I, \_\_\_\_\_, acting in my official capacity as \_\_\_\_\_,  
authorized representative title

for \_\_\_\_\_, located at \_\_\_\_\_,  
contracting agency address

do hereby certify that the total dollar amount of work to be done in connection with  
\_\_\_\_\_, located at \_\_\_\_\_,  
project name and number address

shall be \$\_\_\_\_\_, which includes all work, regardless of whether such project  
consists of one or more contracts.

*CONTRACTOR INFORMATION*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

Approximate Starting Date: \_\_\_\_\_

Approximate Completion Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Return To: Connecticut Department of Labor  
Wage & Workplace Standards Division  
Contract Compliance Unit  
200 Folly Brook Blvd.  
Wethersfield, CT 06109

Date Issued: \_\_\_\_\_

CONNECTICUT DEPARTMENT OF LABOR  
WAGE AND WORKPLACE STANDARDS DIVISION

**CONTRACTORS WAGE CERTIFICATION FORM**  
**Construction Manager at Risk/General Contractor/Prime Contractor**

I, \_\_\_\_\_ of \_\_\_\_\_  
Officer, Owner, Authorized Rep. Company Name

do hereby certify that the \_\_\_\_\_  
Company Name  
\_\_\_\_\_  
Street  
\_\_\_\_\_  
City

and all of its subcontractors will pay all workers on the  
\_\_\_\_\_  
Project Name and Number  
\_\_\_\_\_  
Street and City

the wages as listed in the schedule of prevailing rates required for such project (a copy of which is attached hereto).

\_\_\_\_\_  
Signed

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Return to:

Connecticut Department of Labor  
Wage & Workplace Standards Division  
200 Folly Brook Blvd.  
Wethersfield, CT 06109

*Rate Schedule Issued (Date):* \_\_\_\_\_



**\*FRINGE BENEFITS EXPLANATION (P):**

Bona fide benefits paid to approved plans, funds or programs, except those required by Federal or State Law (unemployment tax, worker’s compensation, income taxes, etc.).

Please specify the type of benefits provided:

- 1) Medical or hospital care \_\_\_\_\_ 4) Disability \_\_\_\_\_
- 2) Pension or retirement \_\_\_\_\_ 5) Vacation, holiday \_\_\_\_\_
- 3) Life Insurance \_\_\_\_\_ 6) Other (please specify) \_\_\_\_\_

**CERTIFIED STATEMENT OF COMPLIANCE**

For the week ending date of \_\_\_\_\_,

I, \_\_\_\_\_ of \_\_\_\_\_, (hereafter known as Employer) in my capacity as \_\_\_\_\_ (title) do hereby certify and state:

**Section A:**

1. All persons employed on said project have been paid the full weekly wages earned by them during the week in accordance with Connecticut General Statutes, section 31-53, as amended. Further, I hereby certify and state the following:

- a) The records submitted are true and accurate;
- b) The rate of wages paid to each mechanic, laborer or workman and the amount of payment or contributions paid or payable on behalf of each such person to any employee welfare fund, as defined in Connecticut General Statutes, section 31-53 (h), are not less than the prevailing rate of wages and the amount of payment or contributions paid or payable on behalf of each such person to any employee welfare fund, as determined by the Labor Commissioner pursuant to subsection Connecticut General Statutes, section 31-53 (d), and said wages and benefits are not less than those which may also be required by contract;
- c) The Employer has complied with all of the provisions in Connecticut General Statutes, section 31-53 (and Section 31-54 if applicable for state highway construction);
- d) Each such person is covered by a worker’s compensation insurance policy for the duration of his employment which proof of coverage has been provided to the contracting agency;
- e) The Employer does not receive kickbacks, which means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided directly or indirectly, to any prime contractor, prime contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or in connection with a prime contractor in connection with a subcontractor relating to a prime contractor; and
- f) The Employer is aware that filing a certified payroll which he knows to be false is a class D felony for which the employer may be fined up to five thousand dollars, imprisoned for up to five years or both.

2. OSHA~The employer shall affix a copy of the construction safety course, program or training completion document to the certified payroll required to be submitted to the contracting agency for this project on which such persons name first appears.

\_\_\_\_\_  
 (Signature) (Title) Submitted on (Date)



[New] In accordance with Section 31-53b(a) of the C.G.S. each contractor shall provide a copy of the OSHA 10 Hour Construction Safety and Health Card for each employee, to be attached to the first certified payroll on the project.

PAYROLL CERTIFICATION FOR PUBLIC WORKS PROJECTS											Connecticut Department of Labor Wage and Workplace Standards Division 200 Folly Brook Blvd. Wethersfield, CT 06109											
In accordance with Connecticut General Statutes, 31-53 Certified Payrolls with a statement of compliance shall be submitted monthly to the contracting agency.											WEEKLY PAYROLL											
CONTRACTOR NAME AND ADDRESS: Landon Corporation, 15 Connecticut Avenue, Northford, CT 06472						SUBCONTRACTOR NAME & ADDRESS XYZ Corporation 2 Main Street Yantic, CT 06389					WORKER'S COMPENSATION INSURANCE CARRIER Travelers Insurance Company POLICY # #BAC8888928 EFFECTIVE DATE: 1/1/09 EXPIRATION DATE: 12/31/09											
PAYROLL NUMBER	Week-Ending Date	PROJECT NAME & ADDRESS									Total ST Hours	BASE HOURLY RATE	TYPE OF FRINGE BENEFITS Per Hour 1 through 6 (see back)	GROSS PAY FOR ALL WORK PERFORMED THIS WEEK	TOTAL DEDUCTIONS				GROSS PAY FOR THIS PREVAILING RATE JOB	CHECK # AND NET PAY		
		Week-Ending Date	DAY AND DATE												Total O/T Hours	TOTAL FRINGE BENEFIT PLAN CASH	FICA	FEDERAL			STATE	LIST OTHER
PERSON/WORKER, ADDRESS and SECTION	APPR RATE %	MALE/FEMALE AND RACE*	WORK CLASSIFICATION	S	M	T	W	TH	F	S												
			Trade License Type & Number - OSHA 10 Certification Number	20	21	22	23	24	25	26												
HOURS WORKED EACH DAY																						
Robert Craft 81 Maple Street Willimantic, CT 06226		M/C	Electrical Lineman E-1 1234567 Owner OSHA 123456		8	8	8	8	8			S-TIME 40	\$ 30.75 Base Rate	1. \$ 5.80 2. \$ 3. \$ 2.01	\$1,582.80				P-xxxx	\$1,582.80	#123 \$ xxx.xx	
Ronald Jones 212 Elm Street Norwich, CT 06360	65%	M/B	Electrical Apprentice OSHA 234567		8	8	8	8	8			S-TIME 40	\$ 19.99 Base Rate	1. \$ 2. \$ 3. \$ 4. \$ 5. \$ 6. \$	\$1,464.80	xx.xx	xxx.xx	xx.xx	G-xxx	\$1,464.80	#124 \$xxx.xx	
Franklin T. Smith 234 Washington Rd. New London, CT 06320 SECTION B		M/H	Project Manager			8						S-TIME 8	\$ Base Rate	1. \$ 2. \$ 3. \$ 4. \$ 5. \$ 6. \$	\$1,500.00	xx.xx	xx.xx	xx.xx	M-xx.x		xxx.xx #125	
												S-TIME	\$ Base Rate	1. \$ 2. \$ 3. \$ 4. \$ 5. \$ 6. \$								
												O-TIME	\$ Cash Fringe									

OSHA 10 ~ATTACH CARD TO 1ST CERTIFIED PAYROLL

**\*FRINGE BENEFITS EXPLANATION (P):**

Bona fide benefits paid to approved plans, funds or programs, except those required by Federal or State Law (unemployment tax, worker's compensation, income taxes, etc.).

Please specify the type of benefits provided:

- 1) Medical or hospital care Blue Cross 4) Disability \_\_\_\_\_
- 2) Pension or retirement \_\_\_\_\_ 5) Vacation, holiday \_\_\_\_\_
- 3) Life Insurance Utopia 6) Other (please specify) \_\_\_\_\_

**CERTIFIED STATEMENT OF COMPLIANCE**

For the week ending date of 9/26/09,

I, Robert Craft of XYZ Corporation, (hereafter known as

Employer) in my capacity as Owner (title) do hereby certify and state:

**Section A:**

1. All persons employed on said project have been paid the full weekly wages earned by them during the week in accordance with Connecticut General Statutes, section 31-53, as amended. Further, I hereby certify and state the following:

- a) The records submitted are true and accurate;
- b) The rate of wages paid to each mechanic, laborer or workman and the amount of payment or contributions paid or payable on behalf of each such employee to any employee welfare fund, as defined in Connecticut General Statutes, section 31-53 (h), are not less than the prevailing rate of wages and the amount of payment or contributions paid or payable on behalf of each such employee to any employee welfare fund, as determined by the Labor Commissioner pursuant to subsection Connecticut General Statutes, section 31-53 (d), and said wages and benefits are not less than those which may also be required by contract;
- c) The Employer has complied with all of the provisions in Connecticut General Statutes, section 31-53 (and Section 31-54 if applicable for state highway construction);
- d) Each such employee of the Employer is covered by a worker's compensation insurance policy for the duration of his employment which proof of coverage has been provided to the contracting agency;
- e) The Employer does not receive kickbacks, which means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided directly or indirectly, to any prime contractor, prime contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or in connection with a prime contractor in connection with a subcontractor relating to a prime contractor; and
- f) The Employer is aware that filing a certified payroll which he knows to be false is a class D felony for which the employer may be fined up to five thousand dollars, imprisoned for up to five years or both.

2. OSHA~The employer shall affix a copy of the construction safety course, program or training completion document to the certified payroll required to be submitted to the contracting agency for this project on which such employee's name first appears.

Robert Craft      owner      10/2/09  
 (Signature)      (Title)      Submitted on (Date)

**Section B: Applies to CONNDOT Projects ONLY**

That pursuant to CONNDOT contract requirements for reporting purposes only, all employees listed under Section B who performed work on this project are not covered under the prevailing wage requirements defined in Connecticut General Statutes Section 31-53.

Robert Craft      owner      10/2/09  
 (Signature)      (Title)      Submitted on (Date)

Note: CTDOL will assume all hours worked were performed under Section A unless clearly delineated as Section B WWS-CP1 as such. Should an employee perform work under both Section A and Section B, the hours worked and wages paid must be segregated for reporting purposes.

**\*\*\*THIS IS A PUBLIC DOCUMENT\*\*\*  
\*\*\*DO NOT INCLUDE SOCIAL SECURITY NUMBERS\*\*\***

## **Information Bulletin** ***Occupational Classifications***

The Connecticut Department of Labor has the responsibility to properly determine "job classification" on prevailing wage projects covered under C.G.S. Section 31-53(d).

***Note: This information is intended to provide a sample of some occupational classifications for guidance purposes only. It is not an all-inclusive list of each occupation's duties. This list is being provided only to highlight some areas where a contractor may be unclear regarding the proper classification. If unsure, the employer should seek guidelines for CTDOL.***

**Below are additional clarifications of specific job duties performed for certain classifications:**

- **ASBESTOS WORKERS**

Applies all insulating materials, protective coverings, coatings and finishes to all types of mechanical systems.

- **ASBESTOS INSULATOR**

Handle, install apply, fabricate, distribute, prepare, alter, repair, dismantle, heat and frost insulation, including penetration and fire stopping work on all penetration fire stop systems.

- **BOILERMAKERS**

Erects hydro plants, incomplete vessels, steel stacks, storage tanks for water, fuel, etc. Builds incomplete boilers, repairs heat exchanges and steam generators.

- **BRICKLAYERS, CEMENT MASONS, CEMENT FINISHERS, MARBLE MASONS, PLASTERERS, STONE MASONS, PLASTERERS. STONE MASONS, TERRAZZO WORKERS, TILE SETTERS**

Lays building materials such as brick, structural tile and concrete cinder, glass, gypsum, terra cotta block. Cuts, tools and sets marble, sets stone, finishes concrete, applies decorative steel, aluminum and plastic tile, applies cements, sand, pigment and marble chips to floors, stairways, etc.

- **CARPENTERS, MILLWRIGHTS. PILEDRIVERMEN. LATHERS. RESILEINT FLOOR LAYERS, DOCK BUILDERS, DIKERS, DIVER TENDERS**

Constructs, erects, installs and repairs structures and fixtures of wood, plywood and wallboard. Installs, assembles, dismantles, moves industrial machinery. Drives piling into ground to provide foundations for structures such as buildings and bridges, retaining walls for earth embankments, such as cofferdams. Fastens wooden, metal or rockboard lath to walls, ceilings and partitions of buildings, acoustical tile layer, concrete form builder. Applies firestopping materials on fire resistive joint systems only. Installation of curtain/window walls only where attached to wood or metal studs. Installation of insulated material of all types whether blown, nailed or attached in other ways to walls, ceilings and floors of buildings. Assembly and installation of modular furniture/furniture systems. Free-standing furniture is not covered. This includes free standing: student chairs, study top desks, book box desks, computer furniture, dictionary stand, atlas stand, wood shelving, two-position information access station, file cabinets, storage cabinets, tables, etc.

- **LABORER, CLEANING**

- The clean up of any construction debris and the general (heavy/light) cleaning, including sweeping, wash down, mopping, wiping of the construction facility and its furniture, washing, polishing, and dusting.

- **DELIVERY PERSONNEL**

- If delivery of supplies/building materials is to one common point and stockpiled there, prevailing wages are not required. If the delivery personnel are involved in the distribution of the material to multiple locations within the construction site then they would have to be paid prevailing wages for the type of work performed: laborer, equipment operator, electrician, ironworker, plumber, etc.

- An example of this would be where delivery of drywall is made to a building and the delivery personnel distribute the drywall from one "stockpile" location to further sub-locations on each floor. Distribution of material around a construction site is the job of a laborer or tradesman, and not a delivery personnel.

- **ELECTRICIANS**

Install, erect, maintenance, alteration or repair of any wire, cable, conduit, etc., which generates, transforms, transmits or uses electrical energy for light, heat, power or other purposes, including the Installation or maintenance of telecommunication, LAN wiring or computer equipment, and low voltage wiring. ***\*License required per Connecticut General Statutes: E-1,2 L-5,6 C-5,6 T-1,2 L-1,2 V-1,2,7,8,9.***

- **ELEVATOR CONSTRUCTORS**

Install, erect, maintenance and repair of all types of elevators, escalators, dumb waiters and moving walks. *\*License required by Connecticut General Statutes: R-1,2,5,6.*

- **FORK LIFT OPERATOR**

Laborers Group 4) Mason Tenders - operates forklift solely to assist a mason to a maximum height of nine (9) feet only.

Power Equipment Operator Group 9 - operates forklift to assist any trade, and to assist a mason to a height over nine (9) feet.

- **GLAZIERS**

Glazing wood and metal sash, doors, partitions, and 2 story aluminum storefronts. Installs glass windows, skylights, store fronts and display cases or surfaces such as building fronts, interior walls, ceilings and table tops and metal store fronts. Installation of aluminum window walls and curtain walls is the "joint" work of glaziers and ironworkers, which require equal composite workforce.

- **IRONWORKERS**

Erection, installation and placement of structural steel, precast concrete, miscellaneous iron, ornamental iron, metal curtain wall, rigging and reinforcing steel. Handling, sorting, and installation of reinforcing steel (rebar). Metal bridge rail (traffic), metal bridge handrail, and decorative security fence installation. Installation of aluminum window walls and curtain walls is the "joint" work of glaziers and ironworkers which require equal composite workforce.

- **INSULATOR**

- Installing fire stopping systems/materials for "Penetration Firestop Systems": transit to cables, electrical conduits, insulated pipes, sprinkler pipe penetrations, ductwork behind radiation, electrical cable trays, fire rated pipe penetrations, natural polypropylene, HVAC ducts, plumbing bare metal, telephone and communication wires, and boiler room ceilings.

- **LABORERS**

Acetylene burners, asphalt rakers, chain saw operators, concrete and power buggy operator, concrete saw operator, fence and guard rail erector (except metal bridge rail (traffic), decorative security fence (non-metal).

installation.), hand operated concrete vibrator operator, mason tenders, pipelayers (installation of storm drainage or sewage lines on the street only), pneumatic drill operator, pneumatic gas and electric drill operator, powermen and wagon drill operator, air track operator, block paver, curb setters, blasters, concrete spreaders.

- **PAINTERS**

Maintenance, preparation, cleaning, blasting (water and sand, etc.), painting or application of any protective coatings of every description on all bridges and appurtenances of highways, roadways, and railroads. Painting, decorating, hardwood finishing, paper hanging, sign writing, scenic art work and drywall hhg for any and all types of building and residential work.

- **LEAD PAINT REMOVAL**

- Painter's Rate

1. Removal of lead paint from bridges.
2. Removal of lead paint as preparation of any surface to be repainted.
3. Where removal is on a Demolition project prior to reconstruction.

- Laborer's Rate

1. Removal of lead paint from any surface NOT to be repainted.
2. Where removal is on a *TOTAL* Demolition project only.

- **PLUMBERS AND PIPEFITTERS**

Installation, repair, replacement, alteration or maintenance of all plumbing, heating, cooling and piping. *\*License required per Connecticut General Statutes: P-1,2,6,7,8,9 J-1,2,3,4 SP-1,2 S-1,2,3,4,5,6,7,8 B-1,2,3,4 D-1,2,3,4.*

- **POWER EQUIPMENT OPERATORS**

Operates several types of power construction equipment such as compressors, pumps, hoists, derricks, cranes, shovels, tractors, scrapers or motor graders, etc. Repairs and maintains equipment. *\*License required, crane operators only, per Connecticut General Statutes.*

- **ROOFERS**

Covers roofs with composition shingles or sheets, wood shingles, slate or asphalt and gravel to waterproof roofs, including preparation of surface. (demolition or removal of any type of roofing and or clean-up of any and all areas where a roof is to be relaid.)

- **SHEETMETAL WORKERS**

Fabricate, assembles, installs and repairs sheetmetal products and equipment in such areas as ventilation, air-conditioning, warm air heating, restaurant equipment, architectural sheet metal work, sheetmetal roofing, and aluminum gutters. Fabrication, handling, assembling, erecting, altering, repairing, etc. of coated metal material panels and composite metal material panels when used on building exteriors and interiors as soffits, fascia, louvers, partitions, canopies, cornice, column covers, awnings, beam covers, cladding, sun shades, lighting troughs, spires, ornamental roofing, metal ceilings, mansards, copings, ornamental and ventilation hoods, vertical and horizontal siding panels, trim, etc. The sheet metal classification also applies to the vast variety of coated metal material panels and composite metal material panels that have evolved over the years as an alternative to conventional ferrous and non-ferrous metals like steel, iron, tin, copper, brass, bronze, aluminum, etc. Fabrication, handling, assembling, erecting, altering, repairing, etc. of architectural metal roof, standing seam roof, composite metal roof, metal and composite bathroom/toilet partitions, aluminum gutters, metal and composite lockers and shelving, kitchen equipment, and walk-in coolers. To include testing and air –balancing ancillary to installation and construction.

- **SPRINKLER FITTERS**

Installation, alteration, maintenance and repair of fire protection sprinkler systems.

***\*License required per Connecticut General Statutes: F-1,2,3,4.***

- **TILE MARBLE AND TERRAZZO FINISHERS**

Assists and tends the tile setter, marble mason and terrazzo worker in the performance of their duties.

- **TRUCK DRIVERS**

~How to pay truck drivers delivering asphalt is under REVISION~

Truck Drivers are required to be paid prevailing wage for time spent "working" directly on the site. These drivers remain covered by the prevailing wage for any time spent transporting between the actual construction location and facilities (such as fabrication, plants, mobile factories, batch plant, borrow pits, job headquarters, tool yards, etc.) dedicated exclusively, or nearly so, to performance of the contract or project, which are so located in proximity to the actual construction location that it is reasonable to include them. ***\*License required, drivers only, per Connecticut General Statutes.***

***For example:***

- Material men and deliverymen are not covered under prevailing wage as long as they are not directly involved in the construction process. If, they unload the material, they would then be covered by prevailing wage for the classification they are performing work in: laborer, equipment operator, etc.
- Hauling material off site is not covered provided they are not dumping it at a location outlined above.
- Driving a truck on site and moving equipment or materials on site would be considered covered work, as this is part of the construction process.

➤ *Any questions regarding the proper classification should be directed to:*  
*Public Contract Compliance Unit*  
*Wage and Workplace Standards Division*  
*Connecticut Department of Labor*  
*200 Folly Brook Blvd, Wethersfield, CT 06109*  
*(860) 263-6790.*

**Connecticut Department of Labor  
Wage and Workplace Standards Division  
FOOTNOTES**

⇒ Please Note: If the “Benefits” listed on the schedule for the following occupations includes a letter(s) (+ a or + a+b for instance), refer to the information below.

Benefits to be paid at the appropriate prevailing wage rate for the listed occupation.

If the “Benefits” section for the occupation lists only a dollar amount, disregard the information below.

**Bricklayers, Cement Masons, Cement Finishers, Concrete Finishers, Stone Masons  
(Building Construction) and  
(Residential- Hartford, Middlesex, New Haven, New London and Tolland Counties)**

- a. Paid Holiday: Employees shall receive 4 hours for Christmas Eve holiday provided the employee works the regularly scheduled day before and after the holiday. Employers may schedule work on Christmas Eve and employees shall receive pay for actual hours worked in addition to holiday pay.

**Elevator Constructors: Mechanics**

- a. Paid Holidays: New Year’s Day, Memorial Day, Independence Day, Labor Day, Veterans’ Day, Thanksgiving Day, Christmas Day, plus the Friday after Thanksgiving.
- b. Vacation: Employer contributes 8% of basic hourly rate for 5 years or more of service or 6% of basic hourly rate for 6 months to 5 years of service as vacation pay credit.

**Glaziers**

- a. Paid Holidays: Labor Day and Christmas Day.

**Power Equipment Operators  
(Heavy and Highway Construction & Building Construction)**

- a. Paid Holidays: New Year’s Day, Good Friday, Memorial day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day, provided the employee works 3 days during the week in which the holiday falls, if scheduled, and if scheduled, the working day before and the working day after the holiday. Holidays falling on Saturday may be observed on Saturday, or if the employer so elects, on the preceding Friday.

**Ironworkers**

- a. Paid Holiday: Labor Day provided employee has been on the payroll for the 5 consecutive work days prior to Labor Day.

**Laborers (Tunnel Construction)**

- a. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. No employee shall be eligible for holiday pay when he fails, without cause, to work the regular work day preceding the holiday or the regular work day following the holiday.

**Roofers**

- a. Paid Holidays: July 4<sup>th</sup>, Labor Day, and Christmas Day provided the employee is employed 15 days prior to the holiday.

**Sprinkler Fitters**

- a. Paid Holidays: Memorial Day, July 4th, Labor Day, Thanksgiving Day and Christmas Day, provided the employee has been in the employment of a contractor 20 working days prior to any such paid holiday.

**Truck Drivers**

(Heavy and Highway Construction & Building Construction)

- a. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas day, and Good Friday, provided the employee has at least 31 calendar days of service and works the last scheduled day before and the first scheduled day after the holiday, unless excused.

Project: Washington Park: Interior and Exterior Renovations of Two Restrooms and Exterior Siding and Roof Replacement of Multiple Structures

Minimum Rates and Classifications  
for Building Construction

ID#: 25-9687

Connecticut Department of Labor  
Wage and Workplace Standards Division

By virtue of the authority vested in the Labor Commissioner under provisions of Section 31-53 of the General Statutes of Connecticut, as amended, the following are declared to be the prevailing rates and welfare payments and will apply only where the contract is advertised for bid within 20 days of the date on which the rates are established. Any contractor or subcontractor not obligated by agreement to pay to the welfare and pension fund shall pay this amount to each employee as part of his/her hourly wages.

Project Number:

Project Town: Groton

State#:

FAP#:

Project: Washington Park: Interior and Exterior Renovations of Two Restrooms and Exterior Siding and Roof Replacement of Multiple Structures

CLASSIFICATION	Hourly Rate	Benefits
1b) Asbestos/Toxic Waste Removal Laborers: Asbestos removal and encapsulation (except its removal from mechanical systems which are not to be scrapped), toxic waste removers, blasters.**See Laborers Group 7**		
1c) Asbestos Worker/Heat and Frost Insulator	48.81	34.05
2) Boilermaker	48.21	30.01
3a) Bricklayer, Cement Mason, Concrete Finisher (including caulking), Stone Masons	42.61	34.89 + a
3b) Tile Setter	40.0	32.75
3c) Tile and Stone Finishers	33.0	27.43
3d) Marble & Terrazzo Finishers	34.2	26.23
3e) Plasterer	44.52	29.63

As of: September 22, 2025

3f) Terrazzo Mechanics & Marble Setters	40.6	34.93
-----LABORERS-----		
4) Group 1: General laborers, carpenter tenders, concrete specialists, wrecking laborers and fire watchers.	35.7	28.85
4) Group 1a: Acetylene Burners (Hours worked with a torch)	36.7	28.85
4a) Group 2: Mortar mixers, plaster tender, power buggy operators, powdermen, fireproofers/mixer/nozzlemans (Person running mixer and spraying fireproof only).	35.95	28.85
4b) Group 3: Jackhammer operators/pavement breaker, mason tender (brick), mason tender (cement/concrete), forklift operators and forklift operators (masonry).	36.2	28.85
4c) **Group 4: Pipelayers: Licensed P6 -P7 (one or two employees of the total crew who primary task is to perform mating of pipe sections).	36.7	28.85
4d) Group 5: Air track operator, sand blaster and hydraulic drills.	36.45	28.85
4e) Group 6: Blasters, nuclear and toxic waste removal.	38.7	28.85
4f) Group 7: Asbestos/lead removal and encapsulation (except it's removal from mechanical systems which are not to be scrapped).	38.7	28.85
4g) Group 8: Bottom men on open air caisson, cylindrical work and boring crew.	36.2	28.85
4h) Group 9: Top men on open air caisson, cylindrical work and boring crew.	35.7	28.85

As of: September 22, 2025

4i) Group 10: Traffic Control Signalman	21.42	28.85
4j) Group 11: Toxic Waste Removers A or B With PPE	38.7	28.85
5) Carpenter, Acoustical Ceiling Installation, Soft Floor/Carpet Laying, Metal Stud Installation, Form Work and Scaffold Building, Drywall Hanging, Modular-Furniture Systems Installers, Lathers, Piledrivers, Resilient Floor Layers.	42.03	29.19
5a) Millwrights	43.25	29.13
5b) Carpenter - Welder	42.53	29.19
5c) Carpenter: Working with creosote lumber or acid	43.03	29.19
6) Electrical Worker (including low voltage wiring) (Trade License required: E1,2 L-5,6 C-5,6 T-1,2 L-1,2 V-1,2,7,8,9)	46.4	36.66+3% of gross wage
7a) Elevator Mechanic (Trade License required: R-1,2,5,6)	66.72	38.435+a+b
-----OUTSIDE LINE CONSTRUCTION-----		
Groundman	30.87	13.91
Linemen/Cable Splicer	56.12	32.85
8) Glazier (Trade License required: FG-1,2)	43.13	26.50+ a

9) Ironworker, Ornamental, Reinforcing, Structural, and Precast Concrete Erection	45.25	43.62 + a
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----OPERATORS----

Group 1: Crane Handling or Erecting Structural Steel or Stone; Hoisting Engineer (2 drums or over). (Trade License Required)	58.19	29.80 + a
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Group 1a: Front End Loader (7 cubic yards or over); Work Boat 26 ft. and Over	53.33	29.80 + a
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Group 2: Cranes (100 ton rate capacity and over); Bauer Drill/Caisson. (Trade License Required)	57.78	29.80 + a
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Group 2a: Cranes (under 100 ton rated capacity).	56.79	29.80 + a
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Group 2b: Excavator over 2 cubic yards; Pile Driver (\$3.00 premium when operator controls hammer)	52.92	29.80 + a
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Group 3: Excavator; Gradall; Master Mechanic; Hoisting Engineer (all types of equipment where a drum and cable are used to hoist or drag material regardless of motive power of operation), Rubber Tire Excavator (Drott-1085 or similar); Grader Operator; Bulldozer Finegrade. (slopes, shaping, laser or GPS, etc.). (Trade License Required)	51.92	29.80 + a
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Group 4: Trenching Machines; Lighter Derrick; CMI Machine or Similar; Koehring Loader (Skooper); Goldhofer.	51.42	29.80 + a
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Group 5: Specialty Railroad Equipment; Asphalt Spreader, Asphalt Reclaiming Machine; Line Grinder; Concrete Pumps; Drills with Self Contained Power Units; Boring Machine; Post Hole Digger; Auger; Pounder; Well Digger; Milling Machine (over 24 mandrel).	50.63	29.80 + a
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Group 5 continued: Side Boom; Combination Hoe and Loader; Directional Driller.	50.63	29.80 + a
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Group 6: Front End Loader (3 up to 7 cubic yards); Bulldozer (rough grade dozer).	50.22	29.80 + a
Group 7: Asphalt Roller; Concrete Saws and Cutters (ride on types); Vermeer Concrete Cutter; Stump Grinder; Scraper; Snooper; Skidder; Milling Machine (24" and under mandrel).	49.77	29.80 + a
Group 8: Mechanic; Grease Truck Operator; Hydroblaster; Barrier Mover; Power Stone Spreader; Welding; Work Boat Under 26 ft.; Transfer Machine; Rigger Foreman.	49.25	29.80 + a
Group 9: Front End Loader (under 3 cubic yards); Skid Steer Loader regardless of attachments; (Bobcat or Similar); Forklift, Power Chipper; Landscape Equipment (including Hydroseeder); Vacuum Excavation Truck and Hydrovac Excavation Truck (27 HG pressure or greater).	48.67	29.80 + a
Group 10: Vibratory hammer; ice machine; diesel and air, hammer, etc.	45.96	29.80 + a
Group 11: Conveyor, earth roller, power pavement breaker (whiphammer), robot demolition equipment.	45.96	29.80 + a
Group 12: Wellpoint Operator.	45.87	29.80 + a
Group 13: Compressor Battery Operator.	45.12	29.80 + a
Group 14: Elevator Operator; Tow Motor Operator (solid tire no rough terrain).	43.6	29.80 + a
Group 15: Generator Operator; Compressor Operator; Pump Operator; Welding Machine Operator; Heater Operator.	43.06	29.80 + a
Group 16: Maintenance Engineer.	42.2	29.80 + a

As of: September 22, 2025

Group 17: Portable Asphalt Plant Operator; Portable Crusher Plant Operator; Portable Concrete Plant Operator; Portable Grout Plant Operator; Portable Water Filtration Plant Operator.	47.91	29.80 + a
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Group 18: Power Safety Boat; Vacuum Truck; Zim Mixer; Sweeper; (Minimum for any job requiring a CDL license); Rigger; Signalman.	44.7	29.80 + a
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Surveyor: Chief of Party	48.16	29.80 + a
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Surveyor: Assistant Chief of Party	44.41	29.80 + a
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Surveyor: Instrument Man	42.73	29.80 + a
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Surveyor: Rodman or Chainman	36.78	29.80 + a
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-----PAINTERS (Including Drywall Finishing)-----

10a) Brush and Roller	39.57	26.50
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10b) Taping Only/Drywall Finishing	40.32	26.50
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10c) Paperhanger and Red Label	40.07	26.50
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10d) Spray	42.57	26.50
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10e) Spray Helper	40.57	26.50
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10f) Blast	44.57	26.50
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10g) Blast Helper	40.57	26.50
11) Plumber (excluding HVAC pipe installation) (Trade License required: P-1,2,6,7,8,9 J-1,2,3,4 SP-1,2)	50.58	36.30
12) Well Digger, Pile Testing Machine	37.26	24.05 + a
13) Roofer (composition)	45.15	22.44
14) Roofer (slate & tile)	45.65	22.44
15) Sheetmetal Worker (Trade License required for HVAC and Ductwork: SM-1,SM-2,SM-3,SM-4,SM-5,SM-6)	44.7	44.38
16) Pipefitter (Including HVAC work) (Trade License required: S-1,2,3,4,5,6,7,8 B-1,2,3,4 D-1,2,3,4, G-1, G-2, G-8 & G-9)	50.58	36.30
-----TRUCK DRIVERS-----		
17) Block Truck	37.48	32.68 + a
17a) 2 Axle	36.16	32.68 + a
17ab) Helpers	34.66	32.68 + a
17b) 3 Axle, 2 Axle Mixer	36.27	32.68 + a
17c) 3 Axle Mixer	36.33	32.68 + a

As of: September 22, 2025

17d) 4 Axle	36.39	32.68 + a
17e) 4 Axle Mixer	37.19	32.68 + a
17ef) 5 Axle	36.39	32.68 + a
17eg) 5 Axle Mixer	37.19	32.68 + a
17f) Heavy Duty Trailer (40 Tons and Over)	38.66	32.68 + a
17g) Euclids and Semi-Trailer	36.44	32.68 + a
17h) Heavy Duty Trailer up to 40 tons	37.39	32.68 + a
17i) Snorkle Truck	36.54	32.68 + a
17j) Swivel Dump and Tack Truck	36.39	32.68 + a
18) Sprinkler Fitter (Trade License required: F-1,2,3,4)	53.76	33.44 + a
19) Theatrical Stage Journeyman	25.76	7.34

Welders: Rate for craft to which welding is incidental.

Surveyors: Hazardous material removal: \$3.00 per hour premium.

\*Note: Hazardous waste removal work receives additional \$1.25 per hour for truck drivers.

\*\*Note: Hazardous waste premium \$3.00 per hour over classified rate.

Truck Drivers: Trainers Premium: \$3.00 over wage rate.

Truck Drivers: Night Premium - Mixer Drivers: \$2.00 over wage rate.

As of: September 22, 2025

Crane with 150 ft. boom (including jib) - \$1.50 extra  
Crane with 200 ft. boom (including jib) - \$2.50 extra  
Crane with 250 ft. boom (including jib) - \$5.00 extra  
Crane with 300 ft. boom (including jib) - \$7.00 extra  
Crane with 400 ft. boom (including jib) - \$10.00 extra

All classifications that indicate a percentage of the fringe benefits must be calculated at the percentage rate times the "base hourly rate".

Apprentices duly registered under the Commissioner of Labor's regulations on "Work Training Standards for Apprenticeship and Training Programs" Section 31-51-d-1 to 12, are allowed to be paid the appropriate percentage of the prevailing journeymen hourly base and the full fringe benefit rate, providing the work site ratio shall not be less than one full-time journeyman instructing and supervising the work of each apprentice in a specific trade.

The Prevailing wage rates applicable to this project are subject to annual adjustments each July 1st for the duration of the project.

Each contractor shall pay the annual adjusted prevailing wage rate that is in effect each July 1st, as posted by the Department of Labor.

It is the contractor's responsibility to obtain the annual adjusted prevailing wage rate increases directly from the Department of Labor's website.

The annual adjustments will be posted on the Department of Labor's Web page: [www.ct.gov/dol](http://www.ct.gov/dol). For those without internet access, please contact the division listed below.

The Department of Labor will continue to issue the initial prevailing wage rate schedule to the Contracting Agency for the project.

All subsequent annual adjustments will be posted on our Web Site for contractor access.

Contracting Agencies are under no obligation pursuant to State labor law to pay any increase due to the annual adjustment provision.

Effective October 1, 2005 - Public Act 05-50: any person performing the work of any mechanic, laborer, or worker shall be paid prevailing wage

All Person who perform work ON SITE must be paid prevailing wage for the appropriate mechanic, laborer, or worker classification.

All certified payrolls must list the hours worked and wages paid to All Persons who perform work ON SITE regardless of their ownership i.e.: (Owners, Corporate Officers, LLC Members, Independent Contractors, et. al)

Reporting and payment of wages is required regardless of any contractual relationship alleged to exist between the contractor and such person.

~~Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clause (29 CFR 5.5 (a) (1) (ii)).

Please direct any questions which you may have pertaining to classification of work and payment of prevailing wages to the Wage and Workplace Standards Division, telephone (860)263-6790.

As of: September 22, 2025

RFP # 10-14-25 Washington Park Renovations Check In Sheet

Name	Company	Email	Phone
Jaine Mora	Atova Home Prod.	sergei.athova@gmail.com AJAVA.MORA@gmail.com	203-650-2148 203-650-9348
Chris Cyr	7 Summit's Const	ccyr@7summits.com	860-462-0457
Jay Jacaruso	DEF Services Group	JAY.JACARUSO@DEFSG.COM	860-213-2021
Brett Marsh	Frank Zaino & Associates	bmarsh@fzai-inc.com	860 535 9337
Justin Sudhna	SJS Universal	jsudhna@jshoo.com	508-983-4965
Bill Ahlgaard	Lead Construction	Estimating@LeadConstruction.org	203 433 3414
Ron Johns	City of Groton		
Cathy Gauthier	City of Groton PRR		
Dominic Tongo	City of Groton		
ANDREW DROWI	DIVERSITY CG	andrew.diversitycg.com	475 837 8413
Juliana Alves	Mr Const USA	Juliana.MP@mrconstusa.com	203 802 2376

**R-26-xx-xx**

**RESOLUTION THAT THE MAYOR AND COUNCIL AUTHORIZE GROTON UTILITIES MANAGEMENT TO ISSUE A 5-YEAR CONTRACT FOR THE ENGINEERING STUDY OF GROTON UTILITIES AND BOZRAH LIGHT AND POWER ELECTRICAL SYSTEMS, WITH AN OPTIONAL 2-YEAR EXTENSION, TO RLC ENGINEERING, PLLC, 267 WHITTEN ROAD, HALLOWELL, MAINE AND ISSUE A PURCHASE ORDER NOT TO EXCEED TWO HUNDRED THREE THOUSAND FIVE HUNDRED DOLLARS AND ZERO CENTS (\$203,500.00) INCLUDING A TEN PERCENT (10%) CONTINGENCY FOR THE FIRST PHASE OF THE PROJECT TO BE FUNDED BY FY26 AND FY27 ELECTRICAL EXPENSE BUDGETS AND THAT THE DIRECTOR OF UTILITIES BE AUTHORIZED TO SIGN THE CONTRACT**

**WHEREAS**, it has been identified that a system study is needed in both Groton and Bozrah for the long-term capital plan to maintain and upgrade the electrical distribution systems of both utility companies and the request is to support a study where RLC Engineering, as the distribution system architect, will recommend improvement plans under their contract terms; and

**WHEREAS**, Management solicited bids and held a bid opening on October 7, 2025; and

**WHEREAS**, per bid process referenced as GU-25-Q8, RLC Engineering, PLLC, was the most qualified bid to award; and

**WHEREAS**, this project will study Groton Utilities 34.5kV and 13.8kV electrical distribution systems and architecture, and Bozrah Light and Power's 13.8kV electrical distribution system and architecture; and

**WHEREAS**, additional phases will be added as needed; and

**WHEREAS**, the price breakdown is as follows:

Cost of Phase I:	\$185,000.00
10% Contingency:	<u>\$ 18,500.00</u>
Total Request:	\$203,500.00; and

**WHEREAS**, Groton's cost share will be \$154,000.00 and Bozrah's cost share will be \$31,000.00; and

**WHEREAS**, at its regular meeting held on December 17, 2025 the Groton Utilities Commission authorized Groton Utilities Management to issue a 5-year contract for the architectural engineering study of Groton Utilities and Bozrah Light and Power Electrical System, with an optional 2-year extension, to RLC Engineering, PLLC, 267 Whitten Road, Hallowell, Maine and issue a purchase order not to exceed Two Hundred Three Thousand Five Hundred Dollars and Zero Cents (\$203,500.00) including a ten percent (10%) contingency for the first phase of the project to be funded by FY26 and

FY27 electrical expense budgets and furthermore that the City Council be apprised of this action with the recommendation that it concur;

**THEREFORE BE IT RESOLVED** that the Mayor and Council authorize Groton Utilities Management to issue a 5-year contract for the engineering study of Groton Utilities and Bozrah Light and Power Electrical Systems, with an optional 2-year extension, to RLC Engineering, PLLC, 267 Whitten Road, Hallowell, Maine and issue a purchase order not to exceed Two Hundred Three Thousand Five Hundred Dollars and Zero Cents (\$203,500.00) including a ten percent (10%) contingency for the first phase of the project to be funded by FY26 and FY27 electrical expense budgets and that the Director of Utilities be authorized to sign the contract.

## Action Item Form

Date Submitted: 12/05/2025

Department: Electric

Request Initiated by: K. Odell

Date of Utilities Commission Meeting: 12/17/2025

**Vendor Information:** Preferred Vendor  Sole Source  MSA  Bid Award 

Company Name: RLC Engineering, PLLC

Street Address: 176 Gannett Dr

City South Portland

State ME

**Product(s) / Project Description:** What? Where? When? Why?

Consideration of an action to authorize Groton Utilities Management to issue a purchase order to RLC Engineering, PLLC, 267 Whitten Rd, Hallowell, ME 04347 for the amount of Two Hundred Three Thousand Five Hundred Dollars and Zero Cents (\$203,500.00) including a ten percent (10%) contingency to support a system architectural study of Groton Utilities 34.5kV and 13.8kV electrical distribution systems, and Bozrah Light and Powers 13.8kV electrical distribution system. This project will be funded by FY2026 Electrical Expense budgets. Where RLC Engineering will be awarded the support system architectural role contract.

**Funding Source:**Budgeted  Non-Budgeted 

Other:

Bonded Capital  Non-Bonded Capital 

Purchase Amount \$ 185,000.00

Contingency 10 \$ 18,500.00

% **TOTAL REQUEST:** \$ 203,500.00Requesters Signature: 



At Your Service

December 4<sup>th</sup>, 2025

Mr. Asa Sproul, P.E.  
RLC Engineering, PLLC  
176 Gannett Dr  
South Portland, ME 04106  
VIA EMAIL

Dear Mr. Sproul:

Thank you for responding to our Request for Proposal for Electrical Distribution System Study, as well as taking the time to interview with our team.

We received several proposals in response to our request and appreciate your interest in our company. Selections were based on factors including previous experience, location, strength of staff that best meets our RFP support requirements, services, and cost.

We are pleased to inform you, that pending financial approvals through our Utilities Commission, and Mayor and Council, award of the Electrical Distribution System Study will be made to RLC Engineering, PLLC.

We look forward to working with you.

Best Regards,

GROTON UTILITIES

A handwritten signature in blue ink, appearing to read "William Robarge", is written over the printed name.

William Robarge, GM Electric

KRO/WJR

**Bid Tabulation for RFQ GU 25-Q8 - Due 10.07.2025 - Electrical Distribution System Studies**

Bidder (company)	Address	Lump Sum GU 13.8kV Line 1	Lump Sum GU 34.5kV Line 2	Lump Sum BLP 13.8kV Line 3	Lump Sum BL&P 34.5kV Line 4	TOTAL
LaBella	300 State St, Suite 201 Rochester, NY 14614	\$128,800	\$128,800	\$128,800	\$128,800	\$515,200
Roussey LTD & Patriot Power Solutions	444 Creamery Way Exton, PA	\$159,950.00	\$159,950.00	\$159,950.00	\$0.00	\$479,850.00
Power Tek USA LLC	3909 Witmer Rd Niagra Falls, NY	\$137,048	\$137,048	\$137,048	\$137,048	\$548,192.00
LND Technical Solutions	9337 Katy Fwy, Suite B-5104 Houston, TX 77024	\$52,700	\$52,700	\$44,750	\$44,750	\$194,900.00
RLC Engineering	176 Ganett Drive South Portland, ME 04106	\$92,500.00	\$61,500.00	\$31,000.00	\$0.00	\$185,000.00

**R-26-xx-xx RESOLUTION THAT THE MAYOR AND COUNCIL AUTHORIZE GROTON UTILITIES MANAGEMENT TO ISSUE A PURCHASE ORDER TO NATIONAL WATER MAIN CLEANING COMPANY (NWMCC), 25 MARCHALL STREET, CANTON , MASSACHUSETTS, NOT TO EXCEED FIVE HUNDRED THIRTY-FIVE THOUSAND DOLLARS AND NO CENTS (\$535,000.00) FOR THE CITY OF GROTON SEWER CLEANING AND INSPECTION TO BE FUNDED BY FY26 AND FY27 WASTEWATER NON-BONDED CAPITAL**

**WHEREAS**, this project was planned during the FY25 budget planning process; and

**WHEREAS**, Management solicited bids for this cleaning and inspection, and a bid opening was held on November 10,2025; and

**WHEREAS**, NWMCC will provide cleaning and video inspection services of the City of Groton sanitary sewer system, which consists of approximately 169,000 lineal feet of gravity sewer pipe ranging from 8" to 30" diameters; and

**WHEREAS**, the project is scheduled to start in early 2026 and have a duration of approximately one year; and

**WHEREAS**, this inspection will allow for prioritization for future repairs as needed to the Groton Wastewater collection system, and

**WHEREAS**, the cost breakdown is as follows:

Project Cost:	\$486,346.00
10% contingency (rounded):	\$ 48,654.00
Total Request:	\$535,000.00; and

**WHEREAS**, at its regular meeting held on December 17, 2025, the Groton Utility Commission/ Water Pollution Control Authority authorized Groton Utilities Management to issue a purchase order to National Water Main Cleaning Company (NWMCC), 25 Marchall Street, Canton , Massachusetts, not to exceed Five Hundred Thirty Five Thousand Dollars and No Cents (\$535,000.00) for the City of Groton Sewer Cleaning and Inspection to be funded by FY26 and FY27 Wastewater Non-bonded capital, and furthermore that the City Council be apprised of this action with the recommendation that it concur;

**THEREFORE BE IT RESOLVED** that the Mayor and Council authorize Groton Utilities Management to issue a purchase order to National Water Main Cleaning Company (NWMCC), 25 Marchall Street, Canton , Massachusetts, not to exceed Five Hundred Thirty Five Thousand Dollars and No Cents (\$535,000.00) for the City of Groton Sewer Cleaning and Inspection to be funded by FY26 and FY27 Wastewater Non-bonded capital.

## Action Item Form

Date Submitted: 12/09/2025

 Department: Wastewater 

Request Initiated by: Lafontaine

Date of Utilities Commission Meeting: 12/17/2025

**Vendor Information:** Preferred Vendor  Sole Source  MSA  Bid Award 

Company Name: National Water Main Cleaning Company (NWMCC)

Street Address: 25 Marchall Street City Canton State MA

**Product(s) / Project Description:** What? Where? When? Why?

Management is requesting approval for National Water Main Cleaning Company (NWMCC), which submitted the lowest bid of \$486,346 with an additional 10% contingency for a total of \$534,980.60 for City of Groton Sewer Cleaning and Inspection Bid #GU-25-Q6: Provide cleaning and video inspection services for the City of Groton sanitary sewer system, which consists of approximately 169,000 lineal feet of gravity sewer pipe ranging from 8" to 30" diameters. The project is scheduled to start in early 2026 and have a duration of approximately one year. Fiscal Year 26/27 Non-bonded capital funds will be utilized (\$300,000: FY26 and \$234,980.60: FY27). See attached Bid Evaluation, dated November 10, 2025.

**Funding Source:**

 Budgeted  Non-Budgeted 

Other:

 Bonded Capital  Non-Bonded Capital 

Purchase Amount \$ 486,346.00

Contingency 10 \$ 48,634.60

**% TOTAL REQUEST:** \$ 534,980.60

Requesters Signature:





213 Court Street, Suite 501  
Middletown, CT 06457  
860.343.8297 | wright-pierce.com

November 10, 2025

Micheal Weber, Manager Water and Wastewater Engineering  
Groton Utilities  
295 Meridian Street  
Groton, Connecticut, 06340

SUBJECT: Groton Utilities- Sewer Cleaning and Inspection BID GU-25-Q6  
Evaluation of Bids

Dear Mike,

We have completed our review of the construction bids that were received for the subject project on October 28, 2025. This letter represents a summary of our findings. Two bids were received and reviewed. A tabulation of the bids received is enclosed. National Water Main Cleaning Company (NWMCC) submitted the lowest Total Bid in the amount of \$486,346. In reviewing the bid package, no deficiencies were noted.

Wright-Pierce has worked with NWMCC on numerous past projects and is not aware of any reason why this contract should not be awarded to NWMCC as the lowest responsible and responsive bidder.

If Groton Utilities (GU) decides to proceed with the project based on the lowest responsive bidder, GU should issue a letter to National Water Main Cleaning Company stating GU's intention to award the contract for the Total Bid. We would be happy to assist GU with submitting the necessary documentation for approval, awarding the contract, and executing the contract documents.

Sincerely,  
WRIGHT-PIERCE

A handwritten signature in black ink, appearing to read "Therlin Montgomery", with a long horizontal flourish extending to the right.

Therlin Montgomery  
Project Manager  
[therlin.montgomery@wright-pierce.com](mailto:therlin.montgomery@wright-pierce.com)

Project Name/No.: City of Groton Sanitary Sewer Cleaning and Video Inspection

Issuing Office: Middletown Office  
213 Court St, Ste 501  
Middletown, CT 06457

Bid Opening: 10/28/2025 10:00 AM

Bid Open Location: Groton Utilities (1240 Poquonnock Road)

ENG/PM: Therlin Montgomery

BID QUANTITIES				BIDDER'S NAME			
				National Water Main		Savy & Sons *	
Item #	Item	Quantity	Unit	Unit Bid	Amount	Unit Bid	Amount
1	Light Cleaning of 8-inch through 12-inch Diameter Sewer Pipe	142,200	Per LF	\$2.25	\$319,950.00	\$6.10	\$867,420.00
2	Light Cleaning of 15-inch through 20-inch Diameter Sewer Pipe	3,600	Per LF	\$3.25	\$11,700.00	\$8.42	\$30,312.00
3	Light Cleaning of 30-inch Diameter Sewer Pipe	1,100	Per LF	\$8.75	\$9,625.00	\$11.02	\$12,122.00
4	Heavy Cleaning of 8-inch through 12-inch Diameter Sewer Pipe	15,800	Per LF	\$0.01	\$158.00	\$7.67	\$121,186.00
5	Heavy Cleaning of 15-inch through 20-inch Diameter Sewer Pipe	400	Per LF	\$0.01	\$4.00	\$15.15	\$6,060.00
6	Heavy Cleaning of 30-inch Diameter Sewer Pipe	200	Per LF	\$0.01	\$2.00	\$30.29	\$6,058.00
7	Closed Circuit Television Inspection of 8-inch through 12-inch Diameter Sewer	158,000	Per LF	\$0.50	\$79,000.00	\$2.46	\$388,680.00
8	Closed Circuit Television Inspection of 15-inch through 20-inch Diameter Sewer	4,000	Per LF	\$0.50	\$2,000.00	\$3.03	\$12,120.00
9	Closed Circuit Television Inspection of 30-inch Diameter Sewer	2,000	Per LF	\$2.00	\$4,000.00	\$6.06	\$12,120.00
10	Debris Removal and Disposal	3	Per Ton	\$1,500.00	\$4,500.00	\$978.00	\$2,934.00
11	(Night Work) Light Cleaning of 15-inch through 20-inch Diameter Sewer Pipe	3,600	Per LF	\$2.50	\$9,000.00	\$9.75	\$35,100.00
12	(Night Work) Light Cleaning of 8-inch through 12-inch Diameter Sewer Pipe	1,800	Per LF	\$1.50	\$2,700.00	\$14.62	\$26,316.00
13	(Night Work) Light Cleaning of 30-inch Diameter Sewer Pipe	900	Per LF	\$8.00	\$7,200.00	\$19.49	\$17,541.00
14	(Night Work) Heavy Cleaning of 8-inch through 12-inch Diameter Sewer Pipe	400	Per LF	\$0.01	\$4.00	\$21.92	\$8,768.00
15	(Night Work) Heavy Cleaning of 15-inch through 20-inch Diameter Sewer Pipe	200	Per LF	\$0.01	\$2.00	\$43.84	\$8,768.00
16	(Night Work) Heavy Cleaning of 30-inch Diameter Sewer Pipe	100	Per LF	\$0.01	\$1.00	\$87.67	\$8,767.00
17	(Night Work) Closed Circuit Television Inspection of 8-inch through 12-inch Diameter Sewer	4,000	Per LF	\$0.50	\$2,000.00	\$4.39	\$17,560.00
18	(Night Work) Closed Circuit Television Inspection of 15-inch through 20-inch Diameter Sewer	2,000	Per LF	\$0.50	\$1,000.00	\$4.39	\$8,780.00
19	(Night Work) Closed Circuit Television Inspection of 30-inch Diameter Sewer	1,000	Per LF	\$2.00	\$2,000.00	\$8.77	\$8,770.00
20	(Night Work) Debris Removal and Disposal	1	Per Ton	\$1,500.00	\$1,500.00	\$978.00	\$978.00
21	Connecticut Department of Transportation (CT DOT) Encroachment Permits	\$5,000	Allowance	\$5,000	\$5,000	Allowance	\$5,000.00
22	Uniformed Police Officer Allowance	25,000	Allowance	\$25,000	\$25,000	Allowance	\$25,000.00

**Total Bid: \$486,346.00**

**Total Bid: \$1,630,360.00**

\* Total Bid submitted by Savy & Sons as written in their submitted Bid Form is \$1,600,360.00. This total amount did not include the bid allowances of \$5,000 and \$25,000 (Bid Items # 21 and 22). Therefore, the total bid amount has been adjusted in this Bid Tabulation to include these Allowances.

**R-26-xx-xx RESOLUTION THAT THE MAYOR AND COUNCIL AUTHORIZE THE APPROVAL OF A PERMANENT ACCESS ROAD EASEMENT FOR EVERSOURCE AT 101 SANDY HOLLOW ROAD, LEDYARD, CONNECTICUT, PROPERTY OWNED BY THE CITY OF GROTON, AND THAT THE MAYOR OF THE CITY OF GROTON BE AUTHORIZED TO SIGN THE AGREEMENT**

**WHEREAS**, Eversource upgraded their transmission line that runs through the Ledyard Reservoir; and

**WHEREAS**, during construction, Groton Utilities granted Eversource permission to use the existing entrance from Gate #46 on Long Cove Road to maintain watershed security and access their structures; and

**WHEREAS**, Groton Utilities has requested that Eversource use the Gate #46 entrance for maintenance that may be needed on their transmission line; and

**WHEREAS**, granting this access would eliminate the construction of another access road and will minimize environmental impacts, protect the Ledyard and Morgan Reservoirs, and prevent unauthorized access points for vehicles; and

**WHEREAS**, the City of Groton Planning and Zoning Commission approved the 8-24 on December 16, 2025; and

**WHEREAS**, at its regular meeting held on October 15, 2025, the Groton Utilites Commission/Water Pollution Control Authority authorized Groton Utilities Management to move forward and take necessary steps to authorize a permanent access road easement at 101 Sandy Hollow Road, Ledyard, Connecticut, property owned by the City of Groton, and furthermore, that the City Council be apprised of this action with the recommendation that it concur and take the necessary steps to proceed with this agreement;

**THEREFORE BE IT RESOLVED** that the Mayor and Council authorize the approval of a permanent access road easement for Eversource at 101 Sandy Hollow Road, Ledyard, Connecticut, property owned by the City of Groton and that the Mayor of the City of Groton be authorized to sign the agreement.

## Action Item Form

Date Submitted: 10/09/2025

Department: Water

Request Initiated by: Michael Weber

Date of Utilities Commission Meeting: 10/15/2025

**Vendor Information:** Preferred Vendor  Sole Source  MSA  Bid Award 

Company Name:

Street Address:

City

State

**Product(s) / Project Description:** What? Where? When? Why?

Eversource has requested an Easement allowing them access to their poles that are located in the Groton Utility Watershed.

**Funding Source:**Budgeted  Non-Budgeted Other: *N/A*Bonded Capital  Non-Bonded Capital 

Purchase Amount \$

Contingency \$

% **TOTAL REQUEST:** \$

Requesters Signature:

*Michael Weber (map)*

Return Original To:

Eversource Energy  
107 Selden Street  
Berlin, CT 06037  
Attn: Stephen Schadler

**PERMANENT ACCESS ROAD EASEMENT**

KNOW ALL MEN BY THESE PRESENTS, that the City of Groton, Connecticut, a municipal corporation with an address at 295 Meridian Street, CT (the “**Grantor**”), as the owner of that certain piece or parcel of real property known as 101 Sandy Hollow Road, Ledyard, Connecticut, consisting of approximately 704 acres, and shown on the Ledyard Assessor’s Map ID: 96-2170-101 (the “**Premises**”), for a valuable non-monetary consideration described herein, the sufficiency of which is hereby acknowledged, does hereby grant to The Connecticut Light and Power Company, d/b/a Eversource Energy, a specially chartered Connecticut corporation having its office in Berlin, Connecticut, its successors and assigns forever (the “**Grantee**”), a permanent, non-exclusive easement over and across the Premises upon the existing Morgan Reservoir Fire Road (so-called) for the purpose of providing ingress and egress to and from Long Cove Road, a public highway, and Grantee’s existing electric transmission and distribution right-of-way (the “**Easement**”), which electric transmission and distribution right-of-way is located, in part, on the Premises . The Easement shall include, without limitation, the right of the Grantee to enter upon, travel and transport personnel, materials and equipment over and upon the Morgan Reservoir Fire Road (the “**Access Area**”) for purposes relating to Grantee’s electric facilities.

The Grantor shall maintain the Access Area in good condition and repair it for its use and for the use of the Grantee for the purposes set forth in this Easement. However, if necessary, the Grantee shall have the right to cut and remove trees, brush, rocks, and other obstructions within or otherwise interfering with Grantee’s reasonable use of the Access Area, the right to fill depressions, roughly grade the surface of, and to lay down crushed stone or other material to make the Access Area suitable for its reasonable use; provided no major improvements shall be done pursuant to such rights without the Grantor’s prior review and written consent, which consent shall not be unreasonably conditioned or withheld.

The Premises, which are used by Grantor for public drinking water supply purposes, include or abut a public water supply reservoir. The Access Area is more particularly shown and described in Exhibits A and B attached hereto and made part hereof.

The Grantor and the Grantee are also sometimes hereinafter referred to collectively as the Parties and individually as a Party.

1. The Grantor hereby reserves the right to use the Access Area for any and all purposes that (i) do not unreasonably interfere with the Grantee’s use of the Access Area and exercise of any of the rights herein granted and (ii) do not create a hazard.
2. The Grantor, by its granting of said Easement and rights, and the Grantee, by its acceptance of same, hereby acknowledge, covenant and agree for themselves and their respective heirs, successors and assigns as follows:

(a) the Easement and other rights granted herein for the benefit of the Grantee, its successors and assigns, are intended to be permanent and run with the land, and are to be fully apportionable and fully assignable or transferable, all or in part, to a future owner / operator of Grantee's business including the use of the electric transmission and distribution right-of-way, without the need of any consent of the Grantor or the Grantor's heirs, successors and assigns;

(b) the Grantee shall not erect any building or structure on, place or store any materials on, obstruct, excavate, fill, or flood the Access Area, or otherwise use the Access Area in any manner that, in the reasonable opinion of the Grantor may interfere with the exercise of any of the rights retained by Grantor and/or may create a hazard;

(c) no cessation of use of all or any portion of said Easement or rights herein granted or of the Access Area by Grantee shall be deemed an abandonment thereof resulting in the termination of any aspect of the Easement and/or rights or of the Access Area, unless the holder of same at the time of such cessation of use or operation releases, in a written instrument in recordable form, its rights in such easement and rights or in the Access Area;

(d) the Grantor reserves the right to relocate the Access Area, at Grantor's sole cost and expense, and will consult with the Grantee to ensure such relocation does not materially increase the time, expense, or difficulty of access to Grantee's Right-of-Way as that permitted in and over the original Access Area. The Grantor agrees to submit written plans and drawings to the Grantee for its review and comment at least thirty (30) days prior to any proposed relocation.

(e) the Grantee agrees that the Easement and other rights granted herein are intended to be used in conjunction and coordination with the rights of Grantor in, upon and over the Access Area; and the Grantee covenants and agrees, for the benefit of Grantor, to keep the Access Area available for use by Grantor and avoid interference with Grantor's use of the Access Area. Grantor similarly covenants and agrees that it shall use the Access Area in conjunction and coordination with Grantee in a manner to keep the Access Area available for use by Grantee and avoid interference with Grantee's use of the Access Area to the extent feasible.

(f) In accordance with the provisions of Paragraph 2 (e), above, Grantee covenants and agrees to use their best effort to provide reasonable advance notice to Grantor of any proposed activity and use of the Access Area except for emergency access and access for routine maintenance and inspection work.

(g) The Grantee agrees that any damage to the Premises caused by its activity within the Access Area shall be corrected and restored to a condition substantially equal to that existing immediately prior to the time such damage occurred. If any activity conducted by Grantee pursuant to the Easement requires the approval of a government entity, Grantee agrees to obtain such approval without cost or expense to Grantor prior to conducting the regulated activity.

3. Except for the negligence or willful misconduct of the Grantor, the Grantee hereby agrees to indemnify, defend and hold harmless the Grantor and its officers, officials, employees and agents from and against all losses, claims, costs, liabilities, damages and expenses (including, but not limited to reasonable attorney's fees) attributable in whole or in part to **(i)** the exercise by the Grantee of the easement and rights granted by this instrument or **(ii)** any failure by the Grantee to comply with any of the provisions of this Agreement.

The foregoing obligation of the Grantee to indemnify and hold harmless the Grantor, its officers, officials, employees and agents, shall not apply to the extent of any such loss, cost, claim, expense, damage or liability that (y) is the result of the conduct or omission of any third party **not** affiliated with, and not under the control of the Grantee or (z) relates to a pre-existing and/or current environmental condition, other than any environmental condition caused by the Grantee or any person under its control.

4. (a) As consideration for the Easement and rights granted by this instrument, the Grantee hereby acknowledges, covenants and agrees with the Grantor that:

(i) the Grantee acknowledges that it will not build an access road within its electric transmission and distribution right-of-way between structures 3330 and 3334 but reserves the right to construct/install a temporary timber matted road if necessary to work on infrastructure. Timber matting to be removed upon completion of work.

(ii) the Grantee will keep in place, and maintain a row of large rocks at the eastern side of the work pad at structure 3330 to establish and maintain a physical barrier to prohibit vehicular access to Grantor's reservoir on the Premises; and

(iii) the Grantee will keep in place and maintain a row of large rocks at the western side of the work pad at structure 3335 to establish and maintain a physical barrier to prohibit vehicular access to Grantor's reservoir on the Premises.

(b) The Grantor and the Grantee covenant and agree that in the event the Grantee fails to fully comply with the provisions of Paragraph 4 (a), above, the Grantor shall be without an adequate remedy at law and may seek, and shall be entitled to receive, an order for injunctive relief requiring Grantee to comply with said provisions.

5. The Parties covenant and agree that this instrument shall be recorded on the Ledyard Land Records and may only be modified by a written instrument signed by both Parties, referring to this instrument and recorded on the Ledyard Land Records.

6. The rights and obligations of the Parties herein shall run with the land and bind their respective heirs, successors and assigns.

The words "Grantor" and "Grantee" in this instrument are intended, where the context requires or permits or is appropriate, to include the plural number as well as the singular and their heirs, executors, administrators, successors and assigns.

SIGNATURE PAGES FOLLOW

TO HAVE AND TO HOLD the above granted and bargained rights and Easement unto the said Grantor, its successors and assigns, forever.

IN WITNESS WHEREOF the Grantor, intending to be legally bound hereby, has duly executed this agreement on this the \_\_\_ day of \_\_\_\_\_ 2025.

GRANTEE:

Signed and witnessed in the presence of:

Witness 1: City of Groton

Sign: \_\_\_\_\_ By: \_\_\_\_\_  
Print: Keith Hendrick  
Its: Mayor

Witness 2:  
Sign: \_\_\_\_\_  
Print: \_\_\_\_\_

**ACKNOWLEDGEMENT**

STATE OF CONNECTICUT

ss: City of Groton

COUNTY OF NEW LONDON

On this the \_\_\_ day of \_\_\_\_\_ 2025 before me, the undersigned officer, personally appeared Keith Hendrick, the Mayor of Groton, who has proven to me with proper identification and/or through personal knowledge to be the person whose name is subscribed on the preceding or attached document, and acknowledged that he signed it voluntarily and of his free will and deed and the free act and deed of the City of Groton for its stated purpose.

In witness whereof, I hereunto set my hand and official seal.

Sign: \_\_\_\_\_  
Print: \_\_\_\_\_

Commissioner of the Superior Court  
Notary Public -- My Commission Expires: \_\_\_\_\_

IN WITNESS WHEREOF the Grantee, intending to be legally bound hereby, has duly executed this agreement on this the \_\_\_\_\_ day of \_\_\_\_\_ 2025.

**GRANTEE:**

Signed and witnessed in the presence of:

Witness 1:

The Connecticut Light and Power Company dba  
Eversource Energy

Sign: \_\_\_\_\_

Print:

By: \_\_\_\_\_

Christopher Soroka

Witness 2:

Its: Supervisor, T&D Right of Way and  
Duly Authorized Agent

Sign: \_\_\_\_\_

Print:

**ACKNOWLEDGEMENT**

STATE OF CONNECTICUT

ss: BERLIN

COUNTY OF HARTFORD

On this \_\_\_ day of \_\_\_\_\_, 2025 before me, the undersigned officer, personally appeared Kimberly A. Bianchi, the Supervisor, T&D Right of Way of Eversource Energy who is known to me or who has satisfactorily proven with proper photo identification to be the person whose name is scribed to within this instrument and acknowledged that she executed the same for the purposes therein contained as her free act and deed and the free act and deed of The Connecticut Light and Power Company d/b/a Eversource Energy as its Duly Authorized Agent.

In witness whereof, I hereunto set my hand and official seal.

Sign: \_\_\_\_\_

Print:

Commissioner of the Superior Court

Notary Public -- My Commission Expires: \_\_\_\_\_

Exhibit A  
Description of Access Area

The Access Area referenced herein is of varied width and begins on the easterly side of Long Cove Road and continues in a general northeast direction following an existing gravel travelled way and ends at the westerly limits of Grantee's existing electric facilities right of way. For a depiction of said Access Area see Exhibit B attached herein.

Exhibit B  
Map of Access



## MEMORANDUM

To: City of Groton Planning and Zoning Commission  
CC: Mayor Jill Rusk  
From: Michael Weber  
November 14, 2025  
CGS 8-24 Referral: Eversource Transmission Lines in Watershed

---

Starting in 2022, Eversource began the planning and construction process for replacing and upgrading transmission lines within the Groton Utilities watershed area, specifically across the northern portion of Ledyard Reservoir. An easement for the transmission lines was granted in previous years; a new easement, however, was required to access the transmission line towers from Long Cove Road through City of Groton watershed and reservoir property.

The current easement request and review from the Planning and Zoning Commission is in reference to an easement starting on Long Cove Road and running northerly on the west side of Ledyard Reservoir, along an existing access road used by Groton Utilities for management and maintenance purposes. Eversource, during the construction process, was allowed to use this road for temporary access to transmission tower platforms for the purpose of construction. The access road is in good condition and remained so during the use period by Eversource construction crews and associated equipment. The entire construction period (2023 – 2024) was supervised by GU Watershed Surveillance and Patrol staff. No significant issues were noted during that period and there was good cooperation from Eversource and its representatives.

The document attached addresses a **permanent easement** to the transmission lines noted. It has been reviewed by Groton Utilities staff and our attorneys, Bercham Moses, as well as by Eversource transmission line and legal staff. Eversource has proved to be a good steward along the transmission line corridors and accessways and we encourage the Commission to approve and move forward with the acceptance of this easement.

Attachments:

- (1) Easement Document
- (2) Aerial Photo Location Maps

**R-26-xx-xx**

**RESOLUTION THAT THE MAYOR AND COUNCIL AUTHORIZE AND APPROVE A DONATION OF [DOLLAR AMOUNT] (\$XXX.XX) TO GROTON COMMUNITY MEALS, 119 HIGH STREET, MYSTIC, CONNECTICUT**

**WHEREAS**, Groton Community Meals is a non-profit 501(c)(3) organization committed to making a meaningful difference for families facing food insecurity in Groton and our surrounding towns; and

**WHEREAS**, the City of Groton received a request for donation from Groton Community Meals to help support their initiatives including serving hot meals to Groton area children, adults, and seniors, preparing weekly meals for individuals at Thrive 55+ Active Living Center and Thames River Magnet School, and twice-monthly mobile meal deliveries; and

**WHEREAS**, resolution R-14-4-48 authorized the City Council to make donations to support the social, cultural and educational interests of the City of Groton;

**THEREFORE, BE IT RESOLVED** that the Mayor and Council authorize and approve a donation of [dollar amount] (\$xxx.xx) to Groton Community Meals, 119 High Street, Mystic, Connecticut.



December 9, 2025

Dear Friends,

As 2025 comes to a close, we hope you and your family are doing well. Groton Community Meals is a non-profit 501(c)(3) organization committed to making a meaningful difference for families facing food insecurity in Groton and our surrounding towns. This year brought many challenges, and more of our neighbors are struggling to access reliable, nutritious food. Even so, Groton Community Meals remains hopeful, and today, **we are asking for your support to continue this vital work.**



*The generosity of others from our community is essential for the continued success of this program. Pictured: Some of our weekly volunteers work together to prepare a meal in support of our mission to provide the community with nourishment and fellowship.*

Recent state data from CTDataHaven.org shows just how much community support matters, as food insecurity continues to impact far too many in our region:

- **11% of Connecticut households struggle to access enough food**
- **In Groton, the rate of food insecurity is estimated at 13%**
- **More than 158,000 CT residents have relied on a food pantry this year**

Higher living costs, the recent government shutdown, and 2025 legislative impacts, have all put additional strain on families as well as our food suppliers like CT Foodshare and Gemma Moran Food Distribution Center in New London. That is why our work, offering free, nutritious meals in a welcoming atmosphere, is more important than ever.

In 2025, with the support of our donors and volunteers, we:

- Served 16,000+ hot meals to Groton area children, adults, and seniors
- Prepared weekly meals for 400–500 people at *Thrive 55+ Active Living Center* and *Thames River Magnet School*
- Outfitted our Food Truck and Trailer with necessary cooking and heating equipment
- Received essential food resources from our partners at the *Gemma Moran Food Distribution Center*, *CT Foodshare*, and several local businesses and restaurants
- Logged 3,800+ volunteer hours from caring neighbors who showed up every week to help

Our new food trailer will allow us to begin twice-monthly mobile meal deliveries in 2026, reaching individuals who cannot easily travel to our meal sites. This expansion is a major step forward in meeting our community in neighborhoods where they live, and will increase the total number of people served.

**You may be wondering how you can help.** We welcome new volunteers. You can apply online at our website at [www.grotonmeals.org/volunteer](http://www.grotonmeals.org/volunteer). In addition to volunteering, your financial generosity directly ensures that warm, nutritious meals continue reaching families who need them. If you are able, we kindly ask you to consider a gift to Groton Community Meals. **If you have already donated this year, we thank you.**

Donations can be made by mail using the enclosed pre-addressed envelope or securely online at [www.grotonmeals.org/donate](http://www.grotonmeals.org/donate).



Every contribution, whether large or small, makes a real difference.

**Thank you to all our supporters for standing with the children, families, and individuals who rely on these meals.** We simply could not do this work without donors, volunteers, and community members. We are especially grateful to our chefs, board members, and weekly volunteers whose dedication makes our meals possible year-round.

We wish you and your loved ones a warm holiday season and a healthy, hopeful New Year.

With hope,

David Schulz  
GCM Board Chair



*PICTURED: Here are some of the 40+ volunteers from GCM who come together weekly to share their time and talents as they help prepare and distribute over 400 to-go meals, and manage our community garden at Groton Human Services. "Hats off to all our donors, staff, and volunteers! We could not do this important work without you!"*



C/O Union Baptist Church  
119 High Street | Mystic, CT 06355 | [www.GrotonMeals.org](http://www.GrotonMeals.org)

Groton Community Meals Inc | 119 High Street | Mystic, CT 06355 US

[Unsubscribe](#) | [Update Profile](#) | [Constant Contact Data Notice](#)

**R-26-xx-xx RESOLUTION THAT THE MAYOR AND COUNCIL AUTHORIZE AND APPROVE A DONATION OF [DOLLAR AMOUNT] (\$XXX.XX) TO CHILDREN FIRST, 52 NEWTOWN ROAD, GROTON, CONNECTICUT**

**WHEREAS**, the City of Groton received a request for donation from Children First to aid in its mission that all Groton, CT children are healthy, safe, successful learners, connected to strong families in a community that values diversity; and

**WHEREAS**, Children First is supported through donations and grants; and

**WHEREAS**, the City of Groton has previously contributed donations to Children First, which has helped support initiatives ranging from Prescription to Read, gifting 900 books per year to children at well child visits, the annual Childhood Resource Fair, and the installation of a story walk offering weekly summer story times; and

**WHEREAS**, resolution R-14-4-48 authorized the City Council to make donations to support the social, cultural and educational interests of the City of Groton; and

**THEREFORE, BE IT RESOLVED** that the Mayor and Council authorize and approve a donation of [dollar amount] (\$xxx.xx) to Children First, 52 Newtown Road, Groton, Connecticut.

The logo for Children First, featuring the text "Children First" in a white, sans-serif font centered within a dark blue square background.

Groton, CT Community Collaborative helping to ensure that children are healthy, safe, successful learners connected to strong families w  
community that values diversity.  
Est. 1999

December 19, 2025

Mayor Keith Hedrick  
City of Groton Municipal Building  
295 Meridian Street  
Groton, CT 06340

Dear Mayor Hedrick,

You may have heard that Children First Groton has changed its name to Children First. This is due to new requi  
from the Office of Early Childhood (OEC), as they work to develop a statewide system of identifying and addressing the  
families with young children. Key components were informed by CF's work to develop Neighborhood Leaders serving a  
ambassadors to advocate for the needs of families with children. In short, new name, same services - plus more!

Children First (CF) work is supported through donations and grants to support its mission to strengthen familie  
programs that promote education, health, and safety. The city has been a supporter of CF for many years. Your \$1,000  
supports initiatives ranging from Prescription to Read, gifting 900 books per year to children at well child visits, to the I  
Childhood Resource Fair (touted by OEC as the largest early-childhood-focused fair in CT), to the installation of story wa  
offering weekly summer story times, in conjunction with community partners.

Additional collaborative initiatives include:

- Community Cafes - gathering parent feedback on key issues impacting their well-being
- Groton ROCKS (Recognizing Our Children's Kindness & Safety) for elementary and middle school age students
- Washington Park Eat Fresh Eat Local Farmers Markets
- Cooking Matters classes at our libraries
- Bike-Pedestrian Summit
- Transition to Kindergarten
- Ability to provide pop up outreach activities
- Participate in large community outreach events like City Day and National Night Out
- Maintaining promotion of family-friendly events online
- Emergency Gift Cards distributed by Police Depts during hours social service agencies are closed

Thank you for your partnership in helping Children First make a difference for Groton families.

Sincerely,

A handwritten signature in black ink that reads "J. Getchell".

Jessica Getchell  
Chairperson  
(959) 910-1557

**RECEIVED**

DEC 22 2025

THE CITY OF GROTON  
MAYOR'S OFFICE

City of Groton  
Fund 204 - Donations  
By Fiscal Year

**2015**

4/17/2015 Artongro - Art on Groton Bank 500.00

**2016**

5/27/2016 Artongro - Art on Groton Bank 1,000.00

5/27/2016 CURE - CURE 500.00

1,500.00

**2017**

4/28/2017 Artongro - Art on Groton Bank 1,000.00

4/28/2017 CFG - Children First Groton 1,000.00

4/28/2017 GrBase - Groton Base Annual Scholarship Golf Tournament 500.00

6/2/2017 CUREINNO - CURE Innovations, LLC 500.00

6/2/2017 SacredHe - Sacred Heart School 500.00

6/23/2017 GrotPol - City of Groton Police Union 500.00

4,000.00

**2018**

10/13/2017 CFG - Children First Groton 1,000.00

4/6/2018 Artongro - Art on Groton Bank 1,000.00

5/11/2018 Artongro - Art on Groton Bank 500.00

5/11/2018 Special - Special Olympics Groton 500.00

7/26/2018 Riverfro - Riverfront Children's Center, Inc. 1,000.00

4,000.00

**2019**

2/8/2019 STEPS - S.T.E.P.S., Incorporated 500.00

2/8/2019 Artongro - Art on Groton Bank 1,000.00

2/8/2019 CFG - Children First Groton 1,000.00

2/8/2019 GrSchFd - Groton Scholarship Fund, Inc 500.00

2/8/2019 ThamesVC - Thames Valley Council for Community Action(TVCCA) 250.00

4/26/2019 FitchGra - FSHS Grad Party 500.00

4/26/2019 USSVI - USSVI Groton Base 300.00

6/6/2019 BriOFrie - Brian C. O'Friel Memorial Golf Tournament 150.00

4,200.00

**2020**

8/2/2019 GrElks - Groton Lodge of Elks 100.00

9/13/2019 GrMyFoot - Groton-Mystic Falcons Youth Football League 450.00

10/11/2019 CFG - Children First Groton 450.00

10/11/2019 Grot-Mys - Groton-Mystic Basketball 450.00

1/10/2020 STEPS Inc 500.00

1/10/2020 Project Oceanology 475.00

2,425.00

<b>2021</b>		
9/18/2020	CFG - Children First Groton	1,000.00
11/6/2020	FleetyRe - Fleet Reserve Association	300.00
12/18/2020	SECT Cultural Coalition	500.00
12/18/2020	STEPS - S.T.E.P.S., Incorporated	1,000.00
3/5/2021	GrMyFoot - Groton-Mystic Falcons Youth Football League	600.00
4/9/2021	USSVI - USSVI Groton Base	500.00
		<u>3,900.00</u>
		5,000.00
		(1,100.00)
<b>2022</b>		
10/6/2021	Children First	1,000.00
10/6/2021	Martin Luther King Scholarship	1,000.00
5/26/2022	Fleet Reserve	400.00
5/26/2022	Groton Mystic Falcons	1,000.00
		<u>3,400.00</u>
		5,000.00
		(1,600.00)
<b>2023</b>		
4/19/2023	Children First	1,000.00
5/3/2023	The Arc New London County	1,000.00
5/31/2023	Fleet Reserve Assoc	400.00
		<u>2,400.00</u>
		5,000.00
		(2,600.00)
<b>2024</b>		
12/18/2023	The Arc Eastern CT	1,000.00
12/18/2023	Groton Community Meals	1,000.00
3/6/2024	Children's First	1,000.00
5/1/2024	Fleet Reserve Assoc	400.00
6/26/2024	Groton Mystic Falcons	1,000.00
		<u>4,400.00</u>
		5,000.00
		(600.00)
	Total for Fiscal year 2024	5,000.00
	Remaining Donation Amount	(600.00)
<b>2025</b>		
10/23/2024	U.S. Subvets Groton	1,000.00
11/20/2024	Premium Ballers	800.00
3/19/2025	Children's First	1,000.00
6/18/2025	Groton Mystic Falcons	1,000.00
		<u>3,800.00</u>
		5,000.00
		(1,200.00)
	Total for Fiscal year 2025	5,000.00
	Remaining Donation Amount	(1,200.00)
<b>2026</b>		
8/22/2025	Cartie Art Museum Bus	500.00
10/22/2025	Subvets	1,000.00
10/22/2025	Bill Memorial Library	1,000.00
10/29/2025	STEPS	1,000.00
		<u>3,500.00</u>
		5,000.00
		(1,500.00)
	Total for Fiscal year 2026	5,000.00
	Remaining Donation Amount	(1,500.00)

**R-14-4-48      RESOLUTION THAT THE MAYOR AND COUNCIL ESTABLISH A  
POLICY FOR FUNDING AND GRANTING DONATIONS  
(APPROVED APRIL 7, 2014)**

**WHEREAS**, the City of Groton has established a Community Development and Beautification Fund which accepts both designated and undesignated donations designated for the development and beautification of our City; and

**WHEREAS**, the City Council may, from time to time, wish to make donations to support the social, cultural, and educational interests of the City of Groton; and

**WHEREAS**, each fiscal year \$5,000 of the undesignated monies in the Community Development and Beautification Fund shall be made available for the purpose of making such donations; and

**WHEREAS**, requests for donations shall be made in writing to the Mayor and shall include the amount requested and explain how the request benefits the social, cultural or educational interest of the City of Groton; and

**WHEREAS**, the funds kept for donations should not be used to increase expenditures of individuals, organizations, clubs or agencies that are funded by the Town of Groton; however, the City Council shall have the discretion to consider such requests; and

**WHEREAS**, the amount of the fund designated for donations should not be used for routine budgetary needs; and

**WHEREAS**, no request shall be for more than 20% of the amount kept for donations and no individual, organization, agency or club shall make more than one request in a fiscal year; and

**WHEREAS**, the request shall be voted on by the Mayor and City Council; and

**WHEREAS**, this resolution shall replace Resolution 02-2-4,

**THEREFORE, BE IT RESOLVED**, that the Mayor and Council establish a policy for funding and granting donations.