



*City of Bristol
American Rescue Plan Task Force*

INFORMATION TO ACCESS THIS MEETING

<https://bristolct-gov.zoom.us/j/84749613854?pwd=QlJwTjRWMWRSYXJQcFJWcUFibk1hUT09>

Meeting ID: 847 4961 3854

Passcode: 12345

The regular American Rescue Plan Task Force meeting will be held on Monday, October 7, 2024, at 4:00 PM. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

AGENDA

1. Call to Order
2. Public Participation
3. Approval of Minutes
 - a. August 12, 2024
4. Discussion with UHY Advisors
 - a. Project Summary
 - b. Subrecipients
 - c. City Projects
 - d. Building Bristol Grant Program
5. Subcommittee Reports
6. Project Revisions and Updates
 - a. To rescind \$199,524 from the City Hall HVAC Project
 - b. To rescind \$2,293 from the Kern Park Project
 - c. To rescind \$6,134 from the Pine Lake Project

- d. To approve an extension of Contract 2P22-003 Project Manager for Use of ARPA Funding with UHY Advisors through December 31, 2026

7. Any other business

8. Adjournment

PER ORDER OF THE CHAIRPERSON

Jeff Caggiano, Mayor

Regular Meeting of the American Rescue Plan Task Force
August 12, 2024 – 4:00 p.m.
City Hall Council Chambers, 111 North Main Street, Bristol CT 06010

Members Present: Mayor Jeff Caggiano, David Maikowski, Susan Sadecki, Glenn Heiser, Katie D'Agostino, Mickey Goldwasser, David Preleski and John Smith
Howard Schmelder (left at 4:30 p.m.) attended via Zoom.

Absent: Morgan Urgo, Michael Dumas, Mark Peterson, John Leone, and Thomas O'Brien

Also present: Diane Waldron, Robin Manuele, and Justin Malley
Martha McCabe, UHY

1. Call to Order

Mayor Caggiano called the meeting to order at 4:05 p.m.

2. Public Participation

None

3. Approval of minutes of Regular Meeting – May 13, 2024

Commissioner Schmelder made a motion seconded by Commissioner Maikowski "To approve the regular minutes from May 13, 2024." Motion approved.

5. Project Revisions and Updates – Discussion with UHY

- a. Project Summary
- b. City Projects
- c. Subrecipients

Martha reviewed the Progress Report Summary as of July 25, 2024 and trackers. SVDP and ELLCT did not send in Progress Reports.

There is a small unobligated balance of \$33,044 which represents 99.9% of ARPA funds obligated and of that 60.9% has been expensed. Commissioner Sadecki questioned Bristol Hospital and their completion date.

Bristol Shell will be returning funds which will be rescinded at a future meeting. Susan clarified SVDP was having accounting issues, but implemented a new system and will be submitting draw downs weekly going forward, as the money has been spent. Bristol Health has a plan, but they need to execute their plan by shutting down their Operating Room.

Martha clarified she verified the original contract for Bristol Hospital had a completion date of December 31, 2026. Susan questioned the contract says expended by December 31, 2024 and expended by December 31, 2026 which Roger stated that is a typo and will need to be corrected with Bristol Hospital to be committed by December 31, 2024 and expended by December 31, 2026.

Commissioner Smith asked for clarification between those dates when the work will be performed, because if they decide in May 2025 the work can't be completed, the City could potentially lose \$1.1 million.

6. Building Bristol Grant Program Update

Martha reviewed the Building Bristol tracker; these projects will be completed by the end of the year. Three subrecipients are still taking draws.

4. Presentation by BristolWorks!

Kim Holley, BristolWorks!, provided an update on the program for 2023. She discussed their participant demographics, training program participants, employability services, and participant outcomes. Employability data for training participants and workforce successes were discussed.

BristolWORKS! is a collaborative workforce development training center providing individuals with foundational skills, certifications, and employability skills to pathway to advanced training programs and/or obtain employment.

Objective: To provide secure based training programs for unemployed or underemployed residents of Bristol.

- Create four training programs that meet the identified needs of the greater Bristol business community. Currently those needs are Manufacturing, Information Technology, Early Childhood Education, and Healthcare.
- Design specific training for each sector in conjunction with area employers.
- Develop and implement Employability Skills training for all applicants.

Timeline: Each program will have a different timeline based on specific industry programs.

- Manufacturing - 9-12 month program - Nationally-recognized credential through MSSC
- Healthcare - 15-week Medical Terminology & Occupations class - pathways to CT State
- Early Childhood Education: 8-week program - Employment and/or advanced training in ECE
- Information Technology - 24-hour program that prepares participants for the digital workforce and/or
- advanced training in IT

In the future a banking program and or insurance program may be offered as Kim has been working with local banks to develop the program.

7. Subcommittee Updates

None

8. Any other business

Martha reviewed the final revision to project budget from BristolWorks!

Commissioner Heiser seconded by Commissioner Sadecki "To approve the final revision to project budget from BristolWorks!" Motion approved.

Martha reviewed the final revision to project budget from ELCCT Trail.

Commissioner Goldwasser seconded by Commissioner Smith "To approve the final revision to project budget from ELCCT Trail." Motion approved.

Martha reviewed the final revision to project budget from Bristol Shell. The new total presented is \$95,525.83, his original budget was \$120,000. Mayor Caggiano suggested revisiting this next month, and the money can be rescinded at the same time if the paperwork is in order.

Martha explained there is a webinar on September 10 for all subrecipients continuing after the end of the year. Martha will be retiring at the end of September, and Claire Collins will be taking over the City of Bristol's account with UHY.

9. Adjournment

Commissioner Sadecki made a motion seconded by Commissioner Goldwasser "to adjourn" at 5:15 p.m. Motion approved.

Jodi A. McGrane
Recording Secretary

Summary - all Bristol ARPA Awards	Sept. 26, 2024			
ARPA Project Category	Approved Funding	Total Expended **	Approved Funding allocated to Revenue Loss (up to \$10 million)	
City Projects	\$ 16,816,207.00	\$ 11,187,798.97	\$ 8,890,000.00	
BBBGP Subrecipients - Non-Profits (1)	\$ 60,000.00	\$ 25,552.80	\$ 60,000.00	
BBBGP Subrecipients - Small Businesses (6)	\$ 273,599.60	\$ 204,607.60	\$ 273,599.60	
BBBGP Beneficiaries - Non-Profits (1)	\$ 20,367.50	\$ 20,367.50	\$ 20,367.50	
BBBGP Beneficiaries -Small Businesses (4)	\$ 44,325.00	\$ 25,924.43	\$ 44,325.00	
Subrecipients - 1st Round - Non-Profits (17)	\$ 7,075,000.00	\$ 3,285,816.85		
Subrecipients - 1st Round - Small Businesses (7)	\$ 3,466,313.60	\$ 3,437,738.58	\$ -	
Beneficiaries - 1st Round -Non-Profits (5)	\$ 43,069.28	\$ 42,025.65	\$ -	
Totals	\$ 27,798,881.98	\$ 18,229,832.38	\$ 9,288,292.10	
ARPA Award to City of Bristol	\$ 27,831,926.00			
Unobligated Balance/Contingency	\$ 33,044.02			
Unobligated balance represents terminated awards, balance of unspent funds returned from subrecipients, beneficiaries & city projects				
** reflects ARPA payments issued or pending to be issued				
99.9% of ARPA Award OBLIGATED				
65.5% of ARPA Award EXPENDED				

	Bristol Obligation docs due to UHY Sept. 24, 2024				
	<i>As of Sept. 25, 2024</i>				
	Subrecipient	Balance to Spend	Agreement End Date	UHY reminder Email Sent	Obligation Docs Due
	1st Round Subrecipients				
	Bristol Adult Resource Center	\$ 1,461,155.00	12/31/2026	9/13/2024	Submitted email 9/24/2024 with ACG contract & list of subcontractor agreements in process
	Bristol Boys & Girls Club	\$ 582,713.96	12/31/2025	9/11/2024	Did not received Sept. 24, 2024 email - based on Sept. 19, 2024 email the RFP for the construction contractor will be posted publically Oct. 8, 2024 - BBGC will select contractor and have signed by Dec. 1, 2024.
	Bristol WORKS! **	\$ 0.02	9/30/2026	9/13/2024	Submitted email 9/24/2024 with attached in-force contracts thru 2025
	Bristol Hospital Inc.	\$ 1,098,810.80	12/31/2026	N/A	Submitted copy of general contractor agreement 9/10/2024
	Bristol Tool Works	\$ 26,574.97	12/31/2026	9/13/2024	Did not receive Sept. 24, 2024 email - based on July 7 Progress Report #4, will submit final reimbursement request by Oct. 1, 2024, project will be closed before 12/31/2024.
	Prudence Crandall Center, Inc.	\$ 170,795.20	9/30/2026	9/13/2024	Submitted email 9/19/2024 confirming all staff positions are filled.
	St. Vincent De Paul Mission of Bristol, Inc.	\$ 427,387.88	9/30/2026	9/13/2024	Submitted email 9/20/2024 - will be revising budget by reducing hours for staff in 2025 and 2026 so ARPA funds will last through 12/31/2024
	BBBGP Subrecipients				
	300 Broad Street Property LLC	\$ 37,500.00	12/31/2024 to obligate - 12/31/2026 to submit all expenses	9/13/2024	Did not receive Sept. 24, 2024 email - based on July 2024 Progress Report and July 17 phone call with UHY, Armen will have all construction work completed by 12/31/2024. UHY will need to confirm having all receipts, invoices and proof of payment for his final draw reimbursementsent on Dec. 1, 2024.
	AMERICAN LEGION SEICHEPREY POST 2	\$ 34,447.20	12/31/2024 to obligate - 12/31/2026 to submit all expenses	N/A	Submitted copy of generator invoice on 9/12/2024
	Bristol Shell (Kwok's Enterprises)	\$ 31,492.00	12/31/2024 to obligate - 12/31/2026 to submit all expenses	9/13/2024	Did not receive Sept. 24, 2024 email - based on draw reimbursement requests received this week Draw #2 and Draw #3), Tom will submit final draw reimbursement request by Dec. 1, 2024. UHY will need to confirm having all receipts, invoices and proof of payment on Dec. 1, 2024.
	Total to spend	\$ 3,870,877.03			
	** Bristol WORKS! - the \$.02 balance will be returned to the City				

[illegible]

City Projects - ARPA

Project	Name of applicant	Organization Name	Project Name	Project Type	Email address	Contact Number	Approved Funding	Total Spent as of 9/26/24	Balance to Spend	Revenue Loss Funding
	Diane Waldron	City of Bristol - Contract with UHY	UHY Project Manager Services	City	dianewaldron@bristolct.gov	860-584-6127	\$ 550,000.00	\$ 509,004.18	\$ 40,995.82	
22C17		City of Bristol IT	Network Switch Replacement	City		860-584-6279	\$ 280,047.00	\$ 280,046.94	\$ 0.06	
RLOSS 24C04 0	Jason Krueger	City of Bristol IT	CIP Project - IT Cisco Phone Gateways	City	ericevans@bristolct.gov	860-584-6279	\$ 340,000.00	\$ 215,295.32	\$ 124,704.68	\$ 340,000
	Jason Krueger	Bristol Senior Center	Renovations to Center	City	jasonkrueger@bristolct.gov		\$ 22,500.00	\$ 22,500.00	\$ -	
RLOSS	Department of Public Works	City of Bristol	Bristol City Hall Renovation - HVAC Upgrades/Improvements	City	raymondrogozinski@bristolct.gov	860-584-6113	\$ 3,700,000.00	\$ 3,500,475.55	\$ 199,524.45	\$ 3,700,000
22C26 RLOSS	Economic and Community Development	City of Bristol	Centre Square Public Parking Structure	City	justinmalley@bristolct.gov	860-584-6185	\$ 7,621,000.00	\$ 3,818,751.91	\$ 3,802,248.09	\$ 2,900,000
	Economic and Community Development	City of Bristol Economic & Community Development Department	ARPA Funding Marketing	City	ecd@bristolct.gov	860-584-6185	\$ 5,000.00	\$ 1,369.99	\$ 3,630.01	
22C22	Economic and Community Development	City of Bristol	Downtown/Centre Square Infrastructure	City	justinmalley@bristolct.gov	860-584-6185	\$ 950,000.00	\$ 404,479.77	\$ 545,520.23	
23C12	Justin Malley	Economic & Community Development	Route 6 Development/Infrastructure	City	justinmalley@bristolct.gov	860-584-6185	\$ 22,500.00	\$ 22,500.00	\$ -	
RLOSS	Dept.of Public Works	City of Bristol	Parking Garage	City	raymondrogozinski@bristolct.gov	860-584-6113	\$ 1,200,000.00	\$ 1,200,000.00	\$ -	\$ 1,200,000
RLOSS	Economic & Community Development	City of Bristol	Brownfield Revolving Loan/Grant Program	City	justinmalley@bristolct.gov	860-584-6185	\$ 250,000.00	\$ 136,866.69	\$ 113,133.31	\$ 250,000
RLOSS	City of Bristol	City of Bristol	Building Bristol Grant Program	City	justinmalley@bristolct.gov	860-584-6185	\$ 398,293.00	\$ 260,636.97	\$ 137,656.03	\$ 398,293
	Marco Palmeri	Bristol Burlington Health District	Bristol Burlington Health District	City	dianewaldron@bristolct.gov	860-584-6127	\$ 50,000.00	\$ 50,000.00	\$ -	
22C19	Joshua Medeiros	City of Bristol Parks, Recreation, Youth and Community Services	Kern Park Site Planning & Improvements	City	joshmedeiros@bristolct.gov	860-584-6160	\$ 300,000.00	\$ 297,706.32	\$ 2,293.68	
22C20	Joshua Medeiros	City of Bristol Parks, Recreation, Youth and Community Services	Veterans Memorial Boulevard Site Improvements	City	joshmedeiros@bristolct.gov	860-584-6160	\$ 300,000.00	\$ 36.00	\$ 299,964.00	
22C21	Joshua Medeiros	City of Bristol Parks, Recreation, Youth and Community Services	Rockwell Park Site Improvements	City	joshmedeiros@bristolct.gov	860-584-6160	\$ 400,000.00	\$ 318,095.45	\$ 81,904.55	
22C23	Joshua Medeiros	City of Bristol Parks, Recreation, Youth and Community Services	Pine Lake Outdoor Adventure Park Improvements	City	joshmedeiros@bristolct.gov	860-584-6160	\$ 275,000.00	\$ 268,865.60	\$ 6,134.40	
	Aubrey Minkler	City of Bristol- Community Services	Assistance to Households	City	aubreyminkler@bristolct.gov	860-314-4690	\$ 9,700.00	\$ 9,700.00	\$ -	
22G18	Robert J. Herold, President	West Cemetery Association's Carlyle F. Barnes Chapel	Repair of Elevator/Lift's ADA Access to Lower level	City	westcembristol@yahoo.com	860-583-6133	\$ 10,000.00	\$ -	\$ 10,000.00	
23G05	Robert J. Herold, President	West Cemetery Association's Carlyle F. Barnes Chapel	Ceiling Repairs	City	westcembristol@yahoo.com	860-583-6133	\$ 30,460.00	\$ 30,420.00	\$ 40.00	
RLOSS	Justin Malley	City of Bristol	Route 6 Traffic Signal Infrastructure	City	justinmalley@bristolct.gov	860-584-6187	\$ 500,000.00	\$ 101,685.25	\$ 398,314.75	\$ 500,000
Total							\$ 17,214,500.00	\$ 11,448,435.94	\$ 5,766,064.06	\$ 9,288,293.00
See BBBGP Tracker							\$ (398,293.00)	\$ (260,636.97)	\$ (137,656.03)	
City Projects							\$ 16,816,207.00	\$ 11,187,798.97	\$ 5,628,408.03	

Project Complete

Revenue Loss designated 6.1

Bristol, CT - BBBGP Subrecipients Draw Downs		Updated Sept. 26, 2024																				
MATCHING GRANT (\$1 in sub match for every \$1 City)																						
Organization Name	Project Name	Contact Name	Contact Email	Subrecipient Type	TOTAL PROJECT COST	APPROVED CITY SHARE	Date - Subrecipient Agreement Fully Executed	UNY Reviewer	Draw #1	Date of City Payment	Draw #2	Date of City Payment	Draw #3	Date of City Payment	Draw #4	Date of City Payment	Draw #5	Date of City Payment	Balance of Awards Remaining	Comments		
300 Broad Street Property LLC	Parking lot repairs/lighting for public safety	Armen Boyajian	armen@ellimanddevelopment.com, 2126805050	Small Business	\$ 120,000.00	\$ 60,000.00	5/2/2023	Martha McCabe	\$ 7,500.00	Check #514913 1/26/2024	\$ 10,000.00	8/26/2024 Check # 513930							\$ 37,500.00	Drawing Funds		
AMERICAN LEGION SICHESPIREY POST 2	Outdoor Kitchen Expansion/Emergency Shelter	Wah Fuher (860)827-5284	wafuher@kinglobal.net, wafuher@tptam.com	Non-Profit	\$ 120,000.00	\$ 60,000.00	9/7/2023	Martha McCabe	\$ 4,400.75	12/29/2023 Check # 514918	\$ 21,146.00	5/15/2024 - Check # 518218							\$ 34,497.25	Drawing Funds		
Bristol Shell (Jew's Enterprises)	PUMPS/TANKS UPGRADE - SECURITY/PUBLIC SAFETY TDS	TONG GUO	GT2008NB@GMAIL.COM, 860-612-8465	Small Business	\$ 120,000.00	\$ 60,000.00	4/21/2023	Martha McCabe	\$ 10,000.00	2/14/2024 - Check #515162	\$ 8,100.00	Sent to City 9/23/2024	\$ 10,000.00	Sent to City 9/24/2024					\$ 31,402.00	Drawing Funds		
Connecticut Tool and Cutter	Repair of damaged building & equipment	Dr Caroline Studarik	nancy@cttool.com, 860-314-1740	Small Business	\$ 75,000.00	\$ 37,500.00	7/11/2023	Martha McCabe	\$ 10,500.00	7/9/2023 Check #2146744	\$ 2,164.50	9/26/2023 - Check # 511470	\$ 6,000.40	Check # 511876 12/29/2023	\$ 12,353.44	Check # 514797 1/24/2024	\$ -		\$ -	CLOSED 1/21/2024		
Montage Hair Design	New doors, New basement door, windows, new flooring in waiting room, dining into the building, New heaters for the building, updating the venting of the air conditioning and heating system	Michael Niman	thaiman@icloud.com, 8607773838	Small Business	\$ 47,589.20	\$ 23,795.60	9/24/2023	Martha McCabe	\$ 9,181.50	8/14/2023 Check # 510344	\$ 7,676.00	9/30/2023 Check #511442	\$ 4,892.10	Check # 512861 11/17/2023	\$ 1,820.00	Check # 513250 12/13/2023	\$ -		\$ -	CLOSED 1/12/2024		
Stafford Commons LLC	Stafford Commons Revitalization Project	Alfred F Morosini Jr	af.morosi@kinglobal.net, 8605823503	Small Business	\$ 60,000.00	\$ 30,000.00	8/16/2023	Martha McCabe	\$ 4,697.68	8/16/2023 Check # 505738	\$ 1,924.00	10/10/2023 - check # 507382	\$ 4,891.89	9/13/2023 - Check # 511308	\$ 2,350.00	Check # 511489 11/17/2023	\$ 18,833.53	Check # 514010 12/22/2023	\$ -	CLOSED 1/24/2024		
Thomas C. Zipp LLC	Historic Main Street to Center Street Parking and Pathway Revitalization Project (general inf. Map Book- 26-P 1-1, PG. 2107)	Thomas C. Zipp	tzipp@gmail.com, 860-729-4645	Small Business	\$ 120,000.00	\$ 60,000.00	4/18/2023	Martha McCabe	\$ 60,000.00	1/12/2024 - check # 514804	\$ -		\$ -		\$ -		\$ -	\$ -	CLOSED 1/21/2024			
7 BBBGP Subrecipients				TOTALS	\$ 647,389.20	\$ 323,695.60			\$ 112,344.48		\$ 14,830.10		\$ 21,791.40		\$ 18,353.44		\$ 18,833.53		\$ 105,490.20			
					Draw #1				Draw #2		Draw #3		Draw #4		Draw #5				Balance to City			

Corrected
Updated Sept. 27, 2024
BBBGP Beneficiaries - Draw Down
MATCHING GRANT (\$1 in sub match for every \$1 City)

	Organization Name	Contact Name	Email	Type of Beneficiary	Project Title	Description	Total Project Cost	Approved City Share	Email notifying of change of status	Draw #1	Date of City Payment	Draw #2	Date of City Payment	Balance of Awards Remaining	Notes
Zipped file sent to City 6/27/2024	American Clock & Watch Museum	Patricia Phillipson	director@clockmuseum.org , 8608787172	Non-Profit	Museum parking lot safety improvements due to lifting of COVID restrictions	To repair the approximately 6,500 square foot parking lot on the north side of their 100 Maple Street property.	\$ 40,735.00	\$ 20,367.50	Feb. 21, 2023 - email 3/3/23 - to SWITCH to Beneficiary	\$ 20,367.50	Check # 515020 1/31/2024	\$ -	NA	\$ -	CLOSED 1/24/2024
	Emily's Catering Group	RICHARD J KERZNER	rick@emilyscater.com , 8605858625	Small Business	Repair and/or replacement existing driveway/parking	To repair and/or replace existing parking area and driveway.	\$ 15,000.00	\$ 17,500.00	Feb. 27, 2023 - replied wished to be a beneficiary	\$ 17,500.00	Check #510454 8/31/23	\$ -	NA	\$ -	CLOSED 1/24/2024
	Hearthstone Holdings, LLC	Hilary Stoult	hmostoult@gmail.com , 860-614-6827	Small Business	West End Storm Drainage	Installing underground stormwater drainage prevents stormwater from touching the surface of parking lots and walkways, where it collects salt and other debris, before being properly routed to treatment.	\$ 30,000.00	\$ 15,000.00	Feb. 21, 2023 - phoned 2/22/23 to SWITCH to Beneficiary	\$ 1,695.75	Check # 517419 - 4/19/2024	\$ 13,304.25	Sent to City 9/27/2024	\$ -	
	Hearthstone Holdings, LLC	Hilary Stoult	hilary@hearthstoneholdings.com , 860-614-6827	Small Business	Neighborhood Seating for Business Owners	Provide outdoor seating in a currently un-utilized and central area to several restaurants and quick service entities allowing the use of outdoor seating for those who don't have the option/space. The ability to offer outdoor seating during this time is paramount to patrons comfortability and ultimately a restaurants success.	\$ 15,000.00	\$ 7,500.00	Feb. 21, 2023 - phoned 2/22/23 to SWITCH to Beneficiary	\$ 5,096.32	Check # 517419 - 4/19/2024	\$ 2,403.68	Sent to City 9/27/2024	\$ -	
Zipped file sent to City 6/27/2024	Shear Design	Patricia or Philip Lodovico	pplodovico@charter.net , 860-989-3524	Small Business	Septic Repairs	To improve capacity of waste water and storm water systems.	\$ 8,650.00	\$ 4,325.00	Replied 4/13/2023 to SWITCH to beneficiary	\$ 4,325.00	Check # 510238 8/31/23	\$ -	NA	\$ -	CLOSED 1/24/2024
5 BBBGP Beneficiaries							Total	\$ 64,692.50		\$ 48,984.57		15,707.93		\$ -	
Orange - CLOSED										Draw #1		Draw #2		Balance to Disburse	



Purchasing Department | Tel. 860.584.6195

MEMORANDUM

To: Erica Cabiya, Town and City Clerk
C: Diane Waldron, Comptroller
Justin Malley, Executive Director, Economic & Community Development
Mayor Jeffrey Caggiano
Office of Corporation Counsel
From: Roger Rousseau, Purchasing Agent 
Date: October 2, 2024
Re: Contract 2P22-003 Extension to December 2026

RECEIVED
2024 OCT -2 PM 2:11
TOWN AND CITY CLERK
BRISTOL, CT

The City of Bristol executed a contract with UHY Advisors N.E., LLC, in October 2021 for consulting services related to oversight and management of federal funds derived from the American Rescue Plan Act ("ARPA"). The contract has been very beneficial to the City, with regard to both UHY's assistance reporting on activities, as well as direct assistance to subrecipients as overseen by the City's ARPA Task Force.

It is anticipated that at its meeting on Monday October 7, 2024, the ARPA Task Force will recommend approval of an extension related to this contract, to continue their services through December 31, 2026. On behalf of the Task Force, I therefore request inclusion of the following motion for consideration at the City Council meeting scheduled for October 8, 2024:

To approve extension of Contract 2P22-003 Project Manager for Use of ARPA Funding with UHY Advisors N.E., LLC and/or its assigns, for the period through December 31, 2026, and to authorize the Mayor or Acting Mayor to execute any documents necessary to effect said contract extension.

Thank you for your consideration of this request, and feel free to contact me if you have any questions or concerns.

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov