



**REGULAR MEETING OF THE**  
**GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY**  
**BOARD OF DIRECTORS**  
**WEDNESDAY, SEPTEMBER 10, 2025 6:00 P.M.**  
**260 EAST STREET**  
**NEW HAVEN, CONNECTICUT**

**AGENDA**

1. Approval of minutes of July 9, 2025 – Regular Meeting.
2. Public participation relating to agenda items.
3. Consideration and approval of a resolution approving an extension of the contract completion date to September, 2026, for the grant agreement with the State of Connecticut Department of Energy and Environmental Protection, as approved by the Board on February 14, 2024.
4. Consideration and approval of a resolution updating the list of on-call professional engineering services contractors to perform work for the Authority within various engineering service areas and authorizing the entering into of on-call contracts with each contractor.
5. Consideration and approval of a resolution authorizing the Executive Director, Sidney J. Holbrook, to negotiate, execute and deliver a task order with Corrosion Probe, Inc. for professional engineering design services and construction support relating to the repair of concrete structure deterioration and the rehabilitation of pipe coatings at the East Shore Treatment Facility and along the 48-inch diameter Harbor Force Main, for an aggregate amount not to exceed \$150,174.
6. Consideration and approval of a resolution approving a blanket purchase order under the Master Services Agreement with EBM, Inc. for pass-through expenses and certain direct services for IT and related services provided by EBM, Inc., for an aggregate amount not to exceed \$285,000.
7. Consideration and approval of Departmental Budget Transfer Request items.
8. Executive Summary and department updates and presentations.

9. Consideration and approval, as necessary, of any other new business of the Authority.
10. Call to the public.
11. Adjournment.



## MEMORANDUM

DATE: August 28, 2025

TO: Sidney J. Holbrook

FROM: Thomas Sgroi, PE  
Director of Engineering

RE: Climate Resiliency Funds  
**DEEP Climate Resilience Fund Grant – Time Extension**  
**Westville Area Flood Resilience Project Development**

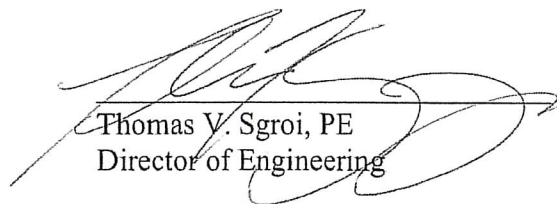
Sid:

I request that the above-mentioned recommendation be added to the September 10, 2024 Board Agenda for resolution.

On March 7, 2024, the Authority executed an agreement with the State of Connecticut Department of Energy and Environmental Protection (DEEP) Climate Resilience Fund in the amount of \$506,000 for the above referenced project. Work has since progressed to approximately 80% completion; however, all parties have agreed that additional time is needed to complete the work with the on-call consultant, Fuss & O'Neill, in coordination with the State and local community.

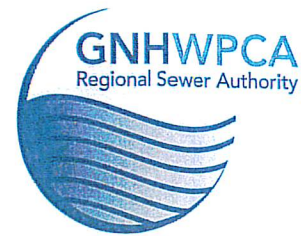
The original grant award period was 18 months, establishing a contract completion date of September 7, 2025. This board authorization seeks approval to extend the contract by one year, as recommended by the DEEP Grant Administrator. The revised grant completion date will be September 7, 2026.

The project is fully funded by the grant, and this time extension will not result in any additional costs.



Thomas V. Sgroi, PE  
Director of Engineering

e-copy: Gabe Varca, Joe Megale  
Lou Criscuolo, Isabella Schroeder, Ricardo Ceballos



## MEMORANDUM

August 28, 2025

TO: Sidney J. Holbrook

FROM: Thomas V. Sgroi  
Director of Engineering

RE: On-Call Engineering Prequalification List Recommendation  
**RFQ 2025-01 Request for Qualifications (RFQ)**

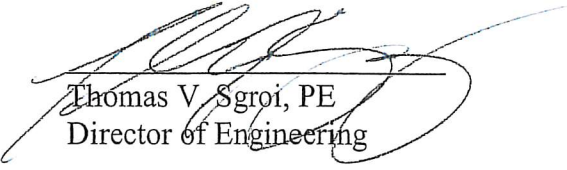
Sid:

I request that the above-mentioned recommendation be added to the September 10, 2025 Board Agenda for resolution.

On August 1<sup>st</sup>, 2025, the Engineering Department received qualification statements from engineering/consulting firms interested in being selected for an on-call contract with the Authority to perform work within various Engineering service areas. The Authority required firms to submit qualifications packages highlighting the work areas for which they wish to be considered. The Authority conducted this evaluation in accordance with the Qualifications Based Selection of Design Professionals guidelines published by the Connecticut QBS Council.

There were 26 firms Statements of Qualifications submitted, covering 16 different service areas of work. The qualifications were distributed and reviewed by a panel of 6 members of the Authority's Engineering and Operations staff. The firms were rated and scored under several different criteria to evaluate the firm's personnel, qualifications, experience and understanding of the RFQ.

This process has resulted in the attached list of firms which are prequalified to work in their respective areas of specialty. On behalf of the selection panel, I request that this list of firms be accepted by the Board of Directors and the Authority enter 3-year on-call contracts with each firm with up to two (2) – one (1) year optional extensions at the discretion of the Authority.

  
Thomas V. Sgroi, PE  
Director of Engineering

ecopy: Gabe Varca, Joe Megale  
Lou Criscuolo

**GREATER NEW HAVEN WATER POLLUTION CONTROL AUTHORITY**  
**RFQ 2025-01 QUALIFICATIONS STATEMENTS**  
**8/1/25**

	Date Received	Consultant	Number of Service Areas applied for	Major Service Areas			Specialty Service Areas										Number of Service Areas selected for			
				Wastewater Treatment & Major Pump Stations	Wastewater Collection Systems	Minor Pump Stations	Energy	Electrical	Value Engineering	Geotechnical	Environmental/Remediation/Permitting	Land Surveying	Flow Monitoring	Green Infrastructure	Geographic Information Systems	DOT Utility Relocation		Construction Inspection/Oversight	Structural Corrosion Inspection & Cathodic Protection Design	Odor Control & Ventilation Systems
	NUMBER OF SUBMITTALS BY SERVICE AREA			11	18	17	7	8	7	9	9	10	8	9	10	7	15	3	7	
1	8/1/2025	AECOM Technical Services, Inc.	3	X	X	X														3
2	7/31/2025	ARCADIS U.S., Inc.	15	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	15
3	7/31/2025	Barton & Loguidice	4							X	X									2
4	8/1/2025	BETA Group	1			X														1
5	8/1/2025	Brown and Caldwell	11	X	X	X	X	X	X		X			X	X		X		X	11
6	7/31/2025	Cardinal Engineering Associates, Inc.	6		X	X						X	X			X	X			6
7	7/16/2025	Crisuolo Engineering LLC	3		X	X						X								3
8	8/1/2025	CSL Services, Inc.	1										X							1
9	8/1/2025	Engineered Concepts	1														X			1
10	8/1/2025	Fuss & O'Neill, Inc.	10	X	X	X		X			X		X	X		X	X		X	10
11	8/1/2025	GEODesign, Inc.	1							X										1
12	8/1/2025	H2M Architects & Engineers	15		X	X	X	X	X	X	X	X	X	X	X		X	X	X	14
13	7/16/2025	H.W. Lochner, Inc.	2													X	X			2
14	7/30/2025	Haley & Aldrich, Inc.	1							X										1
15	7/31/2025	Hazen and Sawyer	8	X	X	X	X	X					X	X					X	8
16	8/1/2025	Jacobs Engineering Group Inc.	16	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	16
17	8/1/2025	JKMuir	2				X										X			2
18	7/25/2025	Kleinfelder Notheast, Inc.	7	X	X	X		X					X	X		X				7
19	7/31/2025	Langan CT, Inc.	5						X	X	X		X	X						5
20	7/31/2025	Luchs Consulting Engineers, LLC	5		X			X			X				X	X				5
21	7/31/2025	Martinez Couch & Associates, LLC	3		X						X					X				3
22	8/1/2025	PRIME AE Group, Inc.	2		X	X														2
23	8/1/2025	SLR	6		X	X				X	X				X	X				6
24	8/1/2025	Tighe & Bond	8	X	X	X		X		X	X	X		X						8
25	7/30/2025	Weston & Sampson Engineers, Inc.	12	X	X	X	X	X		X	X	X	X	X	X	X	X			12
26	7/30/2025	Wright-Pierce	7	X	X	X		X						X		X		X		7
	FIRMS SELECTED BY SERVICE AREA			10	17	16	7	8	7	9	9	10	8	9	10	7	15	3	7	



DATE: August 28, 2025  
TO: Sidney J. Holbrook, Executive Director  
FROM: Joseph Megale, Deputy Director of Operations  
RE: Task Order Recommendation  
**Corrosion Probe, Inc.**  
**Engineering Services for Concrete Structure and Force Main Rehabilitation**  
**Phase II**

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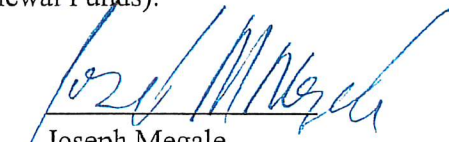
Sid:

I request that the above-mentioned recommendation be added to the September 10, 2025, Board Meeting Agenda for resolution.

This request is to assist the Authority in the repair of concrete structure deterioration and the rehabilitation of pipe coatings at East Shore and along the 48-inch diameter Harbor Force Main Alignment.

I recommend approval of a Task Order for Corrosion probe Inc. to provide the Authority with engineering design services and construction support for a number of projects involving rehabilitation of the FOG tanks, repair of the secondary hypochlorite storage area, repair of twas room ceiling and rehabilitation of the coatings on the exposed areas of the 48" Harbor Force Main. The total amount of these services shall not exceed One Hundred, Fifty Thousand One Hundred Seventy-Four Dollars **(\$150,174.00)**.

This project is funded 100% from the Authority's Capital Budget (Dedicated Infrastructure Renewal Funds).

  
Joseph Megale  
Director of Operations

e-copy: Gabe Varca, Director of Finance & Administration  
Lou Criscuolo, Deputy Director of Finance and Administration  
Tom Sgroi, Director of Engineering



28 August 2025

Mr. Joseph Megale, PE  
**Greater New Haven Water Pollution Control Authority**  
260 East Street  
New Haven, Connecticut 06511  
Via email: [JMegale@gnhwpc.com](mailto:JMegale@gnhwpc.com)

Subject: East Shore Treatment Plant and Sewer Force Main  
Concrete Structure and Force Main Rehabilitation Phase II  
Proposal for Engineering Services

Dear Mr. Megale:

Pursuant to your request, Corrosion Probe, Inc. (CPI) is pleased to provide this proposal for services required for repair of concrete structure deterioration and rehabilitation of pipe coatings at the East Shore Treatment Plant and along the 48-inch diameter force main alignment. The scope of work has been developed to address the following items specifically selected by the Authority.

### Scope Items

Work completed as part of the previous contract, and work items to be performed under the current scope, are indicated below.

1. **Administration Building Addition - FOG Tank Rehabilitation:** 50% complete drawings and specifications for installation of polypropylene-lined concrete wall overlays in the FOG tanks have been developed. The following additional tasks will be performed:
  - a. Prepare 100% complete drawings and specifications.
  - b. Perform a one-day site visit by a two-man crew for field verification of design.
  - c. Prepare a design, drawings, and specifications for a stainless steel support frame to mount the heating plates and associated appurtenances.
  - d. Prepare a construction cost estimate for installation of all components.
  - e. Provide engineering services (shop drawing review, response to requests for information, evaluation of changed conditions) and quality assurance (QA) inspection during construction
  
2. **Force Main – Corrosion Protection Installation:** 100% complete specifications and an engineer's construction cost estimate have been produced for application of protective coating and tape wrap systems to exposed sections of the force main that are above ground or in concrete vaults. The following tasks will be performed:

CORPORATE HEADQUARTERS:

12 INDUSTRIAL PARK RD • PO BOX 178 • CENTERBROOK, CT 06409-0178 • PHONE: (860) 767-4402 • [WWW.CPIENGINEERING.COM](http://WWW.CPIENGINEERING.COM)

ALABAMA • ARKANSAS • COLORADO • DELAWARE • FLORIDA • GEORGIA • ILLINOIS  
MAINE • MASSACHUSETTS • NEW JERSEY • NORTH CAROLINA • ONTARIO • TEXAS • UTAH

- a. Provide a list of potential bidders for installation of the work and bid evaluation support.
  - b. Provide intermittent QA inspection of the installation.
3. **Secondary Hypochlorite Storage Area:** This area is on an elevated concrete floor that had suffered severe chloride-induced corrosion damage and was rehabilitated in 2010. Additional cracking and rust bleed has been observed beyond the limits of the previous rehabilitation. Additionally, cracking and rust bleed have been observed on the east exterior concrete wall of the building adjacent to the secondary clarifiers. The following tasks will be performed:
- a. Prepare for and perform a one-day site visit by a two-man crew to document areas of deterioration by visual inspection and acoustic sounding.
  - b. Prepare 100% drawings and specifications for the repair of the deteriorated areas.
4. **Administration Building – TWAS Room Ceiling Below Dewatering Area:** An apparent construction joint runs through the TWAS Room ceiling below the grated centrifuge dewatering area sump. The joint exhibits evidence of leakage, including efflorescence and depositions on the underside. As part of an investigation of the ceiling, CPI extracted a concrete core from the floor above centered on the joint. The core revealed that the joint facing surfaces were formed surfaces without roughening or a shear key, or waterstop. The following tasks will be performed:
- a. Prepare a technical memorandum summarizing the investigation and providing recommendations for sealing the joint.
  - b. Prepare 100% drawings and specifications for sealing of the joint.
5. **On-call Services:** Provide on-call consulting services for any issues that arise in CPI's areas of expertise.

### Assumptions

The cost of CPI's services is based on the following assumptions:

- A. For confined-space entry (CSE) performed during construction QA inspection, all OSHA safety requirements will be fulfilled by the contractor, including, but not limited to, providing entry attendant and permit, rescue services, ventilation, air monitoring, and means of fall protection and extraction.
- B. Costs for bidding and construction support services for the TWAS Room Ceiling and the Secondary Hypochlorite Storage Area are not included. They will be developed at a later date.
- C. The site visits for Item Nos. 1 and 3 will be performed on consecutive days.

#### CORPORATE HEADQUARTERS:

12 INDUSTRIAL PARK ROAD • P.O. BOX 178 • CENTERBROOK, CT 06409-0178 • PHONE: (800) 767-4402 • FAX: (860) 767-4407 WWW.CPIENGINEERING.COM  
FLORIDA • GEORGIA • INDIANA • MAINE • MASSACHUSETTS • OHIO • PENNSYLVANIA • TEXAS • VIRGINIA • WISCONSIN

Mr. Joseph Megale, PE  
28 August 2025

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D. - Specifications will be technical sections. Front end specifications (Divisions 0 and 1), if necessary, will be by others.

**Cost of Services**

The cost build-up of CPI's services for the above scope of work is attached. Actual costs will be billed on a time-and-materials basis, per CPI's Standard T&M Billing Rate Schedule, without exceeding the upper limit indicated. Should a need arise for a change in work scope or cost, CPI will obtain approval prior to proceeding with any change.

We hope that this information fulfills your expectations adequately. Thank you for the opportunity to serve the Greater New Haven Water Pollution Control Authority on this project.

This information is respectfully submitted for your use and consideration by,

**The Staff of Corrosion Probe, Inc.**



Kevin R. Krawiec  
*Principal Consultant*

cc: C. Biggs (GNHWPCA)  
R. Nixon (CPI)  
C. Ponte (CPI)  
B. Annino (CPI)  
B. McGuire (CPI)

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ITEM 1 - FOG TANK REHABILITATION													
TASK	ACTIVITY	PRINCIPAL Rate: \$250.00		PRINCIPAL CONSULTANT Rate: \$225.00		SENIOR CONSULTANT Rate: \$207.00		CONSULTANT Rate: \$191.00		SENIOR ENGINEER Rate: \$174.00		TASK TOTAL	
		HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST
1.a.	Drawings and specifications - concrete and liner	4	\$1,000	16	\$3,600			60	\$11,460			80	\$16,060
1.b.	Site visit and preparation		\$0	16	\$3,600			20	\$3,820			36	\$7,420
1.c.	Design, drawings and specifications - heater support frame		\$0	4	\$900			48	\$9,168			52	\$10,068
1.e.	Construction cost estimate		\$0	4	\$900			20	\$3,820			24	\$4,720
1.e.	Engineering services during construction	8	\$2,000	12	\$2,700			40	\$7,640			60	\$12,340
1.e.	QA inspection during construction							100	\$19,100			100	\$19,100
TOTAL LABOR		12	\$3,000	52	\$11,700			288	\$55,008			352	\$69,708
DESCRIPTION		QUAN	UNIT	COST		TOTAL							
1.b.	Airfare	1	roundtrip	\$1,000.00		\$1,000							
1.b.	Hotel	3	nights	\$150.00		\$450							
1.b.	Expenses	3	days	\$65.00		\$195							
1.b.	Vehicle (company or rental)	3	days	\$85.00		\$255							
1.c.	Vehicle (company or rental)	10	days	\$85.00		\$850							
1.e.	Concrete cylinder testing	8	samples	\$100.00		\$800							
TOTAL ODCS				\$3,550		\$3,550							
TOTAL LABOR COST AND ODCS								\$73,258					

ITEM 2 - FORCE MAIN CORROSION PROTECTION INSTALLATION													
TASK	ACTIVITY	PRINCIPAL Rate: \$250.00		PRINCIPAL CONSULTANT Rate: \$225.00		SENIOR CONSULTANT Rate: \$207.00		CONSULTANT Rate: \$191.00		SENIOR ENGINEER Rate: \$174.00		TASK TOTAL	
		HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST
2.a.	Bidders list and evaluation support	20	\$5,000									20	\$5,000
2.b.	Construction quality control inspection							74	\$14,134			74	\$14,134
TOTAL LABOR		20	\$5,000					74	\$14,134			94	\$19,134
DESCRIPTION		QUAN	UNIT	COST		TOTAL							
2.b.	Vehicle (company or rental)	10	days	\$85.00		\$850							
TOTAL ODCS				\$850		\$850							
TOTAL LABOR COST AND ODCS								\$19,984					

ITEM 3 - SECONDARY HYPOCHLORITE STORAGE AREA													
TASK	ACTIVITY	PRINCIPAL Rate: \$250.00		PRINCIPAL CONSULTANT Rate: \$225.00		SENIOR CONSULTANT Rate: \$207.00		CONSULTANT Rate: \$191.00		SENIOR ENGINEER Rate: \$174.00		TASK TOTAL	
		HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST
3.a.	Site visit and preparation			16	\$3,600			20	\$3,820			36	\$7,420
3.b.	Drawings and specifications			16	\$3,600			60	\$11,460			76	\$15,060
TOTAL LABOR				32	\$7,200			80	\$15,280			112	\$22,480
DESCRIPTION		QUAN	UNIT	COST		TOTAL							
3.a.	Hotel	2	nights	\$150.00		\$300							
3.a.	Vehicle (company or rental)	3	days	\$85.00		\$255							
3.a.	Expenses	3	days	\$65.00		\$195							
TOTAL ODCS				\$750		\$750							
TOTAL LABOR COST AND ODCS								\$23,230					

ITEM 4 - ADMINISTRATION BUILDING - TWAS ROOM CEILING													
TASK	ACTIVITY	PRINCIPAL Rate: \$250.00		PRINCIPAL CONSULTANT Rate: \$225.00		SENIOR CONSULTANT Rate: \$207.00		CONSULTANT Rate: \$191.00		SENIOR ENGINEER Rate: \$174.00		TASK TOTAL	
		HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST
4.a.	Tech memo			8	\$1,800			2	\$382			10	\$2,182
4.b.	Drawings and specifications			4	\$900			20	\$3,820			24	\$4,720
TOTAL LABOR				12	\$2,700			22	\$4,202			34	\$6,902
TOTAL LABOR COST AND ODCS								\$6,902					

ITEM 5 - ON-CALL SERVICES													
TASKS	ACTIVITY	PRINCIPAL Rate: \$250.00		PRINCIPAL CONSULTANT Rate: \$225.00		SENIOR CONSULTANT Rate: \$207.00		CONSULTANT Rate: \$191.00		SENIOR ENGINEER Rate: \$174.00		TASK TOTAL	
		HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST	HRS	COST
5	TOTAL LABOR	24	\$6,000	50	\$11,250					50	\$8,700	124	\$25,950
DESCRIPTION		QUAN	UNIT	COST		TOTAL							
	Vehicle (company or rental)	10	days	\$85.00		\$850							
TOTAL ODCS				\$850		\$850							
TOTAL LABOR COST AND ODCS								\$26,800					

SUMMARY	
ITEM 1 - FOG TANK REHABILITATION	\$73,258
ITEM 2 - FORCE MAIN CORROSION PROTECTION INSTALLATION	\$19,984
ITEM 3 - SECONDARY HYPOCHLORITE STORAGE AREA	\$23,230
ITEM 4 - ADMINISTRATION BUILDING - TWAS ROOM CEILING	\$6,902
ITEM 5 - FORCE MAIN CP ANNUAL TESTING	\$0
ITEM 5 - ON-CALL SERVICES	\$26,800
<b>TOTAL COST</b>	<b>\$150,174</b>



DATE: September. 2 2025  
TO: Sidney J. Holbrook, Executive Director  
FROM: Gabriel Varca, Finance  
**RE: EBM blanket approval**

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Sid:

I request that the above-mentioned recommendation be added to the September 10, 2025, Board Meeting Agenda for resolution.

The Finance Department requests authorization from the Executive Director to approve a blanket purchase order under the Master Services Agreement with EBM, Inc for pass-through expenses as well as direct services for IT and related services provided by EBM for an aggregate amount not to exceed \$285,000

These services are budgeted annually from the Authority's Approved Operating Funds

A handwritten signature in black ink, appearing to read "G. Varca", is written over a horizontal line. The signature is fluid and cursive.

Gabriel Varca  
Director Finance & Administration

e-copy: Gabe Varca, Director of Finance & Administration  
Lou Criscuolo, Deputy Director of Finance and Administration  
Tom Sgroi, Director of Engineering  
Joseph Megale, Deputy Director of Operations



Greater New Haven Water Pollution Control Authority

260 East Street New Haven, CT 06511  
203.466.5280 p 203 772.1564 f www.gnhwpc.com

To: Director of Finance and Administration

From: Frank Perrotti IT

Date: 08/20/25

Re: Operations - Operating Fund Transfer Request

Transfer Amount	Transfer From	Transfer To
\$11,800.43	01 1100 0000 5350	01 1100 0000 5657
\$11,800.43	Total	11,800.43

Explanation: To pay EBM for work related to License & Software Accurance for  
for FY 24/25

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Department Signature: \_\_\_\_\_  
 Approved by: *[Signature]*  
 Director of Finance and Administration

Approved by: \_\_\_\_\_  
 Executive Director

Board Approval: \_\_\_\_\_  
9/10/25  
 Date of Meeting

Notes:

All departmental budget transfers to and from Regular Wage (5010), Temporary & Part Time Wage (5011), and Overtime Wage (5015) Accounts shall be submitted to the Executive Director for review and approval.

All fund transfers between departmental budgets and cost centers less than \$10,000 shall be submitted by the Director of Finance and Administration to the Executive Director for review and approval.

All fund transfers between departmental budgets and cost centers equal to and greater than \$10,000 shall be approved by the Board of Directors.



IT Solutions Provider

INVOICE

EBM, Inc.
35 Nutmeg Drive
Suite 210
Trumbull, CT 06611
(203) 254-8500

Table with 2 columns: Date, Invoice. Row 1: 07/21/2025, 40128

Bill To:
GNHWPCA
Attn: Lantz Lyon
260 East Street
NEW HAVEN, CT 06511
US

Ship To:
GNHWPCA
Attn: Lantz Lyon
260 East Street
NEW HAVEN, CT 06511
US

Table with 4 columns: Terms, Due Date, PO Number, Reference. Row 1: Net 30 days, 08/20/2025, Order #29787

Main product table with columns: PRODUCT DESCRIPTION, Quantity, Price, Amount. Includes items like 'Service - T&M: Technical Services Estimate' and 'Microsoft Windows Server Standard Edition'.

Handwritten signature/initials

Summary table with columns: Description, Amount. Includes 'Total PRODUCT DESCRIPTION: \$18,488.76', 'Invoice Subtotal: \$18,488.76', 'Sales Tax: \$0.00', 'Invoice Total: \$18,488.76', 'Payments: \$0.00', 'Credits: \$0.00', 'Balance Due: \$18,488.76'.

PRODUCT WARRANTY REMAINS WITH THE MANUFACTURER
This invoice represents the balance due if paid by check or e-check/ACH.
Make checks payable to EBM, Inc.

Please email any questions regarding your online access, this invoice or your account to:
accounting@ebmusa.com

We thank you for your business!

Invoices not paid within payment terms of the invoice due date may be assessed a finance charge of one percent (1%) per month.
Disputes arising from invoicing must be made within 15 days of the invoice receipt to: accounting@ebmusa.com

Handwritten notes: FY 24/25, 0000, 3657