Municipal Services - Monthly Report

The **Municipal Services Committee** met on March 15th. CRCOG's Diversity, Equity, and Inclusion Consultant, Daniel Penn Associates, presented to the Committee. **The next MSC meeting is scheduled for April 19th.**

CRPC Bid Activities

March Activities:
- Bids for Police Ammunition, Swimming Pool Chemicals, and Bituminous Class 1, 2, and Curb Mix closed on March 17th. Bid results are available https://crcog.org/bids/ .
- DEI Training – contract between CRCOG and Daniel Penn Associates has been fully executed.

  Municipalities interested in participating in DEI training services should contact Kim Bona at kbona@crcog.org for a side letter agreement.

Upcoming Activities:

CRPC will begin collecting quantities for Treated Road Salt (TRS) towards the end of April. The TRS bid will be issued in June.

Energy Consortium
CRCOG's energy consultant has energy audit services available for municipalities. Please contact Kim Bona at kbona@crcog.org.

Cybersecurity
The next meeting of the DEMHS Region 3 Cyber Security Task Force will be on Thursday April 14th at 10am.

CRCOG Staff are exploring options for hosting a Cyber Security tabletop exercise for the DEMHS Region 3.

CRCOG IT/GIS Coordinator attended the CT Cyber Security Meeting on Monday March 28th, 2022.

For additional information, please contact Erik Snowden at esnowden@crcog.org.

Regional Assessment
Assessment of the CRCOG area assessment offices continues. CRCOG's intern will be reaching out to towns individually.

CRCOG JOB Portal – Pilot Phase
- CRCOG's Job Portal Pilot has been live for two (2) months and continues to sign up new users through the site: https://crcog.webauthor.com/modules/portal/default.cfm
- CRCOG and NOVUS Insight, LLC will be hosting workshops with current Pilot users to gain insight into their experience with the Job Portal. Robyn will be reaching out with sign-up dates and times over the next few weeks.
- Any member municipalities and/or users are welcome to join. Please contact Robyn Nichols at rnichols@crcog.org for additional information.

CRCOG HR Portal Interview Panel Database
Register now for the HR Portal Interview Panel Database. The database is now live and can be accessed by logging into nutmeghr.org

The FY'2021-2022 CT Municipal Salary Survey: please visit ctmunicipaldata.org for more information and to access the salary survey.

CRCOG met with CCM and NOVUS regarding potential changes/improvements to the salary survey.

Electronic Document Management Services (EDMS)
CRCOG has been working with our third-party reseller and member municipalities to migrate land use and human resource data from the current platform, OnBase. CRCOG currently contracts for professional services to provide electronic document management services (EDMS) to Bolton, South Windsor and Norwalk, which services are set to expire in August of 2022.

Regional Geographic Information System (GIS)
- Installation of CAMA data processors and annual parcel and CAMA data collection continues.
- CRCOG Staff and consultant have upgraded ArcGIS Enterprise to the current version and have installed ArcGIS Portal. Additional configuration and training set to begin.
- CRCOG Principal IT/GIS Planner, Erik Snowden was appointed to the state GIS Advisory Council. The first meeting was held on March 31st
- CRCOG will hold a second meeting of the Capitol Regional GIS Group. The goal of this group is to assess municipal needs and interests and to guide the direction of GIS endeavors in the region as well as to provide a roundtable to discuss geospatial issues and opportunities for collaboration. The group decided to meet after two months to coincide with the CT OPM annual parcel and CAMA data collection. The group plans to meet quarterly in the future.

For more information about CRCOG GIS projects and activities please contact Erik Snowden at esnowden@crcog.org or 860-724-4217.

Solid Waste Management/Textile/Recycling

- Solid Waste RFP - After timely receiving three (3) submissions in response to CRCOG's RFP for Solid Waste Consulting Services, CRCOG's Evaluation Committee, comprised of CRCOG staff and municipal experts in solid waste, public works and facilities management, reviewed and scored the Proposals. Professional references for each finalist were contacted in writing and/or via telephone. An objective set of the same questions was asked of each reference, with responses provided to the Evaluation Committee for consideration. Virtual Interviews have been scheduled for April 18th and April 22nd, 2022. Interviews consist of a 25-minute visual presentation and a 20-minute Q&A session. The Evaluation Committee shall present its findings and final decision to the Policy Board for approval following the completion of this process.

- Get paid to recycle your old shoes? Whether your town has 5,000 residents or 50,000 residents, BayState Recycling will tailor a program to work with you to recycle your unwanted textiles (yes, this includes shoes, too). Not only do you keep these items out of the solid waste stream and help the environment, but your town gets paid. Towns interested in Municipal Textile and Recycling Services and/or Textile Recycling Program virtual presentations, please contact Robyn Nichols at rnichols@crcog.org to coordinate with Bay State Textiles, Inc.

- Food Waste RFI - CRCOG Staff is drafting an RFI for organic food waste this Spring and seeks input from any municipalities or those interested in serving as an Evaluator. Kindly contact Robyn Nichols at rnichols@crcog.org.

- Bottle Bill - DEEP announced the beverage container recycling grant program (a.k.a. **Bottle Bill**) to support the establishment of beverage container redemption centers in urban centers and environmental justice communities. Applications for Fiscal Year 2021/2022 will be accepted on a rolling basis from January 1, 2022 to May 30, 2022. Beverage Container Recycling grant funds may be requested up to a maximum of $150,000 per redemption center per fiscal year. Please send all correspondence and applications via email in PDF formant to **DEEP.RecyclingProgram@ct.gov**. Additional information, including the grant Narrative and Application, may be found at: https://portal.ct.gov/DEEP/Reduce-Reuse-Recycle/Bottles/Beverage-Container-Recycling-Grant-Program

Long-Term Regional Recovery Steering Committee (RRSC)

Over 300 applications were received for potential FEMA matchmaking assistance and DECD and FEMA will be reviewing those applications in the coming weeks.

CRCOG is finalizing the sub-contract with DECD for the Long-Term Recovery EDA contract.

Crumbling Foundations

RFVQ's for crumbling foundation services will be issued biannually going forward. Current submissions for the first half of 2022 are being accepted and will close on June 30th.

Proposals from 2021 Q4 have been evaluated. The following companies have been added to CRCOG's qualified vendor list: Conlon Engineering, Loureiro Engineering Associates, Sunset Valley Construction, and Fengah, LLC.
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Company information may be found at https://crcog.org/concrete-vendors/ .

With the **Crumbling Foundations Testing Program**, to date, 3,340 applications have been received. 3,048 applications had been paid. A total of 2,689 unique addresses have been reimbursed through this program.

On-Going Programs and Services
Job Order Contracting
Hosting and IT Services – Interested Municipalities can contact Robyn Nichols via rnichols@crcog.org to sign a Side Letter Agreement
HR Consulting Group
- Class and Compensation Studies
- Training (including Sexual Harassment and Diversity)
- General HR Needs

VoIP Project - Interested Municipalities can contact Robyn Nichols via rnichols@crcog.org to sign a Side Letter Agreement

Fiberoptics Installation Services

OpenGov Update - CRCOG Staff met with OpenGov to discuss "regionalization" projects, budgeting software and additional services and is amending the Master Services Agreement (MSA) to incorporate all contract amendments and addendums

COG Regional Election Monitor (currently recruiting for an REM)

Human Services Coordinating Council

Coordination with other COGs – CRPC, Online Permitting
Kim Bona and Robyn Nichols met with NVCOG to discuss CRPC and online permitting process, including CRPC Bidding and Online Permitting. If your municipality has any questions about the Capital Region Purchasing Council, Online Permitting or would like information about a service or program offered by CRCOG, you may visit the CRPC

webpage for continuing updates at https://crcog.org/capitol-region-purchasing-council/ or contact CRCOG at www.crcog.org.