



February 25, 2026

City of Norwich
100 Broadway, Room 219
Norwich, CT 06360-4431

Dear Mr. Salomone:

This letter will confirm your engagement of Intersect Public Solutions for public affairs services. Specifically, our firm will provide communications and public affairs support related to the City's ongoing efforts to modernize its fire services via a Unified Command policy.

This engagement will begin on 2/25/2026 and remain in effect until such time as either party terminates it with 30-days written notice. As we undertake our work, we acknowledge that all lists, reports, and data you provide to us will remain solely your property, and will therefore be kept strictly confidential (unless or until it becomes part of the public domain through no fault of either party). Both parties agree to keep confidential all non-public information disclosed during the course of this engagement. This obligation will survive the termination of this agreement.

Finally, we will invoice you on a monthly basis for the work laid out above at a rate of \$4,500 per month; payment is due on our invoices within 15 days of receipt. Intersect Public Solutions is an independent contractor, and we do not have the right to obligate you as our client to any contract, term, or additional costs without your prior consent.

We are grateful for your trust in our firm, and look forward to working with you. Please confirm your agreement with the above by signing and dating below.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Durand", written in a cursive style.

Brian Durand, Intersect Public Solutions LLC

I acknowledge and accept the terms of this engagement letter:

Name:

Signature: John Salomone

Date: 2/25/16