



TOWN OF TYNGSBOROUGH

Office of the Town Manager

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

Tel: (978) 649-2314 | Fax: (978) 649-2320

TO: Select Board

CC: Capital Asset Management Committee

FROM: Colin Loiselle, Assistant Town Manager

DATE: March 13, 2023

RE: FY24 Capital Plan Recommendations

The Capital Asset Management Committee is before the Select Board tonight to present their Fy24 recommended capital plan. This plan has been fully vetted by the Committee and also presented to the Finance Committee on March 1, where they voted unanimously to support it. The final step is to have the Select Board vote to approve the recommendation and additionally to have the Select Board vote to authorize the ARPA funding portion of the plan so that purchasing on those items can begin immediately.

The Committee began soliciting department requests on October 31, 2022 and requests were due on December 5, 2023. The Committee met 9 times this fiscal year to set their ranking criteria, review initial requests, discuss requests with department heads, and to consider their rankings. The Committee also worked with Town Administration to identify the following available funding for FY24:

Funding Source	Amount
Free Cash*	\$350,000.00
American Rescue Plan Act (ARPA) Funding	\$1,724,578.52
Previously Allocated & Unspent Capital Funding	\$124,000.00
Borrowing*	\$122,000.00
Total	\$2,320,578.52

*Estimates based on current budget trends & past practice

Early on, the Committee identified a commitment to relying solely on free cash and ARPA funding as opposed to borrowing any funding for the FY24 capital plan. At a meeting on February 13, 2023, the Select Board agreed with that sentiment. The \$124,000 in previously allocated but unspent funding is ARPA funding that was approved as a part of the Fy23 Capital Plan but that was not needed as projects were completed under budget.

The Committee used an iterative approach to review all projects and ensure that projects that were funded represented a current need for the Town. Projects were ranked individually by Committee members and averages were used for discussion purposes to find shared approval or reservations.





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The Committee chose to utilize ARPA funding for nearly all requests which will allow the departments to execute purchases before July 1 where as items funded by free cash cannot be purchased until the new fiscal year. For this purpose, the Committee recommended putting the \$200,000 request for the 2023 Roads Project into Free Cash as the funding will not be necessary until after July 1.

The Committee approved \$150,000 toward the purchase of a new ambulance for the Fire Department. This will allow the department to lease the remaining portion of the ambulance (roughly \$150,000) over 5 years at payments that can be supported by the Ambulance Enterprise Fund.

At the suggestion of a committee member, the committee explored utilizing free-cash to fund the ambulance request but wanted to get feedback from the Fire Chief about the timelines for getting a new ambulance which may be expedited if the funding source is ARPA and available for expenditure prior to July 1. It was decided at the March 1, 2023 meeting that the funding would be ARPA so that there would be no additional delays in ordering the ambulance as ARPA funding becomes available immediately upon the vote of this Board.

As outlined on the attached recommendation, the Committee has left a balance of roughly \$398,545.95 in ARPA funding and \$150,000 in free cash. Finally, the Committee will recommend that \$200,000 be deposited into the Capital Asset Stabilization Fund at Town Meeting using Fy24 free cash.

Recommended Motion(s):

I move that the Select Board vote to accept the recommendation of the Capital Asset Management Committee for the Fy24 Capital Plan.

and

I move that the Select Board authorize \$1,450,032.57 in ARPA funds be expended by the Town Manager for the FY24 Capital Plan as presented.



Future Year Projects		
Project	Fiscal Year	Amount
Town Hall Parking Lot	FY25	\$ 125,000.00
Town Hall Service Counter & Tax Office Redesign	FY25	\$ 65,000.00
Fire Dept. Engine 2 Replacement	FY25	\$ 400,000.00
Hwy 6 Wheel Dump Truck with Plow	FY25	\$ 250,000.00
Hwy Silverado Replacement	FY25	\$ 49,000.00
Hwy 6 Wheel Dump Truck with Plow	FY25	\$ 250,000.00
Hwy John Deere Loader Replacement	FY25	\$ 150,000.00
Historical Commission Littlefield Library Upgrades	FY25	\$ 40,000.00
TES Elevator Replacement	FY25	\$ 150,000.00
TES Chiller Replacement	FY25	\$ 352,000.00
THS Bleachers	FY25	\$ 210,000.00
Town Hall Library & Tile Replacement	FY26	\$ 110,000.00
Fire Aerial Ladder Truck Replacement	FY26	\$ 1,100,000.00
Hwy 6 Wheel Dump Truck with Plow	FY26	\$ 255,000.00
HWY John Deere Backhoe Replacement	FY26	\$ 135,000.00
Tyngsborough Public School Tech Upgrade	FY26	\$ 125,000.00
Fire Department Hydraulic Rescue Tool	FY27	\$ 30,000.00
Fire Department Replacement SCBA Airpacks	FY27	\$ 65,000.00
Hwy 6 Wheel Dump Truck with Plow	FY27	\$ 260,000.00
Hwy Silverado Utility Truck	FY27	\$ 75,000.00
TES Security Upgrades	FY27	\$ 125,000.00
Tyngsborough Public Schools Pick Up Truck	FY27	\$ 85,000.00
Fire SUV/Utility Truck Replacement	FY28	\$ 75,000.00
Hwy 6 Wheel Dump Truck with Plow	FY28	\$ 265,000.00
Hwy 6 Wheel Dump Truck with Plow	FY28	\$ 265,000.00



FY25 Total	\$	2,041,000
FY26 Total	\$	1,725,000
FY27 Total	\$	640,000
FY28 Total	\$	605,000

Department	Request (year of item being replaced)	FY24	FY25	FY26	FY27	FY28	
Administration	Bicentennial Field Irrigation System	\$ 220,000.00					
Administration	Town Hall & Library Parking Lot & Walkways	\$ 125,000.00					
Administration	Service Counter & Tax Office Redesign		\$ 65,000.00				
Administration	Town Hall & Library Tile Replacement			\$ 110,000.00			
Commission on Disability	Council on Aging Accessibility Improvements	\$ 12,000.00					
Commission on Disability	Police Department Exterior Accessibility	\$ 300,000.00					Reduced by \$40k
Engineering	2023 Roads Project	\$ 200,000.00					
Fire Department	Ambulance Replacement	\$ 150,000.00					reduced by half
Fire Department	Fire Station Building Maintenance	\$ 38,500.00					
Fire Department	Engine 2 Replacement	\$ 400,000.00					reduced by \$470k
Fire Department	Aerial Ladder Replacement			\$ 1,100,000.00			
Fire Department	Hydraulic Rescue Tool				\$ 30,000.00		
Fire Department	Replacement Airpacks				\$ 65,000.00		
Fire Department	SUV/Utility Truck Replacement					\$ 75,000.00	
Highway	6-Wheel Dump Truck w/plow and sander (2002)		\$ 246,000.00				Delayed to FY25
Highway	Silverado Replacement (2012)		\$ 49,000.00				Delayed to FY25
Highway	Ride on Leaf Blower	\$0					Withdrawn
Highway	Sand/Salt Shed Replacement	\$120,000					
Highway	Additional Garage Bays (Pre-Fab Structure (130x60)	\$450,000					
Highway	6-Wheel Dump Truck w/plow and sander (2001)		\$ 250,000.00				
Highway	John Deere Loader Replacement (2007)		\$ 150,000.00				
Highway	6-Wheel Dump Truck w/plow and sander (2014)			\$ 255,000.00			
Highway	John Deere Backhoe (2007)			\$ 135,000.00			
Highway	6-Wheel Dump Truck w/plow and sander (2015)				\$ 260,000.00		
Highway	Chevy Silverado Utility Truck (2015)				\$ 75,000.00		
Highway	6-Wheel Dump Truck w/plow and sander (2016)					\$ 265,000.00	
Highway	6-Wheel Dump Truck w/plow and sander (2015)					\$ 265,000.00	
Historical Commission	Littlefield Library Accessibility Upgrades		\$ 40,000.00				Delayed to FY25
Information Technology	Website Redesign (tyngsboroughma.gov)	\$ 26,861.00					
Police Department	Ballistic Shields/Non-Lethal Weapons	\$ 24,737.00					
Police Department	Building Surveillance	\$ 64,800.57					
Police Department	Police Station Carpetting	\$ 13,451.00					
Police Department	Key FOB Expanded Security Access	\$ 16,300.00					
Police Department	IT and Server Room HVAC System	\$ 26,834.00					
School Department	Pierce Field Scoreboard & Sound	\$ 45,000.00					
School Department	TES Elevator Repair	\$ 150,000.00					
School Department	TES Chiller Replacement		\$ 352,000.00				

School Department	THS Bleachers		\$ 210,000.00			
School Department	TPS Technology Upgrades			\$ 125,000.00		
School Department	TES Security Upgrades				\$ 125,000.00	
School Department	TPS Pick Up Truck				\$ 85,000.00	
	TOTALS	\$ 2,383,483.57	\$ 1,362,000.00	\$ 1,725,000.00	\$ 640,000.00	\$ 605,000.00

SEWER ENTERPRISE FUND CAPITAL ITEMS

Sewer Department	Flygt Pump Replacement	\$ 43,351.00				
Sewer Department	Sewer Garage	\$ 350,000.00				
Sewer Department	Mascuppic Pump Station Roof Replacement	\$ 30,000.00				
	Future Sewer Design Phases	\$ 450,000.00				
Sewer Department	Phalanx Pump Station Upgrade - Design & Bidding	\$ 100,000.00				
	TOTALS	\$ 973,351.00				

Source Totals	Funds Available
Total ARPA funds available 12.13.22	\$ 1,724,578.52
Free Cash available 2024	\$ 350,000.00
Previous (non-borrowing) Capital Available	\$ 124,000.00
Borrowing (Available)	\$ 122,000.00
Total Funding Available	\$ 2,320,578.52

FY2024 Capital Asset Management Request Form

This is the department's opportunity to persuade the CAMC to approve their request. It is recommended that this be completed with as much detail and relevant information as possible. All fields are required except attachments. However, applications missing attachments required by the CAMC may be rejected as not-complete. Please contact Assistant Town Administrator Colin Loiselle for more information.

Department *

Tyngsborough Sewer Department

Request Submitted By *

Kathleen Cayer

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Flygt Pump Replacement

Estimated Cost *

\$43,351.00

How many quotes have you obtained when determining the estimated cost? *

One quote as the Flygt pumps are sole source

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

The Sewer Commission includes the purchase of Flygt pumps each year in their capital budget. These are pumps that will be replaced, if needed.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The Flygt pump is the model pump used at certain pump stations. The Sewer Department normally budgets for two of these pumps each year. Without replacement, pumps the Sewer Department would run the risk of not having equipment available to keep the pump stations active and running.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Replacement is not necessary today, but needs to be budgeted in case of an emergency.

Expected Life of Item *

20 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The Sewer Department will fully fund this item through the Enterprise Fund Budget. We are not requesting funding from CAMC, just sharing our capital budget plans for FY24. If we come across grant opportunities to fund sewer pump replacements, we will apply at that time.

What are the expected annual maintenance costs of the item? *

\$0

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

This is just a replacement item in the case that the existing pump fails and needs replacement.

Attach Quotes here (combine into one file)

 Flygt pump quot...

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

This form was created inside of Tyngsboroughma.gov.

Google Forms

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Department *

Tyngsborough Sewer Department

Request Submitted By *

Kathleen Cayer

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Sewer Garage

Estimated Cost *

\$350,000

How many quotes have you obtained when determining the estimated cost? *

Quotes obtained in the past on the bldg only

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

The Sewer Department is currently renting a garage

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

This item will provide a sewer garage and possible sewer office as well.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

.....

Expected Life of Item *

40 years

.....

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

This item will be fully funded by the Sewer Enterprise Fund. The Sewer Dept is not requesting any funding from CAMC, we are just sharing our capital plans. If any grant opportunities arise to offset this cost, we will apply at that point in time.

.....

What are the expected annual maintenance costs of the item? *

Do not expect annual maintenance cost 1st year

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

The garage has not yet been built and it is not a replacement item, so no assessment of condition has occurred to date.

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Google Forms

FY2024 Capital Asset Management Request Form

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Department *

Tyngsborough Sewer Department

Request Submitted By *

Kathleen Cayer

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Mascuppic Pump Station Roof replacement

Estimated Cost *

\$30,000

How many quotes have you obtained when determining the estimated cost? *

Quotes not obtained yet.

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

Roof replacement at Mascuppic Pump Station. Original roof on building.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

This roof replacement is on the list of capital items to be replaced. Decision to pursue this due to age of roof, as preventative maintenance.

Expected Life of Item *

25-50 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

This item would be fully funded by the Sewer Enterprise Fund. We are not requesting funding from the CAMC, just sharing our Capital budget plans for FY24

What are the expected annual maintenance costs of the item? *

\$0

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

This item request has just been brought to the Sewer Commission's attention. Professional evaluation has not yet been done. Sewer Foreman will seek quotes from professional roofing companies

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Google Forms

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Department *

Tyngsborough Sewer Department

Request Submitted By *

Kathleen Cayer

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

Phalanx Pump Station Upgrade-Design & bidding

Estimated Cost *

\$100,000

How many quotes have you obtained when determining the estimated cost? *

one quote for FY23

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

The Sewer Department is in negotiations with the Dracut Water District, as the flow from their WTP would require updates to the station. Nothing has been done to date, as their flow has not yet entered the sewer system. They are still in the process of constructing their Water Treatment Plant

Please describe the request including what the item will do, why this request is timely, and what *
not having this item will do to your ability to deliver services to Tyngsborough.

The upgrade amount includes the total cost for design and bidding. These funds are being budgeted with the expectation that the DWD will be reimbursing the Sewer Department for any costs related to the Phalanx upgrade

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

This is for design and bidding only, not an item

Expected Life of Item *

N/A

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

At this point in the discussions with DWD, the Sewer Commission has suggested we apply for a joint grant to pursue funding options

What are the expected annual maintenance costs of the item? *

N/A

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Sewer Commission engineers have reviewed the pump station in relation to the flow calculations that Dracut Water District would be sending through that pump station. They have recommended upgrading the station to larger pumps, therefore requiring future design and bid expenses

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Google Forms

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Department *

Tyngsborough Sewer Department

Request Submitted By *

Kathleen Cayer

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Future sewer phases design

Estimated Cost *

\$450,000

How many quotes have you obtained when determining the estimated cost? *

one quote from current engineering firm

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please note that the Sewer Commission has been awarded a Federal Grant to cover a portion of full design for the future sewer phases. As part of that award process, the Sewer Commission has to meet a 20% match. Included in this proposed capital line item is both the 20% match for design as well as the remainder of design needed to have a fully completed set of designs for all future sewer phases under the state approved CWMP plan. This item was also budgeted in FY23, but is being carried over to FY24, as timing of the award may require that the design continues into FY24.

Please describe the request including what the item will do, why this request is timely, and what *
not having this item will do to your ability to deliver services to Tyngsborough.

The request will complete the full design of future sewer phases under the state approved CWMP plan

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why
replacement is necessary today.

Expected Life of Item *

N/A

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The Tyngsborough Sewer Commission has applied for and received the Congressionally Directed Spending grant for a portion of future design costs.

What are the expected annual maintenance costs of the item? *

\$0

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

As part of the award process for the Federal Grant, the Commission must match 20%. The 20% is included in the design request.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

It is design costs, not a material item that would be assessed for it's condition

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Google Forms

FY2024 Capital Asset Management Request Form

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Department *

Recreation

Request Submitted By *

Alison Page

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Vehicle Request

Estimated Cost *

unknown

How many quotes have you obtained when determining the estimated cost? *

none yet

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

Seeking a van type vehicle for use of the Recreation Department (and others)

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Expected Life of Item *

10 Years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

Submitting this as a placeholder, as the deadline is within the Festival of Trees. I will have numbers the following week if allowed.

What are the expected annual maintenance costs of the item? *

Unknown

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

n/a

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Engineering Department

Request Submitted By *

Jacob Zwicker, Town Engineer

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

2023 Roads Program

Estimated Cost *

Estimated Total = \$1,197,531.00 Requesting=\$200,000.00

How many quotes have you obtained when determining the estimated cost? *

There were not quotes obtained for this capital request. Typically, an engineering estimate is created to determine the overall cost of the project. The Engineering Department measured the quantities for each of the items listed in order to generate the attached engineering estimate. The costs for each of the items were based on past projects. However, the prices could fluctuate due to the volatility of today's market.

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

N/A

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

One of the Town’s largest infrastructure assets is its roadway network and thus, it is imperative that the Town continues to maintain the condition of its roadways. The Town of Tyngsborough receives aid from the State’s Chapter 90 Program, but on average the Town only receives \$432,000.00 annually. Unfortunately, this amount is only a fraction of what the Town needs to allocate for repaving their roads in order to maintain and improve pavement conditions, where needed. Over the past few years, the Town has needed contributed capital funding to help supplement the limited Chapter 90 funding.

For this year’s Roads Program (2023), the Engineering Department is proposing to repave Patriot Road and perform preservation treatment on portions of Lakeview Ave, Parham Rd, and Frost Rd. Patriot Road is in severe disrepair and requires a full roadway reconstruction. The sidewalks along Patriot Road were installed along the granite ending and will need to be replaced as well. Typically, sidewalks are only replaced as part of the roads project if they will be directly impacted by the reconstruction of the road. In this case, resetting the granite edging will require the sidewalks to be replaced. In addition, the guardrail along Patriot Road is rotted and will need to be replaced. These two items increase the cost of the project by another \$200,000.00.

The purpose of the capital request for \$200,000.00 is to offset the additional costs necessary to reconstruction the sidewalks and replace the guardrails along Patriot Road. This additional funding through capital will allow the Town to keep on track with their 5-year capital roads improvement plan. It is important that the improvements planned for each year is executed in order to begin trending in a positive direction as it relates to our overall condition of the roadway network.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The sidewalks and guardrails along Patriot Rd are either in poor or failing condition. One guardrail was in such disrepair that it was removed due to falling over and becoming a roadside hazard. Replacing these items today will provide safe vehicular and pedestrian passage through the neighborhood.

Expected Life of Item *

25+ years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The Town has made and continues to make a conscious effort to find alternative funding sources to improvement the roadway network. Over the years, the Town has acceptable roadways in order to increase our Chapter 90 Funding. The Town is also allocating a portion of the excise tax generated from the marijuana store into a road stabilization account.

What are the expected annual maintenance costs of the item? *

As the roadway ages, the annual maintenance costs will vary depending on the condition of the pavement.

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

N/A

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

The Engineering Department conducted a town wide condition assessment for the entire roadway network. The assessment was completed by Baden Consulting Services. The assessment found that Patriot Road has a pavement evaluation of "Failed". The road will need to be fully reconstructed. In addition, the assessment listed streets that were recommended for preservation treatments. Preservation treatments are low cost method to prolong the life of our roadway network. To keep with in our budget, the streets recommended for a preservation treatment were portions of Lakeview Ave, Parham Rd, and Frost Rd.

Attach Quotes here (combine into one file)

 2023 Prelim Roa...

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

 Patriot Road Pic...

Google Forms

FY2024 Capital Asset Management Request Form

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Department *

Police

Request Submitted By *

Chief Richard Howe

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Ballistic Shields

Estimated Cost *

\$17,207

How many quotes have you obtained when determining the estimated cost? *

1

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

The last ballistic shield purchased by the Police Department was approximately 12 years ago.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

Safety of officers, combating high powered weapons in lethal scenarios

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

15 years old, antiquated, not rated against current firearm capabilities

Expected Life of Item *

7 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

Looking for grants as an ongoing effort, none identified to pay for this item

What are the expected annual maintenance costs of the item? *

0

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

.....

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

provided with tested ballistic ratings

.....

Attach Quotes here (combine into one file)



Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Police

Request Submitted By *

Chief Richard Howe

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Carpeting

Estimated Cost *

\$13,451

How many quotes have you obtained when determining the estimated cost? *

1

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

n/a

Please describe the request including what the item will do, why this request is timely, and what not having this item will do to your ability to deliver services to Tyngsborough. *

New carpeting for 2nd floor of building

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

carpeting is 15-25 years old, stained beyond cleaning, fraying

Expected Life of Item *

10

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

none - there are no known grants to replace carpeting in a public safety building

What are the expected annual maintenance costs of the item? *

\$500

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

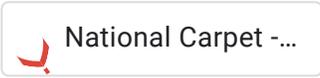
Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

The age of the carpet is self explanatory, and the condition of the carpet is obvious to any person who looks at it

Attach Quotes here (combine into one file)



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Department *

School

Request Submitted By *

School Committee

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

TES Elevator Repair

Estimated Cost *

150000

How many quotes have you obtained when determining the estimated cost? *

One (State Bid)

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Elevator is still functioning but a complete failure is possible

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

This is one of two elevators. If it stops functioning, staff and students cannot travel between floors if they are physically unable to use stairs.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Expected Life of Item *

10-15 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

Grants have been researched with none found

What are the expected annual maintenance costs of the item? *

N/A

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Elevator repair vendor has provided pricing to rehab the elevator

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

School

Request Submitted By *

School Committee

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Pierce Field Scoreboard & Sound

Estimated Cost *

45000

How many quotes have you obtained when determining the estimated cost? *

2

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

Scoreboard is 13 years old and lighting has faded/broken. Sound system is over 10 years old and failing. Both are becoming unusable.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Scoreboard lighting had failed and becoming impossible to see (especially during day games). Sounds system is antiquated and failing.

Expected Life of Item *

10-15 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

No additional funding was discovered during research

What are the expected annual maintenance costs of the item? *

Unknown (minimal)

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Review of equipment during pricing process

Attach Quotes here (combine into one file)



Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

School

Request Submitted By *

School Committee

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

TES Chiller Replacement

Estimated Cost *

352000

How many quotes have you obtained when determining the estimated cost? *

One (State Bid and HVAC regular maintenance vendor)

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Chiller is still operating but very close to end-of-life.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

HVAC is over 20 years old and has reached end of life. Complete Chiller failure will result in temperature/climate control issues at TES.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Chiller is original to TES (over 20 years old) and has reached end-of-life.

Expected Life of Item *

20 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

Research into any grant funding has not discovered any.

What are the expected annual maintenance costs of the item? *

Unknown

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

HVAC Maintenance vendor has examined system and provided quote.

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

School

Request Submitted By *

School Committee

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

THS Bleachers

Estimated Cost *

210000

How many quotes have you obtained when determining the estimated cost? *

One (State Bid)

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Bleachers continue to work but are broken and no replacement parts available

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

Bleachers are difficult to open and close (manual operation) and do not conform to ADA standards.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Bleachers are original to building and are difficult to open and close due to mechanism failures (leading to worker injury potential). Also, since they do not conform to ADA and safety standards, user injury could occur.

Expected Life of Item *

20-25 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

No grants have been discovered.

What are the expected annual maintenance costs of the item? *

Unknown

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Not ADA/safety compliant

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Assessment done during pricing.

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

School

Request Submitted By *

School Committee

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

TPS Technology Replacement

Estimated Cost *

125000

How many quotes have you obtained when determining the estimated cost? *

One (State Bid)

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Provided replacement would be at planned end-of-life/obsolescence for existing computers

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

During the pandemic, all teacher laptops were replaced in order to facilitate remote learning. Since all were replaced at once, the planned obsolescence will be at the same time.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Current laptops were purchased in 2020. 2026 is planned end-of-life/obsolescence.

Expected Life of Item *

5 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

While no grants currently exist there may be the potential opportunities prior to FY2026.

What are the expected annual maintenance costs of the item? *

N/A

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Planned obsolescence based on historical comparisons by the Technology Department

Attach Quotes here (combine into one file)

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Department *

School

Request Submitted By *

School Committee

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

TES Security Upgrade

Estimated Cost *

125000

How many quotes have you obtained when determining the estimated cost? *

One (State Bid)

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Current security system is outdated and has begun to fail.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

TES security system is obsolete and system upgrades have become advanced.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Old, failing, technology. Cameras and monitors are low quality.

Expected Life of Item *

12-15 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

No alternate funding has been discovered.

What are the expected annual maintenance costs of the item? *

Unknown

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Technology Department have made the initial assessment.

Attach Quotes here (combine into one file)

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Department *

School

Request Submitted By *

School Committee

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

TPS Pickup Truck

Estimated Cost *

85000

How many quotes have you obtained when determining the estimated cost? *

One (State Bid)

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Current truck (2010) is still running but is beyond its planned life.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

Truck is used for general maintenance of the 4 school properties including snow plowing.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Current truck is over 12 years old with 104,000 miles as of Nov2022. In FY2027 it will be over 16 years old.

Expected Life of Item *

12-15 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

No alternate funding was discovered.

What are the expected annual maintenance costs of the item? *

Unknown

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Vehicle is visibly aged and failing.

Attach Quotes here (combine into one file)

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Department *

Police

Request Submitted By *

Chief Richard Howe

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Ballistic shields / non-lethal equipment

Estimated Cost *

\$24,737

How many quotes have you obtained when determining the estimated cost? *

1

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

Rifle Ballistic Shield, handgun ballistic shields, non-lethal weapons kit

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

a ballistic shield was purchased approximately 15 years ago

Expected Life of Item *

7 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

searching for grants related to safety equipment

What are the expected annual maintenance costs of the item? *

0

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

less lethal force is covered in our department use of force policy

Has the condition of this item been evaluated by an independent professional? *

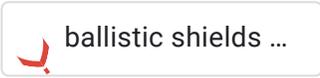
Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

They are certified to meet industry standards

Attach Quotes here (combine into one file)



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Department *

Police

Request Submitted By *

Chief Richard Howe

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Building security FOB systems

Estimated Cost *

\$16,300 (without grant)

How many quotes have you obtained when determining the estimated cost? *

1

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

We have scaled back previous requests due to cost

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

provide security through FOB for IT room, server room in basement, firearm range, Executive Admin office, Deputy Chief office

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

Secured a \$5,000 grant from MIIA to fund part of this request

What are the expected annual maintenance costs of the item? *

0

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Accreditation standards to secure confidential / personnel records

Has the condition of this item been evaluated by an independent professional? *

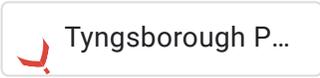
Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

certified equipment

Attach Quotes here (combine into one file)



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Department *

Police

Request Submitted By *

Chief Richard Howe

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

IT and server room heating and cooling

Estimated Cost *

\$26,834

How many quotes have you obtained when determining the estimated cost? *

1

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

we have used portable air conditioning units in IT room, none in basement server room

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The units will maintain proper climate control in IT and server rooms with critical and expensive equipment.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

A wall mounted air conditioning unit in IT room, it is inefficient and does not meet the demands required

Expected Life of Item *

10

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

not aware of grant funding available for heating / air conditioning for these areas

What are the expected annual maintenance costs of the item? *

unknown

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

We are required to maintain IT and communications server equipment

Has the condition of this item been evaluated by an independent professional? *

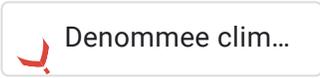
Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

These are certified and professionally installed

Attach Quotes here (combine into one file)



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Department *

Administration

Request Submitted By *

Colin Loiselle, Assistant Town Administrator

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Town Hall/Library Parking Lot & Walkways

Estimated Cost *

\$125,000.00

How many quotes have you obtained when determining the estimated cost? *

1 - Construction Estimate

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what *
not having this item will do to your ability to deliver services to Tyngsborough.

The request would see the replacement of roughly 6,000 square feet of existing concrete sidewalks, select areas of reclamation & resurfacing throughout the Town Hall & Library Parking Lot, sealcoating of the entire parking lot surface (roughly 50,000 square feet), and re-striping of the entire lot. The concrete sidewalks are in serious disrepair with rapid deterioration and crumbling of edges on nearly every edge of the sidewalk. In many places, this crumbling is occurring on or immediately adjacent to the curb ramps which are used for accessible access to the sidewalks. If not addressed, this deterioration will spread and limit the use of the curb ramps. Town Hall and the Tyngsborough Public Library are the Town's most trafficked general government buildings. The parking lot, also original to the building, has been crack sealed dozens of times since its original construction. Areas of the parking lot have settled creating small areas where rain water pools during significant rain events. This pooling creates hazards & deteriorates the pavement at a faster rate. The extensive crack sealing has provided temporary protection to the parking lot but as more and more of the surface becomes crack sealed, the parking lot becomes compromised. It is worth noting that the typical lifespan of a properly constructed asphalt parking lot is 15-20 years. This parking lot was constructed in 1999 and as such has outlived its average lifespan. However, between the limited patch work of full-depth reclamations and a complete seal coating, we believe we will delay the need to fully resurface the parking lot by an additional 15 years. This request is timely because doing this now before the parking lot falls into serious disrepair will allow us to utilize a more cost effective preservation treatment as opposed to waiting 3-5 more years and having to do a complete reclamation which will double or even triple the cost. Doing this project will preserve safe, accessible, and reliable access to the heart of municipal government and our public library.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The condition is further described in the first answer. Parking lot has been crack sealed substantially and will require a complete seal coat to extend the life of the parking lot another 5-10 years. The walkways are deteriorating along the edges and between panels. Concrete experts do not recommend patching areas of the concrete, but rather replacing the entire panel. A concrete expert recommended adjusting the curbing along the edge of the panels to be vertical instead of diagonal to prevent further deterioration which he believes has been caused by the angle of the curb. The Town Engineer assessed the condition of the parking lot as poor but not failed. Addressing the seal coating now is a cheaper preservation method that will allow us to extend the life of the parking lot.

Expected Life of Item *

15 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The only other funding source available for this type of work is the operating budget. The operating budget could certainly not support a \$120,000 item even with advance budget planning. This type of work also cannot be phased in order to utilize funding from the operating budget over a certain number of years.

What are the expected annual maintenance costs of the item? *

None.

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

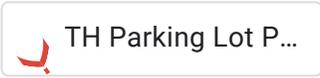
Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

The condition is further described in the first answer. Parking lot has been crack sealed substantially and will require a complete seal coat to extend the life of the parking lot another 5-10 years. The walkways are deteriorating along the edges and between panels. Concrete experts do not recommend patching areas of the concrete, but rather replacing the entire panel. A concrete expert recommended adjusting the curbing along the edge of the panels to be vertical instead of diagonal to prevent further deterioration which he believes has been caused by the angle of the curb. The Town Engineer assessed the condition of the parking lot as poor but not failed. Addressing the seal coating now is a cheaper preservation method that will allow us to extend the life of the parking lot.

Attach Quotes here (combine into one file)



Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Google Forms

FY2024 Capital Asset Management Request Form

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Department *

Administration

Request Submitted By *

Colin Loiselle

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Bicentennial Field Irrigation Project

Estimated Cost *

\$220,000.00

How many quotes have you obtained when determining the estimated cost? *

1-Construction Estimate

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what *
not having this item will do to your ability to deliver services to Tyngsborough.

This is a request that the Board of Selectmen and School Committee have been looking at for quite some time. As many members of the Committee will know, the Town spends roughly \$50-60k annually watering the fields at Bicentennial utilizing municipal water. These fields get constant use in the on-season and identifying a more efficient and cost-effective watering source has been a priority for at least the last ten years. With the help of Irrigation Consultants, we have identified an irrigation system that will utilize water from the nearby brook to water the fields with no reliance on municipal water. Once the project is designed and installed, the Town will be able to stop using the municipal water and thus see a \$0.00 water bill every month. While the current estimate is \$220,000, even if this cost was at the original estimate of \$250,000, the Town would see the project pay for itself in the first five years. The estimates in front of the Committee are based on the project's current design but may fluctuate (hence the slight difference between the estimate and the request) depending on various factors throughout the environmental permitting process. The plan as designed has already been reviewed preliminarily by the Conservation Commission and we don't expect any hurdles but with the complexity of these projects, it is always safer to aim high and end up lower. Completing this project will allow our School Department & Recreation Department to continue to provide use of our beautiful fields without overburdening the Town's budget because of the watering expense.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Expected Life of Item *

25+ years

Have you ruled out alternative funding sources such as grants? *

- Yes
- No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The only other funding source available for this type of work is the operating budget. The operating budget could certainly not support a \$220,000 item even with advance budget planning. This type of work also cannot be phased in order to utilize funding from the operating budget over a certain number of years. The Town did authorize the use of ARPA funding to design the project and we feel that now is the time to follow through with the project since it has been sought after for some time and we have ARPA funding available now that we haven't had in the past.

What are the expected annual maintenance costs of the item? *

Minimal At the very most, they would be identical to the maintenance costs we have today with our regular irrigation system (winterizing, clearing lines, etc.)

Does this item address a legal order or legal requirement that your Department must conform to? *

- Yes
- No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

This isn't a replacement item, this is a new item to address a deficiency in the old item. Alternative method of delivering water to the fields.

Attach Quotes here (combine into one file)

 Tyngsboro Bicen...

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Commission on Disability

Request Submitted By *

Colin Loiselle

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Police Department Exterior Accessibility Improvements

Estimated Cost *

\$340,000.00

How many quotes have you obtained when determining the estimated cost? *

1- Construction Estimate

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what *
not having this item will do to your ability to deliver services to Tyngsborough.

The project would see the full depth reclamation of the Police Department's parking lot and the replacement of the existing concrete walkway with a properly accessible one. In reclaiming the entire parking lot, the grade of the parking lot will be adjusted to make it accessible and compliant with the current ADA code. It would increase parking at the station and would finally see the installation of two dedicated handicap parking spots that meet current code. The parking lot of this building presents substantial accessibility challenges identified by the Town's 2021 Transition Plan and prioritized by the Commission on Disability. The current parking lot lacks any proper handicap parking, has a slope far too high for someone in a wheelchair to traverse the parking lot, has an insufficient and largely inaccessible walkway from the parking lot to the front door, and from an operational standpoint lacks enough parking for the public, staff, and department vehicles. This application will enhance accessibility which largely doesn't exist while also repairing a seriously poor condition parking lot. This request is timely because of the existence of ARPA funding which is typically not available but that the Commission on Disability feels is well suited for one time accessibility improvements.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why
replacement is necessary today.

The Town Engineer has evaluated the condition of the parking lot as being failed. This requires a full-depth reclamation. Additionally, the parking lot has been deemed not accessible due to its slope and grade. The only way to address the grade is by doing a full-depth reclamation.

Expected Life of Item *

25 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The Commission on Disability has been very successful in obtaining grants to fund accessibility improvements. It has received grant funding for the Transition Plan & Self Evaluation and has a pending grant application for \$250,000 to address accessibility issues at Bicentennial Field, Wicasse Fields, and Bridge Meadow Park. The more local money the Town spends on accessibility projects, the better the Town looks when applying for new grants.

What are the expected annual maintenance costs of the item? *

None.

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

.....

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

The Town Engineer has evaluated the condition of the parking lot as being failed. This requires a full-depth reclamation. Additionally, the parking lot has been deemed not accessible due to its slope and grade. The only way to address the grade is by doing a full-depth reclamation.

Attach Quotes here (combine into one file)

 TPD Parking Lot_...

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

 Police Lot Sketc...

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Department *

Technology

Request Submitted By *

Tom Laflamme

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

Website Redesign

Estimated Cost *

\$26861

How many quotes have you obtained when determining the estimated cost? *

1

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what not having this item will do to your ability to deliver services to Tyngsborough. *

This request will provide for professional services to perform a full redesign of the website including migration of existing data. This will also centralize all expenses related to hosting and modules for the website while also addressing deficiencies with the current site.ill

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The current site is build on a WordPress foundation with several third-party plugins to achieve the desired functionality. As such, there is a risk of incompatibility with every update that is rolled out.

Additionally, there is a lack of consistency between various page layouts and functionality across the site.

Finally, there have been a number of ADA compliance issues identified through different scans.

Expected Life of Item *

5+ years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

None to date, due to timing of request submission. Alternative will continue to be investigated.

What are the expected annual maintenance costs of the item? *

6,039,60 for year 2 plus 5% increase annually

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

This would ensure proper backups of the site as well as facilitate ADA compliance

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Basic scan of the current site was performed by boia.org of the 29 tests performed 18 failed.

Attach Quotes here (combine into one file)

 Tyngsborough M...

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

 CivicPlus Engage...

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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

6 wheel dump truck w/plow and sander(T-4/2002)

Estimated Cost *

\$246,000

How many quotes have you obtained when determining the estimated cost? *

one

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The vehicle is used to plow and sand/salt town roadways, the vehicle currently in service is prone to breakdowns and parts are difficult, if not impossible, to obtain due to the age of the vehicle. It would be a great liability to the town to not have trucks able to plow and sand/salt roads in a timely manner.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

the vehicle currently in service is prone to breakdowns and parts are difficult, if not impossible, to obtain due to the age of the vehicle.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

I am not familiar with any grant funding for large plow/sander trucks.

What are the expected annual maintenance costs of the item? *

\$5,000.00

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

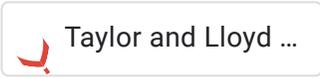
Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

Attach Quotes here (combine into one file)



Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Commission on Disability

Request Submitted By *

Colin Loiselle

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Council on Aging Accessibility Improvements

Estimated Cost *

\$12,000.00

How many quotes have you obtained when determining the estimated cost? *

1- Construction Estimate

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what *
not having this item will do to your ability to deliver services to Tyngsborough.

This project would see the Town address some of the "Priority 1" items identified in the 2020 Transition Plan which was funded by a grant awarded to the Commission on Disability. The transition plan looked at deficiencies in accessibility in all of our general government and school department buildings. Specifically, this project would address the lack of a second accessible entrance/exit to the Council on Aging by fixing the slope on the exterior ramp. Right now, patrons enter through the front of the building which is accessible because it is at grade. However, the exterior ramp at the other end of the building is not accessible because the slope is too high. This project would see the regrading of the slope to make it compliant with the 8.3% slope maximum. Additionally, we would address the lack of adequate & properly placed tactile signs throughout the building. Finally, it would see the installation of a can-detectable barrier skirt under the drinking fountain which is required under the current ADA code.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Expected Life of Item *

20+

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The Commission on Disability has been very successful in obtaining grants to fund accessibility improvements. It has received grant funding for the Transition Plan & Self Evaluation and has a pending grant application for \$250,000 to address accessibility issues at Bicentennial Field, Wicasse Fields, and Bridge Meadow Park. The more local money the Town spends on accessibility projects. Some departments have been able to address components of the transition plan using their operating budget but this was outside of the maintenance budget for the COA.

What are the expected annual maintenance costs of the item? *

None.

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

The answer is no, however, the current ADA code requires these be in place. The COA is grandfathered because it was compliant with the ADA code at the time it was constructed. It is best practice, though, for the COA to be up to the current ADA code when feasible.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

The items come directly from an assessment by ADA professionals hired by the Town in 2020.

Attach Quotes here (combine into one file)



Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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FY2024 Capital Asset Management Request Form

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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

Chevrolet Silverado 9t-1/2012)

Estimated Cost *

\$49,000

How many quotes have you obtained when determining the estimated cost? *

one

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

This vehicle is driven daily by the Senior Foreman to project sites, meetings with residents, town employees and committee members and general Highway department work. Tools and equipment are carried in this vehicle for use throughout the day. This vehicle is in our fleet rotation to be replaced.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Current vehicle is rotting in many areas and experiencing increased maintenance issues.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

I am not aware of any grant funding to replace this vehicle.

What are the expected annual maintenance costs of the item? *

\$2,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

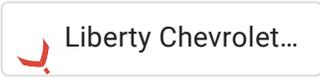
Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

Attach Quotes here (combine into one file)



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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

6 wheel dump truck w/plow and sander (T-17/2001)

Estimated Cost *

\$250,000

How many quotes have you obtained when determining the estimated cost? *

one

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The vehicle is used to plow and sand/salt roads, hills and side streets throughout town. The vehicle currently being used is in danger of no longer passing state safety inspection. Parts for this vehicle are difficult to find and costly, due to their age. The inability to plow and sand town roads in a timely manner is a liability to the town.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The vehicle being replaced is a 23 year old truck which is in danger of no longer passing state safely inspection and parts are difficult and costly.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

I am unaware of alternative funding sources for trucks of this size and nature.

What are the expected annual maintenance costs of the item? *

\$5,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

Attach Quotes here (combine into one file)

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Department *

Administration

Request Submitted By *

Colin Loiselle

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

Town Hall Service Counter & Tax Office Redesign

Estimated Cost *

\$65,000.00

How many quotes have you obtained when determining the estimated cost? *

The estimate is based off of a quote from 2021 and includes 15% mark up as well as the appurtenant costs associated with the service counter replacement which was not part of the original project quote.

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what *
not having this item will do to your ability to deliver services to Tyngsborough.

This request would see the complete replacement of two service counters at Town Hall that are original to the building and that were deemed obsolete in the 2015 Facilities Assessment that the Town hired a firm to conduct. The two service counters are at the Tax Office and the Town Clerk’s Office. Additionally, it would see the resurfacing and partial replacement of components of the service counters in the Assessor’s Office and the Inspectional Services department. Those counters are more complex than the two being replaced and don’t require a complete replacement. Finally, the Administration is looking to have the wall in the Tax Office re-aligned with the hallways to better and more efficiently serve the general public. This project would see the current wall bumped out, one service window removed, and new space acquired in the Tax Office. This has been identified as an operational need for some time but has been pushed off due to lack of funding.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

This request would see the complete replacement of two service counters at Town Hall that are original to the building and that were deemed obsolete in the 2015 Facilities Assessment that the Town hired a firm to conduct. The two service counters are at the Tax Office and the Town Clerk’s Office. Additionally, it would see the resurfacing and partial replacement of components of the service counters in the Assessor’s Office and the Inspectional Services department. Those counters are more complex than the two being replaced and don’t require a complete replacement.

Expected Life of Item *

20-25 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The only other funding source available for this type of work is the operating budget. The operating budget could certainly not support a \$65,000.00 item even with advance budget planning. While some aspects of the work can be done in phases to allow multiple years to fund, the work to relocate the wall would need to be done at the same time as the replacement of the Tax counter. The wall relocation is the most expensive component of the project.

What are the expected annual maintenance costs of the item? *

None.

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

This request would see the complete replacement of two service counters at Town Hall that are original to the building and that were deemed obsolete in the 2015 Facilities Assessment that the Town hired a firm to conduct. The two service counters are at the Tax Office and the Town Clerk's Office. Additionally, it would see the resurfacing and partial replacement of components of the service counters in the Assessor's Office and the Inspectional Services department. Those counters are more complex than the two being replaced and don't require a complete replacement.

Attach Quotes here (combine into one file)



Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

John Deere Loader (replaces 2007 John Deere Loader)

Estimated Cost *

\$150,000

How many quotes have you obtained when determining the estimated cost? *

0

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The loader is used on a regular basis for various projects throughout town.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The current loader is over 16 years old and is part of our fleet replacement program.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

I am not aware of alternative funding sources for a backhoe.

What are the expected annual maintenance costs of the item? *

\$5,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Google Forms

FY2024 Capital Asset Management Request Form

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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

6 wheel dump truck w/ plow and sander (T-7/2014)

Estimated Cost *

\$255,000

How many quotes have you obtained when determining the estimated cost? *

0

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The vehicle is used to plow and sand/salt roads, hills and side streets throughout town. The vehicle currently being used is in danger of no longer passing state safety inspection. Parts for this vehicle are difficult to find and costly, due to their age. The inability to plow and sand town roads in a timely manner is a liability to the town.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

This vehicle is part of our fleet replacement program and is in danger of no longer passing state safety inspection.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

N/A

What are the expected annual maintenance costs of the item? *

\$5,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

Attach Quotes here (combine into one file)

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Department *

Fire

Request Submitted By *

Wes Russell

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Engine 2 Replacement

Estimated Cost *

\$650,000

How many quotes have you obtained when determining the estimated cost? *

Awaiting quote on bidlist spec

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

On the 22-26 Plan this was an FY23 request. Last year (23-27) it was moved back to FY24 to Prioritize the ambulance. We are now still requesting as an FY24 item.

Please describe the request including what the item will do, why this request is timely, and what *
not having this item will do to your ability to deliver services to Tyngsborough.

This Engine/Pumper will replace the current Engine 2, manufactured in 2000. We did not previously anticipate needing to purchase a new Engine this soon. The Apparatus Replacement plan in FY19 when our last engine was purchased, called for the next engine in 2026. Due to excessive maintenance issues with the 2006 Engine it was removed from service in favor of the older 2000 Engine remaining in service. We have downsized our fleet from 6 Engines in 2016 to 3 Engines in 2020 partly to reduce out of control maintenance costs. Also, the increase in municipal water availability in Town allowed for this adjustment. ISO ratings look for an NFPA compliant Engine within one and a half miles of the insured property. We maintain an ISO Rated, NFPA compliant Engine in each of our 3 stations.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

NFPA recommends that fire departments should consider replacing Engines after 15 years of service. It also recognizes that the useful life on an Engine depends on the community it serves, but If kept in service beyond 15 years, departments should upgrade any safety features that have been added to the compliance standard since it's manufacture date. The upgrades are cost prohibitive on apparatus with only a few useful years left. Our practice of replacing Engines after 20 years of service has seemed to work for our community.

Expected Life of Item *

20 Years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

We planned to apply to this years AFG but it has been delayed. In recent years we were advised that it was not a high priority item for AFG.

What are the expected annual maintenance costs of the item? *

\$3,500

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Replacement is overdue to maintain NFPA compliance, regardless of assessment

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Google Forms

FY2024 Capital Asset Management Request Form

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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

John Deere Backhoe (replaces 2007 John Deer Backhoe)

Estimated Cost *

\$135,000

How many quotes have you obtained when determining the estimated cost? *

0

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The backhoe is an integral piece of equipment for the Highway department. It is used year-round in a variety of capacities.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The current backhoe has experienced some maintenance issues and parts are difficult to find and are costly.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

I am not aware of any alternative funding sources for a backhoe.

What are the expected annual maintenance costs of the item? *

\$4,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

Attach Quotes here (combine into one file)

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Department *

Fire/Ambulance

Request Submitted By *

Wes Russell

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Ambulance Replacement

Estimated Cost *

\$300,000

How many quotes have you obtained when determining the estimated cost? *

Awaiting quote from bidlist spec

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

We have been able to maintain the 2007 Ambulance in service, but have been warned by Dept of Public Health inspector that it is near the end of it's life.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The department currently operates two ambulances, a 2016 Osage purchased new in 2016 and a 2007 Osage purchased used by the Tyngsborough Firefighter's Association in 2016 and donated to the Town. Originally the second ambulance was planned as a back-up when the primary ambulance needed repairs and occasionally used when there were two ambulances needed. The ambulance call volume has increased dramatically, and we are more frequently responding with the second ambulance while the primary ambulance is still on a previous call.

A-2 usage Was flat for first few years but has increased significantly in the last couple of years. In FY21 there was a 17% increase over previous years and so far in FY22 there is another 12% increase. A new ambulance is essential at this point to maintain the efficiency of the service and minimize the number of times we need to rely on mutual aid ambulance coverage. The 2023 Ambulance would handle the first call, and the majority of the calls. The 2016 would be 2nd out the door. This will extend the useful life of the 2016 ambulance that already approaching 110,000 miles.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The 2nd ambulance has had increased use and is essential to operations. Mutual aid availability has been an increasing challenge due to industry staffing shortages. The wear on door hinges and body cracks were red flags for the DPH Inspector in 2019, and he expressed concern that it will not likely continue to pass. Additionally, it is important to move the 2016 to back-up status to prolong it's useful life.

Expected Life of Item *

10+ years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

We applied to Assistance to Firefighters Grant without success

What are the expected annual maintenance costs of the item? *

\$2,500

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

DPH Inspector expressed concerns that the normal wear is catching up on this vehicle and may be near the end of it's usefull life.

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Chevrolet Silverado Utility Truck (T-5/2015)

Estimated Cost *

\$75,000

How many quotes have you obtained when determining the estimated cost? *

0

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

This vehicle is an integral vehicle in our fleet, it is used on a daily basis and has many storage areas for frequently used tools and equipment.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The existing vehicle is 12 years old and starting to experience maintenance issues and rot.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

We have been unable to identify alternative funding sources for this vehicle replacement.

What are the expected annual maintenance costs of the item? *

\$3,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

6 wheel dump truck w/plow and sander (T-9/2015)

Estimated Cost *

\$260,000

How many quotes have you obtained when determining the estimated cost? *

0

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The vehicle is used to plow and sand/salt roads, hills and side streets throughout town. The vehicle currently being used is in danger of no longer passing state safety inspection. Parts for this vehicle are difficult to find and costly, due to their age. The inability to plow and sand town roads in a timely manner is a liability to the town.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The current vehicle has been used for many winters and is in the fleet replacement program. The large trucks are used for hours at a time and experience a lot of wear and tear during the long snow and ice seasons.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

There is none available to my knowledge

What are the expected annual maintenance costs of the item? *

\$5,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

6 wheel dump truck w/plow and sander (T-13/2015)

Estimated Cost *

\$265,000

How many quotes have you obtained when determining the estimated cost? *

0

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The vehicle is used to plow and sand/salt roads, hills and side streets throughout town. The vehicle currently being used is in danger of no longer passing state safety inspection. Parts for this vehicle are difficult to find and costly, due to their age. The inability to plow and sand town roads in a timely manner is a liability to the town.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The current vehicle has been used for many winters and is in the fleet replacement program. The large trucks are used for hours at a time and experience a lot of wear and tear during the long snow and ice seasons.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

I am not familiar with any alternate funding sources for vehicles of this size and function

What are the expected annual maintenance costs of the item? *

\$5,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Highway

Request Submitted By *

Susan Silvia

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

6 wheel dump truck w/plow and sander (T-12/2016)

Estimated Cost *

\$265,000

How many quotes have you obtained when determining the estimated cost? *

0

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The vehicle is used to plow and sand/salt roads, hills and side streets throughout town. The vehicle currently being used is in danger of no longer passing state safety inspection. Parts for this vehicle are difficult to find and costly, due to their age. The inability to plow and sand town roads in a timely manner is a liability to the town.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The current vehicle has been used for many winters and is in the fleet replacement program. The large trucks are used for hours at a time and experience a lot of wear and tear during the long snow and ice seasons.

Expected Life of Item *

10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

I am not aware of any alternative funding sources for trucks of this size and capabilities.

What are the expected annual maintenance costs of the item? *

\$5,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

N/A

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Department *

Administration

Request Submitted By *

Colin Loiselle

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

Town Hall/Library Tile Replacement Project

Estimated Cost *

\$110,000.00

How many quotes have you obtained when determining the estimated cost? *

This estimate is based on prices we obtained for various other quotes in 2022. We would need to get a fresh quote for 2026 if the funding is approved for that year.

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

This request would see the complete replacement of the VCT floor tiles in the main lobby of the Town Hall, the flooring in the Library staff break room, and the VCT flooring in the two Town Hall bathrooms & the two Library bathrooms. We would also replace the bathroom partitions in the two town hall bathrooms (there are no partitions in the Library restrooms as they are single stalls). The flooring is original to the building and while we have had the carpet replaced throughout the building, we never addressed the tiles. While many of the tiles are still in okay shape, most have been worn down and are showing serious signs of wear and tear. Specifically in the restrooms, those tiles are discolored and chipping. Capital projects in the past have funded the carpet replacement throughout the building and more recently in the Library. The floors are now 23+ years old and due to be replaced.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Floor replacement is a regular maintenance item every 15-20 years and these tiles are now outside of that life expectancy. By the time we would be seeking to go through with this project, they will be close to 30 years old.

Expected Life of Item *

25-30 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The only other funding source available for this type of work is the operating budget. The operating budget could certainly not support a \$110,000 item even with advance budget planning.

What are the expected annual maintenance costs of the item? *

None. Internal staff handle cleaning of tiles.

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

.....

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Floor replacement is a regular maintenance item every 15-20 years and these tiles are now outside of that life expectancy. By the time we would be seeking to go through with this project, they will be close to 30 years old.6

Attach Quotes here (combine into one file)

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Department *

Police Department

Request Submitted By *

Shaun Woods

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Building Video Surveillance System

Estimated Cost *

\$64,800.57

How many quotes have you obtained when determining the estimated cost? *

One (equipment quoted off of state ITC71 contract)

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what *
not having this item will do to your ability to deliver services to Tyngsborough.

This is a building security request to install a new network based video surveillance system at the police department that will allow for the adoption of current and future technology and ease of use by department personnel. The installed system would allow for expansion of cameras on site and off site with sufficient network connection. The cameras can be reused elsewhere in the event of relocation of the police department.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Expected Life of Item *

7 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

Applied for and received a MIIA grant for building security upgrades (Approximately \$5,000)

What are the expected annual maintenance costs of the item? *

Most parts have a 5 year warranty. Avigilon releases a major revision / upgrade every 4 years. The upgrade would be approximately \$50 per camera - however these upgrades are not required.

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

DA's office requires certain activities (i.e. detainee bookings, suspect interviews) to be recorded and saved.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Current equipment, while not in violation, is not in compliance with National Defense Act standards.

Attach Quotes here (combine into one file)

 New_Era_Techno...

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Fire

Request Submitted By *

Wes Russell

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Fire Station Building Maintenance

Estimated Cost *

\$38,500

How many quotes have you obtained when determining the estimated cost? *

We have solicited estimates from different vendors for different items

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Submitted for FY24 on previous CAMC Plan

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

Center fire station old and obsolete, needing replacement. We are maintaining building until it can be replaced.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Expected Life of Item *

5-10 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

No grants are available for fire station buildings

What are the expected annual maintenance costs of the item? *

Variable

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

multiple items and vendors

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.



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Google Forms

FY2024 Capital Asset Management Request Form

This is the department's opportunity to persuade the CAMC to approve their request. It is recommended that this be completed with as much detail and relevant information as possible. All fields are required except attachments. However, applications missing attachments required by the CAMC may be rejected as not-complete. Please contact Assistant Town Administrator Colin Loiselle for more information.

Department *

Fire

Request Submitted By *

Wes Russell

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Aerial Ladder Replacement

Estimated Cost *

\$1,100,000

How many quotes have you obtained when determining the estimated cost? *

0

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Has been on Apparatus replacement plan for FY26 since 2001

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

An Aerial Ladder is an essential piece of equipment for fighting fires in multi-story buildings, reaching upper stories quicker, safer and with less man-power than ground ladders. Tyngsborough has had an Aerial Ladder since 1986.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Our current 1997 Aerial will be 30 years old by this replacement plan. The NFPA recommends replacement at 15 years but recognizes that different communities put different demands on apparatus.

Expected Life of Item *

25-30 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

We will apply for grant funding, but it is not a high priority item for AFG grants.

What are the expected annual maintenance costs of the item? *

\$3,500

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

The apparatus undergoes annual testing.

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Fire

Request Submitted By *

Wes Russell

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Hydraulic Rescue Tool

Estimated Cost *

\$30,000

How many quotes have you obtained when determining the estimated cost? *

1

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

On previous plan for FY28

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

These tools are used primarily for extrication of victim from serious motor vehicle accidents. They also are used in other rescue scenarios involving machinery.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

The set that is housed on the East side of the River is over 20 years old can be maintained but replacement parts are not available.

Expected Life of Item *

15-20 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

We may be able to obtain grant funding and will attempt.

What are the expected annual maintenance costs of the item? *

\$500 or less

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Our vendors have advised replacement

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Historical Commission

Request Submitted By *

Colin Loiselle

Fiscal Year Required *

- FY 24
- FY 25
- FY 26
- FY 27
- FY 28

Project Name *

Littlefield Library Accessibility Upgrades

Estimated Cost *

\$40,000.00

How many quotes have you obtained when determining the estimated cost? *

1-Construction Estimate based off of the 2020 Transition Plan including 10% escalation for the two year gap and an additional 15% escalation for contingency since this project wouldn't commence until 2023.

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

The Littlefield Library is a historic building in our Town Center that both the Tyngsborough Community Preservation Committee and the Massachusetts Historical Commission have invested a combined \$120,000 on in the last three years. That funding was used for exterior restoration work, primarily the masonry repointing and the replacement of the asphalt shingle roof with a more historically appropriate slate roof. No funding, however, has been invested on the interior. As the Town explores potential uses of the Littlefield Library including using it as a satellite Library, the interior will require some work to match the investments on the exterior. This funding would be utilized largely to address accessibility issues. Those primary issues include the exterior ramp which was built by volunteers in 2014 and is in disrepair and the bathroom which was also relocated by volunteers and not currently accessible. The pricing was obtained from the 2021 Transition Plan with escalation added in. Finally, we would need to address a gap in the flooring just inside the main entrance which makes the entrance inaccessible, this would need to be addressed for the ramp to have any value.

Making these improvements would allow the Town to fully utilize this space for a variety of functions. It would also go a long way as it relates to showing the Town has skin in the game when it comes to future grant applications to the Massachusetts Historical Commission.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Expected Life of Item *

15-20 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

The Historical Commission and Town Administration have been very successful in obtaining funding for restoration to the exterior of the Littlefield Library. This includes nearly \$120,000 of funding from the Commonwealth and from the CPC to address the roof, masonry, and exterior paint. However, the type of work we need to do now in order to fully utilize that space is cosmetic and related to accessibility. The MHC which funded exterior projects does not fund this type of interior project. Funding this project, though, would expand our eligibility for future MHC grants on this site or other sites.

What are the expected annual maintenance costs of the item? *

None

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

The items come directly from an assessment by ADA professionals hired by the Town in 2020.

Attach Quotes here (combine into one file)

 Littlefield Library...

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Fire

Request Submitted By *

Wes Russell

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

Replacement Air Pachs

Estimated Cost *

\$65,000

How many quotes have you obtained when determining the estimated cost? *

1

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

This is the 2nd half of a phased in replacement of all packs. Phase 1 approved for FY23. Still waiting to hear on grant award.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

These are the Self-Contained Breathing Apparatus necessary for firefighters to enter fire buildings and other hazardous atmospheres.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

Current packs require replacement due to age and falling out of NFPA compliance

Expected Life of Item *

15 years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

Waiting to hear on grant award.

What are the expected annual maintenance costs of the item? *

\$2,500 for all 24 packs

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Tested annually

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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Department *

Fire

Request Submitted By *

Wes Russell

Fiscal Year Required *

FY 24

FY 25

FY 26

FY 27

FY 28

Project Name *

Fire SUV/Utility Pickup

Estimated Cost *

\$75000

How many quotes have you obtained when determining the estimated cost? *

0

Have you submitted a request for this item in the past? *

Yes

No

If yes, when & what have you done to date to continue to provide service without the requested item.

Please describe the request including what the item will do, why this request is timely, and what * not having this item will do to your ability to deliver services to Tyngsborough.

This vehicle is to be used primarily by Assistant Chief/Fire Prevention Officer to conduct business and respond to calls. Vehicle will also be used for towing boat and/or other trailers. Decision to obtain an SUV or Pickup should be made based on needs of the department at the time.

Is this a replacement item? *

Yes

No

If a replacement item, please describe the condition of the item being replaced & why replacement is necessary today.

2013 SUV will need replacement.

Expected Life of Item *

10+ years

Have you ruled out alternative funding sources such as grants? *

Yes

No

Please describe efforts taken to date to identify alternative funding sources for the request or explain why no effort has been or could be made. *

Grant funding not typically available for these vehicles

What are the expected annual maintenance costs of the item? *

\$1,000

Does this item address a legal order or legal requirement that your Department must conform to? *

Yes

No

If yes to the question above, please explain why.

Has the condition of this item been evaluated by an independent professional? *

Yes

No

If yes to the question above, please describe their findings. If no, please explain why no such assessment has been made. *

Not replacing for another 5 years

Attach Quotes here (combine into one file)

Additional Documents Related to the Request including assessments, appraisals, or maintenance logs.

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