

# **Town of Middleton Massachusetts**



## **Proposed Fiscal Year 2021 Capital Budget**

**As of 3/4/2020**

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**BOARD OF SELECTMEN & FINANCE COMMITTEE  
FY2021 CAPITAL BUDGET SUMMIT  
MEETING AGENDA**

**Fuller Meadow School  
Nathan Media Center  
143 South Main Street, Middleton, MA 01949  
Saturday, March 7, 2020  
8:15 AM**

1. 8:15AM Call to Order; preliminaries and introductory comments
2. 8:30AM FY2021 Capital Budget overview: Andy Sheehan, Sarah Wood
3. 9:00AM Police Department: Chief James DiGianvittorio
4. 9:30AM Health Department and Information Technology: Derek Fullerton
5. 10:00AM Fire Department: Chief Tom Martinuk
6. 10:30AM Department of Public Works and COA HVAC: Paul Goodwin
7. 11:00AM Inspectional Services: Scott Fitzpatrick
8. 11:30AM Middleton Elementary Schools: Scott Morrison, Steve Greenberg
9. 12:00PM Public Buildings and Administration: Andy Sheehan
10. 12:30PM General Discussion; review and discuss supplemental requests, operating budget
11. 1:00PM Items not anticipated by the chair at the time the agenda was posted
12. 1:30PM Adjournment

Upcoming meetings: Tuesday, March 10 & 24  
Thursday, April 2  
Tuesday, April 7  
Thursday, April 9  
Thursday, April 16  
Tuesday, April 21

Board of Selectmen  
Joint BOS/FinCom: Budget hearing and warrant review  
Board of Selectmen  
Joint BOS/FinCom: Finalize budget, if needed  
Special Town Meeting  
Board of Selectmen

*The Board reserves the right to consider items on the agenda out of order. Not all items listed may be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

**MINUTES OF THE BOARD OF SELECTMEN & FINANCE COMMITTEE  
FY2021 OPERATING BUDGET SUMMIT**

**Fuller Meadow School  
Nathan Media Center  
143 South Main Street, Middleton, MA 01949  
Saturday, February 1, 2020  
8:15 AM**

BOS Present: Brian Cresta (BC), Timothy Houten (TH), Rick Kassiotis (RK), Todd Moreschi (TM), Kosta Prentakis (KP)

Finance Committee Present: Richard Gregorio (RG), Michelle Cresta (MC), George E. Dow, Sr. (GD), Toni Mertz (TM), Jason Vining (JV)

Others Present: Town Administrator Andrew Sheehan (AS), Assistant Town Administrator Tanya Shallop (TS), Town Accountant/CFO Sarah Wood (SW), Other attendees as noted

8:32 AM      With a quorum present TH called the meeting to order.

8:30 AM      **FY2021 Operating Budget overview: Andy Sheehan (AS), Sarah Wood (SW)**  
AS discussed the calendar going forward. AS and SW presented an overview of the budget including highlighting the current unknown status of the school budgets, health insurance, and retirement. SW discussed items of note in the draft budget including an increase in contractual services, IT, and compensation reserve. SW also reviewed the revenue projections including taxes, state aid, and MV excise tax. She gave an overview as to how the draft budget fit into the town's financial management policies. There were brief discussions regarding Essex County Retirement and the presentation of the budget. AS provided a recap of the needs to balance the budget and previewed the capital budget.

9:40      **Masconomet Regional School budget: Tasha Cooper (TC), Michael Harvey (MH)**

MC discussed the new administration's approach to the budget process. He noted that the draft school budget had not been deliberated on by the School Committee and stated that things would continue to change. He used a "0 based budgeting" approach. MH outlined critical priorities and answered questions regarding any anticipated capital needs.

10:25      **Council on Aging Budget: Jillian Smith (JS)**

JS presented a changed organizational structure for the next fiscal year and the budget costs associated with it. She discussed vehicles with the members of the BOS and FC, saying that she would like to ask for a new smaller vehicle in the capital budget. She discussed new initiatives at the COA including social isolation initiatives.

**10:51 Department of Public Works: Paul Goodwin (PG)**

Vote by the FC to approve a reserve fund transfer in the amount of \$19,800 for the heating system at the DPW building

Motion RG

Second MC

Approved 5-0

PG walked through the budget highlights including increases to equipment repair. He answered questions regarding trees, mowing, drainage inspections, cemetery work, summer positions, and snow and ice. He also engaged in a discussion regarding the future of the transfer station due to the increasing costs of recycling and equipment. Members of the BOS would like to see a fee for bulk items and a recycling sticker fee. This will be added to a future BOS meeting.

**11:41 Vote by the FC to approve a reserve fund transfer in the amount of \$850 for a Quickbooks update.**

Motion RG

Second MC

Approved 5-0

**11:44 Fire Department: Chief Tom Martinuk (TM)**

TM discussed the repairs that have been necessary for the equipment and the cost of telephone equipment and service. There was a general discussion among members of the BOS, FM, and others regarding ambulance billing and the possibility of small claims court opportunities. TM explained the “special expenses” line item. TM briefly talked about his supplemental requests for an additional FT firefighter and additional hours for the Fire Department clerk.

12:00 TM left the meeting

**12:15 Police Department: Chief James DiGianvittorio (JD)**

JD discussed his base budget generally. He talked about the contractual obligations based upon the CBA. There was a general discussion of overtime within the department and the drivers and needs. Additionally, he discussed outfitting the cruisers with equipment and his capital request for a new “court car.”

**12:25 Flint Public Library: Melissa Gasper (MG)**

MG discussed the increase in programming at the library and the increase in attendance and use of the facilities. She related this to her supplemental asks of more hours for the janitorial staff and more hours for one of her librarians.

**12:40 Middleton Elementary School budget: Scott Morrison (SM), Steve Greenberg (SG), Matt LaCava (ML), Kristen Richardson (KR), Steve Clifford (SC)**

SG discussed the current budget increase of 5,76% as a “starting point.” They had a budget meeting earlier that morning but had not made many decisions yet. Major increases in the proposed budget include a grant writer, an operations supervisor, and an HVAC technician. They are also requesting a utility vehicle, IT support, a nurse assistant, and other staff increases. There was a general discussion about Ch. 70 funding.

**1:35 Health, Information Technology: Derek Fullerton (DF)**

DF discussed his supplemental request of a cross-jurisdictional health inspector. There was general discussion regarding the consultants that the department uses and how much is spent on a yearly basis. There was additional discussion about the supplemental request of the Health Department software.

**1:48 General Discussion; review and discuss supplemental requests**

There was a general discussion of the supplemental request for administrative support for the Zoning By-Law Review Committee with some members wondering whether this should be a separate budget or department. Because of the potential of a Regional IT Collaboration in the future, AS, SW, and TS have moved more items into the IT budget to more easily show the true costs of IT to the town and be able to make comparisons in the future. There was a general discussion of any potential citizen petitions for Town Meeting. No one knew of any potential ones. AS gave a short preview of the capital budget and meeting. There was some general discussion of the rail train project.

The meeting adjourned at 2:40 PM.

Respectfully submitted,

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Tanya Shallop, Assistant Town Administrator

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Todd Moreschi, BOS Clerk

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John Erickson, Finance Committee Co-Chair

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Richard Gregorio, Finance Committee Co-Chair

DRAFT



## OFFICE OF THE TOWN ADMINISTRATOR

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## MEMORANDUM

TO: Board of Selectmen and Finance Committee

FROM: Andrew J. Sheehan, Town Administrator

DATE: March 7, 2020

RE: FY2021 Capital Budget, Five-Year Capital Improvement Plan, and Update on FY21 Operating Budget

In accordance with Section 5 of the Town Charter, I herewith submit the Fiscal Year 2021 (FY21) Capital Budget. This memorandum includes an update on the operating budget as well as upcoming meetings associated with the Annual Town Meeting and the completion of the operating and capital budgets.

## FIVE-YEAR CAPITAL PLAN AND FY21 CAPITAL BUDGET

The purpose of the five-year capital plan is to inform municipal officials and residents of the probable replacement schedule for components of the Town's capital assets. Capital assets include all municipal buildings, schools, parks, roads, water and drainage systems, vehicles, cemeteries, and departmental equipment valued at more than \$5,000 and having a useful life of five years. Year 1 of the five-year capital plan is the coming year's (FY21) capital budget.

A wide array of vehicles, equipment, buildings, and other infrastructure support the operations of local government. Taxpayers use municipal buildings, roads, parks, cemeteries, playing fields, and playgrounds on a daily basis. We have a duty to keep the Town's physical assets in good condition and not allow it to fall into disrepair. It requires discipline to maintain capital investments. We have seen numerous examples in Massachusetts and around the country where maintenance and replacement of capital facilities was deferred. Although deferral does not cause an immediate decline in the quality of services, the cost of catching up only increases over time.

As has been discussed at length in recent years, a number of public buildings must be addressed in the coming years. These include the Fire Station, Police Station, Council on Aging/Community Center, and Memorial Hall. The Master Development Planning Committee (MDPC) has been tasked with this charge. The MDPC is developing a plan of action to address the needs in a financially prudent manner without overburdening taxpayers.

Five-year plans are summarized by department or function through FY25 and contain descriptions and budget estimates. Funding for projects and equipment in year one, FY21, will be sought at the May 12, 2020 Annual Town Meeting. Cost estimates for years two through five of the capital plan are approximate as we cannot precisely predict inflation, changes in markets and industries, and other influencing factors.

The list of proposed expenditures is organized by function and by funding source. The capital budget shows each proposed expenditure and the recommended funding source. In most cases, these are funded

from reserve accounts such as Free Cash or Overlay Reserve, Community Preservation Fund, or receipts reserved for appropriation accounts such as the Ambulance Fund and PEG. At this point we do not anticipate recommending the use of the tax levy as a funding source for the FY21 capital budget. We recommend borrowing for a number of vehicles purchases in FY21; this is done in light of the very attractive interest rate environment, the need to keep up with vehicle replacements, and the need to maintain healthy reserves. Our financial management policies identify capital exclusions as a potential funding source for certain large (\$500,000 and above) capital items. We recommend consideration of a capital outlay exclusion for one item which is noted below.

In total, departments submitted capital requests totaling \$3,817,982. The Chief Financial Officer, Assistant Town Administrator, and I pared these requests down to the enclosed capital budget. The capital budget proposes an appropriation of \$2,508,462 net of Chapter 90 projects; \$454,520 in spending requests have been omitted from the FY21 capital budget. Last year's capital plan was \$1,217,608.

The largest item on the FY21 capital budget is replacement of the Fire Department pumper (Engine 1) at \$710,000. Historically we have drawn from Stabilization to fund such purchases. We strongly advise against this practice. Our financial management policies establish a general stabilization fund target of 5-7% of current year operating expenditures. Funding the pumper would put the Stabilization fund balance below 5% of operating expenditures. Therefore, we do not recommend this course of action. Last year we recommended pushing this appropriation out to a future year pending the approval of a new station; the boards concurred. If the boards decide to include this item in the FY21 capital budget we recommend doing so only via a capital outlay exclusion. A capital outlay exclusion adds the cost of acquisition to the tax levy for one year; after that one year the amount of the exclusion comes off the rate. This has the added benefits of preserving our Stabilization fund and of putting the decision firmly in the hands of the voters.

We did not arrive at the proposed capital appropriation by chance. The financial management policies set a Free Cash target of at least 3% of the prior year general fund operating appropriation. As of November 5, 2019, our Free Cash balance stood at \$2,164,241. Our FY20 operating appropriation was \$37,448,470; 3% of that equals \$1,040,787 in Free Cash available for use for capital and warrant articles. Other funding sources include \$170,000 from Overlay Reserve, \$384,710 from the Ambulance Fund, and \$955,000 from other sources such as Community Preservation Fund, Water Fund, PEG, and Chapter 90.

We expect that you will scrutinize all of our assumptions and each funding request based on need, justification, cost effectiveness, and how each purchase, if deferred, will affect future budgets.

## FY2021 OPERATING BUDGET

### CHANGES SINCE FEBRUARY 1, 2020

The operating budget summit was held on February 1, 2020. Several large cost centers were not yet settled. On February 1, we were looking at a budget of \$39,504,436. Since then a number of things have changed. At this time, the budget is \$39,236,625, a decrease of \$267,811. Highlights of these changes include:

- \_) The 2/1/20 budget was based on the Masconomet Superintendent's budget recommendation. That has since been decreased by \$115,528;
- \_) The Middleton Elementary Schools budget remains unchanged; based on recent conversations we expect the elementary school budget to decrease in line with instructions;
- \_) The 2/1/20 budget included an increase in the Essex Tech budget since no information had been available at that time. Since the last meeting the budget has come out which resulted in a decrease in the operating budget of \$108,856;
- \_) A number of modest adjustments were made to various departments;

As noted above, several of the major budget drivers remain unknown. The initial Middleton Elementary Schools budget came in at 5.8% and some reductions have been identified. We know that will be reduced further and we have given the administration a target of 4.0%. The School Committee is expected to make funding decisions at upcoming meetings at which point the picture will become substantially clearer.

The Masconomet operating budget also is unsettled, but is close to being final. Health insurance rates are coming in lower than initially projected which will allow for the budget to be reduced.

The Town's financial management policies call for maintaining excess levy capacity of at least 1% of the general fund operating appropriation. One percent of the FY20 budget is \$374,885. We expect the final budget to have slightly more than 1% excess levy.

#### ADDITIONAL ACTION ITEMS

- \_) A number of supplemental budget requests were discussed on February 1. Most of the supplemental requests were relatively minor, budget neutral, or advantageous. We have additional backup material and are prepared to continue discussions on these requests. We ask that the boards take action on these requests at this meeting.
- \_) The proposed FY21 snow and ice budget is \$280,750. For this year we are currently in a slightly positive position. Our five-year average expenditure is \$303,927. Modestly underfunding snow and ice is not an unreasonable practice. As the five year average creeps higher I will recommend further increasing the snow and ice budget.

As we did last year, the capital budget will again be presented as a single article with the various funding sources identified. Exceptions are made for larger acquisitions that require borrowing or a ballot vote, or that are simply easier to explain as standalone articles.

#### REMAINING FISCAL YEAR 2021 BUDGET SCHEDULE

Tuesday, March 24th at 7:00 p.m.	Selectmen Review Draft Town Meeting Warrant
Thursday, April 2nd at 7:00 p.m.	Joint Board of Selectmen & Finance Committee FY2021 Budget Hearing at Flint Public Library
Thursday, April 9, 2020	Joint Board of Selectmen & Finance Committee to finalize the FY2021 operating and capital Budgets, if necessary
Tuesday, May 12 <sup>th</sup> at 7 p.m.	Annual Town Meeting at Howe Manning School Gymnasium

Last year we held a fourth joint meeting of the Board of Selectmen and Finance Committee to put the final touches on our spending plan. At this time we hope this meeting will not be necessary. This has been set for Thursday, April 9.

Please feel free to contact this office if you have questions or comments, or would like additional information to understand any part of this important financial plan.

**Town of Middleton**  
**Fiscal Year 2021 Summary of**  
**Projected Revenues and Expenditures**

**REVENUES**

	<b>FY2020</b>	<b>FY2021</b>	<b>\$ Change</b>	<b>% Change</b>
	<b>BUDGET</b>	<b>ESTIMATE</b>		
<b>PROPERTY TAXES</b>				
Prior Year Levy Limit	\$ 28,006,842	\$ 29,471,490		
2.5% Increase	\$ 700,171	\$ 736,787		
New Growth	\$ 764,477	\$ 500,000		
<b>TOTAL LEVY LIMIT</b>	<b>\$ 29,471,490</b>	<b>\$ 30,708,277</b>		
Debt Exclusion	\$ 1,693,088	\$ 2,488,489		
Excess Levy Capacity	\$ (735,701)	\$ (750,415)		
<b>TOTAL MAXIMUM LEVY LIMIT</b>	<b>\$ 30,428,877</b>	<b>\$ 32,446,351</b>	<b>\$ 2,017,474</b>	<b>6.6%</b>
<b>STATE AID</b>				
Cherry Sheet Receipts	\$ 2,392,323	\$ 2,425,842		
Less Offsets	\$ (12,264)	\$ (13,575)		
Less Charges & Assessments	\$ (338,391)	\$ (332,147)		
<b>TOTAL NET STATE AID</b>	<b>\$ 2,041,668</b>	<b>\$ 2,080,120</b>	<b>\$ 38,452</b>	<b>1.9%</b>
<b>LOCAL RECEIPTS</b>				
Motor Vehicle Excise	\$ 1,975,000	\$ 2,000,000	\$ 25,000	1.3%
Other Excise- Room	\$ 200,000	\$ 210,000	\$ 10,000	5.0%
Other Excise - Meals	\$ 220,000	\$ 230,000	\$ 10,000	4.5%
Penalties/Interest on Taxes and Excises	\$ 90,000	\$ 90,000	\$ -	0.0%
Payments in Lieu of Taxes	\$ 130,000	\$ 130,000	\$ -	0.0%
Other Charge for Services - TSS	\$ 210,000	\$ 210,000	\$ -	0.0%
Fees	\$ 115,000	\$ 115,000	\$ -	0.0%
Departmental Revenue - Libraries	\$ 3,200	\$ 3,500	\$ 300	9.4%
Departmental Revenue - Cemeteries	\$ 45,000	\$ 45,000	\$ -	0.0%
Other Departmental Revenue	\$ 140,000	\$ 140,000	\$ -	0.0%
Licenses/Permits	\$ 500,000	\$ 500,000	\$ -	0.0%
Fines and Forfeits	\$ 12,000	\$ 12,000	\$ -	0.0%
Investment Income	\$ 80,000	\$ 80,000	\$ -	0.0%
Medicaid Reimbursement	\$ 30,000	\$ 30,000	\$ -	0.0%
HM Bond Premium Offset	\$ 24,855	\$ 24,855	\$ -	0.0%
<b>TOTAL LOCAL RECEIPTS</b>	<b>\$ 3,775,055</b>	<b>\$ 3,820,355</b>	<b>\$ 45,300</b>	<b>1.2%</b>
<b>RESERVE FOR ABATEMENT (OVERLAY)</b>	<b>\$ (293,030)</b>	<b>\$ (298,891)</b>	<b>\$ 5,861</b>	<b>2.0%</b>
<b>OFFSET RECEIPTS</b>				
Ambulance Fund Transfer	\$ 475,000	\$ 500,000	\$ 25,000	5.3%
PEG Cable Fund Transfer	\$ 154,406	\$ 155,270	\$ 864	0.6%
Weights and Measures Transfer	\$ 22,792	\$ -	\$ (22,792)	-100.0%
Special Education Stabilization Fund Transfer	\$ 62,000	\$ -	\$ (62,000)	-100.0%
Enterprise Funds Indirect Costs	\$ 25,810	\$ 48,984	\$ 23,174	89.8%
MELD Contribution	\$ 176,100	\$ 230,000	\$ 53,900	30.6%
<b>TOTAL OFFSET RECEIPTS</b>	<b>\$ 916,108</b>	<b>\$ 934,254</b>	<b>\$ 18,146</b>	<b>2.0%</b>
<b>TOTAL REVENUES</b>	<b>\$ 36,868,678</b>	<b>\$ 38,982,189</b>	<b>\$ 2,113,512</b>	<b>5.7%</b>

## EXPENDITURES

	FY2020 ADOPTED	FY2021 PROPOSED	\$ Change	% Change
<b>TOWN SERVICES</b>				
Personnel Services	\$ 6,526,145	\$ 6,731,417	\$ 205,272	3.1%
Contractual Services	\$ 2,482,704	\$ 2,589,917	\$ 107,213	4.3%
Retirement, Health Ins & Unclassified	\$ 2,661,981	\$ 2,884,050	\$ 222,069	8.3%
<b>TOTAL TOWN SERVICES</b>	<b>\$ 11,670,830</b>	<b>\$ 12,205,384</b>	<b>\$ 534,554</b>	<b>4.6%</b>
<b>TOWN DEBT SERVICE</b>	<b>\$ 1,481,095</b>	<b>\$ 2,602,218</b>	<b>\$ 1,121,123</b>	<b>75.7%</b>
<b>ELEMENTARY SCHOOLS</b>	<b>\$ 12,538,943</b>	<b>\$ 13,261,500</b>	<b>\$ 722,557</b>	<b>5.8%</b>
<b>MASCONOMET REGIONAL SCHOOL</b>				
MASCO Regional Assessment	\$ 9,968,167	\$ 10,364,987	\$ 396,820	4.0%
MASCO Debt Service	\$ 382,337	\$ 103,740	\$ (278,597)	-72.9%
<b>TOTAL MASCONOMET ASSESSMENT</b>	<b>\$ 10,350,504</b>	<b>\$ 10,468,727</b>	<b>\$ 118,223</b>	<b>1.1%</b>
<b>ESSEX TECHNICAL SCHOOL</b>				
Essex Tech Regional Assessment	\$ 699,698	\$ 632,598	\$ (67,100)	-9.6%
Essex Tech Debt Service	\$ 77,979	\$ 66,198	\$ (11,781)	-15.1%
<b>TOTAL ESSEX TECHNICAL SCHOOL ASSESSMENT</b>	<b>\$ 777,677</b>	<b>\$ 698,796</b>	<b>\$ (78,881)</b>	<b>-10.1%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 36,819,049</b>	<b>\$ 39,236,625</b>	<b>\$ 1,296,453</b>	<b>3.5%</b>

<b>FY 2021 Proposed Revenue</b>	<b>\$ 38,982,189</b>
<b>FY 2021 Proposed Budget</b>	<b>\$ 39,236,625</b>
FY 2020 unused levy capacity to FY 2021 Bu	\$ 360,816
<b>Surplus/(deficit)</b>	<b>\$ 106,381</b>

**Adjustments Made to FY21 Operating Budget Projection Since  
February 1, 2020 Operating Budget Meeting**

Item #	Description	Increase/ (Decrease)
1	Masco Assessment decrease 1.31.20	(26,849)
2	Fire Department Formula Error	(18,315)
3	Essex Tech budget reduction	(108,856)
4	Health Insurance rate (.75 increase health -2.68 Dental)	(24,392)
5	MASCO Assessment decrease 3.2.20	(88,679)
<b>Revenue - Decrease is a positive number</b>		
1	Motor Vehicle Excise	(25,000)
2	Increase Growth Estimate to \$500,000	(50,000)
3	MELD PILOT	10,000
<b>Total Increase/(Decrease) - From 2/1/20 to 3/7/20 Budget Projection</b>		<b>(332,091)</b>

## Fiscal Year 2021 Proposed Budget

Department	FY 2020 Amended per STM (tax impact only)			FY 2021 Proposed			FY20 to FY21	
	Personal Services	Contractual	Total Budget	Personal Services	Contractual	Total Budget	Difference	% Change
Moderator	200	0	\$200	200	0	\$200	\$0	0.0%
Selectmen	269,117	31,480	\$300,597	281,453	42,615	\$324,068	\$23,471	7.8%
Finance Committee	2,059	101,780	\$103,839	2,100	101,780	\$103,880	\$41	0.0%
Town Accountant	128,177	37,775	\$165,952	132,442	37,250	\$169,692	\$3,740	2.3%
Board of Assessors	166,393	20,510	\$186,903	169,267	12,010	\$181,277	(\$5,626)	-3.0%
Treasurer/Collector	182,813	40,450	\$223,263	186,751	43,950	\$230,701	\$7,438	3.3%
Custodian of Lands	2,500	0	\$2,500	2,500	0	\$2,500	\$0	0.0%
Town Counsel	0	90,000	\$90,000	0	90,000	\$90,000	\$0	0.0%
Information Technology	70,149	202,500	\$272,649	71,035	304,640	\$375,675	\$103,026	37.8%
Town Clerk	133,770	25,490	\$159,260	136,446	21,100	\$157,546	(\$1,714)	-1.1%
Elections	26,088	13,250	\$39,338	42,960	13,750	\$56,710	\$17,372	44.2%
Conservation Comm.	74,329	4,850	\$79,179	85,552	3,950	\$89,502	\$10,323	13.0%
Planning Board	96,479	8,680	\$105,159	99,658	8,200	\$107,858	\$2,699	2.6%
Board of Appeals	2,304	2,050	\$4,354	2,620	2,050	\$4,670	\$316	7.3%
Master Plan Committee	1,152	100	\$1,252	1,441	100	\$1,541	\$289	23.1%
Town Buildings	40,811	76,825	\$117,636	41,775	84,500	\$126,275	\$8,639	7.3%
Town Reports	0	5,500	\$5,500	0	7,000	\$7,000	\$1,500	27.3%
Police Department	1,731,130	296,443	\$2,027,573	1,754,056	286,725	\$2,040,781	\$13,208	0.7%
Fire Department	1,765,384	235,805	\$2,001,189	1,803,276	223,946	\$2,027,222	\$26,033	1.3%
Inspections Dept.	236,693	32,800	\$269,493	242,145	28,250	\$270,395	\$902	0.3%
Animal Control	22,732	4,400	\$27,132	22,914	3,900	\$26,814	(\$318)	-1.2%
Constable	200	0	\$200	200	0	\$200	\$0	0.0%
Elementary School	8,624,747	3,914,196	\$12,538,943	9,230,862	4,030,638	\$13,261,500	\$722,557	5.8%
Essex Technical H.S.	0	777,677	\$777,677	0	698,796	\$698,796	(\$78,881)	-10.1%
Masco School	0	9,968,124	\$9,968,124	0	10,364,987	\$10,364,987	\$396,863	4.0%
Masco Debt Service	0	382,380	\$382,380	0	103,740	\$103,740	(\$278,640)	-72.9%
Other School (OOD)	0	0	\$0	0	20,000	\$20,000	\$20,000	100.0%
Public Works	674,861	319,981	\$994,842	697,031	319,921	\$1,016,952	\$22,110	2.2%
Snow and Ice	60,000	209,500	\$269,500	60,000	220,750	\$280,750	\$11,250	4.2%
Transfer Station	133,322	294,276	\$427,598	134,685	300,913	\$435,598	\$8,000	1.9%
Board of Health	110,681	28,785	\$139,466	113,151	24,800	\$137,951	(\$1,515)	-1.1%
Council on Aging	169,655	60,506	\$230,161	197,599	46,217	\$243,816	\$13,655	5.9%
Veteran's Agent	17,550	86,750	\$104,300	18,427	77,900	\$96,327	(\$7,973)	-7.6%
Tri-Town Council	0	28,500	\$28,500	0	29,925	\$29,925	\$1,425	5.0%
Garden Club	0	5,000	\$5,000	0	5,000	\$5,000	\$0	0.0%
Library	385,870	183,368	\$569,238	407,903	192,001	\$599,904	\$30,666	5.4%
Recreation Comm.	21,726	24,350	\$46,076	23,830	25,774	\$49,604	\$3,528	7.7%
Historical Comm.	0	1,000	\$1,000	0	1,000	\$1,000	\$0	0.0%
Memorial Day	0	5,000	\$5,000	0	5,000	\$5,000	\$0	0.0%
Chief Wills Day	0	5,000	\$5,000	0	5,000	\$5,000	\$0	0.0%
Debt Service	0	1,481,095	\$1,481,095	0	2,602,218	\$2,602,218	\$1,121,123	75.7%
Unclassified	0	2,661,981	\$2,661,981	0	2,884,050	\$2,884,050	\$222,069	8.3%
<b>Total Budgets</b>	<b>\$15,150,892</b>	<b>\$21,668,157</b>	<b>\$36,819,049</b>	<b>\$15,962,279</b>	<b>\$23,274,346</b>	<b>\$39,236,625</b>	<b>\$2,417,576</b>	<b>6.6%</b>

## FY21 Supplemental Budget Requests and Adjustments

Department	Summary of Request	Budget Impact					Recommendations				
		Wages	Benefits	Expenses	Subtotal	Offset	Total	Town Admin.	Board of Selectmen	Finance Committee	Subtotal
Fire Department	Additional Full-Time Firefighter	60,733	36,912	22,976	120,621	(145,923)	(25,302)	✓			
Fire Department	Increase Clerk hours from 19 to 40	47,221	-	-	47,221	(23,580)	23,641	✓			
Planning Board	Zoning By-Law Review Committee	2,096		1,110	3,206	-	3,206	✓			
Library (Custodians) budgeted under Town Buildings	Additional hours from 38 hrs/week to 45 hrs/week spread between 3 employees	49,470	-	-	49,470	(41,775)	7,695	✓			
BOH	Food Code Pro - Food Inspectional Software	-	-	2,400	2,400	-	2,400	✓			
Library (Circulation, Outreach, Tech Position)	Additional Hours from 30 hrs/week to 35 hrs/week (No change to PEG)	24,221	-	-	24,221	(18,166)	6,055	✓			17,695
Assessors	Increase Assessing Clerk hours from 18 to 32	38,279	30,479	-	68,758	(22,300)	46,458	X			
BOH	Environmental Health Inspector - Cross Jurisdiction with Danvers	19,575	-	1,000	20,575	(11,000)	9,575	X			56,033
<b>Subtotal: Supplemental Requests</b>							<b>73,728</b>	-	-	-	<b>73,728</b>

**TO:** Board of Selectmen and Finance Committee  
**FROM:** Chief Thomas J. Martinuk  
**DATE:** 2 January 2020  
**SUBJECT:** Full time Firefighter and Clerk FY 21

The Town of Middleton continues to grow and so do its needs and the needs of the various departments. The Fire Department has grown from an all call department to a combination call/fulltime department with eleven full time Firefighter / Paramedics. The service that the department provides is second to none, but this does not come without a price. As the town grows the department gets busier and this puts a strain on the employees and the equipment. The department has made great strides in the last few years adding full time personal to help ease some of that burden in a very fiscally responsible way.

One pressing issue is the recruitment and retention of qualified part-time firefighters. Over the years many of the part-time firefighters, that have been on long enough to be qualified to be helpful, have been hired by this department full-time or left for other departments. It takes approximately five years to get to the point where a part-time firefighter can perform all functions adequately. Another issue that works both for and against us is that we have part-time firefighters who work full-time in other departments. This helps us because they are trained, but they take a risk of getting hurt and if this happens, they will not receive the benefits of their full-time job which puts them at risk financially.

Over the years, the department has had hundreds of applications, but with the hustle and bustle of society and family commitments, many people cannot commit to the time that is required. For example: a person coming on to this department needs to be an emergency medical technician (preferably someone with experience). They also need to attend the firefighter I/II training that is required of all new part time firefighters. This is a 320-hour course that meets two weeknights and at least one or two weekend days. On top of that if they wish to obtain their paramedic license, this course is a year plus from start to finish. Over the course of the year they need to attend all training sessions at the department which consists of three to four hours every Monday night, in addition to 48-hour refresher course for EMT or paramedic on top of any other trainings that may be offered.

We have had increased difficulty filling part-time shifts, day or night. As the department gets busier it is less attractive for someone to work a shift or an overnight shift and be up all night, then go to their full-time job in the morning. Over the last year there have been 141 open part time shifts 116 were filled by full-timers (three of these were holidays) and 25 shifts were not filled. 46% of the part time weekend shifts were not filled by the part timers and 20% of the

total shifts were not filled by the part timers. In order to keep a minimum of three people on per shift we had to pay double time to full timers 9 times and time and a half to part timers 12 times.

The ability for call firefighters to juggle their hectic personal schedules, keep up with the increasing training requirements, respond to calls during the late night - early morning hours, and work scheduled shifts and holidays is a real burden on our staff. It is a short-term plan for the Middleton Fire Department to ultimately have 4 Full-time firefighters on duty 24 hours a day, 7 days a week, supplemented by part time people to try to have five on duty 24/7 to handle the increasing workload of our rapidly growing community. In the not so distant future, the town will have to have five full- time members on duty 24/7, this will help to cover back to back calls and insure the safety of the firefighters and the citizens they respond to.

We have experimented with the five-person crew during the day and it has helped tremendously to handle the increased workload and the multiple back to back calls that we have been getting. This includes manning the second ambulance for the additional calls keeping the money in town and not giving it away to an outside agency, but we have had trouble filling these shifts also. Currently we have been filling two twenty- four-hour shifts with overtime due to a vacancy, in addition to the normal overtime. The full-time firefighters are getting burnt out and injuries are on the rise because they are working so much. They are not only filling their shifts, but the part time shifts also.

The shifts that we had five members on duty we were able to handle multiple calls 100% of the time. The shifts that had four or less we were only able to handle multiple calls less than 50% of the time, depending how they were spread out (this was for the last six months, counting 100 multiple calls).

The five-person crew will also reduce overtime by not having the need for off duty personnel to respond (the few times that they are available).

#### **Proposed New Position:**

The proposed new position will follow suit of the other recent hires and go on a group to increase the permanent strength of that group, supplemented by part time staff. I have moved money from the part time wages to the full-time side to cover the cost of the firefighter, this in conjunction with recent changes to the call contract will allow the department to move toward three full time members per shift.

#### **Overtime:**

With the additional full time member there will be a savings in overtime because you will not need to fill the vacant shift with over time and you will need to fill less part time shifts with overtime due to the increased permanent staff.

## **Clerk**

This year I am also asking to move the clerk to full time. As stated earlier, this person will be integral in the operation of the department helping with a myriad of items ranging from data entry, filing, assisting the Chief, EMS officer, Fire Prevention Officer, Training Officers etc. with clerical functions freeing them up to do what they are supposed to be doing such as grant writing, inspections and teaching to name a few. For example, the clerk can take over functions, such as payroll, billing etc. that the Chief is currently performing so that he can focus on management issues and other upper management items. The Fire Prevention officer spends much of his time entering inspections into the RMS system (on overtime) and this would free him up to do the inspections that he cannot get to. This person will enable the department to have set hours for customers to drop off plans, obtain permits, schedule inspections, request copies of reports etc. Currently it is hit or miss if anyone is in the station.

Some of the functions the clerk would perform, but not limited to:

Data entry, filing, make sure the RMS system is up to date and accurate, prepare reports to be sent to the State Fire Marshalls Office, greet and assist the public, Schedule inspections, prepare bills payable and enter into MUNIS, answer telephones, update business contact and information, assist officers as listed above, assist the chief with emergency management items such as required Tier II reports, assist with grants.

In conclusion, our community continues to grow at a rapid pace and our fire department is working hard to keep up with the residential and commercial growth, increased population, increased traffic, and the increasing demands from the correctional facility (regional intake building) and DYS (juvenile facility and regional offices). Our incident responses and inspectional activity has increased, and we will be expected to provide the necessary services to our community with the current staff. We request that the new positions be supported to help the fire department deal with the challenges that are currently faced by our staff and begin to plan for the future of our community.

If there are any questions, please feel free to contact me anytime at  
[tom.martinuk@midfire.com](mailto:tom.martinuk@midfire.com) or my cell 978-479-8154.

Thank you for your continued support.

Thomas J. Martinuk

Chief of Department

**Town of Middleton**

1/30/2020

**Fiscal Year 2021**

**Annual Budget/Supplemental**

**Additional Firefighter/Clerk to Full Time**

Function:	Public Safety	Original Dept. Request FY 2021	Supplemental Dept. Request FY 2021	Changes
Expense Code	Expense Classification			
<b>151</b>	Personal Services	1,648,303	1,608,230	(40,073)
<b>157</b>	Other Charges and Expenses	42,061	43,561	1,500
511000	Regular Wages	802,111	862,844	60,733
511300	Overtime*	380,275	370,781	(9,494)
512200	Part Time Wages	452,917	360,605	(92,312)
519100	Permanent Clothing Allowance	13,000	14,000	1,000
<b>(151)</b>	<b>Total Personal Services</b>	<b>\$ 1,648,303</b>	<b>\$ 1,608,230</b>	<b>(40,073)</b>
<b>(157)</b>	<b>Other Charges and Expense</b>			
578300	Special Expenses	37,111	38,611	1,500
<b>(157)</b>	<b>Total Other Charges &amp; Expenses</b>	<b>\$ 42,061</b>	<b>\$ 43,561</b>	<b>1,500</b>
	New Position		57,033	57,033
	Incentive Pay	33,000	35,700	2,700
	Fitness Incentive *	11,000	12,000	1,000
<b>(151)</b>	<b>Total Personal Services</b>	<b>\$ 802,111</b>	<b>\$ 862,844</b>	<b>60,733</b>
<b>511300</b>	<b>Overtime (20 hrs/ month /firefighter)</b>			
1.	14 hrs/ month/ firefighter average	122,100	93,240	(28,860)
4.	288 hours Refresher Training of ALS	11,100	13,320	2,220
5.	Admin. OT for Officers/ Specialists	12,210	11,100	(1,110)
Personal Days*		18,315	19,980	1,665
Holidays*		70,203	81,799	11,596
Vacation *		101,947	106,942	4,995
	<b>Total Permanent Overtime</b>	<b>\$ 380,275</b>	<b>\$ 370,781</b>	<b>(9,494)</b>
<b>512200</b>	<b>Call Station Duty</b>	297,206	211,094	(86,112)
	<b>Call Benefits **</b>	51,600	21,759	(29,841)
	<b>Total Call Labor</b>	<b>\$ 376,406</b>	<b>\$ 260,453</b>	<b>(115,953)</b>
	Clerk Subtotal	23,580	47,221	23,641
<b>512200</b>	<b>Total P.T. Wages</b>	<b>\$ 399,986</b>	<b>\$ 307,674</b>	<b>(92,312)</b>

## PLANNING DEPARTMENT – Supplemental Budget Request

### Request: Zoning Bylaw Review Committee

With the recent adoption of the “Master Plan 300,” it is expected that the Moderator will appoint members to form a “Zoning Bylaw Review Committee” to oversee changes to the Zoning Bylaw according to a 2018 citizen petition and the recommendations found in the Master Plan. It is not known yet if the ZBRC will decide to hire a consultant or how they will work towards the goal of revising the entire zoning bylaw. Presuming there will be some additional costs involved, I have attached a breakdown of estimated administration costs associated with approximately 16-night meetings per year. I have included \$2,096 within the Planning Board budget to pay a recording secretary for keeping minutes of each meeting, and funds for printing, office supplies, and mileage reimbursement that may be needed.

01175151 PLANNING BOARD SUPPLEMENTAL REQUEST: ZONING BYLAW REVIEW COMMITTEE COST		Department Request FY 21
	<b>SALARIES &amp; WAGES</b>	
01175151_512200	MEETING SECRETARY 16 meetings @ \$131/meeting-\$2,096. \$131 figure reflects 2.0% increase rounded up.	2,096
		2,096
01175152_530500	<b>ADVERTISING</b> No change necessary this Planning Board line item was doubled to \$1,000 in FY18 for additional Master Plan costs. The Master Plan was finished in Dec. 2019. The extra \$500 will be used for ZBRC advertising costs.	0
01175152_532000	<b>TRAINING AND EDUCATION</b>	0
01175152_534000	<b>POSTAGE</b>	200
01175152_534100	<b>TELEPHONE</b> Wireless/mobile Cell phone reimbursement: 12 months x \$40/month.	0
01175152_534200	<b>COPIER/PRINTING</b> Planning Board	500
01175154_542000	<b>OFFICE SUPPLIES</b> Planning Board	200
01175157_571000	<b>TRAVEL</b> Travel allowance for 14 after hours meetings per year	210
01175157_573000	<b>DUES, FEES, AND SUBSCRIPTIONS</b> American Planning Assoc dues, N. E. Chapter APA, AICP dues	0
	<b>Budget Grand Total</b>	<b>\$3,206</b>

**01610 LIBRARY**

		<b>Proposed FY21 Increase</b>	
FY21 budget			
Increase hrs from 30 to 35/wk			
Stacey Zubiel, Circ, Outreach, Tech	$\$23.20 \times 40 \times 26.1 = \$24,221$	$\$18,166$	$\$6,055$
Hours paid by PEG \$0 increase	$\$23.20 \times 30 \times 26.1 = \$18,166$	$\$0$	$\$0$
Increase needed janitor hours	$\$21.06 \times 14 \times 26.1 = \$7,695$		$\$7,695$
<b>TOTAL</b>			<b><math>\\$13,750</math></b>

**From:** Tanya Shallop  
**Sent:** Tuesday, January 28, 2020 10:11 AM  
**To:** Sarah Wood  
**Subject:** FW: Supplemental justification materials

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**From:** Melissa Gaspar <[mgaspar@flintpublib.org](mailto:mgaspar@flintpublib.org)>  
**Sent:** Monday, January 27, 2020 2:33 PM  
**To:** Tanya Shallop <[tanya.shallop@middletonma.gov](mailto:tanya.shallop@middletonma.gov)>  
**Subject:** Re: Supplemental justification materials

Hi Tanya,

The longer volunteer hours are to have more coverage in the day for setting up programs, changing the room from morning programs to afternoon programs and more janitorial hours to refresh bathrooms after busy morning programs.

The hours would also help fund Sat. work days when we have an outside vendor in the building to repair things like laying the new floor behind the circ desks or having the carpets cleaned. I have 3 janitors now and feel I need more hours for them.

For Stacey's hours we need more coverage in the Children's Room especially during busy programs. We also need more tech help with updating the computers, helping people with technical issues like downloading books to their devices which is becoming more popular. And we are planning to create more promotional and instructional videos about the library.

Do you need more detail than this. I will be happy to add to it.

Thank you!

Melissa M. Gaspar

Library Director

Flint Public Library

1 South Main Street,

Middleton, MA 01949

978-774-8132

[mgaspar@flintpublib.org](mailto:mgaspar@flintpublib.org)

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**From:** Tanya Shallop <[tanya.shallop@middletonma.gov](mailto:tanya.shallop@middletonma.gov)>  
**Sent:** Monday, January 27, 2020 2:17 PM  
**To:** Melissa Gaspar <[mgaspar@flintpublib.org](mailto:mgaspar@flintpublib.org)>  
**Cc:** Andrew Sheehan <[andrew.sheehan@middletonma.gov](mailto:andrew.sheehan@middletonma.gov)>; Sarah Wood <[sarah.wood@middletonma.gov](mailto:sarah.wood@middletonma.gov)>

**Subject:** Supplemental justification materials

Hi Melissa.

Could you send us information asap to justify your supplemental requests (i.e. why/what they will be doing) for the increase in the janitor hours and Stacey's hours?

Thanks.

Tanya (Stepasiuk) Shallop  
Assistant Town Administrator/HR Coordinator  
Town of Middleton  
48 South Main Street  
Middleton, MA 01949  
[tanya.stepasiuk@middletonma.gov](mailto:tanya.stepasiuk@middletonma.gov)  
978-777-3617



**Town of Middleton**  
**48 South Main Street**  
**Board of Assessors**  
**Middleton, Massachusetts**  
**01949-2253**  
**978-774-2099**  
**[www.middletonma.gov](http://www.middletonma.gov)**

February 6, 2020

Honorable Board of Selectmen  
Andrew J. Sheehan  
Town Administrator  
48 South Main Street  
Middleton, MA 01949

Re: Increase of Hours of Part Time Assessing Clerk/Data Collection Position

Dear Sirs:

The Board of Assessors would like to apologize for not requesting this earlier in the budget process. We would appreciate consideration before the finalization of the FY 2021 budget.

We currently have two full time positions and one part time position. Historically, the part time position has been funded from 14 hours up to 20 hours. It is currently at 18 hours. We propose changing that to 32 hours. This would increase our budget by \$16,426, not including the attributed benefit costs.

We feel the increase is warranted due to the following reasons:

The department workload has increased over 20 years and will continue to grow as further development proceeds. Although technology has helped to reduce foot traffic and phone calls to our office, we have shifted that time to other endeavors in the office.

<b>ACTION</b>	<b>2000</b>	<b>2019</b>	<b>INCREASE</b>
MV EXCISE BILLS	8,136	11,516	42%
MV EXCISE ABATEMENTS	327	365	12%
TOTAL PARCELS	3,231	4,153	29%
BUILDING PERMITS ENTERED	352	402	14%
DEEDS ENTERED	328	362	10%
EXEMPTIONS	91	124	36%

All Real and Personal Property Abatements

FY	ABATEMENTS	FY	ABATEMENTS	FY	ABATEMENTS	FY	ABATEMENTS
2020	33						
2019	17	2014	49	2009	85	2004	31
2018	26	2013	33	2008	120	2003	87
2017	26	2012	63	2007	52	2002	214
2016	20	2011	39	2006	18	2001	66
2015	32	2010	60	2005	29	2000	54

Although we show the nineteen-year difference, some years have had more sales, permits and motor vehicle abatement applications with the ebb and flow of the economy.

Outside vending with Patriot is only utilized for commercial/industrial valuation annually. This is in an effort to use regional data and that expertise. All other functions, personal property, interim adjustments and certified revaluations, sales review, building permits, and cyclical inspections are being handled by our department. Most all surrounding communities vend out various functions. Our department minimizes its contractual service greatly.

In the past, we used outside vendors for cyclical inspection. By changing the job description of this position, we are utilizing that position for data collection. All personnel will be handling this function. Handling all these responsibilities from within promotes consistency and accuracy in data resulting in fewer appeals.

As the Assistant Assessor and Administrative Assessor are also involved in many other aspects of the office, time is taken away from fieldwork. Having the third person perform inspections helps tremendously. Having that person work more hours will certainly benefit the department in maintaining its workload.

We thank you in advance for your consideration.

Respectfully,

Middleton Board of Assessors

Cc: Andrew J. Sheehan  
Town Administrator

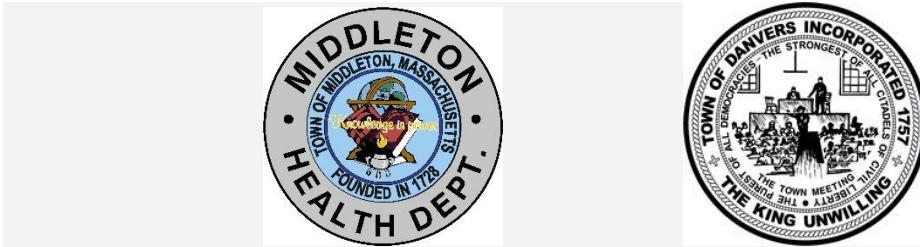
## 01511 BOARD OF HEALTH

### SUPPLEMENTAL BUDGET REQUEST & ASSOCIATED LINE INCREASES (HIGHLIGHTED IN YELLOW)

		Supplemental	ORIGINAL PROPOSAL	Change in Budget
01511151_511000	<b>SALARIES &amp; WAGES</b>			
	Public Health Nurse (16 Hours bi-weekly X 26.1 bi-weeks X \$40.87per hour)	\$17,067	\$17,067	\$0
	Meeting Secretary for 8 meetings at \$128.00 per meeting	\$1,024	\$1,024	\$0
		\$18,091	\$18,091	\$0
01511151_51100	<b>DEPT. HEAD SALARY</b>			
	The Total FY21 Salary for Public Health Director = \$111,043 which is aggregated among four department budgets [BOH=\$95,060; Conservation=8,369;Animal Control=\$2,614; Information Technology (IT)=\$5,000]	\$95,060	\$95,060	\$0
		\$95,060	\$95,060	\$0
01511152_530400	<b>ENVIRONMENTAL HEALTH INSPECTOR-CROSS JURISDICTIONAL SHARED W/DANVERS</b>			
	Cross-jurisdictional Shared Employee with the Town of Danvers.			
	Perform sanitary inspections of food establishments, pools, housing, general nuisance, tanning establishments, solid waste, recreational camps, etc. See attached draft job description for full duties/responsibilities.			
	Total CJS Position is annual salary 65,000 (not including benefits). Middletons portion is 30% for 12 hours/per week of the salary: (24 hours bi-weekly x 26.1 bi-weeks x \$31.25 per hour)	\$19,575	\$0	
		\$19,575	\$0	\$19,575
01511152_530400	<b>CONSULTANT OTHER</b>			
	Food Establishment and Housing Inspections-Contractors	\$0	\$9,000	
	Inspectional assistance: Soil Testing for large subdivisions, camps, pools, tanning, housing	\$0	\$1,200	
	Thunderbridge Bathing Beach: Water Sampling program	\$0	\$800	
01511152_530500	<b>ADVERTISING</b>			
	Legal Ads: As necessary for BOH regulations, Animal Control regulations	\$150	\$150	\$0
		\$150	\$150	
01511152_531100	<b>COMMUNITY HEALTH SERVICE</b>			
	Public Health Programs: Flu Clinics, Health Education Programs, Disease Prevention: Vaccine(s) Purchase, Medical Supplies: FY21 Purchase of private flu and pneumococcal vaccine (~\$5000) of which revenue from vaccine administration reimbursement will result in a net gain above the purchase price that is deposited into the general fund. Narcan, Shingrex biologic program purchases will continue programs for FY21 cycle.	\$8,000	\$8,000	\$0
		\$8,000	\$8,000	
01511152_532000	<b>TRAINING AND EDUCATION</b>			
	Continuing Education and Trainings for Dep't personnel	\$2,000	\$2,000	
		\$2,000	\$2,000	\$0

**01511 BOARD OF HEALTH**
**SUPPLEMENTAL BUDGET REQUEST & ASSOCIATED LINE INCREASES (HIGHLIGHTED IN YELLOW)**

			Supplemental	ORIGINAL PROPOSAL	Change in Budget
<b>01511152_534000</b>	<b>POSTAGE</b>	Health Permit Application Mailings, Violation letters, Orders, etc.	\$150	\$150	
			\$150	\$150	\$0
<b>01511152_534100</b>	<b>TELEPHONE</b>				
		Internet	\$1,200	\$1,200	
		Wireless/Mobile & Hot Spot Wifi Portal	\$1,250	\$1,250	
			\$2,450	\$2,450	\$0
<b>01511152_534200</b>	<b>COPIER/PRINTING</b>	Inspection Forms, Mass reproduction of Health Materials, Toner, Brochure, Flyers, Plotter/Printer/Scanner Supplies and Maintenance	\$500	\$500	
			\$500	\$500	
<b>01511154_542000</b>	<b>OFFICE SUPPLIES</b>	Departmental related office supplies	\$750	\$750	
			\$750	\$750	\$0
<b>01511154_558400</b>	<b>OTHER SUPPLIES</b>	Food Code Pro-Food Inspectional Software (Annual Renewal)	\$2,400	\$0	\$2,400
		Departmental related field supplies	\$500	\$500	
			\$2,900	\$500	\$2,400
<b>01511157_571000</b>	<b>TRAVEL</b>	Fuel: For Ford Escape and IRS Mileage Reimbursement for PHN and Env. Health Inspector	\$1,500	\$750	\$750
			\$1,500	\$750	
<b>01511157_573000</b>	<b>DUES, FEES, AND SUBSCRIPTIONS</b>	Personnel Licensure Renewal fees and Public Health Organization/Association Renewal Fees [Sanitarian, Title V (2), CEHT, Soil Evaluator, MHOA, MEHA, NACCHO, RN, MAPHN, MAHB]	\$1,250	\$1,000	\$250
			\$1,250	\$1,000	
		<b>Budget Grand Total</b>	<b>\$152,376</b>	<b>\$140,401</b>	<b>\$11,975</b>



The Town of Danvers and Middleton, through Cross Jurisdictional Sharing, seeks a full time Environmental Health Inspector. The Inspector will work among both communities with shared hours that will be outlined annually. The candidate must enjoy working with and protecting the public and will serve as an inspector and educator enforcing public health laws and regulations, educating licensees and the general public, and other related work. Works under the direct supervision of the Chief Health Strategist/Public Health Director(s) of both municipalities within the Health Department(s) and in accordance with statutes and professional standards will be responsible for the enforcement of State Sanitary Codes and local regulations; performs, but not limited to, sanitary inspections of food establishments, pools, housing, general nuisances, tanning establishments, recreational camps, body art, tobacco/nicotine establishments, bathing beach sampling, wastewater (soil testing, septic systems), domestic wells, to ensure compliance with state and local standards and regulations; follows up on complaints involving vermin and other nuisance conditions; prepares letters, enforcement documents and educational materials. Bachelor's degree in public health, environmental health, biology, chemistry or a related required; one year of related experience in public health or environmental health; or an equivalent combination of education and experience. Registration as a Sanitarian required. Soil Evaluator, Title V Inspector, Certified Professional-Food Safety, Certified Pool Operator preferred. Computer skills and valid Massachusetts motor vehicle license with good driving history.

Salary range begins: \$65,000 annually with excellent benefits package, training, paid holidays, vacation, sick time, retirement and deferred compensation, flexible spending plans, employee assistance program, and more. To apply: Town of Middleton application form is available in Personnel Department's Document Center at [www.middletonma.gov](http://www.middletonma.gov). An application form with cover letter and resume is accepted by email; [personnel@middletonma.gov](mailto:personnel@middletonma.gov), fax 1-978-774-3682 or at the Personnel Office, 48 South Main Street, Middleton MA 01949. Open until filled. Affirmative Action/Equal Opportunity Employer.

**Danvers/Middleton Shared Public Health Services**  
**Cross Jurisdictional Sharing- Public/Environmental Health Inspector**

Proposal: The Towns of Danvers and Middleton are seeking to establish a durable, inter-municipal agreement (Intermunicipal Agreement M.G.L. c. 40 §.4A) for shared public health services. This partnership will focus on protecting, and improving the health of partner communities while maintaining, or increasing the capacity of both Boards of Health. Additional Public Health program areas may be explored in the future for collaboration such as Public Health emergency preparedness, organizational committee work, nuisance investigations, program-related grant applications, and public outreach efforts. A separate draft job description is included in this packet.

Funding for this proposal will provide:

1. Hire a full-time, highly qualified, Registered Environmental Health Specialist/Registered Sanitarian to conduct inspections and other activity in accordance with the position description;
2. Support operations in both Danvers and Middleton by conducting inspections of, but not limited to, Food Establishments, public and semi-public pools, dwellings as places of human habitation, body art establishments, tanning facilities, and on-site sewage disposal systems;
3. Assess establishment and use of a revolving fund which collects permit fees, and non-criminal penalties to offset personnel or operating costs;
4. Assist the Directors of Public Health in the preparation of notices of non-compliance, orders to correct, service of orders, development and delivery of program-related educational material; including, public or industry forums, applications in support of public health aims and objectives.

Background:

The Board of Health for the Town of Danvers consists of three resident volunteers, appointed by the Town Manager pursuant to the Town Manager's Act. The Board of Health in Middleton consists of five resident volunteers, appointed by the Board of Selectmen.

The Health Departments in Danvers and Middleton have for years engaged in an "unofficial" partnership to the benefit of both communities. This partnership has enabled both Boards of Health to ensure service delivery including mandated food establishment inspections, both emergency and routine coverage during vacations, conference attendance or other absences, inspections of dwellings, sharing of templates and other legal documents, grant applications, out-of-state travel, in-state conference attendance, field training, sharing of legal advice, interpretations, experiences, professional opinions and policy development. Due to the lack of a

formal agreement, there is no assurance of equitable resource allocation, or service delivery. As the demands on local governments in the Commonwealth increase, Boards of Health continually receive inadequate staffing. Shared service agreements are becoming increasingly commonplace as an innovative tool which addresses these staffing gaps.

Role of the lead municipality and Framework of Position & Responsibilities :

For the purposes of creating a formalized partnership (Intermunicipal Agreement M.G.L. c. 40 §.4A), the Town of Danvers will serve as the lead municipality. In this role, Danvers will incur the following responsibilities:

1. Serve as the fiscal agent for participating communities in the partnership, providing financial oversight and transparency;
2. Middleton will pay the Town of Danvers for 30% of the position time and benefits;
3. Danvers and Middleton will mutually supervise and direct the position through partnership, collaboration, and communication between the Public Health Directors'.

Further development of the IMA and framework will be discussed and outlined between the Town Management and Personnel Departments for the municipalities.

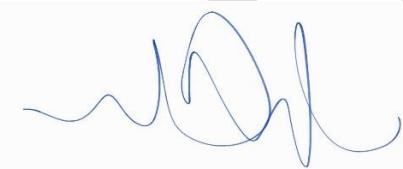
Respectfully, Submitted

A handwritten signature in blue ink, appearing to read "Derek Fullerton".

Derek Fullerton, REHS/RS, CHO

Chief Health Strategist/Director of Public Health

Town of Middleton

A handwritten signature in blue ink, appearing to read "Mark Carleo".

Mark Carleo, REHS

Assistant Director of Public Health

Town of Danvers

	Tax Levy	Overlay Reserve	Community Preservation Fund	Ambulance Fund	Proposed Free Cash Contribution	Stabilization Fund	Debt Service	Other	Notes
<b>Public Works</b>									
Parks & Recreation - Replace 2006 John Deere Tractor					60,000				
DPW Buildings - Replace Heaters in Garage					11,000				
Highway Division - replace 2005 F550 Ford 1 Ton Dump Truck					75,000				
Highway Division - replace 2006 7400 International Dump Truck					173,000				
Major Projects - Chapter 90							310,000	Chapter 90	
Major Projects - Brigadoon Tree/Sidewalk Work (part2)							75,000	State Grants	
Major Projects - Additional Chapter 90 funding		100,000							
Major Projects - Complete Streets							315,000	State Grants	
Major Projects - Paving (Devonshire & Ryder)							75,000	State Grants	
Major Projects - Old Essex Paving							20,000	State Grants	
Major Projects - Overlay North Liberty							60,000	State Grants	
Transfer Station - New Roll off Containers (2)					8,500				
Transfer Station - Repair Roll off Containers (1)					3,500				
<b>Total Public Works</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$331,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$855,000</b>	
<b>Police</b>									
New Cruiser Radio (2)					4,100				
Radar Guns					2,500				
Police Vests (reimbursable grant)					21,000				
Taser Replacement					18,750				
Police Motor Bicycle					4,800				
Police Court Vehicle					37,000				
Digital Sign Board					21,800				
Police Station upgrades					10,000				
<b>Total Police</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$119,950</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Fire</b>									
Engine 4 Cabinets		10,000							
Alarm Box Decoder		60,000							
Replace Engine 1 2001 HME/ Ferrara Pumper							710,000	Debt Exclusion	
Replace Ambulance 1 - 2010 Lifeline Ambulance				384,710					
Trainings Costs for new Firefighter/Paramedic					75,930				
<b>Total Fire</b>	<b>\$0</b>	<b>\$70,000</b>	<b>\$0</b>	<b>\$384,710</b>	<b>\$75,930</b>	<b>\$0</b>	<b>\$0</b>	<b>\$710,000</b>	
<b>Elementary Schools</b>									
Fuller Meadow School - Curriculum (math)					39,162				
Fuller Meadow School - End-user technology					80,833				
Howe-Manning School - Curriculum (math)					45,258				
Howe Manning School - End-user technology					144,048				
Howe Manning School - Security/Video System upgrade									
additional reduction									
<b>Elementary Schools Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$309,301</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

	Tax Levy	Overlay Reserve	Community Preservation Fund	Ambulance Fund	Proposed Free Cash Contribution	Stabilization Fund	Debt Service	Other	Notes
<b>Town Buildings - Memorial Hall</b>									
Ramp Repairs					12,500				
Replace Carpets									
<b>Town Buildings - Memorial Hall</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Council on Aging</b>									
Replace Heating/Cooling System					11,000				
Passenger Vehicle for meals on wheels					35,000				
<b>Council on Aging</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$46,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Information Technology</b>									
Fiber Optics								100,000	State Grant? PEG?
UPS Backup Devices with Humidity Monitoring (TH, Police, Fire)					8,000				
Warranty Renewal for Town Hall network storage					4,000				
Replace police department computer (5)					6,000				
Multifunction print machines (4) DPW 1st floor, Fire, Town Hall 2nd Floor, Library					36,000				
<b>Total Information Technology</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$54,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	
<b>Essex Tech Capital contribution</b>									
Essex Tech Capital contribution					20,626				
<b>Total Other</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,626</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Administration</b>									
Snow and Ice deficit					50,000				
Digitizing of Inspectional Services records					45,000				
Digitizing of Clerks Records				4,445					
<b>Total Administration</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,445</b>	<b>\$0</b>	<b>\$95,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Financial Transfers</b>									
OPEB Trust Fund					75,000				
<b>Financial Transfers</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Capital Budget Total</b>	<b>\$0</b>	<b>\$170,000</b>	<b>\$4,445</b>	<b>\$384,710</b>	<b>\$1,139,307</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,665,000</b>	

**Capital Item Submitted by Department Heads but Omitted From the Proposed Fiscal Year 2021 Capital Plan**

<b>Item #</b>	<b>Description</b>	<b>Proposed Funding Amount</b>
1	Police Department - Remove Building Renovations	30,000
2	Elementary Schools - Fuller Meadow Flooring and Flooring equipment pushed out a year	92,000
3	Elementary Schools - Fuller Meadow Playground design pushed out a year	200,000
4	Elementary Schools - Howe Manning Security Improvements pushed out a year to coincide with FM security closing to free cash	50,000
5	IT - Upgrade exchange server from 2013 to 2016 pushed out a year	7,000
6	Administration - Digitizing of historical records for Inspectional Services will be done in phases vs all at once	75,520
<b>Total</b>		<b>\$454,520</b>

## Warrant Article Update

Organization	Object	Item Description	Original	Available	Available	Status Update
			Approved Amount	Balance as of 11/5/19	FY20 YTD Expended	
<b>Town Wide Projects/Memorial Hall</b>						
24605	580379	CURTIS SAW MILL PRJ ART35 5/17	4,900	4,900	-	4,900 Awaiting update from Historical Commission
24605	582087	PHA 1 RAILS TO TRAILS FY15	130,000	126,600	-	126,600 Coordinating with MiRTA and MELD
24605	580426	DIGITIZE HISTORIC RECORDS 5/19	89,000	89,000	(88,764)	236 Phase 1 Completed
01122258	580311	REMEDIATE NATSUE WAY 0516 17	165,000	136,855	(980)	135,875 Plans being developed
01122258	580408	DEPT HEAD RECRUIT 5/18 ART18	20,000	20,000	-	20,000 On hold
01122258	580415	BYLAW CONSULTANT 5/18 ART25	50,000	50,000	-	50,000 Committee appointed; no solicitation yet
01122258	580468	MAINTENA GOLF COURSE 5/19 ART3	25,000	25,000	(2,500)	22,500 Work will continue during growing season
01122258	580470	40 SCHL ST ENV TEST 11/19 ART9	10,000	10,000	-	10,000 Assessment complete
01122258	580472	105 MAIN ST MAINT 11/19 ART11	5,000	5,000	(1,253)	3,747 Assessing additional work that may be needed
01192258	580323	PUBLIC FACILITIES STUDY0516 26	50,000	2,000	-	2,000 Holding funds for additional building analysis
01192258	580374	TOWN HALL WINDOWS ART 33 5/17	10,000	10,000	-	10,000 On hold pending municipal complex vote
01192258	580427	REPLACE MEM HALL SIGN 5/19	6,500	6,500	(4,525)	1,975 Project Completed
01192258	580428	PAINT EXT MEM HALL 5/19	4,000	4,000	-	4,000 Will be done in spring of 2020
01192258	580429	REPLACE SHED MEM HALL 5/19	5,000	5,000	(3,028)	1,972 Project Completed
01192258	580431	MEM HALL LED LIGHTS 5/19	22,000	22,000	-	22,000 Will be done in spring of 2020
<b>Town Wide IT Items</b>						
01141258	580223	ASSESSOR GIS SYS 13 5/12	32,000	1,936	-	1,936 Will be done in spring of 2020
01155258	580420	HR SOFTWARE 5/19	14,727	14,727	-	14,727 Software has been implemented; remaining to be spent on training then closed out to free cash
01155258	580421	FIRE DEPT SERVER REPLCE 5/19	4,000	4,000	-	4,000 Will be done in spring of 2020
01155258	580422	MEM HALL NTWK SWITCH 5/19	2,000	2,000	(1,650)	350 Completed
01155258	580424	FIRE DEPT NETWK SWITCH 5/19	1,000	1,000	-	1,000 Will be done in spring of 2020
01155258	580469	TECHNOLOGY IMPROVE 11/19 ART5		(20,280)	9,720	Windows 10 upgrades complete, remaining funds to be spent on computers that were too outdated for windows 10
			30,000	30,000		
01161258	580407	ELEC POLLING PAD 5/18 ART18	12,720	3,180	-	3,180 additional pads will be ordered for town elections
<b>DPW Projects/195 North Main Street</b>						
24605	580382	E MAHER PARK IMP 5/18 ART 10	45,000	24,283	(9,525)	14,758 Project is ongoing
					-	24,500 Project is ongoing - total balance most likely not needed due to most of the work being done in-house
24605	580456	RUBCHINUK PARK IRRIGATION 5/19	24,500	24,500		
84045	580309	OAKDALE CEMETERY WORK 0515	63,000	30,182	-	30,182 Work is tentatively scheduled to start late April working with the Tech School
84045	580385	OAKDALE CEM IMP 5/18 ART18	15,000	11,310	-	11,310 Work is tentatively scheduled to start late April working with the Tech School

## Warrant Article Update

Organization	Object	Item Description	Original	Available	Available	Status Update
			Approved Amount	Balance as of 11/5/19	FY20 YTD Expended	
01192258	580298	DPW BUILDING REFURB 0515 ART25	25,000	6,133	(1,080)	5,053 Project will be complete by end of fiscal year
01420258	580214	STRM.MNGMNT CONSULT ART30 0511	15,000	583	-	583 Project will be complete by end of fiscal year
01420258	580282	IMPROVE RUBCHINUK PK FY15	90,000	9,447	-	9,447 Project is ongoing
01420258	580341	REP DUMP TRUCK ART 26 5/17	73,000	2,402	(972)	1,430 Project will be complete by end of fiscal year
01420258	580389	SANDER/PLOW 5/18 ART18	46,000	4,960	(957)	4,003 Project will be complete by end of fiscal year
01420258	584004	ATHLETIC FLD MAINT STM 5/15	35,000	1,604	-	1,604 Project will be complete by end of fiscal year
01420258	580457	BOBCAT SKID STEER LOADER 5/19	55,000	55,000	(54,604)	396 Project will be complete by end of fiscal year
01420258	580458	DPW PICKUP TRUCK REPLACE 5/19	40,000	40,000	(39,790)	210 Project will be complete by end of fiscal year
01420258	580460	ASPHALT ROLLER/TRAILER 5/19	21,000	21,000	(20,879)	121 Project Completed
01420258	580461	ADDITIONAL CHAP 90 5/19	100,000	100,000	(40,268)	59,732 Will be used by end of fiscal year
01420258	580462	BRIGADOON TREE/SIDEWALK 5/19	75,000	75,000	-	75,000 Project is ongoing
01425258	580339	BUILDING & DECK REP ART26 5/17	9,000	1,549	(1,085)	464 Will be used by end of fiscal year
01425258	580386	TS CONCRETE PADS 5/18 ART18	24,300	24,300	(15,732)	8,568 Will be used by end of fiscal year
01425258	580463	TS ROLLOFF CONTAINERS 5/19	17,000	17,000	(16,330)	670 Project Completed
01491258	580465	REPLACAE SCAG MOWER 5/19	10,500	10,500	(9,829)	671 Project Completed

### Inspectional Services Department

01241258	580447	BLD DEPT FORD F150 5/19	29,100	29,100	(23,330)	5,770 Project Completed
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### Board Of Health

01511258	580466	BOH FORD ESCAPE 5/19	25,430	25,430	(18,036)	7,394 Completed
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### Fire Projects/Building

01220258	580351	COMAND POST EQUIP ART28 5/17	16,000	8,299	-	8,299 Being built , should ship soon
01220258	580398	PORTABLE RADIO 5/18 ART18	51,000	2,823	(1,312)	1,511 Project is still ongoing
01220258	580399	COMMUNIC EQUIP 5/18 ART18	55,000	8,474	(303)	8,171 Project is still ongoing
01220258	580437	REPLACE SCBA 5/19	9,000	9,000	-	9,000 in process
01220258	580438	REPLACE SQUAD 5 PUMP 5/19	9,000	9,000	-	9,000 in process
01220258	580439	REPLACE TRUCK AIR BAGS 5/19	2,250	2,250	-	2,250 In the process of specing out
01220258	580441	BALLISTIC VESTS & HELMET 5/19	8,300	8,300	-	8,300 In progress, looking at our choices
01220258	580445	CPR MANNEQUIN 5/19	2,700	2,700	(2,670)	30 Project Completed
01220258	580446	TRAIN NEW FIREFIGHTER 5/19	20,045	20,045	-	20,045 Academy starts 2/18
01220258	580471	TOWN MATCH RADIOS 11/19 ART10	8,000	8,000	(7,473)	527 Project Completed

## Warrant Article Update

Organization	Object	Item Description	Original	Available	Available	Status Update
			Approved Amount	Balance as of 11/5/19	FY20 YTD Expended	
<b>Police Projects/Building</b>						
01210258	580394	PATROL VEHICLES 5/18 ART18	88,000	4,921	(4,921)	0 Will be spent this fiscal year.
01210258	580435	POLICE OFFICE SHREDER 5/19	2,800	2,800	(2,400)	400 Project Completed
01210258	580436	TRAIN RESERVE OFFICERS 5/19	11,180	11,180	(11,146)	34 Project Completed
<b>Senior Center Projects/Old Town Hall</b>						
24605	580261	OLD TOWN HALL REPAIRS 0513 ART27	22,000	22,000	-	22,000 Price will be somewhere between \$20-25K. We will look to have the job done in early May. We are waiting for a response/approval from the Historical Committee to move forward.
24605	580305	OLD TOWN HALL PLANS 0515 ART45	20,000	8,510	-	8,510 The plans were prepared by Gienapp Associates in Danvers the remaining funds will go toward the construction drawings.
01541258	580403	COA SECURITY SYS 5/18 ART18	1,100	700	(88)	612 Camera's are in place with monitor and recording. Next step is to purchase a monitor for the front office and put in place an electronic door opener.
01541258	580405	COA KITCHEN EQUIP 5/8 ART18	8,000	6,673	(4,119)	2,554 I have updated the quote to estimate the repair of this unit including all parts and labor at \$1140.00 Waiting to hear back about a scheduled date for repair.
01541258	580467	COA REFINISH FLOORS 5/19	7,500	7,500	(4,688)	2,812 Project Complete
<b>Elementary School Projects</b>						
31114008	580327	ACCOUNTING HR SOFTWARE 0516 28	22,000	4,417	-	4,417 Will be spent in March for training and system projects
01312258	580448	HM - END USER TECH 5/19	84,249	84,249	(62,768)	21,481 Will be completed this fiscal year
01312258	580449	HM - TECH INFRASTRUCTURE 5/19	15,000	15,000	(14,998)	2 Project Complete
01313258	580367	FM SECURITY SYSTM ART29 5/17	101,358	99,620	-	99,620 Project mostly complete, working through punch list items balance remaining due to invoices not received yet. Remaining balance to be closed out
01313258	580450	FM - END USER TECHNOLOGY 5/19	34,198	34,198	(27,308)	6,890 Will be completed this fiscal year
01313258	580451	FM - TECH INFRASTRUCTURE 5/19	15,000	15,000	(9,832)	5,168 Will be completed this fiscal year
01313258	580452	FM - BUILDING INTERIOR 5/19	22,500	22,500	(11,628)	10,872 Will be completed this fiscal year
01313258	580453	FM - PLAYGROUND/PARKING 5/19	15,000	15,000	-	15,000 SMMA has been contracted to perform the study.

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Public Works- Parks Division</b>					
1) 2007 John Deere 84" Rotary Mower					
2) 2005 Scag 61" Turf Tiger Riding Mower		13,000			
3) 2017 Exmark 60" Riding Mower					
4) 2004 STHM 61" Riding Mower					
5) 2013 60" Exmark Riding Mower					
4) 2008 (16') Utility Trailer					
5) 2000 Athletic Field Conditioner					
6) 2006 John Deere Tractor	60,000				
7) 2017 Ferri Flail Mower					
8) 2015 Wood Chipper					
9) 2009 Bluebird Walk Behind Overseeder					
10) 2003 Lawn Core Aerator					
11) 2007 3pt. Hitch Spreader					
12) 2007 3pt. Hitch 60" Seeder					
13) 1995 Ransome Push Mower					
<b>PARKS TOTAL:</b>	<b>\$60,000</b>	<b>\$13,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# YOUR CONTRACT. YOUR QUOTE. YOUR HELP REQUESTED.

**Ensure your equipment arrives with no delay.  
Issue your Purchase Order or Letter of Intent.**

To expedite the ordering process, please include  
the following information in Purchase Order  
or Letter of Intent:

For any questions, please contact:

- Shipping address
- Billing address
- Vendor: John Deere Company
- 2000 John Deere Run Cary,  
NC 27513
- Contract name and/or number
- Signature
- Tax exempt certificate, if applicable

**Chuck Spinale**

James R Rosencrantz & Sons, Inc.  
184 South Road - Route 107  
Kensington, NH 03833

Tel: 603-772-4414  
Fax: 603-772-7860  
Email: chuck@nhtractor.com

Quote Id: 21151854

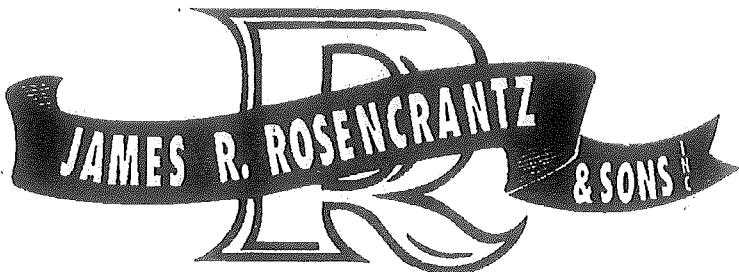
ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):  
Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT  
TO DELIVERING DEALER:  
James R Rosencrantz & Sons, Inc.  
184 South Road - Route 107  
Kensington, NH 03833  
603-772-4414  
admin@nhtractor.com

Prepared For:

Town Of Middleton Dept Of Public Works

**SALES•PARTS•SERVICE**



*Serving The Northeast*  
**For Over 70 Years**

Proposal For:

**Delivering Dealer:**

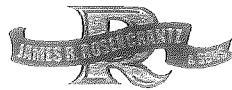
Chuck Spinale  
James R Rosencrantz & Sons, Inc.  
184 South Road - Route 107  
Kensington, NH 03833  
  
admin@nhtractor.com

**Quote Prepared By:**

CHUCK SPINALE  
chuck@nhtractor.com



JOHN DEERE



Quote Id: 21151854

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TO (VENDOR):  
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2000 John Deere Run  
Cary, NC 27513  
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TO DELIVERING DEALER:  
James R Rosencrantz & Sons, Inc.  
184 South Road - Route 107  
Kensington, NH 03833  
603-772-4414  
admin@nhtractor.com

29 January 2020  
195 N Main St  
Middleton, MA 01949

Thank you for considering James R. Rosencrantz & Sons Inc. as your equipment supplier. We are a third generation family owned business, and celebrated our 70th year in 2018. We take pride in our customer service and are committed to providing the highest quality of service and products in our industry.

We are conveniently located in both Kensington and Derry, New Hampshire and service Massachusetts, New Hampshire and Maine.

Both locations have friendly and knowledgeable staff to help you with your future needs which may include parts and service. We also offer mobile service and will come to your location for repairs and maintenance.

Like us on Facebook to be notified of upcoming sales or events. Every August we host an annual Farm & Country Festival as a thank you to our loyal customers. There is free admission and parking and lots of family fun.

Check out our website [www.nhtractor.com](http://www.nhtractor.com) for information on parts, financing, new and used inventory, sales, online purchases, job openings and so much more .

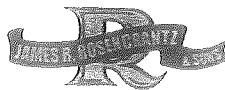
We look forward to forging a long and lasting relationship with you.

Sincerely,

Chuck Spinale  
603-772-4414  
James R Rosencrantz & Sons, Inc.



JOHN DEERE



ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):  
Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT  
TO DELIVERING DEALER:  
James R Rosencrantz & Sons, Inc.  
184 South Road - Route 107  
Kensington, NH 03833  
603-772-4414  
admin@nhtractor.com

### Quote Summary

#### Prepared For:

Town Of Middleton Dept Of Public Works  
Ken Gibbons  
195 N Main St  
Middleton, MA 01949  
ken.gibbons@middleton.ma.gov

#### Delivering Dealer:

James R Rosencrantz & Sons, Inc.  
Chuck Spinale  
184 South Road - Route 107  
Kensington, NH 03833  
Phone: 603-772-4414  
chuck@nhtractor.com

Quote ID: 21151854

Created On: 29 January 2020

Last Modified On: 29 January 2020

Expiration Date: 28 February 2020

#### Equipment Summary

JOHN DEERE 4066R Compact Utility Tractor (52 PTO hp)

**Contract:** MA Lawn & Grounds Equipment FAC88 (PG 3X CG 22)

**Price Effective Date:** December 14, 2018

JOHN DEERE 440R Loader \$ 6,352.57 X 1 = \$ 6,352.57

**Contract:** MA Lawn & Grounds Equipment FAC88 (PG 3X CG 22)

**Price Effective Date:** December 14, 2018

Load Rear Tires Ballast Star \$ 619.04 X 1 = \$ 619.04

**Contract:**

**Price Effective Date:**

**Equipment Total** \$ 50,884.76

\* Includes Fees and Non-contract items

#### Quote Summary

Equipment Total \$ 50,884.76

Trade In

\$ 50,884.76

SubTotal

\$ 0.00

Est. Service

\$ 0.00

Agreement Tax

\$ 0.00

Total

\$ 50,884.76

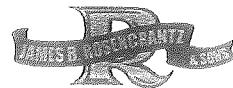
Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

Confidential



JOHN DEERE



ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):  
Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT  
TO DELIVERING DEALER:  
James R Rosencrantz & Sons, Inc.  
184 South Road - Route 107  
Kensington, NH 03833  
603-772-4414  
admin@nhtractor.com

Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 50,884.76

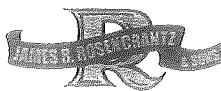
Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

*Confidential*



JOHN DEERE



# Selling Equipment

Quote Id: 21151854

Customer Name: TOWN OF MIDDLETON DEPT OF PUBLIC WORKS

ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT  
TO DELIVERING DEALER:

James R Rosencrantz & Sons, Inc.  
184 South Road - Route 107  
Kensington, NH 03833  
603-772-4414  
admin@nhtractor.com

## JOHN DEERE 4066R Compact Utility Tractor (52 PTO hp)

Hours:

Stock Number:

Contract: MA Lawn & Grounds Equipment FAC88 (PG 3X CG 22) Selling Price \*  
\$ 43,913.15

Price Effective Date: December 14, 2018

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
0389LV	4066R Compact Utility Tractor (52 PTO hp)	1	\$ 41,415.00	17.00	\$ 7,040.55	\$ 34,374.45	\$ 34,374.45

### Standard Options - Per Unit

0202	United States	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English Operator's Manual and Decal Kit	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
1520	eHydro	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
1795	Less Loader	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
2060	Deluxe Cab with Air Ride Seat	1	\$ 9,630.00	17.00	\$ 1,637.10	\$ 7,992.90	\$ 7,992.90
2660	Factory Installed Stereo	1	\$ 495.00	17.00	\$ 84.15	\$ 410.85	\$ 410.85
4061	Less iMatch Quick Hitch Category 1	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
5090	Less Wheel Spacer	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
5243	44x18-20 (4PR, R3 Turf, 1 Position)	1	\$ -485.00	17.00	\$ -82.45	\$ -402.55	\$ -402.55
6243	27x10.50-15 (4PR, R3 Turf, 2 Position)	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Standard Options Total</b>			<b>\$ 9,640.00</b>		<b>\$ 1,638.80</b>	<b>\$ 8,001.20</b>	<b>\$ 8,001.20</b>

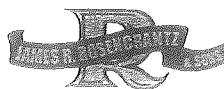
### Dealer Attachments/Non-Contract/Open Market

BLV10375	Telescoping Draft Links	1	\$ 403.70	17.00	\$ 68.63	\$ 335.07	\$ 335.07
BLV10640	Engine Coolant Heater Kit (110 Volt)	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
BLV10045	4th and 5th Selective Control Valve Kit (Cab Only)	1	\$ 999.90	17.00	\$ 169.98	\$ 829.92	\$ 829.92
LVB24852	Beacon Light Kit (Cab Only)	1	\$ 251.90	17.00	\$ 42.82	\$ 209.08	\$ 209.08
LVB24844	External Mirror Kit (Cab Only)	1	\$ 196.90	17.00	\$ 33.47	\$ 163.43	\$ 163.43

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JOHN DEERE



# Selling Equipment

Quote Id: 21151854

Customer Name: TOWN OF MIDDLETON DEPT OF PUBLIC WORKS

ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

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TO DELIVERING DEALER:

James R Rosencrantz & Sons, Inc.  
184 South Road - Route 107  
Kensington, NH 03833  
603-772-4414  
admin@nhtractor.com

Dealer Attachments Total	\$ 1,852.40	\$ 314.91	\$ 1,537.50	\$ 1,537.50
Value Added Services Total	\$ 0.00		\$ 0.00	\$ 0.00
<b>Total Selling Price</b>	<b>\$ 52,907.40</b>	<b>\$ 8,994.26</b>	<b>\$ 43,913.14</b>	<b>\$ 43,913.15</b>

## JOHN DEERE 440R Loader

### Equipment Notes:

Hours:

Stock Number:

Contract: MA Lawn & Grounds Equipment FAC88 (PG 3X  
CG 22)

Selling Price \*

\$ 6,352.57

Price Effective Date: December 14, 2018

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
1390P	440R Loader	1	\$ 6,405.00	17.00	\$ 1,088.85	\$ 5,316.15	\$ 5,316.15
<b>Standard Options - Per Unit</b>							
0202	United States	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
1402	Mounting frame	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
2402	440R Mechanical Self Leveling Loader (MSL)	1	\$ 711.00	17.00	\$ 120.87	\$ 590.13	\$ 590.13
4401	Hoses to tractor mid-valve	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
5370	Hood guard	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
6995	Less ballast box	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
7020	John Deere Compact Utility Tractor (CUT) carrier	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
8136	73 In. 1850 mm) Heavy Duty Bucket with Chain Loops and Holes for Cutting Edge	1	\$ 255.00	17.00	\$ 43.35	\$ 211.65	\$ 211.65
<b>Standard Options Total</b>			<b>\$ 966.00</b>		<b>\$ 164.22</b>	<b>\$ 801.78</b>	<b>\$ 801.78</b>
<b>Dealer Attachments/Non-Contract/Open Market</b>							
BW14763	1850-mm (73-in.) replaceable bucket cutting edge with hardware	1	\$ 206.80	17.00	\$ 35.16	\$ 171.64	\$ 171.64
BW16364	Bucket Level Indicator	1	\$ 75.90	17.00	\$ 12.90	\$ 63.00	\$ 63.00

Confidential



JOHN DEERE



# Selling Equipment

Quote Id: 21151854

Customer Name: TOWN OF MIDDLETON DEPT OF PUBLIC WORKS

ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):  
Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT  
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James R Rosencrantz & Sons, Inc.  
184 South Road - Route 107  
Kensington, NH 03833  
603-772-4414  
admin@nhtractor.com

Dealer Attachments Total	\$ 282.70	\$ 48.06	\$ 234.64	\$ 234.64
<b>Total Selling Price</b>	<b>\$ 7,653.70</b>	<b>\$ 1,301.13</b>	<b>\$ 6,352.57</b>	<b>\$ 6,352.57</b>

## Load Rear Tires Ballast Star

**Equipment Notes:**

Hours: 0

**Stock Number:****Selling Price \*****Contract:**

\$ 619.04

**Price Effective Date:**

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
	Load Rear Tractor Tires	1	\$ 619.04	0.00	\$ 0.00	\$ 619.04	\$ 619.04
<b>Total Selling Price</b>			<b>\$ 619.04</b>		<b>\$ 0.00</b>	<b>\$ 619.04</b>	<b>\$ 619.04</b>

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**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Public Works - Recreational Facilities</b>					
1) Rubchinuk Recreational Facility - East Street					
a.) Install Water Line for Irrigation					
b.) Field Recondition					
2) Emily Maher Park					
a.) Natsue Way - Phase I Park					
b.) Phase II field development on top of landfill					
c.) Reconstruct large soccer field					
d.) Sun Shade/Porta Potty Shelters/Landscaping					
e.) Playground					
3) Fuller Meadow Complex				25,000	
a.) Field Recondition (2)					
4) Howe Manning Complex			20,000		
a.) Field Recondition					
b.) Shade Structure					
5) Henry Tragert Common					
a.) Gazebo Repairs					
b.) Field Recondition					
c.) Canopy Repairs					20,000
<b>RECREATION TOTAL:</b>	-	-	20,000	25,000	20,000

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Department: Administration 195 North Main Street Facilities -</b>					
<b>Garage Improvements</b>					
1) 2nd Floor stairway in rear of bldg.					
2) Renovate main floor reception area					
3) Salt shed repairs			20,000		
4) Roof replacement					
5) Replacement of 1st floor heat/air conditioning					
6) Replace heaters in old garage	11,000				
7) Finish Exterior work		25,000			
<b>DPW BUILDINGS SUBTOTAL</b>	<b>\$11,000</b>	<b>\$25,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>
 <b>Department: Administration 195 North Main Street Facilities</b>					
1) 2005 Oce Plan Copier				18,000	
2) Photo Copy Machine - 2014					
3) Furniture/Files Replacement				6,500	
4) Photo Copy Machine - 2017					
<b>ADMINISTRATION SUBTOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,500</b>	<b>\$18,000</b>
<b>DPW BUILDING TOTAL</b>	<b>\$11,000</b>	<b>\$25,000</b>	<b>\$20,000</b>	<b>\$6,500</b>	<b>\$18,000</b>

*Gawar*  
*Heaters*

Sudano Heating & Air Conditioning

P.O. Box 773  
Middleton, MA 01949 US  
(978) 882-2568  
sudanoheating@gmail.com  
www.sudanohvac.com

## Estimate

ADDRESS	SHIP TO	ESTIMATE # 1018
Middleton DPW 195 N. Main Street Middleton, MA 01949	Middleton DPW 195 N. Main Street Middleton, MA 01949	DATE 01/27/2020

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/27/2020	Sales	Remove and dispose of existing reznor unit heaters in DPW garage. Install Two Modine 200k btu natural gas unit heaters in DPW garage (old side) in existing locations. Install new exterior terminations and flue pipe to new unit heaters. Reconnect to existing gas line and electrical. Install new thermostats (non- programmable). 10-year Limited heat exchanger warranty. 1-year Limited parts warranty. Estimate includes Modine heaters, installation stock and labor. Estimate does not include permit fees if applicable.			10,665.82

If this Estimate is accepted:

**TOTAL** **\$10,665.82**

Payment is to be made as follows: A deposit of 50% of the job cost as defined above at or before the time the work is scheduled, and the balance when the system is fired-up and working. This payment is due upon completion of the job.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon delays beyond our control. Purchaser agrees to pay all costs of

Payment is due upon completion of the job.

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Public Works - Highway Division</b>					
1) 2011 Freightliner Dump Truck Unit #14 (winter & summer use)					75,000
2) 2008 F550 1 Ton Dump Truck Unit #5 (winter & summer use)					75,000
3) 2005 F550 Ford 1 Ton Dump Truck Unit #6 (winter & summer use)	75,000				
4) 2008 7400 International Dump Truck Unit #7 (winter & summer use)					180,000
5) 2014 Peterbilt Dump Truck Unit #10					
6) 2006 7400 International Dump Truck Unit #11 (winter & summer use)	173,000				
7) 2014 John Deere 310SK Backhoe					
8) 2000 Ford F450 Rack Body Unit #12			85,000		
9) 2009 Power Eagle power washer					
10) 2005 Portable Air Compressor					
11) 2001 Bobcat Skid Steer Loader					
a.) v-blade snow plow					
b.) snow blower attachment					
c.) low profile bucket					
d.) power broom attachment					
12) 2009 Bobcat Skid Steer Loader					
a.) V-blade snow plow					
b.) snow blower attachment					
13) 2016 - Ford Explorer - Car #1					
14) 2008 F 250 Pickup - Car #2					
15) Loader Mounted Snow Blower					
16) 2003 Ford F450 1.5 Ton Dump Truck Unit #1 (winter & summer use)					
17) Flink Sander/Plow for truck #3					
18) (2) Hi-Way Sanders					
19) (2) Monroe Sanders					
20) 2011 (16') Utility Trailer					
21) 2005 Volvo Wheel Loader Tire Replacement					
22) Sandblasting Vehicles/Equip.					
23) Asphalt Hot Box -- NEW					
24) Asphalt Roller/Trailer -- NEW					
<b>HIGHWAY TOTAL:</b>	<b>\$248,000</b>	<b>\$0</b>	<b>\$85,000</b>	<b>\$75,000</b>	<b>\$180,000</b>



# Estimate

Date: 1/8/2020  
 Estimate# MDPW01082020  
 Customer ID:

To: Middleton Public Works  
 ATTN: Ken Gibbons  
 195 North Main Street  
 Middleton, MA 01949

Salesperson: Paul G King  
 508-918-2210

## GBPC/BAPERN Contract

Qty	Item #	Description	Unit Price	Line Total
		2020 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA		\$ 36,420.00
	N1	Exterior Color: Blue Jeans Metallic		\$
	99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas (STD)		\$
	44G	Transmission: TorqShift 10-Speed Automatic -inc: selectable drive modes: normal, tow/haul, eco and deep sand/snow (STD)		\$
	660A	Option Package: Order Code 660A		\$
		Gross Vehicle Weight Rating - 18,860 Lbs		\$
		Gross Combined Weight Rating - 28,000 Lbs		\$
	AS	Medium Earth Gray, HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar		\$
	X8L	Limited Slip w/4.88 Axle Ratio	\$ 360.00	\$ 349.20
	TGM	Tires: 225/70Rx19.5G BSW Traction -inc: 4 traction tires on the rear and 2 A/P tires on the front, Optional spare is 225/70Rx19.5G BSW A/P	\$ 190.00	\$ 184.30
	90L	Power Equipment Group -inc: Deletes passenger side lock cylinder, upgraded door-trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, MyKey, owner controls feature, Power Locks, Remote Keyless Entry, Trailer Tow Mirrors w/Power Heated Glass, manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals, Power Front Side Windows, 1-touch up/down driver/passenger window	\$ 915.00	\$ 887.55
	473	Snow Plow Prep Package -inc: pre-selected springs	\$ 250.00	\$ 242.50
	67B	397 Amp Alternator	\$ 115.00	\$ 111.55
	52B	Trailer Brake Controller -inc: smart trailer tow connector, Verified to be compatible w/electronic actuated drum brakes only	\$ 270.00	\$ 261.90
	68U	GVWR: 19,000 lbs Payload Upgrade Package -inc: upgraded frame and upgraded rear-axle	\$ 815.00	\$ 790.55
	86M	Dual 78 AH Battery	\$ 210.00	\$ 203.70
	18B	Platform Running Boards	\$ 320.00	\$ 310.40
	512	Spare Tire, Wheel & Jack	\$ 350.00	\$ 339.50
	61L	Front Wheel Well Liners	\$ 180.00	\$ 174.60
	872	Rear View Camera & Prep Kit -inc: loose camera and wiring bundle	\$ 415.00	\$ 402.55
		REMAINING STANDARD EQUIPMENT AS SHOWN IN CHROME DATA REPORT		\$

THE FOLLOWING BEING INSTALLED BY DONOVAN EQUIPMENT		\$
Iroquois Stainless Dump Body 9 Ft Long x 89 Inch Wide x 15 Inch Sides x 21 Inch Gate		\$ 29,932.00
.304 Stainless steel Construction Throughout (Polished)		\$
10 Guage Floor/ 11 Guage Front & Sides		\$
12 Guage Three Panel Taper Tailgate - Stainless Steel Hardware with Pro-Latch		\$
7 Guage Formed Stainless Steel Crossmembers 12 Inch on Center		\$
4 Inch Structural Channel Long Sills - 5.4 Lb Per Foot		\$
Two (2) Int. Rounded Side Posts - Front & Rear Corner Post - Tubular Box Top Rail		\$
24 Inch Cab Protector with Screen Window		\$
4250 Single Under Body Telescopic Piston with Sub-Frame		\$
12 Volt Electric Pack		\$
9 Ton Lift Capacity - Safety Prop - Back-up & Body Raise Alarm		\$
Set of Front & Rear Mud Flaps		\$
All Lights and Reflectors to Meet FMVSS-108		\$
Drop Down Sides - Both		\$
9 Ft. Fisher hC Plow with Cutting Edge, Snow Foil & Handheld Control		\$
Manual Crank & Mesh Net		\$
1/2" Plate with Combo Hook, D-Rings & Plug		\$
LED 406 Strobes Installed in Cab Shield Face, Cab Shield Sides & Rear Posts		\$
Two Switches One for Strobes in Cab Shield & One for Rear Strobes		\$
Whelen Vertex Strobes Installed in Grill		\$
Upgrade All Body Lights to LED		\$
Poly Fenders		\$
Install Factory Camera in Rear		\$
<b>PLEASE NOTE THAT PRICING IS BASED ON CURRENT CONTRACT PRICING THAT EXPIRES 9-30-20, VEHICLE MUST BE ORDERED PRIOR TO THIS DATE OR PRICING MAY CHANGE</b>		\$

**Special Instructions:**

Custom or Special Orders are Non-Refundable  
 This Estimate is for Budgetary Purposes and is Not a Guarantee of Cost for Services.  
 Estimate is Based on Current Information From Client About the Project Requirements

Actual Cost May Change Once Project Elements are Finalized

**Vehicle Subtotal**

**Upfit Subtotal**

**Grand Total**

**\$70,610.30**

**Thank You For Choosing The Colonial Way!**

## **MIDDLETON DPW - BUDGETARY CAPITOL ESTIMATE**

Vehicle: [Fleet] 2020 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA



**Image Not Available**

Vehicle: [Fleet] 2020 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete )

### Selected Model and Options

#### MODEL

CODE	MODEL
F5H	2020 Ford Super Duty F-550 DRW XL 4WD Reg Cab 145" WB 60" CA

#### COLORS

CODE	DESCRIPTION
N1	Blue Jeans Metallic

#### ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION
18B	Platform Running Boards
512	Spare Tire, Wheel & Jack -inc: Excludes carrier, 6-Ton Hydraulic Jack
61J	6-Ton Hydraulic Jack
61L	Front Wheel Well Liners (Pre-Installed) -inc: Custom accessory

#### ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION
473	Snow Plow Prep Package -inc: pre-selected springs (see Order Guide Supplemental Reference for springs/FGAWR of specific vehicle configurations), Note 1: Restrictions apply; see Supplemental Reference or Body Builders Layout Book for details, Note 2: Also allows for the attachment of a winch
52B	Trailer Brake Controller -inc: smart trailer tow connector, Verified to be compatible w/electronic actuated drum brakes only
67B	397 Amp Alternator
68U	GVWR: 19,000 lbs Payload Upgrade Package -inc: upgraded frame and upgraded rear-axle, Note: See Order Guide Supplemental Reference for further details on GVWR and payload ranges
86M	Dual 78 AH Battery

#### ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION
872	Rear View Camera & Prep Kit -inc: loose camera and wiring bundle

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 10060, Data updated Jan 7, 2020 11:36:00 PM PST

Vehicle: [Fleet] 2020 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete  
)

#### ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION
90L	Power Equipment Group -inc: Deletes passenger side lock cylinder, upgraded door-trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, MyKey, owner controls feature, Power Locks, Remote Keyless Entry, Trailer Tow Mirrors w/Power Heated Glass, manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals, Power Front Side Windows, 1-touch up/down driver/passenger window

#### TRANSMISSION

CODE	DESCRIPTION
44G	Transmission: TorqShift 10-Speed Automatic -inc: selectable drive modes: normal, tow/haul, eco and deep sand/snow (STD)

#### OPTION PACKAGE

CODE	DESCRIPTION
660A	Order Code 660A

#### ENGINE

CODE	DESCRIPTION
99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas (STD)

#### SEAT TYPE

CODE	DESCRIPTION
AS	Medium Earth Gray, HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar

#### PRIMARY PAINT

CODE	DESCRIPTION
N1	Blue Jeans Metallic

#### TIRES

CODE	DESCRIPTION
TGM	Tires: 225/70Rx19.5G BSW Traction -inc: 4 traction tires on the rear and 2 A/P tires on the front, Optional spare is 225/70Rx19.5G BSW A/P

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Vehicle: [Fleet] 2020 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete  
)

**AXLE RATIO**

CODE	DESCRIPTION
X8L	Limited Slip w/4.88 Axle Ratio
Options Total	

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Vehicle: [Fleet] 2020 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete  
)

## Standard Equipment

### Mechanical

Engine: 7.3L 2V DEVCT NA PFI V8 Gas (STD)

Transmission: TorqShift 10-Speed Automatic -inc: selectable drive modes: normal, tow/haul, eco and deep sand/snow (STD)

4.88 Axle Ratio (STD)

50-State Emissions System

Transmission w/Oil Cooler

Electronic Transfer Case

Part-Time Four-Wheel Drive

78-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection

HD 240 Amp Alternator

Towing Equipment -inc: Trailer Sway Control

Trailer Wiring Harness

11040# Maximum Payload

GVWR: 18,000 lbs Payload Package

HD Shock Absorbers

Front And Rear Anti-Roll Bars

Firm Suspension

Hydraulic Power-Assist Steering

40 Gal. Fuel Tank

Single Stainless Steel Exhaust

Dual Rear Wheels

Auto Locking Hubs

Front Suspension w/Coil Springs

Leaf Rear Suspension w/Leaf Springs

4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs and Brake Assist

Upfitter Switches

### Exterior

Wheels: 19.5" Argent Painted Steel -inc: Hub covers/center ornaments not included

Tires: 225/70Rx19.5G BSW A/P -inc: Optional spare is 225/70Rx19.5G BSW A/P (STD)

Clearcoat Paint

Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks

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Vehicle: [Fleet] 2020 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete  
)

**Exterior**

- Black Fender Flares
- Black Side Windows Trim and Black Front Windshield Trim
- Black Door Handles
- Black Manual Side Mirrors w/Manual Folding
- Manual Extendable Trailer Style Mirrors
- Fixed Rear Window
- Light Tinted Glass
- Variable Intermittent Wipers
- Aluminum Panels
- Front Splash Guards
- Black Grille
- Front License Plate Bracket
- Autolamp Fully Automatic Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off
- Cab Clearance Lights

**Entertainment**

- Radio w/Seek-Scan
- Radio: AM/FM Stereo w/MP3 Player -inc: 4 speakers
- Fixed Antenna
- SYNC Communications & Entertainment System -inc: enhanced voice recognition, 911 Assist, 4.2" LCD center stack screen, AppLink, 1 smart-charging USB-C port and steering wheel audio controls

**Interior**

- 4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
- 4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
- Manual Tilt/Telescoping Steering Column
- Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
- FordPass Connect 4G LTE WiFi Mobile Hotspot Internet Access
- Manual Air Conditioning
- Illuminated Locking Glove Box
- Interior Trim -inc: Chrome Interior Accents
- Full Cloth Headliner
- Urethane Gear Shift Knob

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Vehicle: [Fleet] 2020 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete  
)

**Interior**

- HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar
- Day-Night Rearview Mirror
- Passenger Visor Vanity Mirror
- 2 12V DC Power Outlets
- Front Map Lights
- Fade-To-Off Interior Lighting
- Full Vinyl/Rubber Floor Covering
- Underhood Lights
- Smart Device Remote Engine Start
- Instrument Panel Covered Bin and Dashboard Storage
- Manual 1st Row Windows
- Systems Monitor
- Trip Computer
- Outside Temp Gauge
- Analog Display
- Manual Adjustable Front Head Restraints
- Air Filtration

**Safety-Mechanical**

- Driveline Traction Control

**Safety-Exterior**

- Side Impact Beams

**Safety-Interior**

- Dual Stage Driver And Passenger Seat-Mounted Side Airbags
- Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
- Safety Canopy System Curtain 1st Row Airbags
- Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters

Vehicle: [Fleet] 2020 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 145" WB 60" CA ( ✓ Complete  
)

**WARRANTY**

Basic Years: 3  
Basic Miles/km: 36,000  
Drivetrain Years: 5  
Drivetrain Miles/km: 60,000  
Corrosion Years: 5  
Corrosion Miles/km: Unlimited  
Roadside Assistance Years: 5  
Roadside Assistance Miles/km: 60,000

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New  
Tech 5/11



THE PETERBILT STORE-BOSTON H838  
116 WASHINGTON STREET

Town Of Middleton DPW  
105 North Main Street

C/O Bob Mahegan  
PLAINVILLE, Massachusetts United States 02762  
Phone: (508) 316-2799  
Fax:  
Email:

Middleton, Massachusetts United States 01949  
Phone: (978) 777-0407  
Fax:  
Contact Email:  
Prepared for: Kenny Gibbons

## Customer Quote

### Equipment

Quantity Ordered: \_\_\_\_\_ 1  
Truck Price:  
Dealer Options:  
Equipment List Price:  
Surcharges Not Subject to Discount:  
Options Not Subject to Discount:  
Factory Freight Cost:

Total Equipment Price:

182300  
Chk's

NET Sale Price: \$172,934

### Miscellaneous

FET Tire Credit:	\$0
Net Chassis FET:	\$0
State Tax:	\$0
Body/Trailer/Accessories FET:	\$0
Fees:	\$0
Other:	\$0

Quotation Total: TOTAL INCLUDES DONOVAN EQP QUOTE 1/10/03 \$172,934

BOB MAHEGAN  
NEW & USED TRUCK SALES



THE PETERBILT STORE - NE [PLAINVILLE]  
116 WASHINGTON STREET, PLAINVILLE, MA 02762  
BUS: (508) 316-2799  
FAX: (508) 316-2790  
CELL: (978) 994-5420  
EMAIL: bmahegan@thepetestore.com  
THEPETESTORE.COM

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Printed:	1/22/2020 8:44:48 AM	Complete	Model Number:	Model 348
Effective Date:	Jan 1, 2019		Quote/DTPO/CO:	Q03983072
Prepared by:	ID: bobmahegan2		Version Number:	38.20



ORDER ENTRY # \_\_\_\_\_

QUOTATION

QUOTE / ORDER # N1203

BILL TO: THE PETE STORE / BOB MAHEGAN  
CUSTOMER: T/O MIDDLETON, MA. DPW  
CONTACT: KEN GIBBONS  
ADDRESS: 195 NORTH MAIN ST.  
MIDDLETON, MA. 01949  
PHONE: 978-777-0407  
FAX: 978-774-0718

6 ENTERPRISE DRIVE  
LONDONDERRY, NH 03053  
PHONE: 603-669-2250  
FAX: 603-669-0501  
DATE: 1/20/20

TRUCK INFO:

VIN #: \_\_\_\_\_  
YEAR: 2021  
MAKE: PETE  
MODEL: 348  
CA/CT: 96"  
TRANS: AUTOMATIC

BODY SR. # HOIST SR. #  
"BEAU-ROC" STAINLESS STEEL DUMP # BR-SS 11' LONG X 30" SIDES X 36" GATE  
.304 SS CONSTRUCTION WITH 3/16" HARDOX 450 STEEL FLOOR - UNIBODY CONSTRUCTION  
.304 7 GA SIDES W/ DIRT SHEDDERS & VERTICAL BOX BRACING  
.304 7 GA DOUBLE ACTING SIX (6) PANEL STRAIGHT TAILGATE  
FORMED 3/16" 50W STEEL LONG SILLS W/ REINFORCED GUSSETS - 10" HIGH  
36" CAB SHIELD  
MAILHOT CS-100-4.5-3 FRONT MOUNT TELESCOPIC HOIST 25 TON CAP  
SAFETY PROP / BACKUP ALARM & BODY UP ALARM  
SET OF FRONT & REAR MUD FLAPS  
ALL LIGHTS & REFLECTORS TO MEET FMVSS-108 (LED)

INSTALLED \_\_\_\_\_

OPTIONS:

- LABEL ALL SWITCHES & HYDRAULICS HANDLES \_\_\_\_\_
- HOT SHIFT PTO DRIVEN CENTRAL HYDRAULIC SYSTEM W VALVES  
TO OPERATE DUMP / PLOW LIFT / PLOW ANGLE & SANDER \_\_\_\_\_
- NOTE: SHUTOFFS ON BOTH SIDES OF THE HYDRAULIC TANK \_\_\_\_\_
- MINI LIBERTY WHELEN L.E.D. LIGHTBAR INSTALLED ON CAB #IT9AAAAP \_\_\_\_\_
- AERO ELECTRIC COVER W/ MESH \_\_\_\_\_
- LOW PROFILE NON TILT HITCH W/ 3" X 10" S/A LIFT CYLINDER / 30.5" & 21" O/C \_\_\_\_\_
- 8" OAK SIDE BOARDS \_\_\_\_\_
- INSTALL RUBBER FLAPS ON SANDER SO SAND DOESN'T  
GO BETWEEN THE FRAME RAILS IN REAR OF TRUCK \_\_\_\_\_
- POLY FENDERS INSTALLED OVER REAR TIRES \_\_\_\_\_
- LED 404 STROBES INSTALLED IN CAB SHIELD & REAR POSTS \_\_\_\_\_
- 10" MONROE S/S BRUTE SANDER W/ FRONT DEFLECTOR & GREASE TO REAR \_\_\_\_\_
- S/S LIGHT BAR WITH STOP TURN & TAIL LIGHTS INCL. LED STROBES \_\_\_\_\_
- (2) ROUND SPOT LIGHT IN REAR TO VIEW SPREAD W/ SWITCH \_\_\_\_\_
- 11' MONROE POWER ANGLE TORSION TRIP PLOW# MPR39R11-ISTT \_\_\_\_\_
- POLAR FLEX CUTTING EDGE & CURB GUARDS INSTALLED ON MONROE PLOW  
SUPPLIED BY THE TOWN OF MIDDLETON \_\_\_\_\_

TOTAL: \$72,655.00

I HAVE READ AND APPROVED THE ABOVE QUOTATION AND  
HEREBY AUTHORIZE YOU TO COMPLETE THE WORK.

CUSTOMER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

QUOTED BY: NICK COVATIS



Data	Code	Description	Weight
9481230	O	<b>PACCAR 2017 PX-9 Protection Plan 1 (5/100)</b> Five Years/100,000 Miles/160,935 Kilometers. Coverage is 100 percent parts and labor with no deductibles on internally lubricated components and major engine systems including turbo charger, water pump, and fuel injectors.	0
9481239	O	<b>PACCAR 2017 PX-9 Aftertreatment Coverage</b> 5 Years/100,000 Miles (160,935 KM)	0
<b>Miscellaneous</b>			
9409800	O	<b>2017 EPA Emissions Engine</b> Warranty Only	0
Total Weight			11910

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Effective Date: Jan 1, 2019      Quote/DTPO/CO: Q03983072  
Prepared by: ID: bobmahegan2      Version Number: 38.20



Data	Code	Description	Weight
7900270	O	Fire Extinguisher; Cab Mounted Hazmat approved UL listed/rated ABC.	8
7901130	O	Backup Alarm (107dB)	3
8011400	O	Main Transmission Oil Temperature Gauge Located in Driver Information Display	0
8021380	S	Air Restriction Indicator Mounted on air cleaner,intake piping, or firewall.	0
8071340	O	Bright Bezel Gauges	0
8071870	S	Main Instrumentation Panel, Graphics Display Includes speedometer with tripodometer, tachometer with hourmeter and outside air temperature display, voltmeter, engine oil pressure, engine coolant temperature, fuel level, primary and secondary air pressure gauges. Includes standard warning light package: high water temperature, low oil pressure, and low air pressure warning lights w/audible alarms, high beam, turn signal, low fuel, parking brake, and ice warning indicators; seat belt reminder; rocker switches with long-life LED indicators; multi-function turn stalk with flash-to-pass feature (night mode flashes headlights and marker lights; day mode flashes headlights only), intermittent windshield wiper and headlamp beam control. Hydraulic braked trucks do not include air pressure gauges.	0
8111110	S	Headlights Composite Fender Mounted Integral park, turn, and side marker	0
8120980	S	(5) Marker Lights, Aero LED Light Emitting Diodes	0
8140120	S	Incandescent Square Stop/Turn/Tail/Backup LH/RH Square EOF or Dropped A-Brace	0
8151140	O	(2) Load Lights, Flush Mounted Low Outboard Loc B	4
8153100	O	(1) F/O Load Light, Switch & 10ft Wire Coil Under / in cab / sleeper	2

#### Paint

8530770	S	(1) Color Axalta Two Stage - Cab/Hood Base Coat/Clear Coat N85020 A - L0346EY MEDIUM CONCOR N85400 HOOD TOP L0346EY MEDIUM CONCOR N85500 CAB ROOF L0346EY MEDIUM CONCOR N85200 FRAME L0001EA BLACK N85700 BUMPER L0001EA BLACK N85300 FENDER L0346EY MEDIUM CONCOR	0
8531320	O	Axalta Two Stage Effect - Metallic/Pearl Cab/Hood & Sleeper Only	0

#### Options Not Subject To Discount

9400091	S	Peterbilt Class 7 Standard Coverage 1 year/Unlimited Miles/km	0
9400094	S	PACCAR PX-9 Standard Coverage 2 yrs/250,000 mi (402,336 km)/6,250 hrs	0

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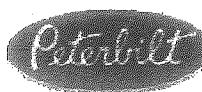
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Data	Code	Description	Weight
7036120	S	<b>Interior Grey/Black</b> Includes rugged charcoal instrument panels, glare-resistant gray dash, black bezels on gauges, (2) power ports, monochromatic molded door pads with durable in-mold color, gray molded back wall, 18 inch 4-spoke soft-touch steering wheel, soft-touch steering column cover, power lift passenger window, extruded rubber floor covering, header-mounted dome light, foot well lighting, integrated "dead pedal", (4) inside entry grab handles, (2) inside sunvisors, (2) coat hooks, (2) cup holders and map bin in dash.	0
7210430	O	<b>Extended Rear Window Ipo Std Window-Day Cab</b> The extended rear window protrudes two inches more than the standard conventional rear cab window. Take this into consideration when determining your loadspace.	18
7210540	S	<b>Day Cab Rear Window</b>	0
7230060	S	<b>One Piece Curved Windshield</b>	0
7322010	S	<b>Combo Fresh Air Heater/Air Conditioner</b> With radiator mounted condenser, dedicated side window defrosters, Bi-Level Heater/Defroster Controls, 54,500 BTU/HR, and silicone heater hoses.	0
7410040	O	<b>Outside Sunvisor - Stainless Steel</b> Not available with 2.1M high roof sleeper.	4
7511010	O	<b>Stainless Steel Mirrors 7x16 with Heat Element</b> Right Click on Option to see Picture in Product Portfolio.	2
7560850	O	<b>(2) Convex 8 Inch SS Mirrors</b> Center mounted under mirror bracket. If rear view mirrors are heated, the convex mirrors will be heated. Option includes dual door stops.	4
7564110	O	<b>Power Package</b> Includes power door locks and power windows.	0
7610020	O	<b>(1) Air Horn 15in Painted</b> Mounted under cab.	8
7725710	O	<b>Standard Speaker Package For Cab</b> (2) Speakers	4
7725715	O	<b>ConcertClass Without CD, Includes BT Phone and</b> Audio, AM/FM, WB, USB and MP3.	10
7748140	O	<b>CB Terminals/Wiring Mtd Under Header</b>	0
7748500	O	<b>CB Antenna Mounting, LH Mirror</b> Available with Rami only on 1.9m, available without Rami on medium duty	1
7851480	S	<b>Peterbilt Electric Windshield Wipers</b> With Intermittent Feature.	0
7851780	O	<b>CabMate Cab Air Suspension</b> Mfg by Link. The class 8 conventionals (except Model 348) includes (2) airbags, (2) shock absorbers, (1) leveling valve, radius rod, and height limiter. The Models 330, 337, and 348 includes (1) airbag and (1) shock absorber.	15
7900090	O	<b>Triangle Reflector Kit Shipped Loose</b>	13

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Data	Code	Description	Weight
<b>Battery Box &amp; Bumper</b>			
6010030	O	<b>Aluminum Battery Box LH Under Cab, Non-Slip Step</b> Includes diamond pattern block shaped cover in traditional/vocational models and a smooth finish tapered cover on aerodynamic models.	-55
6030150	O	<b>Rubber Battery Pad In Bottom Of (1) Battery Box</b> Mat in box that holds batteries only	2
6034620	O	<b>Heavy Duty Battery Box Step Reinforcement</b>	2
6040550	S	<b>Aftertreatment RH U/C ALUMINUM Non-Slip Cab Entry Step.</b> DPF/SCR for diesel engines, catalyst for natural gas engines. On Models 579 specifying chassis fairings, the box will be aerodynamic.	0
6121060	O	<b>Steel Bumper Swept Back Painted Black, With FEPTO</b> (2) Tow pin holes and step plates on top of bumper	90
<b>Cab &amp; Equipment</b>			
6510110	S	<b>Alum Cab 108in BBC Metton Hood w/Bright Crown</b> Includes view window RH door and convex mirror over RH door.	0
6540120	O	<b>Severe Service Cab Package #1</b> Includes Aluminum side skins, aluminum rear skin, steel windshield mask, steel firewall, and steel front floor sheet on all cabs, and additional reinforcement structure on the back wall of the day cab.	39
6540160	O	<b>Thermal Insulation Package in Cab</b> Includes thick, closed-cell foam in floor, special mylar-faced foam in walls and roof structure.	2
6800360	O	<b>Rubber Fender Lips 2 Inch Wide</b>	8
6911700	S	<b>Peterbilt UltraRide Driver Seat</b>	0
6921700	S	<b>Peterbilt UltraRide Passenger Seat</b>	0
6930500	O	<b>Drivers Armrest - RH Only</b>	2
6930800	O	<b>Black Seat Color ipo Standard Color</b>	0
6931120	O	<b>Seat Belt Color Orange IPO Standard Black</b>	0
6939400	S	<b>Air Ride Driver</b>	0
6939420	S	<b>High Back Driver</b>	0
6939480	O	<b>Mordura Driver</b>	0
6939510	S	<b>Non-Air Ride Passenger</b>	0
6939540	O	<b>Low Back Passenger</b>	0
6939580	O	<b>Mordura Passenger</b>	0
7000440	O	<b>Manifest Pouch on Rear Cab Wall</b>	0
7001520	O	<b>Adjustable Steering Column - Tilt/Telescope</b>	11
7001620	S	<b>Steering Wheel with Peterbilt Logo</b> Steering Wheel with embossed Peterbilt logo over horn button.	0

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Data	Code	Description	Weight
<b>Air &amp; Trailer Equipment</b>			
4510330	O	Bendix AD-IS EP Air Dryer with Heater And Coalescing Filter; Extended Purge	6
4520420	O	Pull Cords All Air Tanks	0
4540420	S	Nylon Chassis Hose	0
4543340	O	Aluminum Painted Air Tanks	-45
		All air tanks are aluminum with painted finish except when Code 4543330 Polish Aluminum Air Tanks is also selected (then exposed air tanks outside the frame rails will be polished aluminum). Peterbilt will determine the optimal size and location of required air tanks. Narratives requesting a specific air tank size or location will not be accepted for factory installation. See ECAT to determine number or location of air tanks installed.	
4543390	O	High Mount Air Tanks BOC/BOS Where Possible Subject to frame review.	0
4611930	O	Body Connections 5ft BOC Junction Box contains light and power circuits for Body Connections located 5ft from BOC.	4
<b>Tires &amp; Wheels</b>			
5033580	O	FF: GY 16ply 12R22.5 Endurance RSA	48
5169310	O	RR: BR 16ply 11R22.5 M799	36
		Diameter = 42.0 inches; SLR = 19.5 inches	
5190004	O	Code-rear Tire Qty 04	0
5210610	O	FF: Accur Stl Armor 50344PK 22.5X8.25	28
		Heavy duty, 5 Hand Holes	
5215090	U	FF:ACCUR 50291 PLT 22.5X8.25 STL WHL	18
5310610	O	RR: Accur Steel Armor 50344PK 22.5X8.25	56
		Heavy Duty, 5 Hand Holes	
5315090	U	RR:ACCUR 50291 PLT 22.5X8.25 STL WHL	36
5390004	O	Code-rear Rim Qty 04	0
5409310	O	Accuride Wheel Guards, Steer Axle	0
<b>Fuel Tanks</b>			
5536100	O	23in Aluminum 70 Gallon Fuel Tank LH BOC	9
		Paddle handle filler cap with threadless filler neck. Top draw fuel plumbing reduces chance of introducing air into the fuel system during low fuel level conditions due to the central placement of fuel pickup tube. Wire braid fuel lines increase durability & reduce potential for leaks.	
5604070	O	Location LH BOC 70 Gallon	0
5652890	O	DEF Tank Mounted LH BOC Models 220 and 520 mounted LH cab fender	0
5652990	O	Standard DEF To Fuel Ratio 2:1 Or Greater	0
5653000	O	Polished Stainless Steel Cover For DEF Tank	0
5655019	S	DEF Tank Small	0

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Data	Code	Description	Weight
3114270	S	<b>High Efficiency Cooling System</b> Cooling module is a combination of steel and aluminum components, with aluminum connections to maximize performance and cooling capability. Silicone radiator & heater hoses enhance value, durability, & reliability. Constant tension band clamps reduce leaks. ClimaTech extended life coolant extends maintenance intervals which reduces maintenance costs. Anti-freeze effective to -30 degrees F helps protect the engine. Low coolant level sensor warns of low coolant condition to prevent engine damage. Radiator Size by Model: 587: 1330 sq in, 579/367 FEPTO 1325 sq in, 567/365/367: 1440 sq in, 384/386: 1301 sq in, 365 FEPTO: 1184 sq in, 389/367 HH: 1669 sq in, 348: 1000 sq in, 320: 1242 sq in.	0
3211120	S	<b>Radial Seal, Dry Type Air Cleaner, Frontal</b> Air Intake. Molded rubber air intake connections with lined stainless steel clamps seal to prevent contaminants in air intake.	0
3365270	O	<b>Exhaust Single RH Side Of Cab</b> DPF/SCR RH Under Cab (2017).	29
3387610	O	<b>18in Ht, 5in Dia Chrome, Clear Coat Standpipe(s)</b>	-2

#### Transmission & Equipment

4052230	O	<b>Allison 3500 RDS-P Transmission, Gen 5</b> Rugged Duty Series. Includes Rear Transmission Support except on MX engines, TranSynd Automatic Transmission Fluid, and Water Oil Heat Exchange. Also includes features that monitor the transmission fluid, filter and clutch condition. Will display percent life remaining for the transmission fluid, filter and clutches on the shift selector. This information may be displayed using the Mode and Up and Down buttons. A wrench icon will also be included to indicate when the transmission fluid, filter or clutches need servicing. (Suited for vehicles operating on/off highway and/or requiring PTO operation) Forward Ratios: 1st-4.59, 2nd-2.25, 3rd-1.54, 4th-1.00, 5th-0.75, 6th-0.65 / Reverse Ratios: DR-(5.00)	195
4210080	S	<b>1710 HD Driveline, 1 Midship Bearing</b>	0
4233030	O	<b>(1) Dash Mounted Single Acting Air PTO Control</b> Standard with PTO engaged indicator light on Class 8 units. Occupies the space of one gauge. Specing PTO switch does not ensure the PTO will fit.	0
4250420	U	<b>ALLISON 5TH GEN RDS, PKG 223</b>	0
4252170	O	<b>Auto Neutral Activates With Parking Brake</b> Auto Neutral helps improve jobsite safety by reducing the possibility of the truck moving due to throttle application.	0
4252890	O	<b>Allison FuelSense 2.0 Not Desired</b>	0
4252950	O	<b>Omit Allison Neutral At Stop</b>	0
4256680	O	<b>Allison 6-Speed Configuration, Wide Ratio Gears</b>	0
4256920	O	<b>Dash Mounted Push Button Shifter</b> Available with Allison Transmissions.	0
4256940	U	<b>ALLISON LOAD BASED SHIFT SCHEDULE</b>	0

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Data	Code	Description	Weight
	N21530 P233	YES..Enable Impending Shutdown Warning	
	N21540 P234	60...Timer For Impending Shutdown Warning	
	N21550 P516	35...Engine Load Threshold	
	N21570 P031	NO...Idle Shutdown Manual Overrule	
	N21590 P230	YES..Enable Hot Ambient Automatic Overrule	
	N21610 P172	40...Low Ambient Temperature Threshold	
	N21620 P173	60...Intermediate Ambient Temperature Threshold	
	N21630 P171	80...High Ambient Temperature Threshold	
2091305 O		<b>Engine Idle Shutdown Timer Enabled</b>	0
2091315 O		<b>Enable EIST Ambient Temp Overrule</b>	0
2091372 O		<b>Eff EIST NA Expiration Miles</b>	0
2091640 O		<b>Effective VSL Setting NA</b>	0
2140010 O		<b>Belly Pan</b>	35
2140200 S		<b>CARB Engine Idling Compliance</b> PACCAR PX-7, PX-9 and MX, Cummins ISL, ISM and ISX diesel engines will include the required factory installed serialized sticker on the drivers door to identify them as meeting the NOx idling standard.	0
2513070 O		<b>200 Amp Alternator, Standard Brush</b>	0
2521090 O		<b>Immersion Type Block Heater 110-120V</b> Standard location is center left hand under cab and includes a weather-proof cover that protects the receptacle. This pre-heater keeps the coolant in the engine block from freezing when the engine is not running.	2
2521110 O		<b>Oil Pan Heater 120V/300W</b> Operates via 120V ShorePower System and keeps the oil warm when the engine is not running. This option utilizes the same receptacle as the immersion pre-heater if specified together.	2
2522110 S		<b>PACCAR 12V Starter, N/A PACCAR MX Engines</b> PACCAR 12-volt electrical system. With centralized power distribution incorporating plug-in style relays. Circuit protection for serviceability, 12-volt light system w/circuit protection circuits number & color coded.	0
2538040 O		<b>3 PACCAR Premium 12V Dual Purpose Batt 2190 CCA</b> Threaded stud type terminal. Stranded copper battery cables are double aught (00) or larger to reduce resistance.	62
2539740 O		<b>Kissling Battery Disconnect Switch, 300 amp</b> Mounted on battery box	3
2621000 O		<b>2-Speed Fan Clutch For Frequent Start/Stops</b>	0
2723210 S		<b>18.7 CFM Air Compressor</b> N/A X15. Furnished on engine. Teflon lined stainless steel braided compressor discharge line.	0
2812210 O		<b>VGT Exhaust Brake</b> (Variable Geometry Turbo). Provides approximately 90-100 HP of retardation and is part of the turbocharger.	0
2921160 S		<b>Spin-On Fuel/Water Separator</b>	0
2921210 S		<b>No Fluid Heat Option for Fuel Filter</b>	0
2921320 O		<b>12V Heat for Fuel Filter</b>	0

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 Effective Date: Jan 1, 2019 Quote/DTPO/CO: Q03983072  
 Prepared by: ID: bobmahegan2 Version Number: 38.20



Data	Code	Description	Weight
1680500	S	<b>SBM Valve</b> Full trucks require a spring brake modulation (SBM) system for emergency braking application. This system requires an SBM valve and a relay valve with spring brakes on the rear axles. The SBM valve allows the foot valve to operate the rear axle spring brakes if a failure exists in the rear air system.	0
1680795	O	<b>Diff Lock, Single Drive Axle With Speed Interlock</b>	30
1680950	S	<b>Stability System Not Selected or Not Available</b>	0
1682430	S	<b>Anti-Lock Braking System (ABS) 4S4M</b> ABS-6. Includes air braking system.	0
1684200	S	<b>Synthetic Axle Lubricant All Axles</b> Peterbilt heavy duty models include Fuel Efficient Cognis EMGARD FE75W-90 which provides customers performance advantages over current synthetic lubricants with reduced gear wear and extended maintenance intervals, resulting in increased uptime. In addition, the lubricant provides improved fluid flow to protect gears in extreme cold conditions and withstand the stress from high temperatures, extending component life.	0
1686348	S	<b>Single Drive Axle (Model 348)</b>	0
1687010	S	<b>Bendix Air Cam Rear Drum Brakes 16.5x7</b> Includes Automatic Slack Adjusters & Outboard Mounted Brake Drums.	0
1705570	O	<b>Ratio 5.57 Rear Axle</b>	0
1816100	O	<b>Reyco 79KB Multi Leaf 26,000 lbs.</b>	-125

#### Engine & Equipment

2074306	O	PACCAR PX-9 300@2000 GOV@2200 860@1300	0
		Productivity (2017 Emissions) Includes alum flywheel housing, cruise control, and J1939 provisions (provides an interface point for the Electronic Service Analysis-ESA and other PACCAR approved diagnostic tools). Chevron Delo LE SAE 10W30 engine oil is specially formulated for new low emissions engines. Magnetic engine oil drain plug captures and holds any metal fragments in engine oil to extend service life.	
		N21320 N205 75...Standard Maximum Speed Limit [LSL]	
		N21330 N207 0....Expiration Distance	
		N21350 P001 72...Maximum Accelerator Pedal Vehicle Speed	
		N21370 P059 72...Maximum Cruise Speed	
		N21400 N203 252..Reserve Speed Function Reset Distance	
		N21410 N202 0....Maximum Cycle Distance	
		N21420 N206 10...Maximum Active Distance	
		N21430 N201 0....Reserve Speed Limit Offset	
		N21440 P015 NO...Engine Protection Shutdown	
		N21450 P026 NO...Gear Down Protection	
		N21460 P046 1400.Max PTO Speed	
		N21470 P062 NO...Cruise Control Auto Resume	
		N21480 P068 NO...Auto Engine Brake in Cruise	
		N21500 N209 0....Expiration Distance	
		N21510 P520 YES..Enable Idle Shutdown Park Brake Set	
		N21520 P030 20..Timer Setting	

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Data	Code	Description	Weight
1011350	O	Dana Spicer E1462I 14,600 lb, 3.5 in. Drop Factory front axle alignment to improve handling & reduce tire wear. Zerk fittings on tie rod ends, king pins, & draglink ball joints for ease of maintenance & help extend service life of components. Cognis EMGARD® FE 75W-90 synthetic axle lube provides over 1% fuel economy improvement. Reduces wear & extends maintenance intervals, resulting in increased uptime. Provides improved fluid flow to protect components in extreme cold conditions & withstand the stress from high temperatures, extending component life.	53
11112150	O	Taper Leaf Springs, Shocks 14,600 lb	57
1233050	O	Power Steering TRW TAS85 For use with 14,600 lb. axle ratings. Glidekote splines on steering shaft extend service life of components.	7
1250180	S	Power Steering Reservoir Frame Mounted	0
1353545	O	PHP10 Aluminum PreSet Hubs	0
1380240	O	Dana Spicer Wide Track IPO Std, Front Axle 71in KPI IPO 69In for E1202, E1322, E1462, D2000F front axles. For improved turning radius.	15
1380260	S	Bendix Air Cam Front Drum Brakes 16.5x5 For use with 10,000 lbs to 14,600 lbs steer axles. Includes automatic slack adjusters & outboard mounted brake drums.	0
1390540	O	Dust Shields, Cam Brakes, Front Axle	4
1391410	O	Gusseted Cam Brackets, Steer Axle	0

#### Rear Axle & Equipment

1513180	O	Dana Spicer S23-190 23,000 lb Laser factory axle alignment to improve handling & reduce tire wear. Magnetic rear axle oil drain plug captures & holds any metal fragments in drive axle lube to extend service life. Parking brakes on all drive axles for optimal performance. Cognis EMGARD® FE 75W-90 synthetic axle lube provides over 1% fuel economy improvement. Reduces wear & extends maintenance intervals, resulting in increased uptime. Provides improved fluid flow to protect components in extreme cold conditions & withstand the stress from high temperatures, extending component life.	94
1616370	S	PHP10 Iron PreSet Hubs	0
1631310	O	Standard Stroke Parking Brakes Drive Axle(s). Not for use on U.S. or Canada Tractors, other than Car Carriers.	0
1660000	O	Dust Shields For Cam Brakes, Drive Axle(s)	15
1680450	O	Rear Brake Camshaft Reinforcement	9
1680490	O	Gusseted Cam Brackets, Drive Axle(s)	2

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 Effective Date: Jan 1, 2019      Quote/DTPO/CO: Q03983072  
 Prepared by: ID: bobmahegan2      Version Number: 38.20



THE PETERBILT STORE-BOSTON H838  
116 WASHINGTON STREET

Town Of Middleton DPW  
105 North Main Street

C/O Bob Mahegan  
PLAINVILLE, Massachusetts United States 02762 Middleton, Massachusetts United States 01949  
Phone: (508) 316-2799 Phone: (978) 777-0407  
Fax:  
Email: Contact Email:  
Prepared for: Kenny Gibbons

Data	Code	Description	Weight
<b>Base Model</b>			
0003481	O	<b>Model 348</b> The Model 348 was designed to exceed the rigid demands of Class 7 and Class 8 specialty application markets that require rugged durability and a wide range of optional content. The Model 348 represents a multi-dimensional performer with a GVW from 33,000 to 66,000 lbs. and optional capacity ratings to suit almost any vocation. The 348 is also available in a specifically designed all-wheel-drive configuration. From construction and crane service to utility and delivery services in both Class 7 and Class 8 markets, the 348 is in a class by itself.	10,610
0091200	O	<b>Other Commodity</b>	0
0093150	O	<b>Snowplow</b> Truck which is configured for mounting a snowplow to the front. May also have dump or other body.	0
0095170	O	<b>End Dump</b>	0
0098170	O	<b>United States Registry</b>	0
<b>Configuration</b>			
0200700	O	<b>Not Applicable</b> Secondary Manufacturer	0
<b>Frame &amp; Equipment</b>			
0514000	O	<b>10-3/4in Steel Rails To 354in</b> 10.75x3.5x.375 Dimension, 2,136,000 RBM; Yield Strength: 120,000 psi. Section Modulus: 17.8 cubic inches. Weight: 1.74 lbs/inch pair	287
0612230	O	<b>Custom Wheelbase or Overhang</b> Engineering approval may be required.	0
0613090	S	<b>Three-Piece Crossmembers</b>	58
0620580	O	<b>27.8in Bumper Extension without Adapter</b> Includes Stationary Grille. Requires FEPTO Bumper.	75
0644090	S	<b>EOF Square without Xnbr</b> For use with body builder installed crossmember.	0
0651090	S	<b>Omit Rear Mudflaps and Hangers</b>	0

#### Front Axle & Equipment

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THE PETERBILT STORE-BOSTON H838  
116 WASHINGTON STREET

Town Of Middleton DPW  
105 North Main Street

C/O Bob Mahegan  
PLAINVILLE, Massachusetts United States 02762  
Phone: (508) 316-2799  
Fax:  
Email:

Middleton, Massachusetts United States 01949  
Phone: (978) 777-0407  
Fax:  
Contact Email:  
Prepared for: Kenny Gibbons

### Vehicle Summary

	Unit	Chassis
Model:	Model 348	14600
Type:	Full Truck	23000
Description:	TOWN OF MIDDLETON	37600
Intended Serv.:	Application	Road Conditions:
Commodity:	Snowplow	Class A (Highway) 100
	Other Commodity	Class B (Hwy/Mtn) 0
		Class C (Off-Hwy) 0
		Class D (Off-Road) 0
Type:	Body	Maximum Grade: 6
Length (ft):	End Dump	Wheelbase (in): 166
Height (ft):	20	Overhang (in): 45.8
Max Laden Weight (lbs):	13.5	Fr Axle to BOC (in): 69.8
	1000	Cab to Axle (in): 96.2
		Cab to EOF (in): 142.0
No. of Trailer Axles:	Trailer	Overall Comb. Length (in): 278
Type:		
Length (ft):		Special Req.
Height (ft):	0	United States Registry
Kingpin Inset (in):	0.0	
Corner Radius (in):	0	
Length (ft):	Restrictions	
Width (in):		
Height (ft):	40	
	102	
	13.5	

Approved by:

Date:

Note: All sales are F.O.B. designated plant of manufacture.

Ask your dealer for a quote today, or visit our website @ [www.paccarfinancial.com](http://www.paccarfinancial.com).

PACCAR Financial offers innovative finance, lease and insurance programs  
customized to meet your needs.



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Effective Date:	Jan 1, 2019		Quote/DTPO/CQ:	Q03983072
Prepared by:	ID: bobmahegan2		Version Number:	38.20



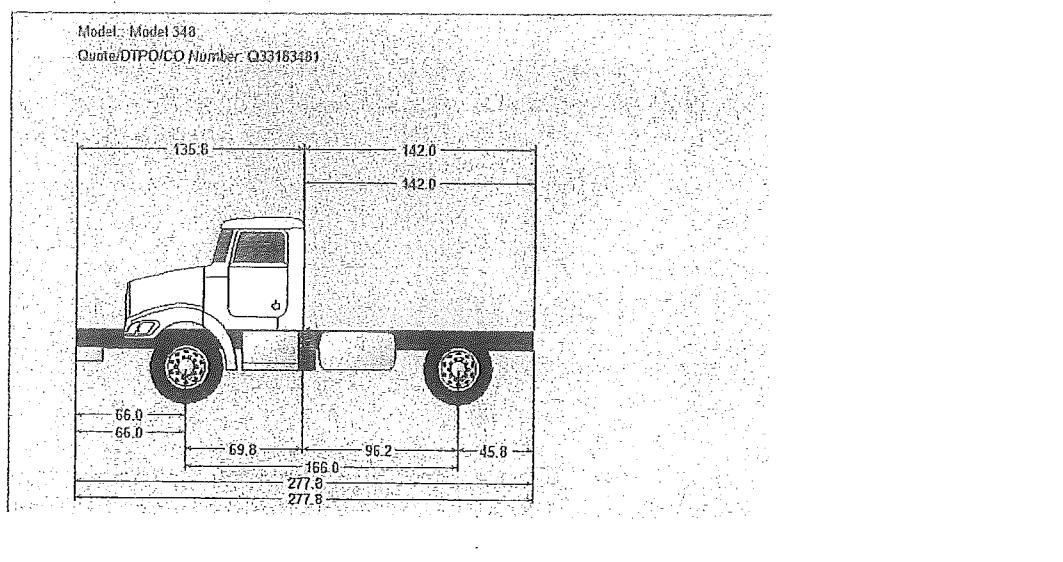
THE PETERBILT STORE-BOSTON H838  
116 WASHINGTON STREET

Town Of Middleton DPW  
105 North Main Street

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PLAINVILLE, Massachusetts United States 02762  
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Prepared for: Kenny Gibbons

## Horizontal Dimensions



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Printed:	1/22/2020 8:31:55 AM	Incomplete	Model Number:	Model 348
Effective Date:	Jan 1, 2019		Quote/DTPO/CO:	Q33183481
Prepared by:	ID: bobmahegan2		Version Number:	38.20

collection, including attorney's fees.

This proposal may be withdrawn by us if not accepted by the above due date.

Accepted By

Accepted Date

Payment is due upon completion of the job.

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

		<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Department: Public Works -DPW Highway/Major Project Improvements</b>						
1) Chapter 90 State Aid Reconstruction*						
2)	Sidewalks -Repairs	310,000	310,000	310,000	310,000	310,000
3)	Sidewalks - New Construction**					
	a) Towne Rd. to Maple St. - 4,000 LF by Developers					
	b) East Meadow Ln. to Peabody St. - 1,000 LF by Developer					
	c) Towne Rd. to East Meadow Ln. - 2,800 LF by Town					
	d) Wennerberg Rd. to Memorial Hall - 1,500 LF by State and/or Town					
4)	Right of Way Tree Cutting					
	Brigadoon Tree/Sidewalk Work (part 2)	75,000				
5)	Private Ways Bylaw Repairs					
6)	Town Funded Paving Program - Overlay Repairs	100,000	100,000	100,000	100,000	100,000
7)	Complete Streets***	315,000				
8)	Paving Projects					
	a) Devonshire & Ryder	75,000				
	b) Samos & Northwoods/Hemlock		150,000			
	c) Forest Street		200,000	200,000		
	d) James Ave			100,000		
	e) Dixey Drive			150,000		
	f) Kimberly Lane				100,000	
	g) East St				225,000	
	h) Maple Street (bridge to 114)					250,000
19)	Old Essex agreement	20,000				
10)	Overlay North Liberty	60,000				
<b>DPW HIGHWAY/MAJOR PROJECT IMPROVEMENTS</b>		<b>\$955,000</b>	<b>\$760,000</b>	<b>\$860,000</b>	<b>\$735,000</b>	<b>\$660,000</b>

\* All DPW Highway/Major Projects (with the exception of additional chapter 90 funds) are state grant funded

\*\*

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Public Works - Transfer Station/Landfill Division</b>					
1) Transfer Station Upgrades:					
a.) Canopy Repairs				12,000	
b.) Building/Deck Repairs					
c.) Mill/Paving			40,000		
2) 2007 Mack Roll Off Truck		200,000			
3) Compactor Replacement (2013)					
4) Compactor Concrete Pads					
5) Roll-off Containers					
a.) Replacement	8,500				8,500
b.) Repairs	3,500				3,500
<b>TRANSFER STATION /LANDFILL TOTAL:</b>	<b>\$12,000</b>	<b>\$200,000</b>	<b>\$40,000</b>	<b>\$12,000</b>	<b>\$12,000</b>
<b>Department: Public Works Cemetery Division</b>					
1) 2012 EXMARK 60" Mower					
2) 1995 Scag 52" Walk behind Mower					
3) 2010 EXMARK 52" Mower		15,000			
4) Oakdale Improvements					
a.) Garage Repairs					
b.) Road Paving				40,000	
5) 2014 Trailer Mounted Leaf Vacuum					
6) 2007 Leaf & Chipper Box		10,000			
7) Stand on Blower		12,000			
<b>CEMETERY TOTAL:</b>	<b>\$0</b>	<b>\$27,000</b>	<b>\$10,000</b>	<b>\$40,000</b>	<b>\$0</b>
<b>TOTAL PUBLIC WORKS:</b>	<b>1,286,000</b>	<b>\$1,025,000</b>	<b>\$1,035,000</b>	<b>\$893,500</b>	<b>\$890,000</b>



MassDEP Contract No:  
FAC87DesignatedDEP00

Container

Sell To:

Contact Name	Kenny Gibbons	Ship To Name	Town of Middleton
Bill To Name	Town of Middleton	Ship To	195 N Main St
Bill To	195 N Main St Middleton, MA 01949-1655 USA		Middleton, MA 01949-1655 USA
Email	ken.gibbons@middletonma.gov		
Phone	(978) 777-0407		
Mobile	978-490-0772		

Quote Information

Salesperson	Bill Morin	Created Date	10/9/2019
Salesperson Email	<a href="mailto:bmorin@wastequip.com">bmorin@wastequip.com</a>	Expiration Date	10/23/2019
Salesperson Phone	(603) 498-4401	Quote Number	WQ-10132200 Please Reference Quote Number on all Purchase Orders

Model	Product Description	Description	Quantity	Sales Price	Total Price
163065NE	30 Cubic Yard Standard Duty Rectangular Roll Off Container 22' Long - Floor: 7 gauge with 3" structural channels on 18" centers and 6"x 2" x 3/16" Structural Tubing Main Rails, Walls: 12 gauge with side columns on 24" centers and 3" x 4" x 11 gauge Top Rails, Door: CAM Latch, Primed and Painted any Standard Color		2.00	\$4,874.00	\$9,748.00
ROC402	Recycle Roof - Barn Roof		2.00	\$1,855.00	\$3,710.00
ROC405	Recycle Roof - 30" x 30" Sliding Poly Door Each		16.00	\$92.00	\$1,472.00
Container - Specialty ROC	Special ROC - NY (See Details for Product Information)	Cohen crash plate 3/8" installed on front of container	2.00	\$300.00	\$600.00

Payment Terms	Net 30 Days if credit has been established	Subtotal	\$15,530.00
Shipping Terms	FOB Origin	Shipping	\$800.00
		Tax	\$0.00
		Grand Total	\$16,330.00

Special Instructions

Special Instructions Color to be Dark Green  
Ship to Middleton MA on truckload up to two containers \$ per load  
Mass DEP FAC 87 Statewide contract pricing



1079 State Route 20, New Lebanon, NY, 12125

PHONE: 800-235-0734 FAX: 518-794-6319

WQ-10132200

MassDEP Contract No:  
FAC87DesignatedDEP00

No Mass DEP sticker kit is required on containers

**Shipping Details**

Estimated Lead 4 weeks ARO

Time

**Additional Information**

Additional Terms Our Quote is a good faith estimate, based on our understanding of your needs. Subject to our acceptance, your Order is an offer to purchase our Products and services in accordance with the Wastequip Terms & Conditions of Sale ("WQ T&C") located at: <https://www.wastequip.com/terms-conditions-of-sale>, as of the date set forth in Section 1(b) of the WQ T&C, which are made a part of this Quote. These WQ T&Cs may be updated from time to time and are available by hard copy upon request.

Additional Information Pricing is based on your anticipated Order prior to the expiration of this Quote, including product specifications, quantities and timing. Any differences to your Order may result in different pricing, freight or other costs. Due to volatility in petrochemical, steel and related Product material markets, actual prices and freight, are subject to change. We reserve the right, by providing notice to you at any time before beginning Product manufacturing, to increase the price of the Product(s) to reflect any increase in the cost to us which is due to any factor beyond our control (such as, without limitation, any increase in the costs of labor, materials, or other costs of manufacture or supply). Unless otherwise stated, materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are nominal sizes and representations – actual volume, Products and materials are subject to manufacturing and commercial variation and Wastequip's practices, and may vary from nominal sizes and materials. All prices are in US dollars; this Quote may not include all applicable taxes, brokerage fees or duties. If customer is not tax exempt, final tax calculations are subject to change.

**Signatures**

Accepted By: \_\_\_\_\_

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Purchase Order: \_\_\_\_\_

Please Reference Quote Number on all Purchase Orders

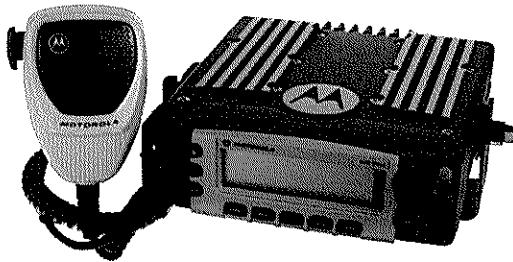
**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Public Works</b>					
<b>Water Enterprise Fund</b>					
1) 2016 F350 Ford Utility Truck - Unit #9					75,000
2) 2000 International 4600 Dump Truck Unit #3 (winter & summer use)					
3) Computer, Software, Office Furniture, etc.					
4) System Maintenance -Electronic catalog of infrastructure					
5) Community Water Conservation Program -Measures to comply with DEP Permit		15,000			
6) Implementation of Master Plan					
7) Looping Mains					1,000,000
8) Water Main Replacement: (a) Highland Avenue (1,800 LF) (b) Mt. Vernon Street (1,800 LF) 6" cast iron main					
<b>WATER ENTERPRISE FUND TOTAL</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,075,000</b>

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Police</b>					
<b>Equipment</b>					
1) New Cruiser Radio (2)	4,100		5,000		5,000
2) Radar Gun (X2)	2,500		5,000		6,000
3) Radio Infrastructure		25,000			
4) Portable Radio Upgrade			18,000		
5) Police Vests	21,000				
6) Replace Cruiser Laptops			5,000		5,000
7) Patrol Rifles Upgrades				20,000	
8) 40 Caliber Pistol Upgrade					
9) Office Shredder					
10) Automated License Plate Reader			20,000		
11) Office Furniture					
12) Police Station Upgrades					
13) Taser Replacement	18,750	6,050			
14) Police Motorcycle	4,800			30,000	
15) Patrol Vehicle	37,000				
16) Reserve Police Officers - Outfit and Training		12,000			
17) Copier Replacement		6,000			7,000
18) Digital Sign Board	21,800				
<b>POLICE EQUIPMENT TOTAL</b>	<b>\$109,950</b>	<b>\$54,050</b>	<b>\$48,000</b>	<b>\$55,000</b>	<b>\$18,000</b>
<b>Department: Police</b>					
<b>Building Repairs</b>					
1) Additional Garage Space		80,000			
2) Building Renovations		30,000			
3) Carport		40,000			
4) Police Station Upgrades	10,000				
<b>POLICE BUILDING REPAIRS TOTAL</b>	<b>\$10,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL POLICE</b>	<b>\$119,950</b>	<b>\$204,050</b>	<b>\$48,000</b>	<b>\$55,000</b>	<b>\$18,000</b>

## **FY 2021 Capital Improvement Plan Cruiser Radio Replacement**



The Middleton Police Department depends on certain tools to insure the safety and survival of our police officers. As in most trades a professional must depend on their tools to get the job done right; it's no different in the police field.

We depend on our weapons and our ballistic vests to protect us when needed; however, the public doesn't realize that the most important tool we use on a daily basis is radio communications. Radios are the life line for police officers. At two in the morning when most are safely tucked in bed, the officer on the street stops a car or is checking a building, he or she needs to know that his communication equipment is reliable.

Technology is changing and we need to keep up with the current times. The mobile radios that are in our vehicles range from 7-12 years old. The proposed new radios are equipped with digital technology.

State Bid Contract ITT57 MA State

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APX 6500 UHF R2 Mid Power	\$1,852
3 Year Service Plan	168.00
Ant Low Profile 450-512 MHZ	\$38.00
Aux Speaker 7.5 Watt	\$45.00
ENH: Conventional APX Operation 6500	\$380.00

Astro Digital CAI	\$391.40
ASE Encryption APX	\$361.00
Multiple Key Encryption Operation	\$ 250.80
Std Palm Microphone APX	\$54.72
O5Control Head	\$328.32
Remote Mount MID Power	\$ 225.72
Total Quote in USD State Bid Contract	\$ 4,096.44



Quote Number: QU0000498554  
Effective: 30 JAN 2020  
Effective To: 30 MAR 2020

Bill-To:

MIDDLETON POLICE DEPARTMENT, TOWN OF  
65 NORTH MAIN STREET  
MIDDLETON, MA 01949  
United States

Ultimate Destination:

MIDDLETON POLICE DEPARTMENT, TOWN OF  
65 NORTH MAIN STREET  
MIDDLETON, MA 01949  
United States

Attention:

Name: Tyler Dechene  
Phone: 978-774-2466

Sales Contact:

Name: John DeGenova  
Email: jdegenova@cybercomminc.com  
Phone: (781) 247-3949

Contract Number: ITT57 MA STATE

Freight terms: FOB Destination

Payment terms: Net 45

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	1	M25SSS9PW1AN	APX6500 UHF R2 MID POWER	\$2,438.00	\$1,852.88	\$1,852.88
1a	1	G444AE	ADD: APX CONTROL HEAD SOFTWARE	-	-	-
1b	1	G510AB	ADD: ANT LOW PROFILE 450-512 MHZ	\$50.00	\$38.00	\$38.00
1c	1	B18CR	ADD: AUXILIARY SPKR 7.5 WATT	\$60.00	\$45.60	\$45.60
1d	1	GA00235AA	ADD: NO GPS ANTENNA NEEDED	-	-	-
1e	1	G48BD	ENH: CONVENTIONAL OPERATION APX6500	\$500.00	\$380.00	\$380.00
1f	1	G806BE	ADD: ASTRO DIGITAL CAI OPERATION	\$515.00	\$391.40	\$391.40
1g	1	G78AT	ADD: 3Y ESSENTIAL SERVICE	\$168.00	\$168.00	\$168.00
1h	1	G843AH	ADD: AES ENCRYPTION APX	\$475.00	\$361.00	\$361.00
1i	1	W969BG	ADD: MULTIPLE KEY ENCRYPTION OPERATION	\$330.00	\$250.80	\$250.80
1j	1	W22BA	ADD: STD PALM MICROPHONE APX	\$72.00	\$54.72	\$54.72
1k	1	G442AJ	ADD: O5 CONTROL HEAD	\$432.00	\$328.32	\$328.32
1l	1	G67BC	ADD: REMOTE MOUNT MID POWER	\$297.00	\$225.72	\$225.72

Total Quote in USD

\$4,096.44

PLEASE MAKE PO OUT TO: MOTOROLA SOLUTIONS, INC. 225 CEDAR HILL STREET, SUITE 200 MARLBOROUGH, MA 01752.

INCLUDE THE STATEMENT: PRICING IN ACCORDANCE WITH MA STATE CONTRACT ITT-57, PAYMENT TERMS NET 45  
INCLUDE A SHIP TO AND BILL TO ADDRESS

EMAIL PO TO: jdegenova@cybercomminc.com FOR ORDER PROCESSING

1. Terms subject to ITT57 as modified by the clarifications and terms/conditions. For a full list of terms/conditions please contact your Motorola representative.

2. PO Issued to Motorola Solutions Inc. must:

>Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted  
>Have a PO Number/Contract Number & Date  
>Identify "Motorola Solutions Inc." as the Vendor  
>Have Payment Terms or Contract Number  
>Be issued in the Legal Entity's Name  
>Include a Bill-To Address with a Contact Name and Phone Number  
>Include a Ship-To Address with a Contact Name and Phone Number  
>Include an Ultimate Address (only if different than the Ship-To)  
>Be Greater than or Equal to the Value of the Order  
>Be in a Non-Editable Format  
>Identify Tax Exemption Status (where applicable)  
>Include a Signature (as Required)

3. Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.

4. Prices quoted are valid for thirty(30) days from the date of this quote.

5. Unless otherwise stated, payment will be due within forty five day of invoice. Invoicing will occur concurrently with shipping. MOTOROLA DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE ORDERED PRODUCTS, EXPRESS OR IMPLIED INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. MOTOROLA'S TOTAL LIABILITY ARISING FROM THE ORDERED PRODUCTS WILL BE LIMITED TO THE PURCHASE PRICE OF THE PRODUCTS WITH RESPECT TO WHICH LOSSES OR DAMAGES ARE CLAIMED. IN NO EVENT WILL MOTOROLA BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.



# APX™ 6500

## PROJECT 25 MOBILE RADIO

We've put exceptional flexibility into an advanced mission critical mobile radio that's easy to operate and intuitive to use. The APX 6500 mobile radio allows users to choose from 5 control heads and multiple installation configurations in an easy to install design. Innovative safety features such as GPS location tracking, intelligent lighting and one-touch controls help to keep first responders safer than ever before.

Focus on the task, not the technology, with the hardworking mission critical mobile that turns mission critical into mission complete.



### FLEXIBLE PLATFORM

- Interchangeable control heads that best support your operational needs - 02, 03, 05, 07 and 09
- Dual control head support offered on 02, 05 and 07 control heads

### EASY TO INSTALL AND EFFORTLESS TO USE

- Fits into any existing XTL footprint, so you can reuse mounting holes and cables
- 12 character RF ID label helps you track information without uninstalling your radio

### CUTTING-EDGE TECHNOLOGY AND ADVANCED FEATURES

- Project 25 Phase 2 technology provides twice the voice capacity
- Integrated GPS lets you locate and track an individual or vehicle
- Advanced features like intelligent lighting, radio profiles and text messaging improve communication and coordination



## APX 6500 SPECIFICATIONS

### FEATURES AND BENEFITS:

Available in 700/800 MHz, VHF, UHF R1 and UHF R2 bands

Channels: 1000\*

Trunking Standards supported:

- Clear or digital encrypted Trunked Operation
- Capable of SmartZone®, SmartZone Omnilink, SmartNet®

Analogue MDC-1200 and Digital APCO P25

Conventional System Configurations

Narrow and wide bandwidth digital receiver (6.25kHz/12.5kHz/20kHz/25kHz)

Embedded digital signaling (ASTRO™ and ASTRO 25)

Integrated Encryption Hardware

ASTRO 25 Integrated Voice & Data

Intelligent lighting

Radio profiles

Unified Call List

Meets applicable MIL-STD 810C, D, E, F and G

Ships standard IP54

Utilises Windows Customer Programming Software (CPS)

- Supports USB Communications

- Built in FLASHport™ support

Re-use of most XTL™ accessories, plus new IMPRES accessories

### OPTIONAL FEATURES:

Enhanced Encryption Software Options

Programming over Project 25 (POP25)

Text Messaging

Over the Air Rekeying (OTAR)

12 character RF ID asset tracking

Tactical OTAR

GPS Outdoor Location Tracking

Siren and Light Interface Module

\*Enhancement package available

### TRANSMITTER - TYPICAL PERFORMANCE SPECIFICATIONS

	700 MHz	800 MHz	VHF	UHF Range 1	UHF Range 2			
Frequency Range/Bandsplits	764-776 MHz 794-806 MHz	806-824 MHz 851-870 MHz	136-174 MHz	380-470 MHz	450-520 MHz			
Channel Spacing	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz			
Maximum Frequency Separation	Full Bandsplit	Full Bandsplit	Full Bandsplit	Full Bandsplit	Full Bandsplit			
Rated RF Output Power Adj.*	10-30 Watts	10-35 Watts	10-50 Watts or 25-110 Watts	10-40 Watts or 25-110 Watts	10-45 Watts (450-485 MHz) 10-40 Watts (485-512 MHz) 10-25 Watts (512-520 MHz)			
Frequency Stability* (-30°C to +60°C; +25°C Ref.)	±0.00015 %	±0.00015 %	±0.0002 %	±0.0002 %	±0.0002 %			
Modulation Limiting*	±5 kHz / ±2.5 kHz	±5 kHz/±4 kHz (NPSPAC) /±2.5 kHz	±5 kHz / ±2.5 kHz	±5 kHz / ±2.5 kHz	±5 kHz / ±2.5 kHz			
Modulation Fidelity (C4FM) 12.5kHz Digital Channel	±2.8 kHz	±2.8 kHz	±2.8 kHz	±2.8 kHz	±2.8 kHz			
Emissions*	Conducted+ -75/-85 dBc	Radiated+ -20/-40 dBm	Conducted -75 dBc	Radiated -20 dBm	Conducted -85 dBc	Radiated -20 dBm	Conducted -85 dBc	Radiated -20 dBm
Audio Response*	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)	+1, -3 dB (EIA)		
FM Hum & Noise	25 kHz 12.5 kHz	-50 dB -48 dB	-50 dB -48 dB	-53 dB -52 dB	-53 dB -50 dB	-53 dB -50 dB		
Audio Distortion*	2 %	2 %	2 %	2 %	2 %			

### DIMENSIONS

	Inches	Millimetres	
Mid Power Radio Transceiver	2 x 7 x 8.6	50.8 x 177.8 x 218.4	
O5 Control Head	2 x 7 x 2.5	50.8 x 180.3 x 63.5	
O2 Control Head	2.7 x 8 x 2.1	68.4 x 206 x 52.83	
O7 Control Head	2 x 7 x 1.5	50.8 x 178 x 40	
Mid Power Radio Transceiver and O5 Control Head-Dash Mount	2 x 7 x 9.6	50.8 x 180.3 x 243.8	
Mid Power Radio Transceiver and O2 Control Head - Dash Mount	2.7 x 8 x 10.5	68.4 x 206 x 268	
Mid Power Radio Transceiver and O7 Control Head - Dash Mount	2 x 7 x 10.3	50.8 x 178 x 262	
Mid Power Radio Transceiver and Remote Mount	2.0 x 7 x 9.6	50.8 x 180.3 x 243.8	
High Power Radio Transceiver	2.9 x 11.5 x 8.8	74 x 293 x 223	
High Power Radio Transceiver with Handle	3.4 x 11.5 x 8.8	87 x 293 x 223	
Mid Power Radio Transceiver and O5 Control Head Weight	6.6 lbs	3.0 kg	
Mid Power Radio Transceiver and O2 Control Head Weight	7.12 lbs	3.23 kg	
Mid Power Radio Transceiver and O7 Control Head Weight	6.74 lbs	3.06 kg	
High Power Radio Transceiver Weight	With Trunnion Without Trunnion	14.2 lbs 12 lbs	6.4 kg 5.4 kg

## APX 6500 CONTROL HEAD PORTFOLIO



### 02 RUGGED CONTROL HEAD

- Large colour display with intelligent lighting
- 3 lines of text 14 characters max / 1 line of icons / 1 line of menus
- Built in 7.5 watt speaker
- Multiple control head configuration (up to 2)
- Multifunction volume/channel knob
- Night/day mode button

### 03 HAND HELD CONTROL HEAD

- Large colour display with intelligent lighting
- 2 lines of text 14 characters max / 1 line of icons / 1 line of menus
- Integrated full size DTMF keypad
- Hand-held control head with intuitive user interface
- Two quick-access side buttons
- Display contrast selector

### 05 STANDARD CONTROL HEAD

- Tri-colour display with intelligent lighting
- 2 lines of text 14 characters max / 1 line of icons / 1 line of menus
- Available with Keypad Microphone
- Multiple control head configuration (up to 2)
- Display contrast selector

### 07 ENHANCED CONTROL HEAD

- Large colour display with intelligent lighting
- 3 lines of text 14 characters max / 1 line of icons / 1 line of menus
- Available with Lighting & Siren Controls or DTMF Keypad
- Multiple control head configuration (up to 2)
- Multifunction volume/channel knob
- Night/day mode button

### 09 INTEGRATED CONTROL HEAD

- Extra-large full colour display with intelligent lighting
- 2 lines of text 14 characters max / 1 line of icons / 1 line of menus
- Integrated full size DTMF keypad
- Large programmable one-touch buttons
- Dedicated siren controls
- Integrated Response Selector
- Night/day mode button

### RECEIVER – TYPICAL PERFORMANCE SPECIFICATIONS

	700 MHz	800 MHz	VHF	UHF Range 1	UHF Range 2
Frequency Range/Bandsplits	764-776 MHz	851-870 MHz	136-174 MHz	380-470 MHz	450-520 MHz
Channel Spacing	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz	25/20/12.5 kHz
Maximum Frequency Separation	Full Bandsplit	Full Bandsplit	Full Bandsplit	Full Bandsplit	Full Bandsplit
Audio Output Power at 3% distortion*	7.5 W or 15 W ++	7.5 W or 15 W ++	7.5 W or 15 W ++	7.5 W or 15 W ++	7.5 W or 15 W ++
Frequency Stability* (-30°C to +60°C; +25°C Ref.)	+/-0.8 PPM	+/-0.8 PPM	+/-0.8 PPM	+/-0.8 PPM	+/-0.8 PPM
Analogue Sensitivity* 12 dB SINAD	-121 dBm	-121 dBm	Pre-Amp	Standard	Pre-Amp
Digital Sensitivity 5% BER	-121.5 dBm	-121.5 dBm	-123 dBm	-119 dBm	-123 dBm
Intermodulation	25 kHz 12.5 kHz	82 dB 82 dB	82 dB 82 dB	84 dB 85 dB	86 dB 85 dB
Spurious Rejection	91 dB	91 dB	95 dB	93 dB	93 dB
Audio Distortion at rated*	1.20%	1.20%	1.20%	1.20%	1.20%
FM Hum & Noise	25 kHz 12.5 kHz	59 dB 50 dB	59 dB 50 dB	55 dB 50 dB	57 dB 50 dB
Selectivity*	25 kHz 12.5 kHz 30 kHz	85 dB 75 dB —	85 dB 75 dB 90 dB	85 dB 75 dB —	85 dB 75 dB —

### SIGNALING (ASTRO MODE)

Signaling Rate	9.6 kbps
Digital ID Capacity	10,000,000 Conventional / 48,000 Trunking
Digital Network Access Codes	4,096 network site addresses
ASTRO® Digital User Group Addresses	4,096 network site addresses
Project 25 – CAI Digital User Group Addresses	65,000 Conventional / 4,094 Trunking
Error Correction Techniques	Golay, BCH, Reed-Solomon codes
Data Access Control	Slotted CSMA: Utilises infrastructure-sourced data status bits embedded in both voice and data transmissions.

### GPS SPECIFICATIONS

Channels	12
Tracking Sensitivity	-153 dBm
Accuracy**	<10 metres (95%)
Cold Start	<60 seconds (95%)
Hot Start	<10 seconds (95%)
Mode of Operation	Autonomous (Non-Assisted) GPS

**PRODUCT DATA SHEET**  
APX 6500 MOBILE RADIO

**POWER AND BATTERY DRAIN**

Model Type	136-174 MHz, 380-470 MHz, 450-520 MHz, 764-870 MHz					
Minimum RF Power Output	10-35 Watt (764-870 MHz), 10-50 Watts or 25-110 Watts (136-174 MHz), 10-40W or 25-110 Watts (380-470 MHz), 10-45Watts (450-485 MHz), 10-40Watts (485-512 MHz), 10-25Watts (512-520 MHz)					
Operation	13.8V DC ±20% Negative Ground					
Standby at 13.8V	0.85A (764-870 MHz), 0.85A (136-174 MHz), 0.85A (380-470 MHz), 0.85A (450-520 MHz)					
Receive Current at Rated Audio at 13.8V	3.2A (764-870 MHz), 3.2A (136-174 MHz), 3.2A (380-470 MHz), 3.2A (450-520 MHz)					
Transmit Current (A) at Rated Power	136-174 MHz (10-50 Watt)	13A (50W)	8A (15W)	764-870 MHz (10-35 Watt)	12A (50W)	8A (15W)
	380-470 MHz (10-40 Watt)	11A (40W)	8A (15W)	136-174 MHz (25-110 Watt)	20A (110W)	
	380-470 MHz (10-40 Watt)	11A (45W)	8A (15W)	380-470 MHz (25-110 Watt)	24A (110W)	

**MOBILE MILITARY STANDARDS 810 C, D, E, F & G**

	<b>MIL-STD 810C</b>		<b>MIL-STD 810D</b>		<b>MIL-STD 810E</b>		<b>MIL-STD 810F</b>		<b>MIL-STD 810G</b>	
	Method	Proc./Cat.	Method	Proc./Cat.	Method	Proc./Cat.	Method	Proc./Cat.	Method	Proc./Cat.
Low Pressure	500.1	I	500.2	II	500.3	II	500.4	II	500.5	II
High Temperature	501.1	I, II	501.2	I/A1, II/A1	501.3	I/A1, II/A1	501.4	I/Hot, II/Hot	501.5	I-A1, II
Low Temperature	502.1	I	502.2	I/C3, II/C1	502.3	I/C3, II/C1	502.4	I/C3, II/C1	502.5	I-C3, II
Temperature Shock	503.1	1 Proc	503.2	I/A1C3	503.3	I/A1C3	503.4	I	503.5	I-C
Solar Radiation	505.1	II	505.2	I	505.3	I	505.4	I	505.5	I-A1
Rain	506.1	I, II	506.2	I, II	506.3	I, II	506.4	I, III	506.5	I, III
Humidity	507.1	II	507.2	II	507.3	II	507.4	1 Proc	507.5	II-Aggravated
Salt Fog	509.1	1 Proc	509.2	1 Proc	509.3	1 Proc	509.4	1 Proc	509.5	1 Proc
Blowing Dust	510.1	I	510.2	I, II	510.3	I, II	510.4	I, II	510.5	I, II
Vibration	514.1w	VIII/F, Curve-W	514.3	I/10, II/3	514.4	I/10, II/3	514.5	I/24	514.6	I-cat.24
Shock	516.2	I, III, V	516.3	I, V, VI	516.4	I, V, VI	516.5	I, V, VI	516.6	I, V, VI

**ENCRYPTION**

Supported Encryption Algorithms	ADP, AES, DES, DES-XL, DES-OFB, DVP-XL
Encryption Algorithm Capacity	8
Encryption Keys per Radio	Module capable of storing 1024 keys. Programmable for 64 Common Key Reference (CKR) or 16 Physical Identifier (PID)
Encryption Frame Re-sync Interval	P25 CAI 300 mSec
Encryption Keying	Key Loader
Synchronisation	XL – Counter Addressing, OFB – Output Feedback
Vector Generator	National Institute of Standards and Technology(NIST) approved random number generator
Encryption Type	Digital
Key Storage	Tamper protected volatile or non-volatile memory
Key Erasure	Keyboard command and tamper detection
Standards	FIPS 140-2 Level 3 FIPS 197

**ENVIRONMENTAL SPECIFICATIONS**

Operating Temperature	-30°C / +60°C
Storage Temperature	-40°C / +85°C
Humidity	Per MIL-STD
ESD	IEC 801-2 KV
Water and Dust Intrusion	IP54, MIL-STD

**FCC TYPE ACCEPTANCE ID**

BAND	OUTPUT POWER	TRANSMITTER NUMBER
764-870 MHz	10-35 Watts	AZ492FT5858
136-174 MHz	25-110 Watts	AZ492FT3821
136-174 MHz	10-50 Watts	AZ492FT3824
380-470 MHz	10-40 Watts	AZ492FT4894
380-470 MHz	25-110 Watts	AZ492FT4897
450-520 MHz	10-45 Watts	AZ492FT4896

\* Measured in the analogue mode per TIA/EIA 603 under nominal conditions

\*\* Accuracy specs are for long-term tracking

(95th percentile values >5 satellites visible at a nominal -130 dBm signal strength)

+ Specs includes performance for the non-GNSS/GNSS bands

++ Output power in to 8 and 3.2 Ohm external speakers respectively

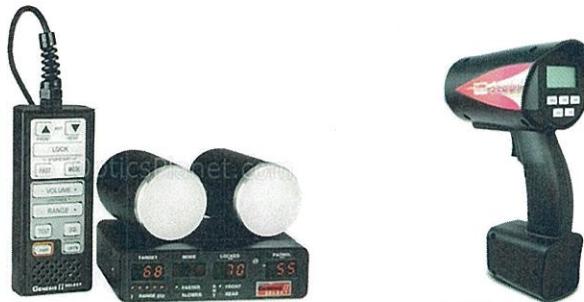
Specifications subject to change without notice. All specifications shown are typical. Radio meets applicable regulatory requirements.

**Motorola Solutions Australia Pty Limited**  
[motorolasolutions.com.au](http://motorolasolutions.com.au)

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## FY 2021 Capital Improvement Plan

### Radar Guns



This will be the first time that the police department has asked for funding for the purchase of one cruiser mounted radar unit. For many years these valuable tools have been purchased in conjunction with equipment grants from the Governor's Highway Safety Program. For the past three years this funding mechanism has no longer been provided by the State. We utilize these tools 365 days a year on all shifts. I will be requesting that we purchase a "dual antenna" front and rear mounted unit which will be permanently mounted in our newest cruisers.

**Decatur Genesis-II Directional - Direction Sensing Police Traffic Radar System** offers another level of control when it comes to traffic safety. **Decatur**'s moving directional technology, combined with the industry's first 32-bit DSP processing, makes **Decatur Genesis II Directional Police / Law Enforcement Radar** the most advanced **Radar Guns** available today. **Simple and Automatic Same Lane: Decatur Genesis-2 Directional Advanced Technology Police Radar** is able to automatically determine if a same lane target is going faster or slower than the patrol car. **Decatur Genesis II Directional Police Traffic Radar** can now provide the operator with the proper same lane target speed instantly, requiring no additional steps by the operator. Same Lane Mode has become simple on this **Decatur Radar Gun**. **Advanced Target Identification:** Whether the patrol vehicle is stationary or moving, **Decatur Genesis 2 Directional Police Radar** makes it easier to identify your target. You decide which direction of traffic to measure. You can track vehicles going in both directions simultaneously, or isolate your focus on traffic moving in either direction.

---

State Contract Price.

Model GS2-Radar-KADBM Dual KA antenna Radar

\$2,495.00

## **James Digianvittorio (MPD)**

---

**From:** Central Equipment <jeanc@central-equipment.net>  
**Sent:** Tuesday, January 07, 2020 2:16 PM  
**To:** James Digianvittorio (MPD)  
**Subject:** Radar quote

**Central Equipment, LLC**  
**PO Box 781 - Mattapoisett, MA 02739**  
**Office: (508) 758-3758 - Fax: (508) 758-9758**  
**FIR04, SP16-AMMO-X85, SP20-INVEST-81**  
**[www.central-equipment.net](http://www.central-equipment.net)**

**At Central Equipment we strive to bring you the Latest, Innovative Technology Available!**

**Jan 7 2020**

**Town of Middleton Police**  
**Chief James DiGianvittorio**  
**Middleton MA**

**Dear Chief,**

**We are pleased to quote:**

**2- Model #GS2-RADAR-KADBM Dual KA antenna radar.....2495.00 ea...4998.00**  
**Or new model:**

**2- Model G3-KADBM Dual KA DIRECTIONAL antenna radar...2425.00ea....4895.00**

**Shipping approx 50.00**

**Happy New Year,**

**Jean Cole**

## **FY 2021 Capital Improvement Plan Bulletproof Vest Plan**



### **Bulletproof Vest Plan**

---

The Town of Middleton Police Department is looking to purchase (26) New Ballistic Vests for day to day wear by our officers. Every five years we need to upgrade our equipment due to regulatory standards. The Federal Government will provide a 50% reimbursement after the proper purchase and application process has been completed.

Point Blank Body Armor (PBBA) is recognized as one of the first companies in the United States to design and manufacture body armor. Since 1973, Point Blank has grown into an internationally diversified company with the most visible brand recognition, considered today to be the premier source of body armor systems in the world.

---

26 Vests      Point Blank Vision II with 5x8 soft plate, one carrier and Thor Shield   \$787.65

Total: \$20,478.90

From:

**Doughboy Police, Fire & EMS Supply**  
(781)289-3300  
Fax(781)289-3363  
Email:info-quotes@doughboyrevere.com

To: Chief DiGianvittorio  
Middleton Police Dept  
65 N. Main St.  
Middleton, MA. 01949

## Quotation: CLT-08 FIR-04

Date: January 20, 2020

\$ 20,418.90

FY 2021                    Full-Time Officers 5  
**Year Three** Capital Improvement Plan  
 Electronic Control Device (ECD) – TASERS X2



Electrical weapons, often referred to by a common brand name “Taser” are electro-muscular disruptors that override the central nervous system. Such weapons provide officers with another control option.

Prior to the implantation of these Tasers in 2011, four officers were injured while dealing with people who were under the effects of illegal drugs or emotionally disturbed persons. We found that the normal compliance techniques failed to keep the officer safe during these encounters. I’m happy to report that since the implantation of the Tasers “No” officers have been injured on duty, these units were deployed on 10 different occasions.

At the end of the 5 year plan the Middleton Police Department will receive (16) new Tasers at no charge. We are in year two of this agreement.

---

***Taser is the only authorized vendor in Massachusetts to sell these weapons to police departments.***

YEAR 1		PRICE	TOTAL
(16) TASER UNITS	X2		
Taser 60 (Year#1) Payment Basic		\$248.72	\$3,979.52
Taser Assurance Plan CEW Annual Payment		\$471.14	\$7,538.24
		<b>TOTAL</b>	<b>\$12,669.76</b>
<hr/>			
YEAR 2			
Taser Assurance Plan CEW Annual Payment		\$62.43	\$998.88
Taser 60 (Year#2) Payment Basic		\$248.72	\$3,979.52
Taser Assurance Plan CEW Annual Payment		\$232.00	\$3,712.00
Taser 60 (Year#3) Payment Basic		\$248.72	\$3,979.52
		<b>TOTAL</b>	<b>\$12,669.76</b>
<hr/>			
YEAR 3			
Taser Assurance Plan CEW Annual Payment		\$62.43	\$998.88
Taser 60 (Year#4) Payment Basic		\$248.72	\$3,979.52
Taser Assurance Plan CEW Annual Payment		\$232.00	\$3,712.00
Taser 60 (Year#5) Payment Basic		\$248.72	\$3,979.52
		<b>TOTAL</b>	<b>\$12,669.92</b>
Total at the end of 3 years			<b>\$38,009.60</b>

FY 2021 Part-Time Officers  
**Year Two** Capital Improvement Plan  
Electronic Control Device (ECD) – TASERS X2



Electrical weapons, often referred to by a common brand name “Taser” are electro-muscular disruptors that override the central nervous system. Such weapons provide officers with another control option.

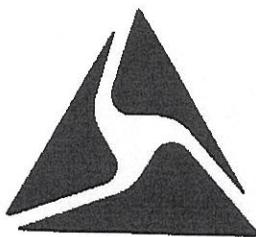
Prior to the implantation of these Tasers in 2011, four officers were injured while dealing with people who were under the effects of illegal drugs or emotionally disturbed persons. We found that the normal compliance techniques failed to keep the officer safe during these encounters. I'm happy to report that since the implantation of the Tasers "No" officers have been injured on duty, these units were deployed on 10 different occasions.

At the end of the 5 year plan the Middleton Police Department will receive (11) new Tasers at no charge.

*Taser is the only authorized vendor in Massachusetts to sell these weapons to police departments.*

YEAR 1		PRICE	TOTAL
(11) TASER UNITS	X2		
Taser 60 (Year#1) Payment Basic			
Taser Assurance Plan CEW Annual Payment			
		TOTAL	\$
<b>YEAR 2</b>			
Taser Assurance Plan CEW Annual Payment			
Taser 60 (Year#2) Payment Basic			
Taser Assurance Plan CEW Annual Payment			
Taser 60 (Year#3) Payment Basic			
		TOTAL	
<b>YEAR 3</b>			
Taser Assurance Plan CEW Annual Payment			
Taser 60 (Year#4) Payment Basic			
Taser Assurance Plan CEW Annual Payment			
Taser 60 (Year#5) Payment Basic			
		TOTAL	
Total at the end of 3 years			





**Axon Enterprise, Inc.**  
 17800 N 85th St.  
 Scottsdale, Arizona 85255  
 United States  
 Phone: (800) 978-2737

Q-199551-43495.650AS

Entered: 01/30/2019

Quota Expiration: 03/29/2019

Account Number: 327036

Start Date: 01/30/2019

Payment Terms: Net 30

Delivery Method: FedEx - Ground

**SHIP TO**

Adam Maccini  
 Middleton Police Dept - MA  
 65 N. Main St.  
 Middleton, MA 01949  
 US

**BILL TO**

Middleton Police Dept - MA  
 65 N. Main St.  
 Middleton, MA 01949  
 US

**SALES REPRESENTATIVE**

Adam Smith  
 Phone: (480) 463-2201  
 Email: asmith@taser.com  
 Fax: (480) 463-2201

**PRIMARY CONTACT**

Adam Maccini  
 Phone: (978) 774-4424  
 Email: adam.maccini@middletonma.gov

**Year 1**

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Phaser</b>					
85176	TASER 60 YEAR 1 PAYMENT: X2 BASIC	11	345.00	550.00	6,050.00
22003	YELLOW X2 CEW, HANDLE	11	0.00	0.00	0.00
22011	APPM, AUTOMATIC SHUT-DOWN BATTERY PACK, X2/X26P	11	0.00	0.00	0.00
22151	25 FT SMART CARTRIDGE, X2	22	0.00	0.00	0.00
				<b>Subtotal</b>	<b>6,050.00</b>
				<b>Estimated Shipping</b>	<b>0.00</b>
				<b>Estimated Tax</b>	<b>0.00</b>
				<b>Total</b>	<b>6,050.00</b>

**Year 2**

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Phaser</b>					
85177	TASER 60 YEAR 2 PAYMENT: X2 BASIC	11	345.00	220.00	2,420.00
85178	TASER 60 YEAR 3 PAYMENT: X2 BASIC	11	345.00	330.00	3,630.00
				<b>Subtotal</b>	<b>6,050.00</b>
				<b>Estimated Tax</b>	<b>0.00</b>
				<b>Total</b>	<b>6,050.00</b>

**Year 3**

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Phaser</b>					
85179	TASER 60 YEAR 4 PAYMENT: X2 BASIC	11	345.00	220.00	2,420.00

Q-199551-43495.650AS

**Year 3 (Continued)**

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
85180	TASER 60 YEAR 5 PAYMENT: X2 BASIC	11	345.00	330.00	3,630.00
				Subtotal	6,050.00
				Estimated Tax	0.00
				Total	6,050.00
				<b>Grand Total</b>	<b>18,150.00</b>

Q-199551-43495.650AS

2



## Discounts (USD)

Quote Expiration: 03/29/2019

List Amount	18,975.00
Discounts	825.00

*\*Total excludes applicable taxes and shipping*

## Summary of Payments

Payment	Amount (USD)
Year 1	6,050.00
Year 2	6,050.00
Year 3	6,050.00

Q-199551-43495.850AS

**TASER60 Terms and Conditions:** This quote contains a purchase under the TASER 60 Plan. If your purchase only includes the TASER 60 Plan, CEWs, and CEW accessories, then this purchase is solely governed by the TASER 60 Terms and Conditions posted at: <https://www.axon.com/legal/sales-terms-and-conditions>, and the terms and conditions of Axon's Master Services and Purchasing Agreement do not apply to this order. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

### Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at [www.axon.com/legal/sales-terms-and-conditions](https://www.axon.com/legal/sales-terms-and-conditions)), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Print): \_\_\_\_\_ Title: \_\_\_\_\_

PO# (Or write N/A): \_\_\_\_\_

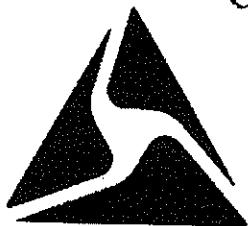
Please sign and email to Adam Smith at [asmith@taser.com](mailto:asmith@taser.com) or fax to (480) 463-2201

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store [buy.axon.com](http://buy.axon.com)

Quote: Q-199551-43495.650AS

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Axon Enterprise, Inc. All rights reserved.

Q-199551-43495.650AS



of 3 Year Contract

**Axon Enterprise, Inc.**  
 17800 N 85th St.  
 Scottsdale, Arizona 85255  
 United States  
 Phone: (800) 978-2737

Q-153963-43287.571JL

Issued: 07/06/2018

Order Expired: 07/20/2018

Account Number: 327036

Start Date: 07/06/2018

Payment Terms: Net 30

Delivery Method: FedEx - Ground

**SHIP TO**

Adam Maccini  
 Middleton Police Dept - MA  
 65 N. Main St.  
 Middleton, MA 01949  
 US

**BILL TO**

Middleton Police Dept - MA  
 65 N. Main St.  
 Middleton, MA 01949  
 US

**SALES REPRESENTATIVE**

Jeremy Lebovitz  
 Phone: 480-463-2204  
 Email: jlebovitz@taser.com  
 Fax: 480-550-9024

**PRIMARY CONTACT**

Adam Maccini  
 Phone: (978) 774-4424  
 Email: adam.maccini@middletonma.gov

**Year 1**

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Plan 3: Packages</b>					
85176	TASER 60 YEAR 1 PAYMENT: X2 BASIC	16	331.00	248.72	3,979.52
85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	16	232.00	471.14	7,538.24
<b>Hardware</b>					
85047	TASER ASSURANCE PLAN CEW, X2	16	0.00	0.00	0.00
22003	HANDLE, YELLOW, CLASS III, X2	16	0.00	0.00	0.00
22157	CARTRIDGE, PERFORMANCE, SMART, TRAINING, 25'	32	0.00	0.00	0.00
22151	CARTRIDGE, PERFORMANCE, SMART, 25'	32	36.00	36.00	1,152.00
22013	KIT, DATAPORT DOWNLOAD, USB, X2/X26P	1	188.00	0.00	0.00
22011	APPM, AUTOMATIC SHUT-DOWN BATTERY PACK, X2/X26P	16	0.00	0.00	0.00
					Subtotal
					12,669.76
					Estimated Shipping
					0.00
					Estimated Tax
					0.00
					Total
					12,669.76

**Year 2**

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Plan 3: Packages</b>					
85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	16	232.00	62.43	998.88
85177	TASER 60 YEAR 2 PAYMENT: X2 BASIC	16	331.00	248.72	3,979.52

Q-153963-43287.571JL

Protect Lives

## Year 2 (Continued)

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Plans &amp; Packages (Continued)</b>					
85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	16	232.00	232.00	3,712.00
85178	TASER 60 YEAR 3 PAYMENT: X2 BASIC	16	331.00	248.72	3,979.52
				Subtotal	12,669.92
				Estimated Tax	0.00
				Total	12,669.92

## Year 3

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Plans &amp; Packages</b>					
85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	16	232.00	62.43	998.88
85179	TASER 60 YEAR 4 PAYMENT: X2 BASIC	16	331.00	248.72	3,979.52
85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	16	232.00	232.00	3,712.00
85180	TASER 60 YEAR 5 PAYMENT: X2 BASIC	16	331.00	248.72	3,979.52
				Subtotal	12,669.92
				Estimated Tax	0.00
				Total	12,669.92

**Grand Total** **38,009.60**



## Discounts (USD)

Quote Expiration: 07/20/2018

List Amount	46,380.00
Discounts	8,370.40

*\*Total excludes applicable taxes and shipping*

## Summary of Payments

Payment	Amount (USD)
Year 1	12,669.76
Year 2	12,669.92
Year 3	12,669.92

**TASER60 Terms and Conditions:** This quote contains a purchase under the TASER 60 Plan. If your purchase only includes the TASER 60 Plan, CEWs, and CEW accessories, then this purchase is solely governed by the TASER 60 Terms and Conditions posted at: <https://www.axon.com/legal/sales-terms-and-conditions>, and the terms and conditions of Axon's Master Services and Purchasing Agreement do not apply to this order. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

### **Axon's Sales Terms and Conditions**

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at [www.axon.com/legal/sales-terms-and-conditions](https://www.axon.com/legal/sales-terms-and-conditions)), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including that entity). If you do not have this authority, please do not sign this Quote.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name (Print):** \_\_\_\_\_ **Title:** \_\_\_\_\_

**PO# (Or write N/A):** \_\_\_\_\_

Please sign and email to Jeremy Lebovitz at [jlebovitz@taser.com](mailto:jlebovitz@taser.com) or fax to 480-550-9024

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store [buy.axon.com](http://buy.axon.com)

Quote: Q-153963-43287.571JL

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\*\*\*\*\*  
\*\*\* Send Results \*\*\*  
\*\*\*\*\*

Sending is complete.

Job No. 2530  
Address 14805509024  
Name  
Start Time 07/06 12:53 PM  
Call Length 02'51  
Sheets 6  
Result OK

480-550-9024



Axon Enterprise, Inc.  
Protect Life.  
17800 N 83rd St  
Scottsdale, Arizona, 85255  
United States  
Phone: (800) 976-2737

Sales Representative:  
Jeremy Lebovitz  
Phone: 480-463-2204  
Email: jlebovitz@taser.com  
Fax: 480-550-9024

BILL TO:  
Middleton Police Dept - MA  
65 N. Main St.  
Middleton, MA 01949  
US

Primary Contact:  
Adam MacCini  
(978) 774-4424  
adam.maccini@middletonma.gov

SHIP TO:  
Adam MacCini  
Middleton Police Dept - MA  
65 N. Main St.  
Middleton, MA 01949  
US

QUOTE: Q-153963-43157-827

Item ID: 92-2620

Order Expiration: 03/07/20

Order Number: 153963

Start Date: 02/08/20

Payment Terms: Net 30

Delivery Method: FedEx - Ground

### Year 1

Item	Description	Quantity	Unit Price	Total (USD)
85176	TASER 60 YEAR 1 PAYMENT: X2 BASIC	16	248.72	3,979.52
85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	16	471.14	7,538.24
85047	TASER ASSURANCE PLAN CEW, X2	16	0.00	0.00
22003	HANDLE, YELLOW, CLASS III, X2	16	0.00	0.00
22010	PPM, BATTERY PKCK, STANDARD, X2/X26P	28	0.00	0.00
22157	CARTRIDGE, PERFORMANCE, SMART, TRAINING, 25'	32	0.00	0.00
22151	CARTRIDGE, PERFORMANCE, SMART, 25'	32	36.00	1,152.00
22013	KIT, DATAPORT DOWNLOAD, USB, X2/X26P	16	0.00	0.00
			Subtotal	12,669.76
			Estimated Shipping	0.00
			Taxes	0.00
			Total	12,669.76

### Year 2

Item	Description	Quantity	Unit Price	Total (USD)
85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	16	62.43	998.88
85177	TASER 60 YEAR 2 PAYMENT: X2 BASIC	16	248.72	3,979.52
85049	TASER ASSURANCE PLAN CEW ANNUAL PAYMENT, X2	16	232.00	3,712.00
85178	TASER 60 YEAR 3 PAYMENT: X2 BASIC	16	248.72	3,979.52
			Subtotal	12,659.92

## **FY 2020 Capital Improvement Plan Recon Commando Power Bikes**



The Middleton Police Department has been using bicycles on the patrol staff since 1998. We purchased our two bicycles utilizing funds from the community policing grant back in that year and have never upgraded since. As in any field the technology changes and new products evolve. The Commando features a 750 watt hub motor powered by a 48 volt lithium ion battery. A Shimano drive train and LCD control panel giving you unprecedented control. With a speed capability of 20-25 mph paired with a range of 20-40 miles between charges.

Powerful Electric Motor/ Lithium Ion Battery/ LCD Control To Harness The Power/ Many Levels Of Pedal Assist To Power Your Ride As You See Fit/ 750 Watt Motor/ 48 Volt Lithium Ion Battery/ 4" All Terrain Tires/ Applications For The Power Cruse Are Really Unlimited/ Black Finish

(2) Recon Commando Power Bikes with 750 Watt rear drive motor, rear bag, tail light and helmet.

Above Pricing includes familiarization and delivery. (\$2399.00 Each)X (2) \$4798.00

From:

Doughboy Police, Fire & EMS Supply  
(781)289-3300  
Fax(781)289-3363  
Email:info-quotes@doughboyrevere.com

To: Chief DiGianvittorio  
Middleton Police Dept

## Quotation: CLT-08

Date: January 2, 2020



## ALL TERRAIN POWER BIKES MADE MILITARY TOUGH

### Introductory Offer

Free with each bike purchased: Rear Trunk Bag, Helmet, Rear Tail Light and Department Lettering included in the below pricing. Valid with purchase of the Commando or Interceptor.

#### SORTIE

750 Watt Motor  
48v Lithium Battery  
4 " Tires  
Black/White LCD  
25 MPH Speed Range



**MSRP \$2,299.00**

The Recon Sortie Model has a step through design which makes it an excellent choice for ladies & is also our Rehabilitation bike.

#### COMMANDO

750 Watt Motor  
48v Lithium Battery  
4 " Tires  
Black/White LCD  
25 MPH Speed Range



**MSRP \$2,299.00**

The Commando has several variations from the civilian Power Cruzer to the Police Interceptor and Tactical versions. One solid design with many options available.

#### INTERCEPTOR

1000 Watt Motor  
48v Lithium Battery  
4 1/2" Tires  
Color LCD  
35 MPH Speed Range



**MSRP \$3,495.00**

The COMMANDO Police Interceptor model is designed and built for the law enforcement professional. It is ideal for police departments, campus police, DNR, Fish & Game, parks, green ways, event security, etc.

**DOUGHBOY  
UNIFORMS**



For more deals, follow us! 372 Squire Rd, Revere, MA 02151  
781-289-3300  
info-quotes@doughboyrevere.com



# RECON

ALL-TERRAIN POWER BIKES  
MADE MILITARY TOUGH

## COMMANDO

### UNPRECEDENTED POWER

The Commando features a 750 watt Hub motor powered by a 48 volt lithium ion battery. A Shimano drive train and LCD control panel give you unprecedented control.

### SPEED & ENDURANCE

A speed capability of 20-25 mph paired with a range of 20-40 miles between charges.

### SPECIFICATIONS

FRAME	AL6061
MOTOR	750 Watt Rear Hub
BATTERY	48V/10 Lithium Ion
SHIFTER	Shimano
WHEEL	26"
TIRES	4" Kenda
CHARGER	AC 100-240 V

FRONT FORK	Hydraulic Suspension
BRAKES	Mechanical Disc
LCD DISPLAY	B/W
COLOR OPTIONS	Black
SPEED	*Up to 20-25 mph
RANGE	*Up to 20-40 miles

\*Varies based on weight, terrain and use of pedal assist

Triple P Enterprises Inc.  
Doughboy Police, Fire & EMS Supply  
372 Squire Road  
Revere, MA 02151-4318



[ReconPowerBikes.com](http://ReconPowerBikes.com) 888.485.2589



## FY 2021 Capital Improvement Plan Administrative Court Car/Cruiser Replacement



This year we will look to replace our 2005 Court Car. The Ford Company stopped selling sedans such as the Crown Victoria and the Ford Taurus. The Department will be seeking an unmarked Ford Explorer as the Court Car/Administrative Car. This vehicle can be used to drive to and from court, or to be used to travel for trainings or in a pinch substitute as an extra cruiser.

---

2020 Ford Police Utility AWD Black	\$33,000.00
Power Heated Mirrors	\$58.20
Reverse Sensing System	\$266.75
Courtesy light disable	\$24.25
Install Radio, Siren, Emergency Lighting	\$3,500
Total	\$36,900



## Quote

Date: January 27 2020

To: Chief James Digianvittorio  
Middleton Police Department  
65 North Main Street  
Middleton MA 01949  
978-774-4424 / chief@middletonpolice.com

## GAS ENGINE VERSION

Salesperson: Steve Spokowski  
774-283-6400

GBPC/BAPERN 2020

***Special Instructions:***

Custom or Special Orders are Non-Refundable

**Vehicle Subtotal**

### Upfit Subtotal

### Grand Total

**\$33,349.20**

# Thank You For Choosing The Colonial Way!

Adamson Industries Corp.  
45 Research Dr.  
HAVERHILL, MA 01832

Tel: 978-374-3300/1-800-232-0162  
Fax: 978-975-7168

# Quotation

Quote Number  
24218

Quote Date  
Jan 27, 2020

Page  
1

**Quoted to:**

MIDDLETON POLICE DEPT  
65 N. MAIN STREET  
MIDDLETON, MA 01949

Customer ID	Good Thru	Payment Terms	Sales Rep	
MID MA PD	2/26/20	Net 30 Days	SHIRLEY	
Quantity	Item	Description	Unit Price	Extension
1.00		2020 UTILITY		
1.00		WINDOW TINT	195.00	195.00
4.00	GLL EGHST1B	ACTIVATE WIG-WAGS		
		SINGLE LED GHOST LIGHT - 10-16V	89.95	359.80
2.00	DAL XSM2-BRW	- BLACK HOUSING BLUE IN GRILL		
		XTREAM INTERIOR MOUNT WARNING	272.95	545.90
		LIGHT - DUAL HEAD - BLUE/WHITE		
		OVER REARVIEW MIRROR		
1.00	SR 30.2104	4 FUNCTION UNDERCOVER SIREN	187.95	187.95
2.00	SW 060-770	ROUND ROCKER SWITCH, BLUE LED		
1.00	SR ES100	ES100C DYNAMAX 100W SPEAKER	195.95	195.95
1.00	MT ESB-EXP07	ES100 2011+ EXPLR/INT UTLY &	14.95	14.95
		2007+ EXPED BRACKET		
2.00	GLL EGHST1B	SINGLE LED GHOST LIGHT - 10-16V	89.95	179.90
		- BLACK HOUSING BLUE IN REAR		
		WINDOW		
2.00	GLL VTX609B	VERTEX HIDE-A-WAY LED BLUE IN	84.95	169.90
		REVERSE		
2.00	GLL VTX609R	VERTEX HIDE-A-WAY LED RED IN	84.95	169.90
		TAILLIGHT		
1.00	TR RADIO	INSTALL RADIO	125.00	125.00
1.00	CO EF-460-3F	450-470 MHZ STEALTH BLADE ANT	59.95	59.95
1.00	TR EQUIP-SUV	INSTALL EQUIPMENT	1,295.00	1,295.00
<b>ALL QUOTATIONS ARE VALID FOR 60 DAYS. PRODUCTS ARE SUBJECT TO AVAILABILITY. WOMAN OWNED SMALL BUSINESS</b>				
				<b>Subtotal</b>
				3,499.20
				<b>Sales Tax</b>
				<b>Freight</b>
				<b>Total</b>
				3,499.20

## FY 2021 Capital Improvement Plan Digital Message Board



### PCMS-320

#### Trailer-Mounted Message Sign

The Town of Middleton Police Department is looking to purchase a new Trailer-Mounted Digital Message Board. The one we currently own was purchased in 2004 and has been repaired numerous times over the past few years and in 2019 alone we had spent \$1,800 in batteries to keep it operational. This has been a vital piece of equipment with many uses.

Ver-mac 320 Mid-Size full matrix sign- Model 320

63" X 98" display panel

30 X 48 pixels

Hydraulic Lift.

3 X 85 watt solar panels, Stealth Technology, v-Touchscreen Controller  
4G Modem & 10 Year Cell Plan.

\$19,000

Shipping, Freight and Delivery and Training

\$ 1,500

Battery Charger- 30 AMP Battery Charger with IQ4, 110v plug for 6 Volt Batteries

\$ 500.00

Replace std. Batteries with Maintenance Free

\$800.00

Total:

\$21,800.00



8 Scobee Circle  
P.O. Box 946  
Plymouth, MA 02362

# QUOTE

Date	Quote #
1/8/2020	19-0833

Name / Address	Ship To
Middleton Police 48 S Main Street Middleton, MA 01949	Middleton Police 48 S Main Street Middleton, MA 01949 James Diganvittorio

Item	Description	P.O. Number	Terms	Rep	Contract #	Contact
				JV		James
Ver-Mac 320	Ver-Mac Mid-Size Full Matrix Sign - Model 320 63" x 98" display panel, 30 x 48 pixels, Hydraulic Lift 3 X 85 watt solar panels, Stealth Technology, Jamlogic Refresh & Alerts V-Touch NTCIP Touchscreen Controller 4G Modem & 10 year cell plan - Non SWZ		Qty	Cost	Unit(s)	Total
	Shipping, Freight & Delivery and Training		1	19,000.00	Each	19,000.00
Shipping, Freight & Delivery and Training				1,500.00	Lump Sum	1,500.00
Battery Charger	Recommended Upgrades 30 AMP BATTERY CHARGER with IQ4, 110v plug for 6 Volt batteries		1	500.00	Each	500.00
Resale Items	Replace Std. Batteries with Maintenance Free		1	800.00	Each	800.00
				<b>Subtotal</b>	\$21,800.00	
				<b>Sales Tax (6.25%)</b>	\$0.00	
				<b>Total</b>	\$21,800.00	

Signature \_\_\_\_\_

Phone #	Fax #
(508) 746-4450	(508) 746-7160

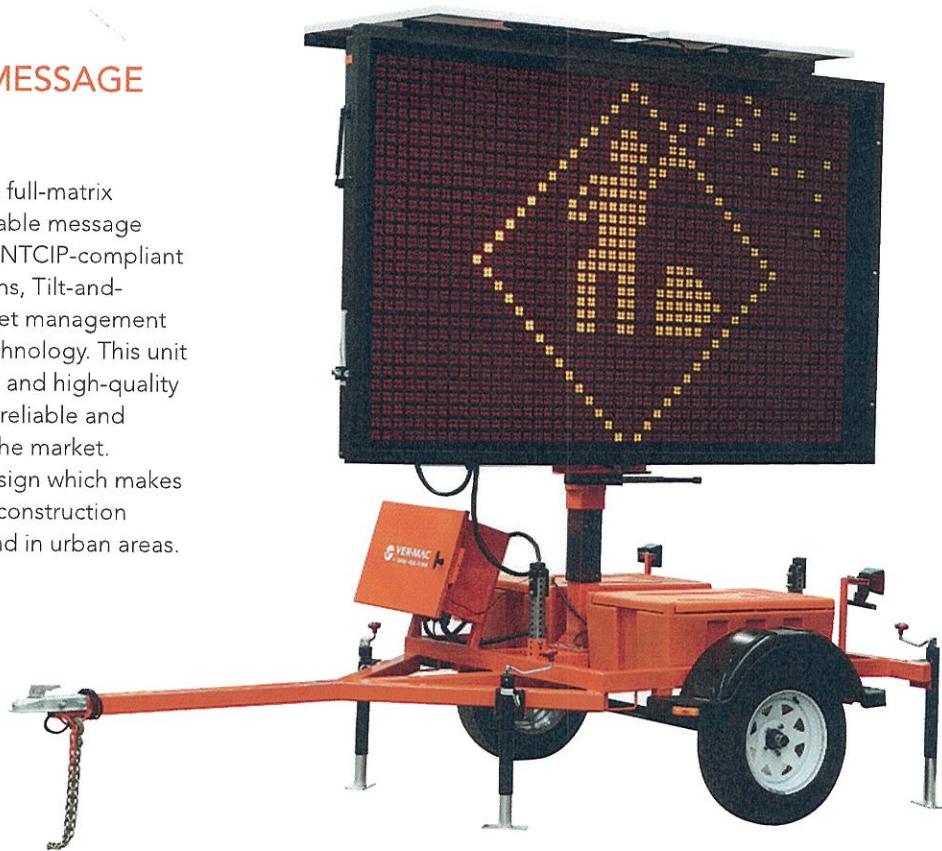
Web Site
www.nettraffic.net



VER-MAC

## PCMS-320 TRAILER-MOUNTED MESSAGE SIGN

Ver-Mac's PCMS-320 is a mid-size full-matrix trailer-mounted portable changeable message sign. The PCMS-320 features the NTCIP-compliant V-Touch controller, Opti Power lens, Tilt-and-Rotate solar panels, JamLogic fleet management software and optional Stealth Technology. This unit combines energy-efficient design and high-quality construction to provide the most reliable and cost-effective message signs on the market. The PCMS-320 has a compact design which makes it perfect to be used on highway construction projects where space is limited and in urban areas.



### V-TOUCH CONTROLLER

Ver-Mac's PCMS-320 comes with our innovative V-Touch controller, the industry's most functional and easy-to-use controller!

#### NTCIP COMPLIANT

#### EASY-TO-READ

7-inch (178 mm) color LCD pressure-sensitive display screen

#### USER-FRIENDLY

One-click icon-based menu items

#### TIME-SAVING

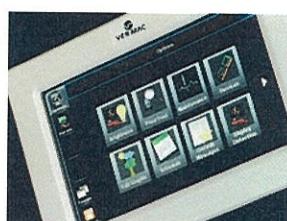
Create your own library of messages

#### SIMPLE TO OPERATE

The intuitive point-n-go icons ensure quick and easy commands to display or edit messages

#### ADDITIONAL FUNCTIONALITIES

Scheduling, sign diagnostics, pin-protected security, and much more



## PCMS-320



### JAMLOGIC® FLEET MANAGEMENT SOFTWARE

The PCMS-320 is equipped with Ver-Mac's high-speed modem with GPS which maximizes your productivity, efficiency and profitability, all remotely from your office or home! The JamLogic software is FREE and you get all the updates at no charge!

- Monitor, maintain and manage your signs from any PC, laptop, tablet or smartphone
- View your equipment in a list and GPS map view
- Change a message on one or more signs simultaneously with a simple click
- View your messages and battery voltages
- Group your signs in folders (by customer, location, project... you choose!)
- Receive e-mail or text alerts – optional (low battery cellular failure, etc.)

### SEGMENTS

- Highway construction
- Department of transportation (DOT)
- City and county
- Law enforcement
- Smart work zones
- Special events

### DISPLAY

- Display panel: 63 x 101 in. (1603 x 2558 mm)
- Full matrix of 30 x 48 pixels
- 4 LEDs per pixel
- Up to 3 lines of 8 characters per line
- Display sign rotates 360 degrees for perfect setting
- Plug-and-play display modules for simplified maintenance

### WARRANTY

- 1-year on complete trailers
- 2-years on electronic components manufactured by Ver-Mac

### DIMENSIONS AND WEIGHTS

- Overall length: 150 in. (3815 mm)
- Overall width: 82 in. (2085 mm)
- Traveling height: 107 in. (2726 mm)
- Operating height: 183 in. (4653 mm)
- Axle/suspension: 1588 kg (3,500 lb.)
- Weight (approx.): 939 kg (2,070 lb.)

### OPTIONS

- Battery charger
- Tongue wheel jack
- Radar
- Datalogger (requires radar)
- Stealth Technology

Other options are available to meet your needs.

### ENERGY-EFFICIENT DESIGN

#### OPTI POWER LENS

The encapsulated design maximizes each LED output to create bolder and brighter characters while utilizing less energy

#### TILT-AND-ROTATE SOLAR PANELS

Panels tilt to a 45-degree angle to provide maximum solar recharging during all four seasons

- Designed to run 12 months in most regions without manual charging
- Various configurations of solar panels and batteries are available to meet your needs

### HIGH-QUALITY CONSTRUCTION

#### POWDER COATING SUPERIOR FINISH

Impact, humidity, salt spray and rust resistant

#### 4 LEVELING JACKS

For stabilization and easy transportation

#### ELECTRO-HYDRAULIC LIFT MECHANISM

For quick and effortless deployment

#### HEAVY-DUTY PLASTIC FENDERS

For durability and easy replacement

#### PLASTIC BATTERY BOXES

To minimize battery corrosion

#### LOCKABLE CONTROL BOX

For security

#### 2-IN. (51 MM) COUPLER OR 3-IN. (76 MM) PINTLE EYE

For easy towing

### STEALTH TECHNOLOGY (OPTIONAL)



#### CLEVERLY HIDDEN BATTERY COMPARTMENT

Deter thieves from stealing batteries



#### LONG-LASTING SEALED BATTERIES

No maintenance required



**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Fire</b>					
<b>Equipment Replacement</b>					
<b>FIRE/APPARATUS EQUIPMENT</b>					
1) Fire Hose Replacement					
2) Replace SCBA					
3) Fire Pumper Equipment					
4) Ice Rescue Sled*		4,000			
5) Multi-Gas Meters					
6) Replace Air Bags - Pneumatic Lifting/Rescue System					
7) Ladder 1 Lighting					
8) Ballistic Vests and Helmets					
9) Firefighting Gear		50,000			
10) Engine 4 Cabinets	10,000				
*The Department received an ice rescue unit from the federal surplus program in February 2017 worth over \$7,000.					
<b>EMS EQUIPMENT</b>					
1) Replace 4 AED's - (Automated External Defibrillators)					
2) Ambulance Toughbook Computers					
3) Lucas Device		60,000			
4) Replace Cardiac Monitor					
5) Ambulance Load System					
6) Replace Stair Chairs					
7) CPR Manikins					
<b>GENERAL ADMIN. EQUIPMENT</b>					
1) New Portable Radios					
2) Fire Station Copier/ Printer/ Scanner					
3) Communications Equipment					
4) Alarm Receiver/Box Decoder	60,000				
<b>EQUIPMENT SUBTOTAL</b>	<b>\$70,000</b>	<b>\$114,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## **FY2021 Capital Budget** **FIRE DEPARTMENT**

### **Engine 4 compartment and Squad 5 repair - \$10,000**

These funds will be used to an additional cabinet to Engine 4 (which is the tanker) so that there is room to store gear and other equipment, currently there is no room in the existing cabinets and the gear is forced in causing damage. These funds will also be used to make repairs to squad 5 and finish the installation of the pump. Additional Information on page A1

### **Alarm receiver/Box Decoder-\$60,000**

These funds would be used to replace the current Digitize alarm receiver/box decoder that is at the RECC. The current unit is aged, and it is difficult to find replacement parts. The new equipment will also make the operation for the dispatchers at the RECC easier as this will allow all dispatching stations to have the information in front of them instead of across the room. This equipment will also expand the capabilities of the system by being able to receive radio boxes also. It will also make the equipment standardized with the other equipment currently in place (This was also a recommendation by the audit that was recently performed by an independent third party). Additional information can be found on pages A2-A5

### **Fire Station Copier- \$7000**

These funds would be used to replace the current copier at the fire station.

### **Replace Ambulance 1-\$384,710**

These funds will be used to replace the 2010 ambulance. This includes the stretcher load system (which is required by the state), replacing equipment including radios and associated equipment, pediatric restraint device and alterations to the building so the vehicle can fit inside. Additional Information can be found on pages A11-A47

### **Replace Engine 1- \$710,000**

These funds will be used to purchase a new pumper to replace and equip Engine 1, which is a 2001 Ferrara, and associated equipment. This vehicle has over 80, 000 miles and has had some costly repairs in the last few years, including suspension, engine and pump repairs costing over \$30,000. Most recently we had to replace the transmission at \$14,000. As of this writing the vehicle failed inspection and is out of service. In the last 10-15 years, much progress has been made in upgrading the functional capabilities and improving the safety features of fire apparatus. The 2016 edition of NFPA 1901: *Standard for Automotive Fire Apparatus* states that because the changes, upgrades, and fine tuning to NFPA 1901 have been significant, especially in the area of safety, fire departments should seriously consider the value (or risk) to firefighters of keeping fire apparatus older than 15 years old in front line service. The new pumper will have the latest in vehicle safety requirements including enhanced cab safety features, electronic stability control, Better utilization of compartment space to carry the equipment safer and efficiently. This will give the department and the town a reliable and modern piece of equipment to safely and efficiently protect its citizens for the next decade. Once the truck is approved and ordered, it will take approximately one year for delivery. Additional information can be found on pages A6-A10 and A48-A49

### **Firefighter Training-\$75,930**

These funds will be used for replacement costs and gear for three new firefighters to attend the Massachusetts Fire Academy. Two positions are open and one is a new position.



Bulldog Fire Apparatus  
17 Winter Street  
Woodville, Ma. 01784  
508-435-4200

<b>Customer</b> <b>Address</b> <b>City, Zip</b> <b>Contact</b> <b>Phone / Fax</b>		<b>Middleton Fire Department</b>		<b>Estimate</b>			
		4 Lake St					
		Middleton, MA 01949		<b>Estimate</b>			
		Lt. Tom Leary		<b>Number</b>	20190412		
		978-806-5482		<b>Date</b>	4/12/2019		
<b>Year</b>	<b>Color</b>	<b>VIN</b>		<b>Make / Model / Body</b>			
2011	Red	1FVHCBS1CDBJ5916		Rosenbauer Eng 4			
<b>Start Date</b>		<b>Description</b>		<b>Prepared By</b>	<b>Authorized</b>		
		Accident Repairs		BB			
<b>Line</b>	<b>Repair</b>	<b>Replace</b>	<b>Description</b>	<b>Paint Labor</b>	<b>Labor Hrs.</b>	<b>Material</b>	<b>Quote</b>
1			Custom fabricated box measuring 72"l x 32.5" h x 14" d		16	\$1,892.18	
<b>Totals</b>				<b>0.0</b>	<b>16.0</b>	<b>\$1,892.18</b>	<b>\$0.00</b>
<b>\$128.00 Per Hour</b>							
<b>N.E.T. 10</b>							
<i>Auth</i> _____							
						<b>Labor</b>	\$2,048.00
						<b>Material</b>	\$1,892.18
						<b>Sublet</b>	\$0.00
						<b>TOTAL</b>	<b>\$3,940.18</b>

17 Winter Street Woodville, Ma. 01784 Fax # 508-435-0250



**TRX50**  
Emergency Reporting and  
Wide Area Mass Notification System



# Signal Communications

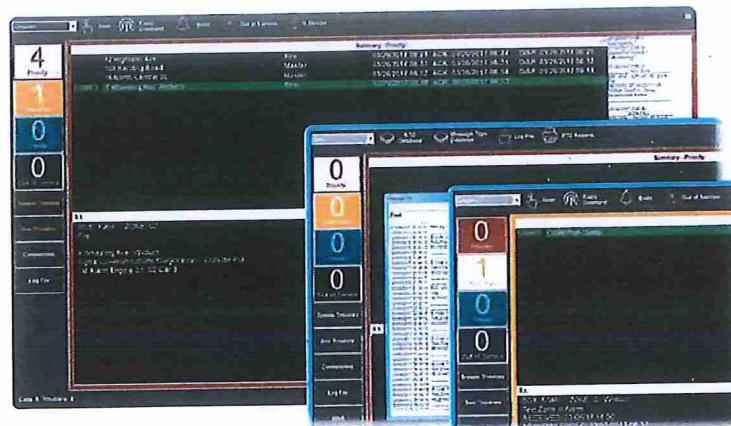
## Advanced Solutions for Emergency Centers

For over 35 years, Signal Communication's emergency reporting and notification systems have been used to protect thousands of buildings and many thousands of people from coast to coast.

Municipalities, government facilities, military bases, college campuses, and other large multi building complexes rely on Sigcom's systems, products, and people to support their community's life safety efforts.

### TRX50 – Modular, Scalable, Secure

Sigcom's TRX50 system offers a fully integrated software and hardware platform for monitoring, reporting, and management of major emergencies that endanger people and property. Each system is customized to meet the needs of the community, the local responders, and the central dispatch operation. Options include support for combined hardwire (Telegraph) and radio box networks, ability to manage and dispatch calls at multiple stations in the emergency center, and ability to add integrated wide area mass notification to the platform.



A two level visual dispatch display can include a virtual printer detailing all alarms and trouble activity - eliminating the need for a paper printer.

### Supports Existing Telegraph and Managed Transition to Radio

Sigcom TRX50 system is unique in its ability to enable municipalities and others to cost effectively and safely transition to a modern radio network. TRX50 accepts signals from 100 mA Telegraph Boxes and Sigcom Radio Boxes simultaneously. This facilitates a managed switch over on a flexible schedule. TRX50 gives municipalities a solution for service-intensive legacy fire alarm networks that can be implemented at a reasonable pace and cost to ultimately improve public safety.



Sigcom Radio Boxes are the ideal replacement for service intensive hardwire connected Master boxes like the one shown here

### NFPA 72 Chapters 27 and 26 Approved for Both Public Reporting and Supervising Station

Other systems claim to have NFPA approval, but is it the right NFPA 72 standard for your application? Sigcom's TRX50 System has been tested and approved to be compliant with the rigorous requirements of both Chapter 27 – *Public Emergency Alarm Reporting Systems* – and Chapter 26 – *Supervising Station Alarm Systems*. TRX50 is one of very few systems to be compliant with both Chapter 27 and Chapter 26.

## Superior Long Range Radio Technology

At the heart of the TRX50 platform is Sigcom's proven and versatile long range radio communication technology. Sigcom radio networks are installed and maintained by authorized partners and the network is owned and managed by the emergency operation. Sigcom long range radio networks deliver many significant advantages over the alternative radio technology considered for similar applications – Mesh Radio.

### Sigcom's Advantages over Mesh Radio

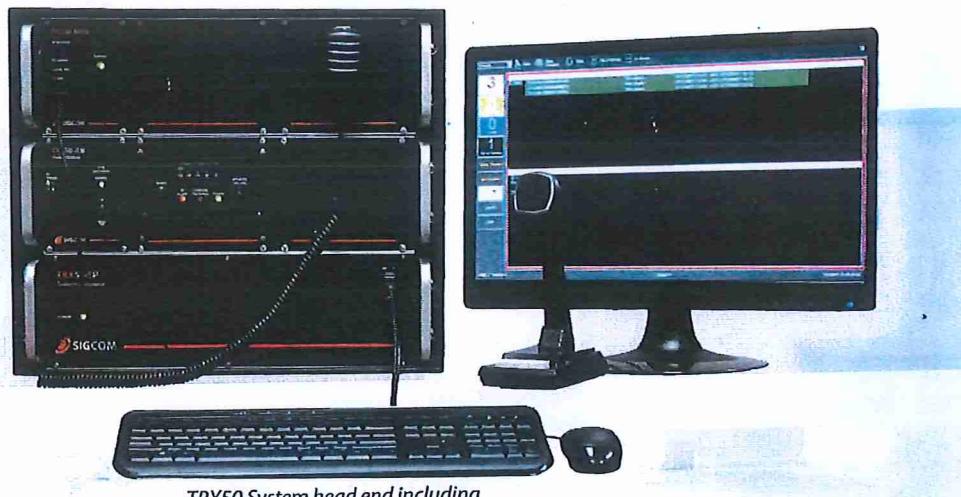
- **Mesh Radio not approved for Public Reporting** – Mesh Radio systems do not meet the requirements for the only national standard developed for municipal applications – NFPA 72 Chapter 27.
- **Much longer range, up to 25 miles per radio.** Typical range for a Mesh radio is only 2-5 miles. Mesh Networks require many repeater radios to achieve the same range as Sigcom.
- **End to end secure radio communication – no IT support needed.** All signals in a Mesh radio system must be converted to internet data. All Mesh systems require at least two internet connections for code compliance and to assure signal delivery.
- **Two-way command and control.** Unlike Mesh radio, Sigcom radio technology enables the dispatch center to control virtually any device or system in any location at any time (e.g. shut down the HVAC system if a fire signal is received).
- **Live voice communication over radio network.** Using the Sigcom radio network, a dispatcher can pick up a microphone at the TRX50 head end and deliver live messages to all or part of the population at any time.



*Sigcom DTX Series Solar powered Radio Box can replace City Master boxes virtually anywhere*

### Scalable to Add Wide Area Mass Notification

TRX50's modular platform is also a perfect solution for military bases, municipalities, and other large complexes that want a comprehensive ability to inform and instruct large populations in many buildings to manage dangerous events in real time. The same long range radio network that delivers emergency signals to and from fire and security alarms can also carry live voice to an array of in-building and outdoor appliances and systems as part of an integrated wide area mass notification system. When integrated with Sigcom's MNS-100 mass notification system, TRX50 meets the stringent requirements of UTC 4-021-01.



*TRX50 System head end including Mass Notification Module with microphone*

 **SIGCOM**



**L. W. BILLS COMPANY**  
DIVISION OF B & B ENGINEERING CORPORATION  
7-9 Park Street, PO Box 7  
Georgetown MA 01833-0007  
(978) 352-6660 - (800) 892-0275 - fax (978) 352-6639  
e-mail: lwbills@comcast.net  
Employee Owned and Operated Since 2014

February 1, 2019

Middleton Fire Department  
Attn: Chief Thomas Martinuk  
4 Lake Street  
Middleton MA 01949

Dear Chief Martinuk:

The following proposal is for a new Signal Communications TRX50 box alarm receiver capable of decoding your 100mili amp fire boxes and retransmitting them to the Essex County Regional Center via radio signal to be received on the existing regional equipment there. All equipment and labor are listed on the Mass State Bid Contract FIR04, a copy of which is enclosed. We will furnish and install the following:

1 – TRX50 System Processor	\$25,000.00
1 – TRX50 Radio Module Receiver	\$ 5,400.00
1 – TRX50 Regional Transmitter	\$ 1,500.00
1 – TRX50 User Interface	\$ 600.00
1 – TRX50 Charger Module	\$ 4,200.00
2 – TRX50 Batteries, 12V 24 AH	\$ 376.00
1 – TRX50 Telegraph Board	\$ 2,100.00
1 – TRX50 Antenna Installation Kit	\$ 786.00
2 – Telegraph Retransmission Boxes	\$11,200.00
2 – Retransmission Antenna Installation Kits	\$ 1,572.00
1 – Miscellaneous Antenna Cable, Connectors & Hardware	\$ 1,000.00
1 – FCC/IMSA Licensing Fee	<u>\$ 495.00</u>
List Price	\$54,229.00
25% State Bid Contract Discount	-13,557.25
Labor to Install, Program, Test & Training	<u>\$18,260.00</u>
<b>Total</b>	<b>\$58,931.75</b>

All labor and materials hold a one-year warranty. Quotation is valid for 90 days. If you would like to proceed with the work, please sign our quote below and return it to us with a purchase order, if applicable, so we can order the materials and schedule the work. Any questions, do not hesitate to contact me. Thank you for the opportunity to quote.

Sincerely,  


Dan Dinwiddie  
President

DD/dmr

Quote Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**MIDDLETON FIRE DEPARTMENT**  
**REQUEST FOR QUOTE**

<u>Description</u>	<u>Quantity</u>	Each	Total
Jafrib hose 4" x 100' yellow 4" storz couplings	5	\$495.00	\$2,475.00
Jafrib hose 4" x 25' yellow 4" storz couplings	2	\$182.00	\$364.00
Jaflne or equivalent 3" x 50' hose coupled 2.5" NH Aluminum couplings white	20	\$251.10	\$5,022.00
Jaflne or equivalent 3" x 25' hose coupled 2.5" NH Aluminum couplings white	2	\$156.65	\$313.00
Jaflne or equivalent 2.5" x 50' hose coupled 2.5" NH Aluminum couplings white	3	\$180.00	\$540.00
Jaflne or equivalent 1.75" x 50' hose coupled 1.5" NST Aluminum couplings (4 blue – 4 red)	8	\$120.00	\$960.00
Akron Sabrejet handline nozzle 2.5" NH	1	\$839.00	\$839.00
Akron Sabrejet handline nozzle 1.5" NH	2	\$919.00	\$1,838.00
Harrington HAV	1	\$1,138.00	\$1,138.00
Super Vac Model P164SE Smoke Ejector With support bar	1	\$1,367.00	\$1,367.00
TFT or equivalent 2.5" hydrant gate valve	2	\$525.00	\$1,050.00
Flat head ax 6# fiberglass	2	\$50.00	\$100.00
Pick head ax 6# fiberglass	2	\$55.00	\$55.00
30" Halligan	2	\$245.00	\$490.00
Pike Pole 6'	1	\$90.00	\$90.00
Pike Pole 8'	1	\$100.00	\$100.00

Universal spanner wrench	2	\$18.50	\$36.00
Dual wrench holder w/ #10 wrenches	2	59.00	\$118.00

<u>Description</u>	<u>Quantity</u>	<u>Each</u>	<u>Total</u>
Hydrant and spanner wrench	2	\$39.00	\$78.00
2.5" double male	2	\$25.50	\$51.00
2.5" double female	2	\$25.50	\$51.00
1.5" double male NST	2	\$15.50	\$31.00
1.5" double female NST	2	\$15.50	\$31.00
Rubber mallet	1	\$18.00	\$18.00
Package of 5 collapsible NFPA compliant Traffic cones	1	\$99.00	\$99.00



18 Commerce Blvd.  
Plainville, MA 02762  
Tel: 508.699.0616  
Fax: 508.699.0977  
Toll Free: 888.699.0616  
[www.svine.com](http://www.svine.com)

## Specialty Vehicles, Inc.

<b>SUBMITTED TO:</b>	<b>BIDDER:</b>	<b>MANUFACTURER:</b>
Chief Thomas Martinuk Middleton Fire Department 4 Lake Street Middleton, MA 01949	Specialty Vehicles, Inc. 18 Commerce Blvd. Plainville, MA 02762 Sales Rep: Mark Hooper	Life Line Emergency Vehicles 1 Life Line Drive Sumner, IA 50674

<b>DESCRIPTION OF VEHICLE:</b>	<b>DATE: January 31, 2020</b>
One (1) New / Unused 2020 Ford F550 4x4 custom built Life Line "Superliner" Type I-AD, Class I Emergency Medical Vehicle, including all standard features and options per Proposal #10049-0001.	
<i>All pricing is based off MAPC State Contract pricing.</i>	
<b>PRICING BREAKDOWN:</b>	
Price of Vehicle: \$ 360,655.00	
Less Trade-In Allowance 2010 Ford E450 Life Line Ambulance: <u>(\$ 4,000.00)</u>	
<b>TOTAL DELIVERED PRICE OF VEHICLE:</b> \$ 356,655.00	
<b>DELIVERY / TERMS &amp; CONDITIONS:</b>	
Delivery lead-time shall be 120-150 calendar days after receipt of chassis, final approved work order / drawings and signed sales contract; whichever occurs later.	
Specialty Vehicles, Inc. reserves the right to withdraw this proposal if not accepted within 60 days.	
Terms: Net cash due upon delivery and acceptance. No Federal, State or Local Taxes are included.	

Thank you for the opportunity to submit our proposal. If you have any questions please feel free to contact me at (888) 699-0616.

Respectfully Submitted,

*Mark C. Hooper*

Mark C. Hooper  
President



## **BUDGET- POWER LOAD**

Quote Number: 10096966

Remit to: P.O. Box 93308

Version: 1

Chicago, IL 60673-3308

Prepared For: MIDDLETON FD

Rep: Robert Stewart

Attn:

Email:

Email: robert.stewart@stryker.com

Phone Number: \_\_\_\_\_

Quote Date: 12/17/2019

Expiration Date: 03/16/2020

#	Product	Description	Qty	Sell Price	Total
4.19	639000010902	LABEL, WIRELESS			
4.20	6500130000	Pocketed Back Rest Pouch			
4.21	6500128000	Head End Storage Flat			
4.22	6500147000	Equipment Hook			
Equipment Total:					\$48,138.30

## ProCare Products:

#	Product	Description	Qty	Sell Price	Total
2.1	76011PT	Prevent - PowerLoad - TOS for MTS POWER LOAD	1	\$9,347.40	\$9,347.40
3.1	77500ST	PM Only - PowerLoad - TOS for MTS POWER LOAD	1	\$398.00	\$398.00
5.1	71061PT	Prevent - Power Cot -TOS for Power-PRO XT	1	\$5,931.00	\$5,931.00
6.1	77100ST	PM Only - Power Cot - TOS for Power-PRO XT	1	\$498.00	\$498.00
ProCare Total:					\$16,174.40

### Price Totals:

Grand Total:

\$64,312.70

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

A46



## BUDGET- POWER LOAD

Quote Number: 10096966 Remit to: P.O. Box 93308  
Version: 1 Chicago, IL 60673-3308  
Prepared For: MIDDLETON FD Rep: Robert Stewart  
Attn: Email: robert.stewart@stryker.com  
Phone Number:

Quote Date: 12/17/2019

Expiration Date: 03/16/2020

Delivery Address		End User - Shipping - Billing		Bill To Account	
Name:	MIDDLETON FD	Name:	MIDDLETON FD	Name:	MIDDLETON FD
Account #:	1161404	Account #:	1161404	Account #:	1161404
Address:	4 LAKE ST	Address:	4 LAKE ST	Address:	4 LAKE ST
	MIDDLETON		MIDDLETON		MIDDLETON
	Massachusetts 01949		Massachusetts 01949		Massachusetts 01949

### Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	639005550001	MTS POWER LOAD	1	\$26,255.70	\$26,255.70
4.0	6506000000	Power-PRO XT	1	\$21,882.60	\$21,882.60
4.1	6085033000	PR_Cot Retaining Post			
4.2	7777881669	3 Yr X-Frame Powertrain Wrnty			
4.3	7777881670	2 Yr Bumper to Bumper Warranty			
4.4	6506026000	Power Pro Standard Components			
4.5	6500001430	X-RESTRAINT PACKAGE			
4.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)			
4.7	650606160000	ONE PER ORDER, MANUAL, ENG OPT			
4.8	6500082000	Knee-Gatch/Trendelenburg			
4.9	6506038000	Steer Lock Option			
4.10	6092036018	J Hook			
4.11	6506127000	Power-LOAD Compatible Option			
4.12	6500028000	120V AC SMRT Charging Kit			
4.13	6500003130	KNEE GATCH BOLSTER MATRSS, XPS			
4.14	6506040000	XPS Option			
4.15	6085046000	Retractable Head Section O2			
4.16	0054200994	NO RUNNER			
4.17	6500315000	3 Stage IV Pole PR Option			
4.18	6506012003	STANDARD FOWLER			

A47

1

Stryker Medical - Accounts Receivable - [accountsreceivable@stryker.com](mailto:accountsreceivable@stryker.com) - PO BOX 93308 - Chicago, IL 60673-3308

## Middleton Fire Department pumper replacement history

### And proposal 2019-FY20

In the year 2000 the Middleton Fire Department pumper fleet consisted of a 1972 International Farrar 750 GPM pump with 500-gallon tank, a 1979 Ward LaFrance 1250 GPM pump with 750-gallon tank and a 1986 Hahn 1250 GPM pump with 750-gallon tank. All three pumps were well worn and in need of major repairs. The 1972 pumper should have been replaced around 1992, but never was for unknown reasons.

The 1979 and 1986 pumpers had major mechanical issues, besides the fact that the 1979 pumper was twenty-one years old and was refurbished once already. The replacement of the 1979 pumper was also put off, again for unknown reasons.

The 1986 pumper was replaced first because it was in worse shape than the 1979 pumper, but there was a clause in the contract that guaranteed that the price would be the same for a second pump if it was bought within a year. This put the town in a predicament where they were relying on two pumpers that had a combined age of fifty years (with the 1986 pump out of service) and sometimes the thirty-year-old pump was first due if the others were out of service for repairs. Both replacement pumpers were bought out of desperation and meant to be ten-year vehicles because they were cheap and weren't built to last long.

In 2014 both newer pumpers (the 2001 and 2002) had a major issue with a wiring harness and pump controllers (the pump controllers are what run the pump). The pump controllers had to be specially built because the trucks were too old, and the parts were not made anymore. This took over two weeks. Again, the town was relying on a thirty-year-old pump and a thirty-year-old pump borrowed from a neighboring town, not a good situation! These older pumps do not have the safety features that the newer vehicles have and are obviously well worn if they are the third line piece of apparatus. Recently Engine one, the 2001 pumper, had to have two gauges replaced, the mechanic took them out and they fell apart in his hands. The replacements took two weeks to order because they are not common stock.

In 2015 a new pumper was ordered (delivered in 2016) to replace the forty-three-year-old, 1972 pumper. This gave the town three pumpers with a thousand gallons of water each. This, along with the tanker, helped the town to meet certain requirements of ISO (having 4000 gallons of water at a fire within a certain time frame).

Engine one (2001 pumper) has 81,000 miles and 4346 engine hours. The fire truck industry uses a formula where the engine hours multiplied by 33 gives the actual total miles (this considers the engine is running while the truck is pumping). In this case the actual mileage of engine one is 143,418, engine three (2002 pumper) has 56,000 miles and 125,763 actual miles. Engine one is going to need more work, such as an oil pan, brakes, valve work and anything else unseen.

The pricing for the pumper increases every year due to materials, tariffs and other related manufacturing costs. The trade-in value of engine one (If any) will also go down as time passes.

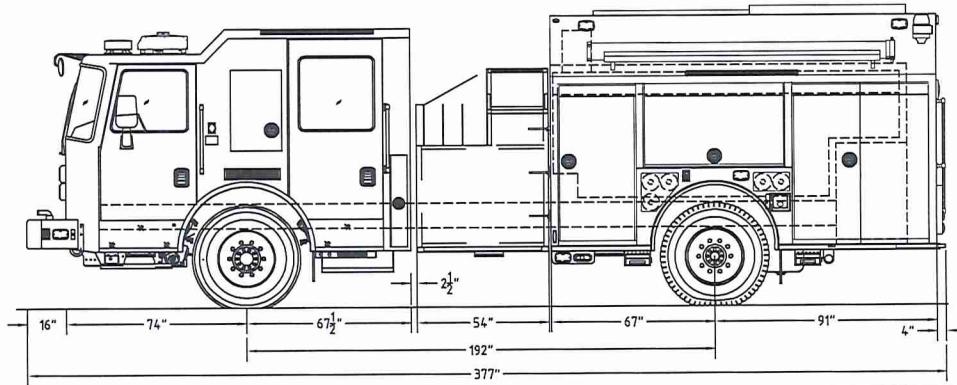
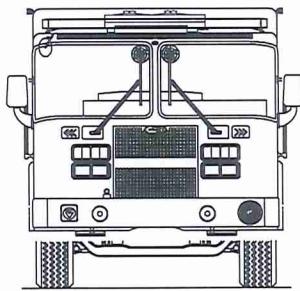
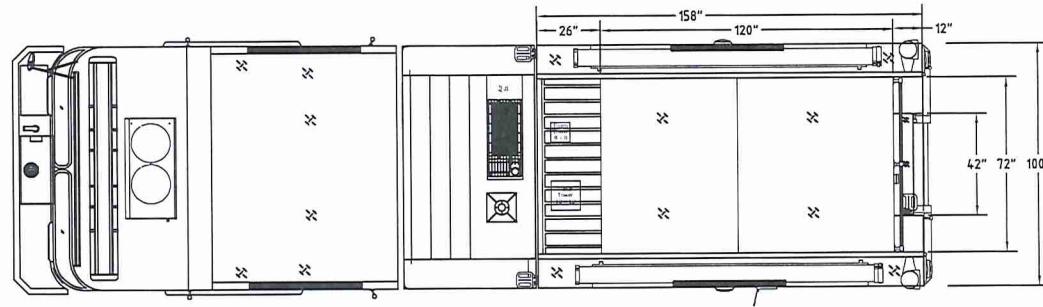
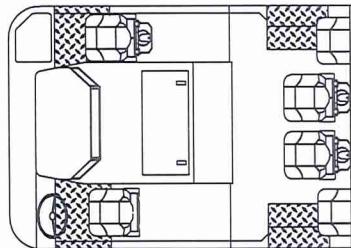
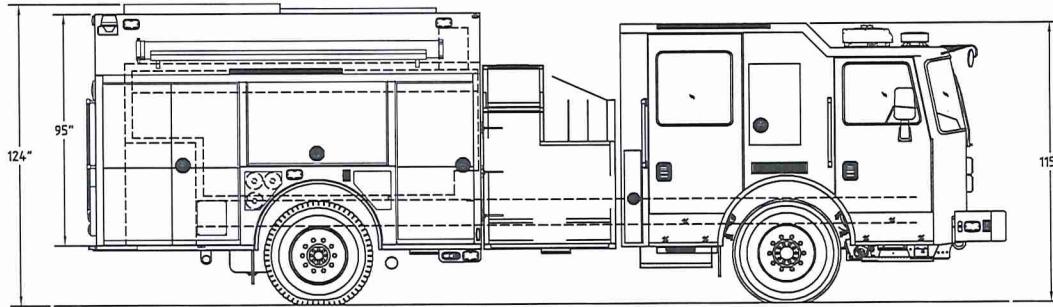
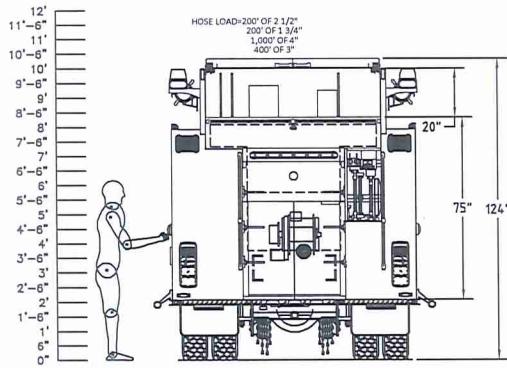
One recent example, while the newest pump (E2) was out for maintenance and warranty paint work engine one was responding to a call and died in the middle of the square, luckily the call was a false alarm and the situation was taken care of. No too long after that incident, on a Sunday morning, both older trucks were out of service at the same time leaving no pumpers in Middleton. We had to borrow a thirty-year-old pump from North Reading until one of ours was repaired. One of the pumpers ended up needing a transmission and the other needed electrical work. As the vehicles get older this is more likely to happen. As of this writing Engine one is out of service because it failed inspection. In FY 20 we were \$30,000 over in the maintenance budget due to repairs on all the vehicles. The newest pump E (E2) is only five years old and needed \$12,000 worth of work including a broken leaf spring, brakes, lights etc. In FY19 I applied for a grant to replace the pump but was denied. A new pump, once it is ordered, will take a year or more to be delivered.

The biggest concern is that the two older pumpers will break down again leaving us with one pumper, or none as was the case mentioned earlier. We are trying to replace the pumpers so that we do not run into a situation like we have in the past. By spacing out the replacement of the pumpers and replacing them on a regular basis will keep us from having anymore situations where we are not adequately protected, and the safety of the firefighters and the townspeople are not in jeopardy. As I have stated in the past this department (any fire department) relies heavily on apparatus and manpower, without the best of both we cannot do our jobs.

Respectfully,

Thomas J Martinuk

Chief of Department



CAB: 100" W KME SEVERE SERVICE LFD 10" RR ALUM  
 ENGINE & TRANS: CUMMINS L9 450 HP/ALLISON 3000 EVS  
 AXLES: 22,000# STEERTEK FRONT/27,000# REAR  
 PUMP: WATEROUS CSU-C20-1750 GPM SINGLE STAGE  
 WATER TANK: 1,000 GALLONS POLY W/50 FOAM  
 BODY TYPE: 158 FLAT BACK 3/16" ALUMINUM  
 FOAM SYSTEM: ELKHART 240-95P GPM FOAM EDDUCTOR

THIS DRAWING IS A GENERAL CONSIDERATION AND MAY NOT NECESSARILY REFLECT ALL CONTRACTUAL REQUIREMENTS. CONTRACT SPECIFICATIONS SHALL PREVAIL OVER DRAWING.

CUSTOMER APPROVAL:

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

DIMENSIONS ARE APPROXIMATE & MAY VARY DUE TO BUILD ADJUSTMENTS  
 SCALE:  NONE  B DWG SIZE:  DRAWN BY: JIM DATE: 1/17/19  
 APPROVED BY: \_\_\_\_\_

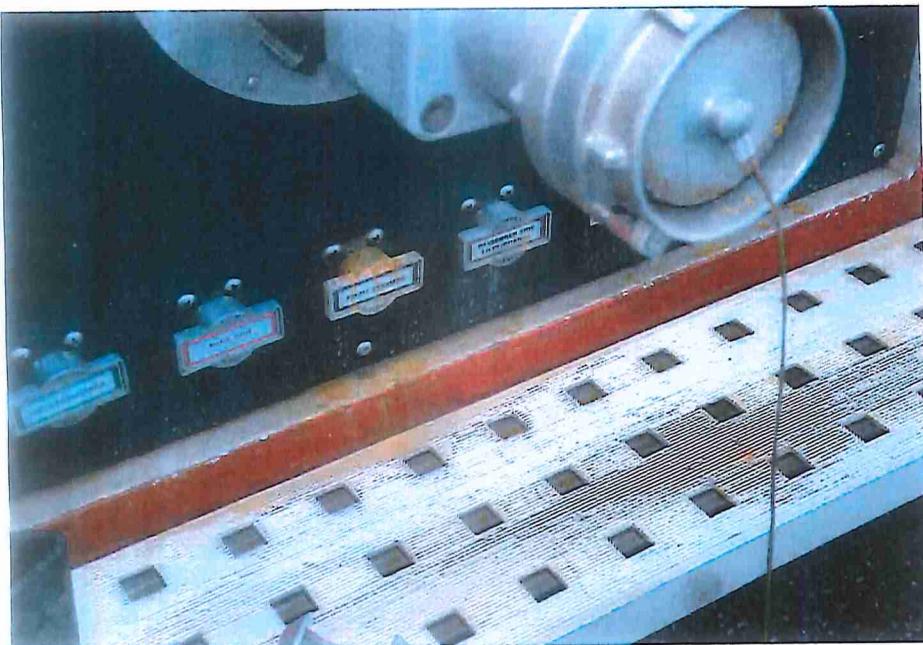
KME CUSTOM PUMPER

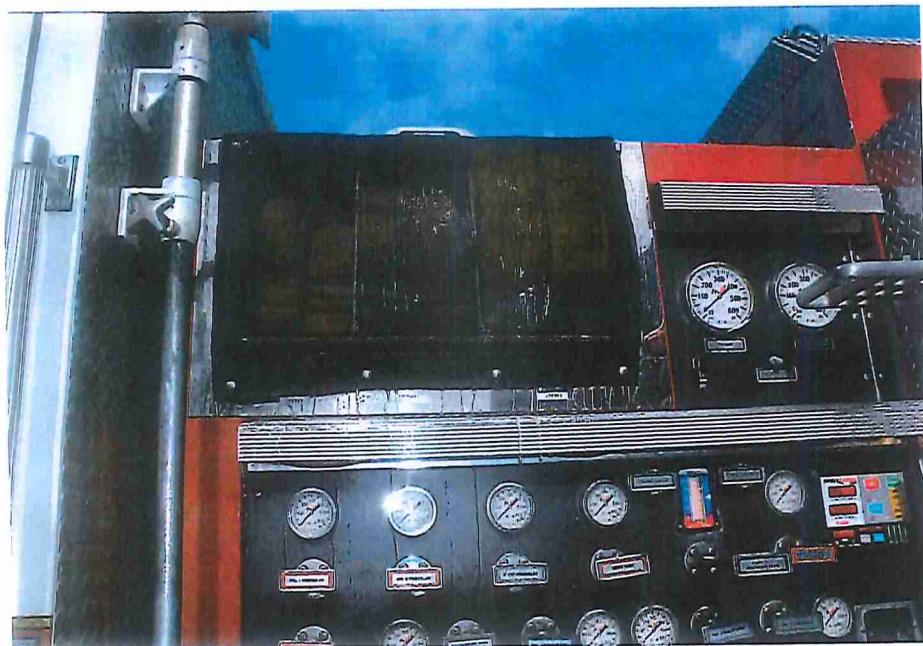
MIDDLETON MA FD

QUOTE# 2763-1

**KME**  
 REV GROUP

KME  
 ONE INDUSTRIAL COMPLEX - INESQUEHONING, PA 18240





Leaky and rusty valves



**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Fire</b>					
<b>Building/Grounds Improvements</b>					
1) Replace Garage Door					
2) Building Repairs/Paint - Exterior and Interior				20,000	
3) Turnout Gear Washer/ Dryer**					
4) New Roof			12,000		
5) Replacement Windows			15,000		
6) Relocate Water Line and Meter			20,000		
7) Building Alterations to fit new Ambulance in Building					
8) Bathroom and Kitchen Renovations				20,000	
9) Basement Garage Doors and Exterior Doors				14,000	
10) Heating Units			7,000		
11) Apparatus Floor Replacement				100,000	
<b>BUILDING/GROUNDS IMPROVEMENTS SUBTOTAL:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$54,000</b>	<b>\$154,000</b>	<b>\$0</b>
<b>Department: Fire</b>					
<b>Vehicle Replacements</b>					
1) Replace Engine 1		710,000			
2) Engine 3 Body Work					
3) Replace/Refurbish Engine 3				300,000	
4) Ladder 1 Repairs****					
5) Replace Ambulance 1 - 2010 Lifeline Ambulance	384,710				
6) Replace Squad 5 - 2012 F450			65,000		
7) Replace Marine 1		25,000			
8) All Terrain Vehicle					
<b>VEHICLE REPLACEMENT SUBTOTAL:</b>	<b>\$1,094,710</b>	<b>\$25,000</b>	<b>\$365,000</b>	<b>\$0</b>	<b>\$0</b>
****Fire Department is holding off replacing Ladder 1 until a new station is build. To try to have a ladder built to fit the station will cost more and limit					
<b>Department: Fire</b>					
<b>Training</b>					
1) One Time Training Costs For New Firefighter/ Paramedic(s)	75,930				
<b>TRAINING SUBTOTAL:</b>	<b>\$75,930</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL FIRE:</b>	<b>\$1,240,640</b>	<b>\$139,000</b>	<b>\$419,000</b>	<b>\$154,000</b>	<b>\$0</b>

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Apparatus/ Equipment Inventory</b>					
Car 1		2018 Chevy Tahoe			
Car 2		2016 Ford Explorer			
Engine 1		2001 HME/ Ferrara Pumper			
Engine 2		2016 KME Predator Pumper			
Engine 3		2002 HME/ Ferrara Pumper			
Engine 4		2012 Freightliner/ Rosenbauer Tanker			
Squad 5		2012 F-450 4X4			
Engine 6		1989 Army Surplus 5 ton			
Signal 2		2000 International Bucket Truck			
Ladder 1		1999 Sutphen 104' Aerial			
Ambulance 1		2010 Ford E-450 Ambulance			
Ambulance 2		2016 Ford F550 Ambulance			
2011 Mercury 20 HP Outboard - 12' Boat and Trailer					
2005 Cargo Mate 14' Utility Trailer					
Fire Alarm Wire Trailer					
4 Hurst Tools "Jaws of Life"					
2 Gasoline Powered Fans					
2 Electric Powered Fans					
5 Portable Generators					
Fire Station Emergency Generator					
7 Portable Pumps/ 1 Flotation Pump					
4 Chain Saws					
Emergency Management Light Tower/ Generator					

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Department: Elementary Schools</b>					
<b>Educational Capital</b>					
<b>Curriculum</b>					
Fuller Meadow School	39,162	10,000	10,000		10,000
Howe Manning School	45,258	15,000	10,000		10,000
<b>End-User Technology</b>					
Fuller Meadow School	80,833	50,000	50,000	50,000	150,000
Howe Manning School	144,048	50,000	50,000	50,000	200,000
<b>Technology Infrastructure</b>					
Fuller Meadow School			100,000		
Howe Manning School			100,000	1,000,000	
<b>Furniture</b>					
Fuller Meadow School					
Howe Manning School					
<b>Internal Building Capital</b>					
<b>ADA Building Work</b>					
Fuller Meadow School	15,000	15,000			
Howe Manning School	15,000	15,000			
<b>Building Interior</b>					
Fuller Meadow School					
Howe Manning School					
<b>Bathrooms</b>					
Fuller Meadow School			10,000	130,000	
Howe Manning School					
<b>Flooring</b>					
Fuller Meadow School	80,000	85,000	90,000		
Howe Manning School					
<b>Floor Care Equipment</b>					
Fuller Meadow School	12,000				
Howe Manning School		14,000	14,000		

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>External Building Capital</b>					
<b>Large Scale Painting</b>					
Fuller Meadow School					
Howe Manning School					
<b>Grounds/Parking Lot/Sidewalks</b>					
Fuller Meadow School					
Howe Manning School					
<b>Septic System</b>					
Fuller Meadow School					
Howe Manning School					
<b>Playground Equipment &amp; Parking Lot</b>					
Fuller Meadow School	200,000				
Howe Manning School		2,000,000			
<b>Roofs</b>					
Fuller Meadow School		1,700,000			
Howe Manning School					
<b>Building Exterior</b>					
Fuller Meadow School					
Howe Manning School					
<b>Windows</b>					2,000,000
Fuller Meadow School					
Howe Manning School					
<b>Building Systems and Building Equipment</b>					
<b>Kitchen Equipment</b>					
Fuller Meadow School					
Howe Manning School					
<b>Boilers / Pumps &amp; Controls</b>					
Fuller Meadow School					
Howe Manning School					

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Classroom HVAC</b>					
Fuller Meadow School					
Howe Manning School					
<b>Large HVAC Equipment</b>		135,000			
Fuller Meadow School					
Howe Manning School					
<b>Telephone Systems</b>					
Fuller Meadow School					
Howe Manning School					
<b>Security/Video Systems</b>					
Fuller Meadow School					
Howe Manning School	50,000				100,000
<b>Public Address Systems</b>					
Fuller Meadow School					
Howe Manning School					
<b>Master Clock Systems</b>					
Fuller Meadow School					
Howe Manning School					
<b>Water</b>					
Fuller Meadow School					
Howe Manning School					
<b>Electrical</b>					
Fuller Meadow School					
Howe Manning School					
<b>Emergency Generator</b>		350,000			
Fuller Meadow School					
Howe Manning School					
<b>Aaron Wood Building</b>					
<b>TOTAL ELEMENTARY SCHOOLS:</b>	<b>\$309,301</b>	<b>\$2,682,000</b>	<b>\$2,449,000</b>	<b>\$1,214,000</b>	<b>\$2,600,000</b>

## Middleton Elementary Schools

### Fuller Meadow School Overview

Building Square Footage: 58,700 square feet

1964 – Fuller Meadow School opened. The original building is approximately 27,000 square feet, exterior faced masonry brick over CMU interior walls. Exposed web steel interior framing with exposed Tectum roof panel ceilings. Double insulated awning style classroom windows with stationary glazing clear panels above. The roof is a new Sarnafil Roof System Roofing.

The school consisted of (10) Classrooms, administration, nurse and support areas. Cafetorium / Gymnasium combination space with kitchen.

HVAC, (2) Hot water cast iron sectional boilers with hot water circulation throughout feeding classroom unit ventilators (CRUV), perimeter radiation and an air handler for Café/Gym . In 1997 – A 30,000 square foot addition was opened to address a growing school population. This addition consists fifteen classrooms, a library/media center, (3) small specialist spaces and a gymnasium.

Exterior construction is a combination of decorative concrete precast and masonry brick. Roofing is a Sarnafil Roof System and a minor area that is .045 EPDM.

HVAC for this addition is an expansion of the hot water circulating loop feeding CRUV's, perimeter radiation and a heating/ventilation air handler serving the gymnasium. All HVAC controls are pneumatic. Classroom CRUV's in the original section of the building were also replaced at this time. The administration and nurse sections are air conditioned with roof mounted heat pump package units installed in the early 1980's.

In 2006 a modular building addition was added on the southeast corner of the 1964 wing to ease an increasing district student population. This 2,700 square foot addition has (2) classroom size spaces and (3) small instructional support spaces. HVAC is by roof top package units with DX cooling and electric heat. Roofing is .060 EPDM. All flooring throughout the school is a mixture of nylon wall to wall carpet and VCT tile.

The gymnasium has a synthetic urethane sports floor. The building is served by a 40KW emergency diesel generator installed inside the building.

The original building roof was replaced in 2016 in partnership with the MSBA.

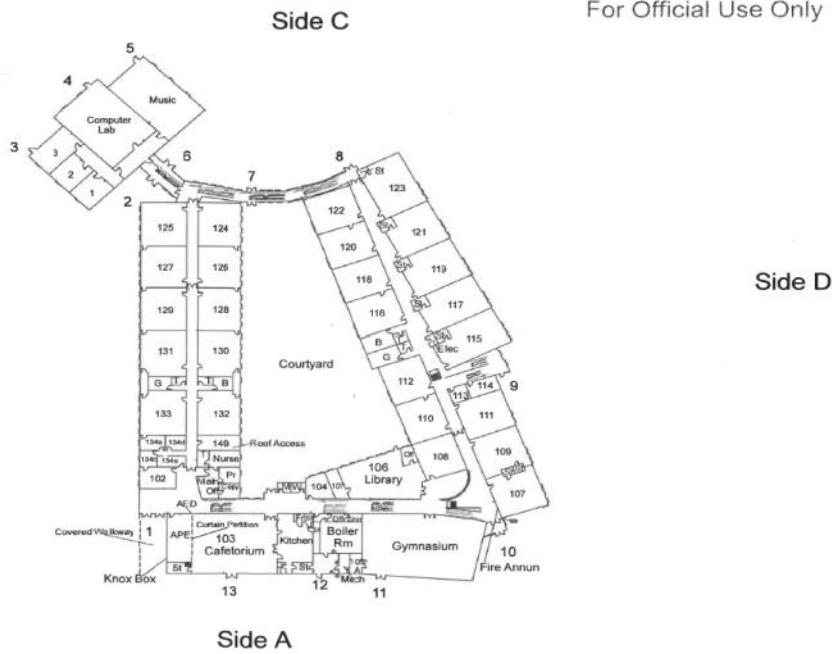
In FY2019 the District installed an extensive security surveillance system that addresses internal and external coverage.

District:	Middleton
School Name:	Middleton Fuller Meadow Elementary School
Address:	143 South Main Street Middleton, MA 01970
School Hours:	
In-session Contact:	
Off-Hour Contact:	
Approach Hazards:	
Notes:	

Main Floor

Side B

For Official Use Only



Legend

- Single Door
- Double Door
- Window
- Stairs
- Ramp
- Elevator
- Fire Extinguisher
- Gas Shut-Off
- Electrical Shut-Off
- Water Shut-Off
- Chair Lift
- Sprinkler Shut-off
- Generator
- Camera
- Fire Standpipe



Side A

Main Floor Plan 5

## Fuller Meadow School Proposed Future Capital Requests

Tri-Town School Union

Appendix A: Capital Plan Schedule

Updated: 1/3/2019

Proposed Fiscal Year 2020

		Dollar Place Holder [Estimated] - Note: Amounts and scheduling years are subject to change													
		FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033
Fuller Meadow	Curriculum		10,000	10,000	10,000		10,000		15,000						
Fuller Meadow	End-User Technology	34,198	50,000	50,000	50,000	50,000	150,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Fuller Meadow	Technology Infrastructure	15,000				100,000									150,000
Fuller Meadow	Furniture														
Fuller Meadow	ADA Building Work		5,000	15,000	15,000										
Fuller Meadow	Building Interior	22,500													
Fuller Meadow	Bathrooms														
Fuller Meadow	Flooring		80,000	85,000	90,000										
Fuller Meadow	Floor Care Equipment		12,000												
Fuller Meadow	Large Scale Painting														
Fuller Meadow	Grounds														
Fuller Meadow	Septic System														
Fuller Meadow	Playground Equipment & Parking Lot	120,000	2,000,000												
Fuller Meadow	Roofs			1,700,000											
Fuller Meadow	Building Exterior														
Fuller Meadow	Windows							2,000,000							
Fuller Meadow	Kitchen Equipment														
Fuller Meadow	Boilers & Boiler Control								500,000						
Fuller Meadow	Classroom HVAC														
Fuller Meadow	Large HVAC Equipment				135,000										
Fuller Meadow	Telephone Systems														
Fuller Meadow	Security Systems														
Fuller Meadow	Public Address Systems														
Fuller Meadow	Master Clock Systems														
Fuller Meadow	Water														
Fuller Meadow	Electrical														
Fuller Meadow	Emergency Generator			350,000											

**Curriculum FY2021, FY2022, FY2023, FY2025, & FY2027:** Curriculum review and program enhancement and/or modifications will be investigated and evaluated. For FY2021 we will be requesting funds for the Math in Focus upgrade that we will capture in a warrant article. Normally, investments in curriculum at the amounts projected are presented in the operating budget.

**End User Technology FY2021-:** End User Technology part of the everyday instruction. It is an everyday tool of teaching and learning. New and replacement technology is part of the proposed

capital plan and warrant process. The dollar amount varies from year to year based upon existing inventory, changes in education, and changes in technology.

Every year we review our inventory, look at our program needs, and determine the best method to fulfill that need. End user technology is part of that process and is subject to change from year to year.

**Technology Infrastructure FY2023 & FY2033:** The technology infrastructure will be at the end of its useful life by 2023 and will be in excess of ten years old. We are projecting that we will need to replace the existing switches and wireless access points with more powerful switches and wireless access points in order to handle the increase in internet traffic.

We are investigating options concerning building servers and off-site options. Our goal is to move away from onsite servers and move to a secure offsite solution. We believe this will be a cost and budget friendly plan for our future educational technology needs.

**Bathrooms FY2024, FY2025, & FY2026:** The bathrooms will be due for renovation as well as outfitting them with water efficient equipment. We propose the upper level bathrooms in the original wing would be renovated in FY2025 and the lower level bathrooms in the new wing would be renovated in FY2026. The capital proposal includes design, engineering, and turnkey installation.

**Flooring FY2021 – FY2023:** For FY2021 we will be proposing a multi-year/phased floor replacement program. The proposal will be to replace VCT and carpet flooring over a three year period.

**Floor Care Equipment FY2021:** The current Auto Scrubber will come to the end of its extended life. The facilities staff go to great effort to preserve the equipment so that they may extend the useful life beyond industry recommendations.

**Playground Equipment & Parking Lot FY2021 & FY2022:** Depending on the results of the campus feasibility study, we will propose the engineering design and replacement of the parking lot for the Fuller Meadow campus. The study will include an evaluation of options for dual entrance and exit from the campus.

**Roof FY2022:** For FY2022 we will file a SOI to participate/partner with the MSBA in the ARP to replace the last remaining older portion of the roof.



Kitchen Equipment FY2027: The proposal involves feasibility study, design, installation, and renovation of the kitchen walk-in freezers and refrigerators.

Boilers & Boiler Controls FY2027: Our goal will be to partner with the Massachusetts School Building Authority and the Accelerated Repair Program to replace the boiler system and controls. This capital expense will include engineering, design, and turnkey installation.

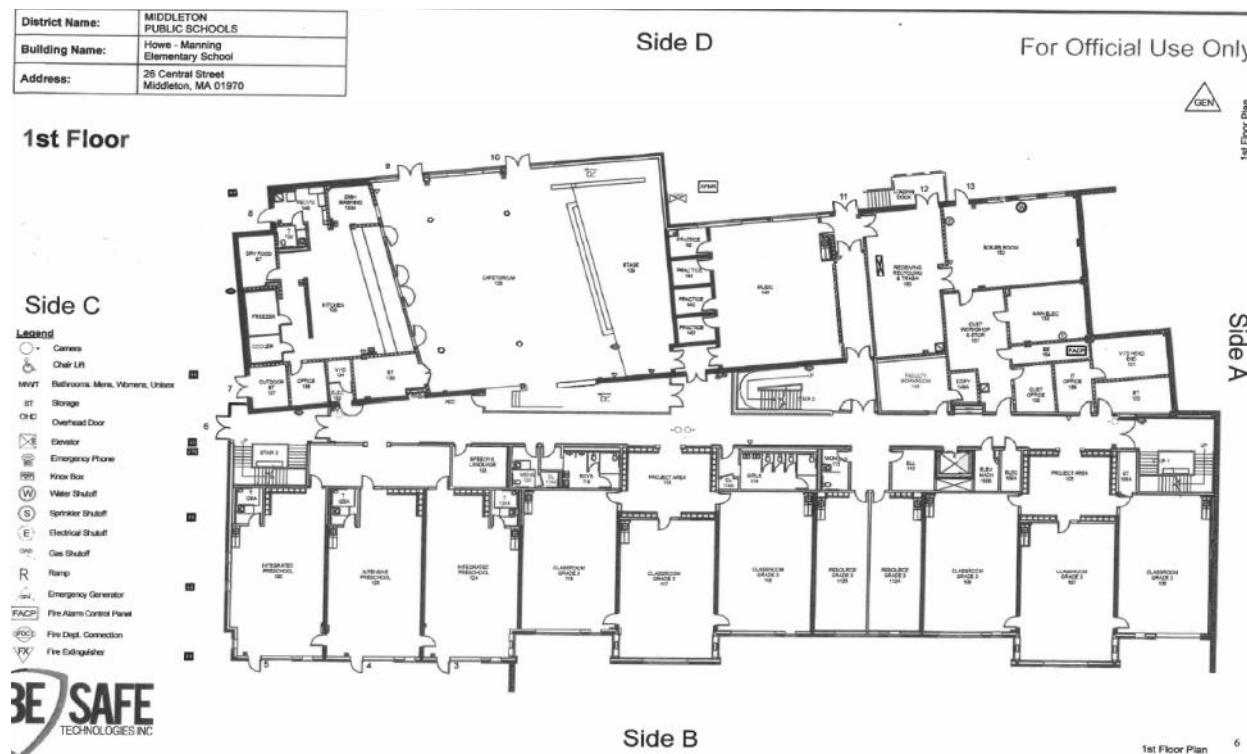
Large HVAC Equipment FY2022: We will propose the engineering, design, and turnkey installation of roof top unit number three as it will have come to the end of its useful life.

Emergency Generator FY2022: This proposed capital expense would be to replace end of life emergency generator. The capital request would include engineering study, design and turn-key installation.

## Howe Manning Elementary School Overview

Building Square Footage: 80,000 square feet

Built in 2012, Howe Manning is a three story building constructed in partnership with the MSBA with a reimbursement of 51+% for eligible costs.



District Name:	MIDDLETON PUBLIC SCHOOLS
Building Name:	Howe - Manning Elementary School
Address:	26 Central Street Middleton, MA 01970

Side D

For Official Use Only

2nd Floor

Side C

Legend

- Camera
- Chair Lift
- MWT Bathrooms: Mens, Womens, Unisex
- ST Storage
- OHD Overhead Door
- ✉ Elevator
- Emergency Phone
- Knox Box
- Water Shutoff
- Sprinkler Shutoff
- Electrical Shutoff
- Gas Shutoff
- R Ramp
- Emergency Generator
- FACE Fire Alarm Control Panel
- FD Fire Dept. Connection
- FE Fire Extinguisher



2nd Floor Plan

Side B

2nd Floor Plan 7

District Name:	MIDDLETON PUBLIC SCHOOLS
Building Name:	Howe - Manning Elementary School
Address:	26 Central Street Middleton, MA 01970

Side D

For Official Use Only

3rd Floor

Side C

Legend

- Camera
- Chair Lift
- MWT Bathrooms: Mens, Womens, Unisex
- ST Storage
- OHD Overhead Door
- ✉ Elevator
- Emergency Phone
- Knox Box
- Water Shutoff
- Sprinkler Shutoff
- Electrical Shutoff
- Gas Shutoff
- R Ramp
- Emergency Generator
- FACE Fire Alarm Control Panel
- FD Fire Dept. Connection
- FE Fire Extinguisher



3rd Floor Plan

Side B

3rd Floor Plan 8

## Howe Manning School Proposed Future Capital Requests

Tri-Town School Union Appendix A: Capital Plan Schedule Updated: 1/13/2020 Proposed Fiscal Year 2021		Dollar Placeholder (Estimated) - Note: Amounts and scheduling years are subject to change													
		FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034
Howe Manning	Curriculum	45,258	15,000	10,000		10,000		20,000							
Howe Manning	End-User Technology	144,048	50,000	50,000	50,000	200,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Howe Manning	Technology Infrastructure			100,000	1,000,000										900,000
Howe Manning	Furniture														
Howe Manning	ADA Building Work - Op Budget														
Howe Manning	Building Interior		5,000	15,000	15,000										
Howe Manning	Bathrooms														
Howe Manning	Flooring														
Howe Manning	Floor Care Equipment			14,000	14,000										
Howe Manning	Large Scale Painting														
Howe Manning	Grounds														
Howe Manning	Septic System														
Howe Manning	Playground Equipment & Parking Lot														
Howe Manning	Roofs														
Howe Manning	Building Exterior														
Howe Manning	Windows														
Howe Manning	Kitchen Equipment														
Howe Manning	Boilers & Boiler Control														
Howe Manning	Classroom HVAC														
Howe Manning	Large HVAC Equipment														
Howe Manning	Telephone Systems														
Howe Manning	Security Systems		50,000				100,000								
Howe Manning	Public Address Systems														
Howe Manning	Master Clock Systems														
Howe Manning	Water														
Howe Manning	Electrical														
Howe Manning	Emergency Generator														

**Curriculum FY2021, FY2022, FY2023, FY2025, & FY2027:** Curriculum review and program enhancement and/or modifications will be investigated and evaluated. For FY2021 we will be requesting funds for the Math in Focus upgrade that we will capture in a warrant article. Normally, investments in curriculum at the amounts projected are presented in the operating budget.

**End User Technology FY2021-:** End User Technology is part of the everyday instruction. It is an everyday tool of teaching and learning. New and replacement technology is part of the proposed capital plan and warrant process. The dollar amount varies from year to year based upon existing inventory, changes in education, and changes in technology.

**Technology Infrastructure FY2023, FY2024 & FY2033:** The technology infrastructure will be at the end of its useful life by 2023 - 2024 and will be in excess of ten years old. We are projecting that we will need to replace the existing servers, switches, and wireless access points. This proposed capital expense will be quite involved as it includes the technology that manages all building systems as well as the educational support technology. The proposal will include engineering, design, turnkey installation of equipment, and training.

We are investigating options concerning building servers and off-site options. Our goal is to move away from onsite servers and move to a secure offsite solution. We believe this will be a cost and budget friendly plan for our future educational technology needs.

**Floor Care Equipment FY2022 & FY2023:** The current T-5 and T-3 Floor Scrubbers will come to the end of their extended lives, respectively. The facilities staff go to great effort to preserve the equipment so that they may extend the useful life beyond industry recommendations.

## Middleton Elementary Schools

### Warrant Article Request Summary

	Quantity Requested	Cost per Unit:	Total Cost
<b>Curriculum - Math In Focus - Update/Upgrade</b>			
Fuller Meadow			
Kindergarten: Math In Focus 3-Year Cost Proposal			12,064.00
Grade 1: Math In Focus 3-Year Cost Proposal			12,064.00
Grade 2: Math In Focus 3-Year Cost Proposal			15,032.00
Howe Manning			
Grade 3: Math In Focus 3-Year Cost Proposal			13,077.10
Grade 4: Math In Focus 3-Year Cost Proposal			12,064.60
Grade 5: Math In Focus 3-Year Cost Proposal			10,213.35
Grade 6: Math In Focus 3-Year Cost Proposal			9,902.50
<b>Total Curriculum Warrant Article</b>			<b>84,417.55</b>

### Technology Warrant Article

#### Fuller Meadow

Smartboard MX275, including install	2.00	4,600.00	9,200.00
Student Devices	30.00	350.00	10,500.00
Acer Chromebook 14" 4GB RAM: replacement	5.00	300.00	1,500.00
Bretford Cart for Chromebook storage	2.00	890.00	1,780.00
Bretford Cart 10 pack storage locker	6.00	412.20	2,473.20
Apple iPads 7th Generation: 3 carts for Art, Innovation, Library	60.00	299.00	17,940.00
Apple iPad Covers	60.00	55.00	3,300.00
Dell Latitude 5500 - 15.6" - Core i5 w/ 8GB RAM & 3 year extended warranty (equal to number of smartboards)	28.00	1,000.00	28,000.00
Document Cameras	10.00	260.00	2,600.00
Special Education:			-
Apple iPad 7th Generation: ECLC and special education	10.00	299.00	2,990.00
Apple iPad Cover: ECLC and special education	10.00	55.00	550.00

#### Howe Manning

Acer Chromebook 14" 4GB RAM: replacement cycle	40.00	300.00	12,000.00
Acer Chromebook 14" 4GB RAM: 1 set for fourth grade	20.00	300.00	6,000.00
Smartboard MX275, including install	13.00	4,600.00	59,800.00
Apple iPad 7th Generation: Art	21.00	299.00	6,279.00
Apple iPad Cover: Art	21.00	55.00	1,155.00
Dell Latitude 5500 - 15.6" - Core i5 w/ 8GB RAM & 3 year extended warranty	47.00	1,000.00	47,000.00
Document Cameras	10.00	260.00	2,600.00
Special Education:			-
Bretford Cart for iPad storage	2.00	890.00	1,780.00
Apple iPad 7th Generation: HM 3-6	15.00	299.00	4,485.00

**Middleton Elementary Schools****Warrant Article Request Summary**

	<b>Quantity Requested</b>	<b>Cost per Unit:</b>	<b>Total Cost</b>
Apple iPad Cover: ECLC	15.00	55.00	825.00
PreK:			-
Apple iPads 7th Generation: PreK	6.00	299.00	1,794.00
Apple iPad Covers: PreK	6.00	55.00	330.00

**Total Technology Warrant Article** **224,881.20****Fuller Meadow: Phase I Floor Replacement** **80,000.00****Fuller Meadow: Floor Care Equipment** **12,000.00****Fuller Meadow: Site Renovation/Reconfiguration - Design** **200,000.00****Howe Manning: Security System Upgrade** **50,000.00**

## Tri-Town School Union

## Appendix A: Capital Plan Schedule

Updated: 1/13/2020

## Proposed Fiscal Year 2021

Fuller Meadow	Curriculum
Howe Manning	Curriculum
Fuller Meadow	End-User Technology
Howe Manning	End-User Technology
Fuller Meadow	Technology Infrastructure
Howe Manning	Technology Infrastructure
Fuller Meadow	Furniture
Howe Manning	Furniture
Fuller Meadow	ADA Building Work - Op Budget
Howe Manning	ADA Building Work - Op Budget
Fuller Meadow	Building Interior
Howe Manning	Building Interior
Fuller Meadow	Bathrooms
Howe Manning	Bathrooms
Fuller Meadow	Flooring
Howe Manning	Flooring
Fuller Meadow	Floor Care Equipment
Howe Manning	Floor Care Equipment
Fuller Meadow	Large Scale Painting
Howe Manning	Large Scale Painting
Fuller Meadow	Grounds
Howe Manning	Grounds
Fuller Meadow	Septic System
Howe Manning	Septic System
Fuller Meadow	Playground Equipment & Parking Lot
Howe Manning	Playground Equipment & Parking Lot
Fuller Meadow	Roofs
Howe Manning	Roofs
Fuller Meadow	Building Exterior
Howe Manning	Building Exterior
Fuller Meadow	Windows
Howe Manning	Windows
Fuller Meadow	Kitchen Equipment
Howe Manning	Kitchen Equipment
Fuller Meadow	Boilers & Boiler Control
Howe Manning	Boilers & Boiler Control
Fuller Meadow	Classroom HVAC
Howe Manning	Classroom HVAC
Fuller Meadow	Large HVAC Equipment
Howe Manning	Large HVAC Equipment
Fuller Meadow	Telephone Systems
Howe Manning	Telephone Systems
Fuller Meadow	Security Systems
Howe Manning	Security Systems
Fuller Meadow	Public Address Systems
Howe Manning	Public Address Systems
Fuller Meadow	Master Clock Systems
Howe Manning	Master Clock Systems
Fuller Meadow	Water

Holder (Estimated) - Note: Amounts and scheduling years are subject to change.

**Tri-Town School Union****Appendix A: Capital Plan Schedule**

Updated: 1/13/2020

Proposed Fiscal Year 2021

Howe Manning	Water
Fuller Meadow	Electrical
Howe Manning	Electrical
Fuller Meadow	Emergency Generator
Howe Manning	Emergency Generator

Holder (Estimated) - Note: Amounts and scheduling years are subject to change.

FY2021	FY2022	FY2023	FY2024	FY2025
661,301	4,439,000	454,000	1,110,000	2,600,000
	350,000			

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Department: Memorial Hall -Exterior</b>					
<b>Memorial Hall Parking Lot (5,800 Square Yards):</b> 1) Bituminous concrete 1.5" overlay; 2) New granite curbing installed; 3) Regrade areas of parking lot; 4) Drainage structures for building gutters; 5) Loam and seed shoulders: <u>Total project estimate \$73,850</u> ; Granite curb completed \$21,600; Regrading complete \$6,000; Loam and seed shoulders complete \$2,250; Remaining tasks include bituminous overlay and drainage structures =					
1) \$44,000 - <b>PROJECT ON HOLD</b>					
New Landscaping Front and Rear of Memorial Hall - <b>PROJECT</b>					
2) <b>ON HOLD</b>					
3) Replace Memorial Hall Sign					
5) Replace Shed					
6) Reset Front Steps					
7) Exterior Trim and Front Door Surface Maintenance					
8) Ramp Repairs	12,500				
<b>SUBTOTAL: MEMORIAL HALL EXTERIOR</b>	<b>\$12,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Department: Memorial Hall - General Interior</b>					
9) Boiler replacement - Change from oil to natural gas boiler					
10) Central Air Conditioning - <b>PROJECT ON HOLD</b>					
11) Elevator - Handicap Access - <b>PROJECT ON HOLD</b>					
12) Sprinkler System - <b>PROJECT ON HOLD</b>					
Town Administrator's Office - Renovate and Expand - <b>PROJECT</b>					
13) <b>ON HOLD</b>					
14) Upstairs Conference and Corner Room - <b>PROJECT ON HOLD</b>					
15) Men's Room Renovation - <b>PROJECT ON HOLD</b>					
16) Hallways - <b>PROJECT ON HOLD</b>					
<b>SUBTOTAL: MEMORIAL HALL INTERIOR</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MEMORIAL HALL</b>	<b>\$12,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



9 Curtis Avenue • Middleton, MA 01949 • Phone/Fax: (978) 774-1430 • Email: lemaycc@gmail.com • www.lemaycc.com Page \_\_\_\_\_ of \_\_\_\_\_

**Submitted To:**

Town Of Middleton  
48 South Main St  
Middleton Ma 01949

Date: 03/03/2020  
Location. Memorial Hall ramp  
Home Phone:  
Work Phone: 1-978-774-2099

**Job Description Supply labor for rebuilding existing stairs**

Remove existing decking from ramp and stairs.

Repair existing framing as needed.

Install 5/4 x 6 Duralife composite decking

Clean area

Materials	\$4402.23
Labor cost	\$5240.00
<b>Total Cost</b>	<b>\$9642.23</b>

**PRICE DOES NOT INCLUDE: PERMIT, AND TRASH REMOVAL****ANY ADDITIONAL LABOR FOR UNFORSEEN WORK WILL BE BASED ON \$80.00 PER MAN HR**

Payable as follows: Balance upon completion

Terms: All accounts are due upon receipt.

Finance charge of 1.5% per month, which is an annual percentage of 18% on all accounts over 30 days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature: 

This Proposal may be withdrawn by us if not accepted within 45 days.

**ACCEPTANCE OF PROPOSAL** - The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Senior Center/Old Town Hall Exterior</b>					
Facilities Assessment and Architectural Services - Old Town Hall; \$20,000 budgeted at the May 2015 Town Meeting -					
1) PROJECT ON HOLD					
Rehabilitation of Front of Old Town Hall*: 1) Replace Front Stairs for ADA, AAB Compliance and Navigability; 2) Residing and repainting; 3) Replace windows and doors; 4) Repair/replace basement windows; Total estimated project cost is \$135,000. Funding allocated as part of Warrant Article #27, from the May 2013 (FY14 Town Meeting) in the amount of \$22,000 will be applied to the Senior Center/Old Town Hall					
2) project. - PROJECT ON HOLD					
<b>Senior Center/Old Town Hall Interior</b>					
3) Interior Painting of Walls, Trim and Doors					
Interior Painting of Walls, Trim, Doors, Ceilings: Ceilings are approx. 20' high requires professional w/ staging and					
4) historical building expertise					
5) Refinishing hardwood flooring and Miscellaneous woodwork.					
Security System: Cameras, Intercom, Remote Door Release					
6) Materials and Labor					
ADA and other upgrades to (2) bathrooms, (1) handicap; plumbing sinks fixtures mirrors; replace lower level					
7) countertops incl ADA					
Upgrades to kitchens and bathrooms including kitchen					
8) equipment upgrade - commercial Freezer, refrigerator, etc.					
9) Heating/Cooling System	11,000				
<b>Council on Aging - Vehicles</b>					
10) Purchase new vehicle for meal delivery	35,000				
<b>TOTAL FOR SENIOR CENTER/OLD TOWN HALL</b>	<b>\$46,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Vehicle Inventory**

2017 COA Passenger Van (seats 14)  
 2009 COA Passenger Van (seats 18)

**Sudano Heating & Air Conditioning**

P.O. Box 773

Middleton, MA 01949 US

(978) 882-2568

sudanoheating@gmail.com

www.sudano hvac.com

**Estimate****ADDRESS**

Middleton Senior Center  
38 Maple Street  
Middleton, MA 01949

**SHIP TO**

Middleton Senior Center  
38 Maple Street  
Middleton, MA 01949

**ESTIMATE #** 1020**DATE** 01/29/2020

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/29/2020	Sales	Install Fujitsu 30k btu cooling and 32k btu heating wall unit in main area of kitchen. Install Fujitsu 30k btu low ambient heat pump condenser outside of building on stand. Install lineset, drain and electrical from wall unit to outdoor condenser. Install exterior piping and drain in slimduct. Start-up and adjust for max efficiency. 7-year compressor warranty 5-year parts warranty Basic electrical included (any changes to service additional cost). Change supply air defusers in basement for better air flow. Install additional supply air outlets in basement area for better heating of main seating area.			10,721.06

If this Estimate is accepted:

**TOTAL****\$10,721.06**

Payment is to be made as follows: A deposit of 50% of the job cost as defined above at or before the time the work is scheduled, and the balance when the system is fired-up and working. This payment is due upon completion of the job.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra

Payment is due upon completion of the job.

charge over and above the estimate. All agreements contingent upon delays beyond our control. Purchaser agrees to pay all costs of collection, including attorney's fees.

This proposal may be withdrawn by us if not accepted by the above due date.

Accepted By

Accepted Date

Payment is due upon completion of the job.

Events - MySeniorCenter Used 2017 Subaru Outback X +

https://www.carmax.com/car/17855145

**CARMAX** Shop Sell Finance More Danvers

Search by Make, Model, or Keyword



1 of 23

**2017 Outback 3.6R Touring**  
Subaru 38 people saved

**\$24,998\*** **38K miles**  
20/27 mpg

Stock # 17855145 • VIN # 4S4BSETC9H319540

**Single Owner**  
Reported by AutoCheck. [View History Report](#)

**New Pair of Tires**  
Replaced 2 tires to meet our standards

**Advanced Features**  
Auto Cruise Control, Blind Spot Monitor, Lane Departure Warning, Parking Sensors, Remote Start

**In Stock at CarMax Albany**

**FREE HOLD**

No obligation - No deposit - No pressure

Ship to CarMax Danvers for \$99.  
(978) 716-1030

**REQUEST DELIVERY**

No purchase required

Events - MySeniorCenter Used 2017 Subaru Outback X +

https://www.carmax.com/car/18506300

**CARMAX** Shop Sell Finance More Danvers

Search by Make, Model, or Keyword



1 of 23

**2017 Outback 3.6R Limited**  
Subaru 10 people saved

**\$27,998\*** **18K miles**  
20/27 mpg

Stock # 18506300 • VIN # 4S4BSENC0H3246524

**Single Owner**  
Reported by AutoCheck. [View History Report](#)

**Low Miles**  
Under 20,000 Miles

**Manufacturer Warranty**  
Balance of 3 Years or 36,000 Miles may apply. See store for details.

**In Stock at CarMax Waterbury**

**FREE HOLD**

No obligation - No deposit - No pressure

Ship to CarMax Danvers for \$99.  
(978) 716-1030

**REQUEST DELIVERY**

No purchase required

Fiscal Year 2021-2025  
Five Year Capital Budget Plan

	2021	2022	2023	2024	2025
Department: Flint Public Library					
Carpeting					
Furnishings					
Building System Upgrades					
Replace Copier					
<b>TOTAL FOR FLINT PUBLIC LIBRARY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>General Government Information Technology Capital Plan</b>					
1) 5 Year Replacement Protocol file/print server at COA			4,000		
2) 5 Year Replacement Protocol for Flint Public Library - Server				6,000	
3) 5 Year Replacement Protocol for Police Department Server					
5 Year Replacement Protocol for file/print server at DPW					
4) building			4,000		
5 Year Replacement Protocol for file/print server at Fire					
5) Station					
6) 5 Year Replacement Protocol for Memorial Hall Main Server			27,000		
7) 5 Year Replacement Protocol for Assessor Patriot Server					
8) Flint Public Library - Server upgrade					
9) Flint Public Library - Upgrade wireless access points					
10) Flint Public Library - Upgrade HP network switches					
Flint Public Library - Public computer upgrades: 10 desktop					
11) units					
Internal and External Fiber Communications Network for MH,					
13) Police, Fire, DPW, COA					
14) Replace Network Switches at Town Office Building					
15) NAS device to store backup date at Town Office Building					
16) New Network Switch-Fire Department					
Multifunction Print Machines (3) for Town Office Building,					
17) Police, and COA with Managed Print Services					
18) Exchange Server Upgrade RUNNING 2013 MOVE TO 2016		7,000			
UPS Backup Devices with humidity monitoring for Town Hall,					
19) Fire & Police	8,000				
20) UPS Backup devices (servers, networks) for COA, DPW, Library		6,000			
21) Warranty renewal for Town Hall network storage (2 years)	4,000	2,000			
22) Town Hall network Storage Replacement			20,000		
23) Town Hall Server Warranty Renewal		3,000			
Two-Factor authentication for critical systems: Cybersecurity					
24) Protection	10,000				
25) Replace older wireless access points		5,000	5,000	5,000	5,000
25) Replace 5 computer within the Police Department	6,000				
26) Windows 12 Server upgrade(s)			8,000		
Multifunction print machines (4) for 195 Main Street First					
Floor - DPW (clerks); Fire Station; Town Hall 2nd Floor and					
27) Library	36,000				
28) Fiber Project	100,000				
<b>Information Technology Total</b>	<b>\$154,000</b>	<b>\$33,000</b>	<b>\$60,000</b>	<b>\$19,000</b>	<b>\$5,000</b>

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	2021	2022	2023	2024	2025
<b>Department: Administration - General</b>					
<b>Administrative</b>					
1) Digitizing of Historical Records (Inspectional Services)	45,000	50,000	25,000	\$0	\$0
2) Digitizing of Historical Records (Town Clerk)	4,445				
<b>Town Clerk</b>					
1) Replacement of electronic polling pads					
2) Replacement of voting booths					
<b>Subtotal Administration - General</b>	<b>\$49,445</b>	<b>\$50,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>



*Document Imaging Services*

**Town of Middleton  
Essex County  
Massachusetts**

*(Building Department)*

**GENERAL  
CODE**



COMMUNITY  
DEVELOPMENT  
SOLUTIONS

*Document Management Solution  
Scanned Image Indexing and Processing Services*



## TOWN OF MIDDLETON, MA - INVESTMENT SUMMARY

*(THIS SUMMARY IS BEING PROVIDED FOR OVERVIEW PURPOSES ONLY. PLEASE REFER TO EACH RESPECTIVE PROPOSAL FOR COMPREHENSIVE PRICING AND PROJECT DETAILS.)*

PROJECT	VENDOR	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
<b>Town of Middleton, MA – Building Dept.</b>					
	Image Data	Document Conversion Services Project Estimate	1	\$ 99,598.35	\$ 99,598.35
	General Code	Processing/Keying/Uploading of Scanned Images*	1	\$ 14,100.00	\$ 14,100.00
					<b>TOTAL eIMAGING: \$ 113,698.35</b>

### **\*STATE CONTRACT OPTION THROUGH SHI:**

- *Pricing above does not include the SHI surcharge at this juncture.*
- When the Town is ready to proceed with this project via SHI –
  - a proposal can be created that will include the current SHI State Contract fee for this particular project; and
  - an authorization page will be attached for signature.
- **For budgeting purposes, we recommend that the Town budget an estimated 6% for this additional surcharge.**

**TOWN OF MIDDLETON, MA**  
**Essex County**  
**Building Department**

**February 3, 2020**  
Valid for six (6) months



***Document Management Solution***

***Scanned Image Processing Service***

Director of Sales: Bruce Cadman  
518-441-6496  
[BCadman@generalcode.com](mailto:BCadman@generalcode.com)

## DOCUMENT CONVERSION / PROJECT DELIVERABLES / INVESTMENT DETAIL

### DOCUMENT CONVERSION PROJECT

Reference is made to the Record Scanning Services Proposal between Image Data, Inc. ("Image Data") and the Town of Middleton, MA ("Town") revised January 31, 2020 ("Image Data Proposal").

### PROJECT DELIVERABLES

The following deliverables are included in your project pricing. This price is based on the Project Assumptions as set forth in the Image Data Proposal.

- The document conversion services associated with the project will be performed by Image Data.
- Upon completion of their scanning and indexing portion of the project by Image Data, Image Data will upload the image files and index data to General Code.
- Once received from Image Data, General Code will separate, index its specified portion and process the images and index data into Laserfiche Viewer format and upload same onto the Town's Laserfiche system at such time as the Town acquires Laserfiche.
- General Code is not responsible for the accuracy and quality of the images (e.g., black borders, skewed images, blurry images, non-legible images, etc.), index data or other errors on the scanning portion provided to General Code by Image Data.
- One (1) copy of the Laserfiche Viewer formatted documents will be provided on removable media.

### DOCUMENT INDEXING/PROCESSING SPECIFICATIONS

Document Type / Description	Est. of Images	Est. of Documents
<b>Building Documents X17 or smaller (229 Boxes)</b>	343,500	3,435
<b>Building Documents larger than 11X17 (229 Boxes)</b>	34,350	n/a
<b>Index Field(s)/Keying</b>	Address on Tab or First Page	
<b>Who is Keying/Indexing</b>	Image Data	
<b>Document Naming Convention</b>	Address - BUILDING	
<b>Document Organization (Folders)</b>	BUILDING/[alpha]/[street name]/[street address]/file	
<b>Microfilm needed?</b>	No	
<b>Comments / Special Instructions</b>	The customer may provide a cross-reference list for street addresses to SBL/Parcel ID and General Code will provide additional data based on matches to keyed information. Customer may modify folder structure/naming	

**PROJECT MANAGEMENT AND OTHER SERVICES**

- Our charge includes project management and assumes that all of the documents contained in this project will be imaged and provided by Image Data to General Code.
- Project Management will include job setup, creation of file structures and databases (as applicable) and Laserfiche Viewer containing images and data on removable media.
- Placement of the shipped documents in the Town's repository will be performed as a courtesy service upon request of the Town.
- To schedule the placement of the documents, please contact Crista Deniz at 855-GEN-CODE.

## INVESTMENT DETAIL

---

Our price is based upon the information set forth above and is valid or six (6) months from the date of this proposal.

Town of Middleton, MA – Building Dept.				
	Est. of Images	Est. of Documents	Unit Price	Extended Price
<b>Document Keying/Indexing</b> on selected documents for population of template fields, creation of document naming and folder structure.		3,435	\$ 0.075	n/a
<b>Data Processing/Upload services</b> on all records into Laserfiche, including applying templates and indexing to images, file naming and folder structure creation.	377,850		<i>Flat Charge</i>	\$ 12,900.00
<b>Delivery Fee</b> per delivery for processing, copying, delivery and upload of backfile documents.		4	\$ 300.000	\$ 1,200.00
<b>Project Management and other related services</b> including job setup, creation of file structures and database (as applicable) and Laserfiche viewer containing images and data on removable media.				<i>Included in per-image price</i>
<b>*Total Indexing, Processing/Upload Pricing:</b>				<b>\$ 14,100.00</b>

\* **STATE CONTRACT OPTION THROUGH SHI:**

- Pricing above does not include the SHI surcharge at this juncture.
- When the Town is ready to proceed with this project via SHI –
  - a proposal can be created that will include the current SHI State Contract fee for this particular project; and
  - an authorization page will be attached for signature.
- For budgeting purposes, we recommend that the Town budget an estimated 6% for this additional surcharge.



# **Record Scanning Services For Town of Middleton, MA**

## **Building Department**

**Submitted Date: January 31, 2020**

**Submitted By: Laurie Green  
Senior Account Executive  
Image Data, Inc.  
(518) 862-2740  
[lgreen@imgdata.com](mailto:lgreen@imgdata.com)**

## **Statement of Services Scope of Work**

## **1.0 OBJECTIVE**

The objective of this proposal is to provide preparation and scanning of Building Department records for the Town of Middleton, MA. The project will be converted in our Albany, New York production facility according to the requirements detailed in this Statement of Work.

Image Data, Inc. (IDI) will work closely with the designated representatives from the Town of Middleton throughout the term of this project to provide for a smooth, timely, confidential and successful partnership.

## **2.0 SUMMARY of CONTENTS**

The following sections are included in this SOW:

- Production Contacts
- Pickup and Delivery
- Document Preparation
- Conversion Services
- Directory Naming
- Transmission of Images
- Image Retrievals
- Facility, Production and QC Overview
- Pricing Schedules

## **3.0 PRODUCTION CONTACTS**

The conversion will be managed by a team consisting of the following Image Data individuals, who will be responsible for completion of production activities.

1. Kara Heniges (518) 862-2740 ext. 1030	Operations Manager
2. Ken Major (518) 862-2740 ext. 1023	Director of IT
3. Laurie Green (518) 862-2740 ext. 1024	Account Executive

## **4.0 PROJECT PICKUP AND DELIVERY SCHEDULES**

The Town of Middleton will box all records for pick-up by IDI driver. Contents will be delivered to IDI's production facility in Albany, NY. Shipment dates, schedules and volume of boxes to be determined.

Based upon the supplied image volumes, on average, IDI anticipates the production time on a typical pick-up to be 120 to 180 days from the date of pick-up.

## **5.0 DOCUMENT PREPARATION**

Document preparation will be needed to unfold documents, remove staples, paperclips, and /or rubber bands from documents prior to scanning and will be completed by IDI. Taping of any torn paper would need to be completed to make the documents scan ready.

Documents will be placed back into folders after scanning.

## **6.0 CONVERSION SERVICES**

- Small format documents and large format drawings will be scanned on high speed scanners to multi page 300 DPI black and white TIFF files
- Large format plans within a folder can be grouped and moved to the end of the folder and scanned together
- IDI will separate Building Department plans into subfolder called “Plans”
- Building Department records will be placed back into folders after scanning, but not reassembled into clips, staples or comb binding
- Do not scan folders
- Backs of plans will not be scanned
- All photos in B&W
- Sticky notes will not be scanned
- Green return receipts must be scanned
- File will be scanned in order received with no separation
- Large plans can be placed in back of folder after scanning
- Items will be placed back into folders, but not reassembled into clips, staples or comb binding.

Image Data is not able to improve the quality of a poor original. If poor quality originals are found, a “Best Image Available” document may be scanned prior to the original imaged document.

## **7.0 INDEXING/FILE NAMING**

- Image Data will index as follows:
  - Folders—address on folder tab
  - Large/ loose plans- will be marked with note on 1<sup>st</sup> plan (do not image back)

## **8.0 TRANSMISSION OF IMAGES**

Data will be transmitted to General Code for upload into Laserfiche software. NOTE: Load fees into LF are not included in this proposal and will be provided separately by General Code.

## **9.0 IMAGE RETRIEVALS DURING PRODUCTION**

While records are at IDI during production, a process will be determined for easy access to the images when requested. Requests by Authorized Representatives from the Town of Middleton can be made via telephone, email or fax and delivered via email, FTP, FedEx or UPS. This proposal includes (if needed) two retrievals per day which will be returned within a maximum of 72 hours or less from the receipt of the request.

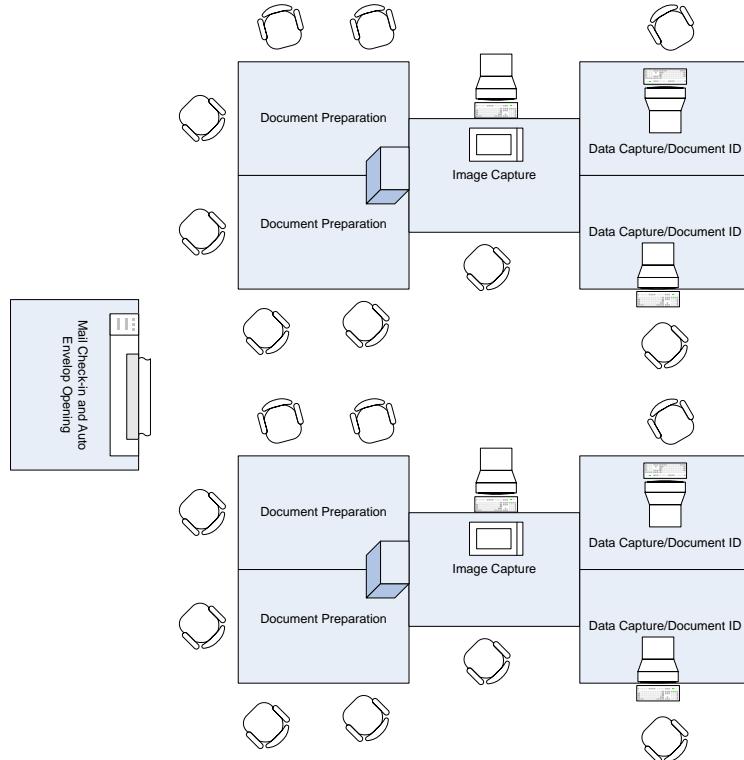
## 10.0 PRODUCTION AND QUALITY CONTROL (QC) OVERVIEW

### Lean Sigma Cells

All Image Data centers operate in a Lean Sigma Cell design. This design ensures efficiency by eliminating delays in any work queue. Work is not stacked or bottlenecked with the possibility that errors may be contained in an over produced work station. With this workflow design, all elements are synchronized to maximize a daily throughput rate by balancing and managing workloads at each station of the cell. The error prone design of separating prep/imaging/index/document identification within different areas of the room is not utilized by Image Data. Errors are virtually eliminated by employees working side-by-side to ensure that process or product deficiencies are reported to the previous station. This flow enables the Lean Cell to find and correct deficiencies instantly, ensuring that the correction is made at the time of occurrence. In addition, our Lean Sigma work cells process the information in smaller batches, resulting in faster net throughput times. Fast processing times promote the turnaround times required and ensures quality assurance checks continue to be completed in conjunction with deliverable times. Image Data will create a lean cell for each unique task order under this agreement.

Lean Sigma continuously improves overall production and eliminates errors resulting in providing the Town of Middleton higher quality images and data with the highest accuracy levels and at the same time lowering overall costs to our clients.

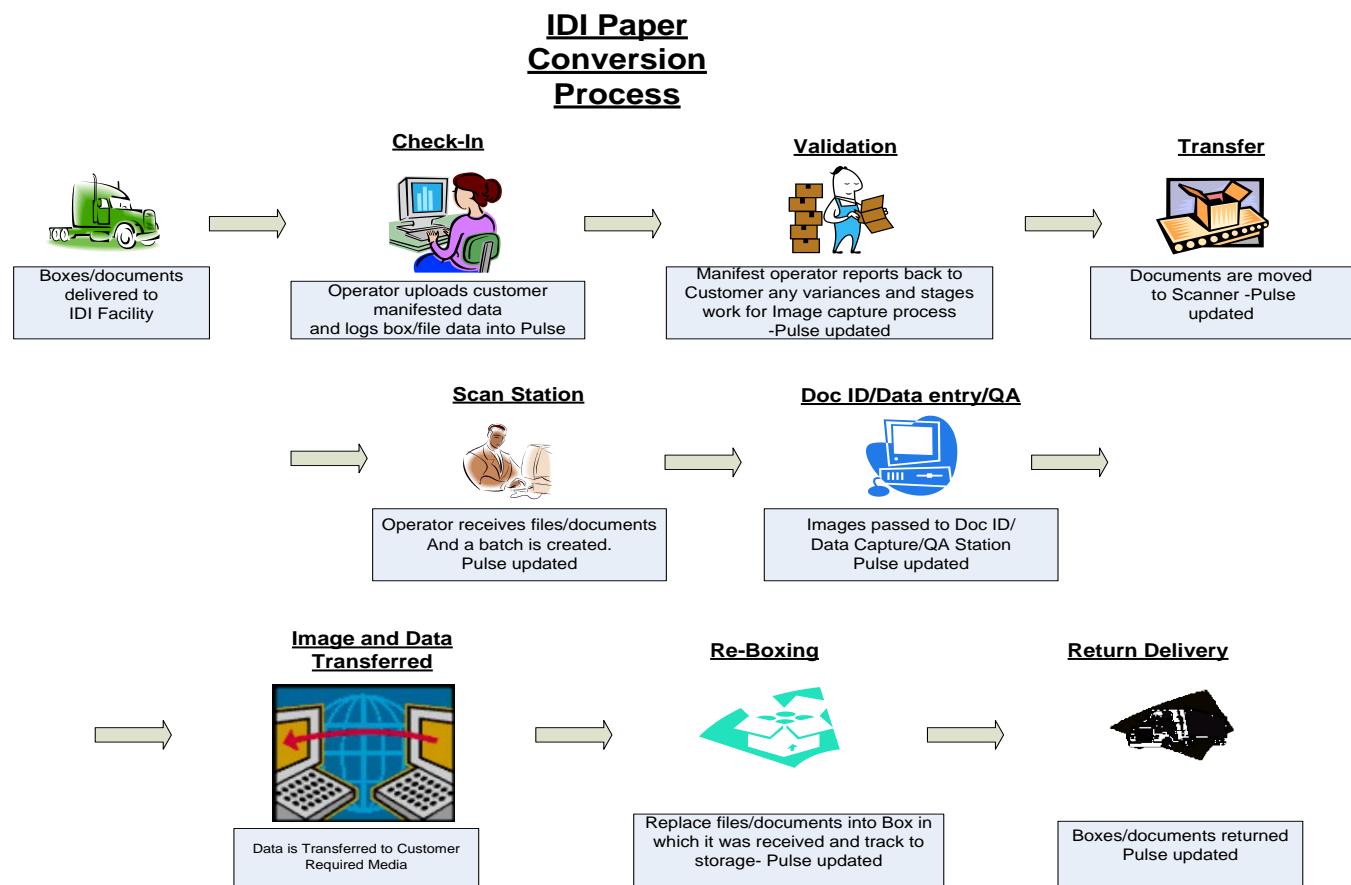
#### Sample Lean Cell Design



## Production Planning and Process Control Activities

The Production phase commences with the transfer of project knowledge from Ramp up to production personnel through systematic training. A team of cross-functional personnel carries out the production activities. This team is dedicated to meet the customers' requirement in terms of quality, timeliness and other deliverables. The cross-functional team contains expertise for document preparation, conversion instruction, ramp up, software, and production planning activities.

The initial activity in the production phase is the creation of the project management/implementation plan that describes the quality objectives, the project deliverables, project schedules, resource requirements, training schedules, risk assessment, risk mitigation plans and individual responsibilities towards meeting the project targets and deliverables.



The following are examples of quality measures within the project:

#### **Document Preparation - Paper Audit (If warranted)**

- IDI will insert a “File Level” barcode sheet as well as “Document Type” barcode labels on the various document types within the file.
- Paper files will be audited to validate the document preparation process is complete and accurate prior to being sent to the scanning area.

#### **Scanning – Attended Mode QC**

- Scan in “Attended Mode” to assure that the best quality image is rendered
- Visually inspects each image as it is captured and interrupt scanning if aMA issues that comprise image quality are detected such as double feeds, folded corners, light images, dark images etc.
- While attended mode scanning is slower than unattended scanning, it provides the first line of image quality control and avoids re-scanning documents.
- IDI utilizes auto-blank page deletion when dropping the back side/page of a paper document with no content. This process is over 99% effective/accurate provided the backs are clean of smudges and darkened areas. With this process, backs with content will not be deleted but backs that have content, dark areas, or smudges will remain and be part of the image transfer stream.

#### **Image Clean-up Processes**

- Image processing includes de-skew, de-speckle, black border removal and crop.
- IDI utilizes state of the art production scanners and image processing technologies to render the best possible electronic document images comparable to the quality of the original documents.
- Set-up entails scanner adjustments to assure the accurate and complete capture of the documents.

#### **Post Scan Automated QC**

- QC steps are looking for a corrupt image, large image file size, etc.
- In addition other steps are typically introduced which may include:
- Manually review blank backs and delete.

#### **Post Scan Visual QC**

- After the automated QC has completed, a QC operator will perform visual QC of images and data prior to sending the batch to “Release”. This is a random effort after all errors in the process have been corrected.

#### **Workflow Quality Control**

- If discrepancies are found within a batch in aMA step of the conversion process, then the entire batch is directed to Quality Control Module and re-processed to correct identified issues.

#### **Post Release QC**

- An automated process is run against the batch to ensure all images and data have been written properly and none are corrupt.

## **Pricing Elements as Applicable:**

Image Data Conversion of Middleton, MA Volume and State Contract Cost Through SHI						
Department and Description		Boxes	Folders/Units	Images	Cost per Image	Extended Cost
<b>Building</b>	Documents X17 or smaller	229	3,435	343,500	\$ 0.115	\$ 39,502.50
	Documents larger than 11X17			34,350	\$ 1.69	\$ 58,051.50
		<b>Pick-up</b>	2		\$ 424.80	\$ 849.60
		<b>Return</b>	2		\$ 424.80	\$ 849.60
		<b>Set-up</b>	1		\$ 345.15	\$ 345.15
				<b>Estimated Total</b>		\$ 99,598.35

Note: Pricing is based on the document samples reviewed and outlined in this proposal. Other documents not described for these same and other departments may need review for valid pricing points.

IDI expects documents to be in orderly condition, not damaged by water or other contaminates, with easily identifiable index fields and light to medium prep of documents. If these conditions do not exist, boxes may be rejected, or price increase may apply.

Above is the complete list of services priced in this agreement. Other services required and not outlined in this enclosure should not be implied.

Pricing is based on the quantities listed in this proposal. If the images are more or less than 10% of the assumed quantities, the per-image price is subject to change based on the number of images actually submitted.

## Conclusion

We are confident that, if given the opportunity, we will add tremendous value to the Town of Middleton and its success in this initiative.

We look forward to discussing next steps to ensure that the proper course of action is taken and all parties are successful.

If you have any questions or would like further clarification on this proposal, please contact:

Laurie Green  
Image Data, Inc.  
18 Petra Drive, #3B  
Albany, NY 12205  
518.862.2740 x1024  
lgreenimgdata.com

In witness whereof, this agreement has been executed by a respective signatory of each party whose signature appears below and is on the date of this Agreement duly authorized by all necessary and required corporate action to execute this agreement.

Customer: **Town of Middleton**

Address: 195 N. Main St.  
Middleton, MA 01949

Name: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Vendor: **Image Data, Inc.**

Address: 18 Petra Lane  
Albany, New York 12205

Name: Laurie Green \_\_\_\_\_

Printed: Laurie Green \_\_\_\_\_

Title: Account Executive \_\_\_\_\_

Date: January 31, 2020 \_\_\_\_\_



**TOWN OF MIDDLETON**  
*Office of the Town Clerk*

TO: Andrew Sheehan, Town Administrator  
FROM: Ilene Twiss, Town Clerk  
DATE: February 3, 2020  
SUBJECT: Capital Budget Back-Up **General Code-Laserfiche and Backfile Project**

I am proposing an article for the Town Clerk's FY 21 Capital Budget to acquire funding for preservation of records. By digitizing the records this will ensure that the historical record books will be handled less often, deteriorate less-- and therefore better maintained.

This project will provide Disaster Recovery by digitizing your records there will be a back up to all the original records ensuring that no record will be lost due to natural disasters.

This will provide the necessary access to records by digitizing the records. It will enable us to provide access to historical documents to the Town's citizens and to other interested parties more efficiently.

**General Code-Laserfiche and Backfile Project:**  
**\$4,444.50**



*Document Imaging Services*

**Town of Middleton  
Essex County  
Massachusetts  
(Clerk Files)**

**GENERAL  
CODE**



COMMUNITY  
DEVELOPMENT  
SOLUTIONS

*Document Management Solution  
Scanned Image Indexing and Processing Services*



COMMUNITY  
DEVELOPMENT  
SOLUTIONS

## TOWN OF MIDDLETON, MA - INVESTMENT SUMMARY

*(THIS SUMMARY IS BEING PROVIDED FOR OVERVIEW PURPOSES ONLY. PLEASE REFER TO EACH RESPECTIVE PROPOSAL FOR COMPREHENSIVE PRICING AND PROJECT DETAILS.)*

PROJECT	VENDOR	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
<b>Town of Middleton MA - Clerk Files</b>					
	Image Data	Document Conversion Services Project Estimate	1	\$ 3,626.72	\$ 3,626.72
	General Code	Processing/Keying/Uploading of Scanned Images	1	\$ 817.78	\$ 817.78
<b>TOTAL eIMAGING:</b>					\$ 4,444.50

# TOWN OF MIDDLETON, MA

Essex County

Clerk Files

January 30, 2020

Valid for six (6) months



***Document Management Solution***

***Scanned Image Processing Service***

Director of Sales: Bruce Cadman

518-441-6496

[BCadman@generalcode.com](mailto:BCadman@generalcode.com)

## DOCUMENT CONVERSION / PROJECT DELIVERABLES / INVESTMENT DETAIL

### DOCUMENT CONVERSION PROJECT

Reference is made to the Document Imaging Services Proposal between Image Data, Inc. ("Image Data") and the Town of Middleton, MA ("Town") revised January 23, 2020 ("Image Data Proposal").

### PROJECT DELIVERABLES

The following deliverables are included in your project pricing. This price is based on the Project Assumptions as set forth in the Image Data Proposal.

- The document conversion services associated with the project will be performed by Image Data.
- Upon completion of their scanning and indexing portion of the project by Image Data, Image Data will upload the image files and index data to General Code.
- Once received from Image Data, General Code will separate, index its specified portion and process the images and index data into Laserfiche Viewer format and upload same onto the Town's Laserfiche system at such time as the Town acquires Laserfiche.
- General Code is not responsible for the accuracy and quality of the images (e.g., black borders, skewed images, blurry images, non-legible images, etc.), index data or other errors on the scanning portion provided to General Code by Image Data.
- One (1) copy of the Laserfiche Viewer formatted documents will be provided on removable media.

### DOCUMENT INDEXING/PROCESSING SPECIFICATIONS

Document Type / Description	Est. of Images	Est. of Documents
<b>Paper Documents Larger than 11x17 (3 boxes)</b>	711	237
<b>Index Field(s)/Keying</b>	See supplied listing	
<b>Who is Keying/Indexing</b>	General Code	
<b>Document Naming Convention</b>	Listing	
<b>Document Organization (Folders)</b>	CLERK/Paper Documents/files	
<b>Microfilm needed?</b>	No	
<b>Comments / Special Instructions</b>		
<b>Film Documents 35 MM Film - (16 Rolls)</b>	24,000	16
<b>Index Field(s)/Keying</b>	Description on film box	
<b>Who is Keying/Indexing</b>	Image Data	
<b>Document Naming Convention</b>	Description	
<b>Document Organization (Folders)</b>	CLERK/Microfilm/files	
<b>Microfilm needed?</b>	No	
<b>Comments / Special Instructions</b>		

**PROJECT MANAGEMENT AND OTHER SERVICES**

- Our charge includes project management and assumes that all of the documents contained in this project will be imaged and provided by Image Data to General Code.
- Project Management will include job setup, creation of file structures and databases (as applicable) and Laserfiche Viewer containing images and data on removable media.
- Placement of the shipped documents in the Town's repository will be performed as a courtesy service upon request of the Town.
- To schedule the placement of the documents, please contact Crista Deniz at 855-GEN-CODE.

## INVESTMENT DETAIL

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Our price is based upon the information set forth above and is valid or six (6) months from the date of this proposal.

Town of Middleton MA - Clerk Files				
	Est. of Images	Est. of Documents	Unit Price	Extended Price
<b>Document Keying/Indexing</b> on selected documents for population of template fields, creation of document naming and folder structure.		237	\$ 0.075	\$ 17.78
<b>Data Processing/Upload services</b> on all records into Laserfiche, including applying templates and indexing to images, file naming and folder structure creation.	24,711		<i>Flat Charge</i>	\$ 500.00
<b>Delivery Fee</b> per delivery for processing, copying, delivery and upload of backfile documents.		1	\$ 300.000	\$ 300.00
<b>Project Management and other related services</b> including job setup, creation of file structures and database (as applicable) and Laserfiche viewer containing images and data on removable media.				<i>Included in per-image price</i>
<b>Total Indexing, Processing/Upload Pricing:</b>				\$ 817.78

## **AUTHORIZATION & AGREEMENT**

**Town of Middleton, MA** hereby agrees to the procedures outlined above, to General Code's Document Management Solution Terms & Conditions which are available at <http://cms.generalcode.com/terms-conditions> and are incorporated herein by reference as they apply to this proposal, and authorizes General Code to proceed with the project.

***Fee to Process Images into Laserfiche: \$817.78***

**Payment Schedule:**

General Code will invoice the Town for processing services upon shipment of each batch of the scanned documents to the Town.

**Performance Schedule:**

The project will be completed within 90 days of General Code's receipt from Image Data of all materials necessary to complete the project.

**(Client please fill out) Invoice for this Project to be sent to:**

Department: \_\_\_\_\_ Contact Name: \_\_\_\_\_

**TOWN OF MIDDLETON, ESSEX COUNTY, MA**

By: \_\_\_\_\_ In the Presence of: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**GENERAL CODE, CMS, LLC**

By: \_\_\_\_\_ In the Presence of: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

***In order to authorize the project:***

1. ***Sign the Proposal***
2. ***Fax or email the Authorization & Agreement Section only to: [Sales@generalcode.com](mailto:Sales@generalcode.com) • fax (585) 328-8189***
3. ***Mail the signed Proposal to General Code at: 781 Elmgrove Road • Rochester, NY 14624***

***General Code will then sign and mail a copy of this agreement back to Town for its records.***



**Document Imaging Services  
For  
The Town of Middleton, MA  
Clerk's Office**

**Submitted: January 23, 2020**

**Submitted By: Laurie Green  
Senior Account Executive  
Image Data, Inc.  
518-862-2740  
lgreenimgdata.com**

# **Statement of Services**

## **Scope of Work**

### **1.0 OBJECTIVE**

The objective of this proposal is to provide preparation and scanning of large format plans and microfilm for Middleton, MA. The project will be converted in our Albany, New York production facility according to the requirements detailed in this Statement of Work.

Image Data, Inc. (IDI) team will work closely with the designated representatives from the Town of Middleton, MA and General Code throughout the term of this project to provide for a smooth, timely, confidential and successful partnership.

### **2.0 SUMMARY of CONTENTS**

The following sections are included in this SOW:

Production Contacts  
Pickup and Delivery  
Document Preparation  
Conversion Services  
File Indexing  
Transmission of Images  
Image Retrievals  
Facility, Production and QC Overview  
Pricing and Estimate Schedules

### **3.0 PRODUCTION CONTACTS**

The conversion will be managed by a team consisting of the following Image Data individuals, who will be responsible for completion of production activities.

1. Kara Heniges (518) 862-2740 ext. 1030	Operations Manager
2. Ken Major (518) 862-2740 ext.1023	Director of IT
3. Laurie Green (518) 862-2740	Account Executive

## **4.0 PROJECT PICKUP AND DELIVERY SCHEDULES**

The Town of Middleton, MA will box all records for pick-up by driver for delivery to Image Data's production facility in Albany. Shipment dates, schedules and volume of boxes to be determined. Once completed, documents will be returned.

Based upon the supplied image volumes, Image Data anticipates the production time on a typical pick-up to be 90 days from the date of pick-up.

## **5.0 DOCUMENT PREPARATION**

Document preparation will be needed to remove staples, paperclips, sticky notes and will be completed by IDI. All records will be returned in scanned batch format upon completion of scanning and returned to the Town of Middleton.

Items will not be placed back into folders/subfolders but kept in the scan batch format after scanning.

## **6.0 DOCUMENT CONVERSION SERVICES**

- The Records will be scanned at 300 dpi to black and white TIFF files on our high speed State of the Art production scanners.
- All documents are large format
- Image Data is not able to improve the quality of a poor original. If poor quality originals are found, a "Best Image Available" document may be scanned prior to the original imaged document.

## **7.0 FILM PREPARATION**

Image Data will ensure film is not broken or damaged. Image Data will load film and make ready for imaging and ensure frames are legible

## **8.0 FILM SCANNING**

The Records will be scanned at 300 DPI, B&W, TIFF files on our high speed State of the Art film scanners.

- 16 rolls of 35mm film

Note: Film imaging is harder to determine the quality when imaging than the paper. You have light and dark densities so we have to quickly determine if the poor image is inherent in the film or just a poor scan. We do this by comparing the image before and after the poor image(s). If the image(s) before and after are readable, then we determine the poor image is a poor original.

## **9.0 INDEXING/FILE NAMING**

General Code will key large format maps/plans as follows:

- Listing of maps/plans by folder number with description, provided by Town of Middleton

IDI will key the 35mm film as follows:

- Description on film roll box

## **10.0 TRANSMISSION OF IMAGES**

Data will be transmitted to General Code for upload into Laserfiche software. NOTE: Load fees into LF are not included in this proposal and will be provided separately by General Code.

## **11.0 IMAGE RETRIEVALS DURING PRODUCTION**

While the Records are at Image Data during production, a process will be determined for easy access to the images when requested. Requests by Authorized Representatives from Town of Middleton, MA can be made via email and delivered back to you via email, FTP, FedEx or UPS. A list of all employees authorized to request retrievals will be required prior to the start of production. The retrievals will be returned within a maximum of 72 hours or less from the receipt of the request. The cost to retrieve would be \$17.00 per retrieval plus the imaging fee.

Retrieval: One record pulled from one file = one retrieval. All FedEx, USPS, UPS, or other ground service costs incurred are not part of this pricing structure and will be billed accordingly.

## **12.0 RETURN OF BOXES MIDDLETON, MA**

All boxes will be returned to the Town of Middleton upon completion of the entire project.

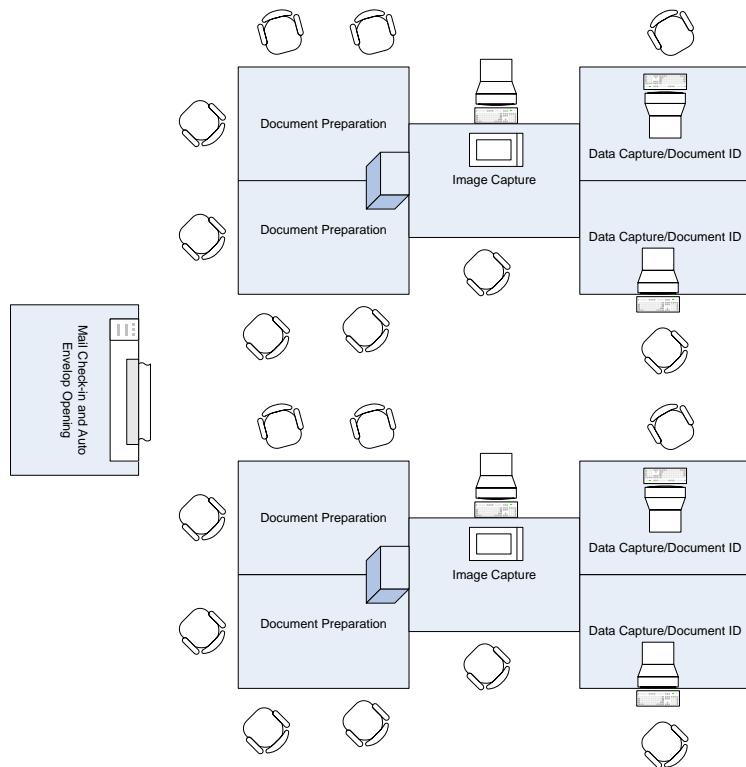
## 13.0 PRODUCTION AND QUALITY CONTROL (QC) OVERVIEW

### Lean Sigma Cells

All IMAGE DATA centers operate in a Lean Sigma Cell design. This design ensures efficiency by eliminating delays in any work queue. Work is not stacked or bottlenecked with the possibility that errors may be contained in an over produced work station. With this workflow design, all elements are synchronized to maximize a daily throughput rate by balancing and managing workloads at each station of the cell. The error prone design of separating prep/imaging/index/document identification within different areas of the room is not utilized by Team IMAGE DATA. Errors are virtually eliminated by employees working side-by-side to ensure that process or product deficiencies are reported to the previous station. This flow enables the Lean Cell to find and correct deficiencies instantly, ensuring that the correction is made at the time of occurrence. In addition, our Lean Sigma work cells process the information in smaller batches, resulting in faster net throughput times. Fast processing times promote the turnaround times required and ensures quality assurance checks continue to be completed in conjunction with deliverable times. Team IMAGE DATA will create a lean cell for each unique task order under this agreement.

Lean Sigma continuously improves overall production and eliminates errors resulting in providing the Town of Middleton, MA higher quality images and data with the highest accuracy levels and at the same time lowering overall costs to our clients.

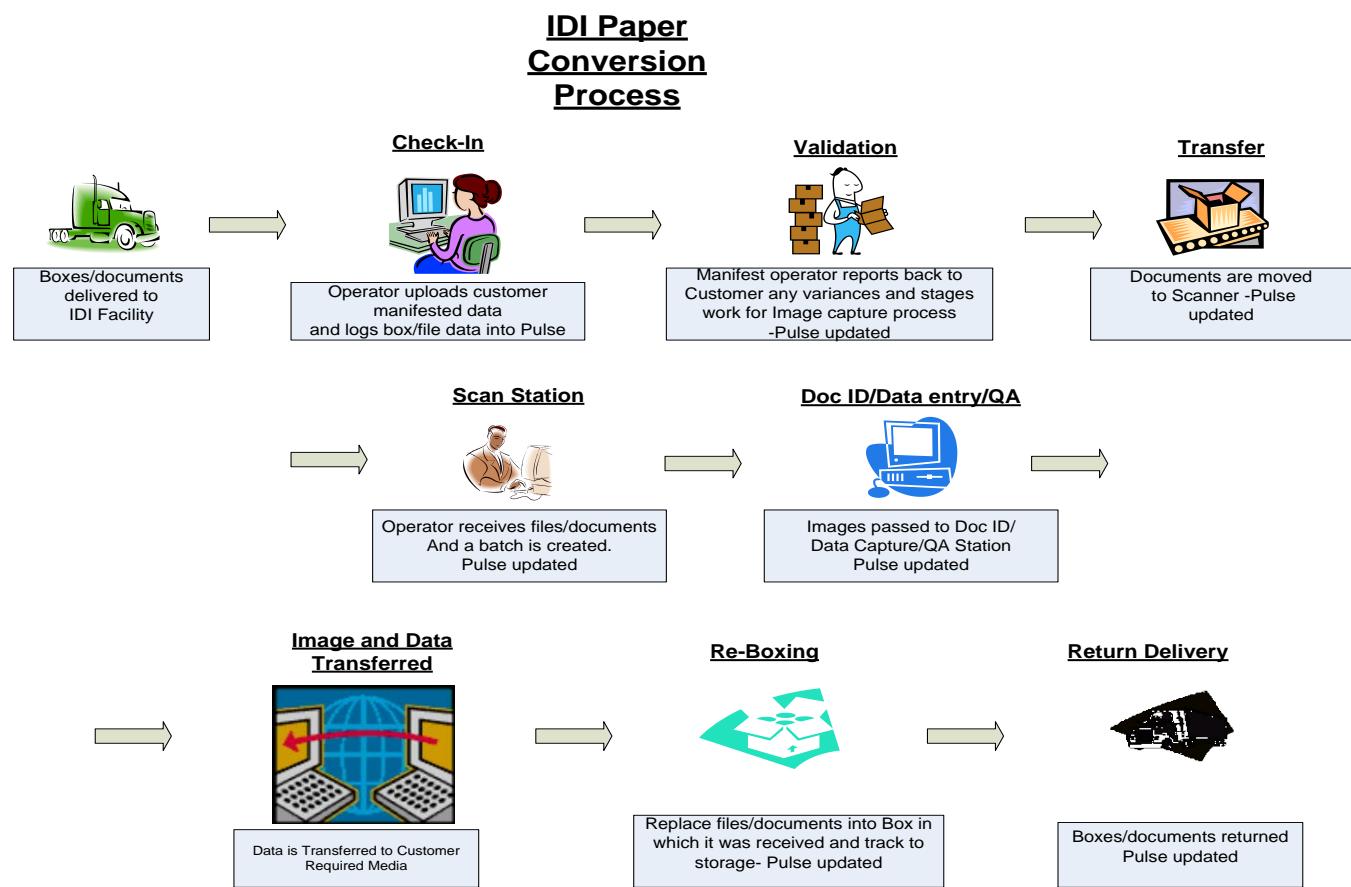
**Sample Lean Cell Design**



## Production Planning and Process Control Activities

The Production phase commences with the transfer of project knowledge from Ramp up to production personnel through systematic training. A team of cross-functional personnel carries out the production activities. This team is dedicated to meet the customers' requirement in terms of quality, timeliness and other deliverables. The cross-functional team contains expertise for document preparation, conversion instruction, ramp up, software, and production planning activities.

The initial activity in the production phase is the creation of the project management/implementation plan that describes the quality objectives, the project deliverables, project schedules, resource requirements, training schedules, risk assessment, risk mitigation plans and individual responsibilities towards meeting the project targets and deliverables.



The following are examples of quality measures within the project:

#### **Document Preparation - Paper Audit (If warranted)**

- IDI will insert a “File Level” barcode sheet as well as “Document Type” barcode labels on the various document types within the file.
- Paper files will be audited to validate the document preparation process is complete and accurate prior to being sent to the scanning area.

#### **Scanning – Attended Mode QC**

- Scan in “Attended Mode” to assure that the best quality image is rendered
- Visually inspects each image as it is captured and interrupt scanning if any issues that comprise image quality are detected such as double feeds, folded corners, light images, dark images etc.
- While attended mode scanning is slower than unattended scanning, it provides the first line of image quality control and avoids re-scanning documents.
- IDI utilizes auto-blank page deletion when dropping the back side/page of a paper document with no content. This process is over 99% effective/accurate provided the backs are clean of smudges and darkened areas. With this process, backs with content will not be deleted but backs that have content, dark areas, or smudges will remain and be part of the image transfer stream.

#### **Image Clean-up Processes**

- Image processing includes de-skew, de-speckle, black border removal and crop.
- IDI utilizes state of the art production scanners and image processing technologies to render the best possible electronic document images comparable to the quality of the original documents.
- Set-up entails scanner adjustments to assure the accurate and complete capture of the documents.

#### **Post Scan Automated QC**

- QC steps are looking for a corrupt image, large image file size, etc.
- In addition other steps are typically introduced which may include:
- Manually review blank backs and delete.

#### **Post Scan Visual QC**

- After the automated QC has completed, a QC operator will perform visual QC of images and data prior to sending the batch to “Release”. This is a random effort after all errors in the process have been corrected.

#### **Workflow Quality Control**

- If discrepancies are found within a batch in any step of the conversion process, then the entire batch is directed to Quality Control Module and re-processed to correct identified issues.

#### **Post Release QC**

- An automated process is run against the batch to ensure all images and data have been written properly and none are corrupt.

## Pricing Summary

Middleton, MA Clerk's Office Volume and Cost							
Department and Description		Boxes	Folders/Units	Images	Cost per Image/Unit	Extended Cost	
<b>Paper</b>	Documents larger than 11X17	3	237	711	\$ 1.52	\$	1,080.72
<b>Film</b>	35MM film	16	16	24,000	\$ 0.054	\$	1,296.00
		<b>Pick-up</b>	1	\$	400.00	\$	400.00
		<b>Return</b>	1	\$	400.00	\$	400.00
		<b>Set-up</b>	2	\$	225.00	\$	450.00
				<b>Estimated Total</b>		\$	3,626.72

**Note:** Pricing is based on the document samples reviewed and outlined in this proposal. Other documents not described for these same and other departments may need review for valid pricing points.

**IDI expects documents to be in orderly condition, not damaged by water or other contaminates, with easily identifiable index fields and light to medium prep of documents. If these conditions do not exist, boxes may be rejected, or price increase may apply.**

**Above is the complete list of services priced in this agreement. Other services required and not outlined in this enclosure should not be implied.**

**Pricing is based on the quantities listed in this proposal. If the images are more or less than 10% of the assumed quantities, the per-image price is subject to change based on the number of images actually submitted**

In witness whereof, this agreement has been executed by a respective signatory of each party whose signature appears below and is on the date of this Agreement duly authorized by all necessary and required corporate action to execute this agreement.

**Customer: Town of Middleton, MA**  
Address: 48 S. Main St.  
Middleton, MA 01949

**Vendor: Image Data, Inc.**  
Address: 18 Petra Lane  
Albany, New York 12205

Name: \_\_\_\_\_

Name: Laurie Green \_\_\_\_\_

Printed: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Fiscal Year 2021-2025**  
**Five Year Capital Budget Plan**

	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Financial Administration</b>					
Funding for GASB 45 (Other Post Employment Benefits Stabilization Fund)	75,000				
Appropriation to Stabilization Fund					
Pension Stabilization Fund					
Capital Stabilization Fund					
Special Education (SPED) Stabilization Fund					
<b>Subtotal Financial Administration</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL ADMINISTRATION:</b>	<b>\$124,445</b>	<b>\$50,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Warrant Articles</b>					
<b>Fiscal Year 2019 Snow and Ice - Projected Fiscal Year 2020</b>					
Snow and Ice deficit	50,000				
<b>Essex Tech - Capital Improvement Assessment</b>	<b>20,626</b>				
<b>Total Other Warrant Articles</b>	<b>\$70,626</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>