CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
PUBLIC WORKS

Project Name:
PARKING LOT RENOVATIONS

Project Description: Funds to be used to repair and repave the parking lot areas of the town facilities. This year's funds will be used to repave the Middle School parking lot.

Priority Rank by Agency/Department

#1 Committed Project	#2 Urgent Project	#3 Needed Project	#4 Desirable Project	#5 Acceptable Project
☐	☐	X	☐	☐

Justification:

Required/Desired Date of Project Completion:

Benefits:

Type of Project:
Facilities

Costs if not implemented:

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction		$100,000	$80,000	$80,000	$80,000	$80,000		$420,000		
Equipment Purchases										
Other (Identify)										
SUBTOTAL		$100,000	$80,000	$80,000	$80,000	$80,000		$420,000		
New Personnel										
Annual Maintenance										
Grant Reimbursement										
TOTAL COST TO TOWN		$100,000	$80,000	$80,000	$80,000	$80,000		$420,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
PUBLIC WORKS

Project Name:
TRANSFER STATION IMPROVEMENTS

Project Description: Continued site improvements for our local drop off site at the Town Garage.

Priority Rank by Agency/Department

☐ #1 Committed Project	☐ #2 Urgent Project	☐ #3 Needed Project	☐ #4 Desirable Project	☐ #5 Acceptable Project

Justification: Improve drop off site at the Town Garage per State Permit.

Required/Desired Date of Project Completion:

Benefits:

Type of Project:
Facilities

Costs if not implemented:

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction						$20,000		$20,000		
Equipment Purchases										
Other (Identify)										
SUBTOTAL						$20,000		$20,000		
New Personnel										
Annual Maintenance										
Grant Reimbursement										
TOTAL COST TO TOWN						$20,000		$20,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department: PUBLIC WORKS	Project Name: LANDFILL/BRUSH DUMP REDEVELOPMENT
Project Description: Redevelopment of the existing brush dump collection site on Hoffman Rd with the State DEEP.	Priority Rank by Agency/Department [ ] #1 Committed Project [ ] #2 Urgent Project [X] #3 Needed Project [ ] #4 Desirable Project [ ] #5 Acceptable Project
Justification:	Required/Desired Date of Project Completion:
Benefits:	Type of Project: Facilities
Costs if not implemented:	

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction				$20,000				$20,000		
Equipment Purchases										
Other (Identify)										
SUBTOTAL				$20,000				$20,000		
New Personnel										
Annual Maintenance										
Grant Reimbursement										
TOTAL COST TO TOWN				$20,000				$20,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department: Finance Department

Project Name:
Accounting System Conversion

Project Description:
The State of Connecticut has requested that the Town of Ellington convert to an accounting system which allows for true fund accounting, improved financial reporting and a timely audit process.

Priority Rank by Agency/Department

☐ #1 Committed Project	☒ #2 Urgent Project	☐ #3 Needed Project	☐ #4 Desirable Project	☐ #5 Acceptable Project

Justification:
The current accounting system does not allow for fund accounting which impedes on the timeliness of the audit.

Required/Desired Date of Project Completion:
FY 20-21

Benefits: A timely audit report, interfacing G/L with the Board of Education, improved financial reporting.

Type of Project:
Conversion

Costs if not implemented:

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction										
Equipment Purchases										
Other (Identify): Conversion	1	80,000						80,000		Tyler Technologies Quote
SUBTOTAL		80,000						80,000		
New Personnel										
Annual Maintenance	*In Finance budget									
Grant Reimbursement										
TOTAL COST TO TOWN		80,000						80,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

Felicia LaPlante

From:	Menard, Christine <christine.menard@tylertech.com>
Sent:	Friday, November 22, 2019 12:16 PM
To:	Felicia LaPlante
Subject:	RE: Munis Inquiry
Attachments:	Tyler Munis - 3 Year Cloud - SaaS Agreement Price Proposal.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Felicia,

I am attaching the Tyler Hosted (Cloud) price proposal for your review. Please feel free to call or email me with any questions.

In Summary (which can be found on page 2 of the attached) is as follows:

1. 1st year SaaS fee is = **$33,398.00**
2. On Time Fees are = **$62,960** (broken out as follows)
   - Implementation hours/Days = 296/37 (training) = $47,360
   - Conversion Services = $5,200
   - Project Management = $6,400
   - VPN Device (required for Cloud services) = $4,000
3. 3rd Party Hardware, Software and Services = **$1,650**

Training of All staff Included

Year One TOTAL: $98,008
Year two SaaS = $33,398
Year 3 SaaS = $33,398

THREE YEAR TOTAL = $164,804
Estimated Travel = $10,920.00 (not included in total above)

Annual fee to be included in Finance Budget for FY 20-21

Christine Menard
Senior Account Executive
P: 800.772.2260 ext: 4440

www.tylertech.com

From: Felicia LaPlante <flaplante@ELLINGTON-CT.GOV>
Sent: Friday, November 22, 2019 9:42 AM
To: Menard, Christine <christine.menard@tylertech.com>
Subject: RE: Munis Inquiry

Christine,

Good Morning, I am just checking in on status of the quote, do you think we will still receive by the end of the day today?

Thank you

Felicia LaPlante

Felicia LaPlante

om:	Menard, Christine <christine.menard@tylertech.com>
Sent:	Friday, November 22, 2019 12:42 PM
To:	Felicia LaPlante
Subject:	RE: Munis Inquiry

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

You're welcome. They will have the ability to either import their invoices for payment to be made on the Munis side at the town or a summary journal can be created to post totals to the GL. This can be created with a very flexible import and be set to post on a scheduled basis.

Christine Menard
Senior Account Executive
P: 800.772.2260 ext: 4440

www.tylertech.com

From: Felicia LaPlante <flaplante@ELLINGTON-CT.GOV>
Sent: Friday, November 22, 2019 12:32 PM
To: Menard, Christine <christine.menard@tylertech.com>
Subject: RE: Munis Inquiry

ıristine,

Thank you very much for getting this to me so quickly. One quick question, our Board of Education is implementing Infinite Visions now. Would the two systems be able to "talk".

Thank you

Felicia LaPlante
Town of Ellington
Assistant Finance Officer
860-870-3115

"In a world where you can be anything, Be Kind"~ Mother Teresa

Quoted By:	Christine Menard
Quote Expiration:	5/20/2020
Quote Name:	Town of Ellington-ERP-Munis
Quote Number:	2019-97976-2
Quote Description:	Town of Ellington- Munis Financials - 3 Year Tyler Hosted (Cloud)

Sales Quotation For

City of Ellington
33 Arbor Way
Ellington, CT 06029-3354
Phone 8608751522

SaaS

			One Time Fees		
Description	# Years	Annual Fee	Impl. Hours	Impl. Cost	Data Conversion
Financial:					
Accounting/GL	3.0	$8,915.00	88	$14,080.00	$5,200.00
Accounts Payable	3.0	$2,963.00	24	$3,840.00	$0.00
Budgeting	3.0	$2,963.00	32	$5,120.00	$0.00
Cash Management	3.0	$1,613.00	16	$2,560.00	$0.00
Purchasing	3.0	$4,136.00	32	$5,120.00	$0.00
Revenue:					
Accounts Receivable	3.0	$2,182.00	32	$5,120.00	$0.00
Productivity:					
Munis Analytics & Reporting (SaaS)	3.0	$2,022.00	40	$6,400.00	$0.00
Tyler Content Manager SE	3.0	$4,831.00	32	$5,120.00	$0.00
Tyler ReadyForms Processing (including Common Form Set)	3.0	$3,773.00	0	$0.00	$0.00
TOTAL:		**$33,398.00**	**296**	**$47,360.00**	**$5,200.00**

Other Services

Description	Quantity	Unit Price	Unit Discount	Extended Price
Project Management	40	$160.00	$0.00	$6,400.00
VPN Device	1	$4,000.00	$0.00	$4,000.00
TOTAL:				**$10,400.00**

3rd Party Hardware, Software and Services

Description	Quantity	Unit Price	Unit Discount	Total Price	Unit Maintenance	Unit Maintenance Discount	Total Year One Maintenance
Tyler Secure Signature System with 2 Keys	1	$1,650.00	$0.00	$1,650.00	$0.00	$0.00	$0.00
3rd Party Hardware Sub-Total:			*$0.00*	*$1,650.00*			*$0.00*
TOTAL:				**$1,650.00**			**$0.00**

Summary	One Time Fees	Recurring Fees
Total SaaS	$0.00	$33,398.00
Total Tyler Software	$0.00	$0.00
Total Tyler Services	$62,960.00	$0.00
Total 3rd Party Hardware, Software and Services	$1,650.00	$0.00
Summary Total	**$64,610.00**	**$33,398.00**
Contract Total (Excluding Estimated Travel Expenses)	**$164,804.00**	
Estimated Travel Expenses	**$10,920.00**	

Detailed Breakdown of Conversions (included in Contract Total)

Description	Unit Price	Unit Discount	Extended Price
Accounting - Actuals up to 3 years	$1,000.00	$0.00	$1,000.00
Accounting - Budgets up to 3 years	$1,000.00	$0.00	$1,000.00
Accounting Standard COA	$2,000.00	$0.00	$2,000.00
Accounts Payable Standard Master	$1,200.00	$0.00	$1,200.00
TOTAL:			**$5,200.00**

Optional SaaS

			One Time Fees		
Description	# Years	Annual Fee	Impl. Hours	Impl. Cost	Data Conversion
Financial:					
Capital Assets	3.0	$2,523.00	16	$2,560.00	$2,000.00
Revenue:					
General Billing	3.0	$1,542.00	16	$2,560.00	$6,180.00
Productivity:					
eProcurement	3.0	$1,613.00	16	$2,560.00	$0.00
Additional:					
Socrata Open Finance	3.0	$9,000.00	0	$0.00	$0.00
Tyler Detect	3.0	$10,000.00	0	$0.00	$0.00
	TOTAL:	**$24,678.00**	**48**	**$7,680.00**	**$8,180.00**

Optional Tyler Software & Related Services

Description	License	Impl. Hours	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
Additional:						
Accounts Payable - Checks up to 5 years - B	$0.00	0	$0.00	$2,200.00	$2,200.00	$0.00
Accounts Payable - Invoice up to 5 years - B	$0.00	0	$0.00	$2,800.00	$2,800.00	$0.00
TOTAL:	**$0.00**	**0**	**$0.00**	**$5,000.00**	**$5,000.00**	**$0.00**

Optional Other Services

Description	Quantity	Unit Price	Discount	Extended Price
Install Fee - Socrata Open Finance	1	$3,200.00	$0.00	$3,200.00
Install Fee - Tyler Detect	1	$1,000.00	$0.00	$1,000.00
TOTAL:				**$4,200.00**

Optional Conversion Details (Prices Reflected Above)

Description	Unit Price	Unit Discount	Extended Price
Accounts Payable - Checks up to 5 years	$2,200.00	$0.00	$2,200.00

Optional Conversion Details (Prices Reflected Above)

Description	Unit Price	Unit Discount	Extended Price
Accounts Payable - Invoice up to 5 years	$2,800.00	$0.00	$2,800.00
Capital Assets Std Master	$2,000.00	$0.00	$2,000.00
General Billing - Bills up to 5 years	$3,500.00	$0.00	$3,500.00
General Billing - Recurring Invoices	$1,680.00	$0.00	$1,680.00
General Billing Std CID	$1,000.00	$0.00	$1,000.00
TOTAL:			**$13,180.00**

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held for six (6) months from the Quote date or the Effective Date of the contract, whichever is later.

Customer Approval: ______________ Date: ______________

Print Name: ______________ P.O. #: ______________

All primary values quoted in US Dollars

Comments

Tyler recommends the use of a 128-bit SSL Security Certificate for any Internet Web Applications, such as the Munis Web Client and the MUNIS Self Service applications if hosted by the Client. This certificate is required to encrypt the highly sensitive payroll and financial information as it travels across the public internet. There are various vendors who sell SSL Certificates, with all ranges of prices.

Conversion prices are based on a single occurrence of the database. If additional databases need to be converted, these will need to be quoted.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely, but can be done onsite upon request at an additional cost.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

Implementation hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

The Tyler Software Product Tyler ReadyForms Processing must be used in conjunction with a Hewlett Packard printer supported by Tyler for printing checks.

Any forms included in this quote are based on the standard form templates provided. Custom forms, additional forms and any custom programming are subject to additional fees not included in this quote. The additional fees would be quoted at the time of request, generally during the implementation of the forms. Please note that the form solution provided requires the use of approved printers. You may contact Tyler's support team for the most current list of approved printers.

In the event Client acquires from Tyler any edition of Tyler Content Manager software other than Enterprise Edition, the license for Content Manager is restricted to use with Tyler applications only. If Client wishes to use Tyler Content Manager software with non-Tyler applications, Client must purchase or upgrade to Tyler Content Manager Enterprise Edition.

General Billing library includes: 1 invoice, 1 statement, 1 general billing receipt and 1 miscellaneous receipt.

Includes digitizing two signatures, additional charges will apply for additional signatures.

Project Management includes project planning, kickoff meeting, status calls, task monitoring, verification and transition to support.

Tyler's cost is based on all of the proposed products and services being obtained from Tyler. Should significant portions of the products or services be deleted, Tyler reserves the right to adjust prices accordingly.

Comments

Tyler Content Manager SE includes up to 1TB of storage. Should additional storage be needed it may be purchased as needed at an annual fee of $5,000 per TB.

Financial library includes: 1 A/P check, 1 EFT/ACH, 1 Purchase order, 1099M, 1099INT, 1099S, and 1099G.

The Munis SaaS fees are based on 16 concurrent users. Should the number of concurrent users be exceeded, Tyler reserves the right to re-negotiate the SaaS fees based upon any resulting changes in the pricing categories.

Development modifications, interfaces and services, where applicable, shall be invoiced to the client in the following manner: 50% of total upon authorized signature to proceed on program specifications and the remaining 50% of total upon delivery of modifications, interface and services.

For the avoidance of doubt, Tyler Detect is a subscription service, not SaaS.

Notwithstanding the foregoing language, payment of annual subscription fees for Tyler Detect commence on the availability of the service. Tyler Detect services will renew automatically for additional one (1) year terms, and subsequent subscription fees are due annually in advance on the anniversary of the availability date at our then-current rates.

Pricing is based on client's current network size as defined by their entity size. Any material increases of network size may result in additional fees being assessed for the Tyler Detect service upon renewal.

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department: HALL MEMORIAL LIBRARY	Project Name: AIR CONDITIONING REPLACEMENT
Project Description: Replacement of the 16 air handlers, addressing the most needed first and continuing until finished. In the future years, the windows and flooring in the stairwells will be addressed.	Priority Rank by Agency/Department ☐ #1 Committed Project; ☐ #2 Urgent Project; ☒ #3 Needed Project; ☐ #4 Desirable Project; ☐ #5 Acceptable Project
Justification:	Required/Desired Date of Project Completion:
Benefits:	Type of Project: FACILITIES
Costs if not implemented:	

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction										
Equipment Purchases		$80,000	$60,000	$60,000	$60,000	$60,000		$320,000		
Other (Identify)										
SUBTOTAL		$80,000	$60,000	$60,000	$60,000	$60,000		$320,000		
New Personnel										
Annual Maintenance										
Grant Reimbursement										
TOTAL COST TO TOWN		$80,000	$60,000	$60,000	$60,000	$60,000		$320,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
PUBLIC WORKS

Project Name:
ROBERT TEDFORD PARK PAVILION NEEDS

Project Description: Develop a concept plan of the needs and renovate the existing pavilion at Robert Tedford Memorial Park to meet the needs as identified for the users.

Priority Rank by Agency/Department

#1 Committed Project	#2 Urgent Project	#3 Needed Project	#4 Desirable Project	#5 Acceptable Project
☐	☐	☐	X	☐

Justification: The Park and Pavilion is used daily three seasons of the year.

Required/Desired Date of Project Completion:

Benefits:

Type of Project:
Building Repairs

Costs if not implemented:

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering						$25,000		$25,000		
Site & ROW Acquisition										
Construction										
Equipment Purchases										
Other (Identify)										
SUBTOTAL						$25,000		$25,000		
New Personnel										
Annual Maintenance										
Grant Reimbursement										
TOTAL COST TO TOWN						$25,000		$25,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
PUBLIC WORKS

Project Name:
TENNIS COURT MAINTENANCE

Project Description: Tennis Court Maintenance

Priority Rank by Agency/Department

#1 Committed Project	#2 Urgent Project	#3 Needed Project	#4 Desirable Project	#5 Acceptable Project
☐	☐	X	☐	☐

Justification:
Future Tennis Court maintenance. Scheduled for 2020-21 and 2021-22.

Required/Desired Date of Project Completion:

Benefits:

Type of Project:
Parks Facilities

Costs if not implemented:

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction		$40,000	$30,000		$20,000			$90,000		
Equipment Purchases										
Other (Identify)										
SUBTOTAL		$40,000	$30,000		$20,000			$90,000		
New Personnel										
Annual Maintenance										
Grant Reimbursement										
TOTAL COST TO TOWN		$40,000	$30,000		$20,000			$90,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

HINDING PROPOSAL

PROCEDURE TO BE AS FOLLOWS:
Furnish all materials, labor and insurance to perform the ***HINDING TENNIS RITEWAY CRACK REPAIR SYSTEM*** *to (4) tennis courts (216' x 120') at Ellington High School.*

Specifications of Services to be Provided:

1. MOBILIZATION - Mobilize the necessary equipment to perform the required work for your project as itemized below. This fee is associated with the work that is necessary to set up your job and organize the necessary equipment that is needed to load and mobilize to and from the job site each day.

2. SURFACE CLEANING - Using a "High Powered' Cleaning apparatus, Hinding Tennis will thoroughly clean your existing surface free of all algae, mold, dirt and any other foreign materials on your court. We use a Soft Wash solution to "Pre-Soak" your court and loosen and kill the vegetation on your court. Once that is completed, we thoroughly rinse and wash your court using a high pressure hot water system. There will be certain times where the surface cleaner will remove loose and deteriorated paint. We cannot determine at the time of inspection where and when this will happen, however if the material is loose under the coatings, you will want it removed for safety reasons. We can provide a separate quote to repair the affected areas after completion of the cleaning if this arises. We are not responsible for any plant material or vegetation around the court. However, we will "Pre-Soak" any and all plant material that you want protected from the area. It will be soaked with a treatment that will help protect the area. ***This is not your typical so-called "power washing" and if you are painting your court and decide to do it yourself or outsource it, we cannot guarantee the coatings.***

3. RITEWAY CRACK REPAIR - Install the Riteway Crack Repair System to 360 l.f. of cracks. The Riteway Crack Repair method is the only crack repair product on the market today that will keep cracks from returning year after year. Its micro sealant technology allows existing cracks on your court to move without breaking the membrane of this system. Riteway Crack Repair will prevent cracks from being visible, however it will not stop new cracks from forming and spreading nor will it keep existing cracks from lengthening or widening. *Please note: if cracks have grown since the date of Hinding Tennis' inspection of the court, we may need to adjust the charge for crack repair.*

4. REPAIR - Courts repairs to pitting areas.

5. COLOR & LINES - Touch up color and lines in areas of repair for tennis courts. *Please note: Color will not match 100%, but we will do our best to blend it to the existing surfacing on the court.*

Pricing as indicated below:

Mobilization	$ 489.00
Surface Cleaning	$4,000.00
Riteway Crack Repair	$9,000.00
Repair	$ 300.00
Touch Up Color & Lines	$3,000.00
Total Cost:	**$16,789.00**

PAYMENT SCHEDULE

***STATE SALES TAX** WILL BE CHARGED WHERE APPLICABLE. PAYMENT IS EXPECTED UPON TIMELY COMPLETION.*

***CREDIT CARD PAYMENTS** WILL REQUIRE A 2% CREDIT CARD PROCESSING FEE.*

Payment Schedule is to be as follows **unless otherwise specified on the contract:**

For jobs priced below a threshold of approximately $3,000.00 (subject to vary):

100% "Full payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.

For jobs priced above a threshold of approximately $3,000.00 (subject to vary):

1. 50% "Down payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.
2. 30% "Good faith payment", considered due the day we begin work on your project.
3. 20% "Remainder payment", considered due the day we end work on your project.

PLEASE NOTE: In the event that payment is not made as specified above, it is agreed that Hinding Tennis, LLC will receive interest at the prevailing wage rate unpaid balance, plus all the cost of collection, including a reasonable attorney's fee. In the event that payment is not made as specified, Hinding Tennis, LLC retains the right to halt works until past due payments are made. Above prices are submitted for approval within sixty days and after that time may be revised. We reserve the right to take before, during & after photos of your particular job & use photos for marketing purposes. We will never give out your name or street address without your consent.

ACCEPTANCE OF PROPOSAL: Please call the office (203-285-3055) or one of the owners directly if someone is not in touch with you shortly and you are intent on proceeding with the work as described. We will provide a contract for you to sign and remit with payment so that we may begin work.

HINDING PROPOSAL

PROCEDURE TO BE AS FOLLOWS:
Furnish all materials, labor and insurance to perform the ***HINDING TENNIS RITEWAY CRACK REPAIR SYSTEM*** *to (1) basketball court (50' x 100') located at Brookside Park. Court color is dark green (1 color).*

Specifications of Services to be Provided:

1. MOBILIZATION - Mobilize the necessary equipment to perform the required work for your project as itemized below. This fee is associated with the work that is necessary to set up your job and organize the necessary equipment that is needed to load and mobilize to and from the job site each day.

2. SURFACE CLEANING - Using a "High Powered' Cleaning apparatus, Hinding Tennis will thoroughly clean your existing surface free of all algae, mold, dirt and any other foreign materials on your court. We use a Soft Wash solution to "Pre-Soak" your court and loosen and kill the vegetation on your court. Once that is completed, we thoroughly rinse and wash your court using a high pressure hot water system. There will be certain times where the surface cleaner will remove loose and deteriorated paint. We cannot determine at the time of inspection where and when this will happen, however if the material is loose under the coatings, you will want it removed for safety reasons. We can provide a separate quote to repair the affected areas after completion of the cleaning if this arises. We are not responsible for any plant material or vegetation around the court. However, we will "Pre-Soak" any and all plant material that you want protected from the area. It will be soaked with a treatment that will help protect the area. ***This is not your typical so-called "power washing" and if you are painting your court and decide to do it yourself or outsource it, we cannot guarantee the coatings.***

3. RITEWAY CRACK REPAIR - Install the Riteway Crack Repair System to 50 l.f. of cracks. The Riteway Crack Repair method is the only crack repair product on the market today that will keep cracks from returning year after year. Its micro sealant technology allows existing cracks on your court to move without breaking the membrane of this system. Riteway Crack Repair will prevent cracks from being visible, however it will not stop new cracks from forming and spreading nor will it keep existing cracks from lengthening or widening. *Please note: if cracks have grown since the date of Hinding Tennis' inspection of the court, we may need to adjust the charge for crack repair.*

4. PEELING - Copper plate peeling areas.

5. ACRYLIC COLOR COATING - Furnish and install the (3) coat acrylic color coating surface system to entire area. The Hinding surfacing system consists of two distinct components, 1 Filler Coat and 1 Finish Coat.

6. LINE STRIPING - Layout and stripe full basketball court per NCAA specifications.

- continued -

Pricing as indicated below:

Mobilization	$ 411.30
Surface Cleaning	$1,000.00
Riteway Crack Repair	$1,250.00
Peeling	$3,800.00
Color Coating	$6,660.00
Line Striping	$1,000.00
Total Cost:	**$14,121.30**

Alternate Option:

PAVING - Pave 5,000 square feet to rebuild court - Cost: $47,500.00

PAYMENT SCHEDULE

***STATE SALES TAX** WILL BE CHARGED WHERE APPLICABLE. PAYMENT IS EXPECTED UPON TIMELY COMPLETION.*

***CREDIT CARD PAYMENTS** WILL REQUIRE A 2% CREDIT CARD PROCESSING FEE.*

Payment Schedule is to be as follows **unless otherwise specified on the contract:**

<u>For jobs priced below a threshold of approximately $3,000.00 (subject to vary):</u>

100% "Full payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.

<u>For jobs priced above a threshold of approximately $3,000.00 (subject to vary):</u>

1. 50% "Down payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.
2. 30% "Good faith payment", considered due the day we begin work on your project.
3. 20% "Remainder payment", considered due the day we end work on your project.

<u>PLEASE NOTE</u>: In the event that payment is not made as specified above, it is agreed that Hinding Tennis, LLC will receive interest at the prevailing wage rate unpaid balance, plus all the cost of collection, including a reasonable attorney's fee. In the event that payment is not made as specified, Hinding Tennis, LLC retains the right to halt works until past due payments are made. Above prices are submitted for approval within sixty days and after that time may be revised. We reserve the right to take before, during & after photos of your particular job & use photos for marketing purposes. We will never give out your name or street address without your consent.

<u>ACCEPTANCE OF PROPOSAL</u>: Please call the office (203-285-3055) or one of the owners directly if someone is not in touch with you shortly and you are intent on proceeding with the work as described. We will provide a contract for you to sign and remit with payment so that we may begin work.

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department: PUBLIC WORKS	Project Name: ROBERT TEDFORD MEMORIAL PARK TRAILS
Project Description: Working with the Trails Committee; this features a mile long 5-foot wide walking trail around the outer perimeter of the Robert Tedford Memorial Park. In future years, it is planned for various exercise stations to be included.	Priority Rank by Agency/Department ☐ #1 Committed Project; ☐ #2 Urgent Project; ☒ #3 Needed Project; ☐ #4 Desirable Project; ☐ #5 Acceptable Project
Justification:	Required/Desired Date of Project Completion:
Benefits:	Type of Project: Parks
Costs if not implemented:	

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction		$35,000		$20,000				$55,000		
Equipment Purchases										
Other (Identify)										
SUBTOTAL		$35,000		$20,000				$55,000		
New Personnel										
Annual Maintenance										
Grant Reimbursement										
TOTAL COST TO TOWN		$35,000		$20,000				$55,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department: Ellington Board of Education	Project Name: Modular Classrooms
Project Description: Plan for future projected enrollment growth with the installation of modular classrooms.	Priority Rank by Agency/Department ☐ #1 Committed Project ☒ #2 Urgent Project ☐ #3 Neede d Project ☐ #4 Desirable Project ☐ #5 Acceptable Project
The district has two demographic studies showing increasing enrollment over the next 10 years. As the schools are already close to capacity in some cases, we are currently planning ahead for potential needs on modular classrooms. The costs in each year below reflect the potential purchase price of 2 classrooms, which construction required to make connections to the school and utilities.	Required/Desired Date of Project Completion: August 2021, August 2023
Benefits: Smaller class sizes	Type of Project: Minor Construction
Costs if not implemented:	

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction			$50,000		$50,000			$100,000		
Equipment Purchases			$500,000		$500,000			$1,000,000		
Other (Identify)										
SUBTOTAL			$550,000		$550,000			$1,100,000		
New Personnel										
State Grant Reimbursement										
TOTAL COST TO TOWN			$550,000		$550,000			$1,100,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
Ellington Board of Education

Project Name:
Underground Storage Tank Removal

Project Description:
Remove aging underground storage tanks that are reaching their 30 year life.

Priority Rank by Agency/Department

- [ ] #1 Committed Project
- [X] #2 Urgent Project
- [ ] #3 Needed Project
- [ ] #4 Desirable Project
- [ ] #5 Acceptable Project

We have three underground oil storage tanks at Windermere, Center School, and Ellington Middle School all of which are reaching their 30-year life. Although an extension could be applied for, we think it more prudent to take on the project now. The above ground tank at EHS would be an add-alternate to this project, depending on price. This is the 2nd priority of the Board for the 2020-2021 fiscal year.

Required/Desired Date of Project Completion:
August 2020

Benefits:
Environmental remediation, code compliance

Type of Project:
School Construction Grant

Costs if not implemented:
Potential remediation costs if tanks fail.

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction										
Equipment Purchases		$150,000						$150,000		Quote from Hugh Mechanical
Other (Identify)										
SUBTOTAL		$150,000						$150,000		
New Personnel										
State Grant Reimbursement		-$75,000						-$75,000		
TOTAL COST TO TOWN		$75,000						$75,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
Ellington Board of Education

Project Name:
EHS Athletic Field Lights

Project Description:
Install two additional poles to complete light installation at the Ellington High School athletic complex.

Priority Rank by Agency/Department

☐ #1 Committed Project	☒ #2 Urgent Project	☐ #3 Needed Project	☐ #4 Desirable Project	☐ #5 Acceptable Project

Ellington High School received a generous donation of two lights at the athletic complex. These lights represent half of the final design approved by the Board of Education. An additional two lights are required to ensure player safety for all sports seeking to utilize the field. This project would also include permanent chain link fencing to enhance crowd control and spectator safety. This is the Board's 8th priority for the 2020-2021 fiscal year. The Board is also open to cost sharing between the Town and BOE.

Required/Desired Date of Project Completion:
August 2020

Benefits:
Allows for more sports to take part in night games, ensure player safety.

Type of Project:
Minor Construction

Costs if not implemented:
School district would need to fund for the provision of additional generator lights to ensure player safety.

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction										
Equipment Purchases		150,000						150,000		
Other (Identify)										
SUBTOTAL		150,000						150,000		
New Personnel										
Annual Maintenance										
TOTAL COST TO TOWN		150,000						150,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department: Ellington Board of Education	Project Name: High School Air Conditioning Cafeteria
Project Description: Installation of Trane a/c coils and condensers into existing rooftop units. The installation of control wiring and a service disconnect at the subpanel.	Priority Rank by Agency/Department ☐ #1 Committed Project; ☐ #2 Urgent Project; ☒ #3 Needed Project; ☐ #4 Desirable Project; ☐ #5 Acceptable Project
Justification: At the beginning and end of the school year, this would allow students to have scheduled time in the cafeteria on those unusually hot days that occur every year. The High School also serves as a Town Shelter so if there was a need during the summer, air conditioning would be available to residents.	Required/Desired Date of Project Completion: August 2022
Benefits: Improve the learning environment and reduce potential health risks on days of high heat and humidity.	Type of Project: HVAC
Costs if not implemented: Not able to be calculated.	

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction										
Equipment Purchases				$116,500				$116,500		Fahrenheit Mechanical Services, Inc. and Scott's Electric, Inc.
Other (Identify)										
SUBTOTAL				$116,500				$116,500		
New Personnel										
Annual Maintenance										
TOTAL COST TO TOWN				$116,500				$116,500		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
Ellington Board of Education

Project Name:
High School Air Conditioning Gymnasium

Project Description:
Installation of Trane a/c coils and condensers into existing rooftop units. The installation of control wiring and a service disconnect at the subpanel.

Priority Rank by Agency/Department

☐ #1 Committed Project	☐ #2 Urgent Project	☒ #3 Needed Project	☐ #4 Desirable Project	☐ #5 Acceptable Project

Justification:
At the beginning and end of the school year, this would allow students to have scheduled time in the gymnasium on those unusually hot days that occur every year. The High School also serves as a Town Shelter so if there was a need during the summer, air conditioning would be available to residents.

Required/Desired Date of Project Completion:
August 2024

Benefits:
Improve the learning environment and reduce potential health risks on days of high heat and humidity.

Type of Project:
HVAC

Costs if not implemented:
Not able to be calculated.

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction										
Equipment Purchases						$115,000		$115,000		
Other (Identify)										
SUBTOTAL						$115,000		$115,000		
New Personnel										
Annual Maintenance										
TOTAL COST TO TOWN						$115,000		$115,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
Ellington Board of Education

Project Name:
Center School Air Conditioning Cafeteria

Project Description:
Installation of three 4 ton commercial ductless ceiling mounted air conditioner systems with air conditioning condenser installed on the school roof.

Priority Rank by Agency/Department

☐ #1 Committed Project	☒ #2 Urgent Project	☐ #3 Needed Project	☐ #4 Desirable Project	☐ #5 Acceptable Project

Justification:
At the beginning and end of the school year, this would allow students to have scheduled time in the cafeteria on those unusually hot days that occur every year. Center School also serves as the District school for all Special Education summer programs so if there was a need during the summer, air conditioning would be available to students. This would keep Center School on par with the other elementary schools.

Required/Desired Date of Project Completion:
July 2022

Benefits:
Improve the learning environment and reduce potential health risks on days of high heat and humidity.

Type of Project:
HVAC

Costs if not implement:
Not able to be calculated

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction										
Equipment Purchases				$48,500				$48,500		Fahrenheit Mechanical Services, Inc. and Scott's Electric, Inc.
Other (Identify)										
SUBTOTAL				$48,500				$48,500		
New Personnel										
Annual Maintenance										
TOTAL COST TO TOWN				$48,500				$48,500		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
Ellington Board of Education

Project Name:
Ellington Middle School Boiler and Hot Water System

Project Description:
Per the facilities study work, we have identified that the Middle School Hot Water and Boiler system is approaching the end of its useful life. We expect replacement will be needed within the timeframe of this capital request.

Priority Rank by Agency/Department

[ ] #1 Committed Project	[ ] #2 Urgent Project	[X] #3 Needed Project	[ ] #4 Desirable Project	[ ] #5 Acceptable Project

Justification:
The boiler system is older and will need repairs over time.

Required/Desired Date of Project Completion:
September 2023

Benefits:
To protect the structural integrity of the property.

Type of Project:
School Construction Grant Boiler Replacement

Costs if not implemented:
Potential for repair costs of boiler system year after year.

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction					$200,000			$200,000		
Equipment Purchases										
Other (Identify)										
SUBTOTAL					$200,000			$200,000		
New Personnel										
State Grant Reimbursement					-$50,000			-$50,000		
TOTAL COST TO TOWN					$150,000			$150,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department:
Ellington Board of Education

Project Name:
Middle School Air Conditioning Cafeteria

Project Description:
Installation of three 4 ton commercial ductless ceiling mounted air conditioner systems with air conditioning condenser installed on the school roof.

Priority Rank by Agency/Department

☐ #1 Committed Project	☐ #2 Urgent Project	☒ #3 Needed Project	☐ #4 Desirable Project	☐ #5 Acceptable Project

At the beginning and end of the school year, this would allow students to have scheduled time in the cafeteria on those unusually hot days that occur every year. The Middle School also serves as a Town Shelter so if there was a need during the summer, air conditioning would be available to residents.

Required/Desired Date of Project Completion:
July 2022

Benefits:
Improve the learning environment and reduce potential health risks on days of high heat and humidity.

Type of Project:
HVAC

Costs if not implemented:
Not able to be calculated.

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction										
Equipment Purchases				$46,500				$46,500		Fahrenheit Mechanical Services, Inc. and Scott's Electric, Inc.
Other (Identify)										
SUBTOTAL				$46,500				$46,500		
New Personnel										
Annual Maintenance										
TOTAL COST TO TOWN				$46,500				$46,500		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other

CAPITAL IMPROVEMENT PROGRAM SURVEY FORM

PROPOSED PROJECT DETAIL

Agency/Department: Ellington Board of Education	Project Name: Middle School Air Conditioning Gymnasium
Project Description: Installation of Trane a/c coils and condensers into existing rooftop units. The installation of control wiring and a service disconnect at the subpanel.	Priority Rank by Agency/Department ☐ #1 Committed Project ☐ #2 Urgent Project ☒ #3 Needed Project ☐ #4 Desirable Project ☐ #5 Acceptable Project
At the beginning and end of the school year, this would allow students to have scheduled time in the gymnasium on those unusually hot days that occur every year. The Middle School also serves as a Town Shelter so if there was a need during the summer, air conditioning would be available to residents.	Required/Desired Date of Project Completion: July 2025
Benefits: Improve the learning environment and reduce potential health risks on days of high heat and humidity.	Type of Project: HVAC
Costs if not implemented: Not able to be calculated.	

ESTIMATED PROJECT COSTS	FUNDING SOURCE*	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL	DEFERRED PROJECTS	SOURCE OF COST ESTIMATES
Planning & Engineering										
Site & ROW Acquisition										
Construction										
Equipment Purchases						$146,000		$146,000		Fahrenheit Mechanical Services, Inc. and Scott's Electric, Inc.
Other (Identify)										
SUBTOTAL						$146,000		$146,000		
New Personnel										
Annual Maintenance										
TOTAL COST TO TOWN						$146,000		$146,000		

*FUNDING SOURCE: (1) Capital Non-Recurring Fund; (2) Short-Term Note; (3) Bond Issue; (4) Grant; (5) Trust Fund; (6) Special Assessment; (7) General Fund; (8) Other