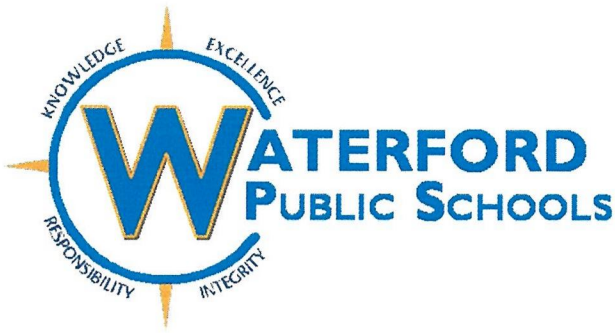




Mr. Joseph P. Mancini
Director of Finance

Mr. Thomas W. Giard III
Superintendent of Schools

To: Kim Allen, Director of Finance

From: Joseph Mancini, Director of Finance and Operations

Date: November 16, 2020

Re: Capital Plan

On Thursday November 12, 2020 the Waterford Board of Education has approved the following Capital projects and requests that they are forwarded on to the town. In order of importance the request for 2022 is below, detailed spreadsheets with expanded backup and out year fund projections are attached.

- | | |
|-----------------------------|-----------|
| 1. IT Learning Boards | \$200,000 |
| 2. School Security | \$ 50,000 |
| 3. Bus Lot – Office | \$ 75,000 |
| 4. Security DVR Replacement | \$ 70,000 |
| 5. TV Studio Systems | \$ 70,000 |
| 6. CLMS HVAC | \$ 25,000 |
| 7. WHS – Turf Fields | \$125,000 |

Thanks,

Joseph Mancini

**TOWN OF WATERFORD
CAPITAL IMPROVEMENT PLAN
PROJECT CONSOLIDATION FORM-FY 2022-2026**

	DEPARTMENT/ AGENCY:	BOARD OF EDUCATION						
DEPT PRIORITY	PROJECT NAME	FUNDING SOURCE	FISCAL YEAR 2021-2022	FISCAL YEAR 2022-2023	FISCAL YEAR 2023-2024	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	TOTAL
1	IT LEARNING BOARDS	3	200,000	200,000				400,000
2	SCHOOL SECURITY	3	50,000					50,000
3	BUS LOT OFFICES	3	75,000					75,000
4	SECURITY DVR REPLACEMENT	3	70,000	70,000	70,000	70,000	70,000	350,000
5	TV STUDIO SYSTEMS	3	70,000					70,000
6	CLMS HVAC	3	25,000	300,000	300,000	300,000	300,000	1,225,000
7	WHS TURF FIELDS	3	125,000	125,000	125,000	125,000	125,000	625,000
								0
	MUNIS IMPLEMENTATION	3		70,000	70,000	70,000		210,000
	DISTRICT PHONE SYSTEM UPGRADE	3				100,000		100,000
	FIELD HOUSE FLOORING/BLEACHERS	3		150,000	150,000			300,000
								0
	TOTALS		615,000	915,000	715,000	665,000	495,000	3,405,000

INDEX TO FUNDING SOURCES.

- 1 CURRENT YEAR CAPITAL IMPROVEMENTS
- 3 UTILITY BUDGET/SEWER CAPITAL MAINTENANCE FUND
- 3 TRANSFER TO CAPITAL & NONRECURRING.
- 4 SHORT AND LONG TERM DEBT FINANCING
- 5 LoCIP
- 6 CNR UNDESIGNATED FUND BALANCE
- 7 FEDERAL/STATE GRANTS
- 8 OTHER FUNDING

DEPT PRIORI TY		BOARD OF EDUCATION	FUNDING SOURCE	FISCAL YEAR 2021-2022	FISCAL YEAR 2022-2023	FISCAL YEAR 2023-2024	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	TOTAL 2022-2026
Board of Education									
7	<u>001</u>	WHS - TURF FIELDS	3	125,000	125,000	125,000	125,000	125,000	625,000
	<u>009</u>	Field House Flooring / Bleacher renovation	3		150,000	150,000			300,000
3	<u>007</u>	Bus Lot - Office	3	75,000					75,000
2	<u>008</u>	School Security	3	50,000					50,000
6	<u>010</u>	CLMS HVAC - Natural Gas Heat Pumps	2	25,000	300,000	300,000	300,000	300,000	1,225,000
1	<u>002</u>	IT - IT LEARNING BOARDS END OF LIFE	3	200,000	200,000				400,000
4	<u>003</u>	IT - SECURITY DVR CAMERAS	3	70,000	70,000	70,000	70,000	70,000	350,000
	<u>005</u>	IT - BOE Munis Implementation	3		70,000	70,000	70,000		210,000
	<u>004</u>	IT - DISTRICT PHONE SYSTEM	3				100,000		100,000
5	<u>006</u>	IT - TV STUDIO SYSTEMS	3	70,000					70,000
Total Board of Education				615,000	915,000	715,000	665,000	495,000	3,405,000

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY

Board of Education

CONTACT PERSON

Thomas W. Giard III

PROJECT NAME

Upgrade IT Learning Boards

DEPARTMENT PRIORITY

1

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)

This is for the upgrade/replacement of IT learning boards throughout the schools. The systems include an interactive white board, projector, computer, overhead speakers, teacher microphone and interactive devices for the students. These systems are the focal point in the classroom and are used throughout the school district. They are vital for instruction allowing teachers to create interactive lessons for the students. The useful life of the system is up to 10 years. The operating budget has funded and will continue to fund repairs, but these machines are reaching the end of life. End of life is characterized here as becoming less precise, degradation in sound and picture quality, as well as complete failure. This proposal is to fund a CNR project to replace the boards in the following order QH 36, OSW 36, GN 36, and WHS with TBD. Clark Lane Middle School was completed over the summer of 2018, summer of 2019 will be replacing the units at Quaker Hill, 36 units at Oswegatchie where replaced in 2020, this request is for 36 units at Great Neck Elementary for the summer / fall of 2021.

2 PROJECT STATUS IF IN PROGRESS

N/A

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

N/A

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

N/A

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

N/A

6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

Currently the Board of Education is evaluating an Interactive Epson projection solution, Smart Boards and Promethean Solutions. All three solutions are of similar costs.

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2022	FY2023	FY2024	FY2025	FY2026
1	Current Year Capital						
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR	600,000	200,000	200,000			
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	600,000	200,000	200,000		-	0

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY Board of Education	CONTACT PERSON Joseph Mancini
PROJECT NAME School Security	DEPARTMENT PRIORITY 2

1	DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)																																																																						
	This is a request for additional fencing at the schools to limit non student or staff access to the grounds.																																																																						
2	PROJECT STATUS IF IN PROGRESS																																																																						
	Not currently in progress																																																																						
3	LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST																																																																						
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**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY <u>Board of Education</u>	CONTACT PERSON <u>Joseph Mancini</u>
PROJECT NAME <u>Bus Lot Offices</u>	DEPARTMENT PRIORITY <u>3</u>

1	DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project) This request is for a new bus lot building to be constructed on the High School Property, new office space is needed regardless of location. With the renovation of the public works garage the board was asked to temporarily move the bus lot to another location. In the fall of 2018 the board moved the bus lot to the high school property. We are forecasting some favorability of roughly \$35,000 per year by having the bus lot located in the center of town. Logistically this makes sense as there are 4 schools within a short drive from the high school property. The Board has rented a temporary trailer, at \$35K per year, that we are using as offices for the bus company, but there needs to be a longer term solution that includes plumbing. We are asking for \$75,000, which brings the total funding for this effort to \$150K. The solution we are looking for is for a pre-fab office space, delivered all in pricing is \$135 sq/ft, in addition to the cost of the building we would be looking to run electrical and plumbing to the office and we are still in the process of evaluating those costs until such time as the location is identified.																																																																													
2	PROJECT STATUS IF IN PROGRESS Not currently in progress																																																																													
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**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY

Board of Education

CONTACT PERSON

Thomas W. Giard III

PROJECT NAME

Security DVR Camera Installation

DEPARTMENT PRIORITY

4

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)

Replace Digital Video Recorders (DVR's) and security system components that have reached the end of useful life. End of life of the systems includes drive array failures, degradation in picture clarity, etc. This particular configuration provides a useful life of 7-10 years. This project is for the complete replacement of all wiring, camera's, and dvr's. This solution is different from the original installation at the school and will allow for the remote access to the system for public safety.

2 PROJECT STATUS IF IN PROGRESS

N/A

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

N/A

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

N/A

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

N/A

6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2022	FY2023	FY2024	FY2025	FY2026
1	Current Year Capital						
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR	-	70,000	70,000	70,000	70,000	70,000
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	-	70,000	70,000	70,000	70,000	70,000

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY

Board of Education

CONTACT PERSON

Thomas W. Giard III

PROJECT NAME

IT TV Studio Upgrade

DEPARTMENT PRIORITY

5

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)

The TV Studio is used every day at WHS for live morning announcements, news, and events. It was installed in 2013. A Professional level tricast video processor ensures superior live experience for viewers. Major components include video streaming appliances, cameras, and computers. The system has an automated scheduler that allows 24x7 broadcasts to be sent out to the cable station. The studio has a state of the art control room. The studio equipment extends to remote broadcast locations at the football & baseball fields, and auditorium. Parts of the studio need to be replaced as components fail, get worn out and reach end of life. This funding request will enable the WHS TV studio to continue be a beneficial resource for Students at the high school and this

2 PROJECT STATUS IF IN PROGRESS

N/A

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

N/A

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

N/A

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

N/A

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2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR		70,000				
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	0	70000	0	0	-	-

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY Board of Education	CONTACT PERSON Joseph Mancini
PROJECT NAME CLMS HVAC - Natural Gas Heat Pumps	DEPARTMENT PRIORITY 6

1	DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)																																																																						
	Clark Lane Middle School was built in 1952 with a renovate like new that was completed in 2006. The existing cooling solution relies on 300 tons of air cooled chillers, while the heat is as of 2018 are two natural gas boilers with steam perimeter heating and heat exchangers which supply hydronic heat to coils in the rooftop units paired with the original piping from 1952. The 2018 installation of Natural Gas provides the town with the opportunity to find lower cost cooling and heating solutions, which are timed with the expected end of life for the air cooled chillers. What we are proposing is to replace the chilled water system and hydronic heating system with rooftop packaged heating and cooling units. This will entail high efficiency natural gas furnaces in conjunction with DX cooling in each unit. This will increase the efficiency of the heating side by 20%.																																																																						
2	PROJECT STATUS IF IN PROGRESS																																																																						
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**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY

Board of Education

CONTACT PERSON

Joseph Mancini

PROJECT NAME

Turf Field and Track Rehabilitation

DEPARTMENT PRIORITY

7

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)

The average life expectancy of a turf field is 8 - 10 years. Turf field has some advantages in that the fields are available for a higher volume of use and hypothetically are available year round with significantly less maintenance and the added benefit of reduced impact injuries. The expected cost of this rehabilitation is around \$800,000 and would take place in roughly 4 years, we are asking that there be a yearly appropriation to fund this future effort. The costs for rehabilitation is dependent on the several factors, one being the uncertainty of the materials being used, there has been a recent movement away from the crumb rubber used as the base. Some towns are researching organic fibers as an alternative, but we haven't seen enough information to support this alternative yet. Once a recommendation comes forward on the type of field, we will target a field to last 12 years. This field was first put into use in the fall of 2012.

2 PROJECT STATUS IF IN PROGRESS

Not currently in progress

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

This project stands alone

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

None available

6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2022	FY2023	FY2024	FY2025	FY2026
1	Current Year Capital						
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR	0	125,000	125,000	125,000	125,000	125,000
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	0	125,000	125,000	125,000	125,000	125,000

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY

Board of Education

CONTACT PERSON

Thomas W. Giard III

PROJECT NAME

IT - BOE Munis Implementation

DEPARTMENT PRIORITY

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)

The Board of Education is seeking to replace their existing Enterprise Resource Planning Software with Munis. Munis has recently been implemented on the town side, the existing system is being phased out by the vendor.

2 PROJECT STATUS IF IN PROGRESS

N/A

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

N/A

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

N/A

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

N/A

6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2022	FY2023	FY2024	FY2025	FY2026
1	Current Year Capital						
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR			70,000	70,000	70,000	
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS		0	0	70000	70000	70,000
							0

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY

Board of Education

CONTACT PERSON

Thomas W. Giard III

PROJECT NAME

Upgrade District Phone System

DEPARTMENT PRIORITY

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)

The current phone installation began in 2009 with Quaker Hill Elem. School and was completed in 2013 with Waterford High School. It is comprised of VOIP Servers, gateways and phones throughout the Waterford school district. A VOIP system has many benefits. Cost savings because it uses the intranet and less phone lines from the phone company. Phone portability, this allows the school district to easily move phones without calling in external vendors for assistance. Allows for integration with the school lockdown system. VOIP systems have major components. Servers and gateways that need replacing in order to maintain the sophisticated features it provides. These components have a useful life of 10 years.

2 PROJECT STATUS IF IN PROGRESS

N/A

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

N/A

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

N/A

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

N/A

6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2022	FY2023	FY2024	FY2025	FY2026
1	Current Year Capital						
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR					100,000	
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	-	-	-	-	100,000	-

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY Board of Education	CONTACT PERSON Joseph Mancini
PROJECT NAME Field House Flooring / Bleacher upgrade	DEPARTMENT PRIORITY _____

1	DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project) This is the initial request to replace the existing tara-flex floor in the high school field house. The existing taraflex floor was put into service in 1996. TaraFlex is a urethane based gym sheet system. The existing system has reached the end of life and we are routinely repairing the flooring. Over the past year we've seen considerably more blisters appearing and seams failing. There have been improvements made to this product over the last 22 years and Waterford should expect to see 25 years from the replacement flooring. This project would also work on addressing the updating of the bleachers to an easier solution for setups and breakdowns.						
2	PROJECT STATUS IF IN PROGRESS Not currently in progress						
3	LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST This project stands alone						
4	DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable) 						
5	GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available) None available						
6	ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below) 						
7	COST/FUNDING SOURCE						
	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2022	FY2023	FY2024	FY2025	FY2026
1	Current Year Capital						
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR			150,000	150,000		
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	0	0	150,000	150,000	0	0