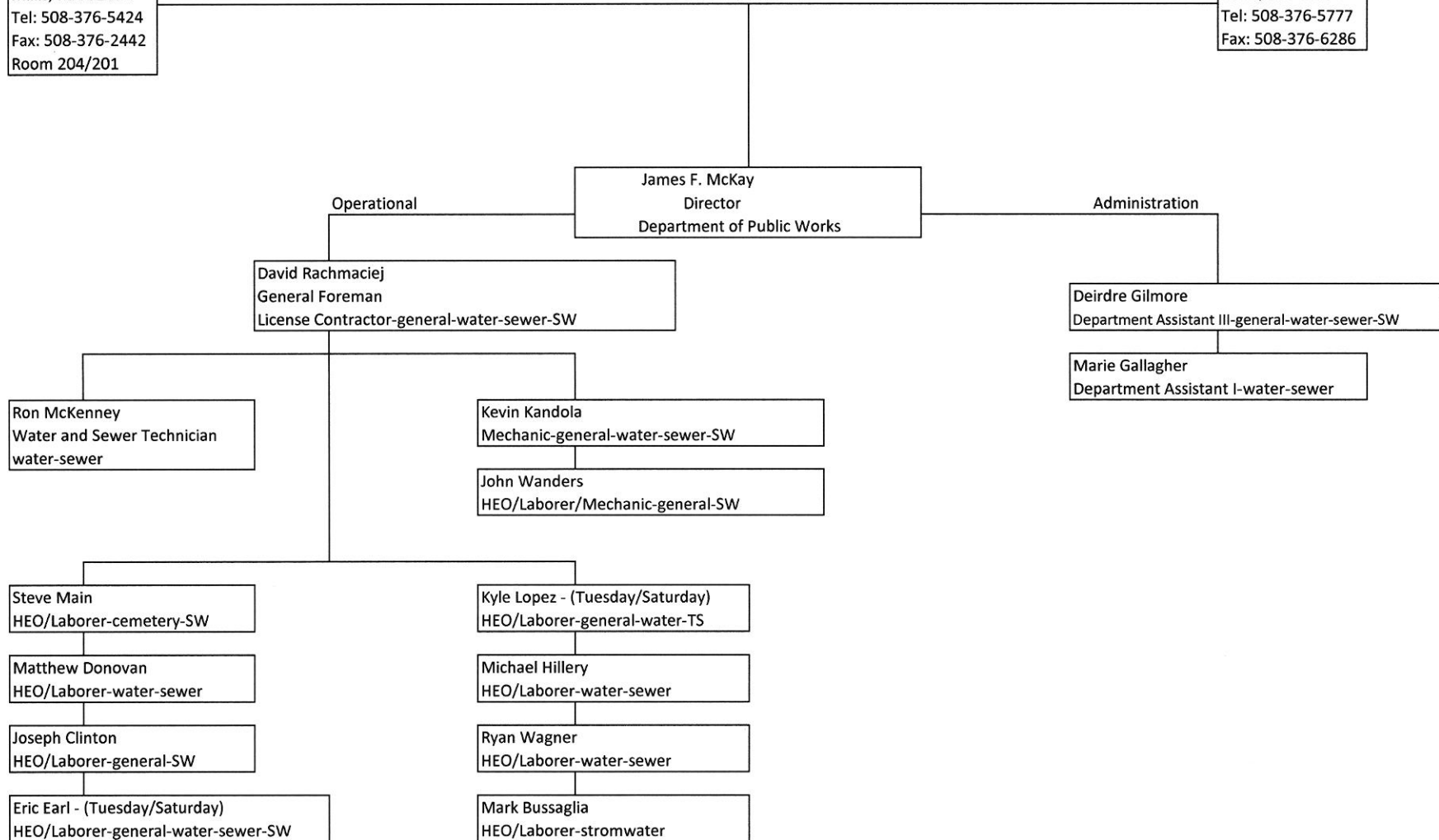


Main Office

900 Main Street
Millis, MA 02054
Tel: 508-376-5424
Fax: 508-376-2442
Room 204/201

**MILLIS DEPARTMENT
OF
PUBLIC WORKS****Garage**

7 Water Street
Millis, MA 02054
Tel: 508-376-5777
Fax: 508-376-6286



Town Of Millis - DPW
Capital Budget Replacement Schedule

<u>Unit #:</u>	<u>Year:</u>	<u>Make:</u>	<u>Model:</u>	<u>Condition</u>	<u>Replacement Year:</u>	<u>Original Price</u>	<u>Replacement Cost:</u>
1	2017	Ford	Explorer	Good	2027	\$31,682.00	\$40,000.00
2	2012	Chevy 3500	Dump Truck	Good	2022	\$41,120.00	\$52,000.00
3	2005	International	Dump Truck	Good	2025	\$90,000.00	\$125,000.00
4	1995	International	Dump Truck	Poor	2015	\$62,000.00	\$173,770.00
5	1999	Volvo	Dump Truck	Fair	2019	\$85,000.00	\$120,000.00
6	2005	Volvo L70E	Front End Loader	Good	2035	\$130,000.00	\$155,000.00
8	2008	John Deere	Skidsteer	Good	2038	\$35,000.00	\$45,000.00
9	1994	John Deere	410D Backhoe	Poor	2024	\$65,000.00	\$120,000.00
10	2017	Johnston	Street Sweeper	Good	2032	\$206,208.00	\$238,000.00
11	2013	Chevy 3500	Utility Truck	Good	2024	\$64,387.00	\$70,000.00
13	2012	Chevy 2500	Pickup	Good	2022	\$33,050.00	\$35,000.00
14	2016	Chevy 3500	Dump Truck	Good	2026	\$47,100.53	\$50,000.00
17	1978	Ford 2600	Farm Tractor	Poor	2014	?	\$52,000.00
18	2013	Chevy 3500	Dump Truck	Good	2023	\$43,661.00	\$52,000.00
20	1989	Caterpillar	926 Front End Loader	Poor	2017	\$99,000.00	\$155,000.00
24	2014	Case	Backhoe	Good	2034	\$115,000.00	\$130,000.00
27	2017	Freightliner	10-Wheel Dump truck	Good	2037	\$202,545.00	\$215,000.00
29	2011	Holder 9700	Multi-use	Good	2031	\$126,500.00	\$140,000.00
30	2019	Chevy 2500	Pickup	Good	2029	\$42,667.96	\$49,000.00
31	2002	Bobcat	Skidsteer	Good	2032	\$16,500.00	\$35,600.00
50	2018	Freightliner	Roll-off	Good	2028	\$173,750.00	\$200,000.00
52	2011	Chevy Van	Express Van	Good	2026	\$23,500.00	\$25,000.00
	1992	Compressor		Fair	2015	\$8,500.00	\$11,000.00
	2012	Trailer	Utility Trailer	Good	2037	\$8,500.00	\$10,000.00
53	2002	Ford	Explorer	Good	2020	\$35,000.00	\$40,000.00
	2015	Skid Steer 326E	Multi-use	Good		\$62,000.00	\$72,000.00

Town Of Millis - DPW
Capital Budget Replacement Schedule
Sewer

<u>Building</u>	<u>Heating</u>	<u>Roof</u>	<u>Door</u>	<u>Generators</u>
DPW Building	Office-Poor/Ventilation-Poor	Poor	Front FY13 Replace	Good
Norfolk Road Sewer	Fair	Good	FY13 Replace	Good
Timberline Road Sewer	Good	Good	Fair	Good
Dover Road Sewer	Good	NA	Good	Good
Middlesex St. Sewer	Good	NA	Good	Good
Town Park	NO	Fair	Good	NA
7 Water Street	Good	NA	Good	Good

Water

Wells #1 & 2 Treatment	Good	Poor	fair	Good
Well #1 Pump Building	Good	Good	fair	
Well #2 Pump Building	Good	Good	fair	
Well #3 Pump Building	Good	Poor	Good	Good
Well #3 Treatment	Good	Poor	Good	
Well #4	Good	Poor	Good	Fair
Wells #5 & 6 Treatment	Good	Good	fair	Good
Well #5 Pump Building	Good	Good	good	Good both wells
Well #6 Pump Building	Good	Good	good	

Town Of Millis - DPW
Capital Budget Replacement Schedule

Mowers

<u>Year:</u>	<u>Make:</u>	<u>Model:</u>	<u>Condition</u>	<u>Replacement Year:</u>	<u>Original Price</u>	<u>Replacement Cost:</u>
2001	Husqvarna	Zero Turn Mower	poor	2013	\$4,500.00	\$6,000.00
2008	John Deere	Zero Turn Mower	poor	2014	\$8,500.00	\$10,000.00
2008	Husqvarna	Zero Turn Mower	Fair	2014	\$5,500.00	\$6,000.00
2012	Husqvarna	Zero Turn Mower	New	2018	\$5,850.00	\$6,000.00
2013	John Deere	Zero Turn Mower	New	2019	\$8,825.39	\$10,000.00
2013	Roller	Asphalt Roller	Good	2023	\$15,038.10	\$20,000.00

Sanders

<u>Year:</u>	<u>Make:</u>	<u>Model:</u>	<u>Condition</u>	<u>Replacement Year:</u>	<u>Original Price</u>	<u>Replacement Cost:</u>
2005	Truck #3		Good	2025	purchased with truck	
1995	Truck #4		Good	2015	purchased with truck	
1999	Truck #5		Good	2019	purchased with truck	
2004	Truck #18		Fair	2024	\$4,500.00	\$7,000.00
1994	Truck #27		Good	2037	purchased with truck	
2012	Truck #2		Good	2022	\$5,950.00	\$7,000.00
2012	Truck #14		Good	2022	\$5,950.00	\$7,000.00

Plows

<u>Year:</u>	<u>Make:</u>	<u>Model:</u>	<u>Condition</u>	<u>Replacement Year:</u>	<u>Original Price</u>	<u>Replacement Cost:</u>
2012	Truck #2		Good	2022	Purchase new with truck	Same
2005	Truck #3		Fair	2025	Purchase new with truck	Same
1995	Truck #4		Fair	2015	Purchase new with truck	Same
1999	Truck #5		Fair	2019	Purchase new with truck	Same
2013	Truck #11		Good	2023	Purchase new with truck	Same
2012	Truck #13		Good	2022	Purchase new with truck	Same
2016	Truck #14		Good	2026	Purchase new with truck	Same
2013	Truck #18		Good	2023	Purchase new with truck	Same
2017	Truck #27		Good	2037	Purchase new with truck	Same
2007	Truck #30		Fair	2017	Purchase new with truck	Same

TOWN OF MILLIS

FISCAL YEAR 2020 BUDGET	STAFFING PERCENTAGES
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STAFFING PERCENTAGES

Department: Department of Public Works

Name Position	General	Water	Sewer	Storm	Total
	142251	6100051	6000051	6300051	
James McKay - Director	0.17	0.41	0.24	0.18	1.00
Deirdre Gilmore - Dept Asst III	0.11	0.44	0.32	0.13	1.00
Marie Gallagher - Dept Asst I		0.15	0.15		0.30
David Rachmaciej - Gen Foreman	0.16	0.42	0.24	0.18	1.00
Ron McKenney - Water Sewer Tech		0.50	0.50		1.00
Kevin Kandola - Mechanic	0.24	0.33	0.33	0.10	1.00
Jon Wanders - HEO/Laborer-Mechanic	0.75			0.25	1.00
Steve Main - HEO/Laborer	0.75			0.25	1.00
Michael Hillery - HEO/Laborer		0.50	0.50		1.00
Ryan Wagner - HEO/Laborer		0.50	0.50		1.00
Matthew Donovan - HEO/Laborer		0.50	0.50		1.00
Joseph Clinton - HEO/Laborer	0.75			0.25	1.00
Mark Bussaglia - HEO/Laborer				1.00	1.00
Eric Earl - HEO/Laborer	0.24	0.33	0.33	0.10	1.00
Kyle Lopez - HEO/Laborer	0.10	0.50			0.60
Transfer Station 143651					
Kyle Lopez - HEO/Laborer	0.40				0.40
SUBTOTAL/TOTAL	3.67	4.43	3.61	2.59	14.30

TOWN OF MILLIS
FISCAL YEAR 2020 BUDGET

Form 2

Form #2

DEPARTMENT: Millis Department of Public Works

PERSONNEL SUMMARY

NAME	POSITION-PAY ITEM	CURRENT TOTAL ANNUAL SALARY	HRS/ WEEK	GRADE	STEP	ANNIV DATE	ANNUAL SALARY # WKS/HRS @ SAL	BASE SALARY	OTHER PAY	LON-GEVITY	TOTAL SALARY
James F. McKay	Director of Public Works	\$119,432.56	40	TG17-6	6	2/27/2006	\$2,354.20X52=	\$122,418.40	\$1,385.00	\$750.00	\$124,553.40
Deirdre Gilmore	Department Assistant III	\$56,284.00	40	TG-	10	4/25/2005	27.06x40x52 \$17.97X12X71.00%= \$18.39X12X29.00%=	\$56,284.00		\$750.00	\$57,034.00
Marie Gallagher	Department Assistant I	\$11,289.28	12	TG-	3	3/19/2018	\$32.18X40X54.00%= \$32.90X40X46.00%=	\$11,289.28		\$0.00	\$11,289.28
David Rachmaciej	General Foreman	\$75,813.00	40	PW30-	7	1/18/2011	\$32.90X40X46.00%=	\$67,623.00	\$6,545.07	\$700.00	\$74,868.07
Ronald McKenney	Water and Sewer Technician	\$71,414.00	40	PW22-6	6	7/17/2006	\$29.97X40X52=	\$62,337.60	\$6,195.81	\$800.00	\$69,333.41
Kevin Kandola	Town Mechanic/Storm	\$67,147.00	40	PW17-6	6	6/7/2004	\$29.00X40X52=	\$60,320.00	\$6,133.70	\$900.00	\$67,353.70
John Wanders	HEO/Laborer/Mechanic/Storm	\$56,704.00	40	PW13-	6	5/15/2012	\$27.60X40X87.50%= \$28.33X40X12.50%=	\$57,597.80		\$700.00	\$58,297.80
Steve Main	HEO/Laborer-Cem/Storm	\$53,895.00	40	PW07-6	6	11/19/1984	25.43X40X52=	\$52,894.40		\$1,000.00	\$53,994.40
Kyle Lopez	HEO/Laborer-T.S./Storm/Wat		40	PW07-1	2	12/19/2018	\$22.46X40X46.00%= \$22.86X40X54.00%= \$27.55X40X96.00%=	\$46,974.12		\$0.00	\$46,974.12
Michael Hillery	HEO/Laborer-Water & Sewer	\$64,982.00	40	PW25-	6	8/18/2014	\$28.21X40X4.00%= \$23.46X40X16.50%= \$24.06X40X83.50%=	\$58,505.20	\$6,006.83	\$700.00	\$65,212.03
Eric Earl	HEO/Laborer-Water & Sewer		40	PW08-	2	9/4/2018	\$24.06X40X83.50%= \$24.92X40X96.00%= \$25.65X40X4.00%=	\$49,838.88		\$0.00	\$49,838.88
Ryan Wagner	HEO/Laborer-Water & Sewer	\$55,800.00	40	PW09-	5	6/14/2016	\$24.15X40X87.50%= \$24.78X40X12.50%= \$24.00X40X92.00%=	\$51,894.34	\$5,564.48	\$0.00	\$57,458.82
Mathew Donovan	HEO/Laborer-Water & Sewer	\$49,188.00	40	PW9-	4	5/9/2017	\$24.78X40X12.50%= \$24.00X40X92.00%= \$24.61X40X8.00%=	\$50,395.80		\$0.00	\$50,395.80
Joseph Clinton	HEO/Laborer-Gen/Storm	\$48,730.00	40	PW8-	4	5/30/2017	\$24.61X40X8.00%= \$23.38X40X71.00%= \$24.00X40X29.00%=	\$50,021.50		\$0.00	\$50,021.50
Mark Bussaglia	HEO/Laborer-Stormwater	\$44,989.00	40	PW08	3	3/12/2018	\$24.00X40X29.00%=	\$49,004.38		\$0.00	\$49,004.38
Summer Help	Personal Plan		40		0			\$6,180.00		\$0.00	\$6,180.00
Summer Help	Personal Plan		40		0			\$6,180.00		\$0.00	\$6,180.00
SUBTOTAL/TOTAL								\$859,758.70	\$31,830.89	\$6,300.00	\$897,989.59

\$897,889.59

DPW FTEs Allocation

Salary		Full Salary	FTE					Cost			
			GF	Storm	Sewer	Water	Total	GF	Storm	Sewer	Water
Gilmore, Deirdre	Dept. Asst. III Step 10	\$ 56,284.80	0.11	0.13	0.32	0.44	1.00	\$6,191	\$7,317	\$18,011	\$24,765
Vacant	Dept. Asst. I Step 1	\$ 11,289.28			0.15	0.15	0.30	\$0	\$0	\$1,693	\$1,693
McKay, Jim	Deputy Director Step 10	\$ 122,418.40	0.17	0.18	0.24	0.41	1.00	\$20,811	\$22,035	\$29,380	\$50,192
Clinton, Joseph	HEO/Laborer w/ Class A Step 4	\$ 50,021.50	0.75	0.25			1.00	\$37,516	\$12,505	\$0	\$0
Donovan, Matthew	HEO/Laborer w/ Wtr I Step 4	\$ 50,395.80			0.50	0.50	1.00	\$0	\$0	\$25,198	\$25,198
Farricy, Francis	HEO/Laborer - Step 2	\$ 46,974.12	0.50			0.50	1.00	\$23,487	\$0	\$0	\$23,487
Hillery, Michael	HEO/Laborer Wtr TII/DII w/ Class A Step 6	\$ 58,505.20			0.50	0.50	1.00	\$0	\$0	\$29,253	\$29,253
Kandola, Kevin	Mechanic - Wtr I Class A Step 6	\$ 60,320.00	0.24	0.10	0.33	0.33	1.00	\$14,477	\$6,032	\$19,906	\$19,906
McDonald, Shawn	HEO/Laborer Wtr TII/DII w/ Class A Step 5	\$ 51,894.34			0.50	0.50	1.00	\$0	\$0	\$25,947	\$25,947
McKenney, Ron	Water/Sewer Technician DII/TII Step 6	\$ 62,337.60			0.50	0.50	1.00	\$0	\$0	\$31,169	\$31,169
Main, Stephen	HEO/Laborer Step 6	\$ 52,894.40	0.75	0.25			1.00	\$39,671	\$13,224	\$0	\$0
David Rachmaciej	General Foreman w/ Licensed Contractor Wtr TII/DII Step 7	\$ 67,623.00	0.16	0.18	0.24	0.42	1.00	\$10,820	\$12,172	\$16,230	\$28,402
Ryan Wagner	HEO/Laborer w/ Wtr I Step 4	\$ 49,838.88	0.24	0.10	0.33	0.50	1.17	\$11,961	\$4,984	\$16,447	\$24,919
Wanders, Jonathan	HEO/Laborer Mechanic Class A Step 5	\$ 57,597.80	0.75	0.25			1.00	\$43,198	\$14,399	\$0	\$0
Vacant	HEO/Laborer Class A Step 2	\$ 49,004.38		1.00			1.00	\$0	\$49,004	\$0	\$0
			3.67	2.44	3.61	4.75	14.47	\$ 208,133	\$ 141,673	\$ 213,233	\$ 284,930

Longevity		Longevity	FTE					Cost			
			GF	Storm	Sewer	Water	Total	GF	Storm	Sewer	Water
Gilmore, Deirdre	Dept. Asst. III Step 10	\$ 750.00	0.11	0.13	0.32	0.44	1.00	\$83	\$98	\$240	\$330
McKay, Jim	Deputy Director Step 10	\$ 750.00	0.17	0.18	0.24	0.41	1.00	\$128	\$135	\$180	\$308
Farricy, Francis	HEO/Laborer - Wtr TII/DII Class A Step 6	\$ 700.00	0.50			0.50	1.00	\$350	\$0	\$0	\$350
Kandola, Kevin	Mechanic - Wtr I Class A Step 6	\$ 900.00	0.24	0.10	0.33	0.33	1.00	\$216	\$90	\$297	\$297
McKenney, Ron	Water/Sewer Technician DII/TII Step 6	\$ 800.00			0.50	0.50	1.00	\$0	\$0	\$400	\$400
Main, Stephen	HEO/Laborer Step 6	\$ 1,000.00	0.75	0.25			1.00	\$750	\$250	\$0	\$0
David Rachmaciej	General Foreman w/ Licensed Contractor Wtr TII/DII Step 7	\$ 700.00	0.16	0.18	0.24	0.42	1.00	\$112	\$126	\$168	\$294
Wanders, Jonathan	HEO/Laborer Mechanic Class A Step 6	\$ 700.00	0.75	0.25			1.00	\$525	\$175	\$0	\$0
		<u>\$6,300</u>						<u>\$2,163</u>	<u>\$874</u>	<u>\$1,285</u>	<u>\$1,979</u>

Enterprise Indirects

		6%			45%	55%			
	FY19 Total Budget	FY20 Total Budget	Indirect Allocation Rate Water/Sewer	Enterprise Allocation Amount Water/Sewer	Sewer	Water	Indirect Allocation Rate Storm Water	Storm Water	Total Indirect Costs Per Department
Department									
Town Admin/BOS Office	\$398,793	422,721	10.0%	\$42,272	\$19,022	\$23,250	3.30%	\$13,950	\$56,221.84
Legal	\$90,000	95,400	10.0%	\$9,540	\$4,293	\$5,247	3.30%	\$3,148	\$12,688.20
Accounting	\$219,635	232,813	10.0%	\$23,281	\$10,477	\$12,805	3.30%	\$7,683	\$30,964.14
Treasurer/Collector	\$237,530	251,782	20.0%	\$50,356	\$22,660	\$27,696	6.70%	\$16,869	\$67,225.74
Assesor	\$137,139	145,367	5.0%	\$7,268	\$3,271	\$3,998	1.80%	\$2,617	\$9,884.98
Data Proc/IT	\$147,036	155,858	5.0%	\$7,793	\$3,507	\$4,286	1.80%	\$2,805	\$10,598.35
Contract Neg Related	\$13,333	14,133	13.0%	\$1,837	\$827	\$1,011	5.0%	\$707	\$2,543.94
<i>Subtotal Department</i>				<u>\$142,348</u>	<u>\$64,057</u>	<u>\$78,292</u>		<u>\$47,779</u>	<u>\$190,127</u>
Expenses									
Health Insurance	\$2,890,725	3,064,169	3.10%	\$94,989	\$42,745	\$52,244	0.85%	\$26,045	\$121,034.66
Pension	\$1,728,057	1,831,740	12.30%	\$225,304	\$101,387	\$123,917	3.42%	\$62,646	\$287,949.59
Worker's Com	\$120,000	127,200	3.10%	\$3,943	\$1,774	\$2,169	0.85%	\$1,081	\$5,024.40
<i>Subtotal Expenses</i>				<u>\$324,236</u>	<u>\$145,906</u>	<u>\$178,330</u>		<u>\$89,772</u>	<u>\$414,009</u>
Total Indirect Allocation				<u>\$466,585</u>	<u>\$209,963</u>	<u>\$256,622</u>		<u>\$137,551</u>	<u>\$604,136</u>

*FY20 Budget Totals = FY19 Budget + 6% anticipated increase

BUDGET NARRATIVE

Department of Public Works "Accounting"

Major Duties:

This Department maintains payables (water, sewer, transfer station, street lighting, general and stormwater), payroll/attendance records, issue all department permits, snow plow agreements, water and sewer reports, deposit all checks for the department, and oversee gasoline revolving account.

Department of Public Works

Major Duties:

This Department maintains the Town's parks, veteran's memorials, cemetery, streets, drainage systems, sidewalks, and traffic islands. This Division responds to emergencies resulting from snow and ice, vehicle accidents, downed trees, street flooding and other request by the Millis Police Department 24 hours a day 7 days a week.

Reports:

Millis Sanitary Landfill Monitoring Report-quarterly
Stage II Vapor Recovery Program-yearly
Stormwater

Accomplishments:

The following is a list of Roads paved in FY18 from Chapter 90 funds,

- 1-Resurfacing Main Street from Exchange St. to Spring St. Way - \$
- 2-Resurfacing Dyer Street from Village St. to Pleasant St. - \$48,292.04
- 3-Resurfacing Middlesex St. from Ridge Street to Brookview Road - \$58,077.15
- 4-Crack-Sealing various locations - \$41,695.82
- 5-Mini-Track Paver - \$40,000.00

FY19 Departmental Goals

The following is a list of Roads to be paved in FY20 with Chapter 90 Funds:

- 1-Union Street from Rosenfield Road to Ridge Street.
- 2-Village Street from Plain Street to the intersection of the Sewer Station.
- 3-Crack-Sealing various locations.
- 4-Purchase a new large 6-Wheel Dump Truck.
- 5-Install 11 Solar Flashing devices.

Spending Highlights for FY20

Increase Wages Overtime – from \$25,501.00 to \$30,000.00. The increase will cover the cost for overtime to make repairs on off hours, during negotiations it was determined that staff would be paid double-time for hours worked over 12 consecutive hours of work.

Increase Wages – from \$41,170.00. The increase will cover contractual item.

Total increase to Personnel Services – \$51,170.00

Increase Expenses – \$61,742.00

Non-tax Funding

HIGHWAY DIVISION 014220*Personnel Services*

Salary Department Head
Salaries Clerical
Wages
Wages Overtime
Summer Help
Longevity

Total

DPW						
FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUALS	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
	\$33,495	\$34,743	\$36,551	\$20,305	\$20,825.32	
\$6,092	\$6,126	\$6,270	\$5,066	\$6,191	\$6,191.00	
\$230,695	\$205,895	\$191,213	\$209,843	\$148,896	\$188,835.47	
\$21,457	\$21,618	\$37,247	\$45,225	\$30,000	\$40,000.00	
\$12,021	\$11,436	\$7,608	\$7,836	\$12,360	\$12,360.00	
\$2,121	\$3,033	\$3,158	\$3,360	\$2,289	\$3,000.00	
\$272,386	\$281,603	\$280,239	\$307,881	\$220,041	\$271,211.79	0

Expenses

Engineering Services
Physical Exams
Police Details
Office Cleaning
Equipment Hired
Land Fill Monitoring
Tree Care
Traffic Lines
Road Maintenance Supplies
Asphalt Products
Gravel and Sand
Street Signs
Shop Supplies
Supplies and Expenses
Heat and Fuel
Telephone
Electricity
Postage
Meal Allowance
Clothing
Park Expenses

\$2,817	\$17,373	\$7,596	\$5,458	\$8,000	\$8,000.00	
\$410	\$445	\$155	\$425	\$2,000	\$2,000.00	
\$19,383	\$15,767	\$16,546	\$26,144	\$13,000	\$20,000.00	
\$3,502	\$3,478	\$4,376	\$3,848	\$4,000	\$6,000.00	
\$26,236		\$3,997	\$2,160	\$8,000	\$8,000.00	
			\$0	\$0	\$15,000.00	
\$12,380	\$13,893	\$15,197	\$18,050	\$25,578	\$28,000.00	
\$25,882	\$24,725	\$28,793	\$19,500	\$28,312	\$30,000.00	
\$15,818	\$6,492	\$5,697	\$20,829	\$18,868	\$25,000.00	
\$27,465	\$16,649	\$20,847	\$43,171	\$28,000	\$50,000.00	
\$3,030	\$2,829	\$5,724	\$10,549	\$4,000	\$4,000.00	
\$5,664	\$3,189	\$4,287	\$8,739	\$7,500	\$10,000.00	
\$11,447	\$12,670	\$15,642	\$15,673	\$10,000	\$16,000.00	
\$17,476	\$41,681	\$23,940	\$21,612	\$20,132	\$20,132.00	
\$6,194	\$27		\$0	\$10,000	\$10,000.00	
\$1,021	\$1,203	\$1,072	\$1,412	\$3,716	\$3,716.00	
\$7,889	\$10,640	\$10,463	\$9,815	\$12,905	\$12,905.00	
\$121	\$97	\$138	\$123	\$250	\$250.00	
\$4,160	\$1,870	\$2,570	\$4,112	\$3,000	\$3,000.00	
\$3,015	\$3,723	\$3,009	\$3,202	\$4,757	\$4,757.00	
\$30,806	\$50,290	\$270	\$0	\$0	\$0.00	

DPW

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUALS	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
Cemetery Expenses	\$6,987	\$4,407	\$13,770	\$4,632	\$19,500	\$19,500.00	
Advertising	\$0		\$671	\$0	\$1,000	\$1,000.00	
Equipment Repairs	\$20,134	\$14,924	\$22,558	\$23,886	\$15,000	\$25,000.00	
Vehicle Supply and Repair	\$20,940	\$21,956	\$25,276	\$21,959	\$18,000	\$20,000.00	
Gasoline/Oil	\$47,638	\$35,214	\$32,082	\$41,569	\$39,000	\$39,000.00	
Diesel Fuel	\$2,575		\$1,323	\$0	\$0		
Fields -- Applications			\$3,847	\$5,434	\$7,000	\$7,000.00	
Fields -- Irrigation			\$2,123	\$1,506	\$1,000	\$1,000.00	
Fields -- Miscellaneous Expenses			\$2,740	\$9,137	\$750	\$750.00	
Fields -- Lighting				\$0	\$2,311	\$2,311.00	
Fields -- Water			\$33,454	\$10,368	\$20,000	\$20,000.00	
Water/Sewer			\$1,017	\$1,234	\$0		
Total	\$322,988	\$303,544	\$309,180	\$334,545	\$335,579	\$412,321.00	\$0
Sub-Total Highway	\$595,375	\$585,147	\$589,419	\$642,426	\$555,620	\$683,532.79	\$0

DPW

FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUALS	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
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SNOW & ICE 014230

Personnel Services

Salaries Overtime	\$99,374	\$39,628	\$58,649	\$108,770	\$48,000	\$48,000.00	
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Expenses

Other Charges/Expenses	\$332,361	\$202,534	\$271,096	\$307,549	\$170,727	\$170,727.00	
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Total	\$431,736	\$242,161	\$329,745	\$416,319	\$218,727	\$218,727.00	\$0
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TOTAL BUDGET

	\$431,736	\$242,161	\$329,745	\$416,319	\$218,727	\$218,727.00	\$0
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DPW

FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUALS	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
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STREETLIGHTING 014240

Expenses

Electricity Signals
Street Lighting
Repair Signals

\$2,674	\$2,835	\$3,915	\$4,840	\$10,000	\$10,000.00	
\$34,524	\$38,769	\$34,190	\$22,035	\$20,850	\$20,850.00	
\$6,457	\$6,538	\$9,222	\$12,907	\$10,000	\$10,000.00	
\$43,654	\$48,142	\$47,326	\$39,781	\$40,850	\$40,850.00	\$0

TOTAL BUDGET

DPW

TRANSFER STATION 014390

Personnel Services

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUALS	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
Wages	\$20,611	\$20,836	\$21,095	\$21,623	\$22,189	\$18,789.37	
Wages Overtime	\$4,572	\$5,336	\$8,358	\$4,878	\$6,032	\$6,032.00	
Longevity	\$0	\$400	\$400	\$100	\$400	\$400.00	
Stipends	\$0			\$0	\$960	\$960.00	
Total	\$25,183	\$26,572	\$29,853	\$26,601	\$29,581	\$26,181.37	\$0

Expenses

Recycling	\$2,555	\$3,443	\$3,182	\$2,930	\$5,000	\$5,000.00	
Contract Hauling	\$0			\$1,346	\$3,000	\$3,000.00	
Tipping Fees	\$33,455	\$30,506	\$28,815	\$29,059	\$30,600	\$30,600.00	
Pumping Services	\$158			\$0	\$500	\$500.00	
Supplies and Expenses	\$7,487	\$22,043	\$13,734	\$6,566	\$12,069	\$12,069.00	
Telephone	\$0			\$0	\$110	\$110.00	
Electricity	\$3,070	\$2,319	\$2,664	\$2,738	\$4,538	\$4,538.00	
Clothing	\$267		\$280	\$300	\$140	\$140.00	
Advertising	\$395	\$1,338	\$1,475	\$419	\$200	\$200.00	
Equipment Repairs	\$11,782	\$8,900	\$14,878	\$13,183	\$11,000	\$11,000.00	
Diesel Fuel	\$9,363	\$6,573	\$5,543	\$4,761	\$8,505	\$8,505.00	
Miscellaneous Expenses	\$1,200						
Total	\$69,733	\$75,121	\$70,572	\$61,300	\$75,662	\$75,662.00	

TOTAL BUDGET

	\$94,916	\$101,694	\$100,425	\$87,901	\$105,243	\$101,843.37	
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Sewer Enterprise 6000

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
SEWER ENTERPRISE							
<i>Sewer Fund Revenue</i>							
Penalties/Interest	\$9,595	\$11,676	\$9,488	\$12,780	\$9,500		
Service Fee (Revenue Ser)	\$862,793	\$1,100,931	\$1,075,820	\$1,083,633	\$1,085,000		
Liens Added	\$66,502	\$45,484	\$46,611	\$40,489	\$47,000		
Entrance Fees	\$36,000	\$73,500	\$140,400	\$81,180	\$0		
Sewer Drain Layer L	\$600	\$4,300	\$550	\$650	\$0		
Miscellaneous Revenue			\$1,000	\$0	\$36,090		
Bank Account Interest	\$441	\$634	\$1,326	\$1,388	\$1,000		
Other Revenue-Interest							
Sewer Betterments			\$263,641	\$234,235	\$200,000		
Sewer Surplus							
Transfer From Sp/Re	\$282,997	\$275,788					
Total	\$1,258,928	\$1,512,313	\$1,538,835	\$1,454,354	\$1,378,590	\$0	\$0

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
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SEWER DIVISION

Personnel Services

Salary Department Head		\$22,968	\$23,824	\$25,064	\$28,664	\$29,381	
Salaries Clerical	\$22,601	\$22,771	\$23,377	\$22,398	\$19,655	\$23,667	
Salaries Clerical Overtime	\$1,388	\$733	\$1,436	\$1,305	\$1,000	\$1,000	
Wages	\$174,266	\$140,791	\$137,118	\$158,982	\$173,042	\$164,148	
Wages Overtime	\$12,611	\$12,306	\$11,445	\$12,762	\$15,392	\$15,392	
Longevity	\$206	\$1,550	\$1,280	\$832	\$1,252	\$1,252	
Stipends	\$6,545	\$6,645	\$7,694	\$8,220	\$8,070	\$8,070	
Total	\$217,617	\$207,764	\$206,175	\$229,563	\$247,075	\$242,910	\$0

Expenses

Town Counsel				\$0	\$5,000	\$5,000	
Services Engineering	\$0	\$3,025	\$945	\$14,686	\$24,000	\$24,000	
Maintenance Contract	\$0	\$0	\$0	\$0	\$12,000	\$12,000	
Police Details	\$1,016	\$551	\$0	\$0	\$4,000	\$4,000	
Sewer Cleaning	\$490	\$0	\$0	\$0	\$10,175	\$10,175	
EQUIPMENT HIRED	\$3,592	\$0	\$0	\$3,000			
Supplies & Expenses	\$55,277	\$23,233	\$31,410	\$36,658	\$24,251	\$24,251	
Water/Sewer	\$0	\$0	\$584	\$612			

Sewer Enterprise 6000

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
Telephone	\$2,985	\$3,035	\$2,253	\$2,996	\$3,569	\$3,569	
Electricity	\$16,086	\$17,384	\$15,727	\$18,933	\$21,850	\$21,850	
Postage	\$121	\$1,867	\$1,873	\$1,948	\$2,000	\$2,000	
Clothing	\$2,193	\$1,920	\$2,120	\$2,349	\$3,075	\$3,075	
Equipment	\$0	\$0	\$0	\$6,999	\$3,741	\$3,741	
Equipment Repairs & Maintenance	\$5,954	\$27,193	\$9,002	\$1,608	\$13,620	\$13,620	
Diesel Fuel	\$0	\$0	\$4,028	\$0	\$2,000	\$2,000	
CRPCD O&M Costs	\$246,570	\$276,390	\$207,420	\$247,728	\$297,000	\$307,395	
CRPCD Assessment	\$104,090	\$190,480	\$250,560	\$228,279	\$251,620	\$260,427	
Sewer LTD Principal	\$235,000	\$235,000	\$230,000	\$244,000	\$195,000	\$253,290	
Sewer STD Principal	\$16,334	\$66,645	\$12,678	\$12,677	\$61,075		
Sewer LTD Interest	\$67,648	\$59,988	\$64,614	\$158	\$0	\$68,140	
Sewer STD Interest	\$163	\$4,229	\$190	\$67,465	\$0	\$0	
Miscellaneous Expenses	\$0	\$0	\$0	\$0			
Transfer to Capital	\$100,000	\$0	\$0	\$0			
Transfer to General Fund		\$157,568	\$165,447	\$173,719	\$197,539	\$209,391	
Total	\$857,519	\$1,068,509	\$998,851	\$1,063,816	\$1,131,516	\$1,227,924	\$0

Articles

Phase I Sewer Sys I	\$65,603						
Drain/Manhole Repair	\$14,984						
W/S Scada Software	\$0	\$11,272					
I/I Union St/Curve	\$66,272						
Water St Sewer Pump	\$34,070						
DPW Backhoe	\$26,687						
Unpaid Bills		\$1,350					
Sewer Improvement / O&M PLA		\$21,853	\$440				
Remove I/I		\$3,585	\$96,999	\$24,562			
Sewer Phase IV-B I/I				\$4,941			
DPW Vehicles & Equipment			\$13,367				
Sewer Expansion Study BII			\$20,100				
Total	\$207,617	\$38,060	\$130,906	\$29,503	\$0	\$0	\$0
TOTAL BUDGET	\$1,282,753	\$1,314,332	\$1,335,932	\$1,322,882	\$1,378,591	\$1,470,834	\$0

BUDGET NARRATIVE

Major Duties:

This Department maintains, tests, and monitors the water and complete delivery system for the Town. The system is composed of six wells, four treatment facilities, two water tanks, water mains, hydrants, valves, Scada system, and the Walnut Street booster pumps. The water that is delivered to all customers consistently meets or exceeds all D.E.P. standards. The Water Department reads all water meters four times a year. The Water Department also response to all water breaks 24 hours a day 7 days a week.

Reports:

Lead and copper samples required-20 samples every 3 years
Winter/summer Bacteria samples required-19 samples per month
CT Determination for Ground Water Rule-monthly
Stage 2 Disinfection BY-Products Rule-Quarterly
Notification of Water Use Restriction-yearly and as needed
TTHN/HAA5 compliance-4 samples quarterly
Consumer Confidence Report (CCR)-yearly
Annual Statistical Report (ASR)-yearly

Accomplishments:

Replaced approximately 2900 feet of 12inch DI pipe, phase II Old Dover Road Water Main Project – Town Meeting appropriation \$887,545.50.

FY20 Departmental Goals

Design the new Walnut Street booster station that will be located near the Walnut water tank.

Spending Highlights for FY20

Increase Wages Overtime – from \$24,960.00 to \$40,000.00. The increase will cover the cost for overtime to make repairs to the water system on off hours, during negotiations it was determined that staff would be paid double-time for hours worked over 12 consecutive hours of work.

Decrease Wages – \$7,728.00.

Total increase to Personnel Services – \$7,312.00

Increase Expenses – waiting for information from Town Accountant to complete this budget 1/20/2019.

Non-tax Funding

Water Enterprise 6100

WATER ENTERPRISE

Water Fund Revenue

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
Penalties/Interest	\$10,153	\$14,567	\$10,642	\$13,219	\$10,500		
Usage Charges	\$1	\$3					
Service Fee (Revenue Ser)	\$773,537	\$940,350	\$922,252	\$876,623	\$905,638		
Liens Added	\$66,631	\$53,336	\$50,120	\$43,923	\$50,000		
Paine Well	\$281,300	\$322,105	\$329,171	\$355,860	\$300,000		
Entrance Fees	\$29,300	\$52,800	\$57,200	\$74,590	\$54,450		
Meter On/Off Charge	\$140	\$350	\$1,025	\$812	\$500		
Water Cross Connect	\$6,800	\$6,850	\$6,500	\$7,375	\$6,500		
Water Drain Layer L	\$660	\$2,900	\$650	\$950	\$700		
Miscellaneous Final	\$4,408	\$5,940	\$6,120	\$5,265	\$0		
Miscellaneous Revenue	\$4,529	\$9,950	\$12,730	\$8,128	\$12,000		
Bank Account Interest	\$702	\$951	\$1,384	\$1,427	\$750		
Capital Assessment							
Water Surplus (Balance Budget)							
Water Surplus							
Total	\$1,178,161	\$1,410,102	\$1,397,794	\$1,388,171	\$1,341,038	\$0	\$0

WATER DIVISION

Personnel Services

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
Salary Department Head		\$39,236	\$40,699	\$42,817	\$48,967	\$50,191	
Salaries Clerical	\$28,820	\$29,013	\$29,583	\$29,715	\$26,409	\$30,410	
Salaries Clerical Overtime	\$1,804	\$1,168	\$2,918	\$1,996	\$3,000	\$3,000	
Wages	\$225,783	\$177,143	\$164,687	\$190,010	\$212,761	\$199,808	
DPW License Fee	\$1,305	\$1,305	\$5,770	\$7,665	\$0	\$0	
Wages Overtime	\$37,912	\$33,221	\$34,082	\$45,693	\$24,960	\$40,000	
Longevity	\$323	\$2,417	\$1,878	\$1,458	\$2,096	\$2,096	
Stipends	\$6,545	\$6,645	\$8,094	\$8,970	\$17,775	\$17,775	
Total	\$302,492	\$290,147	\$287,710	\$328,323	\$335,968	\$343,280	\$0

Expenses

Water Enterprise 6100

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
Testing Water	\$10,466	\$8,880	\$9,255	\$9,310	\$14,000	\$14,000	
Town Counsel				\$4,500	\$5,000	\$5,000	
Services Engineering	\$20,000	\$10,374	\$30,112	\$15,694	\$30,000	\$30,000	
Police Details	\$7,168	\$3,543	\$3,839	\$5,119	\$9,000	\$9,000	
Training	\$540	\$1,680	\$4,510	\$470	\$3,000	\$3,000	
Inspections	\$0	\$0	\$0	\$0	\$4,000	\$4,000	
Equipment Hired	\$52,232	\$37,173	\$20,620	\$28,785	\$33,000	\$33,000	
Supplies & Expenses	\$106,623	\$107,763	\$133,281	\$111,717	\$90,622	\$90,622	
Propane Gas	\$6,292	\$4,675	\$4,134	\$5,632	\$7,331	\$7,331	
Water/Sewer			\$584	\$612	\$0		
Telephone	\$5,312	\$4,613	\$3,960	\$5,036	\$6,462	\$6,462	
Electricity	\$91,877	\$95,472	\$93,728	\$106,764	\$106,551	\$106,551	
Postage	\$3,706	\$1,867	\$2,367	\$1,948	\$4,450	\$4,450	
Clothing	\$2,656	\$2,111	\$2,589	\$2,986	\$3,075	\$3,075	
Advertising	\$494	\$1,817	\$1,455	\$557	\$2,000	\$2,000	
Membership	\$863	\$963	\$770	\$770	\$1,000	\$1,000	
Equipment	\$5,369	\$16,226	\$27,292	\$7,708	\$22,000	\$22,000	
Vehicle Supply/Repair	\$4,690	\$3,636	\$3,719	\$9,367	\$12,000	\$12,000	
Diesel Fuel	\$15,748	\$5,877	\$5,866	\$5,484	\$5,203	\$5,203	
Miscellaneous Expense	\$16,928	\$13,971	\$19,511	\$23,168	\$28,958	\$28,958	
Water LTD Principal	\$173,148	\$173,148	\$263,483	\$287,645	\$292,080	\$392,843	
Water STD Principal	\$47,800	\$47,033	\$8,500	\$50,000	\$0		
Water LTD Interest	\$69,859	\$63,570	\$85,690	\$91,581	\$83,902	\$186,132	
Water STD Interest	\$2,419	\$1,690	\$85	\$13,110	\$0	\$14,262	
Transfer to General		\$206,687	\$0		\$241,436	\$255,923	
Transfer to Capital	\$250,000				\$14,389		
Total	\$894,189	\$812,770	\$725,350	\$787,962	\$1,019,459	\$1,236,812	\$0

Articles

Reserve Fund							
Unpaid Bills of PRI		\$3,106	\$780				
Water Management Act Consultant							
W/S Scada Software		\$11,273					
DPW Backhoe	\$26,686						
Water System Valve Improvement							

Water Enterprise 6100

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
Well Building Improvement		\$9,980					
Hydrant Flushing	\$17,000	\$3,000					
DPW Vehicles & Equipment			\$13,367				
Dean Street Water M			\$14,387				
Pump 3 Well Roof Repair				\$10,707	\$0		
Pump 4 Well Roof Repair				\$9,393	\$0		
WALNUT STREET BOOSTER STATION				\$0	\$10,000		
Total	\$43,686	\$27,359	\$28,534	\$20,100	\$10,000	\$0	\$0
TOTAL BUDGET	\$1,240,367	\$1,130,276	\$1,041,593	\$1,136,386	\$1,365,427	\$1,580,092	\$0

FISCAL YEAR 2020 BUDGET

DEPARTMENT: Millis Department of Public Works

PERSONNEL SUMMARY

NAME	POSITION-PAY ITEM	CURRENT TOTAL ANNUAL SALARY	HRS/ WEEK	GRADE	STEP	ANNIV DATE	ANNUAL SALARY # WKS/HRS @ SAL	BASE SALARY	OTHER PAY	LON-GEVITY	TOTAL SALARY
James F. McKay	Director of Public Works	\$119,432.56	40	TG17-6	6	2/27/2006	\$2,354.20X52=	\$122,418.40	\$1,385.00	\$750.00	\$124,553.40
Deirdre Gilmore	Department Assistant III	\$56,284.00	40	TG-	10	4/25/2005	27.06x40x52 \$17.97X12X71.00%= \$18.39X12X29.00%= \$32.18X40X54.00%= \$32.90X40X46.00%=-	\$56,284.00		\$750.00	\$57,034.00
Marie Gallagher	Department Assistant I	\$11,289.28	12	TG-	3	3/19/2018		\$11,289.28		\$0.00	\$11,289.28
David Rachmaciej	General Foreman	\$75,813.00	40	PW30-	7	1/18/2011		\$67,623.00	\$6,545.07	\$700.00	\$74,868.07
Ronald McKenney	Water and Sewer Technician	\$71,414.00	40	PW22-6	6	7/17/2006	\$29.97X40X52=	\$62,337.60	\$6,195.81	\$800.00	\$69,333.41
Kevin Kandola	Town Mechanic/Storm	\$67,147.00	40	PW17-6	6	6/7/2004	\$29.00X40X52=	\$60,320.00	\$6,133.70	\$900.00	\$67,353.70
John Wanders	HEO/Laborer/Mechanic/Storm	\$56,704.00	40	PW13-	6	5/15/2012	\$27.60X40X87.50%= \$28.33X40X12.50%=-	\$57,597.80		\$700.00	\$58,297.80
Steve Main	HEO/Laborer-Cem/Storm	\$53,895.00	40	PW07-6	6	11/19/1984	25.43X40X52=	\$52,894.40		\$1,000.00	\$53,994.40
Kyle Lopez	HEO/Laborer-T.S./Storm/Wat		40	PW07-1	2	12/19/2018	\$22.46X40X46.00%= \$22.86X40X54.00%=-	\$46,974.12		\$0.00	\$46,974.12
Michael Hillery	HEO/Laborer-Water & Sewer	\$64,982.00	40	PW25-	6	8/18/2014	\$27.55X40X96.00%= \$28.21X40X4.00%=-	\$58,505.20	\$6,006.83	\$700.00	\$65,212.03
Eric Earl	HEO/Laborer-Water & Sewer		40	PW08-	2	9/4/2018	\$23.46X40X16.50%= \$24.06X40X83.50%=-	\$49,838.88		\$0.00	\$49,838.88
Ryan Wagner	HEO/Laborer-Water & Sewer	\$55,800.00	40	PW09-	5	6/14/2016	\$24.92X40X96.00%= \$25.65X40X4.00%=-	\$51,894.34	\$5,564.48	\$0.00	\$57,458.82
Mathew Donovan	HEO/Laborer-Water & Sewer	\$49,188.00	40	PW9-	4	5/9/2017	\$24.15X40X87.50%= \$24.78X40X12.50%=-	\$50,395.80		\$0.00	\$50,395.80
Joseph Clinton	HEO/Laborer-Gen/Storm	\$48,730.00	40	PW8-	4	5/30/2017	\$24.00X40X92.00%= \$24.61X40X8.00%=-	\$50,021.50		\$0.00	\$50,021.50
Mark Bussaglia	HEO/Laborer-Stormwater	\$44,989.00	40	PW08	3	3/12/2018	\$23.38X40X71.00%= \$24.00X40X29.00%=-	\$49,004.38		\$0.00	\$49,004.38
Summer Help	Personal Plan		40		0			\$6,180.00		\$0.00	\$6,180.00
Summer Help	Personal Plan		40		0			\$6,180.00		\$0.00	\$6,180.00
SUBTOTAL/TOTAL								\$859,758.70	\$31,830.89	\$6,300.00	\$897,989.59

\$897,889.59

TOWN OF MILLIS



DEPARTMENT OF PUBLIC WORKS

Veterans Memorial Building
900 Main Street
Millis, Massachusetts 02054

- The MS4 General Permit was *intentionally* written by US EPA to require **more** from Millis (and every other community). Operations and maintenance obligations have been standardized to achieve outcomes that were never before required of publicly operated drainage systems – specifically, results tied to water quality impacts rather than flooding response. These obligations entail more labor intensive practices, such as street cleaning and catch basin cleanouts, as well as more detailed performance analysis, recordkeeping and reporting. These activities represent new expenses to the community that the revenue from the Utility can now cover. Not undertaking those obligations could subject the Town to significant financial penalties and/or Consent Order-driven actions and schedules that are undesirable, and more costly than your management plan currently in place.
- Planning and implementing the Utility itself provided dividends to the Town. For the first time, the Town undertook a significant audit of stormwater management-related municipal functions. Through this audit and inventory of your system, the Town now better understands what you have spent in the past on these valuable infrastructure assets. More importantly, you have a better understanding of what you should spend to keep your system operating efficiently, as it was designed to do, and further improve the system to meet future needs.
- ***The cost to successfully manage your system to meet regulatory compliance obligations and desired operating levels of service will not change based on the funding source.*** The Stormwater Utility does provide a stable dedicated revenue stream, however, that allows you to plan for the most cost-effective way to increase the lifespan of assets, phase projects to achieve public health and safety goals, and accommodate regulatory demands.

We truly believe that the residents of Millis will benefit from the work that went into creating the Utility, and the results that will be made possible through implementation of the Utility. Let me know if you have any questions on the comments provided.

DEPARTMENT: Stormwater Management

BUDGET NARRATIVE**Description of Department Function**

Describe the overall mission or purpose of the Department.

The Stormwater Management Department (or Stormwater Utility) was recently created to administer the stormwater management program of the Town. It is primarily funded by revenue collected through the Stormwater Utility fee, although it may use or require other revenue on occasion to accomplish unanticipated tasks. The stormwater management program, described in part through Articles I and II of the Town's Stormwater Management Regulations, is designed to promote the health and safety of the public, to protect property from flooding and the damage caused by stormwater runoff, and to protect and manage water quality by controlling the level of pollutants in stormwater runoff and the flow of water as conveyed by manmade and by natural stormwater management systems and facilities.

Programs and Sub-Programs

Consider and list the actual Programs and Sub-Programs Executed by the Department

The Town's Stormwater Management program consists of four major components:

- Capital Improvements & Planning
 - Major infrastructure projects (ex: culvert replacement projects; stormwater drain line installation, replacement, or lining)
- MS4 (Municipal Separate Storm Sewer System) Permit Compliance Activities
 - 6 minimum control measures:
 - Public Education and Outreach,
 - Public Engagement and Involvement,
 - Illicit Discharge Detection and Elimination,
 - Construction Runoff Management,
 - Stormwater Management in New/Re-Development, and
 - Municipal Good Housekeeping for Pollution Prevention (including catch basin cleaning and street sweeping)
- Operations and Maintenance Activities:
 - Minor infrastructure repairs (ex: replacement of catch basins, jetting of stormwater drain lines)

Accomplishments

Describe the major describable accomplishments or measurable activities in FY19 or CY18. Use statistics whenever possible.

- Completed the implementation of the Stormwater Utility including educating the public, finalizing the rate structure, mailing bills in November 2018, addressing appeal requests. The Department also held two meetings to develop a Credit Policy and a corresponding Credit Manual was developed. This will be mailed to residents in 2019 and posted to the DPW Stormwater Management webpage.
- Culverts throughout Town (Farm Street, Richardson Pond, Main Street, Larch Road, Pleasant Street and Causeway Street) were inspected and maintained for beavers.

- Street sweeping was completed on 100% of town-owned streets, in compliance with the requirements of the MS4 Permit.
- 1000+ town-owned catch basins and all stormceptors were cleaned, in compliance with the requirements of the MS4 Permit.
- Submission of a MS4 Annual Report to MassDEP and EPA.
- Development and Submission of a MS4 Permit Notice of Intent to EPA.
- Development of an Illicit Discharge Detection and Elimination Manual

FY20 Departmental Goals

Describe the initiatives and accomplishments planned for FY20

Capital Improvement Projects & Planning: The Department is participating in the Town-wide effort to plan for Capital Improvement Projects. The highest priority capital project related to stormwater includes drainage improvement work at Village and Birch Street to redirect flow away from an inadequately sized leaching catch basin to an existing outlet structure.

As it relates to stormwater, there are several culvert repair/replacement capital improvement projects that the Town is planning within the next two fiscal years, as the infrastructure is at high risk of failure. These capital improvement projects are anticipated to be funded under the stormwater utility. The Town is eligible for funding under the FEMA Hazard Mitigation Grant Program and could apply for funding from the Division of Ecological Restoration (DER) under the Culvert Replacement Municipal Assistance Grant Program, which funds culvert replacements in locations of high ecological value. The culvert on Causeway Street is in the top 5% of stream crossings in need of replacement, as identified in the Climate Action Tool. Additional projects to reduce pollutant loading in the Charles River will be required under the MS4 Permit.

The Department is beginning work on an asset management plan to identify, prioritize, and track stormwater infrastructure throughout the town. Upon completion of the project, the department will have improved its asset inventory, developed an asset prioritization framework, compiled an integrated capital improvements plan, and implemented a new asset management software. This work is partially funded by a grant provided by the Massachusetts Clean Water Trust. This project will begin in FY19 and will continue in FY2020.

MS4 Permit Compliance: The Department of Public Works continues to implement requirements of the Final MS4 Permit. There are several near-term permit deadlines that the Town has prioritized for the upcoming fiscal year including the development of a Stormwater Good Housekeeping / Operations & Maintenance Manual for Town-Owned Properties, development of a Stormwater Pollution Prevention Plan (SWPPP) for the Transfer Station and DPW Garage, outfall sampling and testing expenses, and training-related expenses. Additional effort will be needed to implement requirements documented in the NOI and the Stormwater Management Plan, including public education and outreach. The Department of Public Works will continue good housekeeping activities required by the MS4 Permit, including catch basin cleaning and street sweeping, and is considering additional activities to collect condition data of stormwater assets.

Operations and Maintenance: The Department will be training staff on drainage infrastructure inspection procedures as these are developed and documented in the Stormwater Management Plan. Additional operations and maintenance activities will take place on an on-going basis.

Utility Implementation: The second year of Stormwater Utility bills will be sent to property owners in fall 2019. The Town will begin issuing Stormwater Utility Credits for eligible activities in this second year of billing.

Spending Highlights for FY20

Explain any significant budget changes from FY19

The Town's stormwater management program funding needs changed due to new stormwater regulations that increase compliance requirements, initiatives to plan for effective long-term management of assets, due to the implementation of a stormwater utility.

The Final MS4 Permit has more prescriptive requirements than previous versions and the costs to comply with the permit are expected to increase. Stormwater management regulations will require the Town to reduce pollution from its drainage system, invest in its aging drainage infrastructure, and report on compliance activities each year. The following program challenges are anticipated:

- Major increases in requirements related to data collection, management, & reporting
- Increased operation & maintenance requirements
- Increase in stormwater planning and assessment activities
- Compliance with TMDLs will be costly
- Major capital projects for stormwater improvements are required
- Significant increases in administrative costs

Additionally, the Town's Asset Management Plan will provide a more wholistic understanding of the Town's infrastructure assets, and where possible, infrastructure attribute information and condition data will be used to estimate near and long-term capital improvement needs. Data collection effort will begin in FY19 and continue for multiple years. While the first year of this project are funded with support from the Clean Water Trust Grant, additional costs are anticipated in future years (for field data collection hardware and software licenses, for example). This process will provide recommendations to implement a more robust list of Capital Improvement Projects for stormwater. Where possible, stormwater infrastructure improvements will be timed with other major projects for water, stormwater, pavement, and other utilities. This will be achieved by integrating the Town's Pavement Management Plan with the Asset Management Plan for water, sewer, and stormwater assets.

To prepare for increased costs of stormwater management under this new Permit and to fund capital improvements and preventative maintenance, the Town began collecting revenue through the Stormwater Utility in fall 2018. The billing rate for FY2020 will be the same as FY2019 (at \$2.75 / billing unit) and revenue for FY20 is expected to similar to FY19 after accounting for changes due to increased development and implementation of the credit policy.

Non-tax Funding

List any expected non-tax revenues that will be used to fund department activities, including an estimate to be received.

The Stormwater Department activities are intended to be funded through an enterprise fund created through implementation of a Stormwater Utility. It is the Department's intention to fund future work through the Utility, or through outside funding sources (such as Grants) to the extent possible, rather than funding projects through the general fund.

STORMWATER ENTERPRISE

Penalties/Interest
Service Fee (Revenue Ser)
Liens Added

FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
				\$600,000	\$600,000	
					\$0	
				\$600,000	\$600,000	\$0

STORMWATER DIVISION

Salary Department Head
Salaries Clerical
Salaries Clerical Overtime
Wages
Wages Overtime
Longevity
Stipends

FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
				\$21,498	\$22,035	
				\$7,317	\$7,317	
				\$0		
				\$102,370	\$112,321	
				\$0	\$25,000	
				\$864	\$1,000	
				\$0		
				\$132,049	\$167,673	\$0

Town Counsel
SERVICES ENGINEERING
POLICE DETAILS
TRAINING
INSPECTIONS
EQUIPMENT HIRED
SUPPLIES & EXPENSES
HEAT & FUEL

				\$0		
				\$74,000	\$74,000	
				\$3,000	\$3,000	
				\$4,000	\$4,000	
				\$23,000	\$23,000	
				\$24,080	\$24,080	
				\$500	\$500	
				\$9,563	\$9,563	

Stormwater Enterprise 6300

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 TM ADOPTED	FY2020 REQUESTS	FY2020 PROPOSED
POSTAGE					\$2,500	\$2,500	
UNIFORM/CLEANING					\$750	\$750	
PUBLIC ED & OUTREACH					\$12,000	\$12,000	
VEHICLE SUPPLY/REPAIR					\$25,000	\$25,000	
MISCELLANEOUS EXPENSE					\$4,298	\$4,298	
TRANSFER TO GENERAL FUND					\$129,272	\$129,272	
Total	\$0	\$0	\$0	\$0	\$311,963	\$311,963	\$0
STORM WATER MANAGEMENT					\$155,989	\$120,364	
Total	\$0	\$0	\$0	\$0	\$155,989	\$120,364	\$0
TOTAL BUDGET	\$0	\$0	\$0	\$0	\$600,000	\$600,000	\$0

Articles

Capital Improvement Committee –Project Request Form

Department	Project Title	Year	Project Cost	Dept. Priority
Department of Public Works	2020 108 SD Dump Sander	20	\$173,770.00	1
Requestor	James F. McKay		Submittal or Revision Date	1/30/2019
Project Manager	same		Town Meeting Funds	25% General fund
Description			Debt Exclusion Funds	
			Grant Funds	
			Other Funds	75% Water enterprise fund
			Useful Life	10 years
<p>1 - 6 wheel dump truck with a 11 foot plow and 3 1/2 yard sander.</p> <p>The dump truck will replace DPW unit #4 the dump truck is 26 years old and the underbody holding the dump body has completely rusted and can not be used.</p> <p>I have also given the option of a lease payment.</p> <p>This will be a 50 percent water and general expenses.</p> <p>(see attached quote)</p>				
State/Federal Deadlines/Requirements				
Related documents				
Funding impact				
Comments				
Capital Improvement Committee Ranking		Original Request Yr.		
Comments				
Current status				



2 Rivergreen Drive
Everett, MA 02149
7.389.0707 Phone
7.394.0767 Fax

BOSTON FREIGHTLINER NEW ENGLAND ROAD EQUIPMENT, INC.

www.BostonFTL.com



New England
Road Equipment

2000 Main Street
Brockton, MA 02301
508.827.0280 Phone
508.857.5823 Fax

Town of Millis
Dept. of Public Works
34 Broadway
Millis, Ma. 01966

01/15/2019

"2020 108 SD Dump/Sander Truck"

Attn: Jim McKay,

Re: Quotation for: **2020 Freightliner 108 SD 40,600 lb. GVW 4 x 2 Truck**

Per our conversation, I've put together the following proposal for your review. This vehicle and equipment has been priced in accordance with the Greater Boston Police Council/ Metropolitan Area Planning Council's Procurement **Contract: GBPC – 2018/2019 – Freightliner.**

F-17-002 Base Model – 2020 Freightliner 108 SD 4x2	\$ 77,350.00
Options:	
130. Cummins ISL Diesel Engine – 350 HP @1000 lbs/ft	\$ 10,950.00
144. Allison 3500 RDS Automatic Transmission	\$ 5,250.00
172. 120,000 lb KSI – 7/16" Frame Rails	\$ std. now
186. Air Conditioned Cab	\$ std. now
188. Tilt/Telescopic Steering Column	\$ std. now
202. (6) Additional Dash Switches for Body Builder	\$ inc.
210. Heated Aluminum Mirrors	\$ std. now
200. Driver Controlled Locking Rear Differential	\$ 990.00
152. 14,600 lb. Front Axle w/ 12R22.5 Tires	\$ 1,850.00
166. 26,000 lb. Rear Axle w/ 26,000 lb. Rear Suspension	\$ 5,750.00
255. 30,000 lb. Rear Suspension	\$ std. now

Equipment:

443. Transmission Mounted Central Hydraulic System	\$ 6,950.00
456. 5/8" Reinforced Pintle Plate w/ D-Rings and Light plug	\$ 880.00
439. 10' New Englander Steel 6-8 Yard Dump Body	\$ 11,950.00
463. Electric Automatic Tarp Covering System	\$ 2,750.00
474. 11' HARDOX BeauRoc Dump Body Upgrade	\$ 6,300.00
480. HD Stationary Plow Frame w/ Lights/Controls	\$ 5,950.00

488. 11' HD Power Reversing Trip Edge Plow Blade	\$ 10,950.00
458. (3) Custom Tailgate Mounted Coal Doors	\$ 1,800.00
511. 10' Monroe 7 Cubic Yard Slide-In Spreader	\$ 12,500.00
514. Stainless Steel Upgrade to 7 Yard Spreader	\$ 6,450.00
521. Stainless Steel Front Mounted Spill Shield	\$ 950.00
650. (4) LED Whelen Strobe Warning Lights: (2) Front Body and (2) Rear Body Mtd.	\$ 2,250.00
658. Stainless Steel Arrow Board Whelen LED for Spreader	\$ 1,950.00

NET TOTAL PRICE: \$ 173,770.00

OPTIONS:

Trade Value:

Net Contract Price: \$ 173,770.00

Boston Freightliner is the only MAPC/GBPC Contract Holder to enhance our Standard Warranties to the following Extended Warranty:

3 Years/ 100,000 Miles Basic Chassis TC4 Warranty (see attached)

5 Years/ Unlimited Miles Allison Transmission Extended Warranty

5 Years/ Unlimited Miles Towing/Roadside Assistance

Please review and call me with any questions and/or changes you may have.
The Dump Body and related equipment is through Donovan Equipment, Inc.

Again, thanks for the opportunity!

Mike Lojacono
Boston Freightliner, Inc.
Sales Representative
(617)-778-3379

X _____
Boston Freightliner
Date

X _____
Town of Millis
Date
PO# _____

DAIMLER

Daimler Truck Financial

January 16, 2019

Mercedes-Benz Financial Services USA LLC, is pleased to offer the following proposal to finance the acquisition of various vehicles by Town of Millis.

Lessee: Town of Millis

Issue Type: Tax-exempt installment financing of various equipment, subject to annual appropriation

Equipment Type: (1) 2020 Freightliner 108SD

Amount Financed: \$173,770.00

	<u>Option 1</u>	<u>Option 2</u>
Term:	4 yrs/annual/arrears	5 yrs/annual/arrears
Rate:	4.72%	4.62%
Payment:	\$48,684.58	\$39,711.39

The Quoted Interest Rate assumes the Lessee designates the lease as "Bank-Qualified" pursuant to Section 265(b) of the IRS Code.

Subject to credit qualification and based on the terms described above, MBFS is quoting the Interest Rates as shown in the tables provided above. This quote and the Interest Rates stated herein expires as of the Date shown on this pricing quote and shall have no effect on any prior documentation signed by the parties. This pricing quote is not a commitment and is subject to credit approval by MBFS; credit qualification based on the terms of the transaction; verification of eligibility for tax-exempt financing; and mutually agreeable documentation executed and submitted to MBFS for funding. Any subsequent pricing quote, Commitment Letter or documentation executed by the parties will supersede and replace this pricing quote.

No changes in federal or applicable state or local tax law, regulations, case law, rulings, or other interpretations by the Internal Revenue Service that would affect any Federal, State or Local tax benefits are assumed in determining the above Quote.

LEGAL OPINION: The Lessee's Counsel shall furnish MBFS with an opinion covering this transaction and the documents used herein. This Opinion shall be in a form and substance satisfactory to MBFS.

This rate expires on February 15, 2019

I look forward to working with you on this transaction.

Sincerely,

Riley Holland
Daimler Truck Financial




**GREATER BOSTON POLICE COUNCIL
METROPOLITAN AREA PLANNING COUNCIL**



**PRICING PROPOSAL
RFP #GBPC 2018 TRUCKS**

OFFERED BY



 **New England
Road Equipment**

MAPC

METROPOLITAN AREA PLANNING COUNCIL

TRUCKS

GREATER BOSTON POLICE COUNCIL COLLECTIVE PURCHASING

DEALERS ACROSS
THE STATE

REAL DISCOUNTS

EASY ONE-STOP
PURCHASING

LOWEST VENDOR
FEES



The GBPC/MAPC contract **saves you time and money** on your medium- and heavy-duty truck purchases.

- Contract updated by public works/fleet management professionals like you to meet your needs
- Purchase a multitude of truck brands and aftermarket equipment
- Pricing and options are all on one easy-to-use website

Ready to purchase your new truck?

This is ***the*** moment.

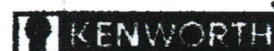
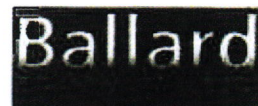


GET STARTED! CONTACT OUR PROCUREMENT AND PUBLIC WORKS SPECIALISTS:

Lorraine See
lsee@mapc.org | 617.933.0766

Tom Collins
tcollins@gbpc.org | 617.933.0766

WHERE AND WHAT CAN YOU PURCHASE THROUGH GBPC?



www.MAPC.org



60 Temple Place Boston, MA 02111

617.933.0700

GBPC | MAPC

The Contract That Pays You Back!



GBPC AND MAPC: Your Public Works and Safety Partners for More Than a Decade

GBPC/MAPC contract pay you back by supporting:

- GBPC's BAPERN emergency radio network, which helps police and public works officials communicate across town lines
- MAPC's work with cities and towns across the state on public safety and public works planning and purchasing
- Local projects and organizations — unlike other collective purchasing programs that give nothing back to our cities and towns

Municipal eligibility

- Any GBPC community (full or associate) anywhere in the Commonwealth can use the contract
- Any department in any GBPC community can use the contract
- Cities and towns across the Commonwealth and New England have used the contract — and saved time and money!



Marjie Weinberger
Procurement Services
Manager/
Senior Counsel
617.933.0790
mweinberger@mapc.org



www.MAPC.org/gbpc



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JOE SMITH | NATICK PUBLIC WORKS



SMART GROWTH AND REGIONAL COLLABORATION

October 10, 2018

Frank N. Vigorito
President
Boston Freightliner | New England
Road Equipment, Inc.
3 Bow Street
Everett, MA 02149

2019
EXTENSION

Re: RFP # GBPC 2018 Trucks
Contract Extension

Dear Frank:

Please accept this letter as notice that the Metropolitan Area Planning Council ("MAPC"), in accordance with Section 2.10 of the contract referenced above, hereby exercises its retained option to extend its contract with Boston Freightliner for an additional one-year term from October 31, 2018 through October 31, 2019.

As per the contract, your company is allowed to submit renewed pricing for the new contract year. Price escalations are contractually limited to 5% for any product under contract. Please send your revised pricing, in the same format as currently is used, to Marjie Weinberger (mweinberger@mapc.org) as soon as possible. Once approved, the new pricing will be added onto the MAPC website for municipal buyers to use.

On behalf of the Greater Boston Police Counsel ("GBPC") and MAPC, I thank you for your continued services.

Sincerely,

MARK SAMUEL FINE
DIRECTOR, MUNICIPAL COLLABORATION
Metropolitan Area Planning Council
O#: (617) 933-0789 / C#: (617) 455-9416 / mfine@mapc.org



* NEW CONTRACT
good until 10/31/2018

MAPC

CONTRACT FOR GOODS AND SERVICES

BY AND BETWEEN

METROPOLITAN AREA PLANNING COUNCIL

AND

BOSTON FREIGHTLINER | NEW ENGLAND ROAD EQUIPMENT, INC.

This AGREEMENT, dated 10/18/17, is made and entered into by and between the Metropolitan Area Planning Council ("MAPC"), a public body politic and corporate, established by Chapter 40B, Sections 24 through 29 of the Massachusetts General Laws, with its principal office at 60 Temple Place, Boston, Massachusetts 02111, acting as the collective purchasing agent for the Greater Boston Police Council, Inc. ("GBPC") and its Members ("Buyers") pursuant to Chapter 7, Section 22B of the Massachusetts General Laws and without liability to MAPC, and Boston Freightliner | New England Road Equipment, Inc. ("Vendor"), with its principal office at 3 Bow Street, Everett, MA 02149.

Witnesseth that the parties AGREE as follows:

Article I

General Description of the Work

1. Pursuant to the Terms and Conditions of this AGREEMENT, including any Additional and Special Terms and Conditions listed in Exhibit E, the Request for Proposals ("RFP") - GBPC 2018 Trucks attached in Exhibit B; and the Vendor's Price Proposal and Technical Proposal attached in Exhibit C, MAPC hereby engages the Vendor to provide the following goods and/or services to the Buyers: Medium and Heavy Duty Trucks and Related Equipment.

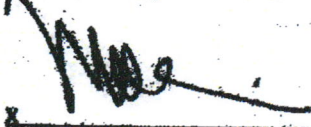
Article II

Services of the Vendor

2. The Vendor will provide the goods and/or services as described in the RFP cited in Article 1 (above).
3. The Vendor shall report, and be responsible, to MAPC or its designee as set forth on Exhibit A.
4. There shall be no amendment to this AGREEMENT without the written approval of MAPC. MAPC shall be under no obligation to pay for any goods provided or services performed by the Vendor.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed by their duly authorized officers on the date written below.

For MAPC by or on behalf of the Greater Boston Police Council and its Members:



Signature

11/17/17

Date

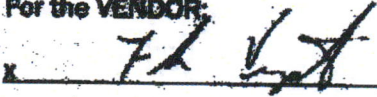
Marc Driscoll

Name

Executive Director

Title

For the VENDOR:



* Signature

10-18-17

* Date

Frank N. Vigente

* Name

President

* Title



* Affix Corporate Seal
(or mark "x/s")

Exhibit A

Notice Addressees:

For MAPC:

Marc Driscoll

Name

Executive Director

Title

MAPC

Organization

60 Temple Place

Street Address

Boston, MA 02111

City, State, ZIP

617.983.0700

Phone

617.482.7185

Fax

mcdiscoll@mapc.org

email

For the VENDOR:

Frank N. Vignotto

* Name

President

* Title

Boston Freightliner

Organization

1 Bow Street

* Street Address

Boston, MA 02149

* City, State, ZIP

617.288.0707 ext. 114

* Phone

617.384.0767

* Fax

fvignotto@bostonfl.com

* email

Capital Improvement Committee –Project Request Form

Department	Project Title	Year	Project Cost	Dept. Priority
Department of Public Works	Flashing Stop and Crosswalk Signs	20	\$12,735.00	1
Requestor	James F. McKay			
Project Manager	same			
Description			Submittal or Revision Date	
			Town Meeting Funds	
			Debt Exclusion Funds	
			Grant Funds	
			Other Funds	
			Useful Life	10 years
State/Federal Deadlines/Requirements				
Related documents				
Funding impact				
Comments				
Capital Improvement Committee Ranking		Original Request Yr.		
Comments				
Current status				



Migma Systems, Inc.

1600 Providence Highway
Walpole, MA 02081
508-660-0328
508-660-0288 Fax
www.migmasys.com

Town of Millis
Veterans Memorial Building
900 Main Street
Millis, Massachusetts 02054
Attention: James F. McKay, Deputy Director/Chief of Operations
Millis Department of Public Works

01/14/2019

Quote for Two Migma™ DSFB System

Description: Migma™ Distributed Sensing Solar Powered Flashing Systems & Solar Powered Sensors

Description	QTY	Price Per Unit	AMOUNT
Migma™ DSFB Model V Part #MDSFB0218-V	9	\$1095.00	\$9855.00
Migma™ DSFS- Cross Walk Flashing Signs Model P Part #: MDSFS0218-P	2	\$1195.00	\$2390.00
Migma™ Pedestrian Detector Part # : MDSFB- DO218	2	\$245.00	\$490.00
Delivery & Mounting Hardware		N/C	\$0.00

Total: \$12,735.00

Terms: Net 30 days after installation or as agreed upon.

Delivery : By Migma™ Systems

Warranty: Three (3) Years Parts & Labor

Note: Mounting poles to be supplied by Town of Millis, Massachusetts.

Thank you for this opportunity to provide you with this quotation.

Sincerely,

John P. Gerth, Director of Sales & Marketing

Migma Systems, Inc.

1600 Providence Highway

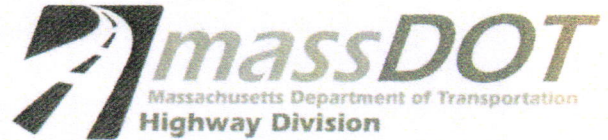
Walpole, MA 02081

508-660-0328 X 348

jgerth@migmasys.com



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, Secretary & CEO
Jonathan L. Gulliver, Highway Administrator



October 23, 2018

Dr. Bo Ling
Migma Systems, Inc.
1600 Providence Highway
Walpole, MA 02081

RE: Qualified Traffic Control Equipment

Dear Dr. Ling:

The Massachusetts Department of Transportation – Highway Division, Qualified Traffic Control Equipment Committee has reviewed the following products:

- Migma DSFB Model P wireless pedestrian detector; and
- Migma DSFB Model V wireless vehicle detector.

The Committee has experimentally approved Model P. It may be considered for full approval upon documentation of successful operation on State Highway for at least one year. It will be included on the Pedestrian Detection list under Section 815: Traffic Control Signals list of the MassDOT Qualified Traffic Control Equipment.

The Committee has experimentally approved Model V and noted that it is not for use with pedestrian crossings. It may be considered for full approval upon documentation of successful operation on State Highway for at least one year. It will be included on the Vehicle Detection list under Section 815: Traffic Control Signals list of the MassDOT Qualified Traffic Control Equipment.

MassDOT reserves the right to rescind the approval for any product due to a poor performance record.

If you have any questions or comments please contact Jim Danila, P.E., Assistant State Traffic Engineer at (857) 368-9640 or james.danila@state.ma.us.

Sincerely,

James M. Danila, P.E.
Assistant State Traffic Engineer



Migma Distributed Sensing Flashing Beacon (DSFB)



Various studies have indicated that the continuously flashing beacons do not necessarily attract driver's attention because they are always on and drivers get used to them. In addition, they flash 24/7, day and night, even when there are no vehicles or pedestrians on the streets, which could also introduce the visual noises to the residents living nearby.

Migma Systems has developed an alternative product, Distributed Sensing Flashing Beacon (DSFB). The sensor receiver is embedded inside the housing of flasher, drawing power from solar panel or solar battery. Using solar-powered detector, it flashes only when vehicles or pedestrians are detected within certain distance (up to 1500 ft) to the flasher. Otherwise, it is off! As an economic solution, it can also be installed at midblock crossing to automatically trigger the flasher when pedestrians are waiting to cross, without any pushbuttons. If preferred, it can also be configured to flash continuously simply by flipping a switch.

Some vehicle drivers can be easily distracted by devices such as smart phones while driving. These distractions, caused by their devices, are well documented, rising cause of pedestrian and/or vehicle accidents and sometimes fatalities. Migma Distributed Sensing Flashing Beacon can make a difference! (*Patent pending for DSFB.*)

Specification

Beacon Flasher

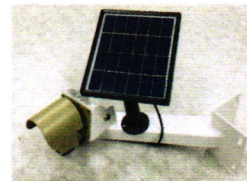
△ Diameter	12"
△ LED Quantity	138
△ Luminous Intensity	≥ 4000 cd
△ LED Lifetime	5.5 Years
△ Visual Distance	≥ 1600 ft
△ Operating Time	10 rainy days after fully charged
△ Dimension	15"x5"x14"
△ Weight	14 lb.
△ Enclosure Protection	IP65
△ Material	UV-stabilized polycarbonate
△ Flashing Mode	Vehicle-activated or continuous

Solar Panel

△ Solar Panel Power	10 W
△ Battery Capacity	12 VDC & 7 aH lead-acid battery
△ Solar Panel Size	9"x11"

Vehicle Detector

△ Sensor	PIR motion sensor
△ Sensing Range	30 ft (sensor to vehicle)
△ Comm Distance	1500 ft (sensor to beacon flasher)
△ Sensor Quantity	Up to 4 sensors simultaneously
△ Sensor Power	3.5W solar panel and 18650 Li-battery



Corporate Headquarters
Migma Systems, Inc.
1600 Providence Highway
Walpole, Massachusetts 02081

Contact Information

Web: <http://www.migmapd.com>
Sales: sales@migmapd.com
Support: support@migmapd.com
Phone: 508-660-0328

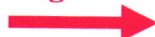
Migma



Migma Distributed Sensing Flashing Sign (DSFS)



**Motion
Activated
Traffic
Signs**



Various studies have indicated that continuously flashing signs do not necessarily attract driver's attention because they are always on and drivers get used to them. In addition, they flash 24/7, day and night, even when there are no vehicles or pedestrians on the streets, which could also introduce the visual noises to the residents living nearby.

Migma Systems has developed an alternative product, Distributed Sensing Flashing Sign (DSFS). The sensor receiver is embedded inside the housing of flashing sign, drawing power from solar panel or solar battery. Using solar-powered detector, it flashes only when vehicles or pedestrians are detected within certain distance (up to 1500 ft) to the flasher. Otherwise, it is off! As an economic solution, it can also be installed at midblock crossing to automatically trigger the flashing sign when pedestrians are waiting to cross, without any pushbuttons.

Specification (MUTCD Compliant)

Flashing Sign

△ Sign Size	Any
△ LED Quantity	≥ 24
△ Luminous Intensity	≥ 2200 cd
△ LED Lifetime	50,000 Hours
△ Visual Distance	≥ 1600 ft
△ Operating Time	10 rainy days after fully charged
△ Weight	15 lb.
△ Enclosure Protection	IP65
△ Material	UV-stabilized polycarbonate
△ Flashing Mode	Motion-activated or continuous

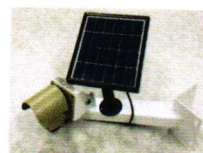
Solar Panel

△ Solar Panel Power	10 W
△ Battery Capacity	12 VDC & 7 aH lead-acid battery
△ Solar Panel Size	9"x11"

Vehicle Detector

△ Sensor	PIR motion sensor
△ Sensing Range	30 ft (sensor to vehicle)
△ Comm Distance	1500 ft (sensor to beacon flasher)
△ Sensor Quantity	Up to 4 sensors simultaneously
△ Sensor Power	3.5W solar panel and 18650 Li-battery

Some vehicle drivers can be easily distracted by devices such as smart phones while driving. These distractions, caused by their devices, are well documented, rising cause of pedestrian and/or vehicle accidents and sometimes fatalities. Migma Distributed Sensing Flashing Sign can make a difference! (*Patent pending.*)



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Migma

ARTICLE – Municipal Facilities and Uses

To see if the Town will vote to amend the Town of Millis Zoning Bylaws by amending various sections identified herein as follows:

1. By amending Section II Definitions adding the following new definitions

Municipal Facilities: Public buildings, structures and premises owned or leased by the Town of Millis for any municipal or related use, including any allowable accessory uses; or other uses expressly allowed elsewhere within this By-Law, or M.G.L. Chapter 40A, and which may also include uses such as passive and active recreational areas, and be inclusive of structures which may exceed the dimensional limitations to which they would otherwise be subject under this Bylaw.

2. By amending Section IV Interpretation and Application by adding a new paragraph to subsection B. *Application*, as follows:

This Bylaw shall not apply to municipal facilities which shall be exempt therefrom and allowed by right in all Districts. Municipal facilities shall not be subject to the dimensional, buffer, setback, or any other process, permit or limitation of this Bylaw.

3. By amending Section VI Area, Height, and Bulk Regulation by adding the following sentence to subsection A thereof:

The Area, height and Bulk Regulations in this Section shall not apply to Municipal Facilities.

4. By amending Table 1 Use Regulations by adding a new section as follows:

Principal Uses	Residential				Commercial			Industrial	
	R-T	R-S	R-V	R-V-C	C-V	C-V-2	V-B	I-P	I-P-2
Municipal									
Municipal Facilities	P	P	P	P	P	P	P	P	P

or to take any other action related thereto.

ARTICLE Request to Repurpose Prior Appropriations

To see if the Town will amend prior Town Meeting appropriations in the articles identified more fully below to repurpose the unexpended appropriations for the purpose of designing, engineering and constructing two new buildings at 7 Water Street in Millis to be used as a Department of Public Works office building and mechanics bay, plans for which are on file at the Millis Town Clerk's Office or take any other action relative thereto.

<u>Article</u>	<u>Town Meeting</u>	<u>Amount</u>	<u>Original Purpose</u>
Article 9	STM 2012	\$63,200.00	DPW HVAC Repairs
Article 24	STM 2015	\$15,000	DPW Garage Roof Repairs
Article 30	ATM 2016	\$250,000	DPW Garage Repairs

Description: *The Department of Public Works has determined that the existing structure located at 7 Water Street is a state of disrepair such that renovation of the same would be cost ineffective. Thus the DPW requires the construction of 2 new buildings on the site: an office building and a mechanics bay. The buildings are necessary to support the growing needs of the department. Copies of the construction plans are on file in the Office of the Town Clerk.*

Motion for ARTICLE – DPW Request to Repurpose Prior Appropriations

Quorum

Motion by:

Move: That the Town repurpose the unexpended appropriations of **\$328,200** from prior appropriations by Town Meetings as printed in the warrant, for the purpose of constructing 2 new DPW buildings at 7 Water Street; and that the Board of Selectmen be authorized to take any action to carry out these expenditures.

Board of Selectmen – 0-0-0 [Favorable]
Finance Committee – 0-0-0 [Favorable]

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12221mor

TOWN OF MILLIS |LIVE|
YEAR-TO-DATE BUDGET REPORT

JANUARY 2019

P 85
glytdbud

FOR 2019 07

JOURNAL DETAIL 2019 7 TO 2019 7

ACCOUNTS FOR: 0001	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

0142259 HIGHWAY DEPT ARTICLES								

0142259	590214 TOWN TREE NURSERY I	0	7,280	.00	.00	.00	7,280.00	.0%
0142259	591529 DPW-HVAC	0	6,944	.00	.00	.00	6,943.85	.0%
0142259	591565 LOCAL ROADS	0	4,018	3,823.76	.00	.00	193.97	95.2%
0142259	591587 REPAIR DPW GARAGE R	0	6,471	.00	.00	.00	6,471.40	.0%
0142259	591609 STORMWTR MGMT UTILI	0	13,880	13,880.00	.00	.00	.00	100.0%
TOTAL HIGHWAY DEPT ARTICLES		0	38,593	17,703.76	.00	.00	20,889.22	45.9%

10 January 2018

SIMPSON GUMPERTZ & HEGER



Engineering of Structures
and Building Enclosures

Millis Permanent Building Committee
Attn. Wayne Klocko
Chairman
Town of Millis
900 Main Street
Millis, MA 02054

Project 170970 – Millis Department of Public Works Garage Architectural Study

Dear Mr. Klocko:

The letter transmits an architectural study of the Town of Millis Department of Public Works (DPW) Garage by Taylor & Burns Architects.

The attached study presents a summary of the existing structures and an evaluation of the programming needs of the Millis DPW. Taylor & Burns to develop options for rehabilitating the existing garage building and constructing possible new structures on the site to meet the DPW's needs. We worked with Taylor & Burns to prepare these options by assembling information from prior condition assessments of the existing building and meeting with Jim McKay and Jon Wine to determine the current deficiencies and future programming needs.

As indicated in the report, the recommended approach for renovating the facility is a combination of Options 1 and 3 that are described in the report; this approach involves limited renovations to the existing garage structure and construction of a new staff wing, maintenance bay, and wash bay attached to or near to the existing structure.

The estimated costs included within the study are intended only to assist the committee in evaluating which option to develop further; these preliminary cost estimates are not suitable for budgeting or planning. During the design development phase the costs would be revised and updated as the scope of work is narrowed and the design is further refined. For example, our preliminary code review identified some probable building code implications for the existing structure. Also, the cost of some of the mechanical work and utility work has not been fully developed so those costs will change.

We look forward to meeting with you and the committee to review the options presented and finalize the approach. We will contact you to schedule this meeting at your earliest convenience.

Sincerely yours,

Gregory R. Doelp
Senior Principal

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Edward S. Farrington
Staff III – Building Technology

Encl.

SIMPSON GUMPERTZ & HEGER INC.

41 Seyon Street, Building 1, Suite 500, Waltham, MA 02453

main: 781.907.9000 fax: 781.907.9009 www.sgh.com

Boston | Chicago | Houston | New York | San Francisco | Southern California | Washington, DC

3 January 2018

James F. McKay
Deputy Director / Chief of Operations
Department of Public Works
900 Main Street
Millis MA 02054

RE: Millis DPW Facilities, 7 Water Street, Millis MA

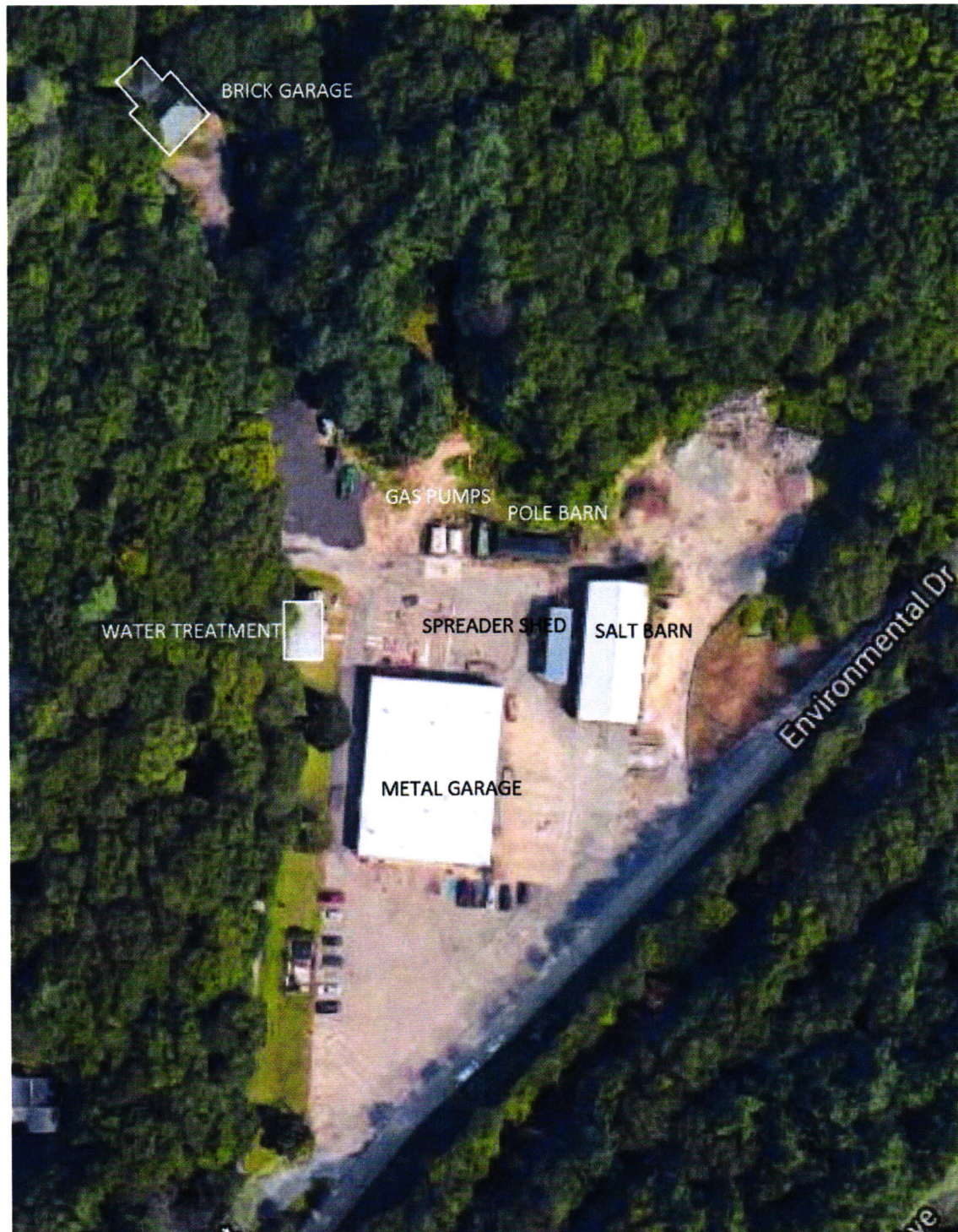
Dear Mr. McKay,

Following our meeting and tour of the DPW facilities on Water Street on August 22 and September 28, 2017, I have briefly studied the existing conditions at the DPW facilities, and offer preliminary findings and recommendations.

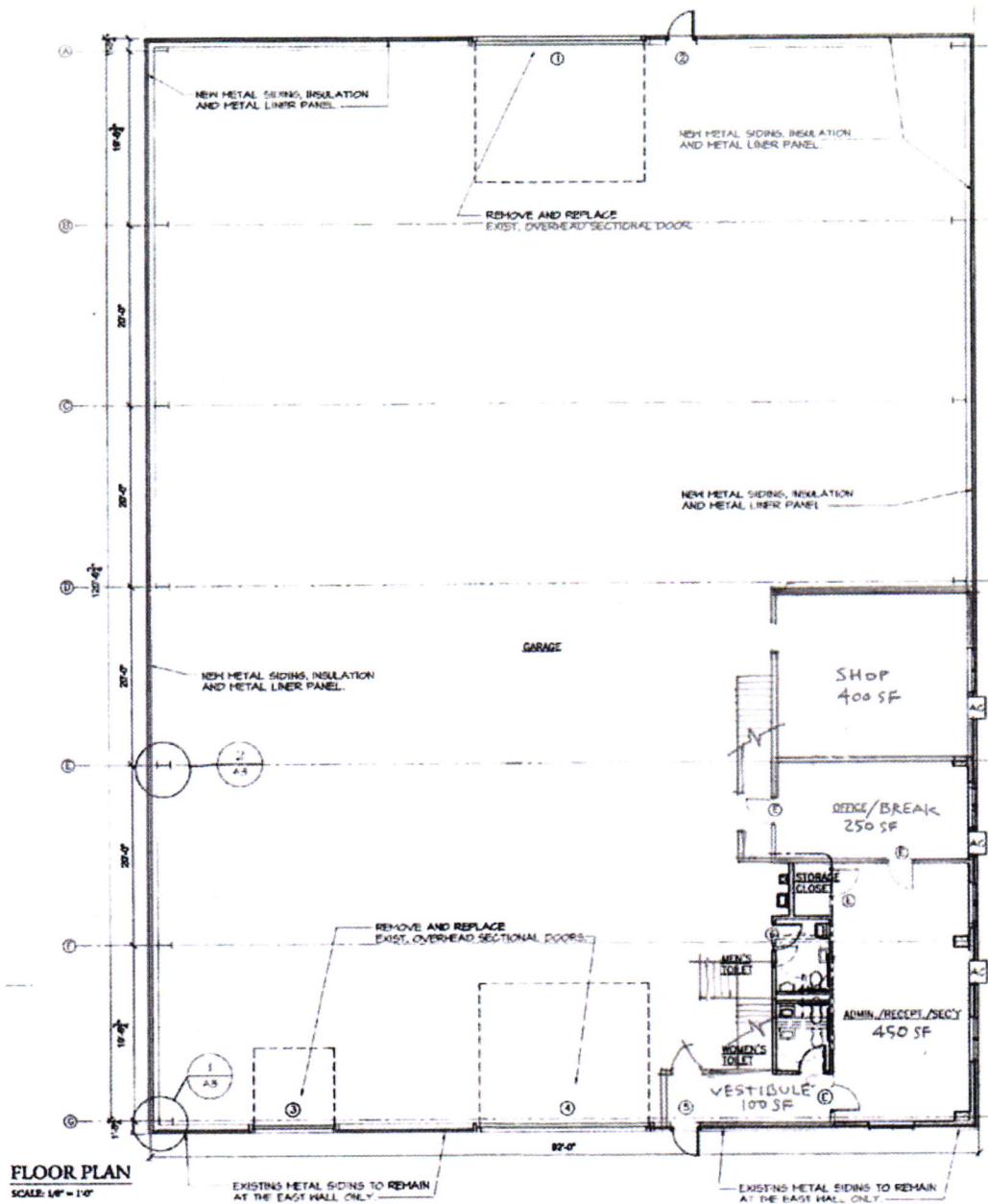
Statement of Existing Facilities

The DPW site on Water Street is comprised of 6 structures in a work yard, as follows:

Facility	Dimensions (ft)	Area (sf)	Function and Description
DPW Garage	92x120 overall	12,240	DPW equipment staging & operations garage – steel-framed clear-span barn on slab, with metal-clad walls and roofing
Includes:	20x20	400	Shop – wood-frame on slab
	10x25	250	Lockers/Break Room – wood-frame on slab
	15x30	450	Administrative Office – wood-frame on slab
	6x4	24	Storage Closet – wood frame room on slab
	15x6	90	M&W Restrooms – wood-frame on slab
	17x6	102	Vestibule – wood-frame room on slab
	60x20 approx.	1,200	Storage/MEP Mezzanine – open sided wood-frame deck over enclosed spaces below
Salt Barn	90x40	3,600	Road salt storage – wood frame, wood clad, on grade
Spreader Shed	10x40	400	Storage racks for truck bed salt spreaders – open sided steel frame on grade with metal roof
Pole Shed	10x40	400	Covered parking for DPW equipment – open-sided wood frame on grade with asphalt shingle roof
Brick Garage	40x50 approx.	2,000	Cold storage, mostly empty – brick walls, wood framed, asphalt shingle roof
Water Building	40x25	1,000	Water treatment facility – (did not inspect)
Work Yard	300x200 approx.	60,000	Parking lot & lay-down area – bituminous pavement



Overview of DPW Site, Water Street, Millis MA



Floor Plan of Existing Conditions at the DPW Metal Garage

Assessment of Existing Conditions at the DPW Metal Garage

On August 22, 2017 I toured the DPW site on Water Street with Jim McKay for a quick visual assessment of the facilities. The DPW's main garage is framed with 7 bays of clear-span steel beams, each bay 20 feet wide spanning 92 feet. The garage is clad with sheet metal on light gage steel framing over concrete knee walls. The building is heated and insulated. It is not sprinklered. Utilities including overhead electric and underground sewer connect on the southeast corner.



The metal garage encloses multiple functions within a simple structure and building envelope. Open space functions include truck storage and wash-down, vehicle repair lift and tool area, welding, mechanics' shop, material and tool storage. A wood-framed enclosure houses office space, staff locker and break room, restrooms, and check-in space for school bus and plow drivers. The restroom facilities in particular are inadequate for the population served, especially in winter when plows and sanders operate from the garage. A mezzanine loft above these rooms provides space for storage, and mechanical/electrical equipment.

This diverse array of functions under one roof introduces conflicting requirements of heating, cooling, thermal insulation and vapor control, overwhelming the building envelope's ability to provide adequate enclosure for all these functions simultaneously. Numerous failures of the building envelope are detailed in reports by Simpson Gumpertz & Heger.

In addition to those envelope failures, I observed interior environmental problems including:

- Water damaged insulation and vapor barrier from roof leaks and condensation on the roof underside
- Water damaged interior ceilings of the Administrative Office and Break Room
- Black mold on the interior of the Administrative Office and Break Room (and maybe elsewhere)
- Poor air quality in the offices and break rooms, apparently due to vehicle exhaust and DPW operations in the garage. All horizontal surfaces were observed to be covered with a coating of dust. Jim McKay reported that HVAC system filters routinely become clogged with fine dirt.
- Poor temperature control throughout, due to lack of separation and "open door" practices of staff
- Pools of fluid on the garage floor, reportedly from hosing down of Town vehicles or melting of snow on vehicles parked indoors

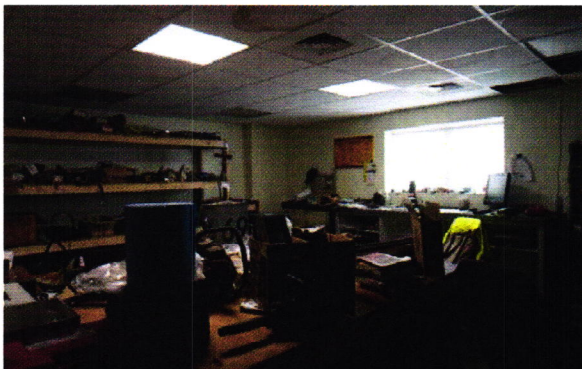
Assessment of Existing Conditions at the DPW Metal Garage
Metal Garage Exterior



DPW Metal Garage Interior



Mohawk 25,000 lb. Truck Lift



DPW Mechanic's Shop



DPW Staff Office – note mold above windows



DPW Staff Restroom Area



DPW Mezzanine Loft – note vapor barrier failures

Assessment of Existing Conditions at the Brick Garage

On September 28, 2017 I visited the brick garage north of the DPW's metal garage for a quick visual assessment of its current condition. I was joined by Jon Wine. The building is a T-shaped, with a two-bay front garage and rear ell. It is uncertain which part is older. Brick load-bearing walls support wood-framed roofs spanning from wall to wall. The two bays of the front wing are divided by a center brick wall. The brick openings arch, and two have been joined into a single overhead door with a horizontal lintel. A significant crack on the southeast corner nearest the driveway extends from the window arch to the eave, and that corner has dropped approximate one inch, suggesting foundation failure at that corner, which should be investigated further. The exterior brick is in poor condition. At the northwest corner adjacent to the chimney a large hole in the wall and loose bricks indicate full failure of the mortar bond in that location. Repointing, masonry repair and cleaning is required throughout. The east and west walls include wood clapboard gable ends, painted, above brick walls. Except for the overhead doors, all openings are boarded-up.



The asphalt shingled roofs intersect at a shallow valley with poor drainage, and masonry walls at this point are water damaged. Ceilings also show signs of water damage and deterioration. Roofing has exceeded expected service life; to stop further damage it should be replaced with new shingles and underlayment. Roof sheathing replacement might also be necessary, though this must be verified. A roof gutter on the south face is clogged with debris and has no apparent leaders or outlets. On the sides and rear of the building it appears that gutters and rain leaders were never installed, and the roof drains free from the eave which overhangs about one foot beyond the wall. Fascia boards, eaves, and eave soffits are deteriorated in places.

Assessment of Existing Conditions at the Brick Garage



Rear ell, from Northeast



View from Northwest



Masonry damage on Northwest wall



Interior

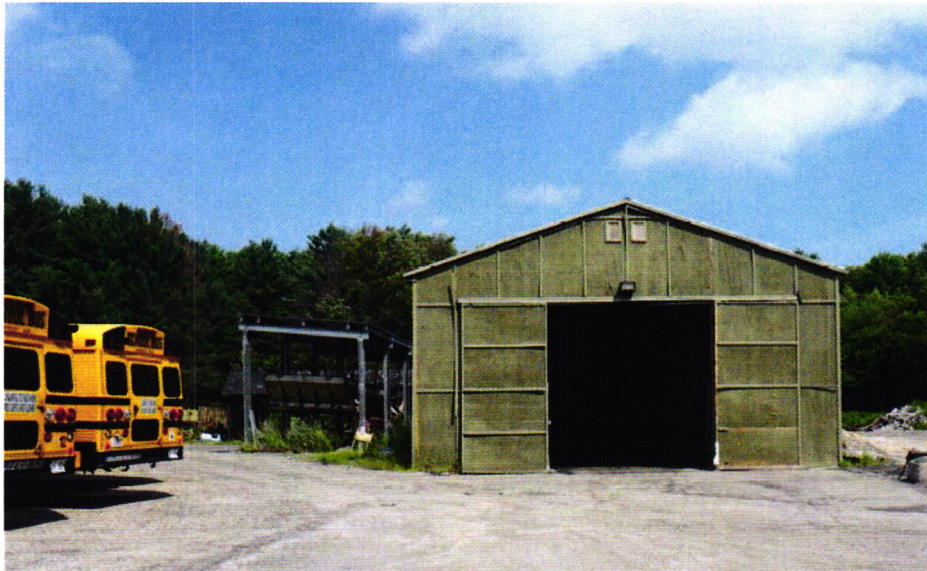
Interior finishes include concrete slab-on-grade floors, painted brick walls, and a failed plaster ceiling on the underside of roof truss cross-ties. All these surfaces were obscured by debris and stored DPW materials. Their condition and need for restoration and repair should be verified.

The building's electric service is active, indicated by operable interior lights, and appears to be 60 amps. An obsolete boiler was present with no sign of recent use, and disconnected from the chimney. A gas meter suggests gas fuel is available. The building is not insulated, is presently unheated, and is not sprinklered.

The brick garage can continue to be used as cold-storage with re-roofing and masonry repairs. For any higher use with human occupancy such as office, restroom or break space, the building should be gutted and rehabilitated and brought into compliance with the building code.

Assessment of Other Structures

The other structures on the DPW site are single-function within simple enclosures, and in contrast to the Garage, exhibit no urgent need for repair other than normal long-term building maintenance.



Spreader Shed and Salt Barn



Pole Shed

Preliminary Range of Solutions

In assessing the programmatic conflicts in the DPW metal garage building and consequent problems with building envelope and interior environment, at this preliminary point of study, at least four distinct general solutions are worth consideration:

Opt 1. Move “tempered space” functions to new Staff Wing Addition outside of the Garage.

The space to be relocated includes current 916 sf Administrative Office, and larger Break, Lockers, and Restroom facilities, for an addition of approximately 1,500 sf area (assuming the 400 sf Shop would remain in the Garage). New restrooms will include multiple stalls and showers. More detailed study would confirm program and footprint. The new space could be a new freestanding building.

Pros:

- Improves interior conditions through true physical separation of conflicting functions
- Increases DPW’s total enclosed floor area
- Improves energy efficiency of new spaces and existing spaces
- Minimizes disruption of ongoing DPW operations within “sidebar” construction logistics

Cons:

- Cost of addition or new building
Rough estimates range from \$100,000 to \$250,000, depending on type of structure (eg. trailer, modular or integrated addition) and utility connections, independent of costs to renovate the main Garage structure as identified in SGH reports
- Cost to re-purpose left-behind areas in garage. Rough estimates range from \$10,000 to \$50,000 depending on extent renovation.
- Loss of work yard area due to footprint of new addition/building



Option One – Site Plan of 1500 sf Staff Wing addition

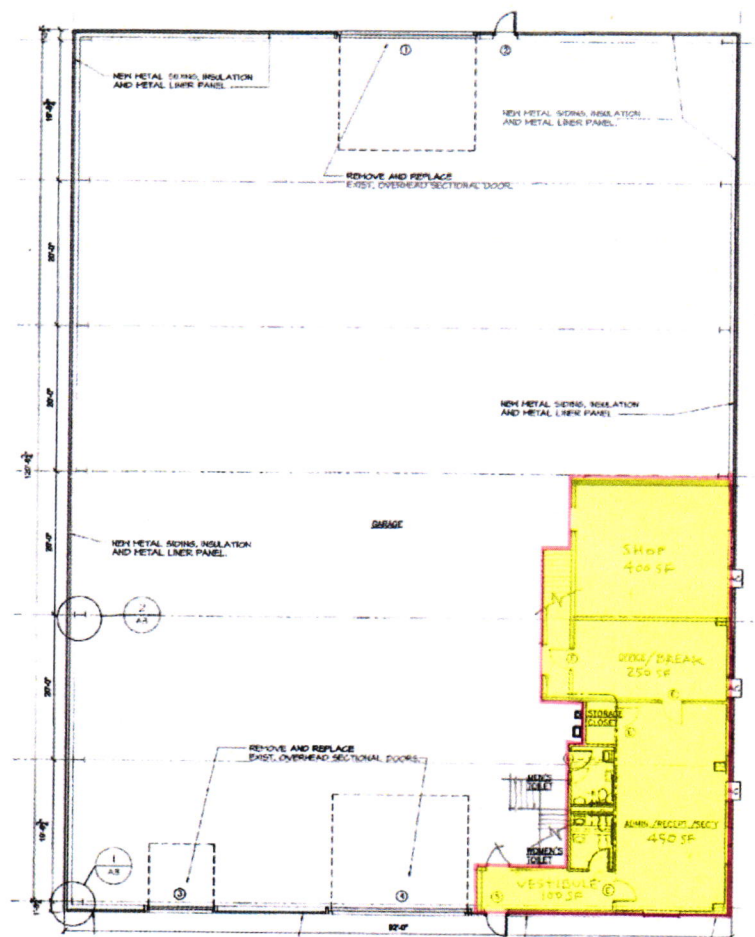
Opt 2. Retrofit the envelope and HVAC systems to make a “tempered bubble” within the existing metal garage footprint for DPW functions requiring a controlled interior environment. This retrofit would entail new layers of insulation and air/vapor barrier to better isolate the interior environment of those spaces, plus new or renovated HVAC systems to temper the spaces, including improved filtration and pressurization. Other important improvements might include air-lock entrance vestibules, door seals, walk-off matting, etc.

Pros:

- Improve interior environmental conditions through improved envelope separation of conflicting functions
- Improved energy efficiency of new spaces as well as old spaces
- Re-use of some existing MEP services for renovated spaces
- Familiar and compact arrangement of functions under one roof
- No loss of work yard to make way for new addition

Cons:

- Larger restrooms required won't fit in same footprint
- Cost to renovate “tempered” 1,300 sf area in garage, assuming shop is renovated. Rough estimate of \$50,000 to \$100,000 depends on finishes and extent of HVAC renovations, independent of costs to renovate the Garage building as identified in SGH reports
- Maximizes disruption of ongoing DPW operations with “underfoot & overhead” construction project within the garage
- Current constraints on space and organization would be locked-in
- “Déjà vu” sense that renovation has been tried before without success.



Option 2 – Floor Plan of Garage with 1,300 sf “tempered bubble”

Opt 3. Add a new Truck Wash and Mechanic's Bay

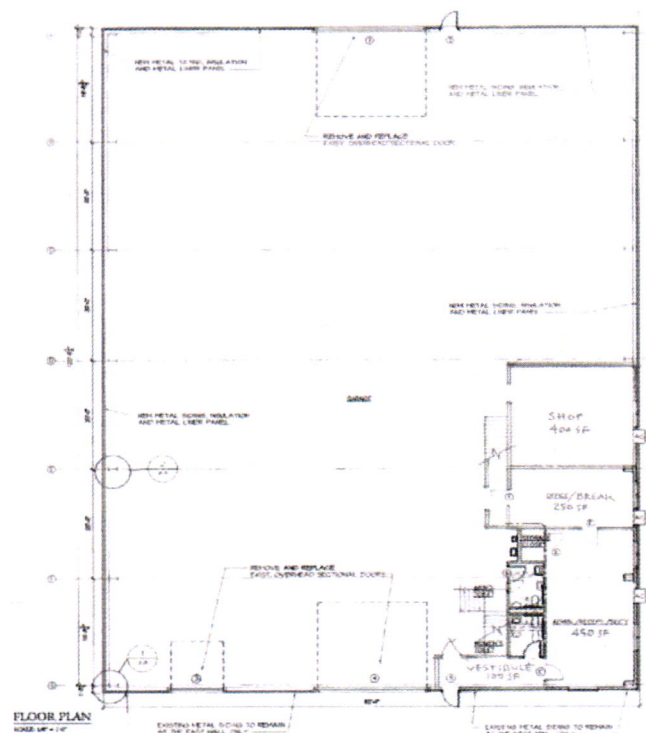
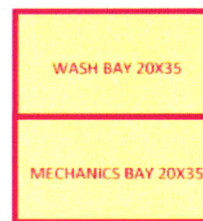
These two functions use a lot of space and cause problems in the current arrangement of the garage. The mechanic's truck lift requires high headroom in the center of the garage, disrupting the efficient flow of functions around it. The lift could be enclosed in its own dedicated bay. Moisture from washing vehicles causes many of the interior condensation and mold problems most difficult to solve in the current building. Relocating this function to a new dedicated wash bay would solve those issues. A diagram of and photo a typical truck wash-bay facility follows on the next page.

Pros:

- Improve space flow and functional efficiency in the garage by removing Mohawk truck lift from high headroom center position
- Repair bay would have dedicated exhaust ventilation and CO detection, improving safety of the work environment
- Relocating wash bay removes primary moisture source within the garage
- Recycling wash effluent would conform to water resource regulations.
- Heating the new added bays will reduce need to heat the metal barn.

Cons:

- Cost to add two new bays, each 20x35. Rough estimate for 1400 sf addition would range between \$250,000 to 350,000 depending on many unknowns
- Regulatory hassles of permitting and maintain a truck wash bay, akin to a car wash facility, next to a wetland and public water supply pump house
- The addition should be separated by 10 feet from the metal barn to minimize code-required upgrades.



Option 3 – Plan for Truck wash and Mechanic's Bays

SELF-CONTAINED WASHBAY SYSTEM

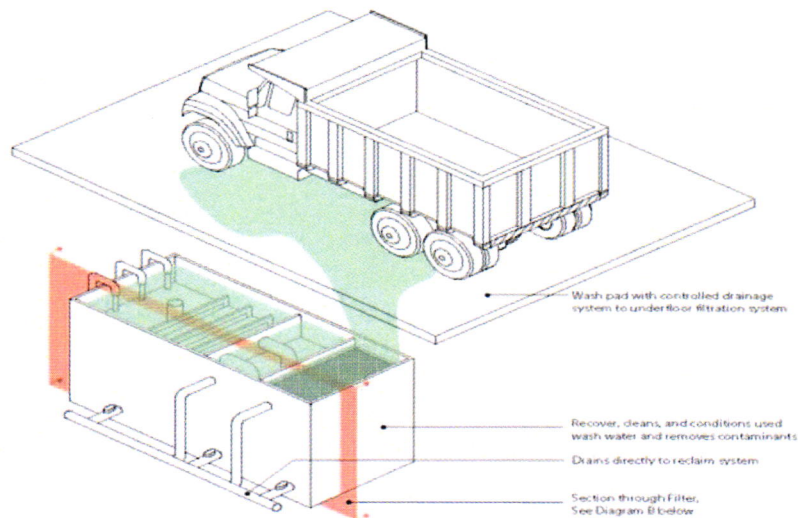


DIAGRAM A: Wash Bay With Underfloor Tight Tank Clarifier System and Filtration System

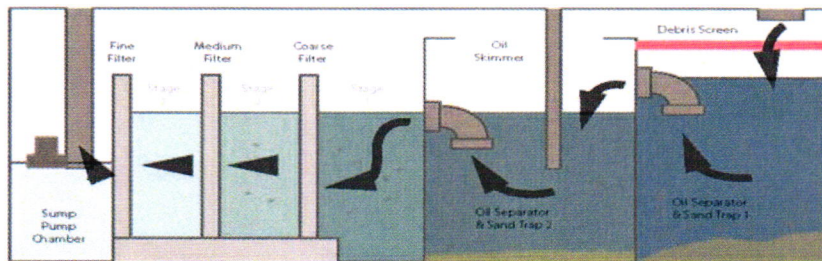


DIAGRAM B: Tight Tank Filtration System Processes



Typical truck wash bay

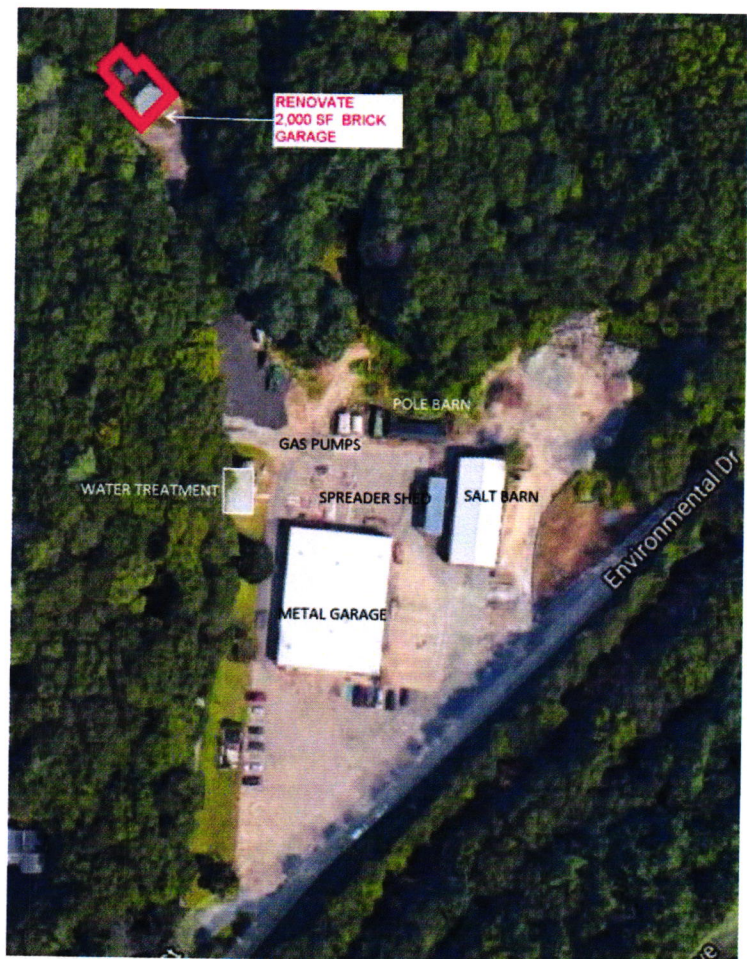
Opt 4. Renovate the brick garage north of the metal garage, approximately 2,000 sf in area, to enclose DPW personnel functions such as staff office, breakroom, restrooms and showers that can be separated from the vehicle and storage operations in the metal garage.

Pros:

- Improve interior environmental conditions with dedicated renovation
- Improved energy efficiency of new spaces as well as old spaces
- Minimizes disruption of ongoing DPW operations with “backyard” construction
- Higher and better use of an existing asset of the Town of Millis
- No loss of work yard to make way for new addition
- Utilities appear to be in place to serve this building

Cons:

- Cost to gut demo & fully rehabilitate 2,000 sf est. area of abandoned building. Rough estimate of \$300,000 to \$500,000 depending on condition of building and numerous other factors unknown at this time, independent of costs to renovate the main Garage as identified in SGH reports
- 400 foot distance separating DPW garage from the brick building
- Brick garage might be oversized for space requirements, based on current usage. Program and plan need to be further evaluated.

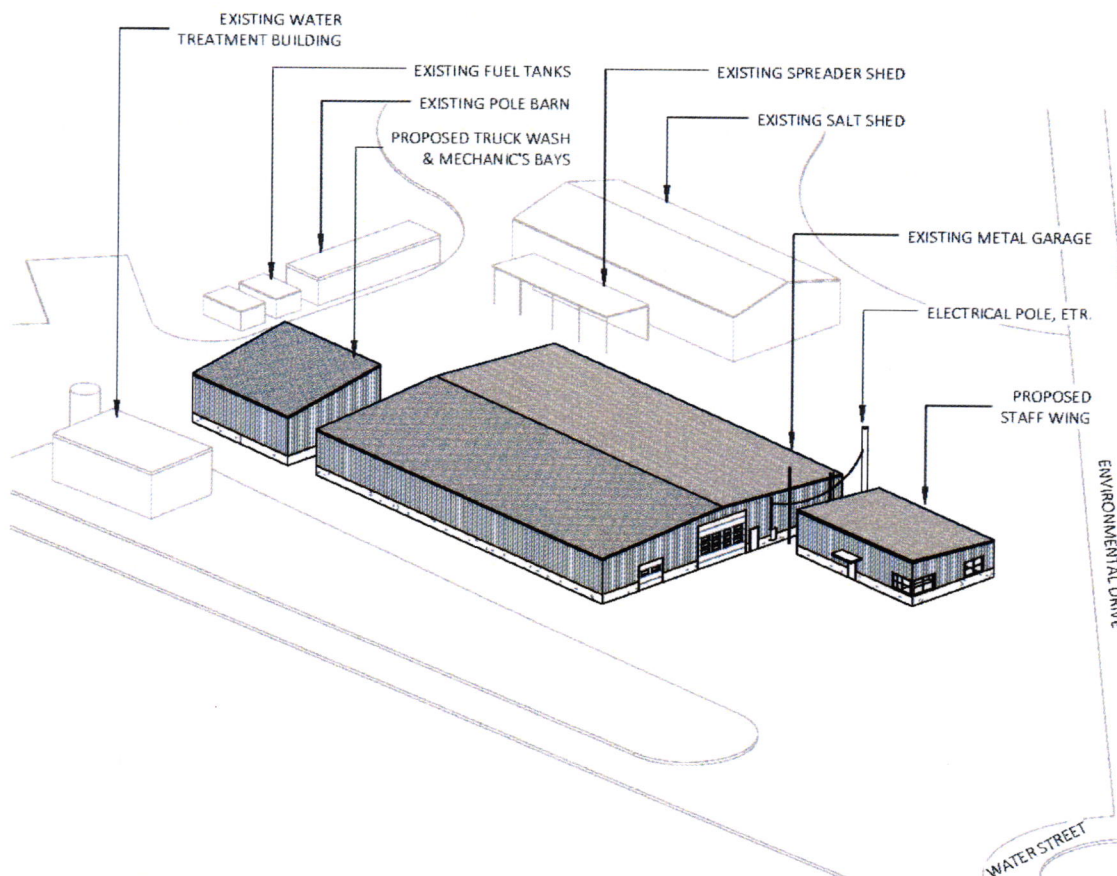


Option Four – Site Plan of brick garage renovation

Recommendation: Combine Option 1 and 3

Each of the four options has pros and cons, and each could be implemented in various ways, depending on the details. They can also be combined.

Combining Options 1 (Addition of Staff Wing) and Option 3 (Addition of Truck Wash and Mechanic's Bays) will reorganize the functions in the garage to solve most of the recurring problems of condensation and air quality inside the metal barn. We recommended that the new additions be built as separated structures. This has several constructability advantages, but most importantly a building code advantage: the existing metal and wood structure, without the office functions, is a low-hazard storage structure (Use Group S-2) that will not require sprinklering at its present size of less than 13,500 sf. Minimal change would be required to the barn, other than roof and vapor barrier repairs.



OVERVIEW OF MILLIS DPW CAMPUS WITH PROPOSED OPTS 1 & 3

OPT 1 STAFF WING ADDITION

OPT 3 TRUCK WASH & MECHANIC'S BAYS

Estimate of Probable Costs

Rough estimation of the probable costs for combining Options 1 and 3 can be summarized as follows:

• Staff Wing Addition	\$100,000	to	250,000
• Mechanics and Wash Bay Addition	250,000	to	350,000
• Repurpose/refurbish existing DPW Barn interior	10,000	to	50,000
• Repair roof of existing DPW Barn	170,000		
• <u>MEP systems in existing DPW Barn</u>	<u>132,000</u>		
• Subtotal	652,000	to	952,000
GC Overhead & Profit 20%	130,000	to	190,000
<u>Design, Estimation & Const Contingencies 25%</u>	<u>196,000</u>	to	<u>229,000</u>
TOTAL	\$978,000	to	\$1,371,00

Caveats

- Estimates above do not include unknown factors such as geotechnical, underground utilities, stormwater management or other site and civil engineering that might be required.
- This cost estimate has not been reviewed by an independent cost estimator or general contractor

Further Questions

- Should the metal garage be sprinklered regardless of code compliance? Life safety and truck fleet protection suggest that answer is yes. However, the Massachusetts State Building Code will not require sprinklering if the staff space is removed from the building, and proposed additions are separated by at least 10 feet. The Millis Fire Department might opine, but sprinklers can be a costly consideration.
- Is the red brick garage building worth restoring or renovating? It is slowly falling apart by neglect.
- Is the capacity of the existing salt barn adequate for the needs of Millis?
- Should school bussing be staged from the DPW site?
- Should a reorganization of the entire site be considered?

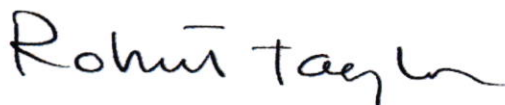
Next Steps

Each option can be also further explored to examine assumptions in this preliminary report. For example:

- Utility and other subgrade conditions are not fully understood, and would inform work proposed.
- Modular and prefabrication strategies for construction should be studied for the proposed additions.
- Mechanical, electrical and plumbing needs should be evaluated, especially for the proposed additions.

Please feel free contact me with comments or questions.

Thank you,



Robert J. Taylor, AIA, LEED-AP

11/5/12

VOTED UNANIMOUSLY that the Town appropriate and raise the sum of \$65,000.00 by transfer from Free Cash for Veterans Memorial Building Heating, Ventilation and Air Conditioning (HVAC) repairs.

ARTICLE 9. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for DPW HVAC repairs; or act in any manner relating thereto.

VOTED UNANIMOUSLY that the Town appropriate and raise by transfer from Free Cash the sum of \$63,200.00 for DPW HVAC repairs.

ARTICLE 10. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for water production well # 3 repairs; or act in any manner relating thereto.

VOTED UNANIMOUSLY that the Town appropriate and raise by transfer from water surplus the sum of \$43,649.25 for water production well #3 repairs.

ARTICLE 11. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for water main improvements; or act in any manner relating thereto.

VOTED UNANIMOUSLY (2/3 VOTE REQUIRED) that the Town appropriate and raise by borrowing the sum of \$219,610.00 for water main improvements on Irving St., of which \$80,000.00 shall be by transfer from water surplus and \$139,610.00 shall be by borrowing, and that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$139,610.00 under the provisions of M.G.L. c.44, §8 or any other enabling authority.

ARTICLE 12. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for sewer infiltration and inflow repairs and studies; or act in any manner relating thereto.

VOTED UNANIMOUSLY that the Town appropriate and raise the sum of \$15,000.00 by transfer from sewer surplus for sewer system infiltration and inflow repairs.

ARTICLE 13. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for sewer manhole and drain manhole repairs; or act in any manner relating thereto.

November 5, 2012

regulations promulgated thereunder; and (iii) areas within the zone of contribution of existing or potential public supply wells as defined by the department of environmental protection;

or act in any manner relating thereto. (Submitted by Planning Board)

P **ARTICLE 4.** To see if the Town will vote to amend Zoning By-law §XIII.P.Millis Center Economic Opportunity Overlay District (MCEOD).2. General Regulations (b) Uses Permitted. by deleting the following subsection therefrom:

1. Apartment houses or buildings. Residential uses are restricted to second floor and above, where facing *the Main Street*.

and substituting therefore the following new subsection:

1. Apartment houses or buildings. Residential uses are restricted to the second floor and above, where facing Main Street/Route 109;

or act in any manner relating thereto. (Submitted by the Planning Board)

P **ARTICLE 5.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for a new data processing system for the police and fire departments; or act in any manner relating thereto. (Submitted by Board of Selectmen)

P **ARTICLE 6.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for new police vehicles; or act in any manner relating thereto. (Submitted by Board of Selectmen)

P **ARTICLE 7.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for the design of a new police station; or act in any manner relating thereto. (Submitted by Board of Selectmen)

P **ARTICLE 8.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for Veterans Memorial Building Heating, Ventilation and Air Conditioning (HVAC) repairs; or act in any manner relating thereto. (Submitted by Board of Selectmen)

P **ARTICLE 9.** To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by borrowing under the provisions of M.G.L. Chapter 44, or by transfer from the Stabilization Fund, a sum of money for a DPW HVAC repairs; or act in any manner relating thereto. (Submitted by Board of Selectmen)

11/2/15

PASSED BY MAJORITY VOTE, A FEW IN OPPOSITION, that the Town appropriate and raise the sum of \$20,000.00 from taxation for wages and expenses for the Fire Department Advanced Life Support program.

ARTICLE 23. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **removing Infiltration and Inflow** from the Millis Sewer system, and any expenses incidental and related thereto, or act in any manner relating thereto.

VOTED UNANIMOUSLY that the Town appropriate and raise the sum of \$133,000.00 by transfer from Sewer Surplus for removing Infiltration and Inflow from the Millis sewer system.

ARTICLE 24. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **repairs to the DPW garage roof**, and any expenses incidental or related thereto, or act in any manner relating thereto.

VOTED UNANIMOUSLY that the Town appropriate and raise by transfer from Free Cash the sum of \$15,000.00 for design of repairs to the DPW garage roof.

ARTICLE 25. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **the repair of DPW vehicles or equipment, or for the purchase of new vehicles or equipment** and to authorize the Board of Selectmen to dispose of the old vehicles or equipment by outright sale, trade, auction, or otherwise and that the proceeds from such disposal be applied to the purchase price of the vehicle or equipment, or act in any manner relating thereto.

VOTED UNANIMOUSLY that the Town appropriate and raise by borrowing under the provisions of MGL Chapter 44 Section 7, the sum of \$188,000.00 for the purchase of new DPW vehicles or equipment and to authorize the Board of Selectmen to dispose of the old vehicles or equipment by outright sale, trade, auction, or otherwise and that the proceeds from such disposal be applied to the purchase price of the vehicle or equipment.

ARTICLE 26. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **playing field design**, or act in any manner relating thereto.

VOTED UNANIMOUSLY that the Town appropriate and raise by transfer from Free Cash the sum of \$15,180.00 for design of multi-purpose playing fields on the former Cassidy Farm land and at Oak Grove Farm.

11/2/2015

D
UN

ARTICLE 21. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **repairs to the High School/Middle School boys locker room or the in-wall drain system located therein**, or act in any manner relating thereto. (Submitted by School Committee)

Finance Committee recommendation to be made at Town Meeting

Pass
1 no

ARTICLE 22. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, a sum of money for wages and expenses for a Fire Department **Advanced Life Support program**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

Finance Committee recommendation: - Affirmative Action - \$20,000

Pass

ARTICLE 23. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **removing Infiltration and Inflow** from the Millis Sewer system, and any expenses incidental and related thereto, or act in any manner relating thereto. (Submitted by Board of Selectmen)

Finance Committee recommendation to be made at Town Meeting

Pass

ARTICLE 24. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **repairs to the DPW garage roof**, and any expenses incidental or related thereto, or act in any manner relating thereto. (Submitted by Board of Selectmen)

Finance Committee recommendation to be made at Town Meeting

Pass
1 no

ARTICLE 25. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44 or any other enabling authority, a sum of money for **the repair of DPW vehicles or equipment, or for the purchase of new vehicles or equipment** and to authorize the Board of Selectmen to dispose of the old vehicles or equipment by outright sale, trade, auction, or otherwise and that the proceeds from such disposal be applied to the purchase price of the vehicle or equipment, or act in any manner relating thereto. (Submitted by Board of Selectmen)

Finance Committee recommendation to be made at Town Meeting

Pass

ARTICLE 26. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under

5/9/16

such sum under G.L. Chapter 44 or any other enabling authority, and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project.

ARTICLE 29. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, a sum of money for engineering, construction, training and inspection costs necessary to comply with and implement **EPA mandated stormwater management improvements**, or act in any manner relating thereto.

VOTED UNANIMOUSLY that the Town appropriate and raise by transfer from Free cash the sum of \$35,000.00 for engineering, construction, training and inspection costs necessary to comply with and implement EPA mandated stormwater management improvements.

ARTICLE 30. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44, a sum of money for **repairs to the DPW Garage**, including the payment of all costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or any other enabling authority, and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project, or act in any manner relating thereto.

VOTED UNANIMOUSLY (2/3 VOTE REQUIRED) that the Town appropriate and raise by borrowing under the provisions of M.G.L. Chapter 44, the sum of \$250,000.00 for repairs to the DPW Garage, including the payment of all costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or any other enabling authority, and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project.

ARTICLE 31. To see if the Town will vote to appropriate a sum of money, or reserve a sum of money from the **Community Preservation Fund**, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve, or the Budgeted Reserve, from annual revenues in the amounts recommended by the Community Preservation Committee, for committee administrative expenses, community preservation projects and/or other expenses in fiscal year 2017, with each item to be considered a separate appropriation; or act in any manner relating thereto.

Moderator Paul Jacobsen informed Town Meeting members the Community Preservation Committee, at an open public hearing held on Thursday, May 5, 2016, voted unanimously to recommend approval of this article.

VOTED UNANIMOUSLY that the Town appropriate and reserve the sums listed below from the Community Preservation Fund, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve, or the Budgeted Reserve, from annual revenues in the amounts recommended by the Community Preservation Committee, for committee administra-

May 9, 2016

to the George D'Angelis Water Treatment Facility, including the payment of all costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or any other enabling authority, to and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project, or act in any manner relating thereto. (Submitted by Board of Selectmen)

The purpose of this article is to fund water system improvements at the D'Angelis Water Treatment Facility. The cost of the article is \$189,200.00. The Finance Committee recommends approval of this article.

P-u
ARTICLE 29. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, a sum of money for engineering, construction, training and inspection costs necessary to comply with and implement **EPA mandated stormwater management improvements**, or act in any manner relating thereto. (Submitted by Board of Selectmen)

Recommendation for this article will be at Town Meeting.

P-a
ARTICLE 30. To see if the Town will vote to appropriate and raise by taxation, by transfer from available funds, by transfer from the Stabilization Fund, or by borrowing under the provisions of M.G.L. Chapter 44, a sum of money for **repairs to the DPW Garage**, including the payment of all costs incidental and related thereto, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or any other enabling authority, to and to authorize the Board of Selectmen to apply for any grants or loans in connection thereto and to take all actions necessary to carry out this project, or act in any manner relating thereto. Submitted by Board of Selectmen)

Recommendation for this article will be at Town Meeting.

P-u
ARTICLE 31. To see if the Town will vote to appropriate a sum of money, or reserve a sum of money from the **Community Preservation Fund**, for the Historic Resources Reserve, the Community Housing Reserve, the Open Space Reserve, or the Budgeted Reserve, from annual revenues in the amounts recommended by the Community Preservation Committee, for committee administrative expenses, community preservation projects and/or other expenses in fiscal year 2017, with each item to be considered a separate appropriation; or act in any manner relating thereto. (Submitted by Community Preservation Committee)

This is the annual article appropriating Community Preservation funds and allocating the funds into the various reserves as required in the Community Preservation Act. The Finance Committee recommends approval in the amount of \$211,660.57.

P-3 no
ARTICLE 32. To see if the Town will vote to appropriate a sum of money by borrowing under the provisions of M.G.L. Chapter 44 and MGL 44B Section 11, or any other enabling authority; or from the Community Preservation Historic Resource Reserve Fund and/or the Community Preservation Fund Budgeted Reserve and/or the Undesignated Fund or to transfer from funds remaining under Article 49 of the May 12, 2014 Annual Town Meeting, for the **Veterans Memorial Building Historic Door Replacement and Refurbishment Project**, and to meet such appropriation by authorizing the Treasurer, with the approval of the Board of Selectmen, to borrow such sum under G.L. Chapter 44 or Chapter 44B or any other enabling authority, to and to authorize the Board of Selectmen

MODULAR OFFICE

Millis, MA



Submitted To:



Modular Office Proposal
Budgetary Pricing – Sale/Lease
National IPA/TCPN

Submitted By



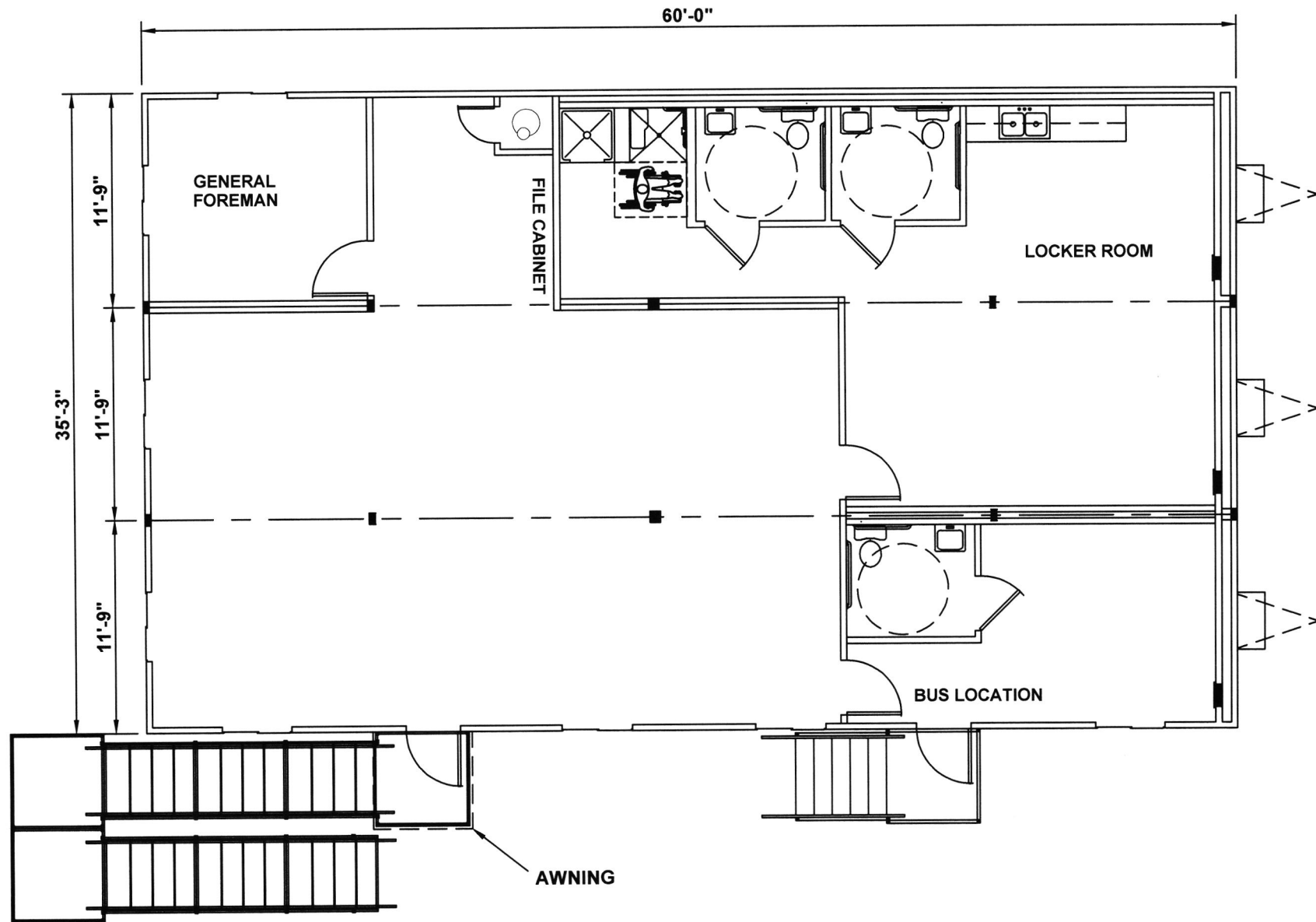
Deb Makowsky

Deb.Makowsky@as.willscot.com

Office: 800-782-1500

APRIL 20, 2017

Lease



CAD FILE: WS2017-0351	DWG # A-1	REV#	REP: DEB MAKOWSKY	APPROVAL:
SCALE: VTs	SERIAL#:	DATE 4/19/2017	DWN BY: BJL	APVL DATE:

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Building Specifications – Existing Bldg

Note: Actual Spec may vary marginally depending on final units selected.

CUSTOMER: **TOWN OF MILLIS MA**
SALESPERSON: DEB MAKOWSKY
BUILDING: SINGLE STORY
UNITS: 60' X 11'-9" BOXES (QTY PER PLAN)
CODE: 2006 IBC/ IECC/ RI
STATE: MA

FRAME:

TYPE: PERIMETER
MAIN BEAM: 12X11.8#/ FT ROLLED
X-MEMBER: 8X6.2#/FT AT 48" O.C. FLUSH WITH TOP OF MAIN BEAM
NOTE: COAT ALL BEAMS WITH RUST INHIBITIVE PAINT- 100% BLACK COVERAGE, MIN. TWO COATS
HITCH: BOLT ON
AXLES: FIVE, TRIPLE AND TANDEM
SPLIT- 34" APART
MULTI-LEAF SPRINGS, UNDERSLUNG
HEAVY DUTY HANGERS
TIE DOWNS: SITE INSTALLED (FRAME TIE DOWNS/HOOKS)
TIRES: 8:00X14.5 10 PLY
NOTE: BLOCKING AND ANCHOR LOCATIONS SHALL BE PAINTED ON THE MODULE FRAME WITH AN ARROW DESIGNATION

FLOOR:

BTM BOARD: .040 SIMPLEX PAPER
INSULATION: R-19 UNFACED
JOISTS: 2X6 S.P.F. #2 @ 16" O.C. LONGITUDINAL
DECKING: SINGLE 5/8" T&G FLOOR DECKING, HELD BACK 2-1/4" AT MATE LINE.
HOLD BACK TO BE CONTINUOUS ENTIRE LENGTH OF MATE LINE
COVERING: 26 OZ. COMMERCIAL CARPET, SHAW AMBITION II, #57505 TOPAZ
COVERING: 1/8" VINYL COMPOSITION TILE, ARMSTRONG FORTRESS WHITE
IN RESTROOMS ON STANDARD LAYOUTS WITH RESTROOMS ONLY
TILE AVAILABLE THROUGHOUT UPON REQUEST
TRIM: 4" VINYL COVE BASE ON SITE BY WILLIAMS SCOTSMAN "PUTTY"
6" VINYL COVE BASE IN RESTROOMS ONLY "PUTTY"

EXTERIOR WALLS

STUDS: 2"X4" STUD GRADE @ 16"O.C.
BOCA/UBC FRAMING
WALL HGT: 8'-0" FINISH CEILING HGT TO TOP OF T-GRID
WALL HEIGHT PER SECTION TO ACCOMMODATE ROOF PITCH ON
SIDEWALL UNITS, AND AS REQUIRED ON ENDWALLS PER
MANSARD DETAILS
COVERING: 1/2" VINYL COVERED GYPSUM GROUP II
COLOR: LOOMA BEIGE
SHEATHING: TYVEK OR EQUAL AIR INFILTRATION BARRIER
AS REQUIRED BY ENERGY CODE
INSULATION: R-11 KRAFT FACED
SIDING: 5/8" STIMSON LUMBER DURATEMP GROOVES 4"O.C.DOVER AFB
STANDARD COLOR

TRIM: 1X4 MDO STAINED, 1X6 MDO BOTTOM TRIM
NOTE: CORNERS AND MATE LINE BODY TRIM ARE DOVER AFB
STANDARD COLOR

INTERIOR WALLS

PLENUM WALLS: PARTIAL WIDTH OF MODULE
STUDS: 2"X4" STUD GRADE @ 16"O.C.
BOCA/UBC FRAMING
WALL HGT: 8'-0" FINISH CEILING HGT TO TOP OF T-GRID
COVERING: ½" VINYL COVERED GYPSUM GROUP II
COLOR: LOOMA BEIGE

ROOF:

RAFTERS: 2X8 S.P.F.#2 AT 16" O.C.
TRANSVERSE RIDGE
MATE BEAM: STEEL TRUSS (CLEAR SPAN PRE-ENGINEERED) MAX. SPAN OF 60'
NO COLUMNS OR LOAD BEARING WALLS WITHIN EACH 60' SPAN
CENTER PEAK, 32" HIGH TO 28-1/4" HIGH AT ENDS, TRUSS WITH
SLOTTED BOTTOM CHORD BEARING CONNECTION TO ALLOW FOR
FIELD ADJUSTMENTS
POSTS: POSTS CONCEALED IN ENDWALLS
POSTS: NO EXPOSED POSTS
CEILING: SUSPENDED CEILING TO BE STANDARD CLASS A, 2'X4' SYSTEM
GRID
U.S. GYPSUM 2310 RADAR OR EQUAL FISSURED PATTERN
ACOUSTICAL TILES. FINISHED CEILING HEIGHT OF 8'-0" TO TOP OF
GRID. ADDITIONAL HANGERS TO BE PROVIDED AT ALL LIGHT
CORNERS, DIFFUSERS AND GRID INTERSECTIONS. PROVIDE
ANGLE BRACING FOR TRANSIT- PER THE ATTACHED REFLECTED
CEILING PLANS FOR INDIVIDUAL GRID LAYOUTS.
TRUE CEILING NYLON NET SCREEN TO UNDERSIDE OF RAFTERS
INSULATION R-22 KRAFT FACED
SHEATHING ½" CDX PLYWOOD
ROOFING: 45 MIL EPDM (BLACK)
MANSARD: 5/8" DURATEMP WITH 1.5" PROJECTION ON
ON THE SIDEWALLS AND 24" OVERHANG ON
THE ENDWALLS
(MANSARD FOLLOWS ROOF LINE, 32" PEAK TO 28-1/4" AT MODULE
ENDS), WHITE K SERIES MINI-GUTTER INSTALLED ON ALL SIDES
AND ENDS OF EACH MODULE
MATE LINE: SHIP LOOSE 1X6 FOR MATE LINE WALL
SHIP LOOSE BOTTOM TRIM AND MATE LINE TRIMS TO MATCH
MANSARD

DOORS:

INT DOOR: 36" X 80" PRE-FINISHED EMBOSSED WOODGRAIN SOLID CORE,
JENN-WELD IMPERIAL OAK EMBOSSED
HARDWARE: PASSAGE LEVERSETS; CLOSER ON RATED DOORS,
PUSH/PULL WITH CLOSER ON RESTROOMS OR PRIVACY SET AS
REQUIRED BASED UPON PLAN
ALL DOOR HARDWARE SHALL BE MASTER KEYED TO W/S MASTER
KEY SYSTEM, TELL MANUFACTURING
QTY PER PLAN

EXT. DOOR: 36X80 18 GAUGE COMMERCIAL STL. WITH 16 GA. STL. JAMB
10"X10" VISION PANEL, SINGLE CLEAR SAFETY GLASS
(WEATHERSEAL AT WINDOW AND CLOSER IN DOOR)
WITH PANIC HARDWARE AND CLOSER
EXTERIOR LEVERSET (NO PULL BAR/CYLINDER)
QTY PER PLAN

WINDOWS:

SIZE: 32"WX60"H SINGLE HUNG "CAPITOL" OR EQUAL (MEANS OF
EGRESS COMPLIANT)
BRONZE FINISH THERMAL BREAK FRAMES

GLAZING: D.I.G.

INT. TRIM: PRE-PAINTED, CV TAN
QTY PER PLAN

BLINDS: 1" MINI ALUMINUM (ALABASTER)

PLUMBING:
(WITH RESTROOM
OPTIONS ONLY)

WTR CLST: CHINA TANK TYPE (HANDICAPPED, ELONGATED BOWL, FLOOR
MTD.)
QTY PER PLAN

WTR CLST: CHINA TANK TYPE (ELONGATED BOWL, FLOOR MTD.)
QTY PER PLAN

URINAL: CHINA WALL MOUNTED WITH FLUSH VALVE
QTY PER PLAN

LAVATORY: CHINA WALL HUNG (HANDICAPPED PER PLAN)
W/ SINGLE LEVER ADA FAUCET
QTY PER PLAN

WTR HTR: ELECTRIC IN JANITOR CLOSET
SIZED PER FIXTURE DEMAND

SHOWER WS STD 30X30 FIBERGLASS SHOWER
BASED ON PLAN OPTIONS

MOP SINK: NONE

SUPPLY: TYPE "L" COPPER

DWV: SCHEDULE 40 PVC (CAST AS REQUIRED)

GRAB BARS: 36" & 42" STEEL, 1-1/4" O.D.

MIRRORS: 18" X 30" FRAMED
QTY PER PLAN

T.P. HOLDER: SINGLE ROLL, WALL MOUNTED
QTY PER PLAN

MODESTY PART.: PAINTED METAL

ELECTRICAL:

LOADCENTER: CUTLER HAMMER 150 AMP ON SIDEWALL MODULES
100 AMP PER CENTER MODULE, 120/240 V. 1-PHASE 60 HZ, 3-WIRE
ALL BREAKERS TO BE BR TYPE

WIRING: COPPER ROMEX (12-2 W/G MIN) TYPE NM-B
EXPOSED WIRING IN CEILING TO BE INSTALLED IN CONDUIT PER
NEC

INT. LIGHTS: 24"X48" 4- TUBE FLUOR. (LAY-IN)
(RECESSED) AND STRAPPED TO TRUE CEILING FOR SHIPMENT,
SITE INSTALLED BY WILLIAMS SCOTSMAN, LOW ENERGY BALLASTS

	DUAL SWITCHING WITH T-12, 34W LAMPS
	QTY OF 10 PER MODULE
EXT. LIGHTS	60 WATT (SEAGULL)
	QTY OF 1 PER EXTERIOR DOOR
EGRESS LIGHT	EXIT/EMERGENCY LIGHT WITH BATTERY
	PACK AND REMOTE HEAD
	QTY OF 1 PER EXTERIOR DOOR
RECEPTS:	110 VOLT 20 AMP DUPLEX
	IVORY
RECEPTS:	HEAT TAPE RECEPT (GFI PROTECTED)
	HEAT TAPE TO BE BY OTHERS
SWITCHES:	110 VOLT 15 AMP
	IVORY, LOCATIONS PER PLAN
	HOME RUN TO OCCUR FROM THE SWITCH FARTHEST FROM THE
	HITCH END
FIRE ALARM:	ROUGH-IN ONLY (SYSTEM BE INSTALLED BY WS AS AN OPTION AT
	SITE)
	LOCATIONS PER PLAN ALL BLANK BOXES HAVE IVORY COVER
	PLATES

H.V.A.C.

HEAT/COOL:	BARD WALL HUNG 3-TON A/C W/ ELEC. HEAT
	W/ 15 KW HEAT ON SIDEWALL UNITS
	W/ 10 KW HEAT ON CENTER UNITS
	G CONTROL MODULE
SUPPLY DUCT:	FIBERGLASS DUCT BOARD IN THE ROOF, TRANSITIONED AND
	SIZED PER PLAN
SUPPLY DIFF.	24"X24" LAY-IN W/ADJ. DAMPER, PERFORATED FACE STYLE
RETURN DUCT:	FIBERGLASS DUCT BOARD IN THE ROOF
R/A DIFF:	24"X24" LAY-IN (NO DAMPER), PERFORATED FACE STYLE
THERMOSTAT:	MANUAL CHANGEOVER HEAT AND COOL- HONEYWELL T8400C OR
	EQUAL

CODES:

STATE	IN/RI, PA L&I COMPLIANT, DE COMPLIANT
REVIEW/SEALS:	
THIRD PARTY:	THIRD PARTY CERTIFICATE

INVESTMENT LEASE (BUDGETARY)

Town of Millis

2,160 Nominal sq. ft.

Rental Pricing Per Month (Per Bldg)

60	Month Term-	Monthly Lease Rate	\$	3,689.46	PER MONTH	*
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(Existing **Building**. - *Building Only*)

Use Tax (Estimated Amount - Not Included in Above)	\$	221	PER MONTH	*
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Note: Refer to Specifications & Scope of Work

Delivery & Installation (Per Bldg)

Footings/Foundation Allowance		TBD	L.S.	*
Delivery Freight	\$	2,024.93	L.S.	*
Block and Level Modular Units	\$	6,364.07	L.S.	*
Tiedowns in Dirt	\$	1,619.95	L.S.	*
Vinyl Skirting	\$	2,962.19	L.S.	*
Sales Tax (Estimated Amount - Not Included in Above)	\$	778	L.S.	*

Final Return Charges * (Per Bldg)

Skirting Removal		Included	L.S.	*
Modular Unit Knockdown	\$	6,364.07	L.S.	*
Return Freight	\$	2,024.93	L.S.	*

Options - Allowances (Per Bldg)

(1) PT Wood Steps	\$	2,156	L.S.	*
(1) PT Wood Ramp	\$	10,857	L.S.	*
Electrical Allowance from Modular to 5 ft out		TBD	L.S.	*
Plumbing Allowance from Modular to 5 ft out		TBD	L.S.	*
Voice/Data Wiring Allowance within Modular		TBD	L.S.	*
Fire Sprinkler System Allowance		TBD	L.S.	*
Fire Alarm System Allowance		TBD	L.S.	*
Sales Tax (Estimated Amount - Not Included in Above)	\$	781	L.S.	

* Excludes Applicable Taxes

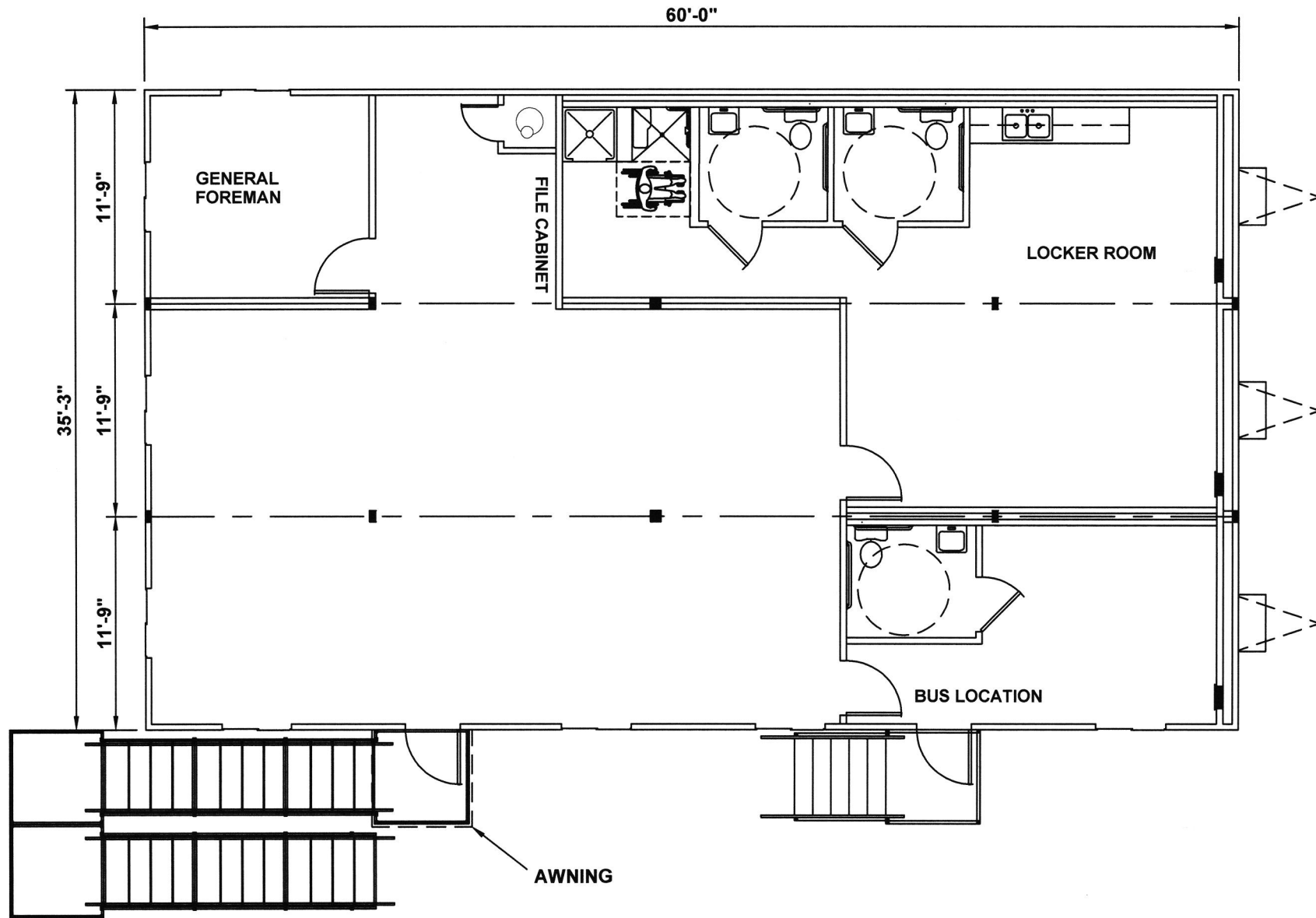
* Per Attached Clarifications

* Per Attached Specifications, Floor Plan, Scope of Work And Drawings

4/20/2017

Town of Millis

Sale



DWG #	REV#	REP:	APPROVAL:
VS2017-0351	A-1	DEB MAKOWSKY	
SCALE:	SERIAL#:	DATE	DWN BY:
VT		4/19/2017	BJL
			APVL DATE:

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Building Specifications – New Bldg

CUSTOMER: **TOWN OF MILLIS, MA**
SALESPERSON: DEB MAKOWSKY
BUILDING: SINGLE STORY
UNITS: 60' X 11'-9" BOXES (QTY PER PLAN)
CODE: 2006 IBC/ IECC/ RI
STATE: MA

Design Criteria

Use Group	B - BUSINESS
Construction Type	TYPE V B WOOD FRAME
Roof Live Load	40 PSF
Floor Live Load	50 PSF
Corridor Floor Load	100 PSF
Live	
Wind Speed	140 MPH
Wind Exposure	C

Code Approval

Plan Review	3RD PARTY PLAN REVIEW
Plan Review	3RD PARTY PLAN REVIEW FOR RHODE ISLAND
Plan Seal	RHODE ISLAND ARCHITECT SEAL
Module	3RD PARTY LABEL
Labels/Seals	
Module	IBC LABEL
Labels/Seals	
Module	MBI LABEL
Labels/Seals	
Inspections	3RD PARTY INSPECTION

Frames

Frame Type	PERIMETER W/ CROSSMEMBERS AS REQUIRED
Frame Type	FRAME DESIGN AS REQUIRED FOR 100 LB FLOOR LOAD
Hitch	DEMOUNTABLE W/2-5/16" COUPLER & ELEVATING JACK
Axles and Tires	6000# AXLE WITH ELECTRIC BRAKES AND LOW PROFILE TIRES AS REQUIRED
Accessories	SPECIAL BOTLING FOR HIGH WINDS

Floors

Bottom Board	ROLL TYPE PLASTIC BOTTOM BOARD
Floor Joists	2 X 6 INSTALLED LONGITUDINAL @ 16" O.C.
Insulation	R-21 UNFACED (5-1/2")
Decking	3/4" SINGLE LAYER HIGH PERFORMANCE T&G OSB
Covering	1/8" VINYL COMPOSITION TILE STANDARD COLOR
Misc	FLOOR TILE HELD BACK @ M/L FOR INSTALLATION BY WS AT SITE
Misc	FLOOR DECKING HELD BACK 7" AT MATE LINE-SITE FINISH

Ext. Walls and Trim

Exterior Walls	9'-6" 2X6 STUDS, 16" O.C. W/DBL TOP & SGL BOTTOM PLATES
Exterior Wall	R-21 FIBERGLASS, UNFACED
Insulation	
Wall Sheathing	BUILDING WRAP
Wall Sheathing	7/16" OSB
Siding	SMART PANEL 8" O.C.
Skirting	4'x9', SMART PANEL, STAINED TO MATCH SIDING
Trim	PRIME TRIM, TOP 1X6

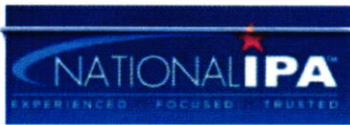
Trim	PRIME TRIM, BOTTOM 1X6
Trim	PRIME TRIM, CORNER 1X4
Trim	PRIME TRIM, WINDOW 1X4
Trim	PRIME TRIM, MATE LINE 1X4 - SHIPPED LOOSE
Int. Walls and Trim	
Interior Walls	2 X 4 STUDS, 16" O.C W/DBL TOP & SGL BOTTOM PLATES
Interior Walls	9'-6" 2 X 4 STUDS, PLUMBING CHASE WALL
Interior Wall Insulation	R-13 FIBERGLASS, UNFACED
Plenum Walls	2 X 4 STUDS, 16" O.C SINGLE TOP & BOTTOM PLATES
Mate-Line Walls	2 X 4 STUDS, 16" O.C DBL TOP & SGL BOTTOM PLATES
Shipping Walls	PLASTIC WITH SHIPPING BRACES
Wall Covering	1/2" VINYL COVERED GYPSUM GROUP I
Wall Covering	030" GLASS BOARD, WHITE OVER 1/2" GYP - Note: BACKER ONLY
Interior Trim	BASE: 4" VINYL COVE
Interior Trim	CEILING: SUSPENDED CEILING WALL ANGLE
Interior Trim	INSIDE CORNER: MATCHING VINYL WRAPPED ISC - 1-1/2" X 1-1/2"
Interior Trim	OUTSIDE CORNER: MATCHING VINYL WRAPPED OSC - 1-1/2" X 1-1/2"
Interior Trim	DOOR: PREFINISHED WOODGRAIN CASING 2-3/16"
Interior Trim	WINDOW: PREFINISHED WOODGRAIN JAMB
Interior Trim	WINDOW: PREFINISHED WOODGRAIN CASING 2-3/16"
Interior Trim	HOLD BACK WALL COVERING AT MATE-LINES
Roof	
Trusses/Rafters	CENTER PEAK TRUSSES 40#LL
Trusses/Rafters	TAPERED TRUSSES 40# LL
Mate-Beams	15'-7" MAXIMUM SPAN
Mate-Beams	39'-10" MAXIMUM SPAN
Insulation	R-49 FIBERGLASS, UNFACED
Ceiling	5/8" GYPSUM TYPE X UNFINISHED
Ceiling	SUSPENDED 2x4 CORTEGA MINERAL FIBER, #1729 ARMSTRONG OR EQUIVILANT, INSTALLED
Ceiling	NOTE: SUSPENDED CEILING HEIGHT IS 7' 11"
Ceiling	NOTE: HOLD BACK SUSP CLG TILE & GRID APPROX. 11" FROM MATE LINE
Sheathing	7/16" FR PANEL OR PYRO XL; CLASS 'C'
Roofing	.045" EPDM, FULLY ADHERED, BLACK
Mansard/Overhangs	24" HIGH w/1 1/2" OVERHANG, SMART PANEL, TO MATCH SIDING
Mansard/Overhangs	24" HIGH w/24"-30" OVERHANG, SMART PANEL, TO MATCH SIDING
Roof Ventilation	GABLE VENT, 8"x8", POWERED
Roof Ventilation	16"x8" UNDER EAVE W/SCREEN
Misc	EPDM, FULLY ADHERED, BLACK
Misc	GUTTERS AND DOWNSPOUTS BY OTHERS AT SITE IF REQUIRED
Ext. Doors	
Door/Frame	36X80 TELSTAR SERIES STEEL DOOR
Lite	5 X 20 SAFETY GLASS
Hardware	OVERHEAD HYDRAULIC CLOSER
Hardware	KEYED LEVER SET, GRADE 2
Int. Doors	
Door/Frame	36X80 PREFINISHED SOLID CORE W/PREFINISHED JAMB

	Lite	NONE
	Hardware	PASSAGE LEVER SET, GRADE 2
	Hardware	PRIVACY LEVER SET, GRADE 2
Windows		
	Exterior	36X48 VS, VINYL FRAME WHITE, CLEAR LOW E & ARGON GLASS W/SCREENS, DP50
	Exterior	MINI BLINDS
	Interior	NONE
Electrical		
	Service	120/240 VOLT, SINGLE PHASE, 3 WIRE, 60 HZ. W/GROUND
	Load Center	100 AMP W/MAIN, 1-PHASE INDOOR W/ CONDUIT THRU FLOOR
	Raceway	MIN. #14 NON-METALLIC SHEATHED CABLE NM OR NMC (ROMEX)
	Raceway	MIN. #14 METALLIC SHEATHED CABLE (MC)
	Interior Lights	DIFFUSED, LAY-IN, 4', (2) TUBE T-8 FLUORESCENT
	Exterior Lights	COMPACT FLUORESCENT WEATHERPROOF 13W W/INTEGRAL PHOTO CELL
	Emergency/Exit Lights	DUAL HEAD EMERGENCY LIGHT W/EXIT SIGN AND BATTERY BACK UP
	Emergency/Exit Lights	DUAL REMOTE HEAD EMERGENCY LIGHT, EXTERIOR WEATHERPROOF
	Recepts	15 AMP, 120 VOLT, DUPLEX RECEPT
	Recepts	15 AMP, 120 VOLT, DUPLEX, GFCI TYPE
	Recepts	15 AMP, 120 VOLT, DUPLEX, GFCI TYPE, EXTERIOR W/BUBBLE COVER
	Recepts	15 AMP, 120 VOLT, DUPLEX, EXTERIOR BELOW FLOOR
	Switches	OCCUPANCY SENSOR - CEILING TYPE - SINGLE LEVEL
	Switches	OCCUPANCY SENSOR - SWITCH TYPE - SINGLE LEVEL
	Switches	OCCUPANCY SENSOR - SWITCH TYPE - DUAL LEVEL
	Rough ins/Miscellaneous	SINGLE GANG ACCESS BOX W/3/4" EMT CONDUIT TO SUSPENDED CEILING CAVITY
Plumbing		
	Supply Lines	SUPPLY PIPING TO BE INSULATED ABOVE SUSPENDED CEILING
	Supply Lines	CPVC
	Waste Lines	PLUMBING VENT STACK SHIPPED LOOSE, SITE INSTALLED BY WS AT SITE
	Waste Lines	ABS OR PVC SCHEDULE 40
	Water Closets	ELONGATED BOWL, TANK TYPE W/OPEN FRONT SEAT HC
	Urinals	NONE
	Lavatories	WALL HUNG VITREOUS CHINA, 19 X 17, HANDICAP W/SINGLE LEVER FAUCET
	Sinks	15X15 STAINLESS STEEL, SINGLE BOWL W/GOOSENECK FAUCET
	Shower(s)	NONE
	Mop Sinks	SERVICE, 24X24, FIBERGLASS W/LEGS AND 4" CENTER SET
	Drinking Fountain	NONE
	Water Heaters	6 GALLON ELECTRIC W/T&P VALVE
	Water Heaters	WATER HEATER NOT PLUGGED FILL WITH WATER PRIOR TO ENERGIZING
	Floor Drains	NONE
	Hose Bibbs	NONE
	Modesty Partitions	NONE
	Accessories/Misc	TP HOLDER, STANDARD
	Accessories/Misc	MIRROR, 18X36
	Accessories/Misc	GRAB BARS, SET STAINLESS STEEL, (1) 36", (1) 42", & (1) 18"
HVAC		
	HVAC Equipment	WALL HUNG, HEATING & COOLING AS REQUIRED

Electric Heaters	NONE
Controls	THERMOSTAT DIGITAL PROGRAMMABLE
Accessories	NONE
Supply Duct	16"X8", FIBERGLASS, CEILING (R-3.5 MINIMUM)
Return Duct	16"X8", FIBERGLASS, CEILING
Fire/Smoke Dampers	NONE
Supply Diffusers	24"X24" W/ADJUSTABLE DAMPER IN CEILING INSULATED SUPPLY AIR
Return Air Grilles	24"X24" IN CEILING NON- INSULATED RETURN AIR
Exhaust Fans	100 CFM STANDARD CEILING FAN

Specialties

Counter / Desktops	H.P. LAMINATE COUNTERTOP, 24" DEEP W/4" BACKSPLASH, ADA
Cabinets	WALL CABINET: 30"H, W3630, DOUBLE DOOR
Cabinets	BASE CABINET: TWO DRAWER, HB36, DOUBLE DOOR, ADA
Cabinets	SINK CABINET: SB36, DOUBLE DOOR, ADA
Shelving / Coat Racks	NONE
Lockers & Benches	NONE
Fire Safety	NONE
Chalk, Tack & Marker Boards	NONE
Appliances	NONE



INVESTMENT SALE (BUDGETARY)



An ALGECO SCOTSMAN Company

Town of Millis

2,160 Nominal sq. ft.

Sale Price - Modular Only

3 Unit Modular Bldg (Bldg Only f.o.b. factory) (Includes Interior Space per Plan)	\$ 206,243.32	Lump Sum	*
Use Tax (Estimated Amount - Not Included in Above)	\$ 12,375	Lump Sum	*

Note: Refer to Specifications & Scope of Work

Delivery & Installation

Footings/Foundation	TBD	L.S.	*
Delivery Freight	\$ 2,024.93	L.S.	*
Block and Level Modular Units	\$ 6,364.07	L.S.	*
Tiedowns in Dirt	\$ 1,619.95	L.S.	*
Vinyl Skirting	\$ 2,962.19	L.S.	*
Sales Tax (Estimated Amount - Not Included in Above)	\$ 778	L.S.	*

Options (Allowances - Actual Price may Vary after final scope determined)

(1) PT Wood Steps	\$ 2,156	L.S.	*
(1) PT Wood Ramp	\$ 10,857	L.S.	*
Electrical Service from Modular to 5 ft out	TBD	L.S.	*
Electrical Service to Source	TBD	L.S.	*
Plumbing Service from Modular to 5 ft out	TBD	L.S.	*
Plumbing Service to Source	TBD	L.S.	*
Voice/Data Wiring within Modular	TBD	L.S.	*
Voice/Data Wiring to Source and equipment	TBD	L.S.	*
Fire Sprinkler System	TBD	L.S.	*
Fire Alarm System	TBD	L.S.	*

Sales Tax (Estimated Amount - Not Included in Above)	\$ 781
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- * Excludes Applicable Taxes
- * Per Attached Clarifications
- * Per Attached Specifications, Floor Plan, Scope of Work And Drawings

4/20/2017



An ALGECO SCOTSMAN Company

Williams Scotsman, Inc. ("Seller/Lessor")
Clarifications To
Modular Building Space (the "Building")
Town of Millis ("Buyer/Lessee")
@ Millis, MA ("Site")

PLEASE NOTE THAT THIS BID IS CONTINGENT UPON THE FOLLOWING CONDITIONS:

THIS IS A BUDGETARY BID PROPOSAL ONLY AND DOES NOT REPRESENT A CONTRACTUAL OFFERING.

The proposed Prime Contract Documents have not been reviewed by Williams Scotsman. Accordingly, Williams Scotsman takes exception to the Contract documents. Further Williams Scotsman is hereby submitting the proposal/pricing based solely upon Williams Scotsman plans and specifications. Therefore, the pricing and contractual obligations of Williams Scotsman, Inc. in the Bid Documents hereby submitted are subject to further negotiation to arrive at mutually agreeable terms and conditions, at which time Williams Scotsman's obligations will be final.

1. Pricing is Budgetary until such time as we receive all documents, and floor plans have been approved.
2. Pricing excludes applicable taxes. Buyer/Lessee shall pay, or shall reimburse Williams Scotsman for, any applicable taxes, licenses, titles, and fees related to the sale/installation of the Building. If "Buyer/Lessee" is tax exempt, "Buyer/Lessee" shall provide Williams Scotsman with a valid copy of "Buyer/Lessee"'s tax exempt certificate as determined by the Williams Scotsman Tax Dept. "Buyer/Lessee" remains responsible for the payment of any use tax, which Williams Scotsman, as a contractor may be required to pay.
3. Pricing is based upon credit approval from WSI's Credit Department, with payment terms mutually agreeable to both parties.
4. The Proposal is submitted based on the understanding that the Agreement to be signed shall have terms and conditions which are to be mutually agreed upon by both parties.
5. The Proposal is based on only the WS provided floor plan, specification, scope of work, and clarifications. Additional items and/or changes can be as an additional cost.
6. The Proposal does not include any Performance Bonds and Payment Bonds, but they can be optioned if desired.
7. The prices quoted in this bid are contingent upon the payment terms to be determined - based upon mutually acceptable terms to both parties. Williams Scotsman will not agree to any payment terms containing a *pay if paid* provision. All reference to **payment condition precedent** wording is considered deleted in its entirety.
8. Reasonable requests by Williams Scotsman for additional time to execute and deliver bonds (if required) and/or the contract will not be unreasonably denied. The contract shall not be terminated nor shall Williams Scotsman be penalized subject to such mutually agreed upon extension of time. Bonds provided by Williams Scotsman shall be on forms supplied by Williams Scotsman's surety.



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9. Pricing is based on Williams Scotsman's right to assign all rights, remedies, obligations, responsibilities, and contracts for the project to a third party.
10. With regard to any Indemnity provisions contained in the Bid Contract Documents, Williams Scotsman shall indemnify, defend, and hold Owner/"Buyer/Lessee" harmless, solely to the extent the claim arises as a result of Williams Scotsman's negligence or Williams Scotsman's employee's/sub-subcontractor's negligence.
11. During the construction phase, Williams Scotsman shall provide its standard evidence, types and limits of insurance coverage to include general liability, automobile liability, excess liability coverage, and worker's compensation, covering Williams Scotsman's performance of its work at Owner's/"Buyer/Lessee"'s site, subject to the terms, conditions, limitations, disclaimers, clauses, deductibles and exclusions of the policy(ies). If Owner/"Buyer/Lessee" should require additional evidence, types and limits of insurance coverage, to the extent that Williams Scotsman can comply, any additional costs incurred by Williams Scotsman in complying shall be paid by Owner/"Buyer/Lessee". Williams Scotsman shall not include a waiver of subrogation on any insurance that it may provide. Williams Scotsman's insurer shall provide notice of cancellation of insurance coverage in accordance with the terms and conditions of the Williams Scotsman insurance policy. Owner/"Buyer/Lessee" shall not assess fees against Williams Scotsman for any perceived gap in insurance coverage. Williams Scotsman expressly does not waive its right to immunity or to any limitations afforded to Williams Scotsman by any industrial insurance, disability benefit act, and/or as may be allowed under any other types of worker's compensation acts.
12. All risk of loss or damage to the Building shall pass to Owner/"Buyer/Lessee" at substantial completion of Williams Scotsman's scope of work or at the occupancy, possession or utilization of the Building, whichever event first occurs.
13. (Warranty Sale and Installation of Building) Williams Scotsman warrants to Buyer/Lessee that the materials and equipment (the "Building") furnished by Williams Scotsman under the contract for the Project will be of good quality and used unless otherwise required or permitted by the Contract Documents and free from defect for a period of one (1) year from date of Substantial Completion of Williams Scotsman's scope of work. Further, Williams Scotsman hereby assigns to Buyer/Lessee all assignable manufacturer's warranties, which shall be subject to the specific manufacturer's warranty provisions and time period. During the warranty period, Williams Scotsman shall repair or replace all defective parts of the Building which are covered under the Williams Scotsman warranty, (Excluding maintenance items such as HVAC filters, fire extinguishers, fuses/breakers, and light bulbs.) Williams Scotsman's warranty excludes repairs for damage or defect caused by abuse, work or modifications not executed by Williams Scotsman, improper or insufficient maintenance, improper operation, normal though excessive use, or use of the Building for a purpose for which it was not intended or other misuse. Williams Scotsman shall have no liability whatsoever for any consequential or incidental damages, costs or expense arising from the Building, the work or any other factor. EXCEPT FOR THE WILLIAMS SCOTSMAN WARRANTY SPECIFICALLY PROVIDED HEREIN, WILLIAMS SCOTSMAN DISCLAIMS ANY AND ALL WARRANTIES.



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14. Williams Scotsman shall not be responsible for any delays which may arise beyond Williams Scotsman's control, including without limitation, delays caused by Owner/"Buyer/Lessee", their employees, agents or other contractor's, or any third parties; Governmental and/or municipal authorities; acts of God; stormy or inclement weather; union activities and/or other labor issues; floods, fire, earthquakes, windstorms or other catastrophe; manufacturer's delays; loss or damage to units during transport; transportation delays; shortages of materials; delays in obtaining permits, licenses, approvals, tests or inspections; archaeological/paleontological discoveries; HazMat encountered at site; conditions existing at site or any other conditions beyond Williams Scotsman's control.
15. Williams Scotsman is a leading national provider of commercial mobile and modular building solutions for the Government and/or Government Contractor market. All of the products we offer for sale and sell to the Government and/or Government Contractors are "Commercial Items" within the meaning of Part 12 and Subpart 2.101 of the Federal Acquisition Regulation. In addition, each Government order for our products is placed on firm fixed-price terms and, in most cases, on the basis of adequate price competition. As a result, contracts and subcontracts between Williams Scotsman and the Government and/or Government Contractors are not subject to the Cost Accounting Standards rules and regulations of 48 CFR Chapter 99. When competing for Government work, it is the express policy of Williams Scotsman to claim an exemption from all Cost Accounting Standards requirements under the provisions of 48 CFR 9903.201-1(b) and to certify to the monetary exemption from the requirement to submit a Disclosure Statement under the provisions of 48 CFR 9903.202-1(b).
16. Pricing is valid for a period of thirty (30) days from date of proposal. The pricing shall be subject to a price adjustment, if, through no fault of Williams Scotsman: a) the work to be performed hereunder does not commence and complete on time in accordance with the agreed upon schedule; b) the work to be performed hereunder is not completed and exceeds (1) one year from the date of quotation, c) Owner/"Buyer/Lessee" and/or other parties delay or suspend the project, and/or d) certain markets which provide essential materials for the work to be performed hereunder experience significant industry wide price fluctuations which may affect cost, availability of the product/materials and/or delivery time. The price adjustment shall be based on one of the following methods: the average twelve month change in the United States Construction Cost Index (CCI) as published by the ENR based upon a 20 city price, using the Quotation date; or, if the market rates have changed, a new schedule of pricing agreeable to both Williams Scotsman and "Buyer/Lessee".
17. Williams Scotsman shall have no liability whatsoever for any actual, liquidated, consequential or incidental damages, costs or expenses arising from the Building, the Work or any other factor.
18. This Proposal submittal including all the documents, drawings, and specifications (the "Bid Submittal") furnished by Williams Scotsman hereunder are furnished for use solely with respect to this Invitation To Bid. The Bid Submittal provided by Williams Scotsman is considered the exclusive and proprietary property of Williams Scotsman. Williams



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Scotsman shall retain all common law, statutory and other reserved rights, including patents/copyright in any instruments of service furnished as part of the Bid Submittal. Any copying, disclosure or distribution of any part of the information is strictly prohibited without the prior written permission of Williams Scotsman. Williams Scotsman has developed the Bid Submittal in anticipation of the award of the project to Williams Scotsman. Accordingly, Williams Scotsman shall pursue the unauthorized use of the Bid Submittal to the fullest extent allowed by law and/or in equity, requiring recovery from "Buyer/Lessee" of all damages and costs incurred by Williams Scotsman from the unauthorized use of the Bid Submittal hereunder, including, but not limited to attorneys fees and court costs, loss of income and anticipated profits, indemnity claims and all other damages.

19. Pricing does not include hidden conditions, latent conditions, rock removal, dewatering of site, or hazardous waste removal/working conditions. Williams Scotsman is not a hazardous materials contractor. Should Williams Scotsman encounter hazardous materials at site, Williams Scotsman reserves the right to cease operations until it is safe for Williams Scotsman to resume work without being in violation of time schedule. Identification, remediation, cleanup, transport and disposition of any hazardous substances existing at the site and the additional costs arising therefrom and from any resultant delays shall be the liability and responsibility of Owner/"Buyer/Lessee", at Owner's/"Buyer/Lessee"'s liability, responsibility, cost and expense. Costs for hazardous work/remediation are not included in the Williams Scotsman Bid Proposal Price. Any additional time required and expense incurred by Williams Scotsman as a result of the aforementioned HazMat and/or delays shall be covered by appropriate Change Order.
20. Williams Scotsman reserves the right to settle and/or adjust any claims against our insurance policy.
21. Pricing is based on Non-Union, Non-Prevailing Wage.
22. As a policy, Williams Scotsman does not provide copies of our policy declaration pages, endorsements and/or insurance policy to our customers. However, in the event that there is a claim under the Williams Scotsman insurance policy, upon "Buyer/Lessee"'s request, Williams Scotsman, shall provide a copy of its insurance policy to "Buyer/Lessee".
23. Notice of cancellation of insurance coverage will be given per the terms and conditions of the Williams Scotsman insurance policy.
24. Williams Scotsman shall not add "Buyer/Lessee" as an additional insured to the Williams Scotsman workers compensation/employers liability insurance coverage.
25. Williams Scotsman has not included any Small and/or Minority Business Goals, but can option them if requested.
26. Williams Scotsman's pricing and proposal exclude the following:
 - a. LEED Requirements
 - b. Cold Weather Protection
 - c. Soil Sampling or Engineering



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- d. Site Plan Engineering
- e. Building Permits, including but not limited to drawings, expeditor, permit fees
- f. Fencing/Barricades
- g. Site Work (Including but not limited to excavation, grading, Erosion Control, SWM, parking lots, sidewalks)
- h. Utility Locator Companies/Services
- i. Foundations (See Optional Foundation Price)
- j. Soil Treatment of any kind, to include but not limited to Termite, Lime, Fertilizer, etc.
- k. Utilities (See Optional Pricing)
- l. Steps/Decks/Ramps (See Optional Pricing)
- m. Seaming of Finish Floor (Surface Mounted Metal Carpet Bar will be used)
- n. Seaming of Acoustical Ceiling (Surface Mounted Wood Trim will be used)
- o. Ductbanks
- p. Condition of Modular Building (Used Bldg – As Is Condition)
- q. Fire Sprinkler System
- r. Furniture, cubicles, equipment
- s. Maintenance
- t. Moving of Tenants
- u. Signage (Interior or Exterior)
- v. Equipment
- w. Furniture
- x. Appliances
- y. Card Readers
- z. Electric Strikes
- aa. Emergency Power, including wiring, devices, breakers, disconnects
- bb. Lightning Protection
- cc. Fire Alarm
- dd. Mass Notification System
- ee. P/A
- ff. Intercom
- gg. Voice/Data, including wiring, devices, power, equipment
- hh. STC Rated Doors (Walls have rating)
- ii. Emergency Shut Down of HVAC Equipment
- jj. Commissioning



An ALGECO SCOTSMAN Company

800.782.1500

www.willscot.com

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