

City of Framingham 5 Year Capital Improvement Program FY2026-FY2030
Capital Project Request Form for FY2026 Projects

FY2026 Project requests must meet the definition of a Capital Project

A capital project is a major, nonrecurring expenditure that meets one or more of the following criteria:

The capital improvement is a tangible asset or project estimated to cost over \$25,000 and to have or to extend five or more years of useful life.

The community would legally be allowed to borrow for the expense under M.G.L. c. 44, § 7 and M.G.L. c. 44, § 8.

The expenditure is for real property acquisitions, construction, and long-life capital equipment.

The project is for improvements to physical infrastructure (e.g., streets, sidewalks, and stormwater drains) and renovations of existing capital items that extend their useful lifespans.

The purchase or long-term capital lease is for vehicles or heavy equipment that have an expected useful life of 5 or more years.

The expenditure is to pay for the planning, engineering, or design services required for a construction or renewal project that itself qualifies as a capital expenditure.

The purchase is for bulk purchases of similar items, like software, furniture, or radios with an expected useful life of three or more years that, when aggregated, have total costs exceeding \$25,000.

Project Name Main Library Roof Replacement Architectural Design

Project Status New

Department Capital Projects & Facilities Management

Project Lead Name James Paolini

Email address jjp@framinghamma.gov Phone 508-532-5485

Project Fiscal Year FY26 Department Priority # 1

Priority - Select the appropriate priority level based on the definitions below:

Urgent - addresses an imminent risk to the safety of the public or municipal personnel, and/or prevents the imminent destruction or collapse of public infrastructure or loss of assets.

High - necessary to ensure consistent, level service for the upcoming fiscal year. This priority type includes systems that are likely to fail, e.g., replacement of old or worn-out equipment, dramatically rehabilitate aging facilities, or facilitate a department's ability to meet increased service demands.

Moderate - either replaces assets that have outlived their useful life, enhances a benefit to the community over and above the existing level of service, results in costs savings or other efficiencies, or directly supports the community's economic base by increasing property values.

Low - provides additions or improvements to services or programs having social, cultural, historic, economic, or aesthetic value, but does not require immediate approval and implementation.

Physical location/address of project/equipment

49 Lexington Street, Framingham, MA 01702

Project Status - Select the appropriate priority level based on the definitions below:

New - first time submission

Recurring - a routine project that must be completed annually or periodically, such as upgrading a pumping station's infrastructure or rehabilitating athletic fields.

Resubmission - a project was submitted in a previous year but not approved.

Revision/Upgrade to Previous Project - the scope of this project has changed or requires additional resources.

Project Financing

Estimated Project Cost –Enter the estimated cost of the project or asset. You are required to attach any quotes or other documentation to support the cost.

Amount Requested \$ 175,000.00

Life Expectancy - provide the number of years the asset is expected to last 30

Estimated timeframe to complete project or to receive asset - in months or years, estimate the duration of the project or the timeframe for delivery of equipment or asset. For example, if a new ambulance requires a build out and delivery time of 1 year, enter 1 year. 9 months

Estimated date for completion or delivery 9 months

Timeframe - Additional Explanation

N/A

Proposed Funding Sources - Provide (if applicable) any potential grants, donations, or other available funds to supplement the regular financing of capital projects and assets. Attach documentation of possible grant opportunities, along with the community's funding requirements for acceptance. Describe and provide documentation for available discounts or cost reductions, such as trade in value.

Bond General Fund

Bond Enterprise Fund

Free Cash/Retained Earnings

____ CPA

____ Grant

____ Other Type of Loan

____ Other

____ Matching Requirements

Additional explanation/information related to funding source(s)

Project Description

Provide a basic description of the proposed project or equipment purchase, including:

- Location (if a building)
- Type of building
- Intended use(s)
- Whether land acquisition will be necessary (if a building)
- Discussion of primary cost drivers
- Stakeholders involved
- Narrative description of qualification for specific funding source (e.g., grants, CPA)

Main Library- 49 Lexington Street

Architectural Design Project for roof replacement

Project Justification

Provide justification for the project. Highlight the specific benefits that will directly result from completing the project. These details may depend on the chosen priority level and purpose. For instance, if the priority level is “Moderate” and purpose is “Service Enhancement,” describe any and all new benefits the project offers, including any cost savings or efficiencies. Additionally, state how the project will benefit community and administrative stakeholders and explain any negative impacts or potential consequences of not approving the project. This information is particularly important for projects classified as “Urgent/Compliance with Law” and “Ensure Public Safety”.

The Main Library is a highly utilized facility. The project will be done in 2 phases - first phase the design and second phase the construction.

The roofing system main level at the Main Library was replaced in 1996, with a cold processed multi ply roof system.

The roof system is over its life span. A new roof system will allot the City to re-insulate the main roof and provide more energy efficiency.

This project will also include reinforcements at the perimeter flashing and every penetration flashing.

Replacement of the roof will reduce the rick of emergency repairs, failure, and safety hazards to the public and City employees.

If project is phased over several years indicate how many phases are complete n/a

Which phase of project is requested? n/a

Purpose of Project - check all that apply and include detail on what is being replaced or requested as new

Replace existing infrastructure Main Library Roof

Replace existing capital asset

Replace existing vehicle

Replace existing equipment

New infrastructure

New capital asset

New vehicle

New equipment

Strategic/Comprehensive/Master Plan

Project Type - check all that apply

Land acquisition

Planning/Feasibility Study

Design Architectural Design for Roof Replacement

Construction

Equipment

Vehicle

Contingency

Other

Asset Type

Land

Municipal Building

School Building

Water/Sewer Infrastructure

- Roadway Infrastructure
- Traffic/Streetlight Infrastructure/Equipment
- Waterway/Beach
- Recreation Trail
- Bridge
- Park/Playground/Athletic Field
- Vehicle
- Equipment
- Software/Technology
- Refuge/Recycling Center
- Other _____

Project Community Impact

Health & Safety

The Main Library is a highly utilized facility. Replacement of the roof will reduce the risk of emergency repairs, failure, and safety hazards to the public and City employees.

Education

Aesthetics/Historic preservation

Environmental sustainability

Increase insulation on roof deck.

Economic development

Cultural/Recreational opportunity

Service Improvement

Level Service Maintenance

Impact to Operating/Enterprise Budgets - explain the project's temporary and/or long-term impact on the operating budget. For example, capital construction projects can result in increased operating costs. Costs may increase during the project's duration (e.g., increased use of one building while another is demolished and reconstructed) or be longer lasting, such as new a building resulting in increased utility costs or the hiring of additional maintenance personnel.

Increase/Decrease to Personnel \$ unknown

Explanation Potential increase cost to maintain and continually repair roof leaks.
Replacement of the roof will reduce the risk of emergency repairs, failure, and safety hazards to the public and City employees.
Additional staff time is necessitated to respond for emergency repairs.

Increase/Decrease to Operating \$ unknown

Explanation Potential increase cost to maintain and continually repair roof leaks.
Replacement of the roof will reduce the risk of emergency repairs, failure, and safety hazards to the public and City employees.
Additional staff time is necessitated to respond for emergency repairs.

Additional Information

Checklist for completion

___ FY2026 Project Request PDF file includes form, updated vendor memos/quote/pricing, photos.

___ Save each FY2026 project request as separate PDF file (Department name/Project Name) to T Drive/Finance/CIP 26-30/Department Folder



CITY OF FRAMINGHAM

CAPITAL PROJECTS & FACILITIES MANAGEMENT DEPARTMENT

James J. Paolini
Director

o 508-532-5485
e facilities@framinghamma.gov
w www.framingham.gov

10 Nicholas Road
Framingham, MA 01701

Date: October 4, 2024

To: Jennifer Pratt, Chief Financial Officer

Re: FY26 Capital Budget Request- Main Library Roof Replacement Architectural Design

The Capital Projects & Facilities Management is requesting funding for Main Library Roof Replacement Architectural Design for FY26. This Capital Project will be based on industry standard for pricing for the fee range the price will be negotiated. This fee is inclusive of the hazardous testing, the curbing evaluation around the skylight and it's flashing and the HVAC screening.

Respectfully,

James Paolini
Director of Capital Projects & Facilities Management

City of Framingham 5 Year Capital Improvement Program FY2026-FY2030
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The capital improvement is a tangible asset or project estimated to cost over \$25,000 and to have or to extend five or more years of useful life.

The community would legally be allowed to borrow for the expense under M.G.L. c. 44, § 7 and M.G.L. c. 44, § 8.

The expenditure is for real property acquisitions, construction, and long-life capital equipment.

The project is for improvements to physical infrastructure (e.g., streets, sidewalks, and stormwater drains) and renovations of existing capital items that extend their useful lifespans.

The purchase or long-term capital lease is for vehicles or heavy equipment that have an expected useful life of 5 or more years.

The expenditure is to pay for the planning, engineering, or design services required for a construction or renewal project that itself qualifies as a capital expenditure.

The purchase is for bulk purchases of similar items, like software, furniture, or radios with an expected useful life of three or more years that, when aggregated, have total costs exceeding \$25,000.

Project Name Ford Van T350 Electric or Ford Van T250 or equivalent Vehicle Replacement

Project Status New

Department Capital Projects & Facilities Management

Project Lead Name James Paolini

Email address jjp@framinghamma.gov Phone 508-532-5485

Project Fiscal Year FY26 Department Priority # 2

Priority - Select the appropriate priority level based on the definitions below:

Urgent - addresses an imminent risk to the safety of the public or municipal personnel, and/or prevents the imminent destruction or collapse of public infrastructure or loss of assets.

High - necessary to ensure consistent, level service for the upcoming fiscal year. This priority type includes systems that are likely to fail, e.g., replacement of old or worn-out equipment, dramatically rehabilitate aging facilities, or facilitate a department's ability to meet increased service demands.

Moderate - either replaces assets that have outlived their useful life, enhances a benefit to the community over and above the existing level of service, results in cost savings or other efficiencies, or directly supports the community's economic base by increasing property values.

Low - provides additions or improvements to services or programs having social, cultural, historic, economic, or aesthetic value, but does not require immediate approval and implementation.

Physical location/address of project/equipment

Memorial Building- Capital Projects & Facilities Management 150 Concord Street, Framingham, MA 01702

Project Status - Select the appropriate priority level based on the definitions below:

New - first time submission

Recurring - a routine project that must be completed annually or periodically, such as upgrading a pumping station's infrastructure or rehabilitating athletic fields.

Resubmission - a project was submitted in a previous year but not approved.

Revision/Upgrade to Previous Project - the scope of this project has changed or requires additional resources.

Project Financing

Estimated Project Cost –Enter the estimated cost of the project or asset. You are required to attach any quotes or other documentation to support the cost.

Amount Requested \$ Electric= \$64,862.85 or Gas= \$60,859.12

Life Expectancy - provide the number of years the asset is expected to last 10

Estimated timeframe to complete project or to receive asset - in months or years, estimate the duration of the project or the timeframe for delivery of equipment or asset. For example, if a new ambulance requires a build out and delivery time of 1 year, enter 1 year. 6 months

Estimated date for completion or delivery 6 months

Timeframe - Additional Explanation

N/A

Proposed Funding Sources - Provide (if applicable) any potential grants, donations, or other available funds to supplement the regular financing of capital projects and assets. Attach documentation of possible grant opportunities, along with the community’s funding requirements for acceptance. Describe and provide documentation for available discounts or cost reductions, such as trade in value.

Bond General Fund

Bond Enterprise Fund

Free Cash/Retained Earnings

____ CPA

____ Grant

____ Other Type of Loan

____ Other

____ Matching Requirements

Additional explanation/information related to funding source(s)

Project Description

Provide a basic description of the proposed project or equipment purchase, including:

- Location (if a building)
- Type of building
- Intended use(s)
- Whether land acquisition will be necessary (if a building)
- Discussion of primary cost drivers
- Stakeholders involved
- Narrative description of qualification for specific funding source (e.g., grants, CPA)

The Facilities department/City plumber cannot perform his duties without reliable and effective vehicle.

The vehicle that the City plumber was using, a 2014 Ford F150 "light truck", is inoperable due to an obsolete part. The wiring harness that needs to be replaced cannot be sourced.

This vehicle is 10 years old and it is past its anticipated life span.

This vehicle is need to keep the level of service that is expected and to maintain City Owned Facilities for the safety of the public and City employees.

Project Justification

Provide justification for the project. Highlight the specific benefits that will directly result from completing the project. These details may depend on the chosen priority level and purpose. For instance, if the priority level is "Moderate" and purpose is "Service Enhancement," describe any and all new benefits the project offers, including any cost savings or efficiencies. Additionally, state how the project will benefit community and administrative stakeholders and explain any negative impacts or potential consequences of not approving the project. This information is particularly important for projects classified as "Urgent/Compliance with Law" and "Ensure Public Safety".

This vehicle is inoperable thus effecting the vital daily operations of the City's plumber and the Facilities Maintenance department.

The vehicle replacement will allow for a continued level of service that is expected.

Maintaining regular and reliable service for City Owned buildings contributes to the health and safety of the public and City employees.

The Capital Projects & Facilities Management Department is evaluating the selection of an electric van for this replacement which would result in zero tailpipe emissions, resulting in a cleaner environment. The electric van would be more energy efficient using no fossil fuel.

If project is phased over several years indicate how many phases are complete n/a

Which phase of project is requested? n/a

Purpose of Project - check all that apply and include detail on what is being replaced or requested as new

Replace existing infrastructure

Replace existing capital asset

Replace existing vehicle 2014 Ford F150

Replace existing equipment

New infrastructure

New capital asset

New vehicle

New equipment

Strategic/Comprehensive/Master Plan

Project Type - check all that apply

Land acquisition

Planning/Feasibility Study

Design

Construction

Equipment

Vehicle

Contingency

Other

Asset Type

Land

Municipal Building

School Building

Water/Sewer Infrastructure

- Roadway Infrastructure
- Traffic/Streetlight Infrastructure/Equipment
- Waterway/Beach
- Recreation Trail
- Bridge
- Park/Playground/Athletic Field
- Vehicle
- Equipment
- Software/Technology
- Refuge/Recycling Center
- Other _____

Project Community Impact

- Health & Safety
-
-

Education

Aesthetics/Historic preservation

- Environmental sustainability

If the electric van is chosen- it would have zero tailpipe emissions, resulting in a cleaner environment along with being more energy efficient and not using fossil fuel.

Economic development

Cultural/Recreational opportunity

Service Improvement

- Level Service Maintenance

Impact to Operating/Enterprise Budgets - explain the project's temporary and/or long-term impact on the operating budget. For example, capital construction projects can result in increased operating costs. Costs may increase during the project's duration (e.g., increased use of one building while another is demolished and reconstructed) or be longer lasting, such as new a building resulting in increased utility costs or the hiring of additional maintenance personnel.

Increase/Decrease to Personnel \$ unknown

Explanation _____

Increase/Decrease to Operating \$ unknown

Explanation Increased cost to maintain and repair the older vehicles.

Additional Information

Checklist for completion

____ FY2026 Project Request PDF file includes form, updated vendor memos/quote/pricing, photos.

____ Save each FY2026 project request as separate PDF file (Department name/Project Name) to T Drive/Finance/CIP 26-30/Department Folder



Quote

Company/Dept:	City of Framingham - Public Works Department	Date:	October 7, 2024
Contact:	Shawn Luz	Quote #:	
Street Address:	100 Western Ave.	Revision #:	
City, State, Zip:	Framingham, MA 01702	Customer ID:	
Phone:		Sales Rep:	Greg Keith
E-Mail:	sluz@framinghamma.gov		508-954-2225
Job Description:	Ford T350 Electric	Contract:	MAPC

QTY	Item #	VEHICLE LINE DESCRIPTION	UNIT PRICE	Ext Line Total
1	W9C	Ford T350 Medium Roof Cargo Van 148" WB RWD	\$51,774.00	\$51,774.00
1	101A	Order Code 101A		
1	YZ	Oxford White		
1	99M	Electric Motor w/ Enhanced Range Battery	\$5,100.00	\$5,049.00
1	44A	Single Speed Transmission		
1	CK	Dark Palazzo Grey Cloth Bucket Seats		
1	15C	Front Black Wheelwell Liners	\$275.00	\$272.25
1	15F	Full Rear Compartment Lighting	\$70.00	\$69.30
1	17B	Fixed Rear Cargo Door & 2nd Row glass	\$395.00	\$391.05
1	43B	Backup Alarm	\$140.00	\$138.60
1	53K	Modified Vehicle Wiring System		
1	545	Short Arm Manual Folding Heated Power Glass Side View Mirrors	\$150.00	\$148.50
1	60D	Adaptive Cruise Control	\$555.00	\$549.45
1	63E	Dual AGM Batteries (70 Amp Hr each)		
1	64H	16" Steel Wheels w/ Full Silver Covers		
1	66D	Front Overhead Shelf	\$70.00	\$69.30
1	68H	Running Boards	\$290.00	\$287.10
1	87E	Auxiliary Fuse Panel	\$360.00	\$356.40
1	92E	Privacy Glass	\$210.00	\$207.90

Vehicle Total: \$59,312.85

QTY	Item #	EQUIPMENT LINE DESCRIPTION	UNIT PRICE	Ext Line Total
1	4419041V	WeatherTech Front Floor Liners	\$146.00	\$146.00
1	92676	Vent Visors	\$95.00	\$95.00

Contract Equipment Total: \$241.00

QTY	Item #	NON-CONTRACT EQUIPMENT LINE DESCRIPTION	UNIT PRICE	Ext Line Total

1		2025 Estimated Model Year Increase	\$5,177.00	\$5,177.00
1	Delivery	Deliver Van to Framingham, MA	\$132.00	\$132.00
		3 YEARS/36,000 MILES BUMPER TO BUMPER		
		5 YEARS/60,000 MILES POWERTRAIN		
		8 YEARS/100,000 MILES HYBRID AND ELECTRIC COMPONENTS		
		5 YEARS/UNLIMITED MILES CORROSION		
		5 YEARS/60,000 MILES ROADSIDE ASSISTANCE		
Non-Contract Equipment Total:				\$5,309.00
Vehicle and Equipment Total:				\$64,862.85
Vehicle Quantity:				1
Sub total:				\$64,862.85
Trade Description	Trade VIN	Trade Miles	Trade Value	
Trade Vehicle/s Total:				\$0.00
Quote Grand Total:				\$64,862.85

TERMS AND CONDITIONS

*Custom or Special Orders are Non-Refundable
This Quote is for Budgetary Purposes and is Not a Guarantee of Cost for Services
Quote is Based on Current Information From Client About the Project Requirments
Actual Cost May Change Once Project Elements are Finalized
Trade value is subject to change based on time, mileage and condition of vehice at turn-in*

ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from McGovern MHQ, Inc.

x

PRINT NAME

x

TITLE

x

SIGNATURE



Quote

#QUO1126

9/19/2024

McGovern MHQ Inc

401 ELM STREET
MARLBOROUGH MA 01752
United States

Bill To

FRAMINGHAM DPW
100 WESTERN AVE
FRAMINGHAM MA 01702
United States

Ship To

FRAMINGHAM DPW
100 WESTERN AVE
FRAMINGHAM MA 01702
United States

Sales Rep	PO #	Memo	Expected Ready Date
Gregory Keith			

VIN	Make	Model	Color
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Quantity	Item	Description	Contract ID	Rate	Amount
Description					
VEHICLE					
1	R1C	2024 FORD TRANSIT CARGO VAN (R1C) T-250 148" MED RF 9070 GVWR RWD	MAPC	\$45,414.00	\$45,414.00
1	YZ	Oxford White	MAPC	\$0.00	\$0.00
1	998	Engine 3.5L V6 Engine	MAPC	\$0.00	\$0.00
1	44U	10-Speed Auto Transmission	MAPC	\$0.00	\$0.00
1	X73	Axle Ratio 3.73 Axle	MAPC	\$0.00	\$0.00
1	21G	Seating Arrangement: Dark Palazzo Gray Vinyl Bucket Seats	MAPC	\$0.00	\$0.00
1	VK	Seat Type: Dark Palazzo Gray, Vinyl Front Bucket Seats	MAPC	\$0.00	\$0.00
1	64H	Wheels: 16" Steel w/Full Silver Cover	MAPC	\$35.00	\$34.65
1	153	Front License Plate Bracket	MAPC	\$0.00	\$0.00
1	101A	Option Package: Order Code 101A	MAPC	\$0.00	\$0.00
1	15F	Full Rear Compartment Lighting	MAPC	\$75.00	\$74.25
1	NEW ITEM	544 - Long-Arm Manual-Folding Heated Pwr Adjusting Mirrors	MAPC	\$220.00	\$217.80
1	58V	Radio AM/FM Stereo w/ Sync	MAPC	\$280.00	\$277.20
1	63E	Dual AGM Batteries	MAPC	\$0.00	\$0.00
1	66D	Front Overhead Shelf	MAPC	\$75.00	\$74.25
1	68J	Extended Length Running Boards	MAPC	\$655.00	\$648.45





Quote

#QUO1126

9/19/2024

Quantity	Item	Description	Contract ID	Rate	Amount
1	90D	110V/400W Power Outlet	MAPC	\$475.00	\$470.25
VEHICLE SUB					\$47,210.85
1	PAINT-INHOUSE	PAINT GEM GREEN	MAPC	\$7,454.00	\$7,454.00
1	DELIVERY FEE	DELIVER VEHICLE TO FRAMINGHAM	MAPC	\$146.00	\$146.00
1	4416121V	FLOOR LINER SMAL CONSOLE 1ST ROW TRANSIT		\$177.27	\$177.27
2	IONA	ION LIGHT AMBER MOUNTED ON GRILL	MAPC	\$350.00	\$700.00
2	TLIA	ION T-SERIES LINEAR LT AMBER - MOUNTED ON REAR OF BODY	MAPC	\$275.00	\$550.00
1	SHOP SUPPLIES	WIRING AND SHOP SUPPLIES	MAPC	\$80.00	\$80.00
1	ESTIMATED MODEL YEAR INCREASE	POTENTIAL 10% 2025 MODEL YEAR PRICE INCREASE	MAPC	\$4,541.00	\$4,541.00
	Description	WARRANTY: 3 YEARS/36,000 MILES BUMPER TO BUMPER 5 YEARS/60,000 MILES POWERTRAIN 5 YEARS/UNLIMITED MILES CORROSION 5 YEARS/60,000 MILES ROADSIDE ASSISTANCE			
CONTRACT EQUIP SUB					\$13,648.27



QUO1126



Quote

#QUO1126

9/19/2024

Subtotal \$60,859.12

Tax (0%) \$0.00

Total \$60,859.12

TERMS AND CONDITIONS

Custom or Special Orders are Non-Refundable. This Quote is for Budgetary Purposes and is Not a Guarantee of Cost for Services. Quote is based on Current Information from the Client about the Project Requirements. Actual Cost may change once Project Elements are finalized. Trade value is subject to change based on time, mileage, and condition of the Vehicle at turn-in

ORDER ACKNOWLEDGEMENT

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Print Name

Title

Signature



QUO1126

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The purchase is for bulk purchases of similar items, like software, furniture, or radios with an expected useful life of three or more years that, when aggregated, have total costs exceeding \$25,000.

Project Name Ford F250 or equivalent Vehicle Replacement

Project Status New

Department Capital Projects & Facilities Management

Project Lead Name James Paolini

Email address jjp@framinghamma.gov Phone 508-532-5485

Project Fiscal Year FY26 Department Priority # 3

Priority - Select the appropriate priority level based on the definitions below:

Urgent - addresses an imminent risk to the safety of the public or municipal personnel, and/or prevents the imminent destruction or collapse of public infrastructure or loss of assets.

High - necessary to ensure consistent, level service for the upcoming fiscal year. This priority type includes systems that are likely to fail, e.g., replacement of old or worn-out equipment, dramatically rehabilitate aging facilities, or facilitate a department's ability to meet increased service demands.

Moderate - either replaces assets that have outlived their useful life, enhances a benefit to the community over and above the existing level of service, results in cost savings or other efficiencies, or directly supports the community's economic base by increasing property values.

Low - provides additions or improvements to services or programs having social, cultural, historic, economic, or aesthetic value, but does not require immediate approval and implementation.

Physical location/address of project/equipment

Memorial Building- Capital Projects & Facilities Management 150 Concord Street, Framingham, MA 01702

Project Status - Select the appropriate priority level based on the definitions below:

New - first time submission

Recurring - a routine project that must be completed annually or periodically, such as upgrading a pumping station's infrastructure or rehabilitating athletic fields.

Resubmission - a project was submitted in a previous year but not approved.

Revision/Upgrade to Previous Project - the scope of this project has changed or requires additional resources.

Project Financing

Estimated Project Cost –Enter the estimated cost of the project or asset. You are required to attach any quotes or other documentation to support the cost.

Amount Requested \$ 72,764.43

Life Expectancy - provide the number of years the asset is expected to last 10

Estimated timeframe to complete project or to receive asset - in months or years, estimate the duration of the project or the timeframe for delivery of equipment or asset. For example, if a new ambulance requires a build out and delivery time of 1 year, enter 1 year. 6 months

Estimated date for completion or delivery 6 months

Timeframe - Additional Explanation

N/A

Proposed Funding Sources - Provide (if applicable) any potential grants, donations, or other available funds to supplement the regular financing of capital projects and assets. Attach documentation of possible grant opportunities, along with the community’s funding requirements for acceptance. Describe and provide documentation for available discounts or cost reductions, such as trade in value.

Bond General Fund

Bond Enterprise Fund

Free Cash/Retained Earnings

____ CPA

____ Grant

____ Other Type of Loan

____ Other

____ Matching Requirements

Additional explanation/information related to funding source(s)

Project Description

Provide a basic description of the proposed project or equipment purchase, including:

- Location (if a building)
- Type of building
- Intended use(s)
- Whether land acquisition will be necessary (if a building)
- Discussion of primary cost drivers
- Stakeholders involved
- Narrative description of qualification for specific funding source (e.g., grants, CPA)

The Facilities department cannot perform their duties without reliable and effective vehicle. Currently, the Department utilizes a 2015 FR250P.

The current vehicle besides being using for day to day operation, is the only sander truck for the Facilities department. It is completely rusted and anticipated not to pass its next inspection.

Due to rust, the bed of this vehicle had to be removed and re-welded so the vehicle was operable again.

The new vehicle will help maintain the current level of service at City Owned buildings for the public and City employees.

Project Justification

Provide justification for the project. Highlight the specific benefits that will directly result from completing the project. These details may depend on the chosen priority level and purpose. For instance, if the priority level is “Moderate” and purpose is “Service Enhancement,” describe any and all new benefits the project offers, including any cost savings or efficiencies. Additionally, state how the project will benefit community and administrative stakeholders and explain any negative impacts or potential consequences of not approving the project. This information is particularly important for projects classified as “Urgent/Compliance with Law” and “Ensure Public Safety”.

This vehicle is for the vital daily operations for the Facilities Maintenance department.

The vehicle replacement will allow for a continued level of service that is expected. Maintaining regular and reliable service for City Owned buildings contributes to the health and safety of the public and City employees.

If project is phased over several years indicate how many phases are complete n/a

Which phase of project is requested? n/a

Purpose of Project - check all that apply and include detail on what is being replaced or requested as new

Replace existing infrastructure

Replace existing capital asset

Replace existing vehicle 2015 FR250P

Replace existing equipment

New infrastructure

New capital asset

New vehicle

New equipment

Strategic/Comprehensive/Master Plan

Project Type - check all that apply

Land acquisition

Planning/Feasibility Study

Design

Construction

Equipment

Vehicle

Contingency

Other

Asset Type

Land

Municipal Building

School Building

Water/Sewer Infrastructure

- Roadway Infrastructure
- Traffic/Streetlight Infrastructure/Equipment
- Waterway/Beach
- Recreation Trail
- Bridge
- Park/Playground/Athletic Field
- Vehicle
- Equipment
- Software/Technology
- Refuge/Recycling Center
- Other _____

Project Community Impact

- Health & Safety
- _____
- _____
- Education
- _____
- _____
- Aesthetics/Historic preservation
- _____
- _____
- Environmental sustainability
- _____
- _____
- Economic development
- _____
- _____
- Cultural/Recreational opportunity
- _____
- _____
- Service Improvement
- _____
- _____
- Level Service Maintenance

Impact to Operating/Enterprise Budgets - explain the project's temporary and/or long-term impact on the operating budget. For example, capital construction projects can result in increased operating costs. Costs may increase during the project's duration (e.g., increased use of one building while another is demolished and reconstructed) or be longer lasting, such as new a building resulting in increased utility costs or the hiring of additional maintenance personnel.

Increase/Decrease to Personnel \$ unknown

Explanation _____

Increase/Decrease to Operating \$ unknown

Explanation Increased costs for maintain and repair of older vehicles.

Additional Information

Checklist for completion

____ FY2026 Project Request PDF file includes form, updated vendor memos/quote/pricing, photos.

____ Save each FY2026 project request as separate PDF file (Department name/Project Name) to T Drive/Finance/CIP 26-30/Department Folder



Quote

#QUO825

8/12/2024

McGovern MHQ Inc

401 ELM STREET
MARLBOROUGH MA 01752
United States

Bill To

FRAMINGHAM DPW
100 WESTERN AVE
FRAMINGHAM MA 01702
United States

Ship To

FRAMINGHAM DPW
100 WESTERN AVE
FRAMINGHAM MA 01702
United States

Sales Rep	PO #	Memo	Expected Ready Date
Gregory Keith		2024 F250 Super Cab Pickup #404 - Budget Pricing	

VIN	Make	Model	Color
VIN REQ-00000000000005855	Ford	F250	Yellow

Quantity	Item	Description	Contract ID	Rate	Amount
1	Vehicle Group				
		Description			
		VEHICLE			
1	X2B	2024 FORD SUPER DUTY F250 SRW (X2B) XL 4WD SUPERCAB 6.75' BOX	MAPC	\$48,114.00	\$48,114.00
1	NEW ITEM	153 - FRONT LICENSE PLATE BRACKET	MAPC	\$0.00	\$0.00
1	18B	Back Platform Running Boards	MAPC	\$445.00	\$436.10
1	44F	Transmission 10 Speed Automatic TorqShift	MAPC	\$0.00	\$0.00
1	473	Snow Plow Prep Package	MAPC	\$250.00	\$245.00
1	600A	Order Code 600A	MAPC	\$0.00	\$0.00
1	61N	Front & Rear Wheel Well Liners	MAPC	\$325.00	\$318.50
1	61S	SPLASH GUARDS -FRONT	MAPC	\$130.00	\$127.40
1	62S	PLASH GUARDS - REAR	MAPC	\$0.00	\$0.00
1	64A	Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments (STD)	MAPC	\$0.00	\$0.00
1	66L	LED Box Lighting	MAPC	\$60.00	\$58.80
1	66S	Upfitter Switches (6)	MAPC	\$165.00	\$161.70
1	67B	410 Dual Amp Alternators (250amp + 160amp)	MAPC	\$115.00	\$112.70
1	68U	PAY LOAD PACKAGE UPGRADE	MAPC	\$100.00	\$98.00



Quantity	Item	Description	Contract ID	Rate	Amount
1	76C	Exterior Backup Alarm	MAPC	\$175.00	\$171.50
1	85S	Tough Bed Spray In Bed Liner	MAPC	\$595.00	\$583.10
1	86M	Dual 68 AH/65 AGM Battery	MAPC	\$210.00	\$205.80
1	96V	XL Chrome Package	MAPC	\$225.00	\$220.50
1	99A	Engine 6.8L V8 Gas	MAPC	\$0.00	\$0.00
1	AS	Interior Vinyl / Gray Slate / 40/20/40 Split Bench	MAPC	\$0.00	\$0.00
1	NEW ITEM	AT - EXTERIOR COLOR: YELLOW	MAPC	\$660.00	\$648.80
1	TBM	LT245/75R17E BSW ALL TERRAIN	MAPC	\$165.00	\$161.70
1	X3E	Electronic Locking Axle 3.73 Axle	MAPC	\$430.00	\$421.40
VEHICLE SUB					\$52,085.00
CONTRACT EQUIP					
1	SUBLET SERIALIZED-1	SUBLET BOSS 8' STEEL TRIP EDGE SNOWPLOW INSTALL TO NEW ENGLAND TRUCK DESIGN	MAPC		\$9,886.43
1	NEW ITEM	TR9133 - RUBBER SNOW DEFLECTOR	MAPC	\$608.00	\$608.00
1	NEW ITEM	TR9108 - JCM ALUMINUM HEADACHE RACK	MAPC	\$995.00	\$995.00
1	NEW ITEM	TR9019 - LIGHTBAR MOUNT FOR HEADACHE RACK	MAPC	\$165.00	\$165.00
1	4410541V	WEATHERTECH FLOOR LINER FRONT BLK 18+ F250+ REG CAB	MAPC	\$146.00	\$146.00
1	94974	VENT SHADES - F250/350-SUPER DUTY - TAPE ON STYLE	MAPC	\$111.00	\$111.00
1	ENNLB0125V3 5W	nFORCE 54" LIGHTBAR - MOUNTED ON CAB GUARD	MAPC	\$2,800.00	\$2,800.00
2	EMPS2STS4F	FASCIA LIGHT MNT 12 LED DUAL AMB/WHT - INSTALLED IN GRILL	MAPC	\$225.00	\$450.00
2	EMPS2QMS4F	MPOWER 4" FASCIA LIGHT 12-LED - AMB/WHT - INSTALLED UNDER TAILGATE	MAPC	\$225.00	\$450.00
1	SHOP SUPPLIES	SHOP SUPPLIES	MAPC	\$125.00	\$125.00
1	DELIVERY FEE	DELIVERY FEE	MAPC	\$132.00	\$132.00
CONTRACT EQUIP SUB					\$15,868.43





Quote

#QUO825

8/12/2024

Quantity	Item	Description	Contract ID	Rate	Amount
					\$67,953.43
NON CONTRACT EQUIP					
1	ESTIMATED MODEL YEAR INCREASE	ESTIMATED 10% 2025 MODEL YEAR INCREASE - SPECIAL COLORS INCLUDING "AT" YELLOW ARE NO LONGER AVAILABLE FOR 2024 MODELS	MAPC	\$4,811.00	\$4,811.00
				Subtotal	\$72,764.43
				Tax (0%)	\$0.00
				Total	\$72,764.43

TERMS AND CONDITIONS

Custom or Special Orders are Non-Refundable. This Quote is for Budgetary Purposes and is Not a Guarantee of Cost for Services. Quote is based on Current Information from the Client about the Project Requirements. Actual Cost may change once Project Elements are finalized. Trade value is subject to change based on time, mileage, and condition of the Vehicle at turn-in

ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from McGovern MHQ, Inc.

Print Name

Title

Signature



City of Framingham 5 Year Capital Improvement Program FY2026-FY2030
Capital Project Request Form for FY2026 Projects

FY2026 Project requests must meet the definition of a Capital Project

A capital project is a major, nonrecurring expenditure that meets one or more of the following criteria:

The capital improvement is a tangible asset or project estimated to cost over \$25,000 and to have or to extend five or more years of useful life.

The community would legally be allowed to borrow for the expense under M.G.L. c. 44, § 7 and M.G.L. c. 44, § 8.

The expenditure is for real property acquisitions, construction, and long-life capital equipment.

The project is for improvements to physical infrastructure (e.g., streets, sidewalks, and stormwater drains) and renovations of existing capital items that extend their useful lifespans.

The purchase or long-term capital lease is for vehicles or heavy equipment that have an expected useful life of 5 or more years.

The expenditure is to pay for the planning, engineering, or design services required for a construction or renewal project that itself qualifies as a capital expenditure.

The purchase is for bulk purchases of similar items, like software, furniture, or radios with an expected useful life of three or more years that, when aggregated, have total costs exceeding \$25,000.

Project Name Framingham City Offices Public Transaction Counters

Project Status New

Department Capital Projects & Facilities Management

Project Lead Name James Paolini

Email address jjp@framinghamma.gov Phone 508-532-5485

Project Fiscal Year FY2026 Department Priority # 4

Priority - Select the appropriate priority level based on the definitions below:

Urgent - addresses an imminent risk to the safety of the public or municipal personnel, and/or prevents the imminent destruction or collapse of public infrastructure or loss of assets.

High - necessary to ensure consistent, level service for the upcoming fiscal year. This priority type includes systems that are likely to fail, e.g., replacement of old or worn-out equipment, dramatically rehabilitate aging facilities, or facilitate a department's ability to meet increased service demands.

Moderate - either replaces assets that have outlived their useful life, enhances a benefit to the community over and above the existing level of service, results in costs savings or other efficiencies, or directly supports the community's economic base by increasing property values.

Low - provides additions or improvements to services or programs having social, cultural, historic, economic, or aesthetic value, but does not require immediate approval and implementation.

Physical location/address of project/equipment

Ten (10) existing City offices

Project Status - Select the appropriate priority level based on the definitions below:

New - first time submission

Recurring - a routine project that must be completed annually or periodically, such as upgrading a pumping station's infrastructure or rehabilitating athletic fields.

Resubmission - a project was submitted in a previous year but not approved.

Revision/Upgrade to Previous Project - the scope of this project has changed or requires additional resources.

Project Financing

Estimated Project Cost –Enter the estimated cost of the project or asset. You are required to attach any quotes or other documentation to support the cost.

Amount Requested \$ 29,995

Life Expectancy - provide the number of years the asset is expected to last N/A

Estimated timeframe to complete project or to receive asset - in months or years, estimate the duration of the project or the timeframe for delivery of equipment or asset. For example, if a new ambulance requires a build out and delivery time of 1 year, enter 1 year. 3 to 6 months

Estimated date for completion or delivery 3 to 6 months

Timeframe - Additional Explanation

Proposed Funding Sources - Provide (if applicable) any potential grants, donations, or other available funds to supplement the regular financing of capital projects and assets. Attach documentation of possible grant opportunities, along with the community's funding requirements for acceptance. Describe and provide documentation for available discounts or cost reductions, such as trade in value.

Bond General Fund

Bond Enterprise Fund

Free Cash/Retained Earnings

____ CPA

____ Grant

____ Other Type of Loan

____ Other

____ Matching Requirements

Additional explanation/information related to funding source(s)

Project Description

Provide a basic description of the proposed project or equipment purchase, including:

- Location (if a building)
- Type of building
- Intended use(s)
- Whether land acquisition will be necessary (if a building)
- Discussion of primary cost drivers
- Stakeholders involved
- Narrative description of qualification for specific funding source (e.g., grants, CPA)

Municipal building- ten (10) existing City offices

Existing Conditions Evaluation and Documentation of up to ten (10) total existing public office transaction counters.

One (1) trip for Project Manager and Designer to review all ten (10) offices.

- One (1) summary review of all ten (10) public transaction counters.
 - One (1) virtual meeting with the City to review the summary.
 - One (1) Schematic Design solution that will be universally applied to all ten (10) offices. • One (1) virtual meeting with the City to review the proposed solution.
 - One (1) set of Drawings and Specifications (on drawings). • Drawings set to include plan, detail section, and plan detail
-

Project Justification

Provide justification for the project. Highlight the specific benefits that will directly result from completing the project. These details may depend on the chosen priority level and purpose. For instance, if the priority level is “Moderate” and purpose is “Service Enhancement,” describe any and all new benefits the project offers, including any cost savings or efficiencies. Additionally, state how the project will benefit community and administrative stakeholders and explain any negative impacts or potential consequences of not approving the project. This information is particularly important for projects classified as “Urgent/Compliance with Law” and “Ensure Public Safety”.

To be ADA-compliant and provide a positive experience for the public.

To provide better accessibility to the public when they are coming to do business at ten (10) existing City offices.

If project is phased over several years indicate how many phases are complete _____

Which phase of project is requested? _____

Purpose of Project - check all that apply and include detail on what is being replaced or requested as new

Replace existing infrastructure _____

____ Replace existing capital asset _____

____ Replace existing vehicle _____

Replace existing equipment _____

____ New infrastructure _____

____ New capital asset _____

____ New vehicle _____

____ New equipment _____

____ Strategic/Comprehensive/Master Plan

Project Type - check all that apply

____ Land acquisition _____

____ Planning/Feasibility Study _____

Design _____

____ Construction _____

____ Equipment _____

____ Vehicle _____

____ Contingency _____

____ Other _____

Asset Type

____ Land

Municipal Building

____ School Building

____ Water/Sewer Infrastructure

- Roadway Infrastructure
- Traffic/Streetlight Infrastructure/Equipment
- Waterway/Beach
- Recreation Trail
- Bridge
- Park/Playground/Athletic Field
- Vehicle
- Equipment
- Software/Technology
- Refuge/Recycling Center
- Other _____

Project Community Impact

Health & Safety

To provide better accessibility to the public when they are coming to do business at ten (10) existing City offices.

Education

Aesthetics/Historic preservation

Environmental sustainability

Economic development

Cultural/Recreational opportunity

Service Improvement

To provide better accessibility to the public when they are coming to do business at ten (10) existing City offices.

Level Service Maintenance

To provide better accessibility to the public when they are coming to do business at ten (10) existing City offices.

Impact to Operating/Enterprise Budgets - explain the project's temporary and/or long-term impact on the operating budget. For example, capital construction projects can result in increased operating costs. Costs may increase during the project's duration (e.g., increased use of one building while another is demolished and reconstructed) or be longer lasting, such as new a building resulting in increased utility costs or the hiring of additional maintenance personnel.

Increase/Decrease to Personnel \$ N/A

Explanation _____

Increase/Decrease to Operating \$ N/A

Explanation _____

Additional Information

Checklist for completion

___ FY2026 Project Request PDF file includes form, updated vendor memos/quote/pricing, photos.

___ Save each FY2026 project request as separate PDF file (Department name/Project Name) to T Drive/Finance/CIP 26-30/Department Folder

October 10, 2024

James Paolini
Director of Capital Projects and Facilities Management
150 Concord Street, B 14
Framingham MA 01702

RE: Framingham City Offices Public Transaction Counters

Dear Mr. Paolini:

Thank you and the City of Framingham for selecting our firm and our design team to provide the City with design services in conjunction with upgrading up to ten (10) city office public transaction counters. We are pleased to submit this proposal for our services.

The following services and fees are based on conversations with the city around the required work. Should you have any questions or specific requests to tailor this proposal, please do not hesitate to contact me at your earliest convenience.

Existing Conditions, Schematic Design, Construction Documents - 9 weeks (approximate)

- Existing Conditions Evaluation and Documentation of up to ten (10) total existing public office transaction counters.
- One (1) trip for Project Manager and Designer to review all ten (10) offices.
- One (1) summary review of all ten (10) public transaction counters.
- One (1) virtual meeting with the City to review the summary.
- One (1) Schematic Design solution that will be universally applied to all ten (10) offices.
- One (1) virtual meeting with the City to review the proposed solution.
- One (1) set of Drawings and Specifications (on drawings).
- Drawings set to include plan, detail section, and plan detail.

Total \$23,995

Construction Administration

- Includes review of (1) transaction desk shop drawing.
- Includes (1) visit to (1) office to verify installation adheres to design intent.
- Includes (3) total virtual meetings to review CA progress.

Total \$6,000

Total Estimated Fee: \$29,995



CONSIDERATIONS:

- All other services not specifically listed in the scope above are excluded and, if desired, may be performed at an additional cost.

SERVICES NOT INLCUDED OR ANTICIPATED BUT CAN BE PERFORMED AT AN ADDITIONAL COST:

- Consultant services. The scope is limited to the architectural services listed above.

Additional services will be billed hourly or on a lump sum basis as agreed by the client prior to the start of work. Hourly rates are subject to change each year. Our 2024 billing rates are as follows:

- Principal: \$350/hour
- Project Manager: \$240/hour
- Project Architect: \$190/hour
- Job Captain: \$175/hour
- Senior Designer: \$140/hour
- Designer: \$125/hour

Sincerely,
Context Architecture



Jeff Shaw, AIA, LEED AP BD+C
Principal

Client Signatory

Name