

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 School - Safety Upgrades - All Schools

Project Status _____

Department Framingham Public Schools

Project Lead Name Lincoln Lynch IV

Email address llynch@framingham.k12.ma.us Phone 508-782-7077

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 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

Districtwide

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 \$ 1,465,000

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. 6-10 months

Estimated date for completion or delivery June 2026

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)

Upgrade and Install entryway mitigation, access points, badge swipes, elevator access, cameras, software and gate installs at several schools. Due to the sensitivity of the safety and security of our schools, this general overview is all that will be provided. Identifying schools may comprising the safety and security.

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 priority level is high and the purpose is for the safety and security of our students, staff, visitors, etc.

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

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 \$ _____

Explanation None

Increase/Decrease to Operating \$ TBD

Explanation The replacement and upgrade of safety and security equipment and infrastructure may be included in the operating budget in future years if we are unable to include it and get it approved through a capital request.

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



2. **\$1,465,000 - Safety Upgrades District Wide:** During the 2024-2025 budget process, the School Department level funded expenses causing some important initiatives to be deferred. One of the initiatives was to continue to improve the District's overall safety and security for our students, staff, visitors, etc. Due to the sensitivity of the safety and security of our Schools, a general overview of the request is as follows:
 - a. Upgrade and Install Entryway Mitigation \$750,000
 - b. Install Additional Access Points, Badge Swipes and Intercoms \$240,000
 - c. Upgrade Elevators to accept Student and Staff Badges \$100,000
 - d. Upgrade and Install Camera Devices, Software and Infrastructure \$225,000
 - e. Gates Installation \$150,000