

RECOMMEND

City of Framingham 5 Year Capital Improvement Program FY2027-FY2031
Capital Project Request Form for FY2027 Projects

FY2027 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 _____

Project Status _____

Department _____

Project Lead Name _____

Email address _____ Phone _____

Project Fiscal Year _____ Department Priority # _____

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 a 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

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 \$ _____

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

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. _____

Estimated date for completion or delivery _____

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)
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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”.

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 _____

Increase/Decrease to Operating \$ _____

Explanation _____

Additional Information

Checklist for completion

____ FY2027 Project Request PDF file includes form, updated vendor memos/quote/pricing, photos.

____ Save each FY2027 project request as separate PDF file (Department name/Project Name) to T Drive/Finance/CIP 27-31/Department Folder

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



Organization: City of Framingham

Group: IT Purchasing

Jamie Schiavone,

The price quote "1670659878" you requested is ready for your review.

Your Account Manager has sent the following note:

a bit of extra discounting for you above and beyond the contract pricing :)

As always we appreciate your business and if you have any questions please don't hesitate to contact me at meaghan.brown@connection.com or 800-998-8277.

Sincerely,

Meaghan Brown

[Login](#) to go directly to your quote.

Billing Information	Shipping Information
Billing Address City of Framingham TECHNOLOGY SERVICES ROOM B25 150 CONCORD ST FRAMINGHAM, MA 01702	Shipping Address CARLY PREMO TOWN OF FRAMINGHAM TECHNOLOGY SERVICES 150 CONCORD ST, ROOM B25 FRAMINGHAM, MA 01702
Billing Method	Cart Name: 1670659878 Contract: Sourcewell RFP#121923

Product Description	Availability	Qty	Unit Price	Total
 Axis 2MP P3275-LV AI-Powered Indoor Dome Camera w 3.4-9.8mm Lens Mfr: Axis Communications Item#: 42032919 Mfg. Part #: 03149-001	Ships in 48 Hours	138	\$657.00 Contract	\$90,666.00
 Axis 2MP P3275-LVE AI-Powered Dome Camera w 10mm Lens Mfr: Axis Communications Item#: 42032922 Mfg. Part #: 03150-001	Ships in 48 Hours	66	\$773.00 Contract	\$51,018.00
Axis M2035-LE Outdoor Full HD Network Camera, White	Ships in 48 Hours	50	\$389.00 Contract	\$19,450.00

	Mfr: Axis Communications Item#: 41430925 Mfg. Part #: 02124-001				
	<u>Axis AXIS M5526-E 60 HZ</u> Mfr: Axis Communications Item#: 41766579 Mfg. Part #: 02769-001	Ships in 48 Hours	56	\$1,032.37 Contract	\$57,812.72
	<u>Axis M3077-PLVE MKII NTWRK Camera</u> Mfr: Axis Communications Item#: 41231603 Mfg. Part #: 02018-001	Ships in 48 Hours	14	\$762.00 Contract	\$10,668.00
	<u>Axis 4x5MP Multidirectional P3737- PLE Panoramic Camera w 3.2- 8.1mm Lens</u> Mfr: Axis Communications Item#: 41745541 Mfg. Part #: 02634-001	Ships in 48 Hours	5	\$1,738.00 Contract	\$8,690.00
	<u>Axis P4707-PLVE Dual Sensor Panoramic Camera</u> Mfr: Axis Communications Item#: 41536775 Mfg. Part #: 02416-001	Ships in 48 Hours	6	\$1,120.00 Contract	\$6,720.00
	<u>Axis 128GB microSDXC Card, Class 10, 10-pack</u> Mfr: Axis Communications Item#: 41606094 Mfg. Part #: 01678-001	Call for next 36 available delivery		\$560.65 Contract	\$20,183.40
	<u>BUFFALO TeraStation 51220RH 12- Bay Enterprise Rackmount NAS 48TB (12x4TB) w Hard Drives Included</u> Mfr: Buffalo Item#: 41845529 Mfg. Part #: TS51220RH4812	Call for next 4 available delivery		\$5,457.30 Contract	\$21,829.20
		Subtotal:		\$287,037.32	
		Shipping & Handling:	Best Way - Ground	\$0.00	
		Tax:		\$0.00	
		Total:		\$287,037.32	

This quote is valid through **9/19/2025**