

**TOWN OF EAST GREENWICH
CAPITAL IMPROVEMENTS PROGRAM**

Individual Project Description and Justification

1. Department: Community Services & Parks
2. Project Title: Municipal Tennis Courts (3)-Reconstruction
Project Priority (within program area): 1-facilities
3. This description is for: Equipment ☐
Project ☒
Other ☐
4. Fiscal Year(s): 2019-2020
5. Total Project Cost: 200,000
6. Is this project part of an approved Plan, study, or report like the Comprehensive Community Plan, Downtown Revitalization Plan, Open Space and Recreation Plan, or others?
Yes ☐ No ☒
Name of Plan or Document:
7. Project Description: Give a brief description of what the project includes. Provide basic information like the location, size, capacity, etc.

There are six tennis courts located behind the High School and near Meadowbrook School. Three courts were reconstructed in 1999 and the other three in 2001. The courts were repaved and color coded. In 2012 the courts were crack sealed and color coded. Due to the lack of funds the 3 courts to the north were crack sealed and color coded in 2016 as a band aid to help with the wide and multiple cracks so the High School team could have a better and safer playing surface. At that time these courts should have been reconstructed. The band aid patch in 2016 has not held up. These courts need to be reconstructed now as opposed to another band aid approach. These funds would cover a new asphalt playing surface, color coding and striping, and new net posts.

8. CIP Evaluation Criteria: Relate the proposed project to the selection criteria provided in the instructions, for example: risk to public safety, protection of property, systematic replacement, etc.

This project should be considered as a public safety item to prevent players from tripping and falling. It should also be considered as a protection of property. These courts are part of a previous Open Space grant and must be maintained on a regular basis, as required in DEM grant rules and regulations.

9. Project Schedule/Status Report: If the project will take more than one year to complete, outline the schedule here and in the required spreadsheet. If applicable, include work (including planning work) done in prior years. The following chart is a guideline to be used if applicable.

	Cost FY2019-2020	Cost FY	Cost FY	Cost FY	Cost FY	Cost FY
Planning/Design						
Site Acquisition						
Site Improvement	200,000					
Construction						
Equipment						
Other						
Other Contingency						
TOTAL	200,000					

10. Coordination: If the project is dependent upon or should be linked to other CIP projects, identify them and indicate the relationship between projects.

11. Cost Estimates and Financing: Amounts shown here must agree with amounts shown in the required spreadsheet. For projects that will take more than one year, indicate each year separately. Indicate the basis of the cost estimate and discuss any funding sources proposed other than the capital budget.

The cost is based on a price estimate from a construction firm which installs courts.

12. Additional Comments: Provide information here that does not appear elsewhere which makes a case for this proposal. Such information may include data on your existing inventory of facilities and equipment; an actual evaluation of their condition; a repair/replacement schedule; an analysis of the demand for new or expanded services, etc.

These courts are constantly in use by the general public, as well as by the School Dept.

**TOWN OF EAST GREENWICH
CAPITAL IMPROVEMENTS PROGRAM**

Individual Project Description and Justification

1. Department: Community Services & Parks
2. Project Title: Crack Seal and Color Coating of Courts
Project Priority (within program area): 2-facilities
3. This description is for: Equipment ☐
Project ☒
Other ☐
4. Fiscal Year(s): 2019-2020
5. Total Project Cost: 55,000
6. Is this project part of an approved Plan, study, or report like the Comprehensive Community Plan, Downtown Revitalization Plan, Open Space and Recreation Plan, or others?
Yes ☐ No ☒
Name of Plan or Document:
7. Project Description: Give a brief description of what the project includes. Provide basic information like the location, size, capacity, etc.

These funds would be used to repair cracks and color code the playing surfaces of tennis courts, basketball courts and the inline rink. These funds are expected to repair cracks on approximately 3 locations. The five proposed courts are Academy Courts, Shovlin's Inline Rink, and three of Municipal Tennis Courts (set closest to Meadowbrook). These repairs have been pushed back thus requiring more sites to need work at the same time.

The Academy Courts were last crack filled and color coded in 2014. The 3 Municipal Tennis Courts were last cracked filled and color coded in 2012. Shovlin's inline rink was last crack filled and color coded in 2012.

Cracks will reappear overtime as the ground temperatures change and it freezes and thaws. The courts should be maintained as cracks appear, in order to prevent extensive damage which is more costly to repair. When the cracks become too wide and too many the asphalt needs to be removed or ground down and new asphalt poured prior to color coding.

8. CIP Evaluation Criteria: Relate the proposed project to the selection criteria provided in the instructions, for example: risk to public safety, protection of property, systematic replacement, etc.

This project should be considered as a public safety item to prevent players from tripping and falling. It should also be considered as a protection of property, so that the playing surface can be restored as opposed to re-asphalting the entire site at a much greater cost. These courts are part of a previous Open Space grant and must be maintained on a regular basis per the grant funding requirements.

9. **Project Schedule/Status Report:** If the project will take more than one year to complete, outline the schedule here and in the required spreadsheet. If applicable, include work (including planning work) done in prior years. The following chart is a guideline to be used if applicable.

	Cost FY2019-2020	Cost FY	Cost FY	Cost FY	Cost FY	Cost FY
Planning/Design						
Site Acquisition						
Site Improvement	55,000					
Construction						
Equipment						
Other						
Other Contingency						
TOTAL	55,000					

10. **Coordination:** If the project is dependent upon or should be linked to other CIP projects, identify them and indicate the relationship between projects.

11. **Cost Estimates and Financing:** Amounts shown here must agree with amounts shown in the required spreadsheet. For projects that will take more than one year, indicate each year separately. Indicate the basis of the cost estimate and discuss any funding sources proposed other than the capital budget.

The cost is estimated based on previous work.

12. **Additional Comments:** Provide information here that does not appear elsewhere which makes a case for this proposal. Such information may include data on your existing inventory of facilities and equipment; an actual evaluation of their condition; a repair/replacement schedule; an analysis of the demand for new or expanded services, etc.

These courts are constantly in use by the general public.

TOWN OF EAST GREENWICH
CAPITAL IMPROVEMENTS PROGRAM

Individual Project Description and Justification

1. Department: Community Services & Parks

2. Project Title: Pick-Up Truck-R6

Project Priority (within program area): 1-equipment

3. This description is for: Equipment ☒
Project ☐
Other ☐

4. Fiscal Year(s): 2019-2020

5. Total Project Cost: 75,000

6. Is this project part of an approved Plan, study, or report like the Comprehensive Community Plan, Downtown Revitalization Plan, Open Space and Recreation Plan, or others?

Yes ☐ No ☒

Name of Plan or Document:

7. Project Description: Give a brief description of what the project includes. Provide basic information like the location, size, capacity, etc.

This purchase would be to replace the 2006 pick up truck used by the Parks & Grounds Division. The truck is used in the daily maintenance of Town and School properties, as well as used for snow plowing the streets in the winter. The body of the vehicle would be a dump bed, landscape body. The vehicle has approximately 68,000 work miles on it.

8. CIP Evaluation Criteria: Relate the proposed project to the selection criteria provided in the instructions, for example: risk to public safety, protection of property, systematic replacement, etc.

This would be a systematic replacement.

9. **Project Schedule/Status Report:** If the project will take more than one year to complete, outline the schedule here and in the required spreadsheet. If applicable, include work (including planning work) done in prior years. The following chart is a guideline to be used if applicable.

	Cost FY2019-2020	Cost FY	Cost FY	Cost FY	Cost FY	Cost FY
Planning/Design						
Site Acquisition						
Site Improvement						
Construction						
Equipment						
Other						
Other Contingency						
TOTAL	75,000					

10. **Coordination:** If the project is dependent upon or should be linked to other CIP projects, identify them and indicate the relationship between projects.

11. **Cost Estimates and Financing:** Amounts shown here must agree with amounts shown in the required spreadsheet. For projects that will take more than one year, indicate each year separately. Indicate the basis of the cost estimate and discuss any funding sources proposed other than the capital budget.

The cost for this purchased is based on pricing received from the dealer and previous purchases for a vehicle such as this.

12. **Additional Comments:** Provide information here that does not appear elsewhere which makes a case for this proposal. Such information may include data on your existing inventory of facilities and equipment; an actual evaluation of their condition; a repair/replacement schedule; an analysis of the demand for new or expanded services, etc.

TOWN OF EAST GREENWICH
CAPITAL IMPROVEMENTS PROGRAM

Individual Project Description and Justification

1. Department: Community Services & Parks

2. Project Title: 16 Foot Cut Mowing Tractor

Project Priority (within program area): 2-equipment

3. This description is for: Equipment ☒
Project ☐
Other ☐

4. Fiscal Year(s): 2019-2020

5. Total Project Cost: 111,000

6. Is this project part of an approved Plan, study, or report like the Comprehensive Community Plan, Downtown Revitalization Plan, Open Space and Recreation Plan, or others?

Yes ☐ No ☒

Name of Plan or Document:

7. Project Description: Give a brief description of what the project includes. Provide basic information like the location, size, capacity, etc.

This purchase would be to replace the 2008 large mowing tractor. This is one of the main pieces of equipment used to cut all the grass in the Town-school grounds, town fields and properties, etc. The Department relies on this piece of machinery to be successful in meeting the needs of the users by providing safe playable facilities.

8. CIP Evaluation Criteria: Relate the proposed project to the selection criteria provided in the instructions, for example: risk to public safety, protection of property, systematic replacement, etc.

This purchase will be a systematic replacement.

9. **Project Schedule/Status Report:** If the project will take more than one year to complete, outline the schedule here and in the required spreadsheet. If applicable, include work (including planning work) done in prior years. The following chart is a guideline to be used if applicable.

	Cost FY2019-2020	Cost FY	Cost FY	Cost FY	Cost FY	Cost FY
Planning/Design						
Site Acquisition						
Site Improvement						
Construction						
Equipment						
Other	111,000					
Other Contingency						
TOTAL	111,000					

10. **Coordination:** If the project is dependent upon or should be linked to other CIP projects, identify them and indicate the relationship between projects.

11. **Cost Estimates and Financing:** Amounts shown here must agree with amounts shown in the required spreadsheet. For projects that will take more than one year, indicate each year separately. Indicate the basis of the cost estimate and discuss any funding sources proposed other than the capital budget.

This cost estimate is based on a a quote from a supplier. This is a 3% increase over last year's cost.

12. **Additional Comments:** Provide information here that does not appear elsewhere which makes a case for this proposal. Such information may include data on your existing inventory of facilities and equipment; an actual evaluation of their condition; a repair/replacement schedule; an analysis of the demand for new or expanded services, etc.

PROJECT NAME	FY 2019-2020	Source of Funds
Facilities		
Municipal Courts Reconstruction (3)	\$ 200,000	General Fund Capital Improvements
Crack Seal & Color Coating of Courts-Shovlin Park (1), Municipal Courts (3), & Academy (2)	\$ 55,000	General Fund Capital Improvements
Equipment		
Pick Up Trucks-F550 Dump/Utility Body -'06	\$ 75,000	General Fund Capital Improvements
16 ' Cut Mowing Tractor-'08	\$ 111,000	General Fund Capital Improvements
Totals by Fund	\$441,000	
General Fund	\$441,000	
Enterprise/Capital Funds		
Bond, Grant or other		

November, 2018

November 9, 2018

East Greenwich Police Department
6-year CIP Fund Request
Project Name: Vehicle Replacement

The East Greenwich Police Department is requesting CIP Funds for the 6-year CIP schedule for our regular replacement of older and outdated police vehicles. The requested funds address public safety and are necessary to ensure that our vehicle fleet is updated and safe to operate and respond to calls for service. The current bid estimates for police vehicles is as follows:

1. Police SUV Ford \$45,000
2. Ford Taurus \$30,000
3. ACO Truck \$30,000

CIP 6-year

1. 3 Police SUV @45,000
1Taurus @30,000
Total 165,000
2. 2 Police SUV @45,000
1 Taurus @30,000
Total 120,000
3. 2 Police SUV @45,000
1 ACO @30,000
Total 120,000
4. 2 Police SUV @45,000
Total 90,000
5. 2 Police SUV @45,000
1 Taurus @30,000
Total 120,000
6. 3 Police SUV @45,000
Total 135,000

Town Of East Greenwich

Information Technology

Memorandum

To: Lisa Bourbonnais, Town Planner
From: Wendy Schmidle, IT Director
c: Gayle Corrigan, Town Manager; Linda Dykeman, Finance Director
Date: November 8, 2018
Subject: Capital Budget items – Information Technology

Please find below the descriptions for the Information Technology projects listed in priority order with cost estimates provided in the attached spreadsheets for the FY20 Capital budget.

1. Fire Alarm Radio boxes

Radio Alarm Monitoring System Network - provides monitoring of all existing direct wire fire currently being received by the Town of East Greenwich and the monitoring of additional fire alarm systems in the future, by a wireless self-optimizing, digital, radio data transmission system. The Town's Fire Alarm Department will maintain the monitoring of the existing hard-wired subscribers until each is switched to the new network.

The network shall offer benefits not available with conventional, one-way, critical path, repeater-based technologies including, multiple paths, automatic selection of the best routes, and remote radio transceiver polling and programmability. The network shall employ encryption using a unique cipher code which shall be the property of the Town. The network shall be capable of monitoring the directly-connected fire alarm master boxes currently received by the Town. The proposed network must be expandable for future growth.

The adoption of current technology improves the monitoring across Town and reduces the maintenance costs of the hard-wired systems that have been in place for a number of years. A detailed RFP / RFQ has been distributed and evaluation and selection of the vendor will be done based on clear criteria. The bid opening is November 16, 2018. Other communities in Rhode Island have already distributed a related RFP / RFQ's and have awarded bids that may be available for use by the Town of East Greenwich.

The project will span multiple years and the requested funding is based on partial implementation across 5 – 6 years.

2. Fire CAD / RMS software

The current software utilized by the Fire Department has reached end-of-life. Purvis Systems has discontinued development / enhancements for the software, but does still support the product on a time and materials basis. The software will be used to provide computer aided dispatch (CAD) and a report management system (RMS). This project would entail software acquisition and implementation only as the department is supported by the IT department and is provided a virtual platform to meet server requirements.

The end-of-life situation with this particular software makes replacement a priority. A detailed RFP / RFQ will be distributed and evaluation and selection of the vendor will be done based on clear criteria.

3. Digital voice/radio recording upgrade for Police / Fire

This project is the replacement / upgrade of the hardware and software used to record incoming phone calls to the Police and Fire Department main phone lines, 911 phone lines and all radio communication.

This is a replacement / upgrade to equipment that was installed in 2007 for the Police Department and prior to this for the Fire Department. The costs are estimated provided by the vendor who supports the RISP and is on the State MPA. This project would combine two disparate systems into one more efficient and effective solution to record public safety calls and radio transmissions.

4. Munis application improvements

This project entails the acquisition and training on two modules to support the Finance Department for the Tyler Technologies MUNIS application. The two modules are Employee Self Service and Citizen Self Service. These two modules would enhance the ERP system and allow for accurate and timely access by employees and citizens via the Town's web site to information that is currently obtained via a phone call or visit to the Finance office.

Quotes obtained from Munis for the modules, implementation and training are for Employee Self Service \$9,755 in the first year and Citizen Self Service \$10,463 in the first year with an annual maintenance of \$3,639 for each subsequent year for the two modules.

These modules would be an enhancement for Financial reporting for the Town.

5. Large format printer copier scanner for Town Hall (Clerk's - 1) and Town House (Planning / DPW - 2)

Hewlett Packard Design Jet T2530 MFP series printer / scanner / copier. This is strictly a hardware acquisition to improve department efficiency. This device is a tool that would

eliminate a number of requirements in the Clerk's office and Planning office related to the submission of project plans, in addition to the copying and printing of plans.

These devices would improve customer service and reduce paper storage requirements. There is currently one plotter, one scanner and one copier in the Public Works department. The technology advances have made all three features available in one device.

Current Hewlett Packard MSRP hardware pricing was used to estimate the costs for a these devices. If approved, more competitive pricing will be investigated.

This device would be ordered and installed within the fiscal year.

EAST GREENWICH FIRE DEPARTMENT

284 MAIN STREET, EAST GREENWICH, RHODE ISLAND 02818

TELEPHONE: 886-8686



November 6, 2018

To: Planning Board
From: Chief Robinson
Re: Capitol Requests for the Fire Department

Our Fiscal Year 2019-2020 request is for five issues we were trying to address this coming year. Due to fiscal constraints and the needs of other town departments we have prioritized our requests in order of need and value to the community.

REPLACE RESCUE 2 2013 PL CUSTOM

We currently have three Rescues with two in service at all times, the third which would be the oldest is used when either Rescue 1 or 2 are out of service for maintenance. In the event of a Multiple Casualty Incident we may use all three rescues depending on the severity of injuries and the personnel available.

The current deployment of the Rescues is one at both stations so we cover that response area with the Rescue in that district. Therefore, both Rescue 1 and Rescue 2 are staffed and in service 24/7/365.

The current fleet is as follows as of November 2, 2018: Rescue 1 a 2017 Ford with a mileage of 18,968; Rescue 2 a 2013 PL Custom with a mileage of 108,745; Rescue 3 a 2011 Med Tech with a mileage of 122,564. Due to ongoing issues the replacement of Rescue 2 is critical.

As the dependability of this unit has been and will continue to be a maintenance issue due to design flaws the best option for the Town of East Greenwich is to replace this vehicle.

REHAB ENGINE 1 2009 PIERCE 1500 GPM PUMP

Currently, Engine 1 a 2009 Pierce 1500 GPM pump has over 107,000 miles on it. This is the front line engine out of Station 1.

It is good practice in order to extend the serviceable life of an engine to have a major refurbishment of the apparatus done when it is at the ten year mark which applies to Engine 1 this year.

The refurbishment involves the inspection of the major components of the truck which would include but is not limited to the braking systems, springs, engine, transmission and pump.

Additionally, a complete inspection for corrosion on the body and compartments would be done.

Inspection of all lighting including the emergency lights and scene lighting systems.

Any issues found during the inspection would be corrected and the engine would be repainted.

REPLACE ENGINE 3 1998 HME 1250 GPM PUMP

We currently have three Engines with two in service at all times, the third which would be the oldest is used when either Engine 1 or 2 are out of service for maintenance. In the event of a Major Incident we may use all three engines depending on the severity of incident and the personnel available.

The current deployment of the Engines is one at both stations so we cover that response area with the Engine in that district. Therefore, both Engine 1 and Engine 2 are staffed and in service 24/7/365.

The current fleet is as follows as of November, 2018: Engine 1 a 2009 Pierce with a mileage of 107,976; Engine 2 a 2007 Pierce with a mileage of 114,551; Engine 3 a 1998 HME with unknown mileage.

If this purchase is approved the current Engine 2 would be moved to the spare engine position and the new engine would protect district 2. Because of the non hydrant areas of district 2 the engine carries 1,000 gallon of water double what the other two engines have. This engine also has a compressed air foam system to assist with the extinguishing capability of this engine.

SCBA upgrade

The cost to upgrade all of the SCBA in one year would exceed \$100,000 so we proposing starting this improvement in Fiscal Year 2019 and completing this upgrade in

We currently have a variety of models and years of manufacture of Self Contained Breathing Apparatus (SCBA) carried on our apparatus .

This creates an issue of compatibility and different levels of safety systems built in for the protection so the firefighters operating in hazardous or smoke filled environments.

The SCBA officer is maintaining the current air packs and masks within the operating budget but does not have the funds to do a department wide replacement of this life safety equipment.

The cost to upgrade all of the SCBA in one year would exceed \$125,000 so we proposing starting this improvement in Fiscal Year 2020 and completing this upgrade in Fiscal Year 2021.

REPLACE CAR 7 2005 CHEVROLET TAHOE

The current Car 7 a 2005 Chevrolet Tahoe has in excess of 108,000 miles on it as of February 5, 2018. This vehicle is assigned to the Fire Marshall to conduct inspections, respond to fire investigations and code violations. This vehicle is showing the wear and tear of 14 years of service as a emergency response vehicle.

However, this vehicle could be moved to another department such as IT and will continue to be useful for the town's purposes.

The vehicle is showing the wear and tear of it 13 years of service and mileage.

The fire department is prepared to demonstrate the importance of these apparatus/ vehicles, equipment purchases/rehab if necessary so that the Board has a clearer understanding of the need to replace/rehab these vehicles/equipment for our operations

We can bring an SCBA for your hands on demonstration and to answer any questions you may have on this safety equipment.