



WESTPORT CONNECTICUT
BOARD OF FINANCE

NOTICE OF SPECIAL PUBLIC HEARING

The Board of Finance will hold a Special Public Meeting on **Monday, February 9, 2015** at **8:00 p.m.** in Room 309/307 of Town Hall. The following items, and any others properly presented before the Board, will be considered:

AGENDA

1. A request by the Superintendent of Schools for a special appropriation of \$743,114 from the General Fund Fund Balance for mass communication and two way radios for all schools' security.

Date: January 28, 2015

TOWN OF WESTPORT
APPROPRIATION REQUEST FORM
INSTALLATION OF A MASS NOTIFICATION SYSTEM – ALL SCHOOLS

SECTION #1 (Who Is Making Request?)

Department: WESTPORT PUBLIC SCHOOLS

Requested by: Dr. Elliott Landon, Superintendent of Schools; Elio Longo, Jr., Director of School Business Operations

SECTION #2 (What Is Being Requested?)

Appropriation Request Dollars: \$480,630

Financing Structure: Bonds, Notes or Capital Reserves

SECTION #3 (Why Is Request Being Made?)

Operating Rationale:

The request, if granted, will allow Westport Public Schools to enhance existing fire alarm systems with mass notification alert capability. The MNS was designed to distribute alerts to all corners of a school's interior and includes numerous speakers for alerting to the exterior. Alerts will be monitored and sent to first responders.

Demonstrated Need:

In Capital Forecast: Yes _____

No X_____

If No, Reason Why:

All security enhancements to be evaluated for funding separate from the annual capital budget request.

Change to Capital Forecast (Plus/Minus):

And Why Difference:

SECTION #4 (How To Evaluate Request From Financial perspective?)

Benchmarks (Comparable) Available:

Basis For Cost Estimate (Bidding process/Past Experience/Pro-Forma Estimates:
Bid #15-012-BOE

SECTION #5 (What is Process Required Preceding Or Following BOF & RTM Approvals?)

BOE, BOF, RTM and Board of Selectmen approvals will be required.

List Approvals Required/Obtained/Pending (Attach All Submissions/Responses):

Any Public Hearings/Comments (Summarize & Provide Both Positive/Negative Examples):

Are any Required Approvals Not Granted Likely To Affect Funding Request? (Impact On Revenues or Reimbursements): Without approvals, the project will not be initiated.

SECTION #6 (What Happens to Town Finances if Request Approved?)

Impact On Department's Current Budget Increase Over Last Year:

Impact, If Any, On Department's Operating Costs (Plus Or Minus):

Ancillary Costs Associated with request (Maintenance Contracts, Supplies, etc.):

Useful Life of Capital Asset (Compared to Item Being Replaced and Other Benchmarks):

Impact On Net Contribution to Town's Total Debt and Annual Debt Service:

Cost Per User (Or Per Use) Per Year: Not applicable.

Revenues Attached to Asset's Use, if Any: Not applicable.

SECTION #7 (What Happens if Not Approved?)

Alternatives to Request (Outsourcing, Rental, Leasing, etc.):

Ramifications to Delaying or Denying Request:

JAMES MARPE
FIRST SELECTMAN



Signature Date 1/28/15

ELLIOTT LANDON
SUPERINTENDENT OF SCHOOLS



Signature Date 01/28/2015

**Installation of a Mass Notification System
Bid #15-012-BOE**

Bid Results

		<u>All-Brite Electric</u>	<u>Power & Network Solutions</u>	<u>Omni Data</u>
		\$ 457,743	\$ 487,000	\$ 512,869
	<u>Units</u>			
Emergency Lockdown Buttons	30			
Addressable Monitoring Modules	30			
Exterior High Output Weatherproof Fire Alarm Speakers	229			
Ceiling Mount Fire Alarm Speakers	189			
Multi Output Fire Alarm Digital Amplifiers	19			
Multi Input Speaker Modules	25			
Digital Voice Message Center	8			
Configuration/Programming/Testing	8			
Training/Warranties	8			
Labor/Wiring/Installation				
		Lowest Bid \$ 457,743		
		5% contingency \$ 22,887		
		<u>\$ 480,630</u>		
		State Grant: \$ (86,982)		
		Projected. Reim.		

Date: January 28, 2015

TOWN OF WESTPORT
APPROPRIATION REQUEST FORM
INSTALLATION OF TWO WAY RADIO SYSTEM – ALL SCHOOLS

SECTION #1 (Who Is Making Request?)

Department: WESTPORT PUBLIC SCHOOLS

Requested by: Dr. Elliott Landon, Superintendent of Schools; Elio Longo, Jr., Director of School Business Operations

SECTION #2 (What Is Being Requested?)

Appropriation Request Dollars: \$262,484

Financing Structure: Bonds, Notes or Capital Reserves

SECTION #3 (Why Is Request Being Made?)

Operating Rationale:

The request, if granted, will allow Westport Public Schools to upgrade its two way radio system to a digital system with repeaters capable of reaching first responders, the Town Schools Office and WPS Facilities Department. Each radio will be programmed to have a direct emergency communication channel. Everyday communication can connect radio users intra-school, inter-schools, with TSO and WPS Facilities.

Demonstrated Need:

In Capital Forecast: Yes _____

No X_____

If No, Reason Why:

All security enhancements to be evaluated for funding separate from the annual capital budget request.

Change to Capital Forecast (Plus/Minus):

And Why Difference:

SECTION #4 (How To Evaluate Request From Financial perspective?)

Benchmarks (Comparable) Available:

Basis For Cost Estimate (Bidding process/Past Experience/Pro-Forma Estimates:
Bid #15-015-BOE

SECTION #5 (What is Process Required Preceding Or Following BOF & RTM Approvals?)

BOE, BOF, RTM and Board of Selectmen approvals will be required.

List Approvals Required/Obtained/Pending (Attach All Submissions/Responses):

Any Public Hearings/Comments (Summarize & Provide Both Positive/Negative Examples):

Are any Required Approvals Not Granted Likely To Affect Funding Request? (Impact On Revenues or Reimbursements): Without approvals, the project will not be initiated.

SECTION #6 (What Happens to Town Finances if Request Approved?)

Impact On Department's Current Budget Increase Over Last Year:

Impact, If Any, On Department's Operating Costs (Plus Or Minus):

Ancillary Costs Associated with request (Maintenance Contracts, Supplies, etc.):

Useful Life of Capital Asset (Compared to Item Being Replaced and Other Benchmarks):

Impact On Net Contribution to Town's Total Debt and Annual Debt Service:

Cost Per User (Or Per Use) Per Year: Not applicable.

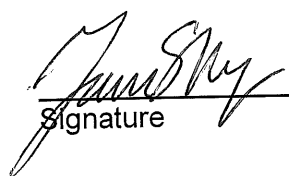
Revenues Attached to Asset's Use, if Any: Not applicable.

SECTION #7 (What Happens if Not Approved?)

Alternatives to Request (Outsourcing, Rental, Leasing, etc.):

Ramifications to Delaying or Denying Request:

JAMES MARPE
FIRST SELECTMAN


Signature _____ Date 1/28/15

ELLIOTT LANDON
SUPERINTENDENT OF SCHOOLS


Signature _____ Date 01/28/2015

**Installation of Two Way Radio System
Bid #15-015-BOE**

Bid Results

	<u>Units</u>	<u>Utility Communications</u>
Motorola Repeaters	10	
Motorola Duplexers	10	
Motorola Preselectors	10	
Portable radios	190	
Control station radios	3	
Dispatch console add-ons	2	
Battery backups/Cables/Wall mount kits		
Labor/Wiring/Installation/Warranties		
		\$ 249,985
		Lowest Bid \$ 249,985
		5% contingency \$ 12,499
		<u>Request \$ 262,484</u>
		State Grant: \$ (54,360)
		Projected. Reim.