

FORM A
TOWN OF AYER CAPITAL BUDGET REQUEST FORM

Police Department

FISCAL YEAR: 2025

Please list each capital request on this form with a dollar amount and in the appropriate year. Then complete a Form B for each request appearing on this sheet.

	Item Requested	FY25	FY26	FY27	FY28	FY29
1	Chief, Deputy, Admin Furniture	\$64,000				
2	Detective Bureau Cruiser or Pick up (Including Computer and Outfitting)		\$72,800			
3	Station Sign Board			\$95,000		
4	Community Room Furniture				\$32,000	
5	Records & Juvenile Room Update					\$50,000
6						
7						
Yearly Totals			\$72,800	\$95,000	\$32,000	\$50,000

Department Head Signature: W. V. V.

Date: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Police Department

FISCAL YEAR: 2025

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: 2025

Item or Project: Raplace Admin Furniture

Explanation of Request: Replace Aging Adminstrative Office furniture.

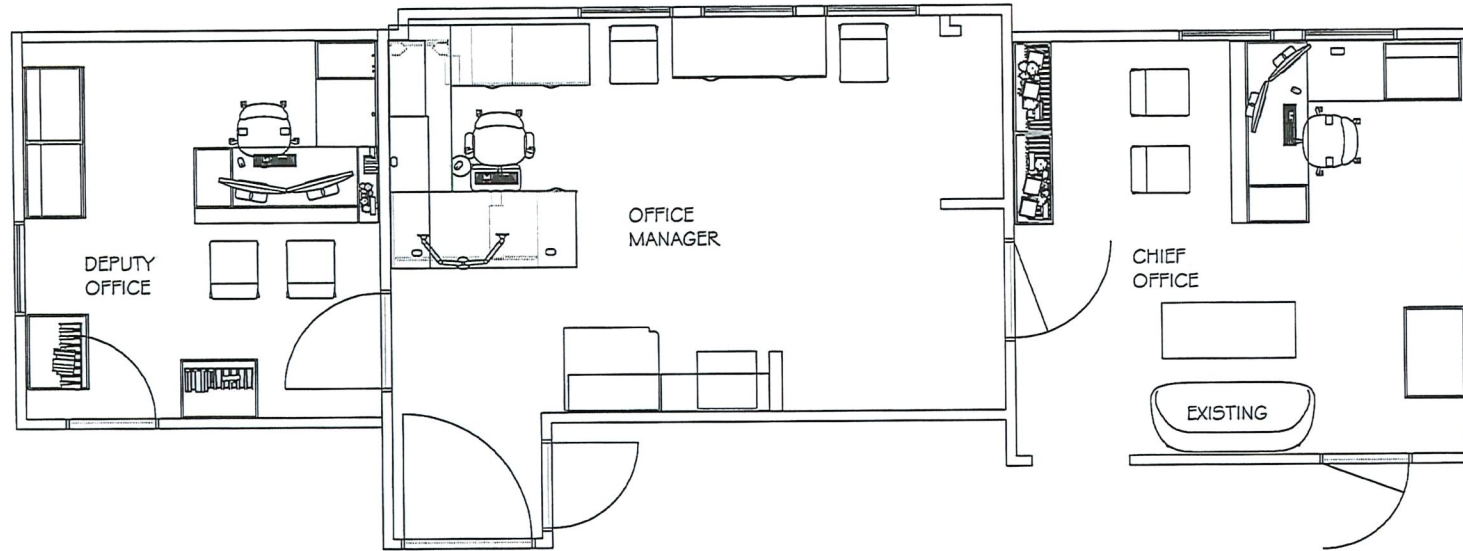
Cost Justification: Most of the current office furniture in the administrative offices are original to the initial building of the station in 1997. Since then, there has been great advances in office space ergonomics and design. The office manager main work space was previously replaced with re-used dispatch furniture, discarded filing cabinets and other office equipment.

Benefit to the Town: Adequate furniture leads to greater comfort, greater productivity and greater effectiveness. It also puts forth a professional appearance that reflects the professionalism of the Town. The updated designs to furniture would allow for a more efficient use of space

Alternative: None Available

Department Head Signature: _____

Date: 10/27/23

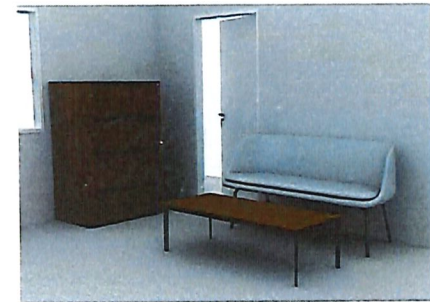
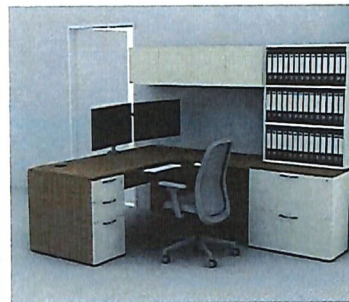


AYER POLICE

54 PARK ST

AYER, MA

POLICE
DEPARTMENT
CHIEF'S
DEPARTMENT



THE DRAWINGS CONTAINED HEREIN ARE
INSTRUMENTS OF PROFESSIONAL SERVICE,
AND SHALL NOT BE USED IN WHOLE OR IN
PART, FOR ANY PROJECT OTHER THAN THAT
WHICH THEY WERE ORIGINALLY NOTED
FOR, WITHOUT THE WRITTEN CONSENT OF
UNION OFFICE INTERIORS, AND WITHOUT
PAYING COMPENSATION TO UNION OFFICE
INTERIORS AS DETERMINED BY UNION OFFICE
INTERIORS.

DATE: 10/23/2023
SCALE: NTS
DESIGN: JR
SALES/PM: NANCY



226 Andover Street
Wilmington, MA 01887
Phone: 781-396-6400
Fax: 781-628-1020

PROPOSAL: 73775

DATE: 10/27/23
PROJECT#: 222-84

PROPOSAL FOR:	INSTALL AT:
TOWN OF AYER 1 MAIN ST AYER MA 01432	TOWN OF AYER 1 MAIN ST AYER MA 01432

SALESPERSON:
Arik Andreen

CUSTOMER P/O:

QUOTE VALID UNTIL:
06/26/24

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
1	1	Police Chief Office Veneer	Gunlocke Silea Veneer Desk Refer to PDF drawings Grd. 1 TBD	11,583.76	11,583.76
2	2	Poilice Chief Office	Gunlocke Tia Guest Chair Armless	653.00	1,306.00
3	1	Police Chief Office Veneer	Allsteel Parallel Veneer Coffee Table 52" x 22" Grd. 1 TBD	1,771.00	1,771.00
4	1	Poilice Chief Office	Gunlocke Silea Veneer Lateral File 4H x 36"W	3,270.00	3,270.00
5	1	Deputy Office Veneer	Gunlocke Silea Veneer Desk Refer to PDF Drawings; Includes glassboard and tackboard Grd. 1 TBD	9,193.00	9,193.00
6	2	Deputy Office Veneer	Gunlocke Silea Veneer Bookshelf / Storage Grd. 1 TBD	3,706.00	7,412.00
CONTINUED...					
PAGE 1					



226 Andover Street
Wilmington, MA 01887
Phone: 781-396-6400
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PROJECT#: 222-84

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TOWN OF AYER 1 MAIN ST AYER MA 01432	TOWN OF AYER 1 MAIN ST AYER MA 01432

SALESPERSON:
Arik Andreen

CUSTOMER P/O:

QUOTE VALID UNTIL:
06/26/24

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
7	1	Deputy Office Veneer	Gunlocke Silea Veneer Credenza Grd. 1 TBD	3,688.00	3,688.00
7	2	Deputy Office	Gunlocke Tia Guest Chair Armless	653.00	1,306.00
8	1	Admin Office	Allsteel Approach Laminate Desk and Storage Laminate Grd. 1 Std Laminates	6,842.00	6,842.00
9	1	Admin Office	Allsteel Approach Laminate Credenza Laminate Grd. Standard Laminates	1,353.00	1,353.00
9	2	Admin Office	Gunlocke Tia Guest Chair Armless	653.00	1,306.00
10	1		Freight	2,229.00	2,229.00



226 Andover Street
Wilmington, MA 01887
Phone: 781-396-6400
Fax: 781-628-1020

PROPOSAL: 73775

DATE: 10/27/23
PROJECT#: 222-84

PROPOSAL FOR:	INSTALL AT:
TOWN OF AYER 1 MAIN ST AYER MA 01432	TOWN OF AYER 1 MAIN ST AYER MA 01432

SALESPERSON:
Arik Andreen

CUSTOMER P/O:

QUOTE VALID UNTIL:
06/26/24

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
11	1		Delivery and Install Regular Time, No Stair Carry; Trash Removed	4,500.00	4,500.00
DEPOSIT REQUIRED: 27,880.00					
ACCEPTED BY _____					
DATE ACCEPTED _____					
PRODUCT.....:					49,030.76
FREIGHT.....:					2,229.00
DELIVERY\INSTALL:					4,500.00
TOTAL					55,759.76
PAGE 3 OF 3					

MacGREGOR Electric, LLC
Electrical Contractor

Residential
Commercial
Industrial

Cable TV
Telephone
Structured Cable

October 25, 2023

Proposal # 08102024

Mr. Charles Shultz
Director of Facilities Maintenance
54 Park Street
Ayer, MA 01432

RE: Ayer Police Department Admin Renovations Electrical work

Services proposed for:

Admin Office:

- 4 move CAT6 and phone jacks
- 3 20 amp rated plugs w/2 USB ports
- 2 20 amp rated plug w/2 USB ports cut & fished in.
- 1 existing generator circuit reworked to feed 2 new plugs (listed above)

Deputy Chief's Office:

- 2 20 amp plugs cut & fished in.
- 1 existing circuit reworked to feed 3 new plugs (listed above)
- 1 Cat6 and phone Jack

Miscellaneous & Notes:

- 1 Electrical permit fee included

Total Master Electrician Hours:	18.0 per	\$150.00	\$2,700.00
Total assistant hours:	14.0 per	\$135.50	\$1,897.00
Total materials & permit fee included:			\$1,162.45
Payments received			<u>\$0.00</u>
Proposed Cost:			\$5,759.45

TERMS: Balance due upon receipt. **\$5,759.45**

Condition: Add 1.5% per month interest & collection fees on balance due over thirty day
Including All Attorney Fees!

Please remit payment to : MacGREGOR Electric, LLC.
61 Gratuity Road
Groton, MA 01450

Sincerely,

Timothy E. MacGREGOR
President

Heather Sherry

From: Chuck Shultz
Sent: Friday, October 27, 2023 9:04 AM
To: Heather Sherry; Chief Brian Gill; Deputy Chief Jen Bigelow
Subject: Re: Price quote for Police Station Admin office renovations

Admin Office Cost:

\$55,759.76 for furniture
\$5,759.45 for electrical
\$2,500.00 for unforeseen

\$64,019.21 total request

From: Andreen, Arik <aandreen@unionoffice.com>
Sent: Friday, October 27, 2023 8:53 AM
To: Chuck Shultz <crshultz@ayer.ma.us>
Cc: Heather Sherry <hsherry@ayer.ma.us>; Chief Brian Gill <bgill@ayer.ma.us>; Deputy Chief Jen Bigelow <jbigelow@ayer.ma.us>
Subject: RE: Price quote for Police Station Admin office renovations

All,

Please see attached proposal – please note this is a budget for the capital request and once the funding is approved we can work on the budget or make any changes you need. We are also taking into account price increases that will happen in January.

Both the chief and deputy's offices are in veneer, which is a more expensive material, the admin's office is in laminate. We can share samples of both materials when convenient so you can see the difference.

Thanks and please let me know what else you might need,

Arik Andreen

SENIOR ACCOUNT EXECUTIVE

Union Office Interiors



| Cell: 952.270.7015



FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Police Department

FISCAL YEAR: 2025

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: 2026

Item or Project: Det. Bureau or Utility Pickup Vehicle

Explanation of Request: Depending on staffing trends leading to the necessity of a second Detective Bureau vehicle or a multi-purpose utility pick-up vehicle (w/plow) for Admin Sergeant.

Cost Justification: Currently we are operating with one Detective and only need the single administrative vehicle assigned to the DB, should we transition back to a two Detective DB model we will need a second vehicle. Alternatively, the Administrative Sergeant does not have an available vehicle to be assigned (they are all dedicated to the patrol function). The recommendation would be to acquire a marked utility pickup truck with a plow.

Benefit to the Town: Having a vehicle available to a Detective is essential in providing the appropriate level of service to the Town, sharing a vehicle is not efficient as each will be operating independently. Similarly, the Admin Sgt will need an available vehicle for call response. P/U with plow will also free up DPW and Fire from having to maintain PD lot during storms, and move large items.

Alternative: Recycle a patrol car after it is retired.

Department Head Signature: _____

Date: _____

WILLU
10/27/23



Estimate

Date: 10/12/2023

Customer ID:

To: Ayer Police Department
54 Park Street
Ayer, MA 01432

Salesperson: Cory Prehl
978-302-8394

CONTRACT: GBPC / BAPERN

Qty	Item #	Description	Unit Price	Line Total
1.00	K8A	2023 Ford Police Interceptor Utility Hybrid AWD Black	\$ 44,653.00	\$ 44,653.00
1.00	43D	Dark Car Feature	\$ 24.25	\$ 24.25
1.00	51R	Driver Side Unlty LED Spotlight	\$ 383.15	\$ 383.15
1.00	549	Power Heated Mirrors	\$ 58.20	\$ 58.20
1.00	76R	Reverse Sensing System	\$ 266.75	\$ 266.75
1.00	53M	SYNC Voice Activated System	\$ -	\$ -
1.00	86P	Front Headlamp Housing	\$ -	\$ -
1.00	87R	Rear View Camera Relocate to Mirror	\$ -	\$ -
1.00	18D	Rear Liftgate Lock Disable Delete	\$ -	\$ -
1.00	Labor	Activate WigWag	\$ 100.00	\$ 100.00
1.00	BB211111	Whelen Liberty DUO II WCX Lightbar 54" Core Package	\$ 4,750.00	\$ 4,750.00
1.00	C399	Whelen Core Control Center	\$ -	\$ -
1.00	CCTL6	Whelen Rotary Control Head	\$ -	\$ -
1.00	C399K4	Whelen OBDII Canport	\$ -	\$ -
1.00	SA315P	Whelen Siren Speaker Bracket to be installed on pushbumper	\$ -	\$ -
1.00	SAK1	Whelen Siren Speaker Bracket to be installed on pushbumper	\$ -	\$ -
1.00	CHWLFE29	Whelen Siren Amplifier Low Frequency	\$ 950.00	\$ 950.00
1.00	CEM16	Whelen 16 Output Expansion Module	\$ 400.00	\$ 400.00
1.00	CV2V	Whelen Vehicle to Vehicle Sync	\$ 450.00	\$ 450.00
2.00	VTX609B	Whelen Vertex Hide-a-way LED Blue Front Headlights	\$ 225.00	\$ 450.00
1.00	36-2125	Westlin Push bar	\$ 550.00	\$ 550.00
1.00	36-6005W2	Westlin Push Bar Channel	\$ 50.00	\$ 50.00
1.00	I2E	Whelen ION	\$ 250.00	\$ 250.00
1.00	M4DWR	Whelen M4 Red/White Mounted on Pushbumper Mid Rail	\$ 325.00	\$ 325.00
1.00	M4DWB	Whelen M4 Blue/White Mounted on Pushbumper Mid Rail	\$ 325.00	\$ 325.00
1.00		M4 L Brackets	\$ -	\$ -
1.00	TLI2D	Whelen ION T- Series DUO Red/White side of pushbumper	\$ 250.00	\$ 250.00

McGovern Municipal Headquarters
1200 Worcester Road Framingham, MA 01702

1.00	TLI2E	Whelen ION T-Series DUO Blue/White side of pushbumper	\$ 250.00	\$ 250.00
1.00	MBFX/MBIONVB	Whelen ION V-series LED Surface mount Blue Mirror Beams	\$ 950.00	\$ 950.00
2.00	I2E	Whelen ION Side cargo window	\$ 250.00	\$ 500.00
2.00	I2E	Whelen ION Mounted in rear hatch glass	\$ 250.00	\$ 500.00
2.00	TLM12E	Whelen ION Mini T-Series DUO Blue/White	\$ 250.00	\$ 500.00
2.00	VTX609R	Whelen Vertex Hide-a-way LED Blue Front Headlights	\$ 225.00	\$ 450.00
2.00	VTX9E	Whelen Vertex Hide-a-way LED Blue Front Headlights	\$ 225.00	\$ 450.00
1.00	ARGES2	Whelen Arges Profocus remote	\$ 1,275.00	\$ 1,275.00
1.00	ARG50D	Whelen Arges Driver side mount	\$ -	\$ -
1.00	ARGCH1	Whelen Arges Control Head	\$ -	\$ -
1.00	C-VS-1012-INUT	Havis Ford Police Interceptor Console	\$ 650.00	\$ 650.00
1.00	C-ARM-103	Havis arm rest	\$ -	\$ -
1.00	CUP2-1001	Havis Cupholder	\$ -	\$ -
2.00	425-3816	Magnello Mic	\$ 50.00	\$ 100.00
2.00	C-MCB	L Bracket	\$ -	\$ -
1.00	PKG-PSM-3006	Havis 2020-2021 Ford Interceptor Utility and Ford Retail Explorer Premium Passenger Side Mount Package	\$ 650.00	\$ 650.00
1.00	UT-1001	Universal Rugged Cradle for approximately 11"-14" Computing Devices	\$ 375.00	\$ 375.00
1.00	CG	Charge Guard	\$ 225.00	\$ 225.00
1.00	P1000UIN20AOSB	Pro-Gard Single Cell with Officer Safety Belt	\$ 2,850.00	\$ 2,850.00
1.00	GP-IN2148	6 in 1 Antenna for Radio and Computer	\$ 300.00	\$ 300.00
1.00	C23F-5M	Radio Lead		\$ -
1.00	TRANSFER	Printer	\$ 150.00	\$ 150.00
1.00	TRANSFER	Scanner	\$ 150.00	\$ 150.00
1.00	TRANSFER	Radar	\$ 210.00	\$ 210.00
1.00	TRANSFER	Radio	\$ 250.00	\$ 250.00
1.00	94332	Auto Vent Shade	\$ 110.00	\$ 110.00
1.00	GRAPHICS	Graphics Per Department Spec.	\$ 795.00	\$ 795.00
1.00	PAINT	Paint 4 Doors From Window Sill Down, Whole Roof, no pillars (Oxford White). See photos in File	\$ 1,250.00	\$ 1,250.00
1.00	N.C.	SHOP SUPPLIES	\$ 225.00	\$ 225.00
				\$ -

Trade	\$0.00
Vehicle	\$45,385.35
Upfit	\$22,015.00
Total each	\$67,400.35

Special Instructions:

Custom or Special Orders are Non-Refundable
This Estimate is for Budgetary Purposes and is Not a Guarantee of Cost for Services.
Estimate is Based on Current Information From Client About the Project Requirements
Actual Cost May Change Once Project Elements are Finalized

Haywood Associates Incorporated
dba TransCOR Info Technologies
124 Jewett Street
Georgetown, MA 01833

Voice: (978) 352-3100
Fax: (978) 352-9199
FEIN: 04-3223372



QUOTATION

Quote Number: 22-0498
Quote Date: May 12, 2022
Page: 1

Quoted To
Ayer Police Department 54 Park Street Accounts Payable Ayer, MA 01432

Customer ID	Good Thru	Payment Terms	Sales Rep
AYE01	6/11/22	1% 20, Net 30 Days	RRH

Quantity	Item	Description	Unit Price	Amount
1.00	COMMENT A	ATTN: Chief Brian Gill E-M: pdchief@ayer.ma.u TEL:		
1.00	COMMENT M5 ITC73	REF: Massachusetts State Contract ITC73 Category 4 Rugged Mobile Devices Terms & Conditions through 2/2028		
1.00	FZ-55FZ004VM	Win10 Pro, Intel Core i5-1145G7 up to 4.4GHz, vPro, 14.0" FHD 1000 NIT Glvd MultiTch, 512GB OpSSD, 16GB, Intel Wi-Fi, BT, 4GB14, DPT, Inf Wbcm, Std Bat, TPM2, EKB, Flt	2,540.16	2,540.16
1.00	LN-PA1580-1745	120W Auto Adapter for Panasonic Core Duo CF19/30-31/51-4/74, Output ShenMing Only, 36" Cig Lighter, Auto Reset, Output Short Circuit, Lo Input Volt Protection	126.83	126.83
1.00	CF-SVCLTNF3YR	Panasonic 3 Year Toughbook Protection Plus, Toughbook & Accidental Damage - Years 1, 2 & 3	270.75	270.75
1.00	S & H-C	Shipping & Handling Computers	29.00	29.00
Subtotal				2,966.74
Sales Tax				
Freight				
TOTAL				2,966.74

Authorized Signature _____

Rugged Computers for Tough Workers

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Police Department

FISCAL YEAR: 2025

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: 2027

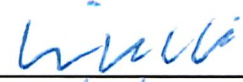
Item or Project: Replace Department Sign

Explanation of Request: Replace concrete Ayer Police front entrance sign

Cost Justification: The concrete sign advertising the entrance to the Ayer Police Department is original to the building in 1997 and will be 30 years old. As of this date, it is already falling apart and may need some repair to get it to 2027. We would be looking to update the sign to a professional stone / concrete sign with intergated e-messaging capabilities, thus freeing up our mobile sign board we currently use on the front lawn.

Benefit to the Town: First appearances are lasting appearances. Having a modern sign, that does not show signs of disrepair, will be that first impression of a professional town department. Having an integrated e-message capability will assist the town in important community notifications.

Alternative: None Available

Department Head Signature: 

Date: 10/27/23

Sunshine Sign Company, Inc.
 121 Westboro Rd
 North Grafton, MA, 01536- USA
 Phone: (508)-839-5588 Fax: (508)-839-9929
 www.sunshinesign.com



BUDGETARY ESTIMATE PENDING APPROVED DESIGN.

ESTIMATE Submitted To:

TOWNOFA005
 TOWN OF AYER
 Attn: CHUCK SHULTZ
 1 MAIN STREET
 AYER, MA 01432- USA

Job Name AYER P.D. Monument/EMC

Phone: (978) 833-2301 Ext.

Fax:

Email crshultz@ayer.ma.us

Job Name and Location

TOWN OF AYER
 1 MAIN STREET
 AYER, MA 01432- USA

Estimate No

022297

Estimate Date

9/27/2023

Payment Terms

DUE ON RECEIPT

Contact

TonyM

Page

Page 1 of 1

Quantity	Description	Unit Price	Extended Price
----------	-------------	------------	----------------

1

Furnish and install (1) custom double-sided sign system for Police Station Main ID.
 New concrete footing to support masonry included.
 Sign will include 36" H x 72" W EMC's and Sign cabinet holding 7" Halo lit letters.
 Entire sign structure NTE 8' H.

\$74,760.11

\$74,760.11

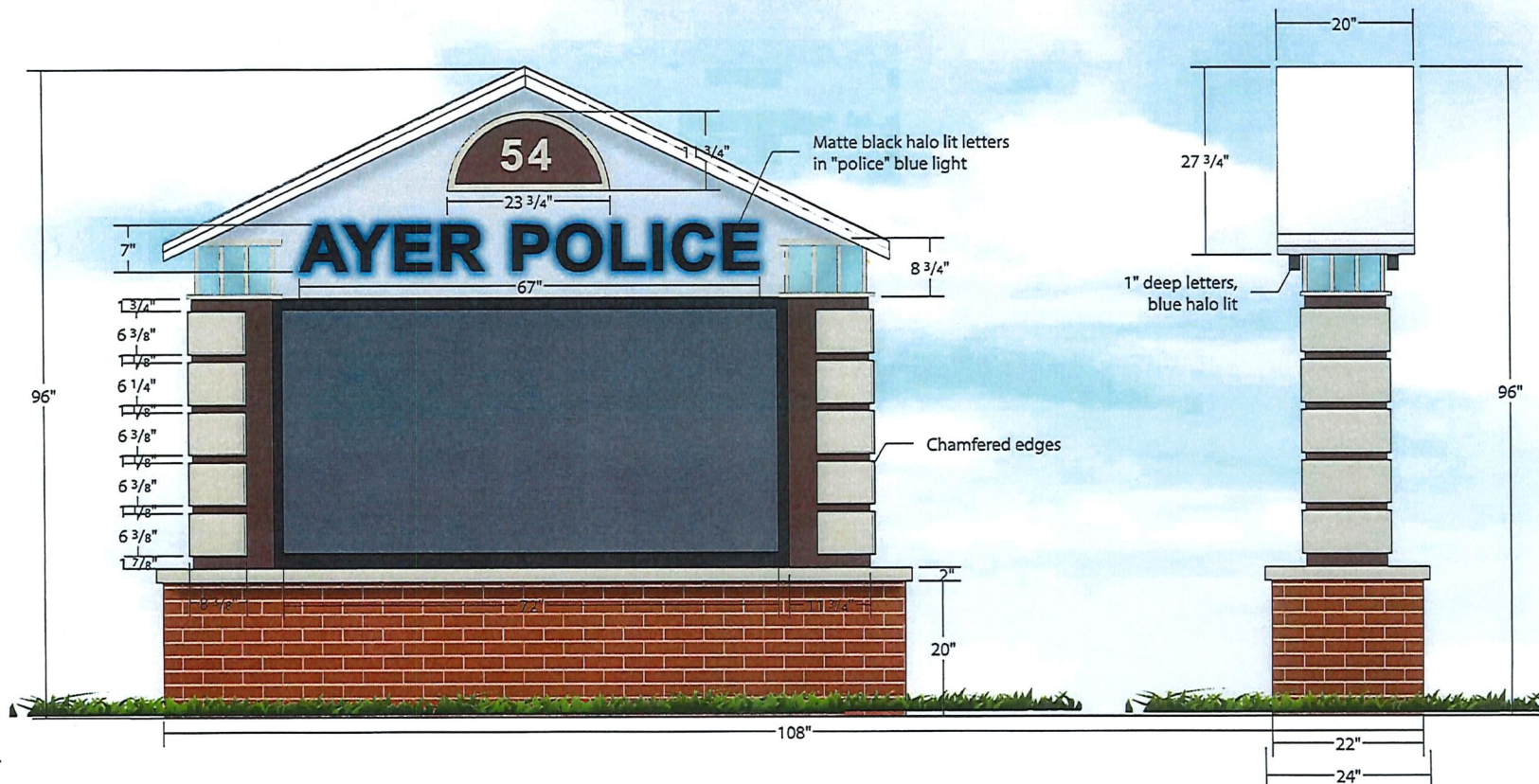
EMC quoted is a watchfire 8mm LED RGB board pack. Retail cost \$31,912.40

Terms of Agreement Unless otherwise noted, the above pricing DOES NOT INCLUDE sign permit or acquisition fees, municipal fees, police details, or other local requirements. Permit acquisition fees are billed at a rate of \$85.00 per hour for standard business hours; Variance or other off hours Zoning meetings are billed at \$125.00 per hour. For electrical signage, primary and secondary electrical connection is the responsibility of the Property Owner and is not included in the estimated cost. We can arrange to have a licensed Electrician make the final connection at a T&M rate. All manufacturing meets or exceeds U.L. requirements. All electrical signage is labeled and meets #2161 of the National Electric Code Ground Fault Protection. Installation prices are based on normal ground conditions and are subject to change if unforeseen problems such as (not limited to) ledge, high water table, frost, or private unknown utilities are encountered. Any manufacturing change after a project has been started would incur an additional fee (Change Order). Ownership of signage stays with Sunshine Sign Company, Inc. until final payment has been made. Warranty period begins upon delivery or installation and is for (1) year unless otherwise stated. Price quoted F.O.B. North Grafton, MA. Per your instructions, we will arrange shipping or installation to meet your needs. Payment terms are 50% deposit with the balance COD, unless prior credit approval has been established. Sunshine Sign Company Inc., offers numerous financing options; inquire with your Sales Representative. No work will commence prior to receipt of deposit and / or signed work requisition or Purchase Order. All quoted installation charges include site cleanup, unless otherwise noted. Quoted Price is valid for 15 days.

Taxable:	\$0.00
NonTaxable:	\$74,760.11
SalesTax:	\$0.00
Freight:	\$0.00
Misc.	\$0.00
Total:	\$74,760.11

Thank You

ACCEPTED BY: _____ DATE: _____ Complete terms and conditions follow. Please return via fax to (508)-839-9929 or you may scan and return to your Sales Representative by email. We appreciate your business.



1 Front
3/4" = 1'

SIGN TYPE A

D/F Main ID w/ EMC, Ayer Police

Quantity (1)

Double face monument style main ID sign that has displays for both faces. Base is real brick veneer with tinted cap stone. Look and feel to mimic main building. Fabricated aluminum body with decorative window accents. Letters are to be halo lit in police blue. Lower portion is to be close to cordovan brown/red and the upper portion to be painted brushed aluminum to enhance blue halo.

PALETTE

	MATERIAL: Aluminum structure		PAINT: Deep cordovan/red brown (TBD)
	PAINT: Lt. Tan/Beige		PAINT: Lt. Tan/Beige
	PAINT: Matte black		

CLIENT: AYER POLICE DEPARTMENT

PROJECT / SIGN TYPE: MAIN ID

DRAWN BY: LRG

JOB #: 22297-00000

DATE: SEPT. 18, 2023

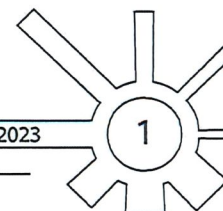
SUNSHINE
sign

121 Westboro Road
North Grafton, MA 01536
P 508.839.5588
F 508.839.9929
www.sunshinesign.com

This drawing is given in confidence and may not be used or disseminated in any way without prior written consent from Sunshine Sign Company, Inc. All common law and copyright laws are hereby specifically reserved.

- ☐ Approved for Fabrication ☐ Revise and Resubmit
☐ Approved as Noted ☐ Rejected

Name _____
Signature _____



SIGN TYPE: A

MacGREGOR Electric, LLC
Electrical Contractor

Residential
Commercial
Industrial

Cable TV
Telephone
Structured Cable

October 26, 2023

Proposal # 08102027

Mr. Charles Shultz
Director of Facilities Maintenance
54 Park Street
Ayer, MA 01432

RE: Ayer Police Department Front Sign

Services proposed for:

Trenching:

- 1 4inch conduit from electrical room to porposed sign location. Depth to code.
- 1 existing generator circuit reworked to feed 240 volts to new sign

Sign:

- 1 disconnect panel
- 1 connect disconnect panel to generator circuit
- 1 Cat6 from panel to I.T room

Miscellaneous & Notes:

- 1 Electrical permit fee included

Total Master Electrician Hours:	40.0 per	\$150.00	\$6,000.00
Total assistant hours:	40.0 per	\$135.50	\$5,420.00
Total materials & permit fee included:			\$2,762.45
Payments received			<u>\$0.00</u>
Proposed Cost:			\$14,182.45

TERMS: Balance due upon receipt. **\$14,182.45**

Condition: Add 1.5% per month interest & collection fees on balance due over thirty day
Including All Attorney Fees!

Please remit payment to : **MacGREGOR Electric, LLC.**
61 Gratuity Road
Groton, MA 01450

Sincerely,

Timothy E. MacGREGOR
President

Heather Sherry

From: Chuck Shultz
Sent: Friday, October 27, 2023 9:14 AM
To: Heather Sherry; Chief Brian Gill
Subject: Re: Admin office renovation rendering
Attachments: APD Front Sign 10-26-23.xlsx

Please see electrical proposal for front sign. Please all add \$5,000.00 for the equipment needed for trench work and remediation to the front lawn.

Thanks,
Chuck

From: Chuck Shultz <crshultz@ayer.ma.us>
Sent: Thursday, October 26, 2023 8:38 PM
To: Heather Sherry <hsherry@ayer.ma.us>; Chief Brian Gill <bgill@ayer.ma.us>
Subject: Re: Admin office renovation rendering

Greetings and Good Evening Heather,

1. Emailed Arik a minute ago.
2. Please see attached numbers and rendering for signage.
3. I'll put an electrical quote together tomorrow. We'll have to make sure we add \$5,000.00 in contingency funding for the electrical work. We can talk tomorrow.

Thanks,

Chuck

From: Heather Sherry <hsherry@ayer.ma.us>
Sent: Thursday, October 26, 2023 2:38 PM
To: Chuck Shultz <crshultz@ayer.ma.us>
Subject: RE: Admin office renovation rendering

Hey Chuck,

Sorry to bother you! I know you are away from the Office today. I was just wondering if you heard from Arik about the Admin Office furniture pricing?

Also, do you have a quote for the PD sign board? Would you have a ball park estimate for getting the appropriate electrical out there as well?

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Police Department

FISCAL YEAR: 2025

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: 2028

Item or Project: Replace Community Room Furniture

Explanation of Request: Replacing the community room furniture that is in various states of replacement and dis-repair.

Cost Justification: The Ayer Police Department Community Room furniture is well used by community groups and the Ayer PD Personnel. Though functional at this point in time, it is expected that the furniture in this room will be in need of replacement by FY28. In looking for replacement furniture, we would be looking maximize space, improve sturdiness, functionality and ergonomics. We would also be looking for furniture that is easily moved and stored when the room needs to be set up in different configurations.

Benefit to the Town: This room is used in many capacities, both by the PD, Town and Public. Keeping this room in a presentable and functional state will allow all that use it the ability to conduct their business in an efficient and professional atmosphere.

Alternative: None Available

Department Head Signature: _____

Date: 10/27/23



Customer Support Toll Free (877) 396-6400

Enter keywords or item #



Quick Order

Favorites



3 items : \$30,545.00

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FEATURED ITEMS

SHOP HON FURNITURE

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Item Total : \$30,545.00









Checkout

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Expand All

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3 Items : \$30,545.00

Item #	Your Price	Quantity	Packaging	Ext Price	Remove
 LLR59487	\$675.00 / Each	12	1 Each	\$8,100.00	
Lorell Charcoal Flip Top Training Table - For - Table TopCharcoal Rectangle, Melamine Top - Black Four Leg Base - 4 Legs x 60" Table Top Width x 23.60" Table Top Depth - 29.50" Height - Melamine - 1 Each					
Comments: <input type="text"/>					
 HONMN202ONCU10	\$825.00 / Each	26	1 Each	\$21,450.00	
HON Motivate Chair - Black Fabric Seat - Black Back - Textured Black Reinforced Resin Frame - Black - Armrest					
Comments: <input type="text"/>					
					
 SAF8922BL	\$995.00 / Each	1	Each	\$995.00	
Safco Scoot Multi Purpose Lectern - For - Table TopRectangle Top x 28.75" Table Top Width x 22" Table Top Depth - 49.75" Height - Assembly Required - Black, Laminated, Powder Coated, Silver - 1 Each					
Comments: <input type="text"/>					
					

Empty Cart

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Continue Shopping

Item Total: \$30,545.00

Checkout

Customers Who Bought These Items Also Bought:

HON Between
HMT2472NS Nesting...

Sale: \$871.00 / Each

1

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HON Universal
HMTUMOD50 Modesty...

Sale: \$308.00 / Each

1

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HON Motivate Chair - Black F...



Lorell Charcoal Flip Top Tra...

View Item(s)

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Police Department

FISCAL YEAR: 2025

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: 2029


Item or Project: Update Records and Juvenile Room

Explanation of Request: Update aging Records and Juvenile Office furniture and facilities that is in various states of replacement and dis-repair.

Cost Justification: Most of the current furniture in these offices are original to the initial building (1997). Since then, there has been great advances in office space ergonomics and design. There has also been advances in records storage furniture to allow for more efficient use of space.

Benefit to the Town: Adequate furniture leads to greater comfort, greater productivity and greater effectiveness. It also puts forth a professional appearance that reflects well on the Town.

Alternative: None Available

Department Head Signature: 

Date: 10/27/23