

**COMMONWEALTH OF MASSACHUSETTS
HAMPDEN, SS**

To Ms. Kim Batista, Town Clerk of the Town of Ludlow, Massachusetts in said County:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town qualified to vote on Town affairs to meet at the **Ludlow High School Auditorium**, 500 Chapin Street, Ludlow, Massachusetts on **Monday, May 11, 2026 at 7:30 p.m.**, and if the Auditorium of the LUDLOW HIGH SCHOOL, shall not, in the opinion of the Moderator, be adequate to contain such inhabitants who shall meet, then to meet also in such other locations in the LUDLOW HIGH SCHOOL as the Moderator deems appropriate, at such time and place then and there for the purpose of acting on the following articles in the warrant.

ARTICLE 1: TOWN OFFICER REPORTS

To hear and act on the reports of the Town Officers.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 1 Explanation: The Town Bylaws call for the Select Board to print a report "For distribution at least seven days before the Annual Town Meeting" containing the records and reports of the Select Board and all official boards, committees, commissions, town officers and librarians for the preceding year. This falls under Chapter II Section 3 of the Town Bylaws and the report must be presented to the Town Meeting and officially accepted by it.

ARTICLE 2: TOWN COMMITTEE REPORTS

To hear and act on the reports of the outstanding committees appointed pursuant to prior warrants and continued at each succeeding meeting and to continue said committees further, unless discharged by vote of this body.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 2 Explanation: Chapter I, Section 33 of the Town Bylaws reads as follows: "A vote to accept a report of a committee shall, unless otherwise provided, discharge the committee: but it shall not operate as an adoption of the recommendation of such committee without an express vote duly passed to that effect."

ARTICLE 3: ELECTRONIC VOTING DEVICES

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for the purchase of electronic devices to be used to record Town Meeting members' votes.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 3 Explanation: The EZ VOTE system is used by many cities and towns to automate record keeping, and speeds up and replaces hand, voice, and paper votes. The way the system works is that each voting member is handed a keypad. The keypad has 5 voting buttons, including buttons marked Yes, No, Abstain. Prior to the event, motions or warrant items are typed into the voting software that comes with the system. When it is time for a vote, the warrant item is displayed on a main screen, the moderator then opens the vote, and the participants press the button on their voting device to approve of or disapprove of the warrant item. The audience can see within the software that votes are registered in the system. When the moderator closes the vote, the system automatically calculates the votes and displays if the warrant item has passed or failed,

The biggest benefits of the system reported by other towns are:

- *The system records each Town Meeting member's vote, which is recommended for Representative Town Meetings*
- *The system quickly calculates a simple majority, 2/3 majority, and 4/5 majority requirements*
- *The system produces a permanent record of each warrant vote*
- *The system is a lifesaver during contentious votes*
- *The system is a one-time purchase*
- *The system comes with Live Instructor Led training and Phone, email, and chat support*

If approved, the first Town Meeting to use these devices would be October 2026. It is anticipated that a 2/3 majority vote will be necessary to pass this article. See Attachment A.3.

ARTICLE 4: TOWN MEETING VOTING

To see if the Town will vote to amend the Town Bylaws by amending Sec. I-21, "Town meeting voting requirements," as follows:

All voting **on warrant articles** in town meeting shall be **made by electronic voting devices. In the event the electronic voting devices are not available for use, then the vote shall be made** by show of hands. **Procedural votes may be made by a show of hands.** If the result is in doubt, or if a vote declared by the moderator is immediately questioned by seven or more town meeting members, the moderator shall divide the meeting by taking a standing vote.

If a two-thirds vote for an action at a town meeting is required by statute, the moderator in accordance with General Laws chapter 39, section 15, as amended, may dispense with the requirement for taking a count of the vote if the moderator, in his discretion and without taking a count, determines that two-thirds of those voting supported the action.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 4 Explanation: Electronic voting is used by many cities and towns because it increases efficiency and transparency in making and recording Town Meeting votes. This bylaw changes would allow voting by electronic devices in future Town Meetings.

ARTICLE 5: FY27 BUDGET

To see if the Town will vote to raise and appropriate and/or otherwise provide such sums of money as may be necessary for Town purposes and charges during Fiscal Year 2027 to fund the first year of a 2-year contract with the Ludlow Supervisors & Patrolmen's Unions and to fix the salary of all elected officials of the Town for the same Fiscal Year, beginning July 1, 2026.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 5 Explanation: This is the Omnibus Budget Article, which allows the Town to raise sufficient funds as it deems necessary to defray all charges and expenses that it will incur during the upcoming fiscal year. This Article eliminates the need for the printing and reading of a warrant article for each departmental budget, segregates each department's funds and provides a mechanism for Town Meeting members to be able to vote on each segregated budget. Also, Chapter 41, Section 108 of the Massachusetts General Laws provides that the salary and compensation of all officials of a town be fixed annually by a vote of the Town Meeting. See Attachment A.5.

ARTICLE 6: REVOLVING FUNDS

To see if the Town will vote to establish the annual expenditure limits for each of the following already established revolving funds for the use by certain Town departments, boards, committees, agencies or officers pursuant to Massachusetts General Laws Chapter 44, § 53E ½ as outlined in the Town of Ludlow General Bylaws, **Chapter 2, Section 42: DEPARTMENTAL REVOLVING FUNDS** and printed below.

On-Site Sewage	\$24,000
CPR Training	\$25,000
Vaccine	\$20,000
Consultants	\$50,000
Wetlands	\$80,000
Purple Bags	\$55,000
Dog Park	\$5,000

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 6 Explanation: This article will be setting the expenditures for the already established revolving funds outlined in the General Bylaws, Chapter 2, Section 42: Departmental Revolving Funds.

ARTICLE 7: COMMISSION ON DISABILITY

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be expended by the Commission on Disability, with the approval of the Select Board, for trainings, marketing materials, supplies, and other expenses related to the Commission on Disability.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 7 Explanation: This article will fund expenses, not to exceed \$4,900, expended by the Commission on Disability for training, marketing materials, supplies and other expenses.

ARTICLE 8: CELEBRATE LUDLOW

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be expended by the Celebrate Ludlow Committee, with the approval of the Select Board, for marketing materials, supplies, and other expenses related to the Celebrate Ludlow Committee.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 8 Explanation: This article will fund expenses, not to exceed \$5,000, expended by the Celebrate Ludlow Committee for marketing materials, supplies and other expenses.

ARTICLE 9: CHAPTER 90 FUNDS

To see if the Town will vote to accept and appropriate all State Chapter 90 Highway Aid Funds for engineering, construction, reconstruction and/or repairs to Town roads and bridges.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 9 Explanation: This is a standard article that authorizes the Select Board to utilize funds made available from the State through Chapter 90 programs for various road construction and maintenance projects directed by the Select Board. The estimated State Chapter 90 apportionment received for fiscal year 2027 is \$1,093,781. No Town funding is required for this article.

ARTICLE 10: MASS DOT CONTRACT

To see if the Town will vote to authorize the Select Board to enter a contract, upon such terms and conditions as deemed necessary and appropriate by the Select Board and which may exceed three years, with the Massachusetts Department of Transportation for the construction and maintenance of public roads for the ensuing years.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 10 Explanation: This article authorizes the Select Board to enter a contract with the Massachusetts Department of Transportation to accept all Chapter 90 funds, allocated to the Town from the State for construction and maintenance of road projects. No Town funding is required for this article.

ARTICLE 11: FY27 CAPITAL IMPROVEMENTS

To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be necessary for Town Capital Improvements during the Fiscal Year beginning July 1, 2026 (Fiscal Year 2027).

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 11 Explanation: This article appropriates funds as will be necessary for Town Capital Improvements during the fiscal year beginning July 1, 2026. It is anticipated that a 2/3 majority vote will be necessary to pass this article. See Attachment A.11.

ARTICLE 12: DIF SPECIAL REVENUE FUND

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for the Fiscal Year 2027 DIF Special Revenue Fund.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 12 Explanation: In October 2025, Town Meeting authorized the creation of a District Improvement Financing (DIF) Special Revenue Fund, which will be used to pay for infrastructure and other improvements within the DIF district. The funds are derived from new development and new growth within the district with the idea that increased tax revenue resulting from the new development can be used to improve its infrastructure. The Town intends to move forward with repaving Stevens Street in FY27. It is anticipated that a 2/3 majority vote will be necessary to pass this article. See Attachment A.12.

ARTICLE 13: RESERVE FUND

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for the Fiscal Year 2027 Reserve Fund.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 13 Explanation: Chapter 40, Section 6 of the Massachusetts General Laws allows towns to appropriate money into a Reserve Fund for "extraordinary or unforeseen circumstances." The amount so appropriated may not exceed five percent of the tax levy of the current fiscal year. Transfers from

this fund may be authorized from time to time. It is anticipated that a 2/3 majority vote will be necessary to pass this article.

ARTICLE 14: BUILDING INFRASTRUCTURE FUND

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the Building Infrastructure Fund which was established at the October 1, 2012 Special Town Meeting, Article 17 and to authorize the Select Board to expend such funds for the purpose of assessing and addressing the repairs, maintenance and construction of municipal buildings.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 14 Explanation: This article will appropriate \$200,000 for the Building Infrastructure Article, which was established at the October 1, 2012, Special Town Meeting and authorize the Select Board to expend such funds for the purpose of assessing and addressing the repairs, maintenance and construction of municipal buildings. It is anticipated that a 2/3 majority vote will be necessary to pass this article.

ARTICLE 15: GENERAL STABILIZATION FUND

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for deposit into the General Stabilization Fund.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 15 Explanation: Chapter 40, Section 5B of the Massachusetts General Laws authorizes the establishment of a Stabilization Fund and is generally utilized for long-term capital projects. An appropriation into the Stabilization Fund requires a two-thirds vote of approval at an Annual or Special Town Meeting. It is anticipated that a 2/3 majority vote will be necessary to pass this article.

ARTICLE 16: LHS TURF FIELD REPLACEMENT FUND

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for deposit into the LHS Turf Field Stabilization Fun.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 16 Explanation: The new turf field at Ludlow High School has an estimated life expectancy of between 10-15 years depending on weather, wear-and-tear, and regular maintenance. Annually funding this new stabilization fund will allow the town to replace the field in the future without incurring a large one-time capital expense. It is anticipated that a 2/3 majority vote will be necessary to pass this article.

ARTICLE 17: RADIO COMMUNICATIONS MAINTENANCE FUNDING

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for maintenance of the interdepartmental operational radio communications system.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 17 Explanation: Town Meeting approved this agreement at its May 10, 2021 meeting. This article would authorize the use of Free Cash to pay for the maintenance of the radio communications system. It is anticipated that a 2/3 majority vote will be necessary to pass this article.

ARTICLE 18: MUNIS IMPROVEMENTS

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to optimize MUNIS ERP system functionality, workflows, and core business processes.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 18 Explanation: Both the town and schools rely on MUNIS for its enterprise resource planning, which includes processing payroll, processing accounts payable, tracking employee information, the general ledger, producing W-2s and 1099s, creating purchase orders, and much more. Though the town and schools have access to most modules offered in MUNIS, there has not been a concerted effort to configure the system to optimize performance and make staff efforts optimal. Nor has there been a targeted training program. This appropriation would reassess and refine enterprise-wide system functionality; optimize workflows and core modules; address system configuration gaps and inefficiencies; improve reporting accuracy, data integrity, and transparency; provide training for core functional teams and promote adoption of Department of Local Services guidelines. It is anticipated that a 2/3 majority vote will be necessary to pass this article. See Attachment A.18.

ARTICLE 19: CAPITAL STABILIZATION FUND

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for deposit into the Capital Stabilization Fund.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 19 Explanation: Established in October 2025 by Town Meeting, the Capital Stabilization Fund is designed to fund capital projects in the future and in the long-term. This appropriation would establish "seed money" for the fund to be used for future capital purchases. It is anticipated that a 2/3 majority vote will be necessary to pass this article.

ARTICLE 20: PARK & REC CAPITAL STABILIZATION FUND

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for deposit into the Park & Rec Capital Stabilization Fund.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 20 Explanation: Established in October 2025 by Town Meeting, the Capital Stabilization Fund is designed to fund capital projects in the future and in the long-term. This appropriation would establish "seed money" for the fund to be used for future capital purchases. It is anticipated that a 2/3 majority vote will be necessary to pass this article.

ARTICLE 21: OTHER POST-EMPLOYMENT BENEFITS (OPEB)

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for deposit into the Other Post-Employment Benefits (OPEB) fund.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 21 Explanation: This article will appropriate funds for the Other Post-Employment Benefits (OPEB) fund. OPEB refers to benefits, other than pension, offered to employees after they leave employment. The most common benefits are medical, dental, and life insurance. The management of the town's OPEB liability (including the level of funding) is one element that rating agencies consider when determining a municipality's bond rating. It is anticipated that a 2/3 majority vote will be necessary to pass this article.

ARTICLE 22: HOUSING PRODUCTION CONSULTANT

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund a consultant to implement the town's Housing Production Plan.

Pass any vote or take any action relative thereto. Submitted by the Planning Board.

Article 22 Explanation: At the March 26th, 2026, meeting, the Planning Board voted to request \$10,000 for consulting services from Karen Sunnarborg. Ms. Sunnarborg previously worked with the town through a grant to develop our Housing Production Plan. That plan outlines strategies to help the town address housing needs, including affordability, availability, and compliance with state goals. Ms. Sunnarborg's familiarity with our plan and community makes her uniquely qualified to assist with that next phase. The requested funding will support targeted consulting services to help the Planning Board prioritize actions, navigate state requirements, and position the town to access potential funding opportunities tied to housing initiatives. It is anticipated that a 2/3 majority vote will be necessary to pass this article.

ARTICLE 23: PUBLIC SAFETY COMPLEX HVAC BOND

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the purpose of designing, constructing, reconstructing, remodeling, adding to, equipping and furnishing the Public Safety Complex with a new HVAC system, including the payment of all other costs incidental and related thereto; to authorize the Treasurer, with the approval of the Select Board, to borrow such sums under and pursuant to G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; to authorize the Select Board to take any other action necessary or convenient to carry out this project; provided, however, that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2½) the amounts required to pay the principal of and interest on the borrowing authorized for this project, or to take any other action relative thereto.

Submitted by the Select Board.

Article 23 Explanation: In May 2023, Town Meeting authorized a bond in the amount of \$2.4 million to upgrade the HVAC system at the public safety complex. That \$2.4 million authorization was based upon an informed estimate of cost provided by the town's engineering consultant. However, an updated estimate of cost was required to secure bonding funds, and the new estimate came in about \$400,000 more than the original cost estimate—derived from a more thorough investigation of the issues and increased cost of materials—resulting in an increased estimated cost of \$2.8 million. In My 2024, Town Meeting approved the additional \$400,000 in the bond for a total of \$2.8 million. In February 2025, the Town received an updated estimate of cost of \$3.9 million and put the project out to bid. Before the final bids were received, however, the Capital Improvement Planning Committee voted to not recommend approval of the project due to the increased cost considering the FY26 town budget situation; so, the public bid was taken down. The Town has received a new estimated cost of construction in the amount of \$6,852,061, which includes construction and construction administration costs. Due to the cost increases since May 2024, the Town is proposing a debt exclusion to cover these costs, which means the annual cost of the bond will not impact on the Town's restrictions under Proposition 2.5 and makes the project possible under current conditions. The estimated annual cost for the median assessed home (\$369,000) would be around \$55 per year. See Attachment A.23.

ARTICLE 24: ANNUAL TOWN ELECTION DATE

To see if the Town will vote to amend section I-3 – “Annual town election date” of the Town Bylaws as follows:

The annual town election will be held on the fourth ~~third~~ Monday in March ~~March~~ **May** on which day shall be held the annual election of town officers and the determination of such matters as are required to be determined by ballot.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 24 Explanation: The annual town election is held prior to Town Meeting every year. This timing creates multiple operational inefficiencies for the Town. First, with the elections being held in March,

newly elected members of the Select Board are injected into the annual budget and Town Meeting warrant creation processes with one or two meetings left before the Board is required to vote on recommendations. That is hardly enough time for a new member to acclimate to their new role or otherwise understand the nuances involved in these processes. Also, when there is a Town Meeting article that also requires a ballot question be placed on the annual town election—and that article passes—then the Town must either hold a special town election (with an estimated cost of \$25,000) or wait until the following March for the next town election, which can interfere with cost estimates and otherwise make projects more difficult to educate the public.

A state regulation requires 35 calendar days between the Select Board vote to put a question on an election ballot and the election itself. With Town Meeting being held on the first Monday in April, the Select Board will be able to vote to place the question on the Town Election ballot at their first Tuesday meeting in April with the Town Election to be held on the third Monday in May.

ARTICLE 25: ANNUAL TOWN MEETING DATE

To see if the Town will vote to amend section I-8 – “Town meeting dates and agenda topics” of the Town Bylaws as follows:

The annual town meeting shall meet regularly on the second **first** Monday of **May April** at 7:30 p.m. to consider and adopt an annual operating and capital budget, and to act upon such other business as may properly come before the meeting, except the election of officers and the determination of such matters as are required by law to be determined by ballot. The October special town meeting shall meet regularly on the first Monday of October at 7:30 p.m. to consider and act on matters of planning, zoning, subdivision control, and all other matters of a bylaw nature, as well as to consider and act upon such other business as may properly come before the meeting.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 25 Explanation: The annual town election is held prior to Town Meeting every year. This timing creates multiple operational inefficiencies for the Town. First, with the elections being held in March, newly elected members of the Select Board are injected into the annual budget and Town Meeting warrant creation processes with one or two meetings left before the Board is required to vote on recommendations. That is hardly enough time for a new member to acclimate to their new role or otherwise understand the nuances involved in these processes. Also, when there is a Town Meeting article that also requires a ballot question be placed on the annual town election—and that article passes—then the Town must either hold a special town election (with an estimated cost of \$25,000) or wait until the following March for the next town election, which can interfere with cost estimates and otherwise make projects more difficult to educate the public.

A state regulation requires 35 calendar days between the Select Board vote to put a question on an election ballot and the election itself. With Town Meeting being held on the first Monday in April, the Select Board will be able to vote to place the question on the Town Election ballot at their first Tuesday meeting in April with the Town Election to be held on the third Monday in May.

ARTICLE 26: CHANGE “BOARD OF PUBLIC WORKS” TO “SELECT BOARD”

To see if the Town will vote to amend the town’s bylaws by replacing all references to “Board of Public Works” to “Select Board,” and to authorize the Town Clerk to make non-substantive editorial revisions to correct an scrivener’s errors and/or to ensure consistent and appropriate replacements and references to “Select Board” in the General Bylaws.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 26 Explanation: The town previously voted to dissolve the Board of Public Works (BPW’s) and have the Select Board absorb the BPW’s authority and responsibilities. This article would replace “Board of Public Works.” references in the Town Bylaws to “Select Board” to make the bylaws consistent with the change approved by voters.

ARTICLE 27: UNREASONABLE NOISE BYLAW AMENDMENT

To see if the Town will vote to amend section IV-36 – “Unreasonable Noise” of the Town Bylaws as follows:

Sec. IV-36 – Unreasonable Noise

(1) Exterior Noise Standards

It shall be unlawful for any person at any location within the Town of Ludlow to create any loud noise, or to allow the creation of a loud noise, on property owned, leased, occupied or otherwise controlled by such person, **which causes the sound level when measured at the property line of the location of the noise or on any other property to exceed the greater of:**

- **65 dBA from 7:00 a.m. to 10:00 p.m. and**
- **50 dBA from 10:00 p.m. to 7:00 a.m.**

(2) Construction Noise Standards

- (a) Noise associated with construction is permitted between 7am and 8pm on weekdays and Saturdays
- (b) Between the hours of 8pm and 7am, noise associated with construction shall be limited by the provisions **sound levels** set forth in paragraph (1) of this section.
- (c) Construction activities are generally prohibited on Sundays.

(3) Maintenance Noise Standards

- (a) Noise associated with maintenance is permitted between 7am and 8pm on weekdays and Saturdays.
- (b) Between the hours of 8pm and 7am on weekdays and Saturdays, noise associated with maintenance shall be limited by the provisions sound levels set forth in paragraph (1) of this section.
- (c) Maintenance activities are generally prohibited on Sundays.

(4) Definitions

For the purposes of this section, these relevant terms are defined as follows:

- (a) *Exterior*—any location sited outside of any structure with weight-bearing walls and intended to provide shelter and protection from inclement weather or similar hazards.
- (b) *Construction*—the process involved with erecting buildings, structures, infrastructure, industrial facilities, and associated activities, including demolition, dismantling, or decommissioning of the same.
- (c) *Maintenance*—the process involved in maintaining or preserving a building, structure, infrastructure, industrial facilities, personal property, and associated activities.

(5) Exceptions, Enforcement & Penalties

Notwithstanding the provisions of this section, loud noises resulting from the following situations are excepted from enforcement: (1) town-approved events, (2) transportation infrastructure, (3) public utility work, (4) operations at Westover Air Base; (5) any other use or activity explicitly permitted by the Select Board. The Ludlow Police Department is responsible for enforcing this bylaw to the extent necessary. Furthermore, the Police Department may exercise reasonable discretion in enforcing this section in instances of, for example, emergencies or other special situations. This bylaw shall not prevent the Police Department from relying on M.G.L. chapter 272, section 53; M.G.L. chapter 90, section 16, or any other applicable state law or regulation to enforce unreasonable noise violations. However, any violations of this section of the Town Bylaws shall be punishable by a fine of no more than \$300 per violation.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 27 Explanation: Town Meeting approved the Unreasonable Noise Bylaw in October 2025. Since then, the Town has heard from residents that they prefer more specific metrics to define what an "unreasonable noise" constitutes. Toward that end, the Select Board submits this bylaw amendment, which would create dBA levels to determine when exterior noise is unreasonable.

ARTICLE 28: PETITION FOR ADDITIONAL ALCOHOL LICENSES

To see if the Town will vote to authorize the Select Board to file a petition within the General Court for special legislation, substantially as set forth below, authorizing the Town to grant additional alcohol licenses; to authorize the General Court to make clerical and editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and to authorize the Select Board to approve amendments which shall be within the scope of the general public objectives of the aforesaid petition;

AN ACT AUTHORIZING THE TOWN OF LUDLOW TO GRANT AN ADDITIONAL ALL ALCOHOL LICENSE FOR ON PREMISES CONSUMPTION

SECTION 1. (a) Notwithstanding section 17 of chapter 138 of the General Laws, the licensing authority of the town of Ludlow may grant three (3) additional all-alcohol licenses for on-premises consumption pursuant to section 15 of said chapter 138. The license shall be subject to all of said chapter 138 except said section 17.

(b) Upon its initial issuance, the licensing authority of the town of Ludlow may approve the transfer of the license granted pursuant to this act to any other location and it may grant a license to a new applicant at the same location if the applicant files with the licensing authority a letter from the department of revenue and a letter from the department of unemployment assistance indicating that the license is in good standing with those departments and that all applicable taxes, fees and contributions have been paid.

(c) If the license granted pursuant to this act is cancelled, revoked or no longer in use at the location of original issuance, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority and the licensing authority may then grant the license to a new applicant at the same location under the same conditions as specified in this act.

SECTION 2. This act shall take effect upon its passage.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 28 Explanation: As the town's downtown area—which is catalyzed by the Ludlow Mills Campus developments—continues to grow, the Town would be well-served to have additional alcohol licenses available for new restaurants that are interested in operating in Ludlow.

ARTICLE 29: VIRTUAL CRYPTOCURRENCY ATM BYLAW

To see if the Town will vote to amend the Town Bylaws by adding Sec. IV-37 to Chapter IV, "Regulating the Conduct of Citizens," as follows:

Virtual Currency Kiosks – Cryptocurrency Automated Teller Machines

1. Purpose and Intent

Virtual currency kiosks and Cryptocurrency Automated Teller Machines are being used by criminals to defraud our citizens. The Town, acting upon reports of the Ludlow Police Department, finds that unregulated virtual currency kiosks and cryptocurrency Automated Teller Machines pose risks to consumers, including financial fraud, money laundering, and lack of recourse for users. Virtual currency kiosks and Cryptocurrency Automated Teller Machines can convert currency into virtual currency instantaneously and irreversibly, which exposes the most vulnerable of our citizens to unnecessary risk. The Town further finds that the current absence of sufficient federal and state consumer protections and regulatory oversight for such devices necessitates a municipal prohibition to safeguard residents and preserve public safety. The purpose of this bylaw is to prohibit the use of virtual currency kiosks and Cryptocurrency Automated Teller Machines within the Town to protect our citizens.

2. Definitions

For this article,

- a. **Virtual currency kiosk:** "Virtual currency kiosk" means an electronic terminal which enables a business or individual to facilitate the exchange of virtual currency for money, bank credit, or other virtual currency, including but not limited to by (1) connecting directly to a separate "virtual currency exchange" that performs the actual virtual currency transmission, or (2) drawing upon the virtual currency in the possession of the electronic terminal's operator.
- b. **Cryptocurrency:** A digital or virtual currency that uses cryptography for security and operates independently of a central bank, including but not limited to Bitcoin, Bitcoin Cash, Dash, Litecoin, Ripple, ZCash, Ethereum, and similar blockchain-based tokens.
- c. **Cryptocurrency Automated Teller Machine (Cryptocurrency ATM):** Any self-service kiosk, machine, or device installed in a publicly accessible location that enables users to buy, sell, exchange, or transfer cryptocurrency through the machine using currency, debit card, credit card, or other means of payment.

3. Virtual currency kiosk and Cryptocurrency Automated Teller Machines forbidden

The operation of any Virtual currency kiosk or Cryptocurrency Automated Teller Machines that facilitates the exchange of virtual currency for money, bank credit, or other virtual currency within the Town is prohibited.

4. Administration and enforcement.

- A. This article shall be enforced by the Police Department and the Building Department.
- B. This article may be enforced through any lawful means, including but not limited to non-criminal disposition pursuant to MGL c. 40, § 21D. In the event of such disposition, and subject to the safeguards of § 21D, any business or individual that violates any provision of this article shall be subject to the following penalties:
 - 1. Any person or entity found to be in violation of this ordinance shall be subject to a fine of \$300 per day per device, enforceable under non-criminal disposition pursuant to M.G.L. c. 40, § 21D.
 - 2. Each day that the violator continues to operate the virtual currency kiosk shall constitute a separate violation of this article.
 - 3. Fines are cumulative and each day or portion thereof shall constitute a separate offense. If more than one violation occurs, each condition violated shall constitute a separate offense
- 5. Severability

If any provision of this ordinance is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions, which shall remain in full force and effect.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 29 Explanation: This cryptocurrency ATM/kiosk bylaw was recommended by Detective Bureau supervisor, LT. Knox. He noted that an increase in the use of such devices has posed risk to our residents and are being used for several purposes by criminals to victimize our residents.

ARTICLE 30: RECREATION DEPARTMENT RESTRUCTURING

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation to be adopted precisely as written below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Town Administrator approves amendments to the bill before enactment by the General Court; and provided further that the Town Administrator is authorized to approve amendments that shall be within the scope of the general public objectives of this petition as follows:

AN ACT RESTRUCTURING THE TOWN OF LUDLOW RECREATION DEPARTMENT AND THE TOWN OF LUDLOW RECREATION COMMISSION

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding chapter 45 of the General Laws or any other general or special law to the contrary, the Town of Ludlow's Recreation Department shall hereby become part of the Parks & Recreation Division of the Town of Ludlow's Department of Public Works. The Director of the Department of Public Works shall oversee the operations of the Parks & Recreation Division and have all other authority over the Parks & Recreation Division that they have over other divisions within the Department of Public Works.

SECTION 2. Upon the effective date of this act, the appointed and elected offices of the Recreation Department, including those of the elected Recreation Commission, shall be abolished and the term of the incumbents in such offices terminated, provided, however, that notwithstanding section 1. the incumbent appointed Recreation Department employees shall become Parks & Recreation Division employees to the extent that their employment positions are established within the Parks & Recreation Division, and the elected Recreation Commissioners shall be appointed to the same post by the Select Board for the remainder of their previously elected terms. Once the incumbent Recreation Commissioners have reached the end of their respective elected terms, the Select Board shall appoint new members of the Recreation Commission, each for a three-year term, to be staggered so that each member's term ends in a different year.

SECTION 3. Upon the effective date of this act, the Select Board shall become the appointing authority of the Recreation Commission and the Parks & Recreation Division and all its employees. The Select Board shall also have the authority to appoint and remove a Parks & Recreation Division Director, who shall be charged with overseeing the daily operations of the Parks & Recreation Division and who shall be subject to the supervisory authority of the Director of the Department of Public Works. The Select Board shall appoint all previously active members of the Recreation Commission at the time this act takes effect as Recreation Commissioners for the remainder of their previously elected terms. The Recreation Commission and the Parks & Recreation Division shall have all powers and duties contained in applicable laws, including but not limited to chapter 45 of the General Laws.

SECTION 4. No contracts or liabilities in force on the effective date of this act shall be affected by the abolition of the Recreation Department in the town of Ludlow or the establishment of the Parks & Recreation Division of the Department of Public Works pursuant to this act and the Parks & Recreation Division shall, in all respects, be the lawful successor of the Recreation Department so abolished or consolidated. All records, property and equipment of the offices of the appointed Recreation Department shall be assigned to the Parks & Recreation Division.

SECTION 5. This act shall take effect upon its passage.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 30 Explanation: This article works to provide departmental and resource support to the Recreation Department. In recent years, there has been an absence of clear decision making in the daily management of the parks and recreation department. This article would establish a partnership with the Recreation Commission, DPW, the Select Board, and the Town Administrator to ensure clear lines of communication, delineated roles and responsibilities, increased managerial response, and improved conditions to our park and recreational facilities.

ARTICLE 31: STRETCH CODE

To see if the Town will vote to amend the Town Bylaws by adding Sec. VI-1 to Chapter VI, "Building Code," as follows:

- § ____ -1 **Definitions**
- § ____ -2 **Purpose**
- § ____ -3 **Applicability**
- § ____ -4 **Stretch Code**

§ ____ -1 **Definitions**

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the combination of 225 CMR 22 and 231 , not including the Appendices RC and CC, the Stretch Energy Code is a comprehensive set of amendments to the International Energy Conservation Code (IECC) seeking to achieve all lifecycle cost-effective energy efficiency in accordance with the Green Communities Act of 2008, as well as to reduce the climate impacts of buildings built to this code.

§ ____ -2 **Purpose** The purpose of 225 CMR 22 and 23 is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for both new construction and existing buildings.

§ ____ -3 **Applicability**

This code applies to residential and commercial buildings.

§ ____ -4 **Stretch Energy Code**

The Stretch Energy Code, as codified by the entirety of 225 CMR 22 and 23, including any future editions, amendments, or modifications, is herein incorporated by reference into the Town of _____ General Bylaws, Chapter ____.

The Stretch Code is enforceable by the inspector of buildings or building commissioner and effective as of _____.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

Article 31 Explanation: In accordance with M.G.L. c 25A Section 10, a municipality must require all new residential construction over 3,000 square feet and all new commercial and industrial real estate

construction to minimize, to the extent feasible, the life-cycle cost of the facility by utilizing energy efficiency, water conservation and other renewable or alternative energy technologies.

The recommended way for cities and towns to meet this requirement is by adopting the Stretch Energy Code (225CMR 22 and 23), an appendix to the MA State Building Code. Should a community choose not to adopt the Stretch Code and choose to use another standard, the community must provide evidence that this alternative standard minimizes the life cycle energy costs for all new construction and is enforceable by the community.

The purpose of the Stretch Energy Code is to provide a more energy-efficient alternative to the Base Energy Code for new buildings. A municipality seeking to ensure that construction within its boundaries is designed and built to the highest energy efficiency requirements of 780 CMR (i.e., the "Base" Energy Code) may mandate adherence to the Stretch Energy Code. Municipalities interested in adopting 225 CMR 22 and 23, the Stretch Energy Code, are directed to do so in the manner prescribed by law. The code may also be rescinded by any municipality in the Commonwealth in the manner prescribed by law.

Municipalities that have adopted the stretch energy code shall use the energy efficiency requirements of 225 CMR 22 and 23, which stipulates higher energy efficiency requirements for most new construction

ARTICLE 32: SENIOR WORK ABATEMENT PROGRAM BYLAW AMENDMENT

To see if the Town will vote to amend the Senior Citizen Property Abatement Program as initially approved in Article 15 of the October 2, 2000 Town Meeting (and subsequently amended in 2002, 2003, and 2024) by amending Section B.3 as follows:

B. Scope of Program

The Town will set up to no more than 60 slots as volunteer services in various Town departments for this program. The program will have a Board of Advisors composed of five (5) Town department managers and/or designees and the Town Administrator as an ex-officio member to assist in the counsel and advice to the Board of Selectmen for definition of the program, monitoring of its effectiveness and selection process. The Advisors will consist of the following: School Business Manager, Council on Aging Director, Town Collector, Assistant Assessor and Librarian. The Advisory Board shall meet annually to re- determine the allocation of the sixty slots.

1. Applications will be accepted from November 1st through December 31st of each year for the following fiscal year selection. The attached application must be utilized for all prospective volunteers. Only one application per household will be accepted. The Board of Advisors, with a majority vote, may deny applications.
2. Volunteers may begin the work on February 1st or later, whichever is more convenient for the assigned department and all work must be completed no later than November 30th.
3. Volunteers must complete the number of hours equivalent to \$900.00 divided by the Massachusetts Minimum wage. To qualify for the abatement, individuals must complete the assigned number of hours (~~no partial abatements will be recognized~~) **unless exigent extenuating**

circumstances prevent that individual from completing all assigned hours and the supervising department authorizes a partial abatement.

Pass any vote or take any action relative thereto. Submitted by the Select Board.

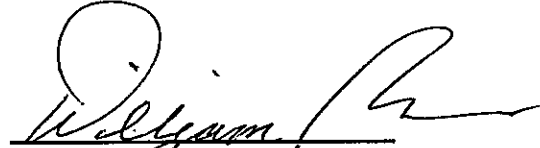
Article 32 Explanation: The bylaw does currently allow senior work abatement participants to qualify for a full tax abatement if they do not complete all required hours. To afford seniors who cannot complete their assignments due to unforeseen exigent circumstances, the ability to enjoy a partial abatement in direct relation to the number of hours worked, the Town submits this bylaw amendment for consideration.

And you are directed to serve this warrant by posting attested copies of the same in seven (7) public places in the Town seven (7) days at least before the time of holding said meeting.

A true copy,

ATTEST:

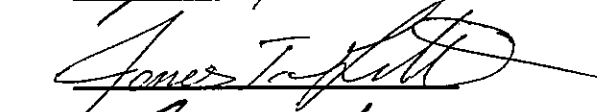
WILLIAM P. ROSENBLUM

Handwritten signature of William P. Rosenblum in black ink, written over a horizontal line.

MANUEL D. SILVA

Handwritten signature of Manuel D. Silva in black ink, written over a horizontal line.

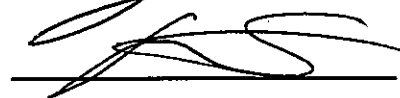
JAMES T. GENNETTE

Handwritten signature of James T. Gennette in black ink, written over a horizontal line.

ANTHONY ALVES

Handwritten signature of Anthony Alves in black ink, written over a horizontal line.

ANTONIO SANCHES

Handwritten signature of Antonio Sanches in black ink, written over a horizontal line.

SELECT BOARD

LUDLOW, MASSACHUSETTS

April 14, 2026

I hereby certify that I have posted the above warrant in seven (7) places in the Town of Ludlow.

_____ **TOWN CLERK**

_____ **2026**

ATTACHMENT A.3



PRICE QUOTE

Prepared for

Name Kim Batista
Email clerk@ludlow.ma.us
Valid until 02/28/2026
Phone (413) 385-6131
Created on 12/05/2025
Company Ludlow, MA

Prepared by

Name Sean McPeak
Phone 610.260.6800
Email smcpeak@meridiaars.com
Quote MQ6784

The Meridia Voting System (M-VOTE) is used by the US House of Representatives and has been adopted by 1,000's of City & Town Councils, Unions, Boards, Associations, and other voting bodies across America. It automates record keeping, and speeds up and replaces hand, voice, and paper votes, while keeping the democratic processes and debates alive.

MERIDIA VOTING SYSTEM (M-VOTE)



What's Included with the System

- Voting Clickers for Members
- Software to Display and Record the Votes
- Carrying Case and USB Receiver
- Live Support and Training
- Shipping to Your Location
- Offline, Online and Hybrid Voting



5 Great Valley Parkway, Suite 218, Malvern, PA 19355

Phone: 610-260-6800, Fax: 610-260-6810, Email: rsvp@meridiaars.com



EZ-VOTE 5 (M-VOTE)

Item	Qty	Unit Price	Subtotal
Town Meeting Bundle (100 Devices, Two EXT Receivers, Carrying Cases)	1	\$7,495.00	\$7,495.00
EZ-VOTE 5 Keypad	15	\$45.00	\$675.00
EZ-VOTE Software Suite	1	\$0.00	\$0.00
M-VOTE Security, Support, Software Upgrade Plan - 12 Month	1	\$0.00	\$0.00
Onsite Support at Your First Town Meeting	1	\$0.00	\$0.00
Lanyards	1	\$0.00	\$0.00
Custom Branding & Design	1	\$0.00	\$0.00
	Promotion Discount	1	-\$150.00
Shipping*			\$85.00
Tax			\$0.00
Total in USD:			\$8,105.00

*Unless otherwise specified, shipping charges are for continental U.S. only

AVAILABLE CUSTOM BRANDING

Let us customize the voting clickers with your organization's Crest, Identifying Colors, Name, or anything else you'd like. Custom branding adds two weeks to the delivery time and adds \$500.00 to the system cost. Check out the gallery at: <https://meridiaars.com/customkeypads>.

HOW TO ORDER

Ready to make a purchase? Head on to www.meridiaars.com/pay to pay via credit card. Use the Quote # on page 1 (MQ number) to identify your order. To pay via check, electronic fund transfer (EFT), or PO, email sales@meridiaars.com to request an invoice



SYSTEM REQUIREMENTS

Operating System Compatibility Windows 10 and higher (32 & 64 Bit)
MS Office Compatibility MS Office 2016 and higher (32 & 64 Bit)
 For extended list of requirements go to www.meridiaars.com/requirements



5 Great Valley Parkway, Suite 218, Malvern, PA 19355
 Phone: 610-260-6800, Fax: 610-260-6810, Email: rsvp@meridiaars.com



Replace Hand, Voice, and Paper Voting

Protect Privacy and Anonymity of the Vote

Accurately Calculate Simple, 2/3, and Custom Majorities

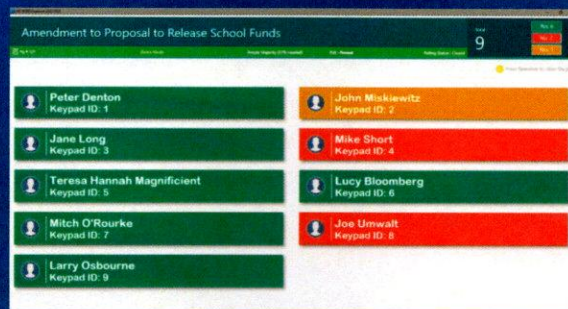
The Meridia voting system was designed for and is used by the U.S. House of Representatives. The system has been adopted by 1,000s of towns, local governments, and associations across America. It is secure, easy to use, accurate, reliable, and provides instant results.

Meridia Voting System Provides

- ✓ Standard Voting
- ✓ Anonymous Voting
- ✓ Proxy Voting
- ✓ Weighted Voting

- ✓ Attendee Roll Call
- ✓ Speakers List
- ✓ Real Time Results
- ✓ Detailed Voting Reports

How Does It Work



Motion Passed

1 Vote with Clickers

2 Display the Vote

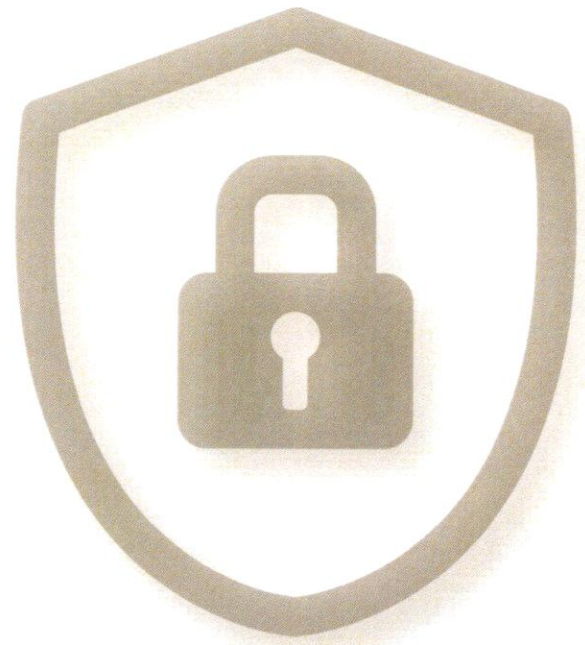
3 Show Results



Each voting system includes at least 10 clickers, a USB receiver that collects the voting data, a carrying case (holds 50), and our EZ-VOTE software. Instructor-led training and technical support are also included to ensure successful operation of every system we sell.

SECURITY & PRIVACY GUARANTEED

- Secure, proprietary Radio Frequency (RF) protocol
- Completely 'offline' – no Internet connection needed
- Built-in Wi-Fi avoidance to prevent interference
- Private, anonymous voting by default
- Identifiable voting (assigned keypads) if needed



ATTACHMENT A.5

TOWN OF LUDLOW
FY2027 TOWN BUDGET - ARTICLE

	Recommended FY27	Approved FY26	Approved FY25	Approved FY24	Approved FY23	Approved FY22	Approved FY21	Approved FY20
Budget Trend Analysis								
Town Meeting Approved Budget	91,610,457	87,075,973	84,151,656	80,868,618	77,485,733	74,304,327	73,557,820	71,971,777
Overall Increase	4,534,484	2,924,317	3,283,038	3,375,094	3,181,406	746,507	1,586,043	4,389,957
School Increase	1,141,957	1,036,796	1,078,498	1,633,979	339,762	903,452	943,492	987,204
Debt/Benefits Increase	2,203,959	1,190,375	722,706	718,987	866,212	(1,311,095)	228,893	2,326,908
Enterprise Funds Increase	296,766	224,204	235,137	198,504	72,764	178,259	(6,462)	393,489
Town Departments Increase	1,073,300	446,976	1,257,099	839,207	1,902,668	975,891	420,120	682,356

TOWN OF LUDLOW
FY2027 TOWN BUDGET - ARTICLE

Department Number	Department Name	FY2026 Approved Budget	FY2027 Recommended Budget	% Change	
1	MODERATOR	PERSONAL SERVICES \$ 582	\$ 582	582	0.00%
		PERSONAL SERVICES \$ 394,229	\$ 412,352		
		GENERAL EXPENSES \$ 189,150	\$ 64,150		
2	SELECT BOARD	PERSONAL SERVICES \$ 3,036	\$ 3,097	3,097	
		GENERAL EXPENSES \$ 500	\$ 500	500	
3	FINANCE COMMITTEE	PERSONAL SERVICES \$ 223,979	\$ 237,914	237,914	
		GENERAL EXPENSES \$ 14,125	\$ 109,150	109,150	
4	TOWN ACCOUNTANT	PERSONAL SERVICES \$ 224,369	\$ 227,297	227,297	
		GENERAL EXPENSES \$ 108,337	\$ 108,637	108,637	
5	ASSESSORS	PERSONAL SERVICES \$ 220,558	\$ 239,532	239,532	
		GENERAL EXPENSES \$ 61,760	\$ 62,710	62,710	
6	TREASURER	PERSONAL SERVICES \$ 113,904	\$ 120,563	120,563	
		GENERAL EXPENSES \$ 98,200	\$ 118,450	118,450	
7	TOWN COLLECTOR	PERSONAL SERVICES \$ 212,104	\$ 239,013	239,013	12.69%
		GENERAL EXPENSES \$ 153,000	\$ 153,000	153,000	
8	TOWN COUNSEL	PERSONAL SERVICES \$ 282,495	\$ 268,750	268,750	
		GENERAL EXPENSES \$ 8,150	\$ 11,100	11,100	
9	HUMAN RESOURCES	PERSONAL SERVICES \$ 290,645	\$ 279,850	279,850	-3.71%

Increased collections
services and postage

Added outside
auditor cost

Moved outside
auditor cost to
Accounting budget

Department Number	Department Name	FY2026 Approved Budget	FY2027 Recommended Budget	% Change			
	GENERAL EXPENSES \$	533,000	\$	660,000			
	CAPITAL OUTLAY \$	-	\$	-			
					\$50k for Murnis admin, \$25k for PD support, \$24k for additional MS365 licenses, \$11k for server software update, \$8k for email update, \$8k security upgrade		
10	INFORMATION TECHNOLOGY	\$	533,000	\$	660,000	23.83%	server software update, \$8k for email update, \$8k security upgrade
	PERSONAL SERVICES \$	175,791	\$	181,462			
	GENERAL EXPENSES \$	13,835	\$	13,835			
11	TOWN CLERK	\$	189,626	\$	195,297	2.99%	
	PERSONAL SERVICES \$	78,444	\$	129,930			
	GENERAL EXPENSES \$	27,300	\$	29,300			
12	ELECTION & REGISTRATION	\$	105,744	\$	159,230	50.58%	On-year election
	PERSONAL SERVICES \$	-	\$	-			
	GENERAL EXPENSES \$	1,450	\$	1,400			
13	CONSERVATION COMMISSION	\$	1,450	\$	1,400	-3.45%	
	PERSONAL SERVICES \$	173,829	\$	154,443			
	GENERAL EXPENSES \$	5,359	\$	5,359			
14	PLANNING	\$	179,188	\$	159,802	-10.82%	Reduced Town Planner salary
	PERSONAL SERVICES \$	-	\$	-			
	GENERAL EXPENSES \$	-	\$	-			
15	POND COMMITTEE	\$	-	\$	30,000		To treat town ponds
	PERSONAL SERVICES \$	246,842	\$	189,164			
	GENERAL EXPENSES \$	676,540	\$	732,100			
	CAPITAL OUTLAY \$	-	\$	-			
16	PUBLIC BUILDINGS	\$	923,382	\$	921,264	-0.23%	FTE reduction, increased utility expenses
	LIABILITY INSURANCE \$	940,000	\$	940,000			
17	LIABILITY INSURANCE	\$	940,000	\$	940,000	0.00%	
	TOTAL GENERAL GOVERNMENT	\$	4,968,764	\$	5,204,777	4.75%	

Department Number	Department Name	FY2026 Approved Budget	FY2027 Recommended Budget	% Change
18	POLICE DEPARTMENT	\$ 4,948,085	\$ 4,939,066	-0.18%
	PERSONAL SERVICES	\$ 631,810	\$ 702,582	3% COLA, 2 FTE reductions, special police pay rate increase
	GENERAL EXPENSES	\$ 7,000	\$ 7,000	
	CAPITAL OUTLAY	\$ -	\$ -	
19	POLICE - DISPATCH	\$ 638,810	\$ 709,582	11.08%
	PERSONAL SERVICES	\$ 3,633,833	\$ 3,873,233	Added Dispatch Supervisor upgrade, union contract increases
	GENERAL EXPENSES	\$ 134,083	\$ 135,715	
	CAPITAL OUTLAY	\$ 21,235	\$ 21,235	
20	FIRE DEPARTMENT	\$ 3,789,151	\$ 4,030,183	6.36%
	PERSONAL SERVICES	\$ 871,177	\$ 900,815	1 new FF/EMT
	GENERAL EXPENSES	\$ 316,300	\$ 324,500	
	CAPITAL OUTLAY	\$ -	\$ -	
21	AMBULANCE - EMT SERVICE	\$ 1,187,477	\$ 1,225,315	3.19%
	PERSONAL SERVICES	\$ 239,193	\$ 235,943	
	GENERAL EXPENSES	\$ 72,865	\$ 101,200	
22	BUILDING INSPECTOR	\$ 312,058	\$ 337,143	8.04%
	GENERAL EXPENSES	\$ 18,000	\$ 19,000	
24	EMERGENCY MANAGEMENT	\$ 18,000	\$ 19,000	5.56%
	PERSONAL SERVICES	\$ 57,554	\$ 58,699	
	GENERAL EXPENSES	\$ 16,000	\$ 16,500	
25	ANIMAL CONTROL	\$ 73,554	\$ 75,199	2.24%
	PERSONAL SERVICES	\$ 2,500	\$ 2,700	
	GENERAL EXPENSES	\$ 200	\$ 200	
26	SAFETY COMMITTEE	\$ 2,700	\$ 2,900	7.41%
	PERSONAL SERVICES	\$ 2,500	\$ 2,700	
	GENERAL EXPENSES	\$ 200	\$ 200	
	TOTAL PUBLIC SAFETY	\$ 10,969,835	\$ 11,338,388	3.36%

Department Number	Department Name	FY2026 Approved Budget	FY2027 Recommended Budget	% Change
27	410 DEPARTMENT OF PUBLIC WORKS			
	PERSONAL SERVICES \$	1,588,258	\$	1,649,293
	GENERAL EXPENSES \$	2,819,498	\$	2,924,458
	CAPITAL OUTLAY \$	-	\$	-
		\$ 4,407,756	\$	4,573,751
				3.77%
28	423 SNOW & ICE REMOVAL			
	PERSONAL SERVICES \$	60,000	\$	60,000
	GENERAL EXPENSES \$	225,000	\$	260,000
		\$ 285,000	\$	320,000
				12.28% expenditures Based on past years
29	424 STREETS/TRAFFIC LIGHTS			
	GENERAL EXPENSES \$	250,000	\$	291,000
		\$ 250,000	\$	291,000
				16.40%
	TOTAL PUBLIC WORKS	\$ 4,942,756	\$	5,184,751
				4.90%
30	510 BOARD OF HEALTH			
	PERSONAL SERVICES \$	309,175	\$	329,915
	GENERAL EXPENSES \$	16,460	\$	16,460
		\$ 325,635	\$	346,375
				6.37%
31	541 COUNCIL ON AGING			
	PERSONAL SERVICES \$	126,947	\$	149,243
	GENERAL EXPENSES \$	327,550	\$	354,800
	OTHER CHARGES \$	62,500	\$	62,500
		\$ 667,473	\$	723,073
				Town is absorbing .5 8.33% FTE salary
32	543 VETERANS SERVICES			
	PERSONAL SERVICES \$	517,364	\$	528,217
	GENERAL EXPENSES \$	184,642	\$	194,695
		\$ 516,997	\$	566,543
				Added partially grant 9.58% funded FTE
	TOTAL HUMAN SERVICES	\$ 1,510,105	\$	1,635,991
				8.34%
33	610 HUBBARD MEMORIAL LIBRARY			
	PERSONAL SERVICES \$	348,402	\$	419,651
	GENERAL EXPENSES \$	82,720	\$	89,920
		\$ 702,006	\$	722,912
				Reclassified P/T 2.98% position to F/T

Department Number	Department Name	FY2026		FY2027		% Change	Additional Info
		Approved Budget	Recommended Budget	Approved Budget	Recommended Budget		
34	RECREATION COMMISSION	\$ 431,122	\$ 509,571	18.20%	Added Rec Director position		
35	HISTORICAL COMMISSION	\$ 1,500	\$ 1,500	0.00%			
TOTAL CULTURE AND RECREATION		\$ 1,134,628	\$ 1,233,983	8.76%			
36	TOTAL DEBT AND INTEREST	\$ 2,530,859	\$ 3,045,932	20.35%	Full bond for HBES anticipated		
37	EMPLOYEE BENEFITS	\$ 19,332,097	\$ 20,840,983	7.81%	7.5% health insurance increase		
38	SCHOOL DEPARTMENT	\$ 38,065,238	\$ 39,207,195	3.00%			
TOTAL GENERAL FUND		\$ 83,454,282	\$ 87,692,000	5.08%			
39	GOLF ENTERPRISE	\$ 1,030,494	\$ 1,042,775	1.19%			
40	SEWER ENTERPRISE	\$ 2,257,186	\$ 2,528,487	12.02%			
41	LANDFILL ENTERPRISE	\$ -	\$ -				
TOTAL ENTERPRISE FUND		\$ 3,287,680	\$ 3,571,262	8.63%			
42	CABLE - RECEIPTS RESERVED FOR APPROPRIATION	\$ 334,011	\$ 347,195	3.95%			

Department Number	Department Name	FY2026 Approved Budget	FY2027 Recommended Budget	% Change
	TOTAL RECEIPTS RESERVED FOR APPROPRIATION	\$ 334,011	\$ 347,195	3.95%
	TOTAL TOWN BUDGET	\$ 87,075,973	\$ 91,610,457	5.21%

ATTACHMENT A.11



Capital Improvement Planning Committee March 9, 2026

Dear Select Board members,

The Capital Improvement Planning Committee (CIPC) makes the following recommendations for the FY27 Capital Improvements Budget Article:

<i>Department</i>	<i>Description</i>	<i>Amount</i>	<i>Funding Source</i>
Select Board	Digital Sign for Gazebo Park*	\$32,200	Free Cash
Select Board	Playground Equipment – Middle & Swings	\$356,707	Free Cash
Select Board	Playground Equipment – End Sections	\$211,698	Free Cash
Select Board	Playground Equipment – 2–5-Year-Old Area	\$261,703	Free Cash
Community Center	Locker Room Renovations	\$86,100	Free Cash
Fire	Ladder Truck (Payment 5 of 5)	\$335,000	Free Cash
Fire	New Ambulance (Payment 3 of 4)	\$93,614	Ambulance Subscription
Police	Patrol Replacement Vehicles (2)	\$155,000	Free Cash
Facilities	F150 4x4 w/Plow	\$54,116	Free Cash
DPW	F350 Super Duty Pickup w/Plow	\$81,126	Free Cash
DPW	Volvo L60 GP Wheel Loader (Payment 3 of 3)	\$69,653	Free Cash
DPW	Trash & Recycling Containers (Payment 2 of 6)	\$152,136	Free Cash
Hubbard Memorial Library	Parking Lot Expansion	\$52,000	Free Cash
Hubbard Memorial Library	Upgrade HVAC Pneumatic Controls	\$50,000	Free Cash
Schools	LHS – Replace Cafeteria HVAC	\$85,000	Free Cash
Schools	LHS – Exterior Wall Façade	\$366,000	Free Cash
Schools	Pickup Truck	\$52,000	Free Cash
Total Free Cash		\$2,400,439	
Total Amb Sub		\$93,614	

The Capital Improvement Planning Committee (CIPC) also makes the following recommendations for the FY27 Capital Improvements—Westover Golf Course Budget Article:

<i>Department</i>	<i>Description</i>	<i>Amount</i>	<i>Funding Source</i>
Westover Golf	Golf Cart Fleet (Payment 4 of 4)	\$73,428	Golf Operating Budget
Total Golf Expenditures		\$73,428	

The total expenditures represented by these CIPC recommendations are:

<i>Funding Source</i>	<i>Amount</i>
Free Cash	\$2,400,439
Ambulance Subscription Fund	\$93,614
Westover Golf Operating Budget	\$73,428
Total Expenditures	\$2,567,481

*Please note the CIPC favored funding for this project, but did not take a vote on its inclusion in the Capital article.

ATTACHMENT A.12

Stevens Street - East Street to State Street Preliminary Estimate March 3, 2026

Item	Unit	Quantity	Cost	Total
Reclaimed Pavement for base course	SY	9000	\$4.25	\$38,250.00
Hot mix asphalt binder 2"	Ton	1000	\$108.00	\$108,000.00
Hot mix asphalt top 1.5"	Ton	700	\$115.00	\$80,500.00
Tack Coat	Gal	700	\$1.00	\$700.00
Hot mix asphalt berm	Ton	110	\$285.00	\$31,350.00
Hot mix Asphalt Driveway	Ton	50	\$285.00	\$14,250.00
Remove and Replace Concrete sidewalk	SY	900	\$110.00	\$99,000.00
Remove and Replace concrete sidewalk @ driveway	SY	300	\$120.00	\$36,000.00
Bituminous Concrete Excavation	SY	300	\$40.00	\$12,000.00
Gravel Borrow	Ton	3	\$30.00	\$90.00
Structure Rebuilt	LF	10	\$750.00	\$7,500.00
Frame and Cover	EA	8	\$615.00	\$4,920.00
Frame and Grate	EA	6	\$630.00	\$3,780.00
Remove and Stack Manhole, Plate (Reclaim)	EA	14	\$1,000.00	\$14,000.00
Loam	CY	200	\$28.00	\$5,600.00
Hydroseed	SY	2500	\$2.00	\$5,000.00
Single 4" white Thermoplastic	LF	4400	\$0.58	\$2,552.00
Double yellow 4" space 4" Thermoplastic	LF	2200	\$1.20	\$2,640.00
12" White Stop Bar Thermoplastic	LF	105	\$4.50	\$472.50
Rubber Tire Excavator	HR	40	\$180.00	\$7,200.00
Police	HR	450	\$65.00	\$29,250.00
	Total			\$503,054.50
	10% Contingency			\$50,305.45
	Grand Total			\$553,359.95

ATTACHMENT A.18

ITP EERP Scope Proposal Estimates

EERP (Munis) Optimization, Training, Support and Ongoing Education

Created by Jennifer R. Cardinale

Integrated Technology Partners, Corp.



The purpose of these estimates is to provide the Town with a proposed bucket of hours to be allocated by the EERP Team. This proposal allows them to support a comprehensive review and optimization of Enterprise features, functions, and core system processes by ERP area. This engagement will enable ITP to deliver ongoing support, training, and best-practice guidance to core team members and leadership.

The proposed hours are intended to help the Town strategically plan for FY 2027. These topics directly align with DLS recommendations to strengthen compliance, improve system integrity, enhance automation, and eliminate manual workarounds that currently contribute to delays in customer service and processing.

Through the proposed scope of work, ITP will partner with the Town to:

- Revisit and refine enterprise-level system functionality
- Optimize existing workflows and core modules
- Address system configuration gaps
- Improve reporting quality and data integrity
- Provide targeted training to leadership and core functional teams
- Support adoption of best practices aligned with state (DLS) guidelines
- Reduce manual processes and improve overall operational efficiency

This proposed bucket of hours will allow the Town to prioritize needs, outline a roadmap, and estimate the support required to achieve its optimization goals for 2026 and fiscal year 2027. The Town may select from the recommended areas and establish priorities based on operational needs and desired outcomes, and leadership may elect to pursue all or only some of the proposed optimization initiatives.

ITP EERP Scope Proposal Estimates

EERP (Munis) Optimization, Training, Support and Ongoing Education

Created by Jennifer R. Cardinale

Integrated Technology Partners, Corp.



Optimization Project/Task Estimate **All tasks and hours are for the Town only**	Task Estimated Hours	Fiscal Year to Begin	Town Priority (Y/N)
FMLA tracking and reporting	15	FY27	Y
Personnel Actions – ESS and centralized actions	30	FY27	Y
Personnel Actions – Decentralized with workflow	20	FY27	Y
ESS Phase 4 – Supervisor initiated personal actions	10	FY27	Y
Premium Tables	10	FY27	Y
Position Control	90	FY27	Y
Longevity pay automation	15	FY27	Y
Employee Tasks	20	FY27	Y
TCM Onboarding – will require assistance from the SA	15	FY27	Y
Salary & Benefit Projections	30	FY27	Y
Misc - process documentation, training, PACE days, etc.	45	FY 27	Y
Surveys	30	FY27	Y
Evaluations	60	FY27	Y
Proposed Estimate (If all topics are selected)	390 hours x \$155/hour = \$60,450		

Financials Scope

Optimization Project/Task Estimate **All tasks and hours are for the Town only** Items below tie to DLS Recommendations	Task Estimated Hours	Fiscal Year to Begin	Town Priority (Y/N)
Review, Clean up and Update Vendors Reduce inactive vendors, duplicates, 1099, I9/W9 compliance	30	FY27	Y
RBAC Security Role Based Security cleanup and design	40	FY27	Y
Electronic Workflow by key processes – Focus on PO, Accounts Payable, Revenue – Cash Receipt Processing	30	FY27	Y
Revenue, Tax AR Code, Charge Code review.	10	FY27	Y
Accounts Receivable – Cash Turnover sheets Train Treasury on how to eliminate shadow processes. Transition to Payment Entry directly into Munis.	40+	FY27	Y

Proposed focus areas for Munis EERP Optimization – FY 2027

Town of Ludlow, MA

ITP EERP Scope Proposal Estimates

EERP (Munis) Optimization, Training, Support and Ongoing Education

Created by Jennifer R. Cardinale

Integrated Technology Partners, Corp.



Accounts Receivable Training & Support	40	FY27	Y
Chart of Accounts – Review and validation for Reporting	40	FY27	Y
Grant Funds Project Ledger Set up – interest from Town and School.			
Technical Training for Leadership and End Users – HUB, Scheduler, TCM Support – Ongoing throughout the year.	20	FY27	Y
Month End Support, as needed	10	FY27	Y
Year End Support, as needed	10	FY27	Y
Budget Training, Support for core team and decentralized users	40	FY27	Y
Ongoing Training for all modules – Ad hoc <ul style="list-style-type: none"> Estimates to begin a decentralized Training effort outlined in the DLS recommendations. Begin building education library. 	40	FY27	Y
Documentation, as needed to build education library for the town, as needed	30	FY27	Y
ACFR – Finance Assistance – Cheryl to weigh in on this	TBD	FY27	Y
Enable AP Cash Management Module	25	FY27	Y
PACE – Assist the Town with scheduling, facilitation, ongoing homework from PACE, if applicable	TBD	FY27	Y
Proposed Estimate (If all topics are selected)	405 hours x \$155/hour = \$62,775		

ATTACHMENT A.23

**Ludlow Public Safety Complex
HVAC System Replacement
Ludlow, MA**

Final Design Estimate

February 10, 1925
Revised - 4/8/2026

Tighe&Bond
53 Southampton Road
Westfield, MA 01085



98 N. Washington St.
Boston, MA 02114
(857) 233-4561

BASIS OF ESTIMATE

1. DOCUMENTATION

This Estimate is based on Final Design documents received on December 15, 2024, prepared by Tighe & Bond
Ludlow_PSC_-_90%_CDs
Ludlow_PSC_Project Manual_ December 2024
Ludlow PSC - Alternate Pricing Set received January 28, 2025
Ludlow_Public_Safety_Complex_Building_Upgrades_Drawings received March 17, 2026

2. PROJECT OUTLINE

The project consists of HVAC system replacement at Ludlow Public Safety Complex in Ludlow, MA.
The cost estimate is broken down as following:
Police Department scope of work (including Fire Protection at Fire Department) - as base bid

3. BASIS FOR PRICING

GENERAL

Generally based on local prevailing union wage rates at the time the estimate was prepared.
Construction work will be phased so a handful of spaces can be under construction while all others remain occupied. Some spaces must remain occupied during construction at all times. Contractor to carry costs for police duty when work is occurring in the police station
Regular working hours with limited overtime.
Pricing assumes a competitive bidding process, which is to mean a minimum of 4 bids including all subcontractors and materials/equipment suppliers. If fewer bids are solicited or received, prices can be expected to be higher.
Subcontractor's mark-ups have been included in each line item unit price. Mark-ups cover the cost of field overhead, home office overhead and subcontractor's profit. Subcontractor's mark-ups vary depending on market conditions.
Design Contingency percentage included to cover cost increases that will occur during design elaboration or unforeseen design issues. As the design develops, the design contingency is reduced, and is usually eliminated at the final Construction Document estimate if all scope identified.
Quantification is based on measurable items where possible, for the remainder, parametric measurements used in conjunction with references from similar projects recently estimated by ELLANA.
General conditions and general requirements, where included, are evaluated on typical market conditions. Ellana has no access to the contractors, rates, team staffing philosophy, or proposed delivery methodology.
Escalation has been included to construction mid-point, at a rate of 6% per annum

TRADE SPECIFIC

Exclusions
Hazardous Materials Abatement
Loose Furniture and Equipment
Photovoltaic system

4. NOT INCLUDED

Financing costs.
Land acquisition.
Contaminated soil abatement.
Groundwater management (unless specifically noted)
Excavation in rock (unless specifically noted)
Unforeseen underground obstructions
Test bores, pits and reports in connection with Structural and Civils.
Swing space.
Moving / Storing of existing furniture and equipment
Permits.
Builders Risk Insurance
Local Authority and Utility Providers Costs outside the project boundary.
Design Fees & Consultant reports.
Items identified in the design as Not In Contract (NIC).
Warranties
LEED / Sustainability Fees

Facility shutdown costs for tie-ins to existing systems
Client FM Costs
3rd Party Inspections
Air Monitoring and Sampling

5. ITEMS THAT MAY AFFECT ESTIMATED COSTS

Such items include, but are not limited to the following:

- Modifications to the scope of work subsequent to the preparation of this estimate.
- Unforeseen or hidden conditions.
- Special requirements for site access, off-hour work or phasing activities.
- Restrictive technical specifications for materials or products.
- Bid approvals delayed beyond the anticipated project schedule.
- Specific means and methods of construction, sequencing, etc. required by the contractor.

6. STATEMENT OF PROBABLE COST OF CONSTRUCTION

ELLANA requests that the Owner and Architect carefully review this estimate, including all line item descriptions, unit prices, clarifications, exclusions, inclusions, assumptions, contingencies, escalation, and mark-ups to ensure that requirements have been correctly identified. If this estimate does not correspond to the Owner's budgetary objectives, ELLANA strongly suggests that evaluations of other design alternatives/project procurement options should be made before proceeding further.

ELLANA has prepared this estimate in accordance with generally accepted principles and practices to reflect the fair market value of the project. This estimate is made on the basis of the experience, qualifications, and the best judgment of professional consultants who are familiar with the construction industry. Contractors preferred means and methods of construction are not accounted for in this pricing.

ELLANA has no control over the method of determining prices adopted by any individual general contractor, subcontractor or supplier. ELLANA cannot control the cost of labor and materials, the bidding environment or other market conditions, and it is not possible to provide any guarantee that proposals, bids, or actual construction costs will not deviate from this or subsequent cost estimates.

Any requests for modifications to this document must be made to ELLANA within ten (10) days of receipt. Otherwise, it will be understood that the contents are fully concurred with and accepted. Notifications of any apparent errors or omissions should be made to ELLANA as soon as they are discovered.



**Ludlow Public Safety Complex
HVAC System Replacement
Final Design Estimate**

10-Feb-25
Revised - 4/8/2026

COST SUMMARY		FILED SUB BID	COST	\$/SF
01	PROJECT REQUIREMENTS		\$360,052	\$11.54
010000	Project Requirements		\$360,052	\$11.54
02	EXISTING CONDITIONS		\$148,488	\$4.76
024119	Selective Demolition		\$148,488	\$4.76
03	CONCRETE		\$26,750	\$0.86
033100	Cast In Place Concrete		\$26,750	\$0.86
04	MASONRY		\$44,090	\$1.41
040001	Masonry*	\$44,090	\$44,090	\$1.41
05	METALS		\$39,500	\$1.27
051200	Structural Steel Framing		\$33,000	\$1.06
055000	Metal Fabrications		\$6,500	\$0.21
06	WOOD, PLASTICS AND COMPOSITES		\$19,500	\$0.63
061000	Rough Carpentry		\$9,500	\$0.30
064023	Interior Architectural Woodwork		\$10,000	\$0.32
07	THERMAL/MOISTURE PROTECTION		\$29,000	\$0.93
070001	Roofing and Flashing		\$14,000	\$0.45
079100	Caulking and Sealants		\$15,000	\$0.48
08	OPENINGS		\$22,760	\$0.73
081113	Hollow Metal Doors and Frames		\$20,980	\$0.67
083100	Access Doors and Panels		\$1,780	\$0.06
09	FINISHES		\$627,414	\$20.12
090003	Acoustical Tile*	\$274,533	\$274,533	\$8.80
096700	Epoxy Flooring		\$13,742	\$0.44
090007	Painting*	\$321,589	\$321,589	\$10.31
092116	Gypsum Board and Paster		\$17,550	\$0.56
10	SPECIALTIES		\$9,050	\$0.29
101400	Signage		\$3,000	\$0.10
102813	Toilet Accessories		\$6,050	\$0.19
21	FIRE SUPPRESSION		\$361,674	\$11.60
210000	Fire Suppression*	\$361,674	\$361,674	\$11.60
22	PLUMBING		\$85,013	\$2.73
220000	Plumbing*	\$85,013	\$85,013	\$2.73
23	HVAC		\$1,114,665	\$35.74
230000	HVAC*	\$1,114,665	\$1,114,665	\$35.74
26	ELECTRICAL		\$385,363	\$12.36
260000	Electrical*	\$385,363	\$385,363	\$12.36
27	COMMUNICATIONS		\$62,350	\$2.00
270000	Communications*	part of Elec FSB \$62,350	\$62,350	\$2.00
28	ELECTRONIC SAFETY AND SECURITY		\$155,689	\$4.99
280000	Electronic Safety And Security*	part of Elec FSB \$155,689	\$155,689	\$4.99
31	EARTHWORK		\$185,641	\$5.95
311000	Site Clearing		\$172,031	\$5.52
312000	Earth Moving		\$13,610	\$0.44
32	EXTERIOR IMPROVEMENTS		\$35,160	\$1.13
321000	Bases, Ballasts, and Paving		\$23,760	\$0.76
329000	Planting		\$11,400	\$0.37
33	UTILITIES		\$44,540	\$1.43
331000	Water Utilities		\$44,540	\$1.43
337000	Electrical Utilities		see Electrical	
TOTAL DIRECT COST		\$2,804,965	\$3,756,699	\$120.45



**Ludlow Public Safety Complex
HVAC System Replacement
Final Design Estimate**

10-Feb-25
Revised - 4/8/2026

COST SUMMARY	FILED SUB BID	COST	\$/SF
Design and Estimating Contingency	2.50%	\$93,917	
Subtotal		\$3,850,616	
Phasing	3.00%	\$115,518	
Subtotal		\$3,966,135	
General Conditions	9.50%	\$376,783	
Subtotal		\$4,342,918	
Insurances and Bonds	2.75%	\$119,430	
Subtotal		\$4,462,348	
OH & P	10.00%	\$446,235	
Subtotal		\$4,908,583	
Escalation, allow 6% p.a. to midpoint of construction <i>(Start of Construction August 2026, 12mo duration)</i>	5.00%	\$245,429	
Subtotal		\$5,154,012	
TOTAL ESTIMATED CONSTRUCTION COST		\$3,848,279	\$5,154,012
ALTERNATES			
Escalation, allow 6% p.a. to midpoint of construction <i>(Start of Construction August 2027, 12mo duration)</i>	8.00%	\$392,687	
TOTAL ESTIMATED CONSTRUCTION COST		\$5,301,269	
Alternate #1: Fire Station		\$1,319,792	

DIRECT COST DETAILS

	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes
1	01 PROJECT REQUIREMENTS						
2	010000 Project Requirements						
3	Set-up						
4	Temporary barriers and protection, pedestrian & vehicle	5	mth	4,000.00	20,000		
5	Temporary construction fence, construction work limits	1	ls	15,000.00	15,000		
6	Silt fence				incl above		
7	Construction entrance				incl above		
8	Site signage				incl above		
9	On-going, construction duration						
10	On-going construction site cleaning/maintenance	22	wk	2,500.00	55,000		
11	Dumpsters/debris removal	22	wk	3,440.00	75,680		
12	Laborer/carpenter support for other trades	22	wk	2,326.00	51,172		
13	Lifts and access for trade contractors	22	wk	4,600.00	101,200		
14	Safety and security measures	22	wk	1,000.00	22,000		
15	Allowance for police duty when work is occurring in police station	1	ls	20,000.00	20,000		
16							
17							
18							
19							
20	02 EXISTING CONDITIONS						
21	024119 Selective Demolition						
22	Demo existing doors and frames, single	3	ea	400.00	1,200		
23	Demo existing door frame and OH door track assembly	1	ea	1,500.00	1,500		
24	Demo existing concrete bench	14	lf	300.00	4,050		
25	Demo existing shower pan	1	ls	800.00	800		
26	Demo existing flooring	187	sf	6.00	1,119		
27	Demo exist ACT and GWB ceiling at lower level for mechanical and sprinkler work	18,165	sf	5.00	90,825		excluding lobbies
28	Remove ACT ceiling for fire protection installation. Patch, prime and paint to match existing	980	sf		incl above		
29	Cut soffit's side wall above lockers at lower level for new HVAC equipment. Paint and patch to match existing	86	lf	29.00	2,494		
30	Remove any remaining masonry dowels in ceiling to facilitate patching	1	ls	2,000.00	2,000		
31	Demo existing wall and chase, full height	12	lf	300.00	3,600		
32	Demo portion of chase wall for plumbing work	2	loc	1,000.00	2,000		
33	Remove existing blocking for access to chase at upper level multiple locations	2	loc	700.00	1,400		
34	Demo plumbing fixtures and assoc piping				see Plumbing		
35	Demolition other than above, allow	1	ls	5,500.00	5,500		
36	Disposal, cart away	1	ls	17,000.00	17,000		
37	Temporary protection of existing elements to remain	1	ls	15,000.00	15,000		
38	Abatement				NIC		
39							
40							
41							
42							
43	03 CONCRETE						
44	033100 Cast in Place Concrete						
45	Sawcut and core extg conc. slab for new plumbing, patch and repair	1	ls	20,000.00	20,000		
46	New concrete bench at Cell	1	ea	6,750.00	6,750		
47							
48							
49							
50							
	Subtotal For Project Requirements				End of Trade	360,052	
	Subtotal For Selective Demolition				End of Trade	148,488	
	Subtotal For Cast in Place Concrete				End of Trade	26,750	

DIRECT COST DETAILS

	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes
51	04 MASONRY						
52	040001 Masonry*						
53	042000 Unit Masonry						
54	Interior CMU wall						
55	4" CMU wall and plumbing chase	325	sf	70.00	22,750		
56	6" CMU plumbing chase	60	sf	80.00	4,800		
57	Cut and patch w/new CMU tooth-in to match existing	108	sf	130.00	14,040		
58	Loose lintel at CMU wall door opening; install only (supply in Div 05)	1	ea	2,500.00	2,500		
59							
60	Subtotal For Masonry*				End of Trade	44,090	
61							
62							
63	05 METALS						
64	051200 Structural Steel Framing						
65	Structural demolition						
66	Demo roof deck to install new angle framing and new curb/curb adapter(s)	2	loc	2,000.00	4,000		
67	Structural roof framing at RTU						
68	Install new C6x10.5 on top of exist framing and opening framing L3x3x1/4	0.5	ton	20,000.00	10,000		
69	Bearing plates, angles, etc.				incl above		
70	Structural roof framing at DOAS						
71	Install new framing at panel point of existing bar joists, L5x5x1/2 7 3x3x1/4	1	loc	13,000.00	13,000		
72	Install new framing for new curb				incl above		
73	Metal Decking						
74	New roof deck infill	2	loc	3,000.00	6,000		
75							
76	Subtotal For Structural Steel Framing				End of Trade	33,000	
77							
78							
79	055000 Metal Fabrications						
80	Loose lintel at door opening; supply only (install in Div 04)	1	ea	1,500.00	1,500		
81	Misc metals associated with interior renovation	1	ls	5,000.00	5,000		
82							
83	Subtotal For Metal Fabrications				End of Trade	6,500	
84							
85							
86	06 WOOD, PLASTICS AND COMPOSITES						
87	061000 Rough Carpentry						
88	Miscellaneous rough carpentry/wood blocking, supports, etc	1	ls	8,000.00	8,000		
89	Install door and frame	3	ea	500.00	1,500		
90							
91	Subtotal For Rough Carpentry				End of Trade	9,500	
92							
93	064023 Interior Architectural Woodwork						
94	New solid surface cap at drinking fountain	6	lf	500.00	3,000		
95	Miscellaneous standing and running trim; allow	1	ls	7,000.00	7,000		
96							
97	Subtotal For Interior Architectural Woodwork				End of Trade	10,000	
98							
99							
100	07 THERMAL AND MOISTURE PROTECTION						
101	070001 Roofing and Flashing						

DIRECT COST DETAILS **Building GSF: 31,190**

Item	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes
102	Roof opening, wood blocking, sealant, patch and repair roof	2	open	7,000.00	14,000		
103					-		
104	Subtotal For Roofing and Flashing				End of Trade	14,000	
105							
079100	Caulking and Sealants						
106	Caulking and sealant, interior	1	ls	10,000.00	10,000		
108	Firestopping to new partitions	1	ls	5,000.00	5,000		
109					-		
110	Subtotal For Caulking and Sealants				End of Trade	15,000	
111							
112							
113	08 OPENINGS						
114	Hollow Metal Doors and Frames						
115	New HM door type 1, HM frame and hardware	2	ea	3,990.00	7,980		
116	New stainless steel door type 2 w/ vision panel, HM frame and hardware at Female Cell Block	1	ea	13,000.00	13,000		
117							
118	Subtotal For Hollow Metal Doors and Frames				End of Trade	20,980	
119							
083100	Access Doors and Panels						
120	Access door/panel, allow	2	ea	890.00	1,780		
121							
122							
123	Subtotal For Access Doors and Panels				End of Trade	1,780	
124							
125							
126	09 FINISHES						
127	Gypsum Board and Paster						
128	New stucco to new CMU wall on vestibule side	135	sf	130.00	17,550		
129							
130	Subtotal For Gypsum Board and Paster				End of Trade	17,550	
131							
132	090003 Acoustical Tile*						
133	Acoustical Panel Ceilings						
134	ACT 2x2 Ceiling	13,073	sf	21.00	274,533		
135							
136	Subtotal For Acoustical Tile*				End of Trade	274,533	
137							
096700	Epoxy Flooring						
138	Floor prep	187	sf	9.90	1,846		
139	Epoxy flooring	187	sf	44.00	8,206		
140	Epoxy base 8" h	93	lf	30.00	2,790		
141	New 4" wide threshold	1	ea	900.00	900		
142							
143							
144	Subtotal For Epoxy Flooring				End of Trade	13,742	
145							
090007	Painting*						
099000	Painting and Coating						
147	Prime and paint new and existing CMU wall	1,182	sf	9.00	10,638		assumed epoxy paint
148	Prime and paint new stucco	135	sf	9.00	1,215		assumed epoxy paint
149	Paint new GWB ceiling	5,092	sf	3.50	17,822		
150	Paint exist to remain GWB ceiling at lobbies	946	sf	4.00	3,784		
151							

DIRECT COST DETAILS

	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes
152	Prime and paint etc ceiling	524	sf	5.00	2,620		
153	Patch, prep and paint existing ceiling w/partition demolition	1	ls	3,000.00	3,000		
154	Paint HM door and frame	3	ea	600.00	1,800		
155	Misc. painting throughout, including structural steel prime and paint	31,190	gsf	9.00	280,710		assumption
156							
157	<u>Subtotal For Painting*</u>				End of Trade	321,589	
158							
159							
160	SPECIALTIES						
161	101400 Signage						
162	New door signage, wayfinding	1	ls	3,000.00	3,000		
163							
164							
165	<u>Subtotal For Signage</u>				End of Trade	3,000	
166	102813 Toilet Accessories						
167	Anti-ligature grab bar	5	ea	990.00	4,950		
168	ADA folding shower seat	1	ea	1,100.00	1,100		
169							
170	<u>Subtotal For Toilet Accessories</u>				End of Trade	6,050	
171							
172							
173	21 FIRE SUPPRESSION						
174	210000 Fire Suppression*						
175	Demolition				Not Required		
176							
177	New work						
178	Equipment						
179	Backflow preventer 6" pipe size	1	ea	10,654.80	10,655		
180	Wet alarm check valve 6" pipe size	1	ea	8,314.80	8,315		
181	Fire department connection 5" pipe size	1	ea	849.97	850		
182	Fire test connection; (3) 2-1/2" hose valve connections	1	ea	2,709.97	2,710		
183	Floor control valve assembly 4" pipe size	4	ea	2,522.03	10,088		
184							
185	Standpipe & Sprinklers						
186	Standpipe						
187	Pipe CS Sch 40 welded Incl; supports & fittings						
188	6" Pipe size	30	lf	240.54	7,216		
189	Pipe CS Sch 40 threaded Incl; supports & fittings						
190	2" Pipe size; Assume 30 feet per floor control valve assembly	145	lf	71.37	10,349		
191							
192	Wet sprinkler system						
193	Heads in general	309	ea	111.00	34,299		
194	Wet Sprinkler Pipe						
195	Sch 40 CS Grooved over 2-1/2", Thd 2" & udr incl; fgs & supports						
196	4" Pipe size	883	lf	148.54	131,164		
197	2-1/2" Pipe size	106	lf	114.07	12,091		
198	2" Pipe size	141	lf	67.47	9,513		
199	1-1/2" Pipe size	255	lf	52.65	13,426		
200	1-1/4" Pipe size	202	lf	45.94	9,280		
201	1" Pipe size	2,243	lf	36.79	82,526		
202	Link seal 6" pipe size	1	ea	852.00	852		

DIRECT COST DETAILS							Building GSF: 31,190	
	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes	
254	3" Pipe size	35	lf	111.85	3,915			
255	2" Pipe size	40	lf	96.92	3,877			
256	Connect to existing system	7	ea	804.00	5,628			
257								
258	Natural Gas Distribution							
259	Pipe connection; 2" pipe size	1	ea	369.36	369			
260	Pipe connection; 1-1/4" pipe size	1	ea	369.36	369			
261	Pipe connection; 1" pipe size	2	ea	305.64	611			
262	Pipe connection; 3/4" pipe size	2	ea	305.64	611			
263	Gas cock; 2" pipe size	1	ea	606.71	607			
264	Gas cock; 1-1/4" pipe size	1	ea	289.93	290			
265	Gas cock; 1" pipe size	2	ea	232.28	465			
266	Gas cock; 3/4" pipe size	2	ea	166.66	333			
267								
268	Storm Water Distribution							
269	Cast iron hubless pipe incl. fgs & supports							
270	3" Pipe size	25	lf	111.85	2,796			
271	Cleanout 3" pipe size	1	ea	296.57	297			
272	Connect to existing system	2	ea	706.00	1,412			
273								
274	Miscellaneous Trade Costs	1	ls	17,010.00	17,010			
275	Testing and cleaning				Included Above			
276	Commissioning support				Included Above			
277	MEP coordination				Included Above			
278	Piping identification				Included Above			
279	Chopping/patching/fire sealing				Included Above			
280	Plumbing supervision				Included Above			
281								
282					End of Trade	85,013		
283								
284								
285	23 HVAC							
286	230000 HVAC*							
287	Selective demolition							
288	Cut, cap and remove ductwork incl; air devices	959	lf	9.79	9,391			
289	Remove RTU-1&2 < 40tons	2	ea	3,672.00	7,344			
290	Cap & seal existing roof curb serving RTU-1	1	ea	1,206.00	1,206			
291	Remove VAV box	17	ea	136.02	2,312			
292	Remove electric reheat coil	4	ea	244.80	979			
293	Remove gas fired unit heater	3	ea	153.00	459			
294	Remove electric cabinet unit heater	3	ea	153.00	459			
295	Remove electric unit heater	2	ea	153.00	306			
296	Remove fin tube radiator	15	lf	8.11	122			
297	Remove exhaust fan, < 1HP	9	ea	306.00	2,754			
298	Remove thermostat/temperature sensor	25	ea	38.25	956			
299	Carting & disposal	1	ls	20,000.00	20,000			
300								
301	New work							
302	Equipment							
303	DOAS-1 w/energy recovery wheel; 66MBH DX cooling coil, 37MBH heat pump coil	1	ea	72,990.00	72,990			

DIRECT COST DETAILS

	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes
304	DOAS-1 Curb adapter	1	ea	3,750.00	3,750		
305	RTU-1; 22Ton DX cooling coil, 187MBH heat pump coil	1	ea	141,774.43	141,774		
306	RTU-1 Exhaust fan VFD	2	ea	5,615.38	11,231		
307	RTU-1 Curb adapter	1	ea	3,750.00	3,750		
308	Gas fired unit heater GUH-6; 920CFM, 75MBH In, 61.5MBH Out, 1/12HP	1	ea	3,544.76	3,545		
309	Gas fired unit heater GUH-7&8; 370CFM, 30MBH In, 24.9MBH Out, 1/20HP	2	ea	1,628.95	3,258		
310	Electric finned tube radiator; 3' length, 250W per lf	1	ea	411.12	411		
311	Electric finned tube radiator; 6' length 250W per lf	2	ea	822.23	1,644		
312	Electric unit heater EUH-1.2; 350CFM, 2KW	2	ea	1,328.95	2,658		
313	Electric cabinet unit heater ECUH-4.6; 250CFM, 4KW	2	ea	6,128.15	12,256		
314	Electric cabinet unit heater ECUH-5; 500CFM, 6KW	1	ea	6,917.12	6,917		
315	Exhaust fan EF-2; 3.251CFM, 1/2HP	1	ea	4,504.93	4,505		
316	Exhaust fan EF-3; 200CFM, 1/6HP	1	ea	1,976.12	1,976		
317	Exhaust fan EF-4; 100CFM, 1/6HP	1	ea	1,976.12	1,976		
318	Exhaust fan EF-5; 800CFM, 1/4HP	1	ea	2,682.00	2,682		
319	Exhaust fan EF-6; 300CFM, 1/4HP	1	ea	1,976.12	1,976		
320	Exhaust fan EF-8; 1,000CFM, 1/3HP	1	ea	2,682.00	2,682		
321	Exhaust fan EF-9,13; 200CFM, 1/6HP	2	ea	1,976.12	3,952		
322	Exhaust fan curb adapters	8	ea	1,125.00	9,000		
323	Variable air volume box w/reheat coil; 12" connection, 1,150-1,250CFM, 5-8.5KW	1	ea	3,468.05	3,468		
324	Variable air volume box w/reheat coil; 10" connection, 960CFM, 7.5KW	1	ea	3,096.00	3,096		
325	Variable air volume box w/reheat coil; 8" connection, 400-700CFM, 1.5-4.5KW	8	ea	3,096.00	24,768		
326	Variable air volume box w/reheat coil; 4-6" connection, 110-350CFM, 1.5-2KW	14	ea	2,944.80	41,227		
327							
328	Distribution Systems						
329	Condensate drainage						
330	Type M' copper soldered incl; ftgs, supports & insulation						
331	Assume 50lf of pipe per unit, connect to existing drain	100	lf	62.17	6,217		
332	Equipment connection	2	ea	339.75	680		
333							
334	Air side system						
335	Galvanized ductwork	4,735	lbs	18.00	85,230		
336	Stainless steel ductwork	5,380	lbs	22.00	118,360		
337	Duct insulation	7,081	sf	9.50	67,251		
338	Transfer duct	18	ea	930.00	16,740		
339	Diffusers, registers & grilles	94	ea	155.25	14,594		
340	Linear diffuser 4' length	3	ea	426.10	1,278		
341	Fire damper	18	ea	1,255.93	22,607		
342	Duct smoke detector	2	ea	1,039.50	2,079		
343	Connect to existing duct	103	ea	199.50	20,549		
344							
345	DDC controls, connect to existing system, assume sole sourced	1	ls	287,300.00	287,300		
346	DOAS-1	1	ea				
347	RTU-1	1	ea				
348	Electric unit heaters	5	ea				
349	VAV box w/reheat	24	ea				
350	Exhaust fans	8	ea				
351							
352	Miscellaneous Trade Costs	1	ls	60,000.00	60,000		
353	Testing and balancing						Included Above

DIRECT COST DETAILS

	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes
354	Start-up and check-out				Included Above		
355	Commissioning support				Included Above		
356	MEP coordination				Included Above		
357	Piping identification				Included Above		
358	Seismic bracing				Included Above		
359	Hoisting and rigging				Included Above		
360	Penetrations and firestopping				Included Above		
361	HVAC supervision				Included Above		
362							
363							
364							
365							
366	ELECTRICAL						
367	Electrical*						
368	<i>Selective Demolition</i>						
369	Disconnect / remove existing circuit breaker in panel	4	ea	119.05	476		
370	Disconnect connections from existing DOAS (retain branch wiring)	1	ea	595.27	595		
371	Disconnect connections from existing ECUH (retain branch wiring)	4	ea	238.11	952		
372	Disconnect connections from existing EF (retain branch wiring)	9	ea	238.11	2,143		
373	Disconnect connections from existing ERC (retain branch wiring)	4	ea	238.11	952		
374	Disconnect connections from existing EUH (retain branch wiring)	3	ea	238.11	714		
375	Disconnect connections from existing GUH (retain branch wiring)	3	ea	238.11	714		
376	Disconnect connections from existing RTU & (retain branch wiring)	2	ea	952.43	1,905		
377	Disconnect connections from existing VAV & remove branch wiring	17	ea	357.16	6,072		
378	Disconnect connections from existing watercooler & reconnect	1	ea	357.16	357		
379							
380	<i>New Work</i>						
381	<i>Power equipment</i>						
382	Circuit breaker 20A, 2P (in existing panel)	1	ea	233.79	234		
383	Circuit breaker 20A, 3P (in existing panel)	2	ea	522.96	1,046		
384	Circuit breaker 30A, 3P (in existing panel)	5	ea	360.00	1,800		
385	Circuit breaker 45A, 3P (in existing panel)	1	ea	663.82	664		
386	Circuit breaker 50A, 3P (in existing panel)	1	ea	840.00	840		
387	Circuit breaker 60A, 3P (in existing panel)	1	ea	804.74	805		
388	Circuit breaker 80A, 3P (in existing panel)	1	ea	915.72	916		
389	Circuit breaker 150A, 3P (in existing panel)	2	ea	1,283.91	2,568		
390							
391	<i>Mechanical equip. connections & branch wiring</i>						
392	DOAS connections (to existing branch wiring)	1	ea	1,317.04	1,317		
393	ECUH connections (to existing branch wiring)	5	ea	504.71	2,524		
394	EF connections (to existing branch wiring)	8	ea	590.16	4,721		
395	ERC connections (to existing branch wiring)	4	ea	504.71	2,019		
396	EUH connections (to existing branch wiring)	2	ea	504.71	1,009		
397	GUH connections (to existing branch wiring)	3	ea	504.71	1,514		
398	RTU (compressor) connections	1	ea	1,727.34	1,727		
399	RTU (fan / controls) connections	1	ea	856.85	857		
400	RTU-1 Exhaust fan VFD -Installation	2	ea	1,900.00	3,800		
401	VAV connections	24	ea	504.71	12,113		
402	Fused disconnect switch, 200A wp	1	ea	2,112.91	2,113		
403	Fused disconnect switch, 100A wp	1	ea	1,923.97	1,924		
404	Fused disconnect switch, 60A wp	2	ea	1,232.96	2,466		
	Subtotal For HVAC*				End of Trade	1,114,665	

DIRECT COST DETAILS

	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes
457	Access control system						
458	Support / protect existing access control request to exit sensor (disconnect and reconnection / relocation / reinstatement (per loc.))	8	ea	2,515.80	20,126		
459							
460	CCTV system						
461	Support / protect existing CCTV devices & potential relocation / reinstatement @ Lower level	6,800	sf	0.59	4,015		
462	Support / protect existing CCTV devices & potential relocation / reinstatement	7	ea	1,319.00	9,233		
463	Support / protect existing cell monitoring CCTV & Audio sys, provide potential relocation / reinstatement/ Extend wire/ mounting support (per loc.)	3	ea	4,000.00	12,000		
464							
465	Fire alarm system						
466	Modifications / re-programming at existing fire alarm control panel	1	ea	3,526.51	3,527		
467	Fire alarm booster NAC panel	1	ea	2,174.31	2,174		
468	CO detector	2	ea	470.26	941		
469	Duct smoke detector	2	ea	700.00	1,400		
470	Flow switch	4	ea	440.00	1,760		
471	Monitor module	21	ea	326.77	6,862		
472	Tamper switch	6	ea	440.00	2,640		
473	Fire alarm back box	35	ea	88.54	3,099		
474	Conduit, 3/4" emt	1,050	lf	25.00	26,252		
475	Fire alarm cable rated, 2C	1,350	lf	6.06	8,181		
476	Fire alarm cable rated, 4C	53	lf	9.74	511		
477	Testing / commissioning	35	ea	119.05	4,167		
478	Programming	35	ea	238.11	8,334		
479	Support / protect existing FA devices & potential relocation / reinstatement	31,190	sf	1.25	38,915		
480	For 120V power to NAC panel:						
481	Conduit, 3/4" emt	50	lf	25.00	1,250		
482	Copper wire, #12 thhn	158	lf	1.92	302		
483							
484	Subtotal For Electronic Safety And Security*				End of Trade	155,689	
485							
486							
487							
488	31						
489	311000						
490	EARTHWORK						
491	Site Clearing						
492	Clearing	1	al	9,000.00	9,000		
493	Construction fence, install and maintenance	231	lf	32.00	7,392		
494	Construction gate	2	ea	7,000.00	14,000		
495	Temporary construction signs	1	loc	3,600.00	3,600		
496	Haybales and silt fence, allow	231	lf	28.00	6,468		
497	6' tall chain link fence w/privacy screening at staging, lay down and parking area	1,257	lf	100.00	125,700		
498							
499	Site Demolition						
500	Sawcut	41	lf	36.00	1,476		
501	Demo existing paving	155	sf	9.00	1,395		
502	Misc demo other than above	1	ls	3,000.00	3,000		
503							
504	Subtotal For Site Clearing				End of Trade	172,031	
505							
506	312000						
507	Earth Moving						
508	Rough and fine grade for landscaping	2,280	sf	4.50	10,260		
509	Erosion control barrier	67	lf	50.00	3,350		
510							
511	Subtotal For Earth Moving				End of Trade	13,610	
512							

DIRECT COST DETAILS		Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes
509								
510	32	EXTERIOR IMPROVEMENTS						
511	321000	Bases, Ballasts, and Paving						
512		Patch and repair pavement after site utilities work	1	ls	20,000.00	20,000		
513		Reset curb, assumed granite	12	If	130.00	1,560		
514		Misc paving	1	ls	2,200.00	2,200		
515								
516		Subtotal For Bases, Ballasts, and Paving			End of Trade		23,760	
517								
518	329000	Planting						
519		Restore work area with loam and seed	1	ls	11,400.00	11,400		
520								
521		Subtotal For Planting			End of Trade		11,400	
522								
523								
524	33	UTILITIES						
525	331000	Water Utilities						
526		6" Ductile iron pipe, fire service	86	If	390.00	33,540		
527		16" x 6" mj tapping, sleeve and valve	1	ea	11,000.00	11,000		
528								
529		Subtotal For Water Utilities			End of Trade		44,540	
530								
531	337000	Electrical Utilities						
532		Temporary lighting			see Electrical			
533								
534		Subtotal For Electrical Utilities			End of Trade		-	

Building GSF: 31,190

Alternate Details

	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes
49	Disconnect & cap natural gas connection existing equipment	5	ea	108.12	541		
50							
51	New work						
52	Natural Gas Distribution						
53	Pipe connection; 1-1/2" pipe size	1	ea	369.36	369		
54	Pipe connection; 1-1/4" pipe size	2	ea	369.36	739		
55	Pipe connection; 1" pipe size	3	ea	305.64	917		
56	Gas cock; 1-1/2" pipe size	1	ea	406.26	406		
57	Gas cock; 1-1/4" pipe size	2	ea	289.93	580		
58	Gas cock; 1" pipe size	3	ea	232.28	697		
59							
60	Miscellaneous Trade Costs	1	ls	1,070.00	1,070		Included Above
61	Testing and cleaning						Included Above
62	Commissioning support						Included Above
63	MEP coordination						Included Above
64	Piping identification						Included Above
65	Chopping/patching/fire sealing						Included Above
66	Plumbing supervision						Included Above
67							
68	HVAC						
69	Selective demolition						
70	Cut, cap and remove ductwork incl; air devices	840	lf	9.79	8,225		
71	Remove RTU-3&4 < 40tons	2	ea	3,672.00	7,344		
72	Cap & seal existing roof curb serving RTU-4	1	ea	1,206.00	1,206		
73	Remove ductless split unit	1	ea	612.00	612		
74	Remove fan coil unit	1	ea	174.88	175		
75	Remove VAV box	8	ea	136.02	1,088		
76	Remove gas fired unit heater	4	ea	153.00	612		
77	Remove electric cabinet unit heater	3	ea	153.00	459		
78	Remove fin tube radiator	15	lf	8.11	122		
79	Remove exhaust fan, < 1HP	4	ea	306.00	1,224		
80	Remove thermostat/temperature sensor	14	ea	38.25	536		
81							
82	New work						
83	Equipment						
84	RTU-2; 20ton DX cooling coil, 161MBH heat pump coil	1	ea	128,885.81	128,886		
85	RTU-2 Exhaust fan VFD	2	ea	5,615.38	11,231		
86	RTU-2 Curb adapter	1	ea	3,750.00	3,750		
87	Ductless split system ACU-2/CU-2; Assume 2tons	1	ea	8,865.72	8,866		
88	Gas fired unit heater GUH-1; 2; 3; 2,200CFM, 125MBH In, 103.8MBH Out, 1/4HP	3	ea	2,470.08	7,410		
89	Gas fired unit heater GUH-4; 920CFM, 75MBH In, 61.5MBH Out, 1/12HP	1	ea	3,544.76	3,545		
90	Gas fired unit heater GUH-5; 370CFM, 30MBH In, 24.9MBH Out, 1/20HP	1	ea	1,628.95	1,629		
91	Electric finned tube radiator; 3' length, 250W per lf	1	ea	411.12	411		
92	Electric finned tube radiator; 6' length 250W per lf	2	ea	822.23	1,644		
93	Electric cabinet unit heater ECUH-1-3; 250CFM, 4KW	3	ea	6,128.15	18,384		
94	Kitchen exhaust fan KEF-1 w/grease interceptor, 1,150CFM, 3/4HP	1	ea	4,686.75	4,687		
95	Exhaust fan EF-10; 750CFM, 1/3HP	1	ea	2,682.00	2,682		
96	Exhaust fan EF-11; 250CFM, 1/6HP	1	ea	1,976.12	1,976		
97	Exhaust fan EF-12; 275CFM, 1/6HP	1	ea	1,976.12	1,976		

**Ludlow Public Safety Complex
HVAC System Replacement
Final Design Estimate**

							Alternate Details		
	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes		
98	Exhaust fan curb adapters	4	ea	1,125.00	4,500				
99	Variable air volume box w/reheat coil, 12" connection, 1,150-1,250CFM, 5-8.5KW	1	ea	3,468.05	3,468				
100	Variable air volume box w/reheat coil, 8" connection, 400-700CFM, 1.5-4.5KW	7	ea	3,096.00	21,672				
101	Variable air volume box w/reheat coil, 4-6" connection, 110-350CFM, 1.5-2KW	5	ea	2,944.80	14,724				
102									
103	Distribution Systems								
104	Condensate drainage								
105	Type M' copper soldered inci; figs, supports & insulation								
106	Assume 50lf of pipe per unit, connect to existing drain	100	lf	62.17	6,217				
107	Equipment connection	2	ea	339.75	680				
108									
109	Air side system								
110	Galvanized ductwork	4,230	lbs	18.00	76,140				
111	Stainless steel ductwork	1,239	lbs	22.00	27,258				
112	Duct insulation	3,828	sf	9.50	36,361				
113	Transfer duct	8	ea	930.00	7,440				
114	Diffusers, registers & grilles	52	ea	155.25	8,073				
115	Linear diffuser 4' length	3	ea	426.10	1,278				
116	Fire damper	10	ea	1,255.93	12,559				
117	Duct smoke detector	1	ea	1,039.50	1,040				
118	Connect to existing duct	43	ea	199.50	8,579				
119									
120	DDC controls, connect to existing system, assume sole sourced	1	ls	157,300.00	157,300				
121	RTU-2	1	ea						
122	ACU-2/CU-2	1	ea						
123	Electric unit heaters	3	ea						
124	VAV box w/reheat	13	ea						
125	Exhaust fans	4	ea						
126									
127	Miscellaneous Trade Costs	1	ls	40,000.00	40,000				
128	Testing and balancing				Included Above				
129	Start-up and check-out				Included Above				
130	Commissioning support				Included Above				
131	MEP coordination				Included Above				
132	Piping identification				Included Above				
133	Seismic bracing				Included Above				
134	Hoisting and rigging				Included Above				
135	Penetrations and firestopping				Included Above				
136	HVAC supervision				Included Above				
137									
138	Electrical								
139	Selective Demolition								
140	Disconnect / remove existing circuit breaker in panel	2	ea	119.05	238				
141	Disconnect connections from existing ACU (retain branch wiring)	1	ea	238.11	238				
142	Disconnect connections from existing CU (retain branch wiring)	1	ea	238.11	238				
143	Disconnect connections from existing ECUH (retain branch wiring)	3	ea	238.11	714				
144	Disconnect connections from existing EF (retain branch wiring)	4	ea	238.11	952				
145	Disconnect connections from existing ERC (retain branch wiring)	3	ea	238.11	714				

							Alternate Details		
	Description	Quantity	Unit	\$/Unit	Total \$	Subtotal Trades	Notes		
146	Disconnect connections from existing GUH (retain branch wiring)	4	ea	238.11	952				
147	Disconnect connections from existing RTU & (retain branch wiring)	2	ea	952.43	1,905				
148	Disconnect connections from existing RTU & remove branch wiring	1	ea	952.43	952				
149	Disconnect connections from existing VAV & remove branch wiring	8	ea	357.16	2,857				
150	Disconnect connections from existing watercooler & reconnect	1	ea	357.16	357				
151									
152	<i>New Work</i>								
153	<i>Power equipment</i>								
154	Circuit breaker 20A, 3P (in existing panel)	4	ea	522.96	2,092				
155	Circuit breaker 30A, 3P (in existing panel)	3	ea	360.00	1,080				
156	Circuit breaker 60A, 3P (in existing panel)	1	ea	804.74	805				
157									
158	<i>Mechanical equip. connections & branch wiring</i>								
159	ACU connections (to existing branch wiring)	1	ea	542.23	542				
160	CU connections (to existing branch wiring)	1	ea	542.23	542				
161	ECUH connections (to existing branch wiring)	3	ea	504.71	1,514				
162	EF connections (to existing branch wiring)	4	ea	590.16	2,361				
163	ERC connections (to existing branch wiring)	2	ea	504.71	1,009				
164	GUH connections (to existing branch wiring)	5	ea	504.71	2,524				
165	RTU (compressor) connections	1	ea	1,727.34	1,727				
166	RTU (fan / controls) connections	1	ea	856.85	857				
167	RTU-2 Exhaust fan VFD -Installation	2	ea	1,900.00	3,800				
168	VAV connections	13	ea	504.71	6,561				
169	Fused disconnect switch, 200A wp	1	ea	2,112.91	2,113				
170	Fused disconnect switch, 100A wp	1	ea	1,923.97	1,924				
171	Testing / commissioning	37	ea	119.05	4,405				
172	Conduit, 2" emt	115	lf	66.74	7,675				
173	Conduit, 2" rgs	20	lf	120.84	2,417				
174	Conduit, 3/4" emt	325	lf	25.00	8,126				
175	Copper wire, #1/0 thhn	405	lf	15.92	6,448				
176	Copper wire, #6 thhn	135	lf	4.72	637				
177	Copper wire, #10 thhn	975	lf	2.40	2,340				
178									
179	<i>Fire alarm system</i>								
180	CO detector	7	ea	470.26	3,292				
181	Duct smoke detector	1	ea	700.00	700				
182	Flow switch	1	ea	440.00	440				
183	Monitor module	9	ea	326.77	2,941				
184	Tamper switch	1	ea	440.00	440				
185	Fire alarm back box	19	ea	88.54	1,682				
186	Conduit, 3/4" emt	570	lf	25.00	14,251				
187	Fire alarm cable rated, 2C	570	lf	6.06	3,454				
188	Testing / commissioning	19	ea	119.05	2,262				
189	Programming	19	ea	238.11	4,524				
190									
191	Subtotal				961,981				
192	Mark-Ups	37.20%			357,811				
193	Total Alternate #1: Fire Station				1,319,792				



L0766-012

April 10, 2026

Marc Strange
Town Administrator
Town of Ludlow
488 Chapin St.
Ludlow, MA 01056

**Re: Public Safety Complex HVAC Replacement Project
Contract Amendment Request #3 - Bidding & Construction Administration Services**

Dear Mr. Strange,

Tighe & Bond is pleased to submit this contract amendment request to the Town of Ludlow for the HVAC System Replacement Project as an amendment to our current agreement dated July 12, 2022. This contract amendment request is for bidding and additional construction administration phase services.

Project Background

The Town of Ludlow issued the Public Safety Complex Building Upgrades projects for bid in April of 2025, however the bidding process was canceled on May 2, 2025. The Town is considering issuing the project for bid by the spring of 2027.

Bidding Phase Services

We will assist the Town during the bidding phase. We understand that the Town will be preparing and posting the bid advertisement. Tighe & Bond will provide the following services:

1. Prepare conformed drawings and specifications incorporating addenda prepared during the previous bidding phase.
2. Provide bidding documents in PDF format.
3. Host the bid documents on Tighe & Bond's bidding website.
4. Attend one site walk through with bidding Contractors.
5. Prepare responses to requests for information (RFI). We've budgeted responding to ten RFIs.

Reviewing bids, preparing a bid tabulation, and conducting a references checks are already included in scope of services signed by the Town on December 8, 2023 and were not executed during the bidding process in 2025.

Construction Phase Services

We will provide additional construction phase services noted below as discussed during a phone conversation conducted on April 8, 2026 between the Town and Tighe & Bond. Additionally, the structural, architectural, and mechanical design scope of services provided under Contract Request #1, dated February 25, 2025 will result in additional construction administration phase effort. Our scope of construction phase services assumes that the total construction period will be 12 months in duration from project award to final close out. Should the total construction period, or active on-site construction period exceed these durations, we reserve the right to submit an additional services request to adjust our fees accordingly.

53 Southampton Road
Westfield, MA 01085

[TIGHEBOND.COM](https://www.tighebond.com)

T 413.562.1600

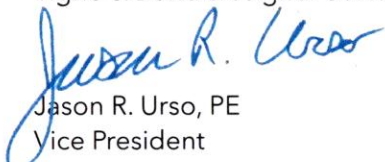
1. Request for Information (RFI): Provide an additional 18 hours of time to respond to RFIs, resulting in a total of 50 total hours.
2. Submittals & Shop Drawings: Review additional equipment submittals and shop drawings associated with the additional architectural, structural, and HVAC design changes identified in Contract Request #1. Our review is limited to up to two resubmissions for each submittal.
3. Site Visits: Provide six additional site visits by technical staff as requested by the Town. Each site visit will be a half-day, including travel time.
4. Meeting Attendance:
 - a. Attend one construction phase kick off meeting on site.
 - b. Progress meetings will be held virtually instead of in person. Tighe & Bond will attend bi-weekly (qty. of 52), one-hour progress meetings by Tighe & Bond's Assistant Project Manager.
 - c. We assume that the Contractor will prepare the meeting agendas and distribute meeting minutes following each progress meeting.
 - d. Attend six, one-hour meetings on site as requested by the Town.
5. Tighe & Bond will not supervise or have control over the Contractor's means and methods for completing the work nor have any responsibility for the Contractor's safety precautions or programs.
6. Additional construction phase services can be performed on an hourly plus expense basis as an additional service in accordance with our company's standard billing rates.

Fee

Tighe & Bond, Inc. will perform the services for a lump sum fee of \$74,200, which will bring our new contract value to a total fee of \$418,850. Our services will be invoiced monthly based on percentage complete. In the event that the scope of work is increased for any reason, the lump sum fee to complete the work shall be mutually revised by written amendment. The terms and conditions of our current agreement apply to this contract amendment request. Our fee includes an escalation for billing rate changes from 2023 to 2026.

We appreciate the opportunity to submit this proposal for your consideration. If this proposal is acceptable, please forward an executed copy of this letter as confirmation of your authorization to proceed and return it to my attention.

Respectfully yours,
Tighe & Bond Designer Services, Inc.


Jason R. Urso, PE
Vice President
413.572.3226
jrurso@tighebond.com

ACCEPTANCE:

On behalf of the Town of Ludlow, the scope, fee, and terms and conditions of this contract amendment request are hereby accepted.

Authorized Representative

Date

**TIGHE & BOND DESIGNER SERVICES, INC.
2026 FIXED HOURLY RATE SCHEDULE**



TECHNICAL PROFESSIONALS

Senior Vice President	\$350.00
Vice President	\$320.00
Safety & Health Director	\$280.00
Senior Consultant	\$280.00
Principal Landscape Architect	\$230.00
Principal Engineer	\$270.00
Senior Project Manager	\$270.00
Project Manager 2	\$230.00
Project Manager 1	\$195.00
Senior Landscape Architect 2	\$190.00
Senior Landscape Architect 1	\$180.00
Senior Engineer 2	\$225.00
Senior Engineer 1	\$210.00
Senior MEP Professional 2	\$220.00
Senior MEP Professional 1	\$205.00
Project Engineer 2	\$175.00
Project Engineer 1	\$155.00
Project MEP Professional 2	\$175.00
Project MEP Professional 1	\$155.00
Project Landscape Architect 2	\$160.00
Project Landscape Architect 1	\$150.00
Staff Engineer 2	\$140.00
Staff Engineer 1	\$125.00
Landscape Designer 2	\$145.00
Landscape Designer 1	\$130.00
Land Survey Technician 3	\$165.00
Senior Architect 2	\$215.00
Senior Architect 1	\$190.00
Project Architect 2	\$160.00
Project Architect 1	\$145.00
Principal Planner	\$220.00
Senior Planner	\$205.00
Project Planner	\$140.00
Planner 2	\$130.00
Planner 1	\$115.00
Construction Observer 4	\$215.00
Construction Observer 3	\$165.00
Construction Observer 2	\$145.00
Construction Observer 1	\$120.00

TECHNICAL PROFESSIONALS

Principal Compliance Specialist	\$230.00
Senior Compliance Specialist 2	\$195.00
Senior Compliance Specialist 1	\$175.00
Project Compliance Specialist 2	\$150.00
Project Compliance Specialist 1	\$140.00
Compliance Specialist 2	\$120.00
Compliance Specialist 1	\$105.00
Principal Environmental Scientist	\$240.00
Senior Environmental Scientist 2	\$210.00
Senior Environmental Scientist 1	\$185.00
Senior Data Management Specialist 1	\$180.00
Environmental Data Specialist 2	\$125.00
Environmental Data Specialist 1	\$115.00
Project Environmental Scientist 2	\$155.00
Project Environmental Scientist 1	\$145.00
Environmental Scientist 2	\$125.00
Environmental Scientist 1	\$115.00

GIS PROFESSIONALS

GIS Technical Director	\$265.00
Senior GIS Project Manager	\$220.00
GIS Project Manager 2	\$200.00
GIS Project Manager 1	\$170.00
Senior Development Engineer	\$220.00
Senior GIS Analyst 2	\$205.00
Senior GIS Analyst 1	\$170.00
GIS Analyst 2	\$150.00
GIS Analyst 1	\$130.00
GIS Technician 2	\$105.00
GIS Technician 1	\$85.00

SUPPORT

Digital Project Manager	\$230.00
Digital Project Specialist	\$150.00
BIM Manager	\$200.00
CAD Manager	\$205.00
Senior Designer	\$175.00
Drafter/Designer 2	\$140.00
Drafter/Designer 1	\$120.00
Remediation Technician 1	\$105.00
Intern	\$80.00
Contract Specialist	\$140.00
Administrative Support	\$95.00

EXPENSES

1. Automobile transportation expenses for employee travel directly related to the project shall be invoiced at the prevailing Federal rate per vehicle mile.
2. Outside reimbursable expenses and services, which are rendered to Tighe & Bond Designer Services, Inc. by other than direct employees, and any permitting fees paid by Tighe & Bond Designer Services, Inc. on behalf of the Client, shall be invoiced at Tighe & Bond Designer Services, Inc.'s direct cost plus 10% administrative fee.
3. Reimbursable expenses such as in-house field supplies and equipment rental, tolls and parking, overnight mailings and bulk notification mailings, and in-house printing shall be invoiced at cost or unit costs as applicable.
4. Costs for items such as regular mailings of project documents, telephone or fax communications, and miscellaneous in-house printing are included in the hourly rates shown above.

PROVISIONS

1. Rates are effective until December 31, 2026, at which time rates will be increased based on annual salary review.
2. The above rates are based on services performed during the hours of 6:00AM to 8:00 PM, Monday through Friday, excluding holidays. For Client requested on-site services for night shifts, weekends, or holidays, including engineers or construction observers providing on-site services during construction, or staff providing environmental emergency response services outside of these hours, the above rates will be invoiced at a premium.

PROPOSAL FOR SERVICES AND FEES, Revision 1, Updated Fees: 11/2023 to 3/2026 Owner’s Project Manager (OPM) Services

**Town of Ludlow
Ludlow, MA**

November 6, 2023 March 18, 2026

Submitted by
Dietz & Company Architects, Inc.
Project No. 22302A

1.0 PROJECT TEAM

- 1.1 Owner’s Team: The Owner is the Town of Ludlow who will establish and make final decisions on design criteria and project process requirements. The Owner shall provide necessary direction and broad management coordination required to execute the Project. The Owner liaison for the Project will be Marc Strange, Town Administrator, Town of Ludlow who will provide day to day communication with the OPM regarding budget, schedule and general project topics. Design goals for the Project will be provided by the Ludlow Fire Department and Ludlow Police Department.
- 1.2 OPM Team: The following list represents the Project Management Team that has been assembled to perform services on this project.

Owner’s Project Manager (OPM)
Dietz & Company Architects, Inc.
55 Frank B. Murray Street, Suite 201
Springfield, MA 01103

2.0 STATEMENT OF PROJECT UNDERSTANDING

- 2.1 The scope of work shall include Owner Project Management services for the construction document, bidding, and construction administration phases for the HVAC Upgrades at the Ludlow Public Safety Complex including sprinkler system retrofit and MAAB improvements as indicated in the Study prepared by Tighe & Bond.
- 2.2 The construction budget is estimated to be \$6,621,061 including contingency and the area of the proposed renovation work area is approximately 27,000 square feet.

3.0 PROPOSED MANAGEMENT SERVICES

3.1 Design Development Phase – Construction Document Phase: COMPLETED IN PREVIOUS PROPOSAL TIMELINE/PHASE

- 3.1.1 Start-up of Services
- Establish working relationships with Owner and Designer
 - Develop lines of communication
 - Attend design scoping / coordination meetings
 - Review Design Team documents for Schematic Design phase and provide written comments. Documents may include:
 - Design Drawings, outline specifications
 - Regulatory reviews
 - Project Schedule
 - Cost estimates
- 3.1.2 Project Specifications
- The Owner's Project Manager will coordinate with the Owner and Designer to develop construction procedural conditions including contractor use of site, site / building protective requirements, construction phasing (as needed) and bidding requirements.
- 3.1.3 Design Team Document Review
- Design Team documents will be reviewed by the OPM to verify information provided aligns with Owner project goals.
- Phasing and occupied renovation issues / relocation
 - Site logistics
 - Utility and shut down issues
 - Total project costs (in coordination with Town)
- 3.1.4 Project Budget
- The Owner's Project Manager will coordinate with the Owner and Designer to develop an estimated Project Budget. The estimated Project Budget will be updated monthly for the Monthly Project Report.
- 3.1.5 Monthly Project Report
- On a monthly basis, the OPM will submit a Monthly Project Report to the Owner to record and document Project progress and conditions. Project cost and schedule variations will be provided.

3.2 Bidding & Negotiation Phase: Mid 2026 estimate

- 3.2.1 Bidding and Negotiation
- The Owner's Project Manager will attend a pre-bid conference/walk through. This proposal does not include proposal solicitations/advertisement services, printing of bid documents, bid document and addenda distribution to plan holders; it is assumed that these services will be provided by the Owner or an independent plan distribution service such as BidDocs Online. Services to coordinate with the Owner on procuring a Bidding Service are included, however, fees for the independent Bidding Service will be a reimbursable cost. It is assumed that the uploading of all documents to a Bid Service platform will be performed by the Designer.

- 3.2.2 Contract Procurement The Owner's Project Manager will assist the Owner and Designer in reviewing bid forms and documents to determine the responsible low bidder(s) to be recommended be advanced into contract negotiations and procurement.
- 3.3 Construction Administration Phase: 2026 & 2027 - 16 month estimate**
- 3.3.1 Contract Administration The Owner's Project Manager will monitor construction administration processes to confirm that the Owner, Designer and Contractor are providing adequate services and completing tasks in a timely manner to meet the requirements of the Contract for Construction.
- 3.3.2 Job-Site Meetings The Owner's Project Manager will attend regular (bi-weekly, to match the designer's proposed meeting schedule). It is assumed that Meeting Minutes will be generated by the Designer.
- 3.3.3 Submittal/Shop Drawing Monitoring The Owner's Project Manager will monitor the submittal review and responses to encourage timely processing. The Designer will be responsible for preparing and updating a submittal log to be reviewed at weekly meetings.
- 3.3.4 Construction Observation Services The Owner's Project Manager will visit the site bi-weekly or less as appropriate to the stage of work to become familiar with the progress and quality of work completed and to determine conformance with the Contract Documents.
- 3.3.5 Permitting The Owner's Project Manager will monitor the permitting process and assist the Designer and Contractor for timely completion of building permit application and submission.
- 3.3.6 Supplemental Documentation Monitoring The Designer will prepare supplemental drawings, specifications, and interpretations in response to contractors' requests for clarification. The Owner's Project Manager will monitor RFI submittal and responses to encourage timely processing. The Designer will be responsible for preparing and updating an RFI log to be reviewed at weekly meetings.
- 3.3.7 Change Order Monitoring The Owner's Project Manager will monitor change order proposal submittal and responses to encourage timely processing. The Owner's Project Manager make recommendations to Owner and Designer on acceptance/rejection, and assist with negotiating with the contractor to obtain a final cost. The Designer will be responsible for preparing and updating a change proposal/change order log to be reviewed at weekly meetings.
- 3.3.8 Contract Cost Monitoring The Owner's Project Manager will evaluate the Contractor's Applications for Payment and provide certification thereof, evaluate expense data submitted by contractor for additional work performed on a time and materials basis, and review lien waivers in conjunction

with the Designer’s review. The Designer shall certify the Payment Applications. Designer invoices will be received and processed by the Owner.

- 3.3.9 Interpretations and Disputes The Owner’s Project Manager will review claims and disputes between the Owner and Contractor and provide recommendations to the Project Team relating to the execution or progress of the work.

- 3.3.10 Project Closeout Monitoring The Owner’s Project Manager will monitor the punch list process to encourage timely processing. The Designer will coordinate final approval by State and Local Building Officials, issue a Certificate of Substantial Completion, receive and process final warranty/guarantee package, operating and maintenance instructions and reserve materials, and lien waivers. The Designer will review record drawings, prepared by the Contractor, that document field generated changes and conditions. OPM services will be complete and will terminate 60 days after Substantial Completion.

4.0 FEES FOR SERVICES

4.1 The fees described below are based on the assumptions and timeframes noted above. These fees are lump sum. The costs for printing are not included in the base fees.

OPM Services	Fees
Design Development	\$9,510 (prev. billed)
Construction Documents	\$9,510 (prev. billed)
Bidding Phase	\$6,100 \$7,750
Construction Phase	\$59,500 \$69,250
Total Design Fees	\$84,620 \$96,020
Contract Modification Amount	\$11,400

4.2 Should additional services be required, we would prepare a proposal for the Owner’s approval for these services based on our hourly rates.

5.0 REIMBURSABLE EXPENSES

5.1 Reimbursable Expenses are not included in the Architect's compensation and are estimated as follows:

Printing	\$100
Cost Estimate	\$10,000
Electronic Bidding Services Fee	\$5,000
<i>Submittal Exchange</i> Web Service	\$5,000
Total Estimated Reimbursables	\$ 20,100

Owner shall provide tax exempt certificate to avoid paying sales tax on these items.

6.0 ADDITIONAL SERVICES

- 6.1 Services and expenses outside of the scope of work described above will be billed as additional services at current hourly rates.
- 6.2 Hourly rates for Additional Services are as follows:

Dietz & Company Architects, Inc.

Principal	\$240 / hour
Senior Architect / Senior Project Manager	\$185 / hour
Senior Interior Designer	\$185 / hour
Architect / Project Manager III	\$170 / hour
Architect / Project Manager II	\$155 / hour
Architect / Project Manager I	\$145 / hour
Design Staff	\$125 / hour
Design Associate	\$110 / hour
Interior Designer	\$110 / hour
Clerical	\$100 / hour

7.0 CLARIFICATIONS & EXCLUSIONS

- 7.1 Travel to and from the project site and long distance telephone costs are included in the base fee for services.

- 7.2 The base fee includes the following meetings:

Phase	Meetings
Design Development	3 Meetings
Construction Documents	3 Meetings
Bidding	1 Pre-bid Meeting
Construction Administration	Monthly Meetings for initial start-up (4 mtgs) Bi-Weekly Meetings for 12 Months (26 mtgs)

- 7.3 All services and recommendations provided in the delivery of the Owner Project Management services will be in accordance with applicable Massachusetts laws and regulations.
- 7.4 The Design Team will be responsible for all regulatory compliance and approvals that are not the responsibility of the Contractor. The OPM will attend meetings and assist the Design Team in discussions with Authorities Having Jurisdiction (2 meetings total).

- 7.5 Review of Design Team documents will be performed with the intention of assisting the Designer with document quality control and will not be an exhaustive review. The Designer will be fully responsible for document quality, errors and omissions. Recommendations for adjustments to the Design Team documents will be provided with the intention of improving project quality and outcome.
- 7.6 Independent construction cost estimates which could be used for checking the Designer cost estimate is not included but could be provided as an additional service.
- 7.7 All investigative services necessary for the development of the design will be provided by the Designer. The OPM will coordinate with the Owner as to whether the investigation services proposed are warranted for the completion of the design services. Services may include geotechnical engineering, land surveying, destructive demolition, etc.
- 7.8 Daily construction site project representation or Clerk of the Works services are not included.
- 7.9 Substantial changes (i.e. Value Engineering) made to the program, design or budget, are not included in the base fee.
- 7.10 Structural testing and inspection are not included. These services will need to be performed during construction by a licensed independent testing agency, who shall be contracted with the Town.
- 7.11 A Life Cycle Cost Analysis is not included in the base fee. Presentations to the Owner (beyond the meetings noted above) or to other State or City agencies, including personnel time and rendered drawings, 3D computer modeling, or site models are not included.
- 7.12 Filing fees or submissions to federal, state, or local agencies are not included in this proposal.
- 7.13 Processing Change Orders generated by others or any Post-Construction services such as warranty inspections, site visits or punch list services after the final requisition has been signed are not included in the base fee.
- 7.14 Conformed Construction Documents are not included in the base fee.
- 7.15 As-built or record drawings shall be provided by the Contractor.
- 7.16 Construction site safety and security for the Project will be the responsibility of the Contractor.
- 7.17 It is assumed that the Designer or Contractor will host and provide software or software access for an online project document management service.

8.0 SIGNATURE

Your signature below will indicate your acceptance of this proposal, giving us notice to proceed with our work. Please feel free to call if you have any questions.

Submitted By:

Authorized By:

Signature

Kevin Riordon, Principal
Dietz & Company Architects

Date

Signature

Marc Strange, Town Administrator
Town of Ludlow

Date

Town of Ludlow, Massachusetts

\$6,800,000 General Obligation Bonds - 30 Year Level Debt Service (Projected)

May 15, 2027

SINGLE PURPOSE

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
06/30/2027	-	-	-	-
06/30/2028	110,000.00	4.500%	306,000.00	416,000.00
06/30/2029	115,000.00	4.500%	301,050.00	416,050.00
06/30/2030	120,000.00	4.500%	295,875.00	415,875.00
06/30/2031	125,000.00	4.500%	290,475.00	415,475.00
06/30/2032	135,000.00	4.500%	284,850.00	419,850.00
06/30/2033	140,000.00	4.500%	278,775.00	418,775.00
06/30/2034	145,000.00	4.500%	272,475.00	417,475.00
06/30/2035	150,000.00	4.500%	265,950.00	415,950.00
06/30/2036	160,000.00	4.500%	259,200.00	419,200.00
06/30/2037	165,000.00	4.500%	252,000.00	417,000.00
06/30/2038	175,000.00	4.500%	244,575.00	419,575.00
06/30/2039	180,000.00	4.500%	236,700.00	416,700.00
06/30/2040	190,000.00	4.500%	228,600.00	418,600.00
06/30/2041	200,000.00	4.500%	220,050.00	420,050.00
06/30/2042	205,000.00	4.500%	211,050.00	416,050.00
06/30/2043	215,000.00	4.500%	201,825.00	416,825.00
06/30/2044	225,000.00	4.500%	192,150.00	417,150.00
06/30/2045	235,000.00	4.500%	182,025.00	417,025.00
06/30/2046	245,000.00	4.500%	171,450.00	416,450.00
06/30/2047	260,000.00	4.500%	160,425.00	420,425.00
06/30/2048	270,000.00	4.500%	148,725.00	418,725.00
06/30/2049	280,000.00	4.500%	136,575.00	416,575.00
06/30/2050	295,000.00	4.500%	123,975.00	418,975.00
06/30/2051	305,000.00	4.500%	110,700.00	415,700.00
06/30/2052	320,000.00	4.500%	96,975.00	416,975.00
06/30/2053	335,000.00	4.500%	82,575.00	417,575.00
06/30/2054	350,000.00	4.500%	67,500.00	417,500.00
06/30/2055	365,000.00	4.500%	51,750.00	416,750.00
06/30/2056	385,000.00	4.500%	35,325.00	420,325.00
06/30/2057	400,000.00	4.500%	18,000.00	418,000.00
Total	\$6,800,000.00	-	\$5,727,600.00	\$12,527,600.00

Yield Statistics

Bond Year Dollars	\$127,280.00
Average Life	18.718 Years
Average Coupon	4.500000%
Net Interest Cost (NIC)	4.500000%
True Interest Cost (TIC)	4.500000%
Bond Yield for Arbitrage Purposes	4.500000%
All Inclusive Cost (AIC)	4.500000%

IRS Form 8038

Net Interest Cost	4.500000%
Weighted Average Maturity	18.718 Years

Projected HVAC - 30LD - A | SINGLE PURPOSE | 4/14/2026 | 10:27 AM

Town of Ludlow, Massachusetts

\$6,800,000 General Obligation Bonds - 30 Year Level Principal (Projected)

May 15, 2027

SINGLE PURPOSE

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
06/30/2027	-	-	-	-
06/30/2028	230,000.00	4.375%	297,500.00	527,500.00
06/30/2029	230,000.00	4.375%	287,437.50	517,437.50
06/30/2030	230,000.00	4.375%	277,375.00	507,375.00
06/30/2031	230,000.00	4.375%	267,312.50	497,312.50
06/30/2032	230,000.00	4.375%	257,250.00	487,250.00
06/30/2033	230,000.00	4.375%	247,187.50	477,187.50
06/30/2034	230,000.00	4.375%	237,125.00	467,125.00
06/30/2035	230,000.00	4.375%	227,062.50	457,062.50
06/30/2036	230,000.00	4.375%	217,000.00	447,000.00
06/30/2037	230,000.00	4.375%	206,937.50	436,937.50
06/30/2038	225,000.00	4.375%	196,875.00	421,875.00
06/30/2039	225,000.00	4.375%	187,031.26	412,031.26
06/30/2040	225,000.00	4.375%	177,187.50	402,187.50
06/30/2041	225,000.00	4.375%	167,343.76	392,343.76
06/30/2042	225,000.00	4.375%	157,500.00	382,500.00
06/30/2043	225,000.00	4.375%	147,656.26	372,656.26
06/30/2044	225,000.00	4.375%	137,812.50	362,812.50
06/30/2045	225,000.00	4.375%	127,968.76	352,968.76
06/30/2046	225,000.00	4.375%	118,125.00	343,125.00
06/30/2047	225,000.00	4.375%	108,281.26	333,281.26
06/30/2048	225,000.00	4.375%	98,437.50	323,437.50
06/30/2049	225,000.00	4.375%	88,593.76	313,593.76
06/30/2050	225,000.00	4.375%	78,750.00	303,750.00
06/30/2051	225,000.00	4.375%	68,906.26	293,906.26
06/30/2052	225,000.00	4.375%	59,062.50	284,062.50
06/30/2053	225,000.00	4.375%	49,218.76	274,218.76
06/30/2054	225,000.00	4.375%	39,375.00	264,375.00
06/30/2055	225,000.00	4.375%	29,531.26	254,531.26
06/30/2056	225,000.00	4.375%	19,687.50	244,687.50
06/30/2057	225,000.00	4.375%	9,843.76	234,843.76
Total	\$6,800,000.00	-	\$4,589,375.10	\$11,389,375.10

Yield Statistics

Bond Year Dollars	\$104,900.00
Average Life	15.426 Years
Average Coupon	4.3750001%
Net Interest Cost (NIC)	4.3750001%
True Interest Cost (TIC)	4.3750001%
Bond Yield for Arbitrage Purposes	4.3750001%
All Inclusive Cost (AIC)	4.3750001%

IRS Form 8038

Net Interest Cost	4.3750001%
Weighted Average Maturity	15.426 Years

Projected HVAC - 30LP - A | SINGLE PURPOSE | 4/14/2026 | 10:27 AM

Town of Ludlow, Massachusetts

\$6,800,000 General Obligation Bonds - 20 Year Level Debt Service (Projected)

May 15, 2027

SINGLE PURPOSE

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
06/30/2027	-	-	-	-
06/30/2028	225,000.00	4.125%	280,500.00	505,500.00
06/30/2029	235,000.00	4.125%	271,218.76	506,218.76
06/30/2030	245,000.00	4.125%	261,525.00	506,525.00
06/30/2031	255,000.00	4.125%	251,418.76	506,418.76
06/30/2032	265,000.00	4.125%	240,900.00	505,900.00
06/30/2033	275,000.00	4.125%	229,968.76	504,968.76
06/30/2034	290,000.00	4.125%	218,625.00	508,625.00
06/30/2035	300,000.00	4.125%	206,662.50	506,662.50
06/30/2036	310,000.00	4.125%	194,287.50	504,287.50
06/30/2037	325,000.00	4.125%	181,500.00	506,500.00
06/30/2038	340,000.00	4.125%	168,093.76	508,093.76
06/30/2039	350,000.00	4.125%	154,068.76	504,068.76
06/30/2040	365,000.00	4.125%	139,631.26	504,631.26
06/30/2041	380,000.00	4.125%	124,575.00	504,575.00
06/30/2042	395,000.00	4.125%	108,900.00	503,900.00
06/30/2043	415,000.00	4.125%	92,606.26	507,606.26
06/30/2044	430,000.00	4.125%	75,487.50	505,487.50
06/30/2045	450,000.00	4.125%	57,750.00	507,750.00
06/30/2046	465,000.00	4.125%	39,187.50	504,187.50
06/30/2047	485,000.00	4.125%	20,006.26	505,006.26
Total	\$6,800,000.00	-	\$3,316,912.58	\$10,116,912.58

Yield Statistics

Bond Year Dollars	\$80,410.00
Average Life	11.825 Years
Average Coupon	4.1250001%
Net Interest Cost (NIC)	4.1250001%
True Interest Cost (TIC)	4.1250001%
Bond Yield for Arbitrage Purposes	4.1250001%
All Inclusive Cost (AIC)	4.1250001%

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Net Interest Cost	4.1250001%
Weighted Average Maturity	11.825 Years

Town of Ludlow, Massachusetts

\$6,800,000 General Obligation Bonds - 20 Year Level Principal (Projected)

May 15, 2027

SINGLE PURPOSE

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
06/30/2027	-	-	-	-
06/30/2028	340,000.00	4.000%	272,000.00	612,000.00
06/30/2029	340,000.00	4.000%	258,400.00	598,400.00
06/30/2030	340,000.00	4.000%	244,800.00	584,800.00
06/30/2031	340,000.00	4.000%	231,200.00	571,200.00
06/30/2032	340,000.00	4.000%	217,600.00	557,600.00
06/30/2033	340,000.00	4.000%	204,000.00	544,000.00
06/30/2034	340,000.00	4.000%	190,400.00	530,400.00
06/30/2035	340,000.00	4.000%	176,800.00	516,800.00
06/30/2036	340,000.00	4.000%	163,200.00	503,200.00
06/30/2037	340,000.00	4.000%	149,600.00	489,600.00
06/30/2038	340,000.00	4.000%	136,000.00	476,000.00
06/30/2039	340,000.00	4.000%	122,400.00	462,400.00
06/30/2040	340,000.00	4.000%	108,800.00	448,800.00
06/30/2041	340,000.00	4.000%	95,200.00	435,200.00
06/30/2042	340,000.00	4.000%	81,600.00	421,600.00
06/30/2043	340,000.00	4.000%	68,000.00	408,000.00
06/30/2044	340,000.00	4.000%	54,400.00	394,400.00
06/30/2045	340,000.00	4.000%	40,800.00	380,800.00
06/30/2046	340,000.00	4.000%	27,200.00	367,200.00
06/30/2047	340,000.00	4.000%	13,600.00	353,600.00
Total	\$6,800,000.00	-	\$2,856,000.00	\$9,656,000.00

Yield Statistics

Bond Year Dollars	\$71,400.00
Average Life	10.500 Years
Average Coupon	4.0000000%
Net Interest Cost (NIC)	4.0000000%
True Interest Cost (TIC)	4.0000000%
Bond Yield for Arbitrage Purposes	4.0000000%
All Inclusive Cost (AIC)	4.0000000%

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Net Interest Cost	4.0000000%
Weighted Average Maturity	10.500 Years