

STATE OF CONNECTICUT  
MUNICIPAL ACCOUNTABILITY REVIEW BOARD  
**RESCHEDULED AND SPECIAL MEETING NOTICE AND AGENDA**

**Meeting Date and Time:** Thursday, October 17, 2023, 10:00 AM –12:00 PM, Rescheduled from October 5, 2023

**Meeting Location:** Legislative Office Building  
Hearing Room 1E  
300 Capital Avenue  
Hartford, CT 06106

Meeting materials can be found at  
<https://portal.ct.gov/OPM/Marb/Full-Board-Meetings-and-Materials>

**Call-In Instructions:** Telephone: 1 860-840-2075  
Meeting ID: 857 263 54

**Agenda**

- I. Call to Order & Opening Remarks by Secretary Jeff Beckham and Treasurer Erick Russell
- II. Public Comment Period – *The Public Comment portion of the agenda will be announced by the Chair. Members of the public will be provided an opportunity to speak. Before making their comments, members of the public wishing to speak must be recognized by the Chair. Speakers may be asked to limit their comments due to time constraints of this meeting. Speakers who called in by phone please press \*6 to unmute.*
- III. Approval of Minutes:
  - a. September 14, 2023, Rescheduled Meeting
- IV. City of Hartford
  - a. Subcommittee Update
  - b. Review and Discussion: Milliman’s Report on Hartford Schools Health Insurance Plans
  - c. Review, Discussion and Possible Action: Labor Contracts:
    - i. Tentative Agreement – BOE and Hartford Schools Support Supervisors Association
    - ii. Tentative Agreement - City and Hartford Municipal Employees Association
    - iii. Tentative Agreement – City and Hartford Professional Employees Association
  - d. Review, Discussion and Possible Action: Consideration of the City of Hartford Letter
  - e. Review and Discussion: Monthly Financial Report: August 2023
- V. City of West Haven
  - a. Subcommittee Update

- b. Tier IV Updates:
  - i. Whittlesey's Assessment
  - ii. Protiviti
- c. Presentation and Guidance: West Haven Police Pension Plan and Collective Bargaining MOU
- d. Review, Discussion and Possible Actions: Labor Contracts:
  - i. BOE and West Haven Federation of Teachers – Local 1547, AFT, AFL-CIO
- e. Review, Discussion and Possible Actions: Non-Labor Contracts:
  - i. Bridges Health Care Inc. – ARPA Mental Health Grant Award
  - ii. CDM Smith Inc. – Dawson Ave. Task Order #40
  - iii. F&F Mechanical Service, LLC. – Johnson Community Center HVAC Installment
  - iv. Kone Inc. - Johnson Community Center Elevator Installment
  - v. Hinding Tennis Courts – Carrigan School Outdoor Courts
  - vi. BOE Xerox Service Master Agreement
- f. Review, Discussion and Possible Actions: Budget Transfers
- g. Review and Discussion: Monthly Financial Report: August 2023
- h. Update: FY 2022 and FY 2023 Audits
- i. Update: Moody's Credit Rating
- j. Open Items List

VI. Town of Sprague

- a. Review and Discussion: Monthly Financial Report: August 2023

VII. Other Business

VIII. Adjourn

**DRAFT**

STATE OF CONNECTICUT  
MUNICIPAL ACCOUNTABILITY REVIEW BOARD  
**RESCHEDULED MEETING MINUTES**

**Meeting Date and Time:** Thursday, September 14, 2023, 10:00 AM –12:00 PM

**Meeting Location:** Microsoft Team Meeting Only  
Meeting ID: 229 696 783 89  
Passcode: BGAuP7

Meeting materials can be found at  
<https://portal.ct.gov/OPM/Marb/Full-Board-Meetings-and-Materials>

**Call-In Instructions:** Telephone: 1 860-840-2075  
Meeting ID: 735 824 07

**Members in Attendance:** Jeff Beckham (Secretary), Andrea Comer (State Treasurer’s Designee), David Biller, Stephen Falcigno, Tom Hamilton, Lisa Hammersley, Mark Waxenberg, and Susan Weisselberg

**Municipal Officials in Attendance:** Julian Freund, Paul Foster, Leigh Ann Ralls, Debra Carabilla, Maureen Colman, Deputy Chief Dustin Rendock, Mayor Nancy Rossi, Chris Hodgson, David Taylor, Rick Spreyer, Neil Cavallaro, Matthew Cavallaro, Ken Carney, Chief Michael Terenzio, and Bill Lindsay.

**Staff in Attendance:** Kimberly Kennison, James Caley, Simon Jiang, John Mehr, William Plummer, Michael Reis and Lori McLoughlin

**Protiviti Staff in Attendance:** Zachery Unger, Charles Dong, Sharon Chun

I. Call to Order & Opening Remarks by Secretary Jeff Beckham

Secretary Beckham called the meeting to order at 10:04AM. He welcomed new board member, Lisa Hammersley. Ms. Hammersley is the Executive Director of the School and State Finance Project, which is a nonprofit, nonpartisan nonprofit that works with stakeholders in the education funding space. She is a veteran budget and policy advisor, having worked at OPM in a prior capacity, and she's served as a senior staff member in the General Assembly as well. In addition to her work, her breadth of budget and policy experience will have tremendous value to the MARB.

II. Public Comment Period – *The Public Comment portion of the agenda will be announced by the Chair. Members of the public will be provided an opportunity to speak. Before making their comments, members of the public wishing to speak must be recognized by the Chair. Speakers may be asked to limit their comments due to time constraints of this meeting. Speakers who called in by phone please press \*6 to unmute.*

There was no public comment.

III. Approval of Minutes: August 31, 2023, Special Meeting

A motion to approve the August 31, 2023, was made by Mr. Biller and seconded by Ms. Weisselberg. Motion passed unanimously.

#### IV. City of Hartford

##### a. Review, Discussion and Possible Action: Labor Contracts:

###### i. Tentative Agreement – Municipal Lawyers’ Association

The term of this Agreement is from July 1, 2021, to June 30, 2025, for the Associate Counsel, Assistant Corporate Counsel, and Senior Assistant Corporate Counsel positions. The Tentative Agreement was signed on August 7, 2023. MARB has 45 days until September 21st to act. The package includes the tentative agreement, a copy of the redline agreement, and a summary of the cost impact of the salary increases. OPM provided a mediator to assist with this contract.

Mr. Freund provided the MARB with an overview of the contract. The agreement covers nine positions that work in the office of the Corporation Council. The agreement aimed is to improve the City competitiveness in these positions and for retention purposes.

Mr. Hamilton asked about the growth increment compared to GWI. Mr. Freund stated it’s more like a step increase for the first two years to make these salaries more competitive in the market than the last two years increases would be on performance base. Mr. Hamilton mentioned that the retroactive increases were sizable in the 8.5% range.

Mr. Falcigno, asked about the comparison of these positions’ salaries in other cities. Ms. Carabillo provided the MARB with the salaries being paid by those other cities that have union contracts. This union contract will make Hartford more competitive with its peers.

A motion to approve the Tentative Agreement was made by Ms. Weisselberg and seconded by Mr. Waxenberg. Motion passed unanimously.

###### ii. MOA - Hartford Municipal Employees Association (HMEA)

This Memorandum of Agreement is for the 12 positions within the Department of Development Services. The positions include Inspector II, Sealer of Weights & Measures, and Chief of Building & Trades. The Memorandum of Agreement was signed August 9, 2023. MARB needs to take action by September 23, 2023.

Mr. Freund provided the MARB with an overview of the contract. These positions are important to implementing the City Economic Development that will help grow the tax base. Also, these positions are extremely difficult to fill. This is a concerted effort to make the positions more attractive and to make the City very competitive to attract candidates. In addition to adjusting the salary ranges, there is a sign-on bonus and a retention bonus built in for new hires. There is also a retention bonus for existing staff. These offers would expire in July 2026 unless extended.

Mr. Waxenburg mentioned prior discussions with the Mayor about these positions and how this is the methodology to be used to attract and to retain employees in these positions.

Mr. Hamilton is pleased to see this agreement is targeted at addressing a specific problem. By applying this to a limited number of positions and building in a sunset on the bonus provision after three years.

A motion to approve the Memorandum of Agreement was made by Mr. Waxenberg and seconded by Mr. Biller. Motion passed unanimously.



b. Review and Discussion: Non-Labor Contract

i. Axon Enterprises – Police Body Cameras, Vehicles Cameras and Tasers

The contract is between the City of Hartford and Axon Enterprises, Inc. The contract term is five years from November 15, 2023, through November 15, 2028. Axon will provide police body worn cameras, police vehicle cameras, tasers, and digital media and metadata storage.

Deputy Hartford Police Chief Rendon provided an overview of the Axon agreement that is a renewal of an existing contract. The contract is slightly over \$4 million and is for a five-year term to replace existing equipment with SIM and for those services relating to this replacement.

No action needed by the MARB.

c. Review and Discussion: Monthly Financial Report: June and July 2023

Mr. Freund introduced Paul Foster, School Assistant Superintendent. Mr. Foster is filling in until someone is hired to replace Mr. Penn.

Mr. Freund provided an update on the City's monthly financial reports.

Mr. Foster provided an update on the Board of Education monthly financial reports.

d. Moody's Upgrade of Credit Rating

On August 4, 2023, Moody's Investors Services upgraded the City of Hartford's issuer rating to Baa3 from Ba2. Also, Moody's changed the outlook for Hartford from positive to stable.

Secretary Beckham noted that in the report that the City is benefiting from the management practices established under the oversight of the MARB.

Mr. Hamilton commented that Hartford going from a Ba2, below investment grade, to Baa3, an investment grade status is really a big deal. Everyone in Hartford as well as this board deserves to be recognized for this accomplishment.

V. City of West Haven

a. Tier IV Updates:

i. Introduction of Finance Manager Firm

The Finance Manager firm has been contracted and will be starting to work with the City of West Haven. The firm, Protiviti Governmental Services, Inc., was selected and members of the Protiviti team are here at the meeting for introductions to MARB members.

Mr. Beckham introduced Zachery Unger, Charles Dong, and Sharon Chun of Protiviti. Protiviti will be embedded in West Haven.

Mr. Unger, Managing Director of Protiviti, provided an overview of the firm, and discussed the coordination the assignment with West Haven, Whittlesey, the auditors, and OPM.

Ms. Kennison mentions that a kick-off meeting will take place on Tuesday, September 19, 2023, in West Haven with the West Haven staff, the OPM staff, and the Protiviti.

Mr. Waxenberg inquired about the lack of policies and procedures. Will this be a role for Protiviti to develop. Mr. Unger stated that the first step is to build out remediation plans with many of those plans include development of policy and procedures. This is something to work through while figuring out each discrete item.

Ms. Kennison thanked Protiviti for attending today's MARB meeting.

ii. Update on Whittlesey's Assessment

Ms. Kennison stated that an updated draft was reviewed and found some areas of continued vulnerability. Protiviti's priority is to work on the vulnerable areas prior to the report being released.

iii. Update on Tier IV Corrective Action Plan

There has not been much movement on the Corrective Action Plan. West Haven staff has been working on completing the audited June 30, 2022, financials and focusing on Moody's report to get removed from the watch list. Mr. Taylor stated that draft financial statements were provided to Moody's with the help of the auditors. Moody's indicated that the draft statements were sufficient to take West Haven off the watch list. Moody's requested a rating call be scheduled.

b. Review, Discussion and Possible Action: West Haven Bond Issuance

i. Proposed Bond Anticipation Issue of 2023, Series B - Notes Issuance September 28, 2023

The City of West Haven issued \$6.53 million of Bond Anticipated Notes (BANS) on March 28, 2023, and will be maturing on September 28, 2023. Due to the delay in completing the audit for fiscal year ending June 30, 2022, the City needs to refinance the BANS by rolling them to a new maturity date of February 15, 2024. City is seeking MARB approval. The intention of Finance is to issue bonds in the Fall 2023 to permanently finance these BANS.

Mr. Lindsey, the City's Financial Advisor from Munistat, provided the MARB with an overview of the \$6.53 million BANS situation.

A motion to approve the issuance of \$6.53 million of Bond Anticipated Notes (BANS) on September 28, 2023, was made by Mr. Falcigno and seconded by Mr. Biller. Motion passed unanimously.

ii. Proposed Bond/Note Issue of 2023, Series C - Issuance November 21, 2023

The West Haven City Council and the Mayor approved an Ordinance that appropriates \$12,780,100 for certain capital projects (list in the packet) approved in the Fiscal Year 2022/2023 Capital Budget of the City. Also, the Ordinance authorizes the issuance of \$12,780,100 of bonds to meet the cost of these capital projects.

Mr. Lindsey, the City's Financial Advisor from Munistat, provided the MARB with an overview of the Ordinance situation.

A motion to approve the City Ordinance was made by Mr. Biller and seconded by Ms. Weisselberg. Motion passed unanimously.

The City of West Haven is currently planning to issue long-term bonds in the amount of \$19.3 million in November 2023. These bond proceeds would be used to pay off the BANS issued on September 28, 2023, and the capital project appropriations.

Mr. Lindsey, the City's Financial Advisor from Munistat, provided the MARB with an overview of the issuance of long-term bonds.

A motion to approve the Bond Issuance was made by Mr. Biller and seconded by Ms. Weisselberg. Motion passed unanimously.

In addition, in November, the City plans to issue \$10,435,000 in BANS to reimburse itself for school construction grant retainage on the high school project. The intention is that these BANS would not be permanently financed. These BANS would be retired from school construction grant proceeds once the State completes the post-project audit. (The post-project audit could take up to five (5) years).

A motion to approve the issuance of \$10,435,000 in BANS was made by Mr. Waxenberg and seconded by Mr. Biller. Motion passed unanimously.

c. Review, Discussion and Possible Actions: Labor Contracts:

i. Tentative Agreement – West Haven Police, Local #895, UPSEU-C.O.P.S.

The City of West Haven and the West Haven Police Local #895 reached a tentative agreement relative to the West Haven Police Pension Plan. The West Haven City Council approved the tentative agreement at its special meeting on August 15, 2023. The Mayor and the members of the police union approved the tentative agreement on September 12, 2023. One of the changes in the tentative agreement is that all members hired after November 1, 2009, will transfer to the City of West Haven Police Defined Benefit (DB) Plan. The intention is that the tentative agreement would become APPENDIX A to the police pension plan. Provided to the MARB, is a copy of the tentative agreement, an analysis by the City's actuary Milliman, a summary of the cost impact of pension plan agreement with the police department, and a copy of the City of West Haven Police Department Pension Plan.

Mayor Rossi is very much in favor of this tentative agreement. West Haven has been losing police officers to other towns due to the current pension that is being provided to those police officers hired after November 1, 2009. Milliman has calculated that cost of these changes to city would be \$20 million over 20 years. Over the past years West Haven would hire, train the police officers only to have them leave to another town with a better pension plan.

Chris Hodgson, the labor attorney with Burcham Moses, discussed having conversations with other municipalities in the State about what to do about the inability to recruit and retain police officers. West Haven felt the problem more acutely than others and has been working on this pension issue with the Union since January. Mr. Hodgson provided the MARB with an overview of the Tentative Agreement. He mentioned that the signed Tentative Agreement states 9.5% in error and it should be 10% regarding the contribution rate to the pension plan.

Mr. Taylor provided an overview relating to the cost of the tentative agreement. Chief Pernell provided Mr. Taylor some data regarding retention that shows West Haven has been losing four to five officers a year with the stated reason for leaving being the lack of a pension.

Secretary Beckham asked if the item relating to changes to the retirees medical benefits affect those officers that are currently retired. Mr. Taylor stated not for those that are now retired but those officers that will be retiring in the future with 30-year or more service. Secretary Beckham asked if the \$465,000 cost increase relates to the ADEC. Mr. Taylor stated yes it does. Secretary Beckham asked if the ADEC will be increasing over the next 20 years. Mr. Taylor belief is yes. Secretary Beckham noted that the State is going in the other direction by trying to bring these costs down.

Mr. Waxenberg expressed his concerns relating to this police pension. While he is a supporter of Defined Benefits Plans for municipal employees, he finds this program with these proposals troublesome. What was presented before me was hastily put together and did not have the proper documentation for this body to deliberate with. No red line copies of anything. The cost analysis is vague. Questions about the demographics, the 8% buyback program, the DROP program, the 5% increase in the present officers' pension calculation from 60% to 65%, and those that retire with 30 or more years of service with no premium cost share of retiree medical benefits that should be changed in the collective bargaining agreement – Article 24. Looking for a simple straightforward plan with straightforward cost analysis.

Mr. Hamilton expressed his concerns relating to this police pension. First and foremost, the process that was used here was fatally flawed. West Haven, being a Tier 4 community, which is the highest level of State oversight exercise over any municipality, is dealing with long term liabilities relating to defined pensions and retiree health insurance that are big issues that every municipality deals with. If West Haven was looking to make changes of this significance to these benefits, the MARB should be informed in advance of negotiations so that we can discuss the collective bargaining strategy and the potential solution or change to those benefits. When it comes to public safety employees, police, and fire, in the State of Connecticut defined benefit plans are the norm. The fact that West Haven does not have a defined benefit plan for those police officers that have been on board since 2009, puts you at a competitive disadvantage and probably leads to some number of officers getting trained in West Haven then moving on to other communities that have a defined benefit plan. My big problem is the way it was done and most of the cost associated with this proposal does not affect those new hires at all. The pension calculation changes for those hired before 2009 is a costly provision.

Mr. Hamilton stated that West Haven has a convoluted plan design here. A police officer that retires as a police officer goes out at the next rank as a sergeant and is getting their pension based on a salary that was never earned. This provision is not common in a defined benefit plan. If you were going to negotiate to put in a defined benefit plan for new hires and for people hired going back to 2009, this would be an ideal time to look at potentially trying to clean up this pension plan and to get rid of some of these uncommon provisions.

Secretary Beckham stated that the Board will defer action until the next MARB meeting. Mr. Hamilton brought up the point that there is an election coming up, and the next mayor should be able to weigh in on this situation. Mr. Waxenburg chose not to reject the contract but to remand this agreement back to the City for clarification. Simple movement from defined contribution plan to a defined benefit plan relating to item 1 that is clean with no bells and whistles.

A motion was made to defer action on this police pension matter until the next MARB meeting by Mr. Biller and seconded by Ms. Comer. Motion passed unanimously.

d. Review, Discussion and Possible Actions: Non-Labor Contracts:

ii. APPA Grant Small Business Subaward: Park Commons, LLC

The ARPA Committee reviewed and approved a grant for Park Commons, LLC for \$208,843 for rent reimbursement out of the "Aid to Small Business" Grant.

Mr. Spreyer provided an overview. This is rental reimbursement to Park Common for its tenant Harford Healthcare. Mr. Carney stated that Park Commons built 156,000 square feet of new building space. Hartford Healthcare took 20,000 square feet with a 20-year lease.

A motion was made to approve the ARPA Grant for Park Commons, LLC by Ms. Weisselberg and seconded by Mr. Biller. Motion passed unanimously.

iii. Vision Government Solutions, Inc. – Revaluation of All Real Estate Properties

The City of West Haven is looking to contract a firm to provide revaluation services of all real property for FY2024. The City went out to bid in June and received two bids back on July 21, 2023. Vision Governmental Solutions Inc. was awarded the bid at a bid price of \$154,900.

Mr. Spreyer provided an overview. The City Assessor reviewed the bids and recommended Vision Government Solutions, Inc.

A motion was made to approve the Vision Government Solutions, Inc. contract by Ms. Comer and seconded by Mr. Hamilton. Motion passed unanimously.

iv. Tilcon Connecticut, Inc. – Street Paving

The City of West Haven is looking to contract Tilcon Connecticut, Inc. to do milling and paving of four (4) roads for a cost of \$225,000. Tilcon has a State Contract.

Mr. Spreyer provided an overview.

Ms. Kennison asked if West Haven has a statement of work or just issue a P.O. Mr. Spreyer said the City issues a P.O. off the State Contract based on the agreement with Tilcon. The terms and the conditions are stated on the back of the P.O.

A motion to approve the Tilcon Connecticut contract was made by Mr. Waxenberg and seconded by Mr. Hamilton. Motion passed unanimously.

v. A&S Electrical Services, Inc. – Boardwalk CCTV "Blue Light" Installation (Sitework)

The City of West Haven is planning to put a CCTV Blue Light System on the West Haven Boardwalk. The City went out for bids for sitework contractors and received one bid from A&S Electric Services Inc. for \$367,750. This project is an ARPA project.

Mr. Spreyer provided an overview.

A motion to approve the A&S Electric Services, Inc. contract was made by Ms. Weisselberg and seconded by Ms. Comer. Motion passed unanimously.

vi. Omni Data, LLC – Installation of Video Surveillance and Emergency Call Stations

The City of West Haven is looking to put a CCTV Blue Light System on the West Haven Boardwalk. The City went out for bids for a contractor to provide video surveillance equipment and the installation of this equipment. Two bids were received. Omni Data, LLC was awarded the bid of \$219,268. This is an ARPA project.

Mr. Spreyer provided an overview.

Mr. Hamilton asked about the call boxes. Mr. Spreyer stated that the call box would notify the police to promote safety on the boardwalk. These call boxes are similar to the ones that are being installed on college campuses.

A motion to approve the Omni Data, LLC contract was made by Ms. Weisselberg and seconded by Ms. Hammersley. Motion passed unanimously.

vii. Winkle Bus Company of West Haven – School Transportation

The West Haven Public Schools has provided a copy of the proposed student transportation contract with Winkle Bus Company of West Haven. The term of the contract is for five years starting in the 2023-2024 school year through to the 2027-28 school year (or 07-01-2023 to 06-30-28). There is an option for three (3) additional years.

The contract includes public and non-public school home-to-school transportation, early and late public services, identified special education transportation, summer transportation, and extra-curricular services including field and athletic trips.

Mr. Cavallaro provided an overview of the bus contract. They did some negotiating to get a responsible contract at the lowest price. Winkle provides a good transportation service. By doing a cost comparison there is not anyone close to what West Haven was able to achieve. West Haven has a lower cost compared to surrounding towns.

Mr. Hamilton appreciated negotiating further reduction in price to get the best deal for West Haven. A good job in terms of getting the price down to a competitive price.

Ms. Weisselberg recommends that for the next contract to go out for bids eight months before the contract is set to expire. She agrees that West Haven got a great price.

Mr. Waxenberg expresses a concern about the transportation account being overspent.

A motion to approve the Winkle Bus Company contract was made by Ms. Weisselberg and seconded by Ms. Comer. Motion passed unanimously.

e. Review and Discussion: Monthly Financial Report: June and July 2023 –

Board of Education Monthly Financials – no report

City of West Haven Monthly Financials - Mr. Taylor provided an overview of the City's Financials.

f. Update: FY 2022 Audit

Mr. Taylor discussed this earlier in the meeting. The West Haven staff has been working on completing the audited June 30, 2022, financials and focusing on Moody's report to get removed from

the watch list. Draft financial statements with the help of the auditors were provided to Moody's. Moody's have indicated that this is sufficient for them to take West Haven off the watch list. Also, Moody's did ask for a rating call that is being scheduled.

g. Open Items List

Ms. Weisselberg asked about the brewery development agreement. Taylor responded that it is no longer an option.

VI. Town of Sprague

a. Review and Discussion: Monthly Financial Report: June and July 2023

Copies of the financial reports were provided to the MARB - No report.

b. Moody's Upgrade of Credit Rating

On August 3, 2023, Moody's Investors Services upgraded the Town of Sprague's issuer rating to Baa2 from Baa3. Also, Moody's kept the stable outlook for Sprague.

VII. September Subcommittee Meetings

Ms. Kennison stated that the West Haven Subcommittee will meet on site in West Haven on September 19, 2023, for a Kick-off meeting with Protiviti, and to also work on the 5-year plan.

The Hartford Subcommittee meeting will take place on September 21, 2023. Milliman will be presenting their report.

VIII. Adjourn

Motion to adjourn made by Mr. Biller, seconded by Ms. Weisselberg. Motion carried unanimously. The meeting adjourned at 12:22 p.m.

**MEMORANDUM**  
**MUNICIPAL ACCOUNTABILITY REVIEW BOARD**

**To:** Municipal Accountability Review Board  
**From:** Kimberly Kennison  
**Subject:** Update on Hartford Subcommittee  
**Date:** October 17, 2023

The Hartford Subcommittee last met on Thursday September 21, 2023.

Review and Discussion Re: Milliman’s Report on Hartford Schools Health Insurance Plans: The Office of Policy and Management (OPM) engaged Milliman to provide an independent review of the Hartford Public Schools (HPS) Self-Funded Health Insurance Plans administered by Anthem to the State of Connecticut Partnership Plan 2.0. Milliman discussed the Report with the Subcommittee by providing an overview of the report that compared the HPS employee health benefit costs to that of the State Partnership Plan. The Milliman report showed that the current HPS health insurance plans are less costly than the State’s Partnership Plan.

Review, Discussion and Possible Action: Labor Contracts: Tentative Agreement – Board of Education and Hartford Schools Support Supervisors Association: This union represents 38 employees consisting of various non-certified Supervisory employees. This contract expired on June 30, 2023. The Board of Education approved the contract at its September 19, 2023, meeting. The Board of Education provided the Hartford Subcommittee with an overview of the labor contract. The new contract will be effective retroactively from July 1, 2023, to June 30, 2027, with a general wage increase of about 2% per year starting July 1, 2023. For this group, current and new hires are not in a pension plan but in a 403b plan. The net cost to the district over the four-year period being \$166,086. This is the last out of date contract so that now all groups are in the high deductible health plan HSA, none are in the PPO plan. This contract was approved by the Hartford Subcommittee to be sent to the full MARB for consideration at its October meeting.

Review, Discussion and Possible Action: Labor Contracts: Tentative Agreement – City and Hartford Municipal Employees Association: The agreement covers 187 union positions funded through the General Fund and another 50 positions that are funded by grants. The new contract will cover the period from July 1, 2023, to June 30, 2027. The City provided the Hartford Subcommittee with an overview of the labor contract. The general wage increases are 4% in the first year followed by 2% in each of the following three years. Of the 187 positions, 150 positions are filled and 37 are vacant. The net cost to the district over the four-year period being \$2,558,327. This contract was approved by the Hartford Subcommittee to be sent to the full MARB for consideration at its October meeting.

Update: Budget Mitigation Measures: The City provided the Subcommittee with an update on budget migration measures. For the short-term, to boost property tax revenue by doing personal property audits in the Spring and engaging a collection agency. The City also updated the rates being charged for police private duty and for fire services to market rates. For the long-term, looking into energy efficiency projects.

The next meeting of the Hartford Subcommittee is scheduled for November 16, 2023.



MILLIMAN REPORT

# Hartford Public Schools

## Review of Employee Benefit Costs

September 15, 2023

[Kathleen E. Ely](#), FSA, MAAA  
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## Table of Contents

<b>I. EXECUTIVE SUMMARY .....</b>	<b>1</b>
<b>II. RESULTS .....</b>	<b>2</b>
SELF-FUNDED ACTIVES AND RETIREES .....	2
FULLY INSURED POST-65 RETIREES .....	5
BENEFIT PLAN COMPARISONS.....	6
<b>III. CAVEATS AND LIMITATIONS .....</b>	<b>8</b>

## I. EXECUTIVE SUMMARY

Milliman was engaged by the State of Connecticut Office of Policy and Management (OPM) to provide an independent review of the Hartford Public Schools' (HPS) and retiree medical benefits program compared to the State of Connecticut Partnership Plan 2.0 (Partnership Plan). The purpose of this review is to address the question of whether Hartford Public Schools could have reduced its total annual costs by joining the Partnership Plan, rather than continue to provide the self-funded benefit programs administered by Anthem.

Based on discussions with representatives from HPS and OPM, this review was focused on the following items:

1. A comparison of the total cost to HPS during contract year July 2020 through June 2021 under their existing program at that time for the self-funded active employees, retirees under age 65, and retirees age 65 and older and the cost if HPS had participated in the Partnership Plan.
2. A comparison of total costs for contract year July 2021 through June 2022 for the existing self-funded program compared to the cost of the Partnership Plan.
3. A comparison of the fully insured premiums for the group of 65+ retirees with Medicare Supplement Plan F to the premiums that would be paid with the Partnership Plan.
4. A comparison of the benefits provided under the current HPS PPO and HSA plans to the Partnership Plan benefits.

For each of the two contract years that we reviewed, the total costs to HPS for the self-funded medical and pharmacy benefit plans were less than the total premium that would have been paid for the Partnership Plan. The post-65 retirees in the fully insured Medicare Supplement plan pay 100% of their own premiums, so there is no cost to HPS for that plan. Table 1 shows the total actual costs for the medical and pharmacy benefits for self-insured actives, pre-65 retirees and post-65 retirees compared to the premiums that would have been paid for the Partnership Plan each year for the same population.

Table 1 Hartford Public Schools Actual Plan Costs vs Partnership Premiums			
Contract Year	HPS Actual Benefit Plan Costs	Partnership Plan Premium	Difference (Actual – Partnership)
July 2020 through June 2021	\$43,723,627	\$53,100,154	-\$9,376,526
July 2021 through June 2022	\$48,786,160	\$51,543,213	-\$2,757,053

As shown in the table above, the total cost would have been greater to enroll the self-insured active and retiree population in the Partnership Plan for each contract year. These costs represent the total costs and do not reflect any employee contributions for coverage. Employee contributions are excluded in order to provide a comparison of the total costs under each scenario. Details about the costs presented above are provided in the next section of this report.

## II. RESULTS

### SELF-FUNDED ACTIVES AND RETIREES

#### Actual HPS Plan Costs

HPS active employees and most retirees are covered by the self-funded plans administered by Anthem. With a self-funded plan, the employer's costs may be more variable than with a fully insured plan because the employer pays for the actual claims that are incurred during the contract period rather than a fixed monthly payment based on expected claims. In addition to paying for the claims, employers also pay administrative and stop loss fees.

The annual renewal package will provide an estimate of the total costs for the contract year and is a useful tool for budgeting, but the costs presented in the renewal are not guaranteed. Actual claims experience will almost certainly vary from what is projected, and if claims are higher than expected the employer must pay the higher claims amounts. Stop loss offers some protection to employers against high-cost claimants. When actual claims are less than what was projected, the employer retains 100% of the claim savings.

Under a fully insured program, employers pay a fixed monthly premium based on the expected claims that will be incurred during the contract period. The premium rate includes an amount to cover expenses and typically includes a load for profit and / or margin. If actual claims come in less than expected, that difference represents additional profit to the insurer. However, if actual claims are higher than expected, the risk for that additional cost is entirely with the insurer.

We reviewed information provided in Anthem's year-end settlement letters, the detailed claims experience contained in the Anthem Premium & Expense reports, and a summary of CVS / Caremark expenses. Based on this information, we developed the summaries presented in Table 2 to show the total cost of the self-funded plans for the years beginning July 1, 2020 and July 1, 2021. A brief description of each line item follows.

<b>Table 2</b>		
<b>Hartford Public Schools</b>		
<b>Total Costs for Self-Funded Plans</b>		
	<b>July 2020 through June 2021</b>	<b>July 2021 through June 2022</b>
Total Medical and Rx Claims Paid, Anthem	\$39,263,311	\$43,877,344
CVS / Caremark Rx Expense	\$1,822,990	\$1,837,409
HSA Contributions	\$3,111,000	\$3,072,000
Stop Loss Claims	(\$1,091,456)	(\$389,189)
Rebates	(\$1,106,454)	(\$1,423,309)
<b>Total Net Claims</b>	<b>\$41,999,391</b>	<b>\$46,974,255</b>
Self-Insurance Fees	\$595,841	\$676,783
Stop Loss Fees	\$616,920	\$656,324
Discount Share Fees	\$511,475	\$478,798
<b>Total Retention</b>	<b>\$1,724,236</b>	<b>\$1,811,905</b>
<b>Total Cost</b>	<b>\$43,723,627</b>	<b>\$48,786,160</b>

- *Total Medical and Rx Claims Paid, Anthem* is the total medical claims for all actives, pre-65 retirees, and post-65 retirees and their dependents in all Anthem self-funded plans plus total prescription drug claims for members not enrolled in Century Preferred PPO plans. Dental claims were excluded from this analysis at the direction of OPM and HPS.
- *CVS / Caremark Rx Expense* represents the total prescription drug claims for members who were enrolled in Century Preferred PPO plans.
- *HSA Contributions* is an estimate of the total contribution made by HPS to member HSA accounts. HPS funds 50% of the deductible for single and family coverage each year. We estimated this amount based on the total number of subscribers enrolled in HSA plans each year.

- *Stop Loss* is a reduction to claims for individual claimants who exceeded the stop loss attachment point of \$500,000. During the period July 2020 through June 2021, five individuals exceeded that threshold, and one individual had claims above that limit during the period July 2021 through June 2022.
- *Rebates* are the pharmacy rebate payments made to HPS by Anthem. Under the contract HPS has with Anthem, HPS receives rebates as a separate pass back and not as an offset to other amounts.
- *Retention* includes the following components: self-insurance program fee, stop loss fees, and discount share fees. The self-insurance program fee and stop loss fees are based on a fixed per subscriber per month amount that is shown in the renewal each year. The discount share fee is an access fee on in-network discounts and is expressed separately in the renewal as a percentage of claims, but not as part of the claim projection. Self-insurance fees for the dental program are not included. We estimated the dental program fees to remove based on the fee shown in the Anthem renewal and the actual number of dental contracts shown in the dental Premium and Expense reports for each year.

The amounts shown in Table 2 represent the total cost for the benefits provided in each year. This is not necessarily equal to the total cost to HPS, which is reduced by the total employee contributions collected. Had HPS elected to join the Partnership Plan, employee contributions may have been set differently than the contributions required for the Anthem coverage during the time periods reviewed.

### Comparison to Renewal

We were asked to compare actual plan costs to the projected costs in the Anthem renewals. Table 3 below compares the projected amounts shown in Report 1 of the Anthem renewal to the actual cost as presented in Table 2 for each contract period. Total annual costs are also shown as per member per month (PMPM) costs to account for differences between the actual and projected enrollment. Total costs shown in Table 3 below do not match the total costs in Table 2 above due to presentation differences that are outlined below.

Table 3 Hartford Public Schools Actual vs Renewal Projected Costs		
	Actual Cost	Projected Cost
<b>July 2020 through June 2021</b>		
Claims	\$38,171,855	\$45,187,008
Self-Insurance Fees	\$595,841	\$549,766
Stop Loss Fees	\$616,920	\$625,657
Total	\$39,384,616	\$46,362,431
Member months	68,738	70,968
PMPM	\$572.97	\$653.29
<b>July 2021 through June 2022</b>		
Claims	\$43,488,155	\$43,110,264
Self-Insurance Fees	\$676,783	\$539,217
Stop Loss Fees	\$656,324	\$663,098
Total	\$44,821,262	\$44,312,579
Member months	66,298	68,472
PMPM	\$676.06	\$647.16

- Claims
  - Actual claims are equal to the total Anthem medical and pharmacy claims less the stop loss from Table 2.
  - Renewal claims are equal to the Medical Claim amount presented in Report 1 of the Anthem renewal for each contract year.
  - Dental claims are not included.
  - HSA contributions and pharmacy rebates are not included in the Anthem renewal projections and are excluded in Table 3.

- Retention
  - Actual self-insurance fees are the same as shown in Table 2. The renewal self-insurance fees are equal to the total “retention fees” shown in Report 1 of the Anthem renewal less the total annual dental program fees shown in Report 4 of the Anthem renewal.
  - Actual stop loss fees are from Table 2, and the renewal stop loss fees are as shown in Report 1 of the Anthem renewal for each year.
  - Discount share fees are included in Table 2 but are not included as a component of the renewal costs shown in Report 1 of the renewal; therefore, they are not shown in Table 3. Anthem describes this fee separately in Report 10 of the renewal, but not as part of the claim projection.
- Member months
  - Actual member months are as shown in the Premium and Expense report for each contract year.
  - Renewal member months are the projected medical member months shown in Report 8 of the Anthem renewal for each year.

Anthem’s renewals provide an estimate of the total costs for each contract period but are not a guarantee of those costs. The actual costs to HPS will be based on the actual claims paid and the expenses and fees charged during the contract period for the enrolled subscribers. Actual experience will almost certainly emerge different than projected.

### Partnership Plan Costs

Using the actual HPS census and the published Partnership Plan premium rates for Hartford County for each contract period, we computed what the total premium cost would be for coverage in the Partnership Plan. Table 4 presents the detailed premium costs that are shown in total in Table 1.

Table 4 Hartford Public Schools Partnership Plan Premium Cost				
	EE	EE+1	Family	Total
<b>July 2020 through June 2021</b>				<b>\$53,100,154</b>
Active Employees	\$11,264,614	\$12,730,782	\$24,602,230	\$48,597,626
Pre-65 Retirees	\$2,125,659	\$469,853	\$29,461	\$2,624,973
Post-65 Retirees	\$1,629,742	\$247,813	\$0	\$1,877,555
<b>July 2021 through June 2022</b>				<b>\$51,543,213</b>
Active Employees	\$11,535,403	\$12,208,710	\$23,644,814	\$47,388,926
Pre-65 Retirees	\$2,070,530	\$325,985	\$18,689	\$2,415,205
Post-65 Retirees	\$1,532,317	\$206,766	\$0	\$1,739,082

Tables 4a and 4b present the underlying head counts and Partnership Plan premium rates that produce the total costs included in Table 4.

<b>Table 4a Hartford Public Schools Subscriber Counts</b>				
	<b>EE</b>	<b>EE+1</b>	<b>Family</b>	<b>Total</b>
<b>July 2020 through June 2021</b>				
Active Employees	1,047	552	872	2,470
Pre-65 Retirees	158	16	1	175
Post-65 Retirees	68	5	0	73
<b>July 2021 through June 2022</b>				
Active Employees	1,060	524	831	2,415
Pre-65 Retirees	146	11	1	157
Post-65 Retirees	60	4		64

<b>Table 4b Partnership Plan 2.0 Monthly Premium Rates Hartford County</b>			
	<b>EE</b>	<b>EE+1</b>	<b>Family</b>
<b>July 2020 through June 2021</b>			
Active Employees	\$896.65	\$1,923.66	\$2,351.58
Pre-65 Retirees	\$1,121.72	\$2,409.50	\$2,946.07
Post-65 Retirees	\$2,002.14	\$4,347.60	\$5,324.90
<b>July 2021 through June 2022</b>			
Active Employees	\$906.80	\$1,941.28	\$2,372.31
Pre-65 Retirees	\$1,183.16	\$2,546.76	\$3,114.91
Post-65 Retirees	\$2,113.54	\$4,594.79	\$5,628.68

### FULLY INSURED POST-65 RETIREES

As of June 2022, there were 17 post-65 retirees who are enrolled in Anthem's fully insured Medicare Supplement Plan F. Based on enrollment trends since July 2020, it is likely that the number of retirees in this plan has continued to decline, but the scope of our review focused only on the period July 2020 through June 2022 and we do not have a current count of the number enrolled in this plan today. These retirees pay 100% of their premium costs, so there is no cost to HPS for this coverage.

If HPS moved from its self-funded arrangement with Anthem to the Partnership Plan, these post-65 enrollees could enroll in the Partnership Plan Medicare Advantage plan. A comparison of the per member per month premium rates during 2020 and 2021 shows that retirees would have paid a lower premium with the Partnership Plan than they paid for the Anthem plan, as presented in Table 5 below.



**Table 5**  
**Hartford Public Schools**  
**Post-65 Fully Insured Monthly Premium Rates PMPM**

<b>Contract Year</b>	<b>Anthem Plan F</b>	<b>Partnership Plan Medicare Advantage</b>
July 2020 through June 2021	Total: \$1,273.44 Plan F: \$262.36 Pharmacy: \$1,011.08	Eligible for Parts A&B: \$294.66 Eligible for Part B only: \$579.25
July 2021 through June 2022	Total: \$1,273.44 Plan F: \$262.36 Pharmacy: \$1,011.08	Eligible for Parts A&B: \$267.58 Eligible for Part B only: \$552.18

Prescription drug coverage is not included in the Anthem Plan F, therefore there is an additional cost for pharmacy coverage. The Partnership Plan Medicare Advantage plan does include Medicare Part D coverage. Under either plan, retirees are responsible for the Medicare Part B premium in addition to the amounts in the table above.

### BENEFIT PLAN COMPARISONS

In addition to the cost comparisons, there are other considerations that should be taken into account when thinking about changing benefit programs.

- Premium Development
  - As discussed above, with a self-funded plan the employer only pays for claims that are incurred during each contract period. Any savings associated with better than expected claims experience belong to the employer. Of course, the reverse is also true; the employer bears full responsibility for claims experience that is more adverse than projected. Stop loss can be an effective tool for managing that risk. As a self-funded group, HPS is responsible for only its experience.
  - Premium rates for the Partnership Plan are developed based on the pooled experience of all groups participating in that program. If HPS has better experience than the combined pool, there is no adjustment to recognize that. Similarly, if HPS experience is worse than the pool average, their premium is not adjusted to reflect their adverse experience.
- Premium Stability
  - Partnership Plan premiums are developed based on the combined experience of all groups enrolled, minimizing the volatility from outlier claims.
- Flexibility in Plan Design
  - Under the Partnership Plan, HPS will have no control over plan designs.
- Three Year Agreement
  - Groups may leave the Partnership Plan after 3 years with no penalty. If a group leaves early they will pay an exit fee.

### Benefit Richness

The Partnership Plan offers very rich benefits with minimal cost sharing. It includes a Health Enhancement Program (HEP), which encourages members to get routine wellness checks, preventive care screenings, and chronic disease education and counseling. The deductible is waived for members who are HEP compliant.

We compared the Partnership Plan to the two most common Anthem plans that HPS members are enrolled in. Key cost sharing features of each plan are summarized in Table 6, below. As of June 2022, 76% of subscribers were enrolled in the Century Preferred PPO HSA plan and 12% of members were enrolled in the Century Preferred PPO plan. It is our understanding that since that date, there has been more shifting of members to the HSA plan and that there are currently only around 200 subscribers left in the PPO plans.

We used the federal Actuarial Value Calculator (AVC) to determine each plan's metal level based on the ACA definitions. Based on the AVC results, each of the plans provides generous benefits, with actuarial values (AVs) greater than the range of AVs associated with gold plans. The Century Preferred PPO HSA plan, which has the majority of HPS enrollment, produced an AV between gold and platinum when we did not include the HSA contribution that HPS makes for members enrolled in this plan. However, when we accounted for that contribution, the AV that was produced was above the range of AVs associated with platinum plans.

<b>Table 6 Hartford Public Schools 2023 Plan Design Summary</b>			
	<b>Partnership Plan</b>	<b>Century Preferred PPO HSA</b>	<b>Century Preferred PPO</b>
<b>ACA Metal Level</b>	Platinum+	Gold+ w/o HSA contribution / Platinum + with HSA contribution	Platinum
Deductible	\$0 if HEP compliant \$350 if not HEP compliant	\$2,000 / person or \$4,000 / family	\$0
Out of Pocket Limit	Medical: \$2000 Individual / \$4000 Family Rx: \$4600 Individual / \$9200 Family	\$3,000 / person or \$6,000 / family	\$3,300 / person or \$6,600 / family
<b>Office Visits</b>			
Primary Care Visit	\$15 copay (\$0 for preferred providers)	0% coinsurance	\$30 copay
Specialist Visit	\$15 copay (\$0 for preferred providers)	0% coinsurance	\$40 copay
Preventive Care	No charge	No charge	No charge
<b>Testing</b>			
Diagnostic (x-ray, bloodwork)	\$0 copay	0% coinsurance	\$0 copay
Imaging	\$0 copay	0% coinsurance	\$0 copay
<b>OP Surgery</b>			
Facility	\$0 copay	0% coinsurance	\$100 copay
Physician	\$0 copay	0% coinsurance	No charge
<b>Emergency Care</b>			
ER Visit	\$250 copay	0% coinsurance	\$100 copay
Urgent Care	\$15 copay	0% coinsurance	\$25 copay
<b>Inpatient Hospital</b>			
Facility	\$0 copay	0% coinsurance	\$150 per admit
Physician	\$0 copay	0% coinsurance	No charge
<b>Mental Health / Subst. Abuse</b>			
Office Visit	\$15 copay	0% coinsurance	\$30 copay
Other Outpatient	\$0 copay	0% coinsurance	No charge
<b>Prescription Drugs</b>			
Tier 1 Generic	\$5 / \$10 (preferred / non preferred)	\$5 copay	\$5 copay
Tier 2 Pref Brand	\$25 copay	\$15 copay	\$15 copay
Tier 3 Non Preferred Brand	\$40 copay	\$30 copay	\$30 copay
Tier 4 Pref Specialty	\$40 copay	\$30 copay	\$30 copay

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### III. CAVEATS AND LIMITATIONS

This report has been prepared for the internal use of Hartford Public Schools, the State of Connecticut Office of Policy and Management, and the Municipal Accountability Review Board. No portion may be provided to or relied upon by any other party without Milliman's prior written consent. Under no circumstances does Milliman intend to benefit, or create a legal duty to, any third party as a result of this report.

In preparation of our analysis, we relied upon the accuracy of data or information provided to us. We have not audited this information, although we have reviewed it for reasonableness. If the underlying data or information is inaccurate or incomplete, the results of our review may likewise be inaccurate or incomplete. The data we relied on includes the following information:

- Information received from Kate Klarman at Anthem
  - Hartford Public Schools 2020 and 2021 ASO renewals
  - Anthem claims experience summaries for the 2020 and 2021 plan years
  - Summary of Benefits and Coverage documents for the current benefit plans
  - Hartford Public Schools settlement letters for the 2020 and 2021 plan years
  - Hartford Public Schools ASO enrollment summaries for the 2020 and 2021 plan years
  - Hartford Public Schools 2020 and 2021 Retiree Plan F renewals
  - Hartford Public Schools Plan F enrollment summaries
  - Hartford Public Schools rebate credit for the 2020 and 2021 plan years
- Information received from Phil Penn at Hartford Public Schools
  - CVS / Caremark expenses
- Information received from Bernie Slowik at the State of Connecticut
  - Partnership Plan premium rates

Models used in the preparation of our analysis were applied consistently with their intended use. We have reviewed the models, including their inputs, calculations, and outputs for consistency, reasonableness, and appropriateness to the intended purpose and in compliance with generally accepted actuarial practice and relevant actuarial standards of practice (ASOP). The models, including all input, calculations, and output may not be appropriate for any other purpose. Where we relied on models developed by others, we have made a reasonable effort to understand the intended purpose, general operation, dependencies and sensitivities of those models. We relied on input, review, and validation by other experts in the development of our models.

Actual experience will vary from our estimates for many reasons, potentially including differences in population health status, reimbursement levels, delivery systems, random variation, or other factors. It is important that actual experience be monitored and adjustments made, as appropriate.

Guidelines issued by the American Academy of Actuaries require actuaries to include their professional qualifications in all actuarial communications. I am a member of the American Academy of Actuaries, and I meet the qualification standards for performing the analyses in this report.

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Letter from City of Hartford  
to be provided separately

TA - Hartford Professional  
Employees Association  
to be provided separately

TA- Hartford municipal Employees Association  
to be provided separately

TA -Hartford School Support Supervisors Association  
to be provided separately



# City of Hartford

FY2024

## Monthly Financial Report to the Municipal Accountability Review Board



August 2023  
(FY2024 P2)

*Meeting date: October 12, 2023*

**City of Hartford**  
**Budget and Financial Report**  
**to the Municipal Accountability Review Board**

FY2024 General Fund Summary	1
Revenue and Expenditure Footnotes	2
Revenue Summary - Major Category	3
Tax Collections	4
Expenditure Summary - Departments	5
Expenditure Summary - Major Category	6
Appendix - Full-time payroll	7

City of Hartford - FY2024 General Fund Financial Report & Projection

10/5/2023

Revenue Category	FY2023 UN-AUDITED ACTUAL	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (AUG)	FY2024 ACTUAL (AUG)	FY2024 PROJECTION	VARIANCE (FAV)/UNFAV
41 General Property Taxes <sup>1</sup>	(305,350,932)	(300,623,516)	(300,623,516)	(151,506,768)	(150,277,656)	(300,623,516)	-
42 Licenses & Permits <sup>2</sup>	(10,356,684)	(6,595,671)	(6,595,671)	(2,226,552)	(1,121,666)	(6,595,671)	-
43 Fines Forfeits & Penalties <sup>3</sup>	(123,877)	(153,840)	(153,840)	(18,477)	(4,985)	(153,840)	-
44 Revenue from Money & Property <sup>4</sup>	(10,919,926)	(7,479,015)	(7,479,015)	(487,217)	(1,965,369)	(7,479,015)	-
45 Intergovernmental Revenues <sup>5</sup>	(344,112,542)	(294,045,484)	(294,045,484)	(2,668,450)	(22,993,460)	(297,465,369)	(3,419,885)
46 Charges For Services <sup>6</sup>	(4,961,124)	(3,777,049)	(3,777,049)	(976,434)	(689,246)	(3,777,049)	-
47 Reimbursements <sup>7</sup>	(104,627)	(89,653)	(89,653)	(5,783)	(160)	(89,653)	-
48 Other Revenues <sup>8</sup>	(522,793)	(276,081)	(276,081)	(18,254)	(111,432)	(276,081)	-
53 Other Financing Sources <sup>9</sup>	(4,353,200)	(6,130,800)	(6,130,800)	(40,606)	(26,782)	(6,130,800)	-
<b>Total Revenues<sup>14</sup></b>	<b>(680,805,706)</b>	<b>(619,171,109)</b>	<b>(619,171,109)</b>	<b>(157,948,540)</b>	<b>(177,190,756)</b>	<b>(622,590,994)</b>	<b>(3,419,885)</b>

Expenditure Category	FY2023 UN-AUDITED ACTUAL	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (AUG)	FY2024 ACTUAL (AUG)	FY2024 PROJECTION	VARIANCE (FAV)/(UNFAV)
Payroll <sup>10</sup>	117,854,821	133,899,419	133,899,419	15,475,122	16,080,812	133,899,419	-
Benefits	65,869,763	101,207,991	100,707,991	17,662,018	17,126,577	100,707,991	-
Debt & Other Capital <sup>11, 13</sup>	85,635,593	17,397,994	17,897,994	1,417,895	1,872,905	17,897,994	-
Library	2,663,336	9,201,354	9,201,354	1,443,889	1,533,599	9,201,354	-
Metro Hartford Innovation Services	5,292,973	5,075,732	5,075,732	732,162	845,956	5,075,732	-
Utilities	29,425,463	30,331,815	30,331,815	5,148,711	5,084,174	30,331,815	-
Other Non-Personnel	31,817,272	38,043,530	38,043,530	3,851,525	2,854,250	38,043,530	-
Education <sup>12</sup>	282,468,235	284,013,274	284,013,274	16,006,397	16,006,397	284,013,274	-
<b>Total Expenditures<sup>14</sup></b>	<b>621,027,456</b>	<b>619,171,109</b>	<b>619,171,109</b>	<b>61,737,720</b>	<b>61,404,670</b>	<b>619,171,109</b>	<b>-</b>
<b>Revenues and Expenditures, Net</b>	<b>(59,778,250)</b>	<b>-</b>	<b>-</b>	<b>(96,210,820)</b>	<b>(115,786,086)</b>	<b>(3,419,885)</b>	<b>-</b>
<b>Use of Assigned Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## REVENUE FOOTNOTES

- <sup>1</sup> (1) Cumulative through August FY2024, current year tax levy revenue actuals are 1.28% or \$1.91M lower than FY2023 Period 2 (August).  
(2) Prior Year Levy collections actuals are tracking favorably by \$1.14M compared to the FY2023 cumulative through August.  
(3) Interest and liens collections actuals through August FY2024 are \$0.26M lower than actuals through August FY2023.  
(4) Revenues from subsequent tax lien sales typically are recorded in the 4th quarter of the fiscal year.
- <sup>2</sup> The Licenses and Permits revenue category is primarily comprised of building, electrical, mechanical, plumbing permits, and food and milk dealer licenses. This revenue category's actuals are tracking unfavorably by 50.0% or \$1.10M compared to the FY2023 cumulative through August.
- <sup>3</sup> The Fines, Forfeits and Penalties revenue line item includes revenues from false alarms fines.
- <sup>4</sup> Revenue from Money and Property contains lease/rental and short-term investment income. FY2024 actuals are tracking 303% higher than August FY2023 due to higher interest revenue.
- <sup>5</sup> Intergovernmental Revenues primarily reflect the receipts of Education Cost Sharing, Supplemental Car Tax and PILOT revenues from the State. August FY2024 actuals are 762% or \$20.3M higher than August FY2023 actuals due primarily to receipt of a \$22.2M payment from the State as reimbursement for its cap on motor vehicle mill rates; no revenues for this State program were received in FY2023 through August.
- <sup>6</sup> Charges for Services contains revenues associated with the conveyance tax, transcript/filing of records, and special events. This revenue line item varies each year with historical actuals ranging from \$2.8M to \$5.0M. August FY2024 actuals are 29% or \$0.29M lower than August 2023 actuals.
- <sup>7</sup> Reimbursements (primarily Section 8) largely occur at fiscal year end.
- <sup>8</sup> Other Revenues will vary year to year based on unanticipated items such as settlements. This revenue category's actuals through August FY2024 are favorable by 510% or \$0.09M compared to the FY2023 cumulative through August.
- <sup>9</sup> Other Financing Sources reflects revenues from, DoNo Stadium Fund (1), the Parking Authority Fund (2), Special Police Service Fund (3), and other (4).  
(1) Yard Goat Admission Tax is received monthly and is included in the year to date actuals.  
(2) The revenue from Hartford Parking Authority is received quarterly.  
(3) Revenues from Police Private Duty are posted quarterly.

## EXPENDITURE FOOTNOTES

- <sup>10</sup> Payroll will be monitored throughout the fiscal year for the impacts of attrition and overtime.
- <sup>11</sup> The FY2024 Adopted Budget for Debt & Other Capital is comprised of \$4.65M for Downtown North principal and interest, \$220K for a Grant in Lieu of Taxes payment, \$116K for Clean Water loan principal and interest, and \$12.42M for Pay-As-You-Go CapEx. In addition, \$500K for ARPA has been transferred from Benefits and Insurances for a grand total of \$17.90M.
- <sup>12</sup> Education YTD actuals reflect 2 month of the City's tax supported payment of \$96M. The \$188M ECS will be recorded as the State allocation is received.
- <sup>13</sup> Under the executed Contract Assistance agreement, \$51.25M of General Obligation debt service payments are made on the City's behalf by the State of Connecticut in FY2024. Consistent with GAAP rules, the contract assistance payments are recorded as donated capital revenue. The debt service expenditures are recorded in the ledger in the Debt Service line item to properly reflect the retirement of debt. This unbudgeted debt expense is offset by contract assistance revenue.
- <sup>14</sup> The City's financial system (Munis) reflects revenues as negative values (credits) and expenditures as positive values. A negative variance for revenues is favorable. A positive variance for revenues is unfavorable.

## Revenue Summary - Major Category

	FY2023 UNAUDITED ACTUAL	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (AUGUST)	FY2024 ACTUAL (AUGUST)
<b>41-TAXES</b>	<b>(305,350,932)</b>	<b>(300,623,516)</b>	<b>(300,623,516)</b>	<b>(151,506,768)</b>	<b>(150,277,656)</b>
CURRENT YEAR TAX LEVY	(291,755,643)	(292,019,388)	(292,019,388)	(149,808,810)	(147,896,052)
INTEREST AND LIENS	(5,014,250)	(4,100,000)	(4,100,000)	(931,326)	(674,957)
PRIOR YEAR LEVIES	(8,118,829)	(4,300,000)	(4,300,000)	(537,372)	(1,673,744)
TAX LIEN SALES	(193,550)	-	-	(193,550)	-
OTHER	(268,660)	(204,128)	(204,128)	(35,710)	(32,904)
<b>42-LICENSES AND PERMITS</b>	<b>(10,356,684)</b>	<b>(6,595,671)</b>	<b>(6,595,671)</b>	<b>(2,226,552)</b>	<b>(1,121,666)</b>
BUILDING PERMITS	(5,504,782)	(3,614,100)	(3,614,100)	(1,239,778)	(452,473)
ELECTRICAL PERMITS	(1,803,035)	(900,000)	(900,000)	(229,520)	(321,231)
FOOD & MILK DEALER LICENSES	(272,525)	(236,400)	(236,400)	(155,025)	(31,625)
MECHANICAL PERMITS	(963,422)	(800,000)	(800,000)	(395,370)	(94,922)
PLUMBING PERMITS	(676,299)	(375,000)	(375,000)	(85,482)	(86,270)
OTHER	(1,136,621)	(670,171)	(670,171)	(121,377)	(135,145)
<b>43-FINES FORFEITS AND PENALTIES</b>	<b>(123,877)</b>	<b>(153,840)</b>	<b>(153,840)</b>	<b>(18,477)</b>	<b>(4,985)</b>
FALSE ALARM CITATIONS-POL&FIRE	(110,376)	(138,000)	(138,000)	(17,594)	(4,589)
LAPSED LICENSE/LATE FEE	-	(7,100)	(7,100)	-	-
OTHER	(13,501)	(8,740)	(8,740)	(883)	(396)
<b>44-INTEREST AND RENTAL INCOME</b>	<b>(10,919,926)</b>	<b>(7,479,015)</b>	<b>(7,479,015)</b>	<b>(487,217)</b>	<b>(1,965,369)</b>
BILLINGS FORGE	(21,918)	(20,428)	(20,428)	(5,833)	(6,346)
CT CENTER FOR PERFORM ART	(54,167)	(50,000)	(50,000)	(8,333)	(8,333)
INTEREST	(10,114,652)	(6,769,335)	(6,769,335)	(373,695)	(1,818,174)
RENT OF PROP-ALL OTHER	(88,979)	(87,720)	(87,720)	(16,415)	(22,461)
RENTAL OF PARK PROPERTY	(44,816)	(40,421)	(40,421)	(6,338)	(7,609)
RENTAL OF PARKING LOTS	(27,061)	-	-	-	-
RENTAL OF PROP-FLOOD COMM	(69,600)	(99,360)	(99,360)	(16,560)	(1,680)
RENTAL-525 MAIN STREET	(15,863)	-	-	(3,726)	(5,586)
RENTS FROM TENANTS	(167,606)	(161,400)	(161,400)	(22,440)	(27,560)
SHEPHERD PARK	(140,414)	(124,207)	(124,207)	-	-
THE RICHARDSON BUILDING	(138,705)	(90,000)	(90,000)	(15,806)	(49,549)
UNDERWOOD TOWER PILOT	(36,144)	(36,144)	(36,144)	(18,072)	(18,072)
OTHER	(1)	-	-	-	-
<b>45-INTERGOVERNMENTAL</b>	<b>(344,112,542)</b>	<b>(294,045,484)</b>	<b>(294,045,484)</b>	<b>(2,668,450)</b>	<b>(22,993,460)</b>
<b>MUNICIPAL AID</b>	<b>(285,271,622)</b>	<b>(291,655,207)</b>	<b>(291,655,207)</b>	<b>-</b>	<b>(22,748,845)</b>
CAR TAX SUPPL MRSF REV SHARING	(18,768,858)	(22,167,600)	(22,167,600)	-	(22,167,601)
EDUCATION COST SHARING	(186,492,946)	(187,974,890)	(187,974,890)	-	(200)
HIGHWAY GRANT	(1,166,310)	(1,166,310)	(1,166,310)	-	(581,045)
MASHANTUCKET PEQUOT FUND	(6,136,523)	(6,136,523)	(6,136,523)	-	-
MRSA BONDED DISTRIBUTION GRANT	(1,419,161)	(1,419,161)	(1,419,161)	-	-
MRSF SELECT PILOT	(16,142,362)	(15,792,632)	(15,792,632)	-	-
MUNICIPAL STABILIZATION GRANT	(3,370,519)	-	-	-	-
PRIV TAX EXEMPT PROPERTY	(51,774,943)	(56,998,091)	(56,998,091)	-	-
<b>OTHER MUNICIPAL AID</b>	<b>(54,098,049)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
STATE CONTRACT ASSISTANCE	(54,098,049)	-	-	-	-
<b>OTHER STATE REVENUES</b>	<b>(84,227)</b>	<b>(87,045)</b>	<b>(87,045)</b>	<b>(20,399)</b>	<b>(41,209)</b>
JUDICIAL BRANCH REV DISTRIB.	(66,064)	(66,947)	(66,947)	(20,399)	(41,209)
VETERANS EXEMPTIONS	(18,163)	(20,098)	(20,098)	-	-
<b>PILOTS, MIRA &amp; OTHER INTERGOVERNMENTAL</b>	<b>(4,655,293)</b>	<b>(2,299,932)</b>	<b>(2,299,932)</b>	<b>(2,648,051)</b>	<b>(203,406)</b>
DISABIL EXEMPT-SOC SEC	(6,532)	(7,262)	(7,262)	-	-
GR REC TAX-PARI MUTUEL	(159,597)	(165,714)	(165,714)	(29,732)	(27,513)
HEALTH&WELFARE-PRIV SCH	(21,929)	(54,629)	(54,629)	-	-
MATERIALS INNOVATION RECYCLING	(1,500,000)	-	-	(1,500,000)	-
PHONE ACCESS LN TAX SH	(642,665)	(640,525)	(640,525)	-	-
PILOT CHURCH HOMES INC	(126,322)	(126,588)	(126,588)	(63,066)	(63,256)
PILOT FOR CT CTR FOR PERF	(418,761)	(300,000)	(300,000)	-	-
PILOT FOR HARTFORD 21	(500,000)	(500,000)	(500,000)	-	-
PILOT HARTFORD HILTON	(1,045,887)	(327,000)	(327,000)	(975,040)	(112,637)
PILOT HARTFORD MARRIOTT	(160,351)	(153,214)	(153,214)	(80,213)	-
PILOT-PENNANT N CROSSING	(48,250)	-	-	-	-
PILOT TRINITY COLLEGE	(25,000)	(25,000)	(25,000)	-	-
<b>OTHER</b>	<b>(3,351)</b>	<b>(3,300)</b>	<b>(3,300)</b>	<b>-</b>	<b>-</b>
STATE REIMBURSEMENTS	(3,351)	(3,300)	(3,300)	-	-
<b>46-CHARGES FOR SERVICES</b>	<b>(4,961,124)</b>	<b>(3,777,049)</b>	<b>(3,777,049)</b>	<b>(976,434)</b>	<b>(689,246)</b>
CONVEYANCE TAX	(2,505,623)	(1,800,000)	(1,800,000)	(547,691)	(323,412)
FILING RECORD-CERTIF FEES	(315,196)	(300,000)	(300,000)	(50,501)	(48,765)
TRANSCRIPT OF RECORDS	(744,024)	(805,266)	(805,266)	(101,016)	(104,920)
OTHER	(1,396,282)	(871,783)	(871,783)	(277,226)	(212,149)
<b>47-REIMBURSEMENTS</b>	<b>(104,627)</b>	<b>(89,653)</b>	<b>(89,653)</b>	<b>(5,783)</b>	<b>(160)</b>
ADVERTISING LOST DOGS	(495)	(453)	(453)	(20)	(110)
DOG ACCT-SALARY OF WARDEN	(3,345)	(2,105)	(2,105)	-	-
OTHER REIMBURSEMENTS	(158)	-	-	-	-
REIMB FOR MEDICAID SERVICES	(5,724)	-	-	(4,613)	-
SECTION 8 MONITORING	(92,935)	(83,890)	(83,890)	-	-
OTHER	(1,970)	(3,205)	(3,205)	(1,150)	(50)
<b>48-OTHER REVENUES</b>	<b>(522,793)</b>	<b>(276,081)</b>	<b>(276,081)</b>	<b>(18,254)</b>	<b>(111,432)</b>
MISCELLANEOUS REVENUE	(126,900)	(65,749)	(65,749)	(17,024)	(27,873)
OVER & SHORT ACCOUNT	(11)	-	-	(0)	(10)
SALE OF DOGS	(6,849)	(6,849)	(6,849)	(564)	(1,058)
SETTLEMENTS - OTHER	-	(3,000)	(3,000)	-	-
OTHER	(389,033)	(200,483)	(200,483)	(666)	(82,491)
<b>53-OTHER FINANCING SOURCES</b>	<b>(4,353,200)</b>	<b>(6,130,800)</b>	<b>(6,130,800)</b>	<b>(40,606)</b>	<b>(26,782)</b>
DOWNTOWN NORTH (DONO)	(915,757)	(1,055,800)	(1,055,800)	(40,606)	(26,782)
REVENUE FROM HTFD PKG AUTHY	(2,011,000)	(2,325,000)	(2,325,000)	-	-
SPECIAL POLICE SERVICES	(1,426,444)	(2,750,000)	(2,750,000)	-	-
<b>Grand Total</b>	<b>(680,805,706)</b>	<b>(619,171,109)</b>	<b>(619,171,109)</b>	<b>(157,948,540)</b>	<b>(177,190,756)</b>

**CITY OF HARTFORD**  
**PROPERTY TAX COLLECTIONS REPORT FOR FY23 AND FY24**  
**PROPERTY TAX COLLECTION REPORT THROUGH AUGUST 31, 2023**

Month	Current Year Taxes		Prior Year Taxes		Interest		Liens Sales		Total Collections	
	Actual FY 23	Actual FY 24	Actual FY 23	Actual FY 24	Actual FY 23	Actual FY 24	Actual FY 23	Actual FY 24	FY 23	FY 24
July	107,971,467	108,382,349	(298,163)	1,209,101 <sup>1</sup>	343,138	334,426	187,912	- <sup>1</sup>	108,204,354	109,925,876
August	41,837,343	39,513,704	835,535	464,642	588,188	340,531 <sup>2</sup>	5,637	-	43,266,703	40,318,876 <sup>2</sup>
September	2,173,272		743,324		343,968		-	-	3,260,564	-
October	1,843,488		422,659		279,932		-	-	2,546,079	-
November	1,617,965		389,123		212,941		-	-	2,220,029	-
December	12,932,762		792,694		388,100		-	-	14,113,556	-
January	91,000,592		630,563		353,103		-	-	91,984,258	-
February	24,671,648		674,296		525,881		-	-	25,871,825	-
March	2,998,533		490,841		440,357		-	-	3,929,731	-
April	2,087,493		453,871		403,762		-	-	2,945,125	-
May	1,396,702		591,304		376,822		-	-	2,364,828	-
June	1,224,379		1,078,738		760,857		-	-	3,063,974	-
<b>Total Collections</b>	<b>291,755,643</b>	<b>147,896,052</b>	<b>6,804,786</b>	<b>1,673,744</b>	<b>5,017,047</b>	<b>674,957</b>	<b>193,550</b>	<b>-</b>	<b>303,771,026</b>	<b>150,244,753</b>
60 Day Collections	-		1,314,043		-		-		1,314,043	-
Reclass -- Year End entries	-		-		(2,797)		-		(2,797)	-
<b>Adjusted Total Collections</b>	<b>291,755,643</b>	<b>147,896,052</b>	<b>8,118,829</b>	<b>1,673,744</b>	<b>5,014,250</b>	<b>674,957</b>	<b>193,550</b>	<b>-</b>	<b>305,082,272</b>	<b>150,244,753</b>
	<b>Current Year Taxes</b>		<b>Prior Year Taxes</b>		<b>Interest</b>		<b>Liens Sales</b>		<b>Total Collections</b>	
	<b>FY 23</b>	<b>FY 24</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 23</b>	<b>FY 24</b>
<b>Total Budget</b>	285,792,269	292,019,388	5,130,000	4,300,000	3,800,000	4,100,000	-	-	294,722,269	300,419,388
<b>Total current levy (GL 2022) new bills</b>	313,145,577	316,229,322	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
<b>Collections through AUGUST</b>	149,808,810	147,896,052	537,372	1,673,744	931,326	674,957	193,550	-	151,471,058	150,244,753
<b>Outstanding Receivable at 08/31</b>	167,557,258	162,586,486	47,792,904	53,023,236	n/a	n/a	n/a	n/a	n/a	n/a
<b>Timing Adjustment from bridging QDS to Munis</b>		5,746,783								
<b>% of Budget Collected</b>	52.42%	50.65%	10.48%	38.92%	24.51%	16.46%	#DIV/0!	-	51.39%	50.01%
<b>% of Adjusted Levy Collected</b>	47.84%	46.77%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
<b>Mill Rate Real Estate</b>	68.95	68.95								
<b>Mill Rate Personal Property</b>	68.95	68.95								
<b>Mill Rate Motor Vehicle</b>	32.46	32.46								

<sup>1</sup> FY2023 P1- PY levy collected \$1.18M; however, it offset against credit adjustments due to tax appeals and court stipulations.

**Expenditure Summary - Departments**

	FY2023 UN-AUDITED ACTUAL	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (AUGUST)	FY2024 ACTUAL (AUGUST)	FY2024 PROJECTION	VARIANCE FAV/(UNFAV)
00111 MAYOR'S OFFICE	701,019	823,510	823,510	80,095	88,035	823,510	0
00112 COURT OF COMMON COUNCIL	669,182	978,077	978,077	76,875	82,387	978,077	0
00113 TREASURER	369,367	532,905	532,905	47,860	38,749	532,905	0
00114 REGISTRARS OF VOTERS	684,474	549,635	549,635	159,110	58,195	549,635	0
00116 CORPORATION COUNSEL	1,255,453	1,529,493	1,529,493	147,596	168,815	1,529,493	0
00117 TOWN & CITY CLERK	805,181	985,440	985,440	83,180	121,832	985,440	0
00118 INTERNAL AUDIT	521,697	534,412	534,412	60,292	59,506	534,412	0
00119 CHIEF OPERATING OFFICER	1,551,080	1,526,876	1,526,876	220,356	122,896	1,526,876	0
00122 METRO HARTFORD INNOVATION SERV	5,292,973	5,075,732	5,075,732	732,162	845,956	5,075,732	0
00123 FINANCE	3,178,028	4,154,432	4,154,432	380,335	417,196	4,154,432	0
00125 HUMAN RESOURCES	1,629,033	1,971,324	1,971,324	137,485	177,686	1,971,324	0
00128 OFFICE OF MANAGEMENT & BUDGET	917,759	1,515,173	1,515,173	106,802	162,651	1,515,173	0
00132 FAMILIES, CHILDREN, YOUTH & RECREATION	3,553,301	5,099,654	5,099,654	1,389,803	461,618	5,099,654	0
00211 FIRE	38,500,271	41,693,957	41,693,957	4,589,651	4,501,427	41,693,957	0
00212 POLICE	49,030,109	53,136,477	53,136,477	6,559,306	6,852,318	53,136,477	0
00213 EMERGENCY SERVICES & TELECOMM.	4,463,116	5,231,157	5,231,157	529,080	574,736	5,231,157	0
00311 PUBLIC WORKS	18,038,378	21,503,825	21,503,825	2,110,017	2,501,443	21,503,825	0
00420 DEVELOPMENT SERVICES	5,818,711	6,825,654	6,825,654	471,216	476,406	6,825,654	0
00520 HEALTH AND HUMAN SERVICES	4,800,695	5,758,563	5,758,563	780,049	533,369	5,758,563	0
00711 EDUCATION	282,468,235	284,013,274	284,013,274	16,006,397	16,006,397	284,013,274	0
00721 HARTFORD PUBLIC LIBRARY	2,663,336	9,201,354	9,201,354	1,443,889	1,533,599	9,201,354	0
00820 BENEFITS & INSURANCES	65,869,763	101,207,991	100,707,991	17,662,018	17,126,577	100,707,991	0
00821 DEBT SERVICE	85,635,593	17,397,994	17,897,994	1,417,895	1,872,905	17,897,994	0
00822 NON OP DEPT EXPENDITURES	42,610,701	47,924,200	47,924,200	6,546,250	6,619,973	47,924,200	0
<b>Grand Total</b>	<b>621,027,456</b>	<b>619,171,109</b>	<b>619,171,109</b>	<b>61,737,720</b>	<b>61,404,670</b>	<b>619,171,109</b>	<b>0</b>

Expenditure Summary - Major Expenditure Category

	FY2023 AUDITED ACTUAL	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (AUGUST)	FY2024 ACTUAL (AUGUST)	FY2024 PROJECTION	VARIANCE FAV/(UNFAV)
<b>PAYROLL</b>	<b>117,854,821</b>	<b>133,899,419</b>	<b>133,899,419</b>	<b>15,475,122</b>	<b>16,080,812</b>	<b>133,899,419</b>	<b>0</b>
FT	93,369,321	110,437,922	110,437,922	11,989,391	11,743,481	110,437,922	0
HOL	2,323,025	2,512,845	2,512,845	200,341	206,804	2,512,845	0
OT	19,794,157	17,939,894	17,939,894	2,742,100	3,649,921	17,939,894	0
PT	2,368,317	3,008,758	3,008,758	543,290	480,606	3,008,758	0
<b>BENEFITS</b>	<b>65,869,763</b>	<b>101,207,991</b>	<b>100,707,991</b>	<b>17,662,018</b>	<b>17,126,577</b>	<b>100,707,991</b>	<b>0</b>
HEALTH	4,688,057	36,040,964	35,540,964	4,460,584	4,095,723	35,540,964	0
MITIGATION	0	(1,190,000)	(1,190,000)	0	0	(1,190,000)	0
PENSION	50,029,153	51,065,923	51,065,923	8,639,723	8,186,758	51,065,923	0
INSURANCE	4,844,025	5,356,373	5,356,373	2,930,638	3,183,353	5,356,373	0
FRINGE REIMBURSEMENTS	(3,221,121)	(2,947,953)	(2,947,953)	0	(57,711)	(2,947,953)	0
LIFE INSURANCE	222,343	231,987	231,987	38,312	39,122	231,987	0
OTHER BENEFITS	4,727,707	4,579,297	4,579,297	773,803	858,499	4,579,297	0
WAGE	0	3,296,400	3,296,400	0	0	3,296,400	0
WORKERS COMP	4,579,599	4,775,000	4,775,000	818,958	820,834	4,775,000	0
<b>DEBT</b>	<b>85,635,593</b>	<b>17,397,994</b>	<b>17,897,994</b>	<b>1,417,895</b>	<b>1,872,905</b>	<b>17,897,994</b>	<b>0</b>
DEBT	85,635,593	17,397,994	17,897,994	1,417,895	1,872,905	17,897,994	0
<b>LIBRARY</b>	<b>2,663,336</b>	<b>9,201,354</b>	<b>9,201,354</b>	<b>1,443,889</b>	<b>1,533,599</b>	<b>9,201,354</b>	<b>0</b>
LIBRARY	2,663,336	9,201,354	9,201,354	1,443,889	1,533,599	9,201,354	0
<b>MHIS</b>	<b>5,292,973</b>	<b>5,075,732</b>	<b>5,075,732</b>	<b>732,162</b>	<b>845,956</b>	<b>5,075,732</b>	<b>0</b>
MHIS	5,292,973	5,075,732	5,075,732	732,162	845,956	5,075,732	0
<b>UTILITY</b>	<b>29,425,463</b>	<b>30,331,815</b>	<b>30,331,815</b>	<b>5,148,711</b>	<b>5,084,174</b>	<b>30,331,815</b>	<b>0</b>
UTILITY	29,425,463	30,331,815	30,331,815	5,148,711	5,084,174	30,331,815	0
<b>OTHER</b>	<b>31,817,272</b>	<b>38,043,530</b>	<b>38,043,530</b>	<b>3,851,525</b>	<b>2,854,250</b>	<b>38,043,530</b>	<b>0</b>
COMMUNITY ACTIVITIES	2,652,494	2,908,059	2,908,059	947,938	48,883	2,908,059	0
CONTINGENCY	981,155	3,042,749	3,042,749	56,344	0	3,042,749	0
CONTRACTED SERVICES	5,554,345	7,144,875	7,144,875	283,381	439,005	7,144,875	0
ELECTIONS	0	465,395	465,395	0	0	465,395	0
GOVT AGENCY & OTHER	39,457	44,386	44,386	29,760	9,181	44,386	0
LEASES - OFFICES PARKING COPIER	1,705,874	1,985,083	1,985,083	382,304	381,800	1,985,083	0
LEGAL EXPENSES & SETTLEMENTS	5,537,868	3,462,500	3,462,500	202,628	140,613	3,462,500	0
OTHER	5,266,837	5,618,743	5,618,743	813,149	481,725	5,618,743	0
OUT AGENCY	100,000	100,000	100,000	0	0	100,000	0
POSTAGE	232,076	200,000	200,000	75,618	50,000	200,000	0
SUPPLY	4,032,634	4,726,059	4,726,539	368,856	321,991	4,726,539	0
TECH, PROF & COMM BASED SERVICES	3,162,524	4,360,068	4,359,588	258,231	407,191	4,359,588	0
VEHICLE & EQUIP	2,552,008	3,985,613	3,985,613	433,315	573,861	3,985,613	0
<b>EDUCATION</b>	<b>282,468,235</b>	<b>284,013,274</b>	<b>284,013,274</b>	<b>16,006,397</b>	<b>16,006,397</b>	<b>284,013,274</b>	<b>0</b>
EDUCATION	282,468,235	284,013,274	284,013,274	16,006,397	16,006,397	284,013,274	0
<b>Grand Total</b>	<b>621,027,456</b>	<b>619,171,109</b>	<b>619,171,109</b>	<b>61,737,720</b>	<b>61,404,670</b>	<b>619,171,109</b>	<b>0</b>



# Appendix

## FY2024 Full-time (FT) Payroll (August)

DEPARTMENTS	BUDGETED HC	BUDGETED ANNUAL AMOUNT (REV)	PROJECTION	VARIANCE (BUDGETED ANNUAL AMOUNT (REV) - YTD ACTUALS)
111-Mayor	8	787,262	787,262	0
112-CCC	9	544,759	544,759	0
113- Treas	9	416,670	416,670	0
114- ROV	7	392,426	392,426	0
116-Corp Counsel	15	1,471,313	1,471,313	0
117- Clerk	12	817,806	817,806	0
118-Audit	5	509,739	509,739	0
119-COO	16	1,290,197	1,290,197	0
123- FIN	48	3,824,744	3,824,744	0
125- HR	16	1,206,099	1,206,099	0
128-OMBG	12	1,040,443	1,040,443	0
132-FCYR	14	1,058,104	1,058,104	0
211- Fire	375	31,556,334	31,556,334	0
212- Police	517	44,458,835	44,458,835	0
213- EST	57	4,048,679	4,048,679	0
311- DPW	232	13,564,144	13,564,144	0
420- Devel Serv	66	5,087,165	5,087,165	0
520- HHS	38	2,817,443	2,817,443	0
<b>Grand Total</b>	<b>1,456</b>	<b>114,892,162</b>	<b>114,892,162</b>	<b>0</b>


FT- Fire Attrition	(493,776)
FT- Police Attrition	(4,071,069)
FT- Net other payroll	110,605
<b>FT- Total Revised Budget</b>	<b>110,437,922</b>

### Assumptions

1) Adopted head count is 1475 with 19 MHIS positions funded in the MHIS internal service fund.



**MEMO**

**From:** Paul N. Foster   
**To:** Dr. Leslie Torres-Rodriguez  
**Date:** September 28, 2023  
**Re:** August 2023 Financial Results

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Attached please find our financial results covering August 2023.

Total expenditures through the first two months of the year were \$17.3 million, about \$10.7 million of which was in our general fund. Spending activity will return to more normal levels in September as our 10-month staff return to work and as our normal operations resume (transportation, etc.). For comparison, we spent \$17.0 million during the same period of the 2022-23 year.

Encumbrances increased by an incremental \$2.3 million in August, to \$15.9 million, with the bulk of the increases coming in communications (software) and instructional supplies. All of the spending activity so far continues to reflect what would be considered normal for the period immediately prior to the start of a new school year.

Let me know if you have any questions on the information above or the attached Period 2 financial reports.



**All Funds Budget**  
 Financial Position Report as of 9/25/2023  
 For: 7/1/2023 to 8/31/2023 Period: 1 to 2



Description	Series	FY 2023-24 Adopted Budget	FY 2023-24 Adjusted Budget	YTD Expenditures	YTD Encumbered/ Committed	Balance
Certified Salaries	100	141,582,874	144,533,748	3,793,493	-	140,740,255
Severance/Other	199	1,215,000	1,264,285	4,118	-	1,260,167
<b>Certified Salaries Total</b>		<b>142,797,874</b>	<b>145,798,034</b>	<b>3,797,611</b>	<b>-</b>	<b>142,000,423</b>
Non Cert Salaries	200	56,411,133	57,842,699	5,403,502	-	52,439,197
Severance/Other	299	383,498	429,945	58,051	-	371,894
<b>Non Certified Salaries Total</b>		<b>56,794,631</b>	<b>58,272,644</b>	<b>5,461,552</b>	<b>-</b>	<b>52,811,091</b>
Instructional Improvements	322	5,181,272	9,189,524	7,792	117,785	9,063,946
Professional Services	333	2,259,964	10,607,316	496,194	693,798	9,417,324
MHIS/IT Services	335	3,535,236	3,535,236	-	-	3,535,236
<b>Professional Contracts &amp; Svs</b>		<b>10,976,473</b>	<b>23,332,075</b>	<b>503,986</b>	<b>811,583</b>	<b>22,016,506</b>
Maint Supplies & Services	442	420,429	420,429	25,525	289,513	105,390
Maintenance Contracts	443	3,113,519	5,066,492	610,093	2,087,351	2,374,289
Rental - Equip & Facilities	444	2,526,071	1,147,839	61,036	219,168	867,635
Building Improvements	445	610,000	2,215,647	283,340	187,275	2,194,833
<b>Purchased Property Services</b>		<b>6,670,018</b>	<b>8,850,407</b>	<b>979,994</b>	<b>2,783,307</b>	<b>5,542,148</b>
Transportation	551	27,115,571	29,045,325	-	134,822	28,910,503
Communications	553	2,642,338	5,498,691	518,386	1,312,652	3,667,652
Advertising	554	266,118	600,018	4,800	3,500	591,718
Printing & Binding	555	72,185	72,185	-	-	72,185
Tuition	556	108,212,370	105,284,307	(21,356)	-	105,305,663
Travel & Conferences	558	234,118	232,338	15,050	-	217,288
Misc Services	559	936,360	1,594,369	53,115	113,162	1,428,092
<b>Systemwide Purchased Svs Total</b>		<b>139,479,060</b>	<b>142,327,233</b>	<b>569,996</b>	<b>1,564,137</b>	<b>140,193,100</b>
Instructional & Other Supplies	610	5,659,776	6,935,477	326,404	1,825,699	4,784,075
Utilities	620	9,406,986	9,405,856	996,979	8,339,671	69,206
Text & Library Books	640	126,760	130,876	-	-	130,876
Misc Supplies	690	854,933	2,365,266	44,247	253,673	2,067,346
<b>Supplies &amp; Materials Total</b>		<b>16,048,455</b>	<b>18,837,475</b>	<b>1,367,630</b>	<b>10,419,043</b>	<b>7,051,503</b>
Equipment	730	1,527,732	6,415,754	26,594	145,883	6,243,277
<b>Outlay Total</b>		<b>1,527,732</b>	<b>6,415,754</b>	<b>26,594</b>	<b>145,883</b>	<b>6,243,277</b>
Organization Dues	810	248,779	293,708	39,817	20,498	233,393
Legal Judgments	820	120,000	120,000	109,780	-	10,220
Other Operating Expenses	899	(1,094,216)	(564,984)	47,693	123,016	(735,693)
<b>Other Misc Expend Total</b>		<b>(725,437)</b>	<b>(151,276)</b>	<b>197,290</b>	<b>143,514</b>	<b>(492,080)</b>
Fringe Benefits/Insurances	990	55,814,768	56,223,721	4,401,309	98,681	51,723,730
Contingency	998	-	-	-	-	-
Indirect	999	-	-	-	-	-
<b>Sundry Total</b>		<b>55,814,768</b>	<b>56,223,721</b>	<b>4,401,309</b>	<b>98,681</b>	<b>51,723,730</b>
<b>All Funds Budget Total</b>		<b>429,383,573</b>	<b>459,906,066</b>	<b>17,305,963</b>	<b>15,966,148</b>	<b>426,633,955</b>



General Fund Budget  
 Financial Position Report as of 9/25/2023  
 For: 7/1/2023 to 8/31/2023 Period: 1 to 2



Description	Series	FY 2023-24 Adopted Budget	FY 2023-24 Adjusted Budget	YTD Expenditures	YTD Encumbered/ Committed	Balance
Certified Salaries	100	80,057,293	79,782,476	1,560,690	-	78,221,786
Severance/Other	199	1,215,000	1,215,000	3,618	-	1,211,382
<b>Certified Salaries Total</b>		<b>81,272,293</b>	<b>80,997,476</b>	<b>1,564,308</b>	<b>-</b>	<b>79,433,168</b>
Non Cert Salaries	200	35,334,171	35,502,926	2,897,145	-	32,605,781
Severance/Other	299	383,498	383,498	58,051	-	325,447
<b>Non Certified Salaries Total</b>		<b>35,717,669</b>	<b>35,886,424</b>	<b>2,955,196</b>	<b>-</b>	<b>32,931,228</b>
Instructional Improvements	322	1,325,967	1,259,032	4,300	6,447	1,248,285
Professional Services	333	1,133,864	1,072,570	5,685	54,638	1,012,247
MHIS/IT Services	335	2,778,990	2,778,990	-	-	2,778,990
<b>Professional Contracts &amp; Svs</b>		<b>5,238,821</b>	<b>5,110,592</b>	<b>9,985</b>	<b>61,085</b>	<b>5,039,523</b>
Maint Supplies & Services	442	417,000	417,000	25,487	286,513	105,000
Maintenance Contracts	443	3,011,783	4,329,229	413,946	2,064,351	1,853,553
Rental - Equip & Facilities	444	2,250,289	938,765	33,120	153,716	751,929
Building Improvements	445	610,000	834,900	83,340	-	976,461
<b>Purchased Property Services</b>		<b>6,289,071</b>	<b>6,519,895</b>	<b>555,893</b>	<b>2,504,579</b>	<b>3,686,943</b>
Transportation	551	26,478,012	26,498,012	-	83,000	26,415,012
Communications	553	1,797,460	1,821,513	146,681	707,418	967,415
Advertising	554	21,157	21,157	-	-	21,157
Printing & Binding	555	56,685	56,685	-	-	56,685
Tuition	556	86,050,037	86,050,037	(21,356)	-	86,071,393
Travel & Conferences	558	171,981	170,201	12,567	-	157,635
Misc Services	559	467,626	456,427	48,330	110,899	297,197
<b>Systemwide Purchased Svs Total</b>		<b>115,042,958</b>	<b>115,074,033</b>	<b>186,222</b>	<b>901,317</b>	<b>113,986,495</b>
Instructional & Other Supplies	610	1,865,795	1,872,680	291,164	817,357	764,510
Utilities	620	7,496,005	7,494,875	599,695	6,825,974	69,206
Text & Library Books	640	23,342	20,342	-	-	20,342
Misc Supplies	690	438,479	458,232	7,847	131,455	318,930
<b>Supplies &amp; Materials Total</b>		<b>9,823,621</b>	<b>9,846,130</b>	<b>898,707</b>	<b>7,774,787</b>	<b>1,172,987</b>
Equipment	730	328,801	273,269	735	74,173	198,360
<b>Outlay Total</b>		<b>328,801</b>	<b>273,269</b>	<b>735</b>	<b>74,173</b>	<b>198,360</b>
Organization Dues	810	166,897	170,823	24,003	11,848	134,972
Legal Judgments	820	120,000	120,000	109,780	-	10,220
Other Operating Expenses	899	(1,480,744)	(1,223,320)	33,671	98,994	(1,355,985)
<b>Other Misc Expend Total</b>		<b>(1,193,847)</b>	<b>(932,497)</b>	<b>167,454</b>	<b>110,842</b>	<b>(1,210,792)</b>
Fringe Benefits/Insurances	990	32,949,293	32,921,231	4,401,206	98,681	28,421,344
Contingency	998	-	-	-	-	-
Indirect	999	(1,455,407)	(1,455,407)	-	-	(1,455,407)
<b>Sundry Total</b>		<b>31,493,887</b>	<b>31,465,824</b>	<b>4,401,206</b>	<b>98,681</b>	<b>26,965,937</b>
<b>General Fund Budget Total</b>		<b>284,013,274</b>	<b>284,241,146</b>	<b>10,739,705</b>	<b>11,525,464</b>	<b>261,975,978</b>





Special Fund Budget  
 Financial Position Report as of 9/25/2023  
 For: 7/1/2023 to 8/31/2023 Period: 1 to 2



Grant Name	Grant Year	FY 2023-24 Adopted Budget	FY 2023-24 Adjusted Budget	YTD Expenditures	YTD Encumbered Committed	YTD Revenue	Balance
<b>Federal Grants:</b>							
AMERICAN RESCUE PLAN ARP-ESSER III	2021	9,200,000	30,683,458	1,538,271	1,225,859	0	27,919,327
ARP ESSER SPPT	2023	200,000	356,456	800	2,150	0	353,507
ARP IDEA PART B 619 PRESCHOOL	2022	-	-	1,560	-	0	(1,560)
ARPA RIGHT TO READ	2023	-	167,449	-	-	0	167,449
ARPA-INTERDISTRICT MAGNET TUITION	2023	3,000,000	-	-	-	0	-
ARP-ESSER III subgrant SEIG	2022	-	10,333,325	53,648	507,390	0	9,772,286
CARL D. PERKINS	2024	673,150	673,150	188	-	0	672,962
ESSER II (CRRSA ACT) Covid-19	2021	-	520,119	182,280	316,072	0	21,767
ESSER II SPED Recovery Activities	2022	-	39,621	-	39,620	0	1
IDEA PART B SECTION 611	2022	-	-	180	-	0	(180)
IDEA PART B SECTION 611	2023	1,000,000	1,005,179	395,762	-	0	609,418
IDEA PART B SECTION 611	2024	6,579,149	6,579,149	120,483	75,281	0	6,383,385
IDEA PART B, SECTION 619 PRE-SCHOOL	2024	212,368	212,368	327	-	0	212,041
OD ESSA SIG C02-BURNS	2023	-	-	8,441	-	0	(8,441)
OD ESSA SIG C02-MILNER	2024	-	-	6,753	-	0	(6,753)
OD ESSA SIG C02-MLKING	2023	-	-	(78)	-	0	78
OD ESSA SIG C02-SAND	2023	-	-	737	-	0	(737)
OD ESSA SIG C02-SMSA	2023	-	-	20,242	-	0	(20,242)
OD ESSA SIG C02-WISH	2023	-	-	928	-	0	(928)
OD ESSA SIG CO2-WHS	2023	-	-	19,687	-	0	(19,687)
TITLE 1, PART D, NEG & DEL	2023	-	42,937	-	-	0	42,937
TITLE 1, PART D, NEG & DEL	2024	42,937	42,937	-	-	0	42,937
TITLE 2 PART A, TEACHERS	2023	70,000	70,000	148	-	0	69,852
TITLE 2 PART A, TEACHERS	2024	1,184,836	1,184,836	101,776	-	0	1,083,060
TITLE 3 PART A, ENGLISH LANGUAGE	2023	250,000	250,000	463	-	0	249,537
TITLE 3 PART A, ENGLISH LANGUAGE	2024	517,544	517,544	99,296	2,026	0	416,222
TITLE I IMPROVING BASIC PROGRAMS	2022	-	-	3,820	-	0	(3,820)
TITLE I IMPROVING BASIC PROGRAMS	2023	3,500,000	3,500,000	445,756	56,147	0	2,998,097
TITLE I IMPROVING BASIC PROGRAMS	2024	12,669,101	12,669,101	182,821	9,260	0	12,477,021
TITLE IV-A SOC SUPPT & ACAD ENRICH	2023	-	58,200	6,890	146,828	0	(95,518)
TITLE IV-A SOC SUPPT & ACAD ENRICH	2024	934,571	934,571	-	-	0	934,571
<b>Total Federal Grants:</b>		<b>40,033,656</b>	<b>69,840,400</b>	<b>3,191,178</b>	<b>2,380,633</b>	<b>0</b>	<b>64,268,588</b>



Special Fund Budget  
 Financial Position Report as of 9/25/2023  
 For: 7/1/2023 to 8/31/2023 Period: 1 to 2



Grant Name	Grant Year	FY 2023-24 Adopted Budget	FY 2023-24 Adjusted Budget	YTD Expenditures	YTD Encumbered Committed	YTD Revenue	Balance
<b>State Grants:</b>							
ADULT EDUCATION - PROVIDER (STATE)	2024	1,810,566	1,810,566	48,765	68,419	0	1,693,382
ADULT EDUCATION CEE1-LITERACY VOL	2024	112,211	112,211	-	-	0	112,211
ADULT EDUCATION CEE2 - URBAN LEAGUE	2024	6,461	6,461	-	-	0	6,461
ALLIANCE - GOVENORS TURNAROUND	2023	-	-	16,419	-	0	(16,419)
ALLIANCE - GOVENORS TURNAROUND	2024	26,904,562	26,904,562	697,245	255,000	0	25,952,317
COMMISSIONER'S NETWORK S1 HPHS	2024	830,358	830,358	-	-	0	830,358
COMMISSIONER'S NETWORK S2-McDonough	2024	605,000	605,000	-	-	0	605,000
CT DEPT OF PUBLIC HEALTH	2024	925,000	925,000	2,301	-	0	922,699
DEPT OF AG - CT GROWN 4 CT KIDS	2022	-	-	80	-	0	(80)
EXTENDED SCHOOL HOUR	2024	339,084	339,084	-	-	0	339,084
FAMILY RESOURCE CENTER PROGRAM	2024	508,250	508,250	-	-	0	508,250
INTERDIST MAGNET ACADEMIC/EXTRAPROG	2023	-	-	(91)	-	0	91
LOW PERFORMING SCHOOLS	2023	-	412,483	-	-	0	412,483
MAGNET SCHOOL JOINT MAGNET OFFICE	2023	-	-	6,130	-	0	(6,130)
MAGNET SCHOOL JOINT MAGNET OFFICE	2024	650,000	650,000	45,442	-	0	604,558
MAGNET SCHOOL OPERATING GRANT	2023	-	-	35,892	-	0	(35,892)
MAGNET SCHOOL OPERATING GRANT	2024	49,500,000	49,500,000	1,671,871	1,696,484	0	46,131,645
OPEN CHOICE SLOTS (RECEIVING DIST)	2024	150,000	150,000	-	-	0	150,000
PRIORITY SCHOOL DISTRICTS	2023	-	-	2,922	-	0	(2,922)
PRIORITY SCHOOL DISTRICTS	2024	4,415,943	4,415,943	172,448	-	0	4,243,495
PSD-SUMMER SCHOOL	2024	389,859	389,859	365,447	-	0	24,412
SBHC-MATERNAL HEALTH & CHILD BLOCK	2024	125,000	125,000	-	-	0	125,000
SCHOOL READINESS GRANT	2024	2,190,000	2,190,000	5,308	-	0	2,184,692
STATE BILINGUAL EDUCATION	2024	393,539	393,539	43,688	-	0	349,851
<b>Total State Grants:</b>		<b>89,855,833</b>	<b>90,268,316</b>	<b>3,113,865</b>	<b>2,019,903</b>	<b>0</b>	<b>85,134,547</b>
<b>Private/Foundation Grants/Fees:</b>							
DALIO FOUNDATION	2023	-	-	7,346	-	0	(7,346)
HARTFORD FOUNDATION PUBLIC GIVING	2022	-	2,774	204	-	0	2,570
HARTFORD FOUNDATION PUBLIC GIVING	2023	-	25,342	25,341	-	25,342	1
INSURANCE BILLING - MEDICAID(SBCH)	2023	-	-	-	-	329,174	-
INSURANCE BILLING - MEDICAID(SBCH)	2024	2,500,000	2,500,000	115,741	-	0	2,384,259
INSURANCE BILLING - MEDICAL REIMB	2023	-	-	-	-	18,063	-
INSURANCE BILLING - MEDICAL REIMB	2024	2,100,000	2,100,000	50,557	26,101	0	2,023,342
ISIDORE & SELMA WISE TRAVEL FOUND	2023	-	-	6,000	-	0	(6,000)
L.E.A.P	2023	-	-	11,689	-	0	(11,689)
MULTISOURCE - FOR SCHOOL	2023	-	100	-	-	100	100
PARTNERSHIP FUNDS (VARIOUS SOURCES)	2019	-	-	391	-	0	(391)
PARTNERSHIP FUNDS (VARIOUS SOURCES)	2023	-	6,860	-	-	0	6,860
SCHOFF & REARDON PLLC	2023	-	-	-	-	7,954	-
SCHOOL READINESS-PARENT FEE COLLECT	2024	130,809	130,809	-	-	0	130,809
SCHOOL-BASED HEALTH ALLIANCE	2023	-	265,257	-	-	0	265,257
SPECIAL EDUCATION EXCESS COST	2024	6,750,000	6,750,000	-	-	0	6,750,000
TRAVELERS	2022	-	2,933	-	-	0	2,933
TUITION BILLING - SPECIAL EDUCATION	2023	-	-	-	-	1,939,268	-
TUITION BILLING - SPECIAL EDUCATION	2024	4,000,000	4,000,000	43,946	14,047	0	3,942,007
<b>Total Private/Foundation Grants/Fees:</b>		<b>15,480,809</b>	<b>15,784,076</b>	<b>261,214</b>	<b>40,148</b>	<b>2,368,556</b>	<b>15,482,713</b>
<b>Total All Grants:</b>		<b>145,370,298</b>	<b>175,892,792</b>	<b>6,566,258</b>	<b>4,440,685</b>	<b>2,368,556</b>	<b>164,885,849</b>



**MEMO**

**From:** Paul N. Foster *[Signature]*  
**To:** Dr. Leslie Torres-Rodriguez  
**Date:** September 28, 2023  
**Re:** COVID-19 Relief Grant Spending

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Hartford Public Schools spent or encumbered \$3.3 million of our Federal COVID relief grants in the months of July and August, bringing total expenditures since the initial award of the grants to almost \$97.2 million. The lifetime to date spending now reflects 62.9% of our total COVID relief grant awards. The table that follows summarizes that spending by grant:

<b>Grant</b>	<b>Spending Deadline</b>	<b>Total Grant Award</b>	<b>Total Spent or Encumbered</b>	<b>Change From 6/30/2023</b>	<b>Amount Remaining</b>
ESSER I/CARES Act	9/30/2022	\$10,314,679	\$10,289,326	\$0	\$0
ESSER II	9/30/2023	\$45,730,706	\$45,643,939	\$541,883	\$86,767
ARP/ESSER III	9/30/2024	<u>\$98,589,663</u>	<u>\$41,266,707</u>	<u>\$2,764,131</u>	<u>\$57,322,956</u>
<b>Total</b>		\$154,635,048	\$97,199,971	\$3,306,013	\$57,409,724

At the end of August, 99.8% of the ESSER II grant had been spent or encumbered, leaving an available balance of less than \$87,000. As a further update, as of September 26<sup>th</sup> the remaining balance was less than \$18,000, with all encumbrances converted into paid expenses. The recent activity leaves us in very good position to utilize the full value of the grant.

With ESSER II ending, the focus will shift to spending down the remaining \$57.3 million in ESSER III funds utilizing the detailed plans that have been developed over the last several months. The goal remains to spend all of the remaining ESSER III funds by June 30, 2024.

A breakdown of the expenditures in each grant by object code follows on the next three pages.



**ESSER I/CARES ACT**

*Expenditures through 9/30/22*

OBJECT	ACCOUNT DESCRIPTION	2020-21 EXPENDED	2021-22 EXPENDED	2022-23 EXPENDED	ENCUMBRANCES	TOTAL
511360	TEACHER-REG	45,828.44	0.00	0.00	0.00	45,828.44
511361	TEACHER-PT	0.00	143,706.39	0.00	0.00	143,706.39
511400	SOC WKR-REG	0.00	855,653.87	0.00	0.00	855,653.87
511401	SOC WKR-PT	0.00	396.00	0.00	0.00	396.00
512280	SUPPORTIVE STAFF-REG	200,940.33	288,156.61	0.00	0.00	489,096.94
512281	SUPPORTIVE STAFF-PT	0.00	1,326.92	0.00	0.00	1,326.92
512282	SUPPORTIVE STAFF-OT	0.00	3,256.25	0.00	0.00	3,256.25
512461	NURSE-PT	0.00	10,082.71	0.00	0.00	10,082.71
512562	SPEC POLICE OFF-OT	0.00	7,365.74	0.00	0.00	7,365.74
512591	FOOD SERVICE WORKER PT	53,823.43	55,747.30	0.00	0.00	109,570.73
512680	CUSTODIAN-REG	232,682.74	373,408.59	0.00	0.00	606,091.33
512682	CUSTODIAN-OT	37,052.09	55,038.59	0.00	0.00	92,090.68
529997	FRINGE BENEFITS-CERT	11,773.33	183,488.11	0.00	0.00	195,261.44
529998	FRINGE BENEFITS-NON-CER	206,584.97	287,025.56	0.00	0.00	493,610.53
533220	INSTR PROG IMPROVE SVS	310,750.00	13,000.00	0.00	0.00	323,750.00
533305	OTHER PROF TECH SVS	288,142.47	357,029.37	0.00	0.00	645,171.84
544300	MAINT & CUSTODIAL SERV	0.00	28,612.00	0.00	0.00	28,612.00
555301	POSTAGE	0.00	20,000.00	0.00	0.00	20,000.00
555303	INTERNET COMMUNICATIONS	382,838.93	429,660.59	0.00	0.00	812,499.52
555900	MISC PURCHASED SVS	10,683.00	0.00	0.00	0.00	10,683.00
566110	INSTRUCTIONAL SUPPLIES	306,590.08	147,000.83	0.00	0.00	453,590.91
566504	TECHNOLOGY RELATED SUPP	46,310.40	28,227.30	0.00	0.00	74,537.70
566909	SUPPLIES AND MATERIALS	575,561.09	166,037.29	0.00	0.00	741,598.38
577340	EQUIPMENT	91,749.00	73,353.80	0.00	0.00	165,102.80
577348	COMPUTER/TECH RELATED H	3,871,861.93	4,810.11	0.00	0.00	3,876,672.04
599999	INDIRECT - OVERHEAD	47,424.11	36,345.36	0.00	0.00	83,769.47
	<b>Expense Total</b>	<b>6,720,596.34</b>	<b>3,568,729.29</b>	<b>0.00</b>	<b>0.00</b>	<b>10,289,325.63</b>

ESSER II

Expenditures through 8/31/23

OBJECT	ACCOUNT DESCRIPTION	2021-22 EXPENDED	2022-23 EXPENDED	2023-24 EXPENDED	ENCUMBRANCES	TOTAL
511020	ADMINISTRATOR-REG	168,269.23	0.00	0.00	0.00	168,269.23
511021	ADMINISTRATOR-PT	0.00	2,200.00	0.00	0.00	2,200.00
511040	DIRECTOR/ASST-REG	0.00	0.00	0.00	0.00	0.00
511240	PRIN/VP-REG	111,660.27	477,981.46	0.00	0.00	589,641.73
511241	PRIN/VP - PT	26,134.66	47,667.71	0.00	0.00	73,802.37
511360	TEACHER-REG	4,513,501.51	4,203,238.90	0.00	0.00	8,716,740.41
511361	TEACHER-PT	314,768.42	811,730.05	17,536.40	0.00	1,144,034.87
511363	TEACHER-SUBS	0.00	140,867.10	0.00	0.00	140,867.10
511365	TCHR-STIPENDS & ATHLETI	525,553.66	205,257.80	0.00	0.00	730,811.46
511400	SOC WKR-REG	282,118.16	1,709,010.15	0.00	0.00	1,991,128.31
511997	BONUS CERTIFIED	545,400.00	0.00	0.00	0.00	545,400.00
512040	DIRECTOR/ASST-REG	76,846.15	52,899.08	0.00	0.00	129,745.23
512280	SUPPORTIVE STAFF-REG	339,535.89	393,609.34	0.00	0.00	733,145.23
512281	SUPPORTIVE STAFF-PT	43,065.23	109,426.65	5,433.75	0.00	157,925.63
512282	SUPPORTIVE STAFF - OT	956.19	14,512.35	0.00	0.00	15,468.54
512321	CLERICAL - PT	0.00	241.45	0.00	0.00	241.45
512322	CLERICAL - OT	0.00	4,011.79	0.00	0.00	4,011.79
512461	NURSE-PT	6,600.00	5,697.15	0.00	0.00	12,297.15
512462	NURSE - OT	8,052.24	0.00	0.00	0.00	8,052.24
512540	PARAPROFESSIONAL-REG	13,324.65	94,226.80	0.00	0.00	107,551.45
512541	PARAPROFESSIONAL-PT	48,269.50	10,736.02	0.00	0.00	59,005.52
512560	SPEC POLICE OFF-REG	12,652.22	505.39	0.00	0.00	13,157.61
512561	SPEC POLICE OFF-PT	17,238.00	0.00	0.00	0.00	17,238.00
512562	SPEC POLICE OFF-OT	41,841.04	68,024.43	0.00	0.00	109,865.47
512680	CUSTODIAN-REG	0.00	3,212,604.99	0.00	0.00	3,212,604.99
512681	CUSTODIAL PART TIME	3,000.00	0.00	0.00	0.00	3,000.00
512682	CUSTODIAN-OT	19,278.46	22,047.49	0.00	0.00	41,325.95
512997	BONUS NON-CERTIFIED	250.00	153,072.00	0.00	0.00	153,322.00
529997	FRINGE BENEFITS-CERT	1,204,204.80	1,540,730.42	0.00	0.00	2,744,935.22
529998	FRINGE BENEFITS-NON-CER	199,551.34	1,684,359.49	0.00	0.00	1,883,910.83
533210	INSTR CONTRACT SVS	5,516,890.00	458,342.83	0.00	0.00	5,975,232.83
533220	INSTR PROG IMPROVE SVS	1,363,400.00	321,313.25	0.00	0.00	1,684,713.25
533230	PUPIL SVS: NON-PYRL SVS	1,516,110.00	0.00	0.00	0.00	1,516,110.00
533240	FIELD TRIPS	0.00	193,302.74	0.00	0.00	193,302.74
533250	PARENT ACTIVITIES	0.00	5,200.00	0.00	0.00	5,200.00
533303	STAFF DEVELOPMENT	0.00	22,697.00	0.00	0.00	22,697.00
533305	OTHER PROF TECH SVS	1,321,219.87	774,122.59	159,048.00	0.00	2,254,390.46
544038	RENTAL OF TABLES & CHAIRS	0.00	8,767.97	0.00	0.00	8,767.97
544300	MAINT & CUSTODIAL SERVICES	33,775.38	0.00	0.00	0.00	33,775.38
544410	RENTAL OF FACILITIES	48,000.00	0.00	0.00	0.00	48,000.00
544500	BUILDINGS & GROUNDS IMPROVEMENTS	0.00	374,611.00	0.00	0.00	374,611.00
555100	STUDENT TRANSP	993,731.30	1,582,652.64	0.00	0.00	2,576,383.94
555107	BUS TICKETS	0.00	2,535.75	0.00	0.00	2,535.75
555303	INTERNET COMMUNICATIONS	305,977.24	302,558.60	0.00	0.00	608,535.84
555400	ADVERTISEMMENT	10,000.00	12,600.00	0.00	0.00	22,600.00
555500	PRINTING & BINDING	0.00	981.08	0.00	0.00	981.08
555600	TUITION	0.00	37,350.00	0.00	0.00	37,350.00
555900	MISC PURCHASED SVS	34,299.60	22,928.50	0.00	0.00	57,228.10
566110	INSTRUCTIONAL SUPPLIES	254,932.48	1,792,200.75	261.94	316,071.59	2,363,466.76
566113	TRAINING SUPPLIES	1,699.50	25,044.83	0.00	0.00	26,744.33
566130	MAINT & CUSTODIAL SUPPL	331,003.12	0.00	0.00	0.00	331,003.12
566504	TECHNOLOGY SUPPLIES	0.00	36,394.07	0.00	0.00	36,394.07
566903	ATHLETIC SUPPLIES	0.00	10,498.00	0.00	0.00	10,498.00
566904	AWARDS & INCENTIVES	48,067.12	379,211.34	0.00	0.00	427,278.46
566905	STUDENT UNIFORMS	0.00	79,540.71	0.00	0.00	79,540.71
566909	SUPPLIES AND MATERIALS	708,756.82	345,056.25	0.00	0.00	1,053,813.07
577340	EQUIPMENT	0.00	570,903.76	0.00	0.00	570,903.76
577341	FURNITURE/FIXTURES	0.00	275,564.24	0.00	0.00	275,564.24
577438	COMPUTER/TECH RELATED HARDWARE	13,848.00	89,214.75	0.00	0.00	103,062.75
588100	ORGANIZATION DUES & FEES	0.00	2,040.00	0.00	0.00	2,040.00
588300	RELOCATION EXPENSE	13,838.99	26,379.30	0.00	0.00	40,218.29
588906	INCENTIVES FOR STAFF	16,932.10	119,737.96	0.00	0.00	136,670.06
599999	INDIRECT - OVERHEAD	786,602.20	468,023.68	0.00	0.00	1,254,625.88
	<b>Expense Total</b>	<b>21,841,155.34</b>	<b>23,304,431.60</b>	<b>182,280.09</b>	<b>316,071.59</b>	<b>45,643,938.62</b>

ARP/ESSER III

Expenditures through 8/31/23

OBJECT	ACCOUNT DESCRIPTION	2021-22 EXPENDED	2022-23 EXPENDED	2023-24 EXPENDED	ENCUMBRANCES	TOTAL
511010	SUPT/DEP/ASST-REG	0.00	0.00	7,705.06	0.00	7,705.06
511020	ADMINISTRATOR-REG	187,500.08	375,999.80	56,920.22	0.00	620,420.10
511021	ADMINISTRATOR-PT	0.00	56,100.00	1,100.00	0.00	57,200.00
511040	DIRECTOR/ASST-REG	321,492.39	487,460.29	83,938.57	0.00	892,891.25
511041	DIRECTOR - PT	0.00	2,325.34	0.00	0.00	2,325.34
511240	PRIN/VP-REG	127,578.09	525,212.70	130,013.20	0.00	782,803.99
511241	PRIN/VP-PT	0.00	48,223.20	0.00	0.00	48,223.20
511360	TEACHER-REG	0.00	2,335,411.11	6,980.24	0.00	2,342,391.35
511361	TEACHER-PT	49,087.50	205,962.37	12,760.00	0.00	267,809.87
511363	TEACHER-SUBS	11,750.00	35,250.00	0.00	0.00	47,000.00
511365	TEACHER STIPENDS/ATHLETIC	0.00	698,274.25	6,000.00	0.00	704,274.25
511380	GUIDANCE COUNSELOR	0.00	67,143.53	0.00	0.00	67,143.53
511400	SOCIAL WKR-REG	0.00	270,638.71	893.40	0.00	271,532.11
511401	SOCIAL WKR-PT	0.00	3,900.00	0.00	0.00	3,900.00
511997	BONUS CERTIFIED	0.00	2,924,132.00	500.00	0.00	2,924,632.00
512180	MANAGER-REG	0.00	400,191.05	87,922.64	0.00	488,113.69
512280	SUPPORTIVE STAFF-REG	54,979.58	1,995,022.94	292,578.06	0.00	2,342,580.58
512281	SUPPORTIVE STAFF-PT	2,383.51	3,553.34	0.00	0.00	5,936.85
512282	SUPPORTIVE STAFF-OT	0.00	0.00	4,606.13	0.00	4,606.13
512320	CLERICAL - REG	0.00	14,892.51	4,833.24	0.00	19,725.75
512461	NURSE-PT	0.00	8,997.18	0.00	0.00	8,997.18
512463	NURSE-SUBS	0.00	759.90	0.00	0.00	759.90
512540	PARAPROFESSIONAL-REG	0.00	500,794.60	4,398.08	0.00	505,192.68
512560	SPEC POLICE OFF-REG	0.00	44,053.47	0.00	0.00	44,053.47
512561	SPEC POLICE OFF-PT	0.00	20,412.96	0.00	0.00	20,412.96
512562	SPEC POLICE OFF-OT	0.00	82,184.14	0.00	0.00	82,184.14
512591	FOOD SERVICE WORKER-PT	0.00	952.22	0.00	0.00	952.22
512680	CUSTODIAN-REG	28,241.70	132,740.64	63,854.58	0.00	224,836.92
512681	CUSTODIAN-PT	0.00	1,162.91	0.00	0.00	1,162.91
512682	CUSTODIAN-OT	0.00	186.32	0.00	0.00	186.32
512997	BONUS NONCERTIFIED	0.00	790,121.10	0.00	0.00	790,121.10
529997	FRINGE BENEFITS-CERT	136,563.61	1,673,092.59	0.00	0.00	1,809,656.20
529998	FRINGE BENEFITS-NON-CER	35,010.46	1,430,203.06	0.00	0.00	1,465,213.52
533220	INSTR PROG IMPROVE SVS	189,929.30	438,557.80	0.00	61,000.00	689,487.10
533230	PUPIL SVS: NON-PAYROLL SERVICES	0.00	1,671,000.00	0.00	0.00	1,671,000.00
533240	FIELD TRIPS	0.00	1,949.40	0.00	0.00	1,949.40
533303	STAFF DEVELOPMENT	0.00	2,280.00	3,150.00	0.00	5,430.00
533305	OTHER PROF TECH SVS	1,015,793.30	6,369,345.98	269,000.00	337,560.00	7,991,699.28
544300	MAINT & CUSTODIAL SERVICES	0.00	42,619.05	0.00	0.00	42,619.05
544307	MECHANICAL SYS CONTRACTS	0.00	436,159.63	0.00	0.00	436,159.63
544410	RENTAL OF FACILITIES	0.00	120,000.00	18,915.66	0.00	138,915.66
544500	BUILDING & GROUNDS IMPROVE	0.00	1,336,743.00	200,000.00	0.00	1,536,743.00
555100	STUDENT TRANSPORTATION	0.00	53,200.00	0.00	0.00	53,200.00
555303	INTERNET COMMUNICATIONS	706,125.41	1,460,209.51	277,343.50	407,453.65	2,851,132.07
555801	TRAVEL EXPENSES	0.00	10,732.54	0.00	0.00	10,732.54
555900	MISC PURCHASED SVS	0.00	40,833.00	0.00	0.00	40,833.00
566110	INSTRUCTIONAL SUPPLIES	761,865.64	3,022.32	4,858.55	419,845.80	1,189,592.31
566113	TRAINING SUPPLIES	485,266.87	5,525.00	0.00	0.00	490,791.87
566130	MAINT & CUSTODIAL SUPP	0.00	292,203.82	0.00	0.00	292,203.82
566504	TECHNOLOGY RELATED SUPP	42,326.55	317,678.07	0.00	0.00	360,004.62
566904	AWARDS & INCENTIVES	0.00	50,071.48	0.00	0.00	50,071.48
566909	SUPPLIES & MATERIALS	28,761.70	19,786.33	0.00	0.00	48,548.03
577340	EQUIPMENT	0.00	321,530.66	0.00	0.00	321,530.66
577341	FURNITURE & FIXTURES	0.00	1,328.54	0.00	0.00	1,328.54
577348	COMPUTER/TECH RELATED H	2,535,282.74	2,408,562.66	0.00	0.00	4,943,845.40
588100	ORGANIZATION DUES AND FEES	0.00	7,500.00	0.00	0.00	7,500.00
588906	INCENTIVES FOR STAFF	0.00	5,552.70	0.00	0.00	5,552.70
599999	INDIRECT - OVERHEAD	160,948.30	1,069,943.72	0.00	0.00	1,230,892.02
	<b>Expense Total</b>	<b>6,880,886.73</b>	<b>31,621,689.44</b>	<b>1,538,271.13</b>	<b>1,225,859.45</b>	<b>41,266,706.75</b>

**MEMORANDUM**  
**MUNICIPAL ACCOUNTABILITY REVIEW BOARD**

**To:** Municipal Accountability Review Board  
**From:** Kimberly Kennison  
**Subject:** Update on West Haven Subcommittee  
**Date:** October 17, 2023

The West Haven Subcommittee last met on Tuesday September 19, 2023.

Review and Discussion Re: West Haven Sewer Projects: Mr. Abdul Qadir for City's Department of Public Works presented 3 project proposals on Water Pollution Control Plant.

The first one is to upgrade the existing incinerator to dispose biosolids because it does not comply with the new air pollution emission requirements, and the cost to dispose biosolid to the other town which is what the city has been doing since 2019 increased to \$1.2M from \$667,000 per year. This project is to start in FY 2024 and end in FY 2027. Total cost will be approximately \$30M for Biosolids Disposal equipment, \$70M for Outfall Pipe and \$16M for Hardening. State DEEP will provide Clear Water Fund of which 20% of Outfall Pipe cost as grant and 80% as a loan. City is seeking FEMA and other grant opportunities to fund the rest of this project.

The Second project is Sewer Rehabilitation which will start in FY 2024 and end in FY 2030. The total cost will be approximately \$20.1M. The funding source of this project is also Clear Water Fund.

The last project is Sewer Pump Station running from FY 2024 to FY 2031. The total cost will be approximately \$53M. City is seeking FEMA and other Federal grant to fund the project.

Review and Discussion Re: West Haven 5-Year Plan: Subcommittee members and City discussed 5-year plan revisions. The items that City need to address while preparing revised 5-Year plan will be Debt Service Fund including the Bond issuance and West Haven Sewer projects, Internal service fund and OPEB Funding.

Review and Discussion Re: Tier IV Action Plan: City has not made significant progress on correcting the findings in high-risk areas since June 2023. The City will work with the Finance Manager firm to concentrate on this matter after the City's FY 2022 audit report is issued.

Update Re: Open Items List: Subcommittee and the City went over the OPM prepared Open Item List. City has provided updates on the list on which a few items were considered closed. The updated list is included in this meeting's materials.

The next meeting of the West Haven Subcommittee is scheduled for November 14th at West Haven City Hall.

TA - BOE Federation  
to be provided separately

TA - Police Pension Plan  
To be Provided Separately

## MENTAL HEALTH GRANT - ARPA

- Bid 2023-33 – ARPA Mental Health Grant Application
  - Published on July 17<sup>th</sup>
  - Closed on August 28<sup>th</sup>
- ARPA funds allocated by City Council for a grant that would enhance citizens access to mental health care
- One organization (Bridges) submitted an application, included in this packet
- Grant award requested by the City is \$100,000





941-949 Bridgeport Ave • Milford CT 06460 • 203-878-6365 • [www.bridgesCT.org](http://www.bridgesCT.org)

August 25, 2023

Ms. Tammy O'Connell  
City of West Haven  
Purchasing Department  
355 Main Street  
West Haven, CT 06516

**RE: RFP# 2023-33 ARPA Mental Health Grant Application**

Dear Ms. O'Connell,

Bridges Healthcare, Inc. is pleased to submit our completed application and required attachments for the above referenced request for proposals. Bridges is committed to providing individual and community health, wellness, and recovery services through integrated behavioral health services to the citizens of West Haven.

We look forward to partnering with the City of West Haven to meet the increasing behavioral health needs following the COVID-19 pandemic. If you have any questions, please feel free to contact me directly at (203) 878-6365, extension 313 or via email at [jfiorillo@bridgesmilford.org](mailto:jfiorillo@bridgesmilford.org).

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Fiorillo", written over a horizontal line.

Jennifer Fiorillo, MPH, MBA  
President and CEO

/mah  
Enclosures



**CITY OF WEST HAVEN REQUEST  
FOR PROPOSALS**

**RFP# 2023-33**

**Affirmations and Acknowledgements**

Submission of a request that meets the requirements of the Program, as well as any subsequent requirements, does not guarantee the award of ARPA funding and/or the support of the City of West Haven.

This application, any information submitted in support thereof and any award and agreement are public documents subject to the Connecticut Freedom of Information Act.

The City of West Haven is relying on the accuracy of the application and all representations made by the Applicant.

The City of West Haven may request additional information, financial or otherwise, in considering and approving any application.

By checking "Yes", you affirm and acknowledge that you have read and understand the above statements.

Yes    No

**APPLICANT CERTIFICATION**

THE UNDERSIGNED CERTIFIES THAT:

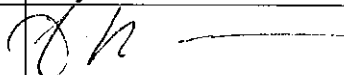
- a) The information contained in this document is true, complete and accurate;
- b) The Applicant shall comply with all Federal, State, and Town laws and ARPA requirements including the terms and conditions set forth in the Formal Award Agreement; and
- c) Sufficient funds are available from non-ARPA sources to complete the project as described or complete the program by 06/30/2025 if ARPA funds are allocated to the Applicant.
- d) Requested funds will be used only for eligible purposes approved by the City.
- e) I certify that I have the legal authority of the Applicant to submit this application.
- f) I certify that I am the President and CEO of the Applicant and have served in such capacity for 3 years. In such, I am fully familiar with all information submitted in this document.

  
\_\_\_\_\_  
Signature of Authorized Applicant Representative

August 28, 2023  
Date

Jennifer Fiorillo, President and CEO  
Printed Name and Title

City of West Haven ARPA  
 Grant Assistance Program  
 Support for Mental Health Grant Application  
**RFP# 2023-33**

Organization Name: Bridges Healthcare, Inc.			
Owner/Members: Bridges Healthcare, Inc. Board of Directors			
Organization/Street Address: 941-949 Bridgeport Avenue			
City: Milford	State: CT	Zip Code: 06460	
Contact Name and Phone: Jennifer Fiorillo (203) 878-6365 X313		Website URL: <a href="http://www.BridgesCT.org">www.BridgesCT.org</a>	
Contact Email Address: <a href="mailto:jfiorillo@bridgesmilford.org">jfiorillo@bridgesmilford.org</a>			
Federal Employer Identification Number (EIN): 06-0867978		UEI # in SAM.gov: FRC7J9HSMQQ9	
Month and year Organization was incorporated/registered?      Month: <u>June</u> Year: <u>1964</u>			
Organization structure (sole proprietorship, LLC, corporation, Non-Profit, etc.)  If non-profit, indicate non-profit registration or recognition.  Bridges is a non-profit corporation with a 501(c)3 determination  List person(s) responsible for accounting for organizational funds:			
	Person #1	Person #2	Person #3
Name:	Carlos Rodriguez		
Title:	Chief Financial Officer		
# Years with Organization	15 years		
Signature:			

## Organization's Services and Costs

Please check boxes indicating the services your organization provides.

Please provide your estimated cost (expected reimbursement) per patient/per service. Cost should not unreasonably exceed CT Medicaid or Federal Medicare rate.

### Child Mental Health – Outpatient Services

- Child Counseling/Therapy: Cost per patient \$107 for one 45-minute session
- Child Psychiatric Evaluations: Cost per patient \$230
- Child Case Management Services: Cost per patient \$75 per one hour
- Child Medication Management: Cost per patient \$230
- Child Mobile Crisis Intervention Services: Cost per patient \$ N/A - Provided by Clifford Beers Community Health Partners
- Child Other Services for COVID-related health issues. Describe on line below.  
Cost per patient \$ N/A – Many new requests for clinical and support services are somehow directly related to the pandemic.

### Adult Mental Health – Outpatient Services

- Adult Counseling/Therapy: Cost per patient \$107 for one 45-minute session
- Adult Psychiatric Evaluations: Cost per patient \$230
- Adult Case Management Services: Cost per patient \$75 for one hour
- Adult Medication Management: Cost per patient \$230
- Adult Mobile Crisis Intervention Services: Cost per patient \$214
- Adult Other Services for COVID-related health issues. Describe on line below.  
Cost per patient \$ N/A – Many new requests for clinical and support services are somehow directly related to the pandemic.

**Please provide descriptions for the services or programs your organization provide, as per categories of services checked off above.**

Bridges Healthcare has been providing a comprehensive range of mental health, substance use and wraparound services to adults, children and families for more than 65 years. The organization serves as the local mental health authority for adults designated by the State Department of Mental Health and Addiction Services for Region 2 covering the Milford, Orange and West Haven communities. The agency is also funded by the Connecticut Department of Children and Families to provide outpatient, home-based and wraparound services for Region 2 which includes the above listed communities and surrounding towns such as Bethany, Woodbridge, Ansonia, Shelton, and Derby. More than 3,000 adults, children and families receive treatment and services annually through Bridges' programs, and in fiscal year 2022-23, the agency served more than 1,200 West Haven residents.

Bridges has a strong presence in West Haven and collaborates with the schools, health department and other community settings through the following initiatives. This list includes services as referenced on page 3 as well as others that are offered in the West Haven community.

- **Adult case management services** – This program addresses the needs of Bridges’ adult clients outside of their clinical needs. The program consists of community support specialists/case managers who work with clients individually on what needs they may have in order to live successfully and independently in the community. Clients guide the work, as identifying what their needs are and what they want to work on. Examples of areas that can be addressed with clients are fulfilling basic needs such as access to benefits, housing, food and clothing. Additional case management services could look like assisting with redetermination packets for benefits, assisting with setting up doctors’ appointments, helping clients speak with other providers or advocacy with other agencies on behalf of the client.

Bridges also provides senior outreach and case management services to individuals over 55 to identify, engage, refer and link older adults to individually tailored community treatment options.

- **Child Care Coordination/Case Management** – The Care Coordination Program provides intensive, individualized case management and respite services for children and their families. Children who will benefit from this service struggle with complex behavioral health needs and require the coordination of multiple services. The Care Coordinator partners with the family to: identify the child’s strengths and needs; create a support team; develop a plan of care that identifies needs and goals; locate and coordinate services and supports in the community; and advocate for services.
- **Adult outpatient, psychiatric and medication management services** are offered at 98 Elm Street (new West Haven location) or 949 Bridgeport Avenue in Milford, CT. The Adult Outpatient program provides services to individuals age 18 and older with psychiatric disorders, substance use disorders, or co-occurring psychiatric disorders. The goal of the program is to promote recovery and improve the quality of life of persons with behavioral health/substance use disorders by providing treatment and resources to better understand and manage their disorder. Services provided include evaluations and diagnostic assessments, individual and group therapy, medication prescriptions and medication management, and linkage to community recovery supports.
- **Child Outpatient, psychiatric and medication management services** are offered at 98 Elm Street (new West Haven location) or 949 Bridgeport Avenue in Milford, CT. The outpatient child and family service is dedicated to providing behavioral health services to children, adolescents and their families. The program provides individual, family, and group therapy modalities. Services include comprehensive psychosocial assessments, developmental evaluations, psychotherapy (including the use of several evidence-based practices), psychiatric consultation and medication management, and collaboration with the school system and other service providers.
- **Young Adult Services** offers young adults (age 18-25) the opportunity to achieve greater self-sufficiency by providing community-based, person-centered, trauma-sensitive clinical, vocational and social rehabilitation services that are tailored to meet their unique needs. Clients may be eligible for housing subsidy and reside in an apartment on-site, or may live in the community with family or significant others or independently while utilizing any/all of the services that are available. Staff is available 24/7. Services are voluntary, thus the young adult must work collaboratively with program staff on individualized goals through participation in program services. Most referrals come from DMHAS, and are prioritized, but referrals may also come from the community; interested young adults may also self-refer.

- **Adult Mobile Crisis Intervention** is offered to community members who are at risk, by providing stabilization, referral, and evaluation in order to determine the appropriate level of care and intervention. The purpose of crisis intervention is to reduce over-utilization of emergency personnel and hospital when possible and refer for hospital intervention when necessary to ensure safety. Adult Mobile Crisis staff responds to community calls from family members, physicians, neighbors, and friends who are looking for assistance for an individual that they feel is experiencing a psychiatric crisis. In addition, calls are also received through 2-1-1. Mobile Crisis staff work collaboratively with the after-hours telephonic and mobile crisis services provided by South Central Crisis Services for adults, our Central Inquiry Team, and on occasion, Jail Diversion. Services include assessment of possible need for hospitalization, engagement with behavioral health services, assistance in obtaining necessary clinical and case management supports and brief crisis management services.

Daytime mobile crisis intervention services **for children** is offered through Clifford Beers Community Health Partners with 24/7 accessibility through 211. Bridges collaborates with Clifford Beers when there are children referred from the catchment area after there is a mobile crisis intervention.

- **Mobile Medication Assisted Treatment Team** provides access to peer recovery support and a prescriber to treat opioid use disorder. Referral to follow-up care is provided for those who wish to continue with treatment. This mobile unit is currently parked on the green in West Haven two days per week.
- **Wellness on Wheels (WOW)**- This mobile health unit provides baseline health screenings, physicals, and referral to a permanent health home and other services to underserved individuals who would not normally seek out office-based care. Wellness on Wheels is part of Bridges' recent strategy to enhance community outreach and engagement to target underserved areas. The WOW vehicle parks in various spots in West Haven two days per week.
- **Clinical services** in West Haven High School, Bailey and Carrigan Intermediate offering individual and group therapy in the school setting to meet the increasing behavioral health needs of children in the community. Students enrolled in school-based services can access our 98 Elm Street clinical location for medication management if needed.

Bridges' programs and services are mainly funded by grants, state contracts and third-party reimbursement from Medicaid, Medicare and private insurance. At least 70% of those served by Bridges are enrolled in Medicaid and are low or very low income. Clinical and medication management are the most expensive services and often times they are not fully supported by state contracts and reimbursement. Through this proposal, we will expand our full range of services to more residents in the West Haven community who may be struggling with the impact of COVID-19. These individuals may be seeking to manage symptoms of depression, anxiety and stress from the pandemic, and they may need additional support through the agency's wraparound services.

**On average, how many open appointments per week does your organization currently have to schedule services for new or existing patients?**

The agency averages 1100 appointments per week across all programs and services for existing clients. There are approximately 20 slots for new intakes per week for individuals who are seeking clinical services. Referrals to other programs within the organization may be made during an intake conference when new cases are presented and discussed with the multidisciplinary team or during the course of treatment. Our mobile programs (Wellness on Wheels and Medication Assisted Treatment) have walk-up appointments based on when vehicles are parked. We also have home-based programs for children and families where referrals come from the Department of Children and Families, schools, parents, and other community providers.

**Provide an estimate of the total number of West Haven Residents that could benefit from the services you will be providing with the ARPA funds received.**

We estimate that a total of 40-50 individuals could benefit from the \$100,000 in ARPA funds assuming short-term individual or group therapy of 12-24 weeks with a psychiatric evaluation and 2-3 medication management appointments. This number could fluctuate based on the number of residents who need medication management in addition to therapy and other support services (case management, mobile crisis intervention).

**Is your Organization currently in "Good Standing" with the Connecticut Department of Revenue Services (DRS)?**  Yes  No

**Is your Organization current on all tax obligations to the Internal Revenue Service, the State of Connecticut, and the City of West Haven?**  Yes  No

If no, please explain:

**Does your Organization have any Outstanding liens or Judgements; threatened or pending litigation or claims?**  Yes  No

If yes, please explain:

Presently there are two open cases/claims against Bridges Healthcare

- 1) Open CHRO case with a past employee
- 2) Wrongful termination case with past employee


**PROPOSERS NON COLLUSION AFFIDAVIT FORM**

The undersigned proposer, having fully informed himself/herself/itself regarding the accuracy of the statements made herein, certifies that:

- (1) The proposer developed and the proposal independently and submitted it without collusion with, and without any agreement, understanding, communication or planned common course of action with, any other person or entity designed to limit independent competition;
- (2) The proposer, its employees and agents have not communicated the contents of the proposal to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal and award.
- (3) No elected or appointed official or other officer or employee of the City of West Haven is directly or indirectly interested in proposer's proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

The undersigned proposer further certifies that this affidavit is executed for the purpose of full disclosure to the City of West Haven to consider its proposal and make an award in accordance therewith.

Bridges Healthcare, Inc.  
Legal Name of Bidder

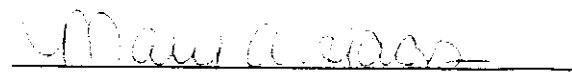
  
(signature)  
Bidder's Representative, Duly Authorized

Jennifer Fiorillo  
Name of Bidder's Authorized Representative

President and CEO  
Title of Bidder's Authorized Representative

Subscribed and sworn to before me this 25<sup>th</sup> day of August, 2023.

MARY A. HAAS  
NOTARY PUBLIC OF CONNECTICUT  
My Commission Expires 04/30/2024

  
Notary Public  
My Commission Expires: April 30, 2024



**CITY OF WEST HAVEN**  
**355 Main St**  
 West Haven, Connecticut 06516

**DISCLOSURE &  
 CERTIFICATION AFFIDAVIT**

**EVERY SECTION MUST BE COMPLETED**

For help completing this form contact Purchasing Director at 203-937-3624

<b>Contractor/Vendor Name:</b>	Bridges Healthcare, Inc.
<b>Address:</b>	941-949 Bridgeport Avenue Milford, CT 06460
<b>Telephone and/or Fax #:</b>	(203) 878-6365 X313 Fax (203) 877-3088
<b>Email Address:</b>	jfiorillo@bridgesmilford.org
<b>Contact Person:</b>	Jennifer Fiorillo

**For the purposes of this Disclosure and Certification Affidavit, the following definitions apply:**

- (a) "Person" means one (1) or more individuals, partnerships, corporations, associations, or joint ventures.
- (b) "Contract" means any agreement or formal commitment entered into by the city to expend funds in return for work, labor, services, supplies, equipment, materials or any combination of the foregoing, or any lease, lease by way of concession, concession agreement, permit, or per agreement whereby the city leases, grants or demises property belonging to the city, or otherwise grants a right of privilege to occupy or to use said property of the city.
- (c) "City" means any official agency, board, authority, department office, or other subdivision of the City of West Haven.
- (d) "Affiliate Entity" means any entity listed in sections 9 or 10 below or any entity under common management with the Contractor.

<b>State of</b>	Connecticut	<b>County of</b>	New Haven
<b>I,</b>	Raymond Vitali	<b>being first duly sworn, hereby deposes and says that:</b>	
	(type or print your name above)		
<b>1.</b>	I am over the age of 18 and understand the obligations of making statements under oath; I understand that the City of West Haven is relying on my representations herein.		
<b>2a.</b>	I am the corporate secretary or majority owner (including sole proprietorship) of	Bridges Healthcare, Inc. Insert Company Name above	
<b>2b.</b>	Or I am an individual and my name is:	if an individual, insert your name above	
<b>3.</b>	I am fully informed regarding the preparation and terms of the above referenced agreement (the "Agreement") and of all pertinent circumstances related thereto.		
<b>4.</b>	<b>Please select the applicable representation(s) regarding taxes or, if none of the below are accurate, attach an explanation of the status of the relevant tax obligations to this Affidavit (mark an "X" in the appropriate box or "NA" if none apply).</b>		
<b>4a.</b>	As required by Conn. Gen. Stat. §12-41, the Contractor (and each owner, partner, officer, authorized signatory or Affiliate Entity of the Contractor) has filed a list of taxable personal property with the City of West Haven for the most recent grand list and all taxes are		
<b>4b.</b>	X	The contractor (including any owner, partner, officer or authorized signatory thereof) is not required to file a list of taxable personal property with the City of West Haven for the most recent grand list and does not owe any back taxes to the City of West Haven, either directly or through a lease or other agreement.	
<b>4c.</b>		The Contractor or an owner, partner, officer, representative, agent or Affiliate Entity of the Contractor either i) has a PILOT agreement with the City of West Haven or ii) owes back taxes and has executed an agreement with the City of West Haven to pay said back taxes in installment payments. <b>Such agreement is attached and incorporated herein by reference and the payments under said agreement are not in default.</b>	
<b>5.</b>	X	Other than as may be described in section 4 above, the Contractor (including any owner, partner, officer, other authorized signatory, or Affiliate Entity) does not have any outstanding monetary obligations to the City of West Haven.	
<b>6.</b>	<b>Please select the applicable representation about the Contractor's business registration:</b>		
<b>6a.</b>	X	Contractor is a Connecticut corporation, partnership, limited liability company or sole proprietorship and its Connecticut Secretary of the State Business ID #:	US-CT.BER:0094819 Insert State Registration # above
<b>6b.</b>		Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship but is registered to do business in the State of Connecticut. The Contractor's Connecticut Secretary of the State Business ID #:	Insert State Registration # above
<b>6c.</b>		Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship and is not registered to do business in the State of Connecticut. The Contractor is registered in the State of:	Please insert State name above
Contractor has confirmed with the Connecticut Secretary of the State that the services it will provide pursuant to the Agreement do not constitute doing business in the State of Connecticut and no registration with the Connecticut Secretary of the State is required. Contractor does otherwise have the following State of Connecticut registrations, certificates or approvals relevant to the Agreement (if not applicable, state N/A).			



7. The following list is a list of the names of all persons affiliated with the business of the Contractor who are also affiliated with the City of West Haven. For purposes of this Affidavit, "affiliated with the business of the Contractor" includes any current or former employee (including officers) of the Contractor or any owner, board member or agent of the Contractor, or of any subsidiary or parent company of the Contractor, and "affiliated with the City of West Haven" means any employee, agent, public official, board member, commissioner or any other person serving in an official capacity for or on behalf of the City of West Haven. If none state none. Use additional sheet if necessary (must be on company letterhead and notarized):

	Name	City Affiliation Role & Time Frame	Contractor Affiliation Role & Time Frame	DOB
1	Rosa Richardson	West Haven CDBG Admin - 15 Years	Bridges' Board of Directors - 2 Years	07/07/1961
2	John Biancur	Vice Chair Plan & Zone Comm - 7 years	Bridges Board of Directors - 15 years	11/14/1975

8. The following list is a list of all contracts in which either the Contractor, any person affiliated with the business of the Contractor or an Affiliate Entity of the Contractor provides, or has provided, services or materials to the City within one (1) year prior to the date of this disclosure. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

	Name of Contractor or Affiliate	Affiliation (if applicable)	Contract Number	DOB
1	Bridges Healthcare, Inc.	West Haven Community Develop Administrator	CDBG Contract 48-12	N/A
2	Bridges Healthcare, Inc.	West Haven Board of Education	School-Based Services MOU copy attached	N/A

9. The Contractor possesses an ownership interest in the following business organizations, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

	Organization Name	Address	Type of Ownership
1	None.		
2			

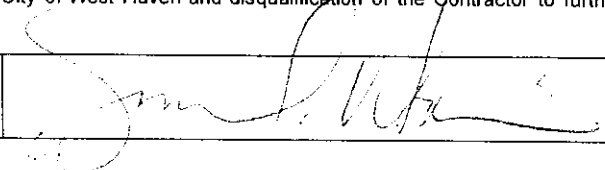
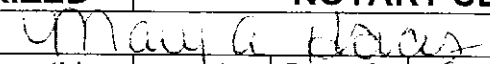
10. The following persons and/or entities possess an ownership interest in the Contractor. If the Contractor is a corporation, list the names of each stockholder whose shares exceed twenty-five (25) percent of the outstanding stock. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

	Name	Title	% of Ownership	DOB
1	None.			
2				

11. If the Contractor conducts business under a trade name, the following additional information is required: the place where such entity is incorporated or is registered to conduct such business; and the address of its principal place of business, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

	TRADE NAME	PLACE OF INCORPORATION/REGISTRY	PRINCIPAL PLACE OF BUSINESS
1	N/A		
2			

I hereby certify that I am duly authorized to sign this Affidavit and that the person who will sign the Agreement with the City on behalf of the Contractor will be duly authorized to execute the same. I hereby further certify that the statements set forth above are true and complete on the date hereof and that I, or another authorized individual of the Contractor, will promptly inform the City, in writing, if any of the information provided herein changes or is otherwise no longer accurate at any point during the execution of the above referenced Agreement. I understand that any incorrect information, omission of information or failure of the Contractor to update this information, as described in the foregoing sentence, may result in the immediate termination of any and all agreements the Contractor has with the City of West Haven and disqualification of the Contractor to further contract with the City.

Signature & Title of person completing this form:				
Raymond Vitali, Board Secretary				
<b>THIS FORM MUST BE NOTARIZED</b>		<b>NOTARY SEAL (if available)</b>		
Signature of Notary:				
Subscribed and sworn to, before me on this:		25th	Day of	August
My Commission Expires:		April 30, 2024		

*This form should be mailed or emailed to the purchasing department or included with a specific solicitation.*

(This form shall be updated if the Agreement contemplated hereby is not executed within six months of the date hereof.)



## Memorandum of Understanding

This memorandum of understanding (MOU) has been jointly developed between the West Haven Public Schools and Bridges Healthcare, Inc. for students requiring behavioral health services beyond what is offered through school services and programming at Carrigan Intermediate School and Bailey Middle School. This partnership is meant to offer supplemental services, and not meant to supplant current programming. The intent of the memorandum is:

- To provide psychotherapy services to students during the school day during the 2022-2023 school year
- To focus on students who would otherwise not access services because there are barriers to the students or their families accessing office-based services
- To provide individual and group psychotherapy to students

To meet the above goals, the following is proposed:

Bridges Healthcare will:

- Provide 1.5 full-time licensed clinician to deliver individual and group psychotherapy at Carrigan and Bailey Schools during the school day
- Provide proof of liability insurance
- Conduct background checks for all clinicians having direct contact with Milford Public Schools students per Public Act 16-67.
- Receive referrals from the school social worker or other designated school personnel and initiate treatment services by scheduling an intake at Bridges main site, at the school, or via telehealth
- Enroll the students being served as Bridges clients and utilize Bridges' electronic health record (Carelogic) to document all aspects of treatment and to comply with all licensing and regulatory requirements.
- Bill for services through the student's healthcare coverage when applicable
- Invoice the West Haven Schools for the differential between the total cost of the full-time clinician and the third-party insurance reimbursement collected by Bridges Healthcare, Inc. for the services provided at Bailey and Carrigan.
- Maintain compliance with the Student Data Privacy Act\*

West Haven Public Schools will:

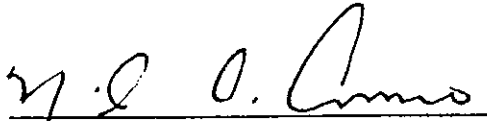
- Provide dedicated office space that includes at a minimum a desk, desk chair, file cabinet and chairs for students for individual and group sessions
- Provide WIFI access,
- Provide outreach to parents of students who are being considered for referral to the licensed clinicians for individual or group services
- Communicate with the clinicians about each referral
- Schedule meetings as necessary to review the progress of the program
- Provide reimbursement to Bridges for clinical services when the insurance reimbursement does not meet the total cost for the clinicians.

\*Student Data Privacy Act requires any vendor or consultant who comes into contact with student data as defined in the Act (similar to the FERPA definition), to agree to certain terms required by the statute. In accordance with Public Act No. 16-189, the Student Data Privacy Act, terms satisfying the requirements of said Act is attached hereto and incorporated by reference to Appendix A. For purposes of Appendix A the term "Contractor" shall refer to Bridges Healthcare, Inc.

Psychiatric assessment and the prescription of psychotropic medications are beyond the scope of the services to be provided on the school site. As Bridges clients, the services are available to the students at the Milford or the West Haven site of Bridges Healthcare, 941-949 Bridgeport Avenue.

#### Confidentiality of Protected Health Information

The nature of this agreement between Bridges Healthcare, Inc. and the West Haven Public Schools may require collaboration and discussion about client cases and appropriate treatment when necessary. Bridges Healthcare, Inc. and the West Haven Public Schools agree that they will not disclose protected health information without written consent from the client and/or their legal guardian unless, such disclosure is authorized by law. All disclosures of protected health information must comply with relevant State and Federal law requirements, and regulations.



Neil C. Cavallaro  
Superintendent, West Haven Public Schools



Jennifer Fiorillo  
President and CEO, Bridges Healthcare, Inc.

## Appendix A

### SECTION I. DEFINITIONS

Terms and Interpretation: Certain terms used in this Agreement are defined in the Appendix attached hereto and made apart thereof. Terms other than those defined within this Agreement shall be given their plain English meaning, and those terms, acronyms, and phrases known in the information technology industry shall be interpreted in accordance with their generally known meanings. Unless the context otherwise requires, words importing the singular include the plural and vice-versa.

### SECTION II. GENERAL PROVISIONS

The Parties agree that both the Board and the Contractor shall comply with The Family Educational Rights and Privacy Act of 1974 ("FERPA"), 20 USC 1232g) (as amended) and its implementing regulations (34 CFR 99.1- 99.67) (as amended) and as shall be amended from time to time. All student data created by students, teachers, and staff or student data, which is accessed or possessed by the Contractor by virtue of this contract, shall be classified as student data and is hereby afforded protection under FERPA and its implementing regulations. The Board and Contractor also agree that student data is afforded certain protections under Connecticut state student privacy law as set forth in PA 16-189. Nothing in this Agreement shall be construed to allow either party to maintain, use, disclose or share student information as defined by FERPA in a manner prohibited by federal law or regulation or this agreement. For the purposes of this contract, the Contractor shall be considered as a "school official" under FERPA and is deemed to have a legitimate educational interest in the student data disclosed to the Contractor for the sole purpose of performing its obligations under this contract. The Board shall disclose information only to the extent disclosure is necessary for the Contractor to fulfill its contractual obligation herein and the Contractor shall only use or collect student data for the purposes set forth in this agreement.

All student data provided or accessed pursuant to this Agreement is and remains under the control of the Board. All student data are not the property of, or under the control of, the Contractor. The Contractor acknowledges and agrees that at no time is the Contractor the owner of the student data. All student-generated content shall be the property of the student or the parent or legal guardian of the student. Nothing in this Agreement shall be construed to confer upon the Contractor any property right over student information, student records or student-generated content.

The Board has the right to request a copy of the student data maintained by the Contractor at any time and reserves the right to request the prompt return of any portion of the data files at any time and for any reason whatsoever.

The Contractor shall not use student data for any purposes other than those authorized in this Agreement. The Contractor is specifically prohibited from using student data or unique identifiers contained therein for targeted advertising. The contractor is further prohibited from selling, renting, or trading student data unless part of a merger or acquisition of a successor operator.

The Board may request that the Contractor delete student data in the Contractor's possession by sending a written request to the Contractor by either regular or electronic mail. The Contractor shall delete the requested student data within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The

confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols. The two (2) business days in which to delete the data may be modified by agreement of the parties if so warranted under attending circumstances. There are two exceptions to this requirement: information shall not be deleted when (1) state or federal law prohibits the deletion or requires retention of the information or (2) the student information is stored as part of a disaster recovery storage system and that is inaccessible to the public, and unable to be used in the normal course of business by the Contractor, provided such Board of Education may request deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following data recovery.

The Contractor shall have the right to use de-identified student data for these purposes only: {1} to maintain, support, improve, evaluate, develop, or diagnose the Contractor's website, online service, or mobile applications, or other websites, online services, or mobile applications owned by the Contractor; {2} to demonstrate or market the effectiveness of the Contractor's website, online service, or mobile application; {3} share student information for the improvement and development of websites, online services, or mobile applications designed for school purposes; {4} for adaptive learning purposes or customized student learning; {5} to provide recommendation engines to recommend content or services relating to school purposes or other educational or employment purposes, provided such recommendation is not determined in whole or in part by payment or other consideration from a third party; or {6} to respond to a request for information or feedback from a student, provided such response is not determined in whole or in part by payment or other consideration from a third party. The Contractor agrees not to attempt to re-identify de-identified data.

A student, parent, or legal guardian of a student may review PII contained in student information, student records, or student-generated Content and correct erroneous information by contacting the Contractor in writing (Bridges Chief Executive Officer- Jennifer Florillo – [jflorillo@bridgesmiford.org](mailto:jflorillo@bridgesmiford.org) to discuss the correction of any such erroneous information. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein, by following the amendment procedures outlined in the Board's Confidentiality and Access to Education Records Policy.

Each Party shall use its best efforts to identify and prevent any unauthorized use or disclosure of any student data. Without limitation of the foregoing, each Party shall advise the other Party immediately in the event either Party learns, or has reason to believe, that any person who has had access to student data has violated the terms of this Agreement.

Each Party also agrees that it will cooperate with the other Party in seeking injunctive or other equitable relief against any such identified person.

### **SECTION III. SECURING AND SAFEGUARDING**

## **CONFIDENTIALITY OF STUDENT DATA; PROTOCOLS FOR DISCOVERY OF DATA BREACHES**

Security and Safeguarding Information. The Contractor shall use security tools and technologies that meet or exceed industry standards in providing services under this Agreement. In the event that student data is no longer needed for the specific purpose for which it was provided, including any copies of the student data that may reside in system backups, temporary files, or other storage media, it shall be destroyed as per best practices for data destruction or returned to the Board using commercially reasonable care, security procedures and practices.

The Contractor shall implement current commercially reasonable and acceptable security measures and technologies to prevent unauthorized access to, or use, disclosure, or loss of student data. Such measures shall in no event be less stringent than those used by other companies providing services similar to the services or possessing similar type information. Such measures shall include, where appropriate, use of updated firewalls, virus screening software, logon identification and passwords, encryption, intrusion detection systems, logging of incidents, periodic reporting, and prompt application of current security patches, virus definitions, and other updates.

The Contractor shall implement and maintain security procedures and practices designed to protect student data from unauthorized access, destruction, use, modification or disclosure that, based on the sensitivity of the data and the risk from unauthorized access, and: (1) use technologies and methodologies that are consistent with the guidance issued pursuant to section 13402(h)(2) of Public Law 111-5 (the American Recovery and Reinvestment Act of 2009, which includes the HITECH Act), (2) maintain technical safeguards as it relates to the possession of student data in a manner consistent with the provisions of 45 CFR 164.312 (the Health Insurance Portability and Accountability Act (HIPPA) "Technical Safeguards" section), and (3) otherwise meet or exceed industry standards. The security procedures and practices are detailed below and further detailed in The Contractor's Statement of Security.

The Contract shall restrict access to student data to only those employees that need to access the data in order for the Contractor to perform the agreed upon services.

Information or student data collected and stored from and on behalf of the Board and its students shall be stored and maintained separately from the information of any other customers, school or user.

The Board retains the right to audit the security and privacy of student data.

The Contractor shall notify the Board in writing about any changes that will affect the availability, security, storage, usage or disposal of student data.

### **Response to Data Breaches**

Upon the discovery of any breach of security that results in the unauthorized release, disclosure, or acquisition of student information, student records, or student generated content, or suspicion that such a breach may have occurred, the Contractor must:

Provide initial notice to the Board as soon as possible but not later than forty-eight (48)

hours after such discovery ("Initial Notice"). The Initial Notice shall be delivered to the Board by electronic mail and shall include the following information: Date and time of the breach; names of the student(s) whose student data was released, disclosed or acquired; the nature and extent of the breach; and the Contractor's proposed plan to investigate and remediate the breach.

Upon discovery by the Contractor of a breach of student data, exclusive of directory information, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

Upon discovery by the Contractor of a breach which results in the release, disclose, or acquisition "directory Information", the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than sixty (60) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

The Contractor agrees to cooperate with the Board with respect to investigation of the breach and to reimburse the Board for costs associated with responding to the breach, including but not limited to the costs relating to notifications as required by Public Act 16-189.

**Response to Legal Orders, Demands, or Requests for Data.** If the Contractor receives a subpoena, warrant, or other legal order, demand, or request seeking student data maintained by the Contractor, the Contractor will promptly provide a copy of the request to the Board. The Contractor shall promptly supply the Board with copies of records or information response to the subpoena, warrant, other legal order, demand or request, and will cooperate with the Board's reasonable requests in connection with its response. A failure to supply the Board with any student data within a reasonable time that has been requested by the Board constitutes a material breach of this Agreement. No student data may be disclosed by the Contractor in response to any subpoena, warrant, or other legal order or demand in the absence of written notice to the Board and a reasonable opportunity to allow the Board or student or parent to seek protective orders to protect the student data from disclosure.

**Audits.** The Board reserves the right in its sole discretion to perform audits of the Contractor's data protection practices at its expense to ensure compliance with the terms of this Agreement. The Contractor shall cooperate with all reasonable requests in the performance of any such audits.

**Cessation of Contractor's Business.** In the event of the Contractor's cessation of operations, Contractor shall promptly return all student data to the Board in an organized, manageable manner and subsequently erasing and/or otherwise destroying any student data, be it digital, archival or physical form, including without limitation any copies of the data or any portions thereof that may reside in system backups, temporary file or other storage media and/or are otherwise still in Contractor's

possession and/or in the possession of any subcontractors, or agents to which the Contractor may have transferred student data or any portion thereof, in a manner consistent with technology best practice and industry standards for secure data disposal methods such that Contractor and/or any of its subcontractors or agents are no longer in possession of any student work belonging to the Board or and to ensure that the student data cannot be recovered and are securely destroyed. Contractor also will provide inventory of its student data destruction, and with written certification, including an inventory of all student data returned to the Board, within fifteen (15) days of Contractor's cessation of operations.

## **SECTION VI. GENERAL**

Modification or Amendment. No modification or amendment of this Agreement shall be valid unless in writing signed by the parties hereto. No modification or amendment of any terms of this Agreement shall be binding unless the same is in writing and signed by both parties and all necessary approvals have been obtained. Such express modification or amendment, if made, shall be effective only in the specific instance and for the specific purpose set forth in such signed writing.

Choice of Law. This Agreement shall be governed by the laws of the State of Connecticut without regard to its principles of conflicts of laws. The laws of the State of Connecticut shall govern the validity of this Agreement, the construction of its terms, and the interpretation of the rights and duties of the parties hereto.

Choice of Forum. The parties agree that any and all disputes arising from or relating to the Agreement, including its formation and validity, shall be settled in the State of Connecticut. Each of the parties irrevocably consents to the exclusive personal jurisdiction of the state courts located in Connecticut, as applicable, for any matter arising out of or relating to this Agreement.

Waiver. The failure of either party to require performance by the other party of any provision of this Agreement shall neither affect the full right to require such performance at any subsequent time, nor shall the waiver by either party of a breach of any provision of this Agreement be taken or held to be a waiver of the provision itself.

Notice. Any notice permitted or required under this Agreement shall be made in writing and shall be served by personal service, by confirmed electronic delivery, or by certified, or registered or express U.S. mail, postage and charges prepaid, to the parties at the addresses below:

If to the Board:

Neil Cavallaro, Superintendent West Haven Public Schools  
P.O. Box 26010  
West Haven, CT 06516  
[neilcavallaro@whschools.org](mailto:neilcavallaro@whschools.org)

If to the Contractor:

Jennifer Fiorillo, President/CEO  
Bridges Healthcare, Inc.  
941-949 Bridgeport Avenue  
Milford, CT 06460  
[jfiorillo@bridgesmilford.org](mailto:jfiorillo@bridgesmilford.org)



Any Party hereto may change its address for purposes of this paragraph by written notice given in the manner provided herein and shall be deemed changed when so delivered personally, confirmed by electronic delivery, or if mailed via U.S. Mail two (2) days after the date of any such delivery.

## APPENDIX - CERTAIN DEFINITIONS

Entire Understanding. This agreement, and any schedules or documents attached and incorporated by reference, constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and are of no further force and effect.

Relationship of Parties. Both Parties agree that they are independent entities. Nothing in this Agreement shall be construed to create a partnership, joint venture, or agency relationship between the Parties. Each Party is responsible for the supervision, management, and direction of its own employees. Each Party is responsible for the payment of compensation to its employees and for any injury to them occurring in the course of their employment for which their employer is responsible and neither Party shall be responsible for the supervision, management, and direction of the employees of the other Party.

Headings. Section headings and captions are not intended to be a full and accurate description of the contents hereof. Headings are: (a) inserted for purposes of convenience; (b) not part of the Agreement; and (c) will be given no force or effect in construing or interpreting this Agreement of any of its provisions.

All Rights/intellectual Property Rights. All rights, including intellectual property rights, shall remain the exclusive property of the Board and/or the student, as applicable, and Contractor is a limited, nonexclusive license solely for the purpose of performing its obligations as outlined in this Agreement. This Agreement does not give the Contractor any rights, implied or otherwise, to Data Files or any portion thereof, content or intellectual property, except as expressed in this Agreement. This includes, without limitation, the right to sell or trade the Data Files or any portion thereof. Any provisions to the contrary in the Contractor's privacy policy, terms of service, terms and conditions or use and/or license agreement are hereby deleted in their entirety.

Assignment. Contractor shall not assign any of its rights under this Agreement, or delegate the performance of any of its duties hereunder, without the prior written consent of the Board, which approval may be withheld at the Board's sole discretion.

Severability. The provisions of this Agreement are independent of one another, and the invalidity of any provision or portion thereof by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision hereof. If any unlawful and/or unenforceable provision would be lawful or enforceable if part of it were deleted, that part will be deemed to be deleted, and the rest of the provision will continue in effect.

Electronic Notice and Posting of Contract Execution. The Board must provide electronic notice to the parent or legal guardian of an affected student within five (5) business days of executing this Agreement with Contractor. The notice shall: (1) state that the Agreement has been executed and the date of execution; (2) provide a brief description of the Agreement and its purpose; and (3) state what student information, student records, or student-generated content may be collected as a result of the Agreement. The Board shall post such notice and the Agreement on its website.

Termination/Student Data. The student data provided to the Contractor shall not be retained or available to the Contractor upon completion of the services contracted for herein unless a student, parent or legal guardian of a student chooses to establish or maintain an electronic account with the Contractor for the purpose of storing student-generated content.

Personally Identifiable Information ("PII"). The Family Educational Rights and Privacy Act ("FERPA") defines PII to include direct identifiers (such as a student's or other family member's name) and indirect identifiers (such as a student's date of birth, place of birth, or mother's maiden name). Indirect identifiers, metadata about students' interaction with an app or service, and even aggregate information can be considered PII under FERPA if a reasonable person in the school community could identify individual students based on the indirect identifiers together with other reasonably available information, including other public information. 20 U.S.C. 1232g; 34 CFR 99. Under FERPA, education records include records, files documents, and other materials that (A) contain information directly related to a student; and (B) are maintained by an educational agency or institution or by a person acting for such agency or institution.

Student Information. Student information means personally identifiable information or material of a student in any media or format that is not publicly available and is any of the following: (A) Created or provided by a student or the parent or legal guardian of a student, to the operator in the course of the student, parent or legal guardian using the operator's website, online service or mobile application for school purposes; (B) created or provided by an employee or agent of a local or regional board of education to an operator for school purposes; or (C) gathered by an operator through the operation of the operator's website, online service or mobile application and identifies a student, including, but not limited to, information in the student's records or electronic mail account, first or last name, home address, telephone number, date of birth, electronic mail address, discipline records, test results, grades, evaluations, criminal records, medical records, health records, Social Security number, biometric information, disabilities, socioeconomic information, food purchases, political affiliations, religious affiliations, text messages, documents, student identifiers, search activity, photographs, voice recordings, survey responses or behavioral assessments.

Student Record. Student record means any information directly related to a student that is maintained by a local or regional board of education, the Connecticut State Board of Education or the Connecticut Department of Education or any information acquired from a student through the use of educational software assigned to the student by a teacher or employee of a local or regional board of education, except "student record" does not include de-identified student information allowed under the contract to be used by the contractor to (A) improve educational products for adaptive learning purposes and customize student learning; (B) demonstrate the effectiveness of the contractor's products in the marketing of such products; and (C) develop and improve the contractor's products and services.

Student-generated Content. Student-generated content means any student materials created by a student including, but not limited to, essays, research papers, portfolios, creative writing music or other audio files or photographs, except student-generated content does not include student responses to a standardized assessment. All student-generated content shall be the property of the student or parent or legal guardian.

Consultant. A consultant means a professional who provides non-instructional services, including, but not limited to, administrative, planning, analysis, statistical, or research services to a local or regional board of education pursuant to a contract with such local or regional board of education.

Targeted advertising. Targeted advertising means presenting an advertisement to a student where the selection of the advertisement is based on student information, student records or student-generated content or inferred over time from the usage of the operator's website, online service or mobile application by such student or the retention of such student's online activities or requests over time for the purpose of targeting subsequent advertisements. Targeted advertising does not include any advertising to a student on a website that such student is accessing at the time or in response to a student's response or request for information or feedback.

De-identified student information. De-identified student information means any student information or Customer Data that has been altered to prevent the identification of an individual student. De-identified data will have all direct and indirect personal identifiers removed. This includes, but is not limited to, name, ID numbers, date of birth, demographic information, location information, and school ID. Contractor agrees not to attempt to re-identify de-identified data.

School purposes. School purposes means purposes that customarily take place at the direction of a teacher or a local or regional board of education, or aid in the administration of school activities, including, but not limited to, instruction in the classroom, administrative activities and collaboration among students, school personnel, or parents or legal guardians of students.

Directory Information. Information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Typically, directory information includes information such as name, address, telephone listing, date and place of birth, participation in officially recognized activities and sports, and dates of attendance. Directory information does not include a student's social security number or student ID number that can be used to gain access to educational records. A school may disclose directory information to third parties without consent if it has given public notice of the types of information which it has designated as directory information, the parent's or eligible student's right to restrict the disclosure of such information, and the period of time within which a parent or eligible student has to notify the school in writing that he or she does not want any or all of those types of information designated as directory information. 34 CFR §99.3 and 34 CFR § 99.37.

## Dawson Ave Task Order #40

- Task order #40 from Master Agreement with CDM Smith for Environmental Services, originally entered into on March 5, 2015
- Previous Task Orders 31-39 have all been previously approved by the full MARB panel
- Scope of Services outlined in each Task Order (included in this packet)
- Contract amount is \$150,000 and DEEP Approval letter is also included in this packet.



**TASK ORDER NO. 40 TO  
MASTER ENVIRONMENTAL SERVICES AGREEMENT  
BETWEEN  
OWNER AND ENGINEER**

This is Task Order No. 40 attached to and made part of the Agreement dated March 5, 2015, between CDM Smith Inc. (ENGINEER) and City of West Haven, Connecticut (OWNER).

This Task Order describes the Scope of Services, Time Schedule, Charges, and Payment Conditions for the Task Order known as: Dawson Avenue Area Design Contract 5 and Construction Services (the "Project").

1. Scope of Services

ENGINEER completed the Dawson Avenue Area Sewer Service Evaluation Survey (SSES) under Task Order 7, which included smoke testing, dye water flooding, building inspections, and CCTV inspections. ENGINEER also performed a cost-effective analysis on the six sewershed areas in the Dawson Avenue Area with the highest infiltration rates for various infiltration reduction scenarios. The Dawson SSES Report identified rehabilitation recommendations to reduce infiltration and inflow (I/I). The report recommendations were organized into different priority tiers so that the recommendations can be completed over multiple years in order of priority.

Based on the Dawson Avenue Area SSES recommendations, ENGINEER will complete the design and services during construction for the fifth and final recommended rehabilitation contract for the Dawson Avenue Area. It shall incorporate sewer rehabilitation design of between 10,000 and 20,000 linear feet of Tier 2 and Tier 3 priority pipes and up to 121 Tier 2 priority manholes.

ENGINEER shall provide for OWNER the following specific Services:

**TASK 1 – PIPE AND MANHOLE REHABILITATION DESIGN**

ENGINEER shall complete Contract Documents (plans and specifications) for Contract 5 of the Dawson Avenue Area Sewer Rehabilitation Program. ENGINEER estimates the design shall include between 10,000 linear feet and 20,000 linear feet of Tier 2 and Tier 3 priority pipes within the Dawson Avenue Area. OWNER has a set budget for the construction of this project so the footage will be determined during the design phase and will be based on the type of rehabilitation required since the construction cost varies for CIPP lining, CIP spot liners, and point repairs. The design shall also include rehabilitation of up to 121 Tier 3 priority sewer manholes within the Dawson Avenue Area that were identified for I/I related repairs.

Contract Drawings – ENGINEER will prepare 24"x36" drawings for the sewer and manhole rehabilitation recommendations. The drawings will detail the limits of CIPP lining, CIP spot repairs, and point repairs; manhole rehabilitation, repair or replacement; and any other pertinent construction information. Contract drawings will also include cover sheet, locus plan, legend and general notes and detail sheets. Contract drawings will be submitted to the City for review at 90 percent completion, along with an estimate of most probable construction costs. The 100 percent contract drawings will be submitted to CT DEEP for review and approval to bid. The contract documents will then incorporate all final comments and the final deliverables will be submitted to the City for bidding purposes.

Contract Specifications – ENGINEER will develop technical specifications for applicable work. The specification will include applicable front-end section (instructions to bidder, bid form, general conditions, supplemental general conditions), detailed technical specifications covering every item to be furnished by the contractor.

This task includes attending up to two progress meetings with the City. The progress meetings will be scheduled near the 60 percent and 90 percent project milestones.

### **TASK 2 – BIDDING SERVICES**

ENGINEER shall aid with bidding on Contract 5 of the Dawson Avenue Area Sewer Rehabilitation Program. All work will be performed as directed by the OWNER. ENGINEER shall provide up to fifty (50) hours of bidding related services. Services may include attending pre-bid meeting, preparing bid addendum (if necessary), and reviewing bid results. An electronic file of the final bid documents will be provided in PDF format to be distributed to prospective bidders electronically. Three sets of hard copies of plans and specifications will be submitted to the OWNER. This task also includes submitting required documentation to CT DEEP to receive approval prior to construction and any related follow-up communication with CT DEEP.

### **TASK 3 – CONSTRUCTION OVERSIGHT**

For Dawson Avenue Area Contract 5, OWNER will be advertising a project for public bidding for spot repairs, CIPP lining of sewer mains, and manhole rehabilitation. ENGINEER will provide part-time onsite Resident Project Representative (RPR) services. The RPR will be responsible for the following:

- day-to-day observation of site activity,
- confirming the contractor builds the work in accordance with the plans and specifications,
- verifying installed bid quantities,
- monitoring all required field testing and traffic management,
- coordinating with OWNER's staff,
- attending scheduled coordination meetings,
- producing daily and monthly reports,
- reviewing and processing Contractor pay requests,
- reviewing project schedules,
- reviewing, negotiating, and processing change orders.

This task includes providing an RPR over the course of the anticipated 7 months of active construction. Extension of the general contractor's schedule beyond 7 months of active construction will require an amendment to this agreement.

### **TASK 4 – OFFICE SUPPORT FOR CONSTRUCTION OVERSIGHT**

ENGINEER proposes to provide general construction engineering and administration services for this project, as follows:

- Project Management - Coordinating all correspondence between the contractor, OWNER and ENGINEER internal parties.
- Design Engineering - Direct involvement of design engineers knowledgeable of the specific design intent will be available for the entire construction process. The design engineer responsible for the overall design document will assist the construction services staff in resolving conflicts/disputes clarification that arise from the contractor, subcontractor or the OWNER during the construction phase.
- Shop Drawing Review
- Request for Information (RFI) Services and Proposed Change Order review
- Record Drawings – ENGINEER will review the Contractor's Record Drawings for conformance with the as-built conditions and return any necessary comments or edits to the Contractor for further documenting. The development of CAD Record Drawings by ENGINEER is not included in this proposal.
- Document Control – Administrative staff will log all correspondence, records, related documents into a document management software program to track responses.

## **2. Time Schedule**

The time periods for the performance of ENGINEER's Services are as follows:

ENGINEER will complete the Task 1 Design Services within 8 months of authorization to proceed; Task 2 Bidding Services within 2 months of advertisement; Task 3 and 4 construction related services within 7 months of construction contract award. The above durations are independent of DEEP and OWNER review periods.

3. Compensation and Invoicing

Compensation for Services of ENGINEER described in this Task Order will be on the following basis:

Task – Description	Budget	Payment Terms
Task 1 – Design Services	\$139,000	Lump Sum
Task 2 – Bidding Services	\$11,000	Lump Sum
Task 3 – Construction Oversight	\$160,000	Hourly at \$132/Hour
Task 4 – Construction Office Support	\$80,000	Lump Sum
TOTAL	\$390,000	

4. Terms and Conditions

The terms and conditions of the Agreement referred to above shall apply to this Task Order except to the extent expressly modified herein. In the event of any such modification, the modification shall be set forth below and the Article of the Agreement to be modified shall be specifically referenced. Modifications included in this Task Order are:

None.

5. Terms or Provisions in Conflict

If the provisions set forth in the Agreement are in conflict with the provisions set forth in this Task Order, the provisions of this Task Order shall govern.

None.



IN WITNESS WHEREOF, the parties hereto have executed this Amendment to be effective as of the date first above written.

OWNER

ENGINEER

\_\_\_\_\_  
Nancy R. Rossi  
Mayor

\_\_\_\_\_  
Joseph L. Laliberte, P.E.  
Senior Vice President

Address for giving notices:

Address for giving notices:

City of West Haven  
355 Main Street  
West Haven, Connecticut 06516

CDM Smith Inc.  
77 Hartland Street, Suite 201  
East Hartford, Connecticut 06108

Funds are available for the services herein.

Account No. \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Director of Finance

This contract is approved as to correctness of form.

Date \_\_\_\_\_

\_\_\_\_\_  
Corporation Counsel

**COST OF PRICE SUMMARY FOR SUBAGREEMENTS UNDER U.S. EPA GRANTS**

(See accompanying instructions before completing this form)

Form Approved

OMB No. 158-RO144

**PART I - GENERAL**

1. GRANTEE City of West Haven, West Haven, Connecticut		2. GRANT NUMBER	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR CDM Smith Inc.		4. DATE OF PROPOSAL July 25, 2023	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include Zip Code) 101 E. River Drive Suite 1A East Hartford, CT 06108		6. TYPE OF SERVICE TO BE FURNISHED Consulting Services Dawson Avenue Area Contract 5 Design and Bidding Task Order No. 40	

**PART II - COST SUMMARY**

7. DIRECT LABOR (Specify labor categories)	ESTI- MATED HOURS	HOURLY RATE	ESTIMATED COST	TOTAL
Project Officer	60	\$80.00	\$4,800.00	
Project Manager	80	\$75.00	\$6,000.00	
Construction Manager	24	\$60.00	\$1,440.00	
Project Engineer II	200	\$52.00	\$10,400.00	
Project Engineer III	600	\$32.00	\$19,200.00	
Drafter/GIS Technician	200	\$31.00	\$6,200.00	
Administration	100	\$30.00	\$3,000.00	
<b>DIRECT LABOR TOTAL:</b>				\$51,040
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	X BASE =	ESTIMATED COST	
Direct Overhead, General & Administration	1.6185	\$51,040.00	\$82,608.24	
<b>INDIRECT COSTS TOTAL:</b>				\$82,608
9. OTHER DIRECT COSTS				
a. TRAVEL			ESTIMATED COST	
(1) TRANSPORTATION			\$315.00	
(2) PER DIEM				
<b>TRAVEL SUBTOTAL:</b>			\$315.00	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify Categories)		QTY	COST	ESTIMATED COST
Direct Expenses				
<b>EQUIPMENT SUBTOTAL:</b>				
c. SUBCONTRACTS			ESTIMATED COST	
<b>SUBCONTRACTS SUBTOTAL:</b>				
d. OTHER (Specify Categories)			ESTIMATED COST	
<b>OTHER SUBTOTAL:</b>				
<b>e. OTHER DIRECT COSTS TOTAL:</b>				\$315
<b>10. TOTAL ESTIMATED COST</b>				\$133,963
<b>11. PROFIT</b>				\$16,037
<b>12. TOTAL PRICE</b>				\$150,000



COST OF PRICE SUMMARY FOR SUBAGREEMENTS UNDER U.S. EPA GRANTS				Form Approved
(See accompanying instructions before completing this form)				OMB No. 158-RO144
PART 1 - GENERAL				
1. GRANTEE City of West Haven, West Haven, Connecticut			2. GRANT NUMBER	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR CDM Smith Inc.			4. DATE OF PROPOSAL July 25, 2023	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include Zip Code) 101 E. River Drive Suite 1A East Hartford, CT 06108			6. TYPE OF SERVICE TO BE FURNISHED Consulting Services Dawson Avenue Area Contract 5 Engineering Services During Construction - Field Task Order No. 40	
PART II - COST SUMMARY				
7. DIRECT LABOR (Specify labor categories)	ESTI- MATED HOURS	HOURLY RATE	ESTIMATED COST	TOTAL
Project Representative	944	\$50.00	\$47,200.00	
<b>DIRECT LABOR TOTAL:</b>				\$47,200
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	X BASE =	ESTIMATED COST	
Direct Overhead, General & Administration	1.3485	\$47,200.00	\$63,649.20	
<b>INDIRECT COSTS TOTAL:</b>				\$63,649
9. OTHER DIRECT COSTS				
a. TRAVEL			ESTIMATED COST	
(1) TRANSPORTATION			\$1,850.00	
(2) PER DIEM				
<b>TRAVEL SUBTOTAL:</b>			\$1,850.00	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify Categories)		QTY	COST	ESTIMATED COST
<b>EQUIPMENT SUBTOTAL:</b>				
c. SUBCONTRACTS			ESTIMATED COST	
MBE/WBE Resident Rep			\$34,000.00	
<b>SUBCONTRACTS SUBTOTAL:</b>			\$34,000.00	
d. OTHER (Specify Categories)			ESTIMATED COST	
<b>OTHER SUBTOTAL:</b>				
e. OTHER DIRECT COSTS TOTAL:				\$35,850
<b>10. TOTAL ESTIMATED COST</b>				\$146,699
<b>11. PROFIT</b>				\$13,301
<b>12. TOTAL PRICE</b>				\$160,000



**COST OF PRICE SUMMARY FOR SUBAGREEMENTS UNDER U.S. EPA GRANTS**

(See accompanying instructions before completing this form)

Form Approved

OMB No. 158-RO144

**PART 1 - GENERAL**

1. GRANTEE City of West Haven, West Haven, Connecticut		2. GRANT NUMBER	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR CDM Smith Inc.		4. DATE OF PROPOSAL July 25, 2023	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include Zip Code) 77 Hartland St Suite 201 East Hartford, CT 06108		6. TYPE OF SERVICE TO BE FURNISHED Consulting Services Dawson Avenue Area Contract 5 Engineering Services During Construction - Office Task Order No. 40	

**PART II - COST SUMMARY**

7. DIRECT LABOR (Specify labor categories)	ESTI- MATED HOURS	HOURLY RATE	ESTIMATED COST	TOTAL
Project Manager	8	\$75.00	\$600.00	
Construction Manager	310	\$60.00	\$18,600.00	
Project Engineer II	80	\$52.00	\$4,160.00	
Project Engineer III	80	\$32.00	\$2,560.00	
Administration	36	\$30.00	\$1,080.00	
<b>DIRECT LABOR TOTAL:</b>				\$27,000
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	X BASE =	ESTIMATED COST	
Direct Overhead, General & Administration	1.6185	\$27,000.00	\$43,699.50	
<b>INDIRECT COSTS TOTAL:</b>				\$43,700
9. OTHER DIRECT COSTS				
a. TRAVEL			ESTIMATED COST	
(1) TRANSPORTATION			\$820.00	
(2) PER DIEM				
<b>TRAVEL SUBTOTAL:</b>			\$820.00	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify Categories)			ESTIMATED COST	
Direct Expenses				
<b>EQUIPMENT SUBTOTAL:</b>				
c. SUBCONTRACTS			ESTIMATED COST	
<b>SUBCONTRACTS SUBTOTAL:</b>				
d. OTHER (Specify Categories)			ESTIMATED COST	
<b>OTHER SUBTOTAL:</b>				
<b>e. OTHER DIRECT COSTS TOTAL:</b>				\$820
<b>10. TOTAL ESTIMATED COST</b>				\$71,520
<b>11. PROFIT</b>				\$8,481
<b>12. TOTAL PRICE</b>				\$80,000





ENGINEERING AGREEMENT APPROVAL

September 19, 2023

Honorable Nancy R. Rossi  
City Hall  
355 Main Street  
West Haven, CT 06516

Re: CWF- TBD  
Task Order 40  
Draft Dawson Ave. Contract #5 agreement

Dear Mayor Rossi:

This office has reviewed draft copies of the Engineering Agreement between the City of West Haven and CDM Smith Inc. and the accompanying Forms 5700-41 for the above referenced project. The Agreement contained design, bidding, and construction services. The construction services will be approved following the submittal of plans and specifications. The approved portion of the agreement is for engineering services as follows:

Engineering Agreement for Design and Bidding Services for Pipe Rehabilitation:

	Requested Amount	Eligible Amount
Direct Labor	\$51,040.00	\$51,040.00
Indirect Costs	\$82,608.00	\$82,608.00
Other Direct Costs		
Travel	\$315.00	\$315.00
Profit	\$16,037.00	\$16,037.00
Total Price	\$150,000.00	\$150,000.00

The Department of Energy and Environmental Protection (DEEP) has reviewed the subagreement and has determined that it is in compliance with the regulatory procedures contained in Sections 22a-482-4 (g) and 22a-482-4 (k) of the Regulations of Connecticut State Agencies. Approval is given for the amounts shown above as these are the amounts that pertain to the services to be provided under this project.

The approval by DEEP of an engineering agreement or amendment does not relieve the consulting engineer from the certified understanding that the subagreement price may be subject to downward renegotiation and/or recoupment where the cost and price data submitted have been determined, as a result of audit, not to have been complete, current and accurate as of the certified date. The Approval of the Engineering Agreement (Amendment) and the associated fees should not be interpreted as approval for additional grants funds. This approval will verify that any effort expended by your consultant for the approved services on or after the date of this letter will be considered as eligible for reimbursement under the terms and conditions of the Clean Water Fund once your funding application has been approved. Furthermore, *for engineering agreements and amendments*, please note that Section 22a-482-2(d)(3) of



the Regulations of Connecticut State Agencies state that “...no financial assistance will be allowed for any engineering work performed before award without the prior written approval of the Commissioner.”

You are reminded that the Clean Water Fund MBE/WBE requirements are applicable to this approval. The goal for participation by subconsultants is 3.0% of the total approved contract amount for Minority Owned Business Enterprises (MBEs), and 5.0% of the total approved contract amount for Women Owned Business Enterprises (WBEs). The engineer is required to submit executed subagreements meeting or exceeding this goal within fifteen (15) days of executing the engineering contract or the date of this approval, whichever is later. No payments will be processed by DEEP for engineering services until these goals have been met and the appropriate executed subagreements have been submitted. Please submit one copy of each subagreement to Lindsay Williams, DEEP Bureau of Financial and Support Services 1<sup>st</sup> Floor, 79 Elm Street, Hartford CT 06106-5127.

This APPROVAL does not relieve you of the obligation to obtain any other authorizations as may be required by Federal, State or Local Laws or regulations.

If you have any questions regarding this matter, please contact Catharine Chu at (860) 424-3342 or [catharine.chu@ct.gov](mailto:catharine.chu@ct.gov).

Sincerely,



Graham J. Stevens

Bureau Chief

Bureau of Water Protection and Land Reuse

GJS/cmc

E-copies: Abdul Quadir, City Engineer, City of West Haven ([quadir@westhaven-ct.gov](mailto:quadir@westhaven-ct.gov))  
Joseph Laliberte, CDM Smith ([lalibertejl@cdmsmith.com](mailto:lalibertejl@cdmsmith.com))  
Lindsay Williams, DEEP CWF Financial ([Lindsay.williams@ct.gov](mailto:Lindsay.williams@ct.gov))

## JOHNSON COMMUNITY CENTER HVAC

- Bid #2023-31 – Furnish and Install of two new HVAC units
  - Published July 21, 2023
  - Closed July 31, 2023
  
- One bid received from F&F Mechanical for \$198,386.75
- Total was negotiated down to \$155,178.91
  
- Work to be completed under the direction and timeline determined by the ARPA Committee



CITY OF WEST HAVEN  
INVITATION TO BID

BID# 2023-31 Johnson Community Center HVAC Services

**BID FORM**

TOTAL BID PRICE (LUMP SUM):

\$ 198,386.75

COMPANY NAME:

F+F Mechanical

CONTACT PERSON:

Frank Fanelli

ADDRESS:

2 Dwight St North  
Haven

PHONE NUMBER:

203-598-8712

EMAIL:

ffanelli@ffmechanical.com

SIGNATURE:

Frank Fanelli

DATE:

7/31/23





# CITY OF WEST HAVEN

355 Main St

West Haven, Connecticut 06516



F + F MECHANICAL

## DISCLOSURE & CERTIFICATION AFFIDAVIT

### EVERY SECTION MUST BE COMPLETED

For help completing this form contact Purchasing Director at 203-937-3624

Contractor/Vendor Name:	F&F Mechanical Service, LLC
Address:	2 Dwight Street, North Haven, CT 06473
Telephone and/or Fax #:	203-239-7025
Email Address:	ffmechanical@ffmechanical.com
Contact Person:	Frank Ferrucci

### For the purposes of this Disclosure and Certification Affidavit, the following definitions apply:

- (a) "Person" means one (1) or more individuals, partnerships, corporations, associations, or joint ventures.
- (b) "Contract" means any agreement or formal commitment entered into by the city to expend funds in return for work, labor, services, supplies, equipment, materials or any combination of the foregoing, or any lease, lease by way of concession, concession agreement, permit, or per agreement whereby the city leases, grants or demises property belonging to the city, or otherwise grants a right of privilege to occupy or to use said property of the city.
- (c) "City" means any official agency, board, authority, department office, or other subdivision of the City of West Haven.
- (d) "Affiliate Entity" means any entity listed in sections 9 or 10 below or any entity under common management with the Contractor.

State of	Connecticut	County of	New Haven
I,	Franco Ferrucci <small>(type or print your name above)</small>		being first duly sworn, hereby deposes and says that:
1.	I am over the age of 18 and understand the obligations of making statements under oath; I understand that the City of West Haven is relying on my representations herein.		
2a.	I am the corporate secretary or majority owner <small>(including sole proprietorship) of</small>	F&F Mechanical Service, LLC <small>Insert Company Name above</small>	
2b.	Or I am an individual and my name is:	<small>if an individual, insert your name above</small>	
3.	I am fully informed regarding the preparation and terms of the above referenced agreement (the "Agreement") and of all pertinent circumstances related thereto.		
4.	<b>Please select the applicable representation(s) regarding taxes or, if none of the below are accurate, attach an explanation of the status of the relevant tax obligations to this Affidavit (mark an "X" in the appropriate box or "NA" if none apply).</b>		
4a.	<input type="checkbox"/> As required by Conn. Gen. Stat. §12-41, the Contractor (and each owner, partner, officer, authorized signatory or Affiliate Entity of the Contractor) has filed a list of taxable personal property with the City of West Haven for the most recent grand list and all taxes are current.		
4b.	<input checked="" type="checkbox"/> The Contractor (including any owner, partner, officer or authorized signatory thereof) is not required to file a list of taxable personal property with the City of West Haven for the most recent grand list and does not owe any back taxes to the City of West Haven, either directly or through a lease or other agreement.		
4c.	<input checked="" type="checkbox"/> The Contractor or an owner, partner, officer, representative, agent or Affiliate Entity of the Contractor either i) has a PILOT agreement with the City of West Haven or ii) owes back taxes and has executed an agreement with the City of West Haven to pay said back taxes in installment payments. <b>Such agreement is attached and incorporated herein by reference and the payments under said agreement are not in default.</b>		
5.	Other than as may be described in section 4 above, the Contractor (including any owner, partner, officer, other authorized signatory, or Affiliate Entity) does not have any outstanding monetary obligations to the City of West Haven.		
6.	<b>Please select the applicable representation about the Contractor's business registration:</b>		
6a.	<input checked="" type="checkbox"/> Contractor is a Connecticut corporation, partnership, limited liability company or sole proprietorship and its Connecticut Secretary of the State Business ID #:	1037224 <small>Insert State Registration # above</small>	
6b.	<input type="checkbox"/> Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship but is registered to do business in the State of Connecticut. The Contractor's Connecticut Secretary of the State Business ID #:	<small>Insert State Registration # above</small>	
6c.	<input type="checkbox"/> Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship and is not registered to do business in the State of Connecticut. The Contractor is registered in the State of:	<small>Please insert State name above</small>	
Contractor has confirmed with the Connecticut Secretary of the State that the services it will provide pursuant to the Agreement do not constitute doing business in the State of Connecticut and no registration with the Connecticut Secretary of the State is required. Contractor does otherwise have the following State of Connecticut registrations, certificates or approvals relevant to the Agreement (if not applicable, state N/A).			

CT Licenses:  
P-1 #282471  
S-1 #395777  
SM1 #1527  
MEC #1154

City of West Haven – Disclosure & Certification Affidavit (rev 10/17/22)



7. The following list is a list of the names of all persons affiliated with the business of the Contractor who are also affiliated with the City of West Haven. For purposes of this Affidavit, "affiliated with the business of the Contractor" includes any current or former employee (including officers) of the Contractor or any owner, board member or agent of the Contractor, or of any subsidiary or parent company of the Contractor, and "affiliated with the City of West Haven" means any employee, agent, public official, board member, commissioner or any other person serving in an official capacity for or on behalf of the City of West Haven. If none state none. Use additional sheet if necessary (must be on company letterhead and notarized):

Name	City Affiliation Role & Time Frame	Contractor Affiliation Role & Time Frame	DOB
1 None		F + F MECHANICAL	
2			

8. The following list is a list of all contracts in which either the Contractor, any person affiliated with the business of the Contractor or an Affiliate Entity of the Contractor provides, or has provided, services or materials to the City within one (1) year prior to the date of this disclosure. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

Name of Contractor or Affiliate	Affiliation (if applicable)	Contract Number	DOB
1 F&F Mechanical Service	n/a	200091	
2 F&F Mechanical Service	n/a	WH PD RTU Replacement	

9. The Contractor possesses an ownership interest in the following business organizations, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

Organization Name	Address	Type of Ownership
1 J.P. Salmini Co., INC	2 Dwight Street	Subsidiary
2	North Haven, CT 06473	

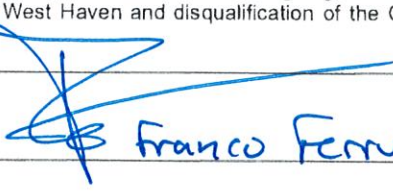

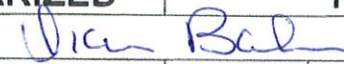
10. The following persons and/or entities possess an ownership interest in the Contractor. If the Contractor is a corporation, list the names of each stockholder whose shares exceed twenty-five (25) percent of the outstanding stock. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

Name	Title	% of Ownership	DOB
1 Franco Ferrucci	President	33.34%	10/5/69
2 Joseph Ferrucci	Executive Vice President	33.33%	5/27/72
3 John Ferrucci	Executive Vice President	33.33%	3/17/75

11. If the Contractor conducts business under a trade name, the following additional information is required: the place where such entity is incorporated or is registered to conduct such business; and the address of its principal place of business, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

TRADE NAME	PLACE OF INCORPORATION/REGISTRY	PRINCIPAL PLACE OF BUSINESS
1 F&F Mechanical	2 Dwight Street	2 Dwight Street
2 Enterprises, Inc.	North Haven, CT 06473	North Haven, CT

I hereby certify that I am duly authorized to sign this Affidavit and that the person who will sign the Agreement with the City on behalf of the Contractor will be duly authorized to execute the same. I hereby further certify that the statements set forth above are true and complete on the date hereof and that I, or another authorized individual of the Contractor, will promptly inform the City, in writing, if any of the information provided herein changes or is otherwise no longer accurate at any point during the execution of the above referenced Agreement. I understand that any incorrect information, omission of information or failure of the Contractor to update this information, as described in the foregoing sentence, may result in the immediate termination of any and all agreements the Contractor has with the City of West Haven and disqualification of the Contractor to further contract with the City.

Signature & Title of person completing this form: Franco Ferrucci Enterprises, Inc.			
CORPORATE OFFICE 2 Dwight Street North Haven, CT 06473 T: 203-239-7025 F: 203-239-7011		NOTARY SEAL (if available) 	
THIS FORM MUST BE NOTARIZED		Signature of Notary: 	
Subscribed and sworn to, before me on this: 26 <sup>th</sup> Day of July		My Commission Expires: 02-28-2023	

This form should be mailed or emailed to the purchasing department or included with a specific solicitation.

www.ffmechanical.com

(This form shall be updated if the Agreement contemplated hereby is not executed within six months of the date hereof.)

CT Licenses:  
P-1 #282471  
S-1 #395777  
SM1 #1527  
MEC #1154

City of West Haven – Disclosure & Certification Affidavit (rev 10/17/2022)

An Affirmative Action / Equal Opportunity Employer





F + F MECHANICAL

**PROPOSERS NON COLLUSION AFFIDAVIT FORM**

The undersigned proposer, having fully informed himself/herself/itself regarding the accuracy of the statements made herein, certifies that:

- (1) The proposer developed the proposal independently and submitted it without collusion with, and without any agreement, understanding, communication or planned common course of action with, any other person or entity designed to limit independent competition;
- (2) The proposer, its employees and agents have not communicated the contents of the proposal to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal and award.
- (3) No elected or appointed official or other officer or employee of the City of West Haven is directly or indirectly interested in the proposer's proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

The undersigned proposer further certifies that this affidavit is executed for the purpose of full disclosure to the City of West Haven to consider its proposal and make an award in accordance therewith.

F&F Mechanical Service LLC

Legal Name of Bidder

(Signature)

Bidder's Representative, Duly Authorized

Franco Ferrucci

Name of Bidder's Authorized Representative

Member / President

Title of Bidder's Authorized Representative

Subscribed and sworn to before me this 26<sup>th</sup> day of July, 2021<sup>3</sup>

Notary Public

My Commission Expires: 02-28-2026



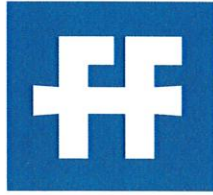
F&F Mechanical Enterprises, Inc.

CORPORATE OFFICE  
2 Dwight Street  
North Haven, CT 06473  
T: 203-239-7025  
F: 203-239-7011

BRANCH OFFICE  
21 Anthony Street  
Stamford, CT 06902  
T: 203-323-3959  
F: 203-323-4605

www.ffmechanical.com

CT Licenses:  
P-1 #282471 City of West Haven  
S-1 #395777 Request for Proposals (RFP)  
SM1 #1527  
MEC #1154



**F+F Mechanical**

**Johnson Community Bid#2023-31  
Proposal**

**Date:**

8/9/2023

**Proposal Number:**

P00630

**Prepared for:**

West Haven City Hall  
355 Main Street  
West Haven, Connecticut 06516

**Prepared by:**

Frank Fanelli  
203-323-3959  
ffanelli@ffmechanical.com  
AA/EOE



**F+F Mechanical**

**PROPOSAL**

Proposal Date: 8/9/2023  
Proposal Number: P00630

F+F Mechanical Service, LLC.  
140 Corporate Drive  
Trumbull, CT 06611  
Ph: 203-323-3959

**Customer**

West Haven City Hall  
355 Main Street  
West Haven, Connecticut 06516  
Tammy O'Connell

**Location of Work**

Robert A Johnson Community Center  
201 Noble Street  
West Haven, Ct 06516  
Tammy O'Connell

**WE ARE PLEASED TO SUBMIT OUR PROPOSAL TO PERFORM THE FOLLOWING:**

OUR PROPOSAL INCLUDES ALL ITEMS LISTED ON THE ATTACHED SCOPE OF WORK PAGE.

OUR PRICE FOR THIS PROPOSAL IS .....\$155,178.91  
applicable taxes not included.

Upon execution as provided below, this agreement, including the following pages attached hereto (collectively, the "Agreement"), shall become a binding and enforceable agreement against both parties hereto. Customer, by execution of this Agreement, acknowledges that it has reviewed and understands the attached terms and conditions and has the authority to enter into this Agreement.

**F+F Mechanical Service, LLC.**

*Frank Fanelli*  
\_\_\_\_\_  
Signature (Authorized Representative)

Frank Fanelli  
\_\_\_\_\_  
Name (Print/ Type)

203-323-3959  
\_\_\_\_\_  
Phone

8/9/2023                      P00630  
\_\_\_\_\_  
Date                              Proposal #

**Customer**

\_\_\_\_\_  
Signature (Authorized Representative)

\_\_\_\_\_  
Name (Print/ Type)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date                              PO#





## F+F Mechanical

### Scope of Work:

#### Scope of Work

- Demo and dispose of Two RTU
  - *Make/ Trane*
  - Disconnect electrical, and gas pipe
  - Reclaim refrigerant and properly dispose of per EPA standards
  - Provide crane for removal and installation
- Furnish and install Two new RTU
  - *Make/Model AAON RN 020-8-0-HA and RN 013-8-HA*
  - *Two Adapter Curbs Trane to AAON*
  - Gas/Electric
  - 20 & 12.5 Ton R401A
  - 208-230/60/3
  - Gas Heat
  - Economize
  - Reuse Electrical
  - New Gas Piping Where needed
  - Connect Control to BMS
  - Start Up
  - 14 Week Delivery



## F+F Mechanical

### Exclusions:

Payment and Performance Bond  
Sales & Use Taxes  
Cutting, Patching, Painting  
Engineering or Stamped Drawing  
As Built Drawings  
Temporary Heat or Cooling  
Asbestos or Lead Abatement  
Overtime  
Slab X-ray  
Duct Cleaning  
Concrete Work  
Structural Engineering or Reinforcement  
Ceiling Removal or Reinstallation  
Movement/Protection of Furniture, Fixtures or Equipment  
Roofing or Roof Protection  
Excavation or Backfilling  
Isolation, Draining, Refilling or Venting of any Piping Systems  
Certified Payroll  
AIA Billing  
Retainage



## F+F Mechanical

### TERMS & CONDITIONS

- a. Customer shall permit F+F Mechanical Service, LLC (hereafter F+F) reasonable, free and timely access to all areas and equipment, and allow F+F Mechanical to stop and start the equipment as necessary to perform required services. All planned work under this Agreement will be performed during F+F's normal working hours of Monday through Friday 7:00am – 3:30pm.
- b. Parking for service vehicles performing the work will be made available on site by the Customer at no additional cost to F+F.
- c. At no time, will F+F be liable for any expenses incurred or required in removing, replacing or refinishing any of the building structure, architectural features, furnishings or furniture, necessary to execute the work covered under this Agreement.
- d. F+F warrants that the workmanship hereunder shall be free from defects for ninety (90) days from date of installation. If any replacement part or item or piece of equipment proves defective, F+F will extend to Customer the benefits of any warranty F+F has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the current hourly rates. F+F reserves the right to refuse warranty work if Customer account is delinquent. F+F MAKES NO OTHER WARRANTIES, EXCEPT AS DESCRIBED HEREIN, AND EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
- e. The warranties and services provided herein assume that Customer operates the systems and equipment in accordance with the manufacturer's recommendations. This includes having proper maintenance performed. Further, all warranties made by F+F are voided as a result of any vandalism, modifications, or repairs not performed by F+F.
- f. Unless F+F explicitly provides HVAC or plumbing design services as part of this agreement, F+F will not be responsible for design deficiencies of the HVAC or Plumbing systems, including, but not limited to: air flow, air distribution, water flow, drainage, system imbalances, etc.
- g. F+F will not be responsible for any damage or loss resulting from data communication failures, electrical failures, or electrical design deficiencies.
- h. To the fullest extent permitted by law, Customer shall indemnify, defend, and hold harmless F+F, and their respective affiliates, officers, directors, employees and agents ("Indemnified Parties") from and against all claims, damages, demands, losses, expenses, fines, causes of action, suits and other liabilities, including all costs, reasonable attorneys' fees, consequential damages, and punitive damages ("Damages"), arising out of or resulting from the active or passive act or omission of Customer or 3<sup>rd</sup> Party contractor or vendor of Customer, whether any such claim, damage, demand, loss or expense is attributable to bodily injury, personal injury, sickness, disease or death, or damage or destruction of tangible property, including the loss of use resulting therefrom, economic losses, claims of Customer's clients or tenants, or otherwise; except this indemnification obligation shall exclude liability for bodily injury or property damage arising from the negligence of F+F and/or the Indemnified Parties. Notwithstanding the foregoing, if F+F and/or the Indemnified Parties are found to be negligent, the maximum allowable Damages shall be limited to the contractual value of this agreement. This indemnification shall survive the completion of the Work or the



## F+F Mechanical

termination of the Contract. Further, in no event shall F+F have any liability for loss of profits, loss of business, direct, indirect, incidental, consequential, special, punitive, increased operating or maintenance expenses, or exemplary damages even if F+F has been advised of the possibility of such damages. In furtherance and not in limitation of the foregoing, F+F shall not be liable in respect of any decisions made by Customer as a result of F+F's services. Any action, regardless of form, against F+F relating to this Agreement, or the breach thereof, must be commenced within one (1) year from the date of the work.

- i. F+F's obligation under this proposal and any subsequent contract does not include the identification, abatement, cleaning or removal of any toxic or hazardous substances, wastes or materials, including mold. In the event such substances, wastes and materials are encountered, F+F Mechanical's sole obligation will be to notify the Customer of their existence. F+F shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed.
- j. F+F Mechanical expressly disclaims any and all responsibility and liability for the indoor air quality of the Customer's facility, including without limitation injury or illness to occupants of the facility or third parties, arising out of or in connection with F+F's work under this agreement.
- k. Customer will promptly pay invoices within 30 days of receipt. Should a payment become more than thirty (30) days delinquent, F+F may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately on demand. Monthly interest of 1.5% shall be charged on any past due amounts. If Customer is paying by credit card, a 4% fee will be added.
- l. If there are any changes or alteration to, deviation from this Agreement involving or requiring extra work, then the added cost of such work will become an extra charge (fixed price amount to be negotiated or on a time-and-materials basis at Contractor's rates then in effect) over the sum stated in this Agreement. Such extra work may require an extension of time to the completion date of the work covered under this Agreement, including any changes, alterations or deviations.
- m. F+F will not be liable for delays or failure to obligate due to fire, flood, strike, lockout, freezing, extreme temperature, terrorist events, epidemics, pandemics, unavailability of material, riots, acts of God, or any other causes beyond its reasonable control. In the event F+F is required to respond to a Customer's call to repair damage caused by floods, fire, elements, lightning, riots, strikes, civil disturbances of any kind, the Customer shall reimburse F+F for the expense of making such calls at the current billing rates.
- n. If F+F has provided Customer with a completion date or equipment lead time, it is an estimate based upon the best information available at the time. Completion date and lead times are subject to change based on materials and parts availability, and other factors beyond F+F's control. Under no circumstances shall F+F be liable for any costs associated with such delays.
- o. This Order represents the entire agreement between the parties hereto with respect to the matters covered herein. No other previous agreements, representations, proposals, bid, warranties, or other matters, oral or written, shall be deemed to bind to parties hereto.
- p. In the event either party commences legal action against the other, in order to enforce its rights under this agreement, the successful party shall be entitled to all court costs and reasonable attorney's fees. This Agreement shall be construed under and governed by the laws of the State of Connecticut.





## **F+F Mechanical**

- q. Customer shall be responsible for all taxes applicable to the services provided and/or materials furnished under this Agreement.
- r. The individual signing the Agreement is duly authorized to bind the Customer to all terms and conditions contained herein.
- s. This proposal is valid for 15 days from the proposal date. After 15 days F+F reserves the right to adjust the price based upon equipment , materials or subcontractor costs increases.

## JOHNSON SENIOR CENTER ELEVATORS

- OMNIA Partners contract # EV2516 valid 12/1/18-11/30/24
- ARPA is source of funds
- Awarded company is KONE Elevators and Escalators (KONE U.S.)
- Kone is brand of current elevators and they are currently the contracted maintenance company for existing elevators
- Total cost of project \$225,500
  - 19 week lead time on equipment. Start and completion date of work will be determined by KONE and ARPA Committee



KONE Proposal included in this packet



Elevator, Escalator, Chairlift and Platform Lift Maintenance & Repair and related services.

Executive Summary

**Lead Agency:** University of California

**Solicitation:** #000289-APR2018

**RFP Issued:** April 24, 2019

**Pre-Proposal Date:** May 3, 2019

**Response Due Date:** June 3, 2019

**Proposals Received:** 8

**Awarded to:** Kone Inc.

The University of California Office of the President issued RFP #000289-APR2018 on April 24, 2019, to establish a national cooperative contract for Elevator, Escalator, Chairlift and Platform Lift Maintenance & Repair and related services.

The solicitation included cooperative purchasing language in Sections D:

The University of California, as the Principal Procurement Agency, defined in Exhibit A, has partnered with OMNIA Partners to make the resultant contract (also known as the “Master Agreement” in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit (“Public Agencies”), through OMNIA Partners’ cooperative purchasing program. The UC is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a “Participating Public Agency”). Exhibits A through H contain additional information about OMNIA Partners and the cooperative purchasing agreement.

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- CalUsource website
- OMNIA Partners, Public Sector website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino Sun, CA
- Honolulu Star-Advertiser, HI
- The Advocate – New Orleans, LA
- New Jersey Herald, NJ
- Times Union, NY
- Daily Journal of Commerce, OR

- The State, SC
- South Carolina website/newsletter (get from Chris White)
- Houston Community Newspapers, Cy Creek Mirror, TX
- Deseret News, UT
- Richmond Times, VA
- Seattle Daily Journal of Commerce, WA
- Helena Independent Record, MT

On June 3, 2019 proposals were received from the following offerors:

- Van Deusen & Associates, Inc.
- Kone Inc.
- Otis Elevator Company
- Smartrise Engineering
- Liftech Elevator Services, Inc.
- Amtech
- Lerch Bates
- National Elevator Inspection Service

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with Van Deusen & Associates, Inc., Kone Inc., Otis Elevator, Lerch Bates, Smartrise Engineering and National Elevator Inspection Service and proceeding with contract award upon successful completion of negotiations.

The University of California, OMNIA Partners, Public Sector and Kone Inc. successfully negotiated a contract, and the University of California executed the agreement with a contract (#2019001564) effective date of October 1, 2019.

Contract includes:

- Complete elevator maintenance services (traction and hydraulic)
- Escalators and powerwalks
- Testing
- Reporting services
- Remote monitoring
- KRMS Voice Monitoring Service Option

Term:

Initial five (5) year agreement from October 1, 2019 through September 30, 2024 with the option to renew for five (5) additional one (1) year periods through September 30, 2029.

Pricing/Discount:

See pricing files

OMNIA Partners, Public Sector Web Landing Pages:

<https://www.omniapartners.com/publicsector/contract/supplier-contracts/kone>



Dedica

**KONE**



# **KONE MODERNIZATION PROPOSAL**

Proposal:  
Proposal Date:

JOHNSON COMMUNITY CTR-  
06/14/2023

06/14/2023

**KONE Inc.**  
Elevators & Escalators

60 Commerce Drive  
Trumbull, CT, 06611  
Mobile +1 18602502785  
Work +1 8602502785  
art.byram@kone.com  
www.kone.us

Dear Mr. Carney,

We are pleased to enclose, for your review and consideration, KONE's proposal to modernize your equipment located at the following address for the amount of **\$225,500.00** (excl. sales tax):

JOHNSON COMMUNITY CTR  
201 NOBLE STREET  
WEST HAVEN, CT 06516

- This proposal is based on 2023-24 installation.
- This proposal is valid for (30) days.
- Local Permits if required are not included
- Work by other trades is not included
- Anticipated downtime: 8.5 weeks per unit for modernization + inspection.

Please know that we are available to assist you in coordinating the work by others as further described in our "Bid Attachment B". Should you have any questions or require additional information, please feel free to contact me directly.

We look forward to hearing from you and working together on this project.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Arthur Byram', with a long horizontal line extending to the right.

Arthur Byram  
Senior Sales Executive, Modernization CT, Lic. # 477643  
Kone Inc

## Table of Contents

1.	Why KONE?	4
2.	Ensuring your project success	5
	Project Overview	5
	Site Cornerstones	5
3.	Your solution	6
	Solution details	10
	Elevator 20041354 / Solution 1	10
4.	Commercial Offer	15
	Pricing	16
	Additional Options for your Consideration	16
5.	Services included	16
6.	Tender Approval	17

Appendix 1: KONE 24/7 Connected Services

Appendix 2: Clarifications

Appendix 3: Bid Attachment "A" / KONE Inc. General Terms and Conditions (Modernization)

Appendix 4: Bid Attachment "B" / Site Requirements & Work by Other Trades

# 1. Why KONE?

## KONE in brief

KONE is a global leader in the elevator and escalator industry. Our mission is to make cities better places to live.

Our versatile product portfolio features a wide range of innovative products including elevators, escalators, autowalks, monitoring, access and destination control systems.



over  
**150<sub>k</sub>**  
installation yearly  
worldwide

over  
**1.4<sub>M</sub>**  
units  
maintained

**60,000+**  
employees



**550,000**  
customers worldwide

**9**

"World's Most Innovative  
Companies"  
awards by Forbes

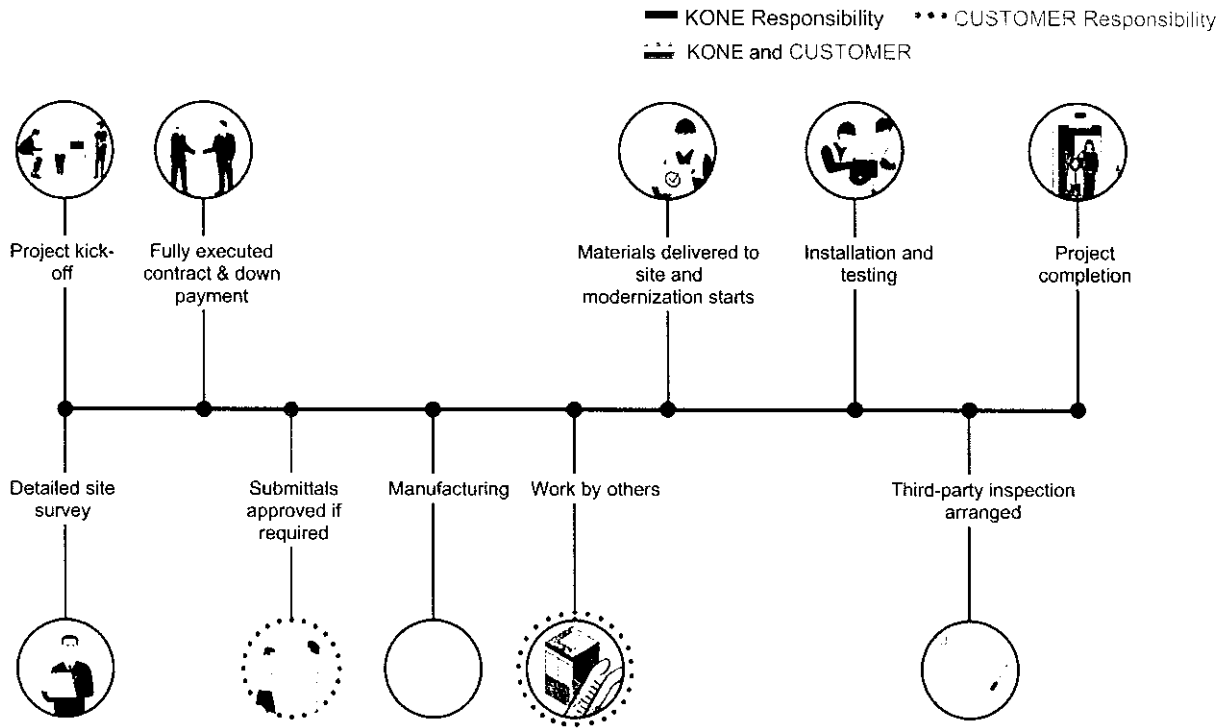
## Value for your project

KONE helps you to reduce operational costs, increase end-user satisfaction and value of your building by providing accessible and safe equipment through a professional and trouble-free modernization project.

- ✓ Increased user satisfaction/minimal disturbance to end-users
- ✓ Improved eco-efficiency, reduced energy consumption
- ✓ Improved safety according to latest standards

## 2. Ensuring your project success

### Project Overview



### Site Cornerstones

By ensuring that these cornerstones are in place you can ensure that your modernization project stays on schedule and that KONE technicians can perform their work quickly, safely, and with minimum disruption to building operations.

- 1 **Site preparation requirements before materials arrive**
  - Loading and storage area of suitable size for materials, waste and waste storage, and tools
  - Safe access route for new materials and materials being removed
  - Access permissions and cards or other access devices for KONE technicians
- 2 **Other works as agreed in the project plan, if not managed by KONE**
  - Please refer to Appendix 4: Bid Attachment "B" / Site Requirements & Work by Other Trades

### 3. Your solution

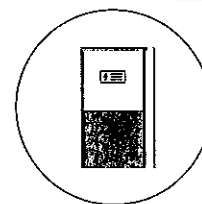
Equipment #	20041354 / 156-0096
Address	201 NOBLE STREET, 06516, WEST HAVEN
Rated load	3600 lbs
Rated speed	100 fpm
Travel height	22 ft 0 in
Number of floors	4 floors / 2 front openings / 2 rear opening

#### Electrification

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##### KONE HydroMod DX

KONE HydroMod DX is a modular modernization solution for elevator control and electrical systems, based on the latest in control technology. This replaces outdated technology such as relays and older electronic systems, improving the levels of performance, reliability, safety and energy efficiency of your elevator. The modular structure of KONE HydroMod DX is designed to correctly interface with many types of existing elevator components, thus ensuring a swift, trouble-free installation for the building users.



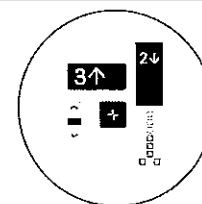
A new microprocessor-based control system shall be provided to perform the functions of safe elevator motion. Included shall be all of the hardware required to connect, transfer and interrupt power, and to protect the motor against overloading. Each controller cabinet containing memory equipment shall be properly shielded from line pollution. The microcomputer system shall be designed to accept reprogramming with minimum system down time. All high voltage (110V or above) contact points inside the controller cabinet shall be protected from accidental contact in a situation where the controller doors are open. The microprocessor-based control system shall utilize on-board diagnostics for servicing, troubleshooting, and adjusting without requiring the use of an outside service tool.

#### Fixtures

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##### ReVive 500/600 Signalization

New KONE car & hall signalization shall be provided.



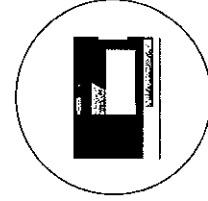
## Car

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### Cabs

#### CAB RENOVATION

The existing elevator cab will be re-used, however, renovation work which is detailed below will be performed. Plastic Laminate cab panel material will be selected by owner. Picture below is for illustration purposes only.



We will perform the following cab interior renovations to the elevators:

1. Furnish and install hung laminate panels on the side and rear walls of the cabs. The panels will be faced and edged in laminate, colors to be determined by the Owner.
2. Owner may choose between Horizontal configured panels (Horizons) or Vertically configured panels (Vertigo) standard models as manufactured by Inteflex
3. Corners shall have stainless steel or black reveals.
4. Furnish and install a new stainless-steel handrail at code required height on the rear wall of each elevator cab.
5. Furnish and install a new stainless-steel base along the bottom of the cabs on the rear and side walls only.
6. Remove the existing cab lighting and install new drop style translucent hung ceilings in each of the cabs. Pan style #4 brushed stainless steel island ceiling is available for an additional \$975.
7. Existing front returns and transoms shall be retained
8. Finished flooring to be by others, (not KONE).

Minimum cab interior weight must not exceed 5 % of the current listed weight of the combined cab and safety plank. Total car weight / 5 % = weight that can be added.

## Doors

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### Door Panel(s)

New car door panel(s) shall be provided where applicable. New door(s) shall be UL fire rated 1 1/2 hour.

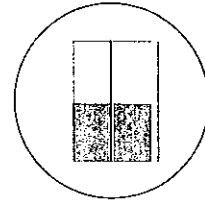
### KONE ReNova Door Operator

A KONE ReNova closed loop permanent magnet PWM high-performance door operator shall be provided to open and close the car and hoistway doors simultaneously. Door movement shall be cushioned at both limits of travel. An electric contact shall be provided on the car at each car entrance to prevent the operation of the elevator unless the car door is closed. The door operator shall be arranged so that, in case of interruption or failure of electric power, the doors can be readily opened by hand from within the car, in accordance with applicable code.

Emergency devices and keys for opening doors from the landing shall be provided as required by the local code. Doors shall open automatically when the car has arrived at or is leveling at the respective landings. Door shall close after a predetermined time interval or immediately upon pressing of a car button. A door open button shall be provided in the car. Momentary pressing of this button shall reopen the doors and reset the time interval. Door hangers and tracks shall be provided for each car door. Tracks shall be contoured to match the hanger sheaves. The hangers shall be designed for power operation with provisions for vertical and lateral adjustment. Hanger sheaves shall have polyurethane tires and pre-lubricated sealed-for-life bearings.

### Curtain of Light

The elevator car shall be equipped with an electronic protective device extending the full height of the car. When activated, this sensor shall prevent the doors from closing or cause them to stop and reopen if they are in the process of closing. The doors shall remain open as long as the flow of traffic continues and shall close shortly after the last person passes through the door opening.

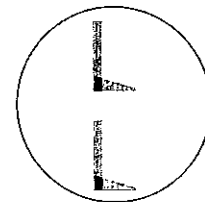


## Shaft equipment

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### Buffers

New buffer(s) shall be provided. The buffers will be of the proper capacity rating and stroke as required by Code.





## Hydraulic equipment

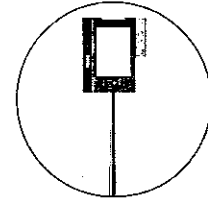
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### Field Pipe & Accessories

New field pipe and or accessories shall be provided as required.

### Power Unit

A hydraulic power unit, especially designed and manufactured for this service, will be furnished. The motor and pump will be submersed under the oil inside the tank in order to provide for sound isolation. A muffler, designed to reduce pulsation and noise which may be present in the flow of hydraulic oil, will be provided in the oil line at the top of the pump.



Control valves, including safety check valve, up direction valve with high pressure relief including up leveling and soft stop features, lowering valve including down leveling and manual leveling feature, will be mounted in a compact unit assembly. A valve, designed to shut off the flow of oil between the cylinder and the Power Unit, will be provided in the oil line in the machine room. Automatic two-way leveling will be provided to automatically stop and maintain the car approximately level with the landing, regardless of change in load.

An up traveling car will automatically descend to the lower terminal landing if the hydraulic system does not have a sufficient reservoir of oil. Power operated car and hoistway doors will automatically open at the lowest terminal landing permitting passenger egress. The doors will then automatically close and all control buttons, except the Door Open Button in the car operating panel, will be made ineffective.

### Jack Unit

The elevator will be raised to a convenient point in the hoistway and then secured. The piston will be disconnected and lowered until it rests on the cylinder head and all oil from the hydraulic line and tank will be drained from the system. The existing piston and cylinder will then be removed.

This proposal includes a basic hole clean-out. Re-drilling or removal and disposal of soils are not included. Pricing is based on encountering soil free from rock, boulders, building construction members, sand, water, quicksand, underground caves or any other obstructions or unusual conditions. If the cylinder hole collapses, or if the hole is not fully and properly cased or should such obstructions and unusual conditions exist during excavation, KONE's Contract price will be adjusted according to the amount of additional labor and material required at our usual applied rates. An accurately ground and polished hydraulic plunger specifically designed for this project will be provided. The bottom will be fitted with a positive stop designed to prevent the plunger from leaving the cylinder. The top of the plunger will be fastened to the car platen plate.

The hydraulic cylinder will be machined from steel pipe with a heavy steel dished bulkhead welded at the lower end. The cylinder will be connected to the oil line. A safety bulkhead is provided in the cylinder. The safety bulkhead is designed to safely lower the car in the event of failure of the bottom cylinder dome. A packing gland with guide bearing, wiper ring and packing especially designed for hydraulic elevator service will be mounted at the top of the cylinder along with an oil collector ring and drain hole. The cylinder will be set plumb in the cylinder hole and backfilled with existing sand. Provisions will be made to patch the concrete pit floor.

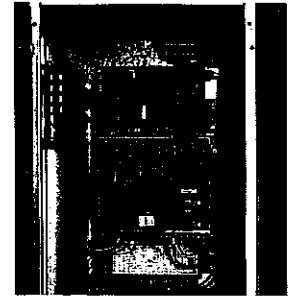
Once the unit is securely fastened, the entire system will be filled with new hydraulic oil. A full load capacity test will be performed in accordance with the governing code to ensure proper operation. An Auxiliary casing made from Poly Vinyl Chloride (PVC) will be furnished to provide corrosion protection for the cylinder, and to act as an oil containment casing in the event of a cylinder leak. The casing will be a minimum schedule 40 wall thickness and will extend through the top of the pit floor. It will be provided with an inspection port as required by code.

## Solution details

### Elevator 20041354 / Solution 1

#### Electrification

Product name	KONE HydroMod DX
Elevator group size	Simplex
Number of floors served	4
Code year	2013
Speed [FPM]	100
NEMA rating (HW)	Hoistway rating is NEMA 1.
NEMA rating (MR)	Machine room rating is NEMA 1.
Power supply voltage [v]	208
Type of power unit	Submersible
Machine room duct	KONE will remove all existing wiring, conduit and duct from the machine room. New conduit and duct properly sized and constructed for the job requirements will be installed (in accordance with applicable codes).
New motor size (hp)	40
Motor Starts per Hour	80 Standard
Card reader provisions	Controller will be equipped with card reader interface logic.
Type of curtain of light	This curtain of light is an electronic sensing device that operates across the car entrance. When activated, the curtain of light will prevent the doors from closing or cause them to stop and reopen if they are in the process of closing. The doors will remain open as long as the flow of traffic continues and will close shortly after the last person passes through the door opening. A 2-D type will be provided.
Qty of COPs	1
Traveling cable(s)	Existing traveling cable(s) will be removed and replaced with new traveling cable. In addition to our standard traveling cable, a second traveling cable be provided for security and/or card reader provisions.
Hoistway duct	KONE will remove all existing wiring, conduit and duct from the hoistway. New conduit and duct properly sized and constructed for the job requirements will be installed (in accordance with applicable codes).
Voice annunciator	Logic will be provided for factory-programmed speech synthesizer that issues spoken messages including floor arrivals, car departures and safe use of the elevator.



## Fixtures

### Product name ReVive 500/600 Signalization

Elevator group size	Simplex
Number of floors served	4
Code year	2013
Capacity [LBS]	3600
NEMA rating (HW)	Hoistway rating is NEMA 1.
Card reader provisions	Controller will be equipped with card reader interface logic.
Car fixture display color	The Car Operating Panel will incorporate an amber car position indicator, showing car position in the hoistway with single or dual numeral and/or letter floor designations along with an arrow corresponding to the direction of car travel.
Car fixture material	Car fixture material finish will be #4 stainless steel.
Car fixture mounting	Car fixtures will be a flush mount design style.
Car position indicator type	Dot Matrix
Qty of COPs	1
Hall fixture display color	Amber
Hall fixture material	Hall fixture material finish will be #4 stainless steel.
Hall fixture mounting	Hall fixtures will be a surface mount design style.
Hall position indicator size	1
Hall position indicator type	Dot Matrix
Qty of hall stations (6.6" X 25")	4
Qty of new hall lantern/position indicator combos	1
Qty of car direction lanterns	2
Fire keyswitch type	BFD-1 Connecticut
Jamb braille	New code compliant elevator jamb braille will be provided.
Qty of hoistway access switches	2
Voice annunciator	Logic will be provided for factory-programmed speech synthesizer that issues spoken messages including floor arrivals, car departures and safe use of the elevator.



## Car

**Product name** Cabs

Number of floors served 4

Extent of cab modernization Interior only



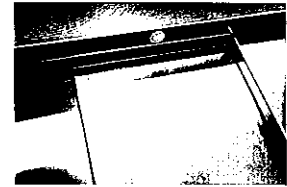
## Doors

**Product name** Door Panel(s)

Number of floors served 4

Car panel finishing material New car door panel(s) shall be provided where applicable. New door(s) shall be UL fire rated 1 ½ hour. Finish will be #4 stainless steel.

Door type Two speed side opening.



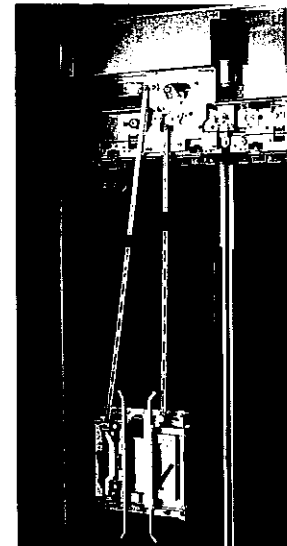
**Product name** KONE ReNova Door Operator

Number of floors served 4

NEMA rating (HW) Hoistway rating is NEMA 1.

Door type Two speed side opening.

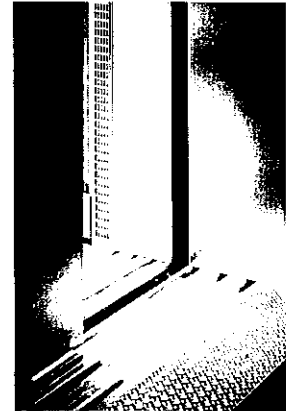
Door package type KONE ReNova M6 door package includes a new door operator, restrictive clutch, car door track, car gate switch, car hangers, car door panel adapters, OEM interlocks and hoistway pick up rollers.



**Product name**                      **Curtain of Light**

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Number of floors served	4
Code year	2013
NEMA rating (HW)	Hoistway rating is NEMA 1.
Type of curtain of light	This curtain of light is an electronic sensing device that operates across the car entrance. When activated, the curtain of light will prevent the doors from closing or cause them to stop and reopen if they are in the process of closing. The doors will remain open as long as the flow of traffic continues and will close shortly after the last person passes through the door opening. A 2-D type will be provided.



**Shaft equipment**

**Product name**                      **Buffers**

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Capacity [LBS]	3600
Speed [FPM]	100
Pit Channels	New pit channels will be provided.
Buffer type	New spring buffers will be provided for the car in the elevator pit.

**Hydraulic equipment**

**Product name**                      **Field Pipe & Accessories**

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Capacity [LBS]	3600
Speed [FPM]	100
Field Pipe Length (in)	240
Field Pipe Size	2"
Mainline Shutoff Valves	A manual safety valve will be supplied in the oil line at the jack unit (pit) designed to shut off the flow of oil from the cylinder and bring the car to rest in case the car attains excessive down speed.

**Product name**                      **Power Unit**

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Capacity [LBS]	3600
Speed [FPM]	100
Type of power unit	Submersible
New motor size (hp)	40
Motor Starts per Hour	80 Standard
Control Valve OEM	Maxton
Field Pipe Length (in)	240
Field Pipe Size	2"
Jack location	Inground
Jack type	Single Stage
Load class	Passenger

Qty Jacks per Car 1

<b>Product name</b>	<b>Jack Unit</b>
Number of floors served	4
Capacity [LBS]	3600
Speed [FPM]	100
Type of power unit	Submersible
Pit Channels	New pit channels will be provided.
Cylinder Size	8.625
Jack location	Inground
Jack type	Single Stage
Load class	Passenger
Number of Jack sections	3
PVC Size	10
Qty Jacks per Car	1
Type of Cylinder Joint	No Weld Threaded
Type of PVC Casing	An Auxiliary casing made from Poly Vinyl Chloride (PVC) will be furnished to provide corrosion protection for the cylinder, and to act as an oil containment casing in the event of a cylinder leak. The casing will be a minimum schedule 40 wall thickness and will extend through the top of the pit floor. It will be provided with an inspection port as required by code.

## 4. Commercial Offer

<b>Project notes</b>	Running of elevator or providing hoist way access to other trades is not included, but is available to Owner at the rate of \$250 per straight time hour. Additional costs apply for overtime.
<b>Handover date</b>	Mutually agreeable project schedule will be determined at time of proposal acceptance. Current delivery lead time is 19 weeks from when order receipt, deposit and approval of drawings have all been completed. The agreed delivery times for the project may need to be extended because of delays caused by measures undertaken to stop the spreading of the Coronavirus (2019-nCoV) epidemic, such as mandatory holiday extensions and transportation restrictions imposed by authorities in China and other countries, and the availability of personnel, logistics providers and supply chains, due to the epidemic.
<b>Downtime period</b>	8.5 weeks per unit
<b>Warranty/maintenance</b>	<p>Our Proposal includes 12 months of KONE standard maintenance with KONE 24/7 Connected Services, including regular time callback service.</p> <p>Under no circumstances shall indicators or predictions from KONE 24/7 Connected Services be cause for immediate services. They shall be addressed upon the next scheduled maintenance visit, or otherwise at the sole discretion of KONE. The remote monitoring devices are provided to the Customer as part of the Services. Customer gives KONE the right to utilize 24/7 Connected Services to collect, export and use data generated by the use and operation of the equipment. Customer has no ownership or proprietary rights to such data, nor the device or software that monitors, analyzes, translates, reports or compiles such data. KONE 24/7 Connected Services, including any data collected, the device(s) to perform the service, and any software related thereto shall be the exclusive property of KONE. KONE MAKES NO WARRANTY THAT SERVICES WILL BE UNINTERRUPTED OR ERROR-FREE. KONE IS NOT LIABLE FOR ANY DAMAGES RELATING TO LACK OF NETWORK COVERAGE AT THE SITE OF THE EQUIPMENT, DUE TO TAMPERING WITH THE REMOTE MONITORING DEVICE, INTEROPERABILITY, SERVICE DEFECTS, SERVICE LEVELS, DELAYS, SERVICE ERRORS, INTERRUPTIONS OR ANY OTHER REASON OUTSIDE OF KONE'S REASONABLE CONTROL. KONE DISCLAIMS ANY LIABILITY FOR DAMAGES OR INJURIES (INCLUDING DEATH) ARISING FROM OR IN CONNECTION WITH THE OPERATION OR USE OF THE SERVICES SET FORTH HEREIN.</p> <p>The Product Warranty is specified in Bid Attachment A. Installation by KONE of any parts covered under the Product Warranty on parts will only occur while KONE maintains an active maintenance contract. The Product Warranty and Warranty Maintenance commences on the date of acceptance set forth in the Uniform Final Acceptance Form. For long-term reliability, a continuing maintenance agreement is necessary. This Proposal is conditioned upon KONE receiving a ten (10) year KONE Extended Warranty maintenance contract from ownership prior to the date of acceptance set forth in the Uniform Final Acceptance Form.</p>

**Pricing**

Equipment	Shaft equipment	Fixtures	Car	Doors	Electrification	Hydraulic equipment	Price (\$)
Elevator: Solution 1	•	•	•	•	•	•	\$ 225,500.00
<b>Total Sales Price, net excluding TAX</b>							<b>\$ 225,500.00</b>
+ 6.35 % SALES TAX							<b>\$ 14,319.25</b>

**Additional Options for your Consideration**

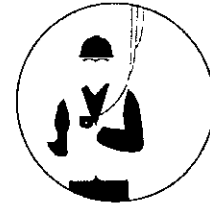
Alternates	Price excl. tax
None	

Proposal pricing is based on the scope of work as defined herein. Any additional work required will be performed only upon purchaser's approval of a mutually agreeable change proposal. Any other deficiencies revealed in the progress of the work will be promptly reported to the purchaser with recommendations and cost for corrective action.

**5. Services included**

**KONE 24/7 Connected Services**

KONE 24/7 Connected Services is a round-the-clock diagnostics service that gathers data on your equipment's condition. We analyze this data and use it to make intelligent and proactive decisions on how to solve any potential problems – even before they occur. KONE 24/7 Connected Services helps you to optimize the lifetime value of your assets from day one and gives you peace of mind by keeping you fully informed about the condition of your equipment and any maintenance activities we carry out.





## 6. Tender Approval

### KONE

Arthur Byram  
60 Commerce Drive  
Trumbull, CT, 06611  
art.byram@kone.com

### Owner/Representative

Ken Carney  
JOHNSON COMMUNITY CTR  
201 Noble Street  
West Haven, Connecticut, 06516

Submitted by:



Arthur Byram  
Senior Sales Executive, Modernization CT, Lic. # 477643  
06/14/2023

We accept the offer constituted by this proposal (total sales price of \$225,500.00, excl. sales tax) and agree to the conditions contained therein.

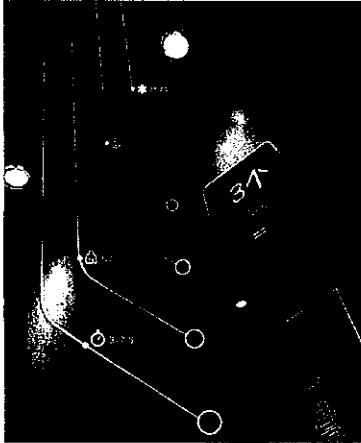
**Approved by Customer**

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Printed name:  
Title:  
Company name:  
Date:

## Appendix 1: KONE 24/7 Connected Services

### KONE 24/7 Connected Services – improved safety, full transparency, and peace of mind



In addition to a quality modernization project, we would be excited to discuss KONE 24/7 Connected Services with you and the continuing benefits KONE could bring to your business. KONE is leading the industry with KONE 24/7 Connected Services using the latest intelligent elevator technology allowing us to predict issues and take action before a shutdown occurs. Predictive maintenance allows fewer shutdowns, less call-outs, and improved up-time of equipment - all leading to a better user experience!



Read more at  
[kone.us/connected](https://www.kone.us/connected)

## Appendix 2: Clarifications

1. Contract terms between KONE Inc. and Purchaser shall be based on our Proposal and Attachments "A" and "B".
2. All new elevator equipment provided shall meet applicable ASME A17.1 code requirements. Any provisions of codes applicable to out-of-scope items shall be the Purchaser's responsibility. Cost of any future code changes adopted prior to permitting and completion are excluded.
3. Existing cab and entrance dimensions, which may not meet current ADA or stretcher access rules, will be retained as is.
4. Our proposal includes inspections and testing as required by the AHJ. However, any re-testing required due to other trades' failures to complete their work or tests in a timely manner will be billed at our regular billing rates.
5. The ASME code limits changes to the empty car weight + capacity of each elevator to 5% of the originally installed value. If past or proposed changes result in a change to the weight or system pressure (for hydraulic) greater than 5% above the original design values, the cost of any engineering and of any required modifications to the elevator system or structure shall be extra to this proposal scope and pricing. If this situation is discovered during the engineering process, KONE will notify purchaser and recommend an alternate design or other changes.
6. In order to provide best pricing, proposal excludes any extra demobilizations and remobilizations. If we must demobilize from the jobsite for any reason outside our control, we shall be compensated at our regular billing rates.
7. Proposal pricing is based on the scope of work as defined herein. Any additional work required will be performed only upon Purchaser's approval of a mutually agreeable change proposal. Any other deficiencies revealed in the progress of the work will be promptly reported to purchaser with recommendations and cost for corrective action.
8. Asbestos: Notwithstanding anything contained to the contrary within this bid or contract, KONE's work shall not include any abatement or disturbance of asbestos containing material (ACM) or presumed asbestos containing materials (PACM). Any work in a regulated area as defined by Section 1910 or 1926 of the Federal OSHA regulations is excluded from KONE's scope of work without an applicable change order to reflect the additional costs and time. In accordance with OSHA requirements, the Customer shall inform KONE and its employees who will perform work activities in areas which contain ACM and/ or PACM of the presence and location of ACM and/or PACM in such areas which may be contacted during work before entering the area. Other than as expressly disclosed in writing, Customer warrants that KONE's work area at all times meets applicable OSHA permissible exposure limits (PELs). KONE shall have the right to discontinue its work in any location where suspected ACM or PACM is encountered or disturbed. Any asbestos removal or abatement, or delays caused by such, required in order for KONE to perform its work shall be the Customer's sole responsibility and expense. After any removal or abatement, customer shall provide documentation that the asbestos has been abated from the KONE work area and air clearance reports shall be made available upon request prior to the start of KONE's work.
9. Purchaser shall provide any security, escort or other building service support personnel required during demolition, installation, testing, and inspections.
10. For hydraulic elevators, we can assume no responsibility for unusual conditions such as hole cave in and complete hydraulic cylinder assembly embedded in concrete. The excavation of the hole to accommodate the new hydraulic cylinder assembly is based on encountering soil free of oil, rocks, boulders, building construction members, sand, water, quicksand, underground caves and/or any other obstructions or unusual conditions. Should such obstructions or unusual conditions be encountered, additional time above or beyond the working days estimated to complete this project may be required. We will proceed with this portion of the project on a time and material basis, based on our normal billing rates.
11. Proposed solution is subject to a complete engineering review by KONE engineering team to confirm feasibility of products proposed. Additional charges may apply for work not included, but required to meet system requirements. Additional charges for this work (if applicable) shall be mutually agreed upon.

## Appendix 3: Bid Attachment "A" / KONE Inc. General Terms and Conditions (Modernization)

### 1. APPLICATION OF THESE TERMS

The parties agree to be bound by the terms and conditions contained in the Bid Letter, this Bid Attachment A and Bid Attachment B, including the documents incorporated herein by reference (collectively, the "Proposal").

### 2. SPECIAL PURCHASING REQUIREMENTS

This Proposal is made without regard to compliance with any special sourcing and/or manufacturing requirements including, but not limited to, Buy America, Buy American, U.S. Steel, FAR clauses, minority / disadvantaged supplier requirements or similar federal and/or state procurement laws. Should such requirements be applicable to this Project, KONE reserves the right to modify and/or withdraw its Proposal.

### 3. PROPOSAL CONDITIONS

The Proposal shall be open for acceptance within the period stated in the Bid Letter or, when no period is stated, for a period of 30 days from the date of the Bid Letter. Prior to commencing manufacture of the equipment described in the Bid Letter ("Equipment"), KONE must have (i) a fully executed contract; (ii) a schedule acceptable to KONE identifying the Equipment installation start date, or alternatively, KONE's letter specifying the ship date ("Ship Date Letter") signed by Customer, which, as applicable, is incorporated by reference herein; (iii) the first payment in Section 4 herein; and (iv) fully approved KONE layouts.

### 4. PAYMENT TERMS

Payment of the total Price is due within 30 days from invoice date, as follows:

- 30% of the Price for engineering, site management, and overhead, billable and due upon execution of this Proposal or receipt of the subcontract;
- 50% of the Price for material and shipping, billable and due upon delivery of material to the jobsite or KONE Distribution Center;
- 20% of the Price for Equipment installation, billable and due at the billing cycle following the start of installation.

KONE imposes a surcharge for payments made via credit card that is not greater than our cost of acceptance. The surcharge that we impose for this type of transaction is a percentage of the amount paid via credit card, which will be notified to the Customer at the payment portal. KONE reserves the right to delay, suspend, or stop the work, including manufacturing, delivery, installation and/or Equipment turnover, for non-payment, without liability to KONE or being held in default. Simple interest at 1.5% per month shall be charged on amounts not paid when due. Payments to KONE are not contingent on any third-party payments to Customer. Customer shall reimburse KONE for all costs of collection, including courts costs and reasonable attorneys' fees.

Prior to turnover, KONE must be paid in full, less 10% maximum retention, the Price including all change orders. Retention shall be due and payable within 30 days of execution of the Uniform Final Acceptance or Equipment turnover, whichever occurs first. If certified payroll reporting is required, KONE will submit the requested reporting in the format of the U.S. Department of Labor form WH 347 & WH 348. The Price does not include Textura or any other special billing requirements, which can be added via change order at a rate of 0.3% of the Price.

### 5. INSTALLATION

Customer shall be responsible for procurement and cost of all permits, except permits related to installation of the Equipment. Where KONE's scope of work or other responsibilities include the obligation to utilize materials and/or finishes resembling or identical to those pre-existing in the building, KONE shall use reasonable efforts to procure such materials and Customer acknowledges and accepts that the materials and/or finishes reasonably available may not be in all respects identical to those pre-existing in the building. This Proposal is conditioned upon KONE using its standard installation method. The installation of the Equipment shall start after Customer has completed all work set forth in Bid Attachment B and any other documents describing site requirements ("Site Requirements"), all of which are incorporated by reference herein. Within two (2) weeks prior to the scheduled delivery date for KONE's materials, KONE shall conduct a standard visual site survey to verify that the Site Requirements are complete and notify Customer if there are outstanding deficiencies preventing KONE from beginning installation.

KONE's site survey may include, but is not limited to, inspection of site access, working and safety conditions on site, wear and tear of any existing structures or surfaces, and planning of any dismantling or removal of existing equipment, components and materials, where applicable. KONE shall not be deemed to have surveyed any hidden structures, latent defects, subsurface conditions, or other non-visible matters, including but not limited to searching for hazardous substances and/or materials, which shall be subject to Section 16. If KONE's site survey reveals any deficiencies, KONE shall be entitled to delay the start of installation and Customer shall be responsible for all additional costs incurred by KONE, including without limitation, costs associated with: labor reallocation, re-directing materials to and storage in a KONE Distribution Center, additional labor for double handling of materials, and additional trucking, freight and insurance. Once the Site Requirements are completed, the start of installation shall be subject to the availability of labor and the delivery of material, if applicable.

KONE's work shall be performed during regular union working hours of regular working days, Monday to Friday, statutory holidays excluded. If overtime is mutually agreed upon and performed, the additional costs for such work shall be added to the Price at KONE's standard overtime rates. If the installation cannot be performed in an uninterrupted manner for any reason beyond KONE's control, Customer shall store the Equipment at Customer's cost and compensate KONE for any costs caused by such delay including, but not limited to, double handling of Equipment and demobilization. KONE shall not be required to perform overtime or any Customer directed change to its work ("Extra Work") without an executed change order. No action by KONE, including but not limited to, performing Extra Work without an executed change order, shall be a waiver of KONE's right to seek payment for Extra Work performed.

KONE shall be entitled to an extension of time and an equitable adjustment in the Price, including but not limited to, any increased costs of labor, including overtime, resulting from any change of schedule, re-direction of KONE personnel to another work area, acceleration, or out of sequence work.

KONE shall take reasonable methods to protect its work-in-place while KONE is actively on site and until execution of a KONE Uniform Final Acceptance, which is incorporated by reference herein. Should damage occur to KONE property, material or work-in-place by fire, water, theft or vandalism, Customer shall compensate KONE for said damages.

Additionally, the Customer is solely responsible for ensuring that the equipment maintenance contractor, if not KONE, does not disturb, delay or interfere with KONE's work. KONE shall abide by Customer's safety policies and procedures to the extent such policies and procedures are not in conflict with KONE's Safety Policy. Testing and/or security features of Equipment must be completed before Equipment turnover. KONE is not responsible for damages, either to Equipment or the building, or for any personal injury or death, arising out of or resulting from any code required safety tests performed on Equipment or hoistway access granted by Customer to other trades.

#### **6. TEMPORARY USE**

Temporary use of certain types of Equipment may be permitted, provided the use period allows adequate time for Equipment restoration for final turnover and Customer executes KONE's Temporary Use Agreement. Temporary use shall be invoiced separately and subject to payment terms in Section 4 herein. At the end of temporary use, Customer shall return the Equipment to KONE in "like new" condition.

#### **7. HAZARDOUS MATERIALS**

KONE's work shall not include any abatement or disturbance of asbestos containing material ("ACM"), presumed asbestos containing materials ("PACM"), or other hazardous materials (i.e. lead, PCBs) (collectively "HazMat"). KONE shall have the right to discontinue its work in any location where suspected HazMat is encountered or disturbed. Any HazMat removal or abatement, or delays caused by such, required in order for KONE to perform its work shall be Customer's sole responsibility and expense. Should any HazMat abatement occur within the shaft or machine room, Customer shall execute KONE's Hoistway or Pit Access Request. If any HazMat is known to be present on site before the start of work, HazMat removal or abatement shall be completed prior to KONE scheduling installation and delivering material.

#### **8. TITLE AND RISK TO EQUIPMENT**

Title to and ownership of all Equipment intended for incorporation in KONE's work, whether installed or stored on or off site, shall remain with KONE until final payment is made. Risk of loss in KONE's work and Equipment passes to Customer upon delivery to the site or off-site storage.

Any tools, devices, or other equipment that KONE uses to perform its work or monitor the Equipment remains the sole property of KONE. If this Proposal terminates or expires for any reason, Customer will give KONE access to the premises to remove such tools, devices or equipment at KONE's expense.

#### **9. TURNOVER**

Prior to turnover, KONE must receive a final punch list. Upon turnover, KONE requires a signed Uniform Final Acceptance. KONE shall provide its standard electronic O&M manuals with CD-ROMs in electronic format, if applicable, upon execution of the Uniform Final Acceptance. Standard KONE samples shall be provided upon request. No mock-ups or video training are included in the Price.

#### **10. DELAY**

KONE shall not be liable for any loss, damage, claim, or delay due to any cause beyond KONE's control, including, but not limited to, acts of domestic or foreign government (including a change in law), strikes, lockouts, work interruption or other labor disturbance, delays caused by others, fire, explosion, theft, floods, inclement weather, riot, civil commotion, war, malicious mischief, infectious diseases, epidemic, pandemic, quarantine, border or port of entry and exit restrictions or acts of God.

In the event of such delays, KONE shall be entitled to an extension in time equal to the length of such delay affecting KONE and an equitable adjustment in the Price. Customer shall compensate KONE for labor and material cost escalations resulting from Project delays not caused by KONE, which extend completion of KONE's work beyond the end of the current calendar year. Customer is on notice that IUEC labor rates increase annually.

#### **11. LIMITED WARRANTY**

For one (1) year after the acceptance date set forth in the signed Uniform Final Acceptance, date of Equipment turnover, or date of Customer's use of Equipment (unless such use is pursuant to the Temporary Use Agreement), whichever occurs first, KONE warrants Equipment against defect in workmanship and material. The warranty excludes remedy for damage or defect caused by abuse, misuse, vandalism, neglect; repairs, alteration or modifications not executed by KONE; improper or insufficient maintenance, improper operation, characteristics of the building such as electrical power or security features, natural or other catastrophe such as flood, fire, or storm, or normal wear and tear and normal usage. The warranty excludes training or instruction in the proper operation or maintenance of Equipment. Specific noise ratings and energy efficiencies cannot be guaranteed due to different building characteristics and ambient noise levels. Customer's remedy is limited to repair or replacement of a defective part, in KONE's sole discretion, and excludes labor.

#### **12. INDEMNIFICATION**

KONE shall only indemnify and hold Customer harmless for claims, damages, losses or expenses, but excluding loss of use ("Claims") due to bodily injury, including death, or tangible property damage (other than the Project or KONE's work itself) to the extent caused by KONE's negligent acts or omissions. KONE shall not indemnify Customer for any other Claims. Customer agrees to indemnify and hold KONE harmless from any Claim for bodily injury, including death, or tangible property damage in connection with the use or operation of the Equipment. Each party shall defend itself in the event of a Claim.

#### **13. INTELLECTUAL PROPERTY**

KONE shall retain title and ownership of all intellectual property rights relating (directly or indirectly) to the Equipment provided by KONE, including but not limited to software or firmware (whether in the form of source code, object code or other), drawings, technical documentation, or other technical information delivered under the Proposal. KONE grants Customer a non-exclusive and non-transferable license and right to use the software and firmware in connection with the use and maintenance of the Equipment. Customer shall not use any drawings, technical documentation or other technical information supplied by or on behalf of KONE for any purposes other than those directly related to the Proposal or to the use and maintenance of the Equipment. Customer shall not in any form copy, modify or reverse engineer the software, or give access to the software for such use to any third party without KONE's prior written consent.

#### **14. INSURANCE**

In lieu of any Customer insurance requirements, KONE shall provide its standard certificate of insurance, which shall be deemed to satisfy all insurance requirements for this Project. KONE shall not provide loss runs, insurance rate information, copies of its insurance policies or any other information which KONE considers confidential. KONE shall not provide coverage for professional (E&O) liability, pollution liability, data privacy/security, or no-fault medical payments. If the Project is covered by a Wrap Up Insurance Program, KONE agrees to participate provided there is no cost to KONE, no reduction in the Price, and subject to KONE's review of the proposed program. If KONE's primary limits are sufficient to satisfy insurance coverage requirements, excess/umbrella liability will not be required or if excess/umbrella is required, KONE's excess coverage does not follow form although typically provides broader coverage than KONE's primary policies. The excess coverage is not AM Best Rated nor licensed to do business within the jurisdiction although the carrier has strong Standard & Poor's and Moody's financial ratings that may be evidenced upon request.

#### **15. LIMITATION OF LIABILITY**

In no event shall either party be liable to the other party for any consequential, special, punitive, exemplary, liquidated, incidental, or indirect damages (including, but not limited to, loss of profits or revenue, loss of goodwill, loss of use, increase in financing costs) (collectively, "Consequential Damages") that arise out of or relate to this Proposal even if such party has been advised of the possibility of such Consequential Damages. The limitation set forth in this section shall apply whether the claim is based on contract, tort or other theory.

#### **16. CONCEALED OR UNKNOWN CONDITIONS**

If during the course of its work, KONE encounters conditions at the site that are subsurface, differ materially from what is represented in the contract documents, or otherwise concealed physical conditions, KONE shall be entitled to an extension of time and additional costs for the performance of its work, which shall not be subject to any payment conditions or contingencies.

#### **17. TECHNICAL SURVEY**

KONE's Price and obligations under this Proposal are subject to a technical survey to be performed on Customer's existing units within 90-days of the effective contract start date. If a safety hazard or code violation is identified during KONE's technical survey, Customer shall immediately remove the unit from service until repairs are performed. KONE is not obligated to perform tests, correct outstanding violations or deficiencies that were not addressed by the prior service provider and/or the owner, or make related necessary repairs or component replacements on the unit. If additional work is necessary, KONE shall provide a separate proposal or recommendation for such work. Customer agrees to indemnify, defend, and hold KONE harmless for any claims arising out of Customer's failure to comply with KONE's recommendations and proposal, and any obligation on the part of KONE to indemnify or defend Customer with regard to such claim shall be null and void. If Customer does not immediately approve KONE's proposal or recommendation, KONE reserves the right to terminate this Proposal/contract without penalty.

#### **18. TERMINATION**

If a party materially breaches this Proposal, the other party shall provide written notice of the breach and a reasonable time to cure the breach, but in no event less than 30 days. If the breaching party fails to cure the breach within the specified time period, the non-breaching party may terminate the Proposal upon 15 days written notice to the other party. If KONE notifies Customer of a material breach pursuant to this paragraph, KONE may temporarily suspend its work without liability.

#### **19. GOVERNING LAW AND DISPUTE RESOLUTION**

The parties agree that this Proposal shall be governed by the laws of the state where the Project is located, and venue for disputes shall be located in that state. KONE does not agree to participate in arbitration proceedings.

#### **20. PRICE ADJUSTMENT**

KONE shall be entitled to an equitable adjustment in the Price, including but not limited to, any increased costs between the time the Contract is signed and the date of manufacture for materials, labor, or shipping, as well as increased costs resulting from any change in law or tariffs.

#### **21. 24/7 EMERGENCY VIDEO COMMUNICATIONS**

Applicable only for projects where KONE 24/7 Emergency Video Communications is included: The KONE 24/7 Emergency Video Communications contract addendum and General Terms and Conditions for KONE Digital Services must be signed by the Building Owner. This contract addendum requires the Building Owner to pay a fee for audio, video, and data connectivity. This payment obligation, among other provisions, survives termination of any maintenance agreement.

#### **22. MISCELLANEOUS**

This Proposal, including the documents incorporated herein by reference, constitutes the entire agreement of the parties and supersedes all prior negotiations, understandings, and representations whether written or oral in relation to the subject matter hereof. Where a conflict or ambiguity exists between this Proposal and any other contract document (including but not limited to, Customer's drawings and specifications), the terms and conditions of this Proposal shall control. This Proposal may be amended only in writing by the duly authorized representative of both parties. This Proposal may be executed in one or more counterparts. Each counterpart shall be considered an original and all of the counterparts shall constitute a single agreement binding all the parties as if all had signed a single document. For purposes of executing this Proposal, a document signed by electronic means is to be treated as an original document. The failure of either party to insist upon performance or strict performance of any of the terms or conditions of this Proposal shall not be deemed a waiver of any rights or remedies that such party may have or a waiver of any subsequent breach or default under this Proposal. Neither party may assign or transfer the benefit or burden of this Proposal without prior written consent of the other party.

## Appendix 4: Bid Attachment “B” / Site Requirements & Work by Other Trades

The work described below is a summary of work to be performed by others (“Work by Other Trades”) that may be required in conjunction with the elevator modernization performed by KONE (the “Work”). Purchaser shall provide any and all building electrical, structural and mechanical system upgrades required for code compliance, life safety, and proper equipment installation and operation. The Authorities Having Jurisdiction (AHJ) may require additional remedial or preparatory work. All required remedial or preparatory work shall be performed by properly licensed trade contractors in compliance with applicable codes and based on a schedule of performance that allows for uninterrupted progress of the Work. Under no circumstances shall KONE be responsible for any cost associated with the performance of remedial work by others. Purchaser shall provide the following unless specifically included in KONE’s Work:

### 1. ELECTRICAL

- A properly rated three phase fused disconnect switch, externally operable and lockable in the open position, located as required by code. Accommodate any increases in motor size or feeder loads.
- A dedicated 110 VAC fused disconnect switch, externally operable and lockable in the open position adjacent to the machine room door for cab lighting and ventilation, located as required by code.
- Shunt-trip disconnect if fire sprinklers are present in machine room or hoistway.
- GFI 120 VAC convenience outlets in machine room and pit.
- Separate outlet in the pit area if a sump pump is installed.
- Telephone line service brought to the elevator machine room for emergency communication device.
- Any required RF shielding of TV or radio transmitters, antennae and/or wave-guides.
- Conduit with pull boxes from each elevator bank to any remote fire control or communication panels specified.
- Provide a separate 15-amp, 115 VAC fused service with ground (powered by building emergency power system, when available) for KONE 24/7 Emergency Communications, when specified. Must include the means to disconnect each service and lock-off in the “open” position (NFPA 70 article 620.22 and 620.53 or CEC article 38.22 and 38.53).

If required by building code: standby/emergency power, sufficiently sized to provide power of permanent characteristics to each elevator’s disconnect, simultaneously, upon loss of regular power, including feeders, transfer switches and auxiliary contact signal outputs to elevator controllers.

### 2. MACHINE ROOM

- A code-compliant machine room. Provide or maintain fire rating as required by building code.
- Fire-rated door for access into the machine room. Door shall be self-closing and self-locking, operable from inside the room without the use of a key.
- Independent ventilation or an air conditioning system for the elevator machine room, to assure temperature is maintained between 65 degrees and 95 degrees Fahrenheit.
- Fire extinguisher inside machine room.
- Minimum clear machine room height of 7’-0”.
- Suitable lighting that provides a minimum of 19 ftc at floor.
- Removal of any non-elevator related equipment and materials from within the machine room and proper disposal of oil and other hazardous or non-hazardous substances and materials.

### 3. HOISTWAY

- A code-compliant hoistway, constructed in accordance with KONE’s requirements and specifications. Provide or maintain fire rating as required by building code.
- Patching of all holes in hoistway walls with fire rated material.
- Beveling all ledges within hoistway measuring over 4”.
- Removal of any non-elevator related equipment and materials from within the hoistway and proper disposal of oil and other hazardous or non-hazardous substances and materials.
- A guarded light fixture and light switch in pit. Switch must be located 42” above the lowest landing floor level.
- A means of displacing water located in the pit and containing and disposing of oil, chemicals, and other substances in compliance with environmental laws and regulations (KONE assumes no responsibility for discharge of oil, chemicals, and other substances into storm water systems, sanitary sewer systems, retention ponds, etc.). Elevator hoistway ventilation to the outside atmosphere as required by building code.

### 4. FIRE SERVICE

- Fire alarm smoke detectors with wiring and relays in the machine room terminating at elevator controller.
- Fire alarm initiating devices must be located in front of each elevator entrance as well as in the machine room and at the top of the hoistway.
- Where sprinklers exist in the machine room and/or hoistway, a fire alarm initiating device within 12” of each sprinkler head.

## 5. ACCESS INTEGRATION/SECURITY

- Our proposal includes KONE logic and provisions for the specified Touchscreen(s), Keypad Destination Operating Panel(s), Monitoring System(s) and Multi-Media Equipment.
- Card Readers and/or any additional required hardware & software for proper functionality of access control/security system(s) shall be furnished and installed by others.
- Any required software to ensure proper communication between KONE control system(s) and building system(s) shall be the responsibility of others.
- A designated 115V 15A circuit is required at each of the remote monitoring stations.
- KONE recommends a minimum 100 Mbit/s Ethernet for each of the following application(s): Integrated Touchscreen/Keypad Destination Operating Panels, Monitoring System, Multi-Media Equipment, and Card Readers.

## 6. COUNTERWEIGHTING

- Pricing is based upon the existing car to counterweight weight ratio being consistent with elevator industry standards. This is defined as the counterweight weight being equal to the empty car weight plus 40%. The actual assemblies will be weighed during the modernization process. If modifications are required to correct the existing weight balance, these modifications will be provided at additional cost.

## 7. RK1 FUSES AND CIRCUIT BREAKERS

- Fuses are to be current limiting class RK1 or equivalent. Circuit breakers are to have current limiting characteristics equivalent to RK1 fuses. Provisions of these fuses are the responsibility of others, not KONE.

## 8. GENERAL

- Access to the building to perform the Work and for deliveries with dry, protected storage adjacent to the hoistway.
- Cutting of existing walls, floors and finishes, together with all repairs made necessary by such cutting or changes, e.g. cutting of lobby walls for flush hall fixtures and removal of encroaching lobby features such as wall-mounted ashtrays. Removal, replacement, and/or repair of any mirrors, millwork, plaster, stone or other special hall finishes.
- All work of other trades must be complete and ready at time of first elevator inspection, or elevator will not be released for operation by the AHJ. If the AHJ does allow temporary operation under a Temporary Operating Inspection (TOI), any associated costs shall be Purchaser's responsibility.
- Our tender is based on suitable site conditions, material and tooling storage space, and bathroom access being available on site.
- Safe working environment must be provided and supported by provision for adequate entrance protection, means of hoisting, hoistway dividing screens, and protection of floors walls and doors etc.
- Emergency evacuation procedures to be clearly defined where required. Subject to site survey and actions agreed.
- Any portion of the Work that is subject to the permissions of local authorities beyond the elevator permits must be identified to KONE. Responsibility for permits to be agreed. Permits and appropriate signage indicating any changes to pedestrian access routes for building users must be in place prior to start of the Work.
- Elevator installation methods requires the integrity of the existing Safety Gear and Overspeed protection devices, and are therefore subject to verification of suitability prior to commencement of the work. Any remedial work required or alternative solution is not included in this tender.
- If KONE 24/7 Emergency Video Communications: For units with travel greater or equal to 60 ft (18 m), or if located in a seismic zone and the code year is 2016 or later (regardless the travel): Customer will provide a dedicated Windows-based PC or laptop with Chrome browser and 24-hour/day Internet access. This computer must be accessible by emergency personnel to communicate through voice and text with people in the elevator and to have a video display of the cab interior.



## CARRIGAN INTERMEDIATE SCHOOL OUTDOOR BASKETBALL AND PICKLEBALL COURTS

- Hinding Tennis, a nationally recognized company in the field, located in West Haven, CT will perform the work.
- ARPA is source of funds
- Existing basketball court is in major disrepair, and this project will bring it up to par with facilities at other schools throughout the City.
- Sourcewell Vendor
- Total cost of project is \$164,104
- Proposal from Hinding Tennis included in this packet



# YOU WANT TO MAKE ATHLETIC COURT IMPROVEMENTS, BUT NEED TO FIND THE BEST WAY TO DO IT.

Too often field buyers want our products, but assume they are required to conduct their own formal bid.



Hinding Tennis, LLC  
Authorized Dealer Partner  
Sourcewell #031022-AST  
AEPA-CREC #020-A

GET THE FIELD THAT YOU WANT!

## That results in several problems



**Time and Money** - It is common to spend hundreds of collective hours conducting your own formal bid. Considerable time and effort is required - doing market research, drafting specifications, advertising the bid, vetting bidders, conducting interviews and more. **Do you really have this kind of time?**



**You might not even get what you want!** There are multiple bid types (RFP, IFB, hard bid, line item bids, etc.) and depending on the type of bid you conduct, you may have little choice in your selection. Certain bid types result in general contractors selecting your turf for you. Then you're married to that manufacturer and installer for the next 8 years of the warranty - *and you didn't even get to choose!*

**Price is important, but it shouldn't be the ONLY factor in your decision.**

## So is there a better way? **Yes!**

A growing contracting method is the cooperative purchasing model. There are many good co-ops that offer contract awards from which their members can benefit. The co-ops ensure that all responding Vendors are fully vetted before awarding the contract, which can then be "piggybacked" by public agencies across the country. This makes it easy to choose an awarded contract with the Vendor your agency prefers.

## The co-op benefits are clear



**It's easy** - They've done the hard work for you. Just issue a purchase order referencing the co-op contract you choose, and we can hit the ground running.



**It's free** - Co-op membership is typically free and easy to join online.



**It's legal** - RFPs and IFBs are designed to comply with the state requirements and statutes on the front end to allow for maximum flexibility.



**It's proven** - Over the past 20 years, thousands of public institutions, including K-12, universities, municipalities and more, have trusted using cooperative contracts for their purchases. More and more agencies use cooperative contracts each year, for everything from purchasing office supplies and computers, to building a turf field or running track.



**Best of all...** Get the product you want from the Vendor you trust.

AstroTurf Corporation products (including Rekortan tracks and Laykold court systems) are available through a variety of national and regional cooperative purchasing programs across the country.

**CO OP**  
SOLUTIONS



**Combined expertise**



**Existing vendor relationships**



**Experience & overall vision**



Association of Educational Purchasing Administrators



Cooperative Purchasing



Cooperative Purchasing



National IPA



Cooperative Purchasing



The National IPA



Government Procurement Administrators

*It's easy.*

*And it's been used by hundreds of public entities across the country.*

Academy High School - Thornton, CO  
 Alamogordo High School - Alamogordo, NM  
 Alta Norte Sports Park - Carlsbad, CA  
 Ambridge School District - Ambridge, PA  
 Armstrong School District - Kittanning, PA  
 Anderson Elementary School - San Jose, CA  
 Anne Arundel County Parks (2 Fields) - Pasadena, MD  
 Anne Arundel County Schools (12 Fields) - Anne Arundel County, MD  
 Ashtabula Lakeside High School - Ashtabula, OH  
 Auburn High School (2 Fields) - Auburn, WA  
 Aurora High School - Aurora, OH  
 Baldwin Park High School - Baldwin Park, CA  
 Bell Gardens High School - Bell Gardens, CA  
 Belle Vernon Area High School - Belle Vernon, PA  
 Blue Springs High School - Blue Springs, MO  
 Blue Springs South High School - Blue Springs, MO  
 Buhler High School - Buhler, KS  
 Canyon High School - Canyon County, CA  
 Central High School - Fresno, CA  
 Cheyenne Mountain High School - Colorado Springs, CO  
 City of Coral Springs Mullins Park - Coral Springs, FL  
 City Springs Elementary - Baltimore, MD  
 Clear Creek ISD - League City, TX  
 Clearwater High School - Clearwater, KS  
 Columbus High School - Columbus, TX  
 Connellsville High School - Connellsville, PA  
 East High School - Denver, CO  
 Ebert Elementary School - Denver, CO  
 El Paso Gridley High School - El Paso, IL  
 Eugene School District - Eugene, OR  
 Exeter Union High School - Exeter, CA  
 Field Hockey National Training Center - Virginia Beach, VA  
 Florida A&M University - Tallahassee, FL  
 Franklin Rogers Park - Mankota, MN  
 Gahanna Lincoln High School - Gahanna, OH  
 Garry Berry Stadium - Colorado Springs, CO  
 Giddings ISD - Giddings, TX  
 Golden Valley High School - Santa Clarita, CA  
 Hacienda La Puente USD (2 Fields) - Hacienda Heights, CA

Hart County High School - Hartwell, GA  
 Hays High School - Hays, KS  
 Henry Wise Jr High School - Upper Marlboro, MD  
 Heritage High School - Menifee, CA  
 Horace Good Middle School - Garden City, TX  
 Jacksonville High School - Jacksonville, TX  
 JC Harmon High School - Kansas City, KS  
 John B. Lewis Soccer Complex (4 Fields) - Asheville, NC  
 John Glenn High School - Norwalk, CA  
 Johnstown-Monroe High School - Johnstown, OH  
 Kansas State University - Manhattan, KS  
 Lakeside High School - Hot Springs, AR  
 Lauderdale Sports Complex - Lauderdale, FL  
 Lee's Summit North High School - Lee's Summit, MO  
 Leon County Public Schools - Tallahassee, FL  
 Lima High School - Lima, OH  
 Lincoln Park High School - Lincoln Park, MI  
 Los Gatos High School - Los Gatos, CA  
 Manhattan High School - Manhattan, KS  
 Mount Diablo USD (2 Fields) - Pleasant Hills, CA  
 City of Mankota - Mankota, MN  
 Marion High School - Marion, AR  
 Marshall University - Huntington, WV  
 Mendota High School - Mendota, CA  
 Midwestern State University - Wichita Falls, TX  
 University of Missouri - Columbia, MO  
 Missouri Western State University - Saint Joseph, MO  
 Montebello High School - Montebello, CA  
 Montoursville High School - Montoursville, PA  
 Moon Area High School - Coraopolis, PA  
 Mount Lebanon High School - Mt. Lebanon, PA  
 Mount Lebanon Sr. High School - Pittsburgh, PA  
 Naperville Park District - Naperville, IL  
 North East ISD - San Antonio, TX  
 Old Dominion University - Norfolk, VA  
 Ozark High School - Ozark, AR  
 Palm Bay H.S. Football Stadium - Melbourne, FL  
 Penncrest High School - Media, PA  
 Perryton High School - Perryton, TX

Petrolia High School - Petrolia, TX  
 Puyallup Public Schools - Puyallup, WA  
 Ridgefield Outdoor Recreation Complex - Ridgefield, WA  
 Palm Bay High School - Melbourne, FL  
 Perryton ISD - Perryton, TX  
 Plano ISD - Plano, TX  
 Pomona USD (3 Fields) - Pomona, CA  
 Prince George's Community College - Largo, MD  
 Prince George's County Public Schools (4 Fields) - MD  
 Red Mesa High School - Teec Nos Pos, AZ  
 Ringgold High School - Monongahela, PA  
 Riverview Park - Pittsburgh, PA  
 Russell High School - Russell, KS  
 Scranton Area High School - Scranton, PA  
 Sierra Vista High School - Baldwin Park, CA  
 Sonora High School - Sonora, CA  
 Suwannee County Little League Field - Live Oak, FL  
 University of South Alabama (2 Fields) - Mobile, AL  
 Salinas Unified School District - Salinas, CA  
 South Dakota State University (2 Fields) - Brookings, SD  
 Southside ISD - San Antonio, TX  
 South Park High School - South Park Township, PA  
 St. John's University - Jamaica, NY  
 Temecula Valley High School - Temecula, CA  
 Temple High School - Temple, TX  
 Tulare Union High School - Tulare, CA  
 Valley Park City Complex - Charleston, WV  
 Village Green Park - Bethel Park, PA  
 Vista Academy Performing Arts School - Vista, CA  
 Waldron High School - Waldron, AR  
 Webb Consolidate ISD - Bruni, TX  
 Wellsboro High School - Wellsboro, PA  
 Wenatchee High School - Wenatchee, WA  
 West Ranch High School - Stevenson Ranch, CA  
 West Shamokin High School - Rural Valley, PA  
 Wyandotte High School - Kansas City, KS  
 Youngstown State University - Youngstown, OH



Victoria Stringham  
 Director of Cooperative Purchasing  
[vstringham@astroturf.com](mailto:vstringham@astroturf.com)  
 480-415-6300

# AstroTurf Corporation

THE WORLD LEADER IN SPORTS & RECREATION SURFACES

**AstroTurf**  
FIELDS

**Rekortan**  
TRACKS

**Laykold**  
COURTS

**SYN LAWN**  
LANDSCAPE

January 12, 2023

Victoria Stringham  
AstroTurf Corporation  
2680 Abutment Road  
Dalton, GA 30721

RE: **Hinding Tennis Courts**  
**57 E Industrial Road Branford, CT 06405**

To Whom It May Concern:

Hinding Tennis Courts is an authorized reseller/contractor partner of AstroTurf Corporation, with full access to direct-sell to public agencies through the following AstroTurf cooperative purchasing contracts:

- Sourcewell #031022-AST
- AEPA-CREC #020-A

AstroTurf Corporation identifies in each solicitation response and subsequent award our current list of authorized reseller partners to directly market and sell discounted athletic courts and ancillary products/services to the members of the Sourcewell and CREC cooperative purchasing organizations.

This authorization is valid through December 31, 2023.

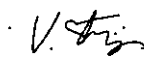
Please reach out with any questions to [victoria.stringham@astroturf.com](mailto:victoria.stringham@astroturf.com) or (480) 415-6300.

Additionally, the representatives from the cooperatives listed below can help answer questions should you need further information.

**Sourcewell**  
Joram Manka, Contract Manager  
651-261-4929  
[joram.manka@sourcewell-mn.gov](mailto:joram.manka@sourcewell-mn.gov)

**CREC** (Capitol Region Education Council)  
Cara Hart, Cooperative Director  
615-673-6217  
[chart@crec.org](mailto:chart@crec.org)

Sincerely,



Victoria Stringham  
Director of Cooperative Purchasing

**AstroTurf**

AN  
**AstroTurf Corporation**  
GLOBAL BRAND

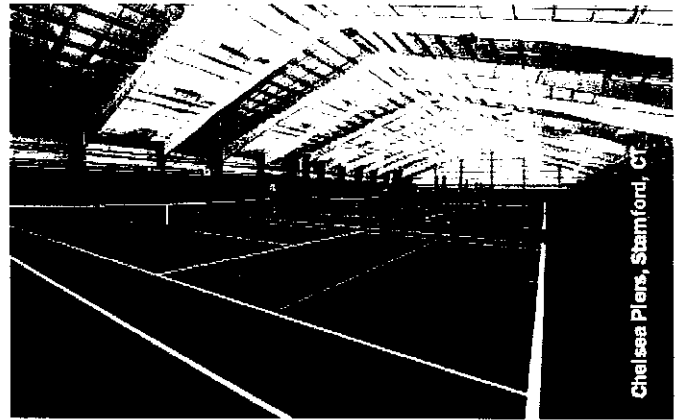
2680 Abutment Rd, Dalton, GA 30721  
TF (800) 723 – TURF (8873) [help@astroturf.com](mailto:help@astroturf.com)

IF YOU CAN  
PLAY ON IT,

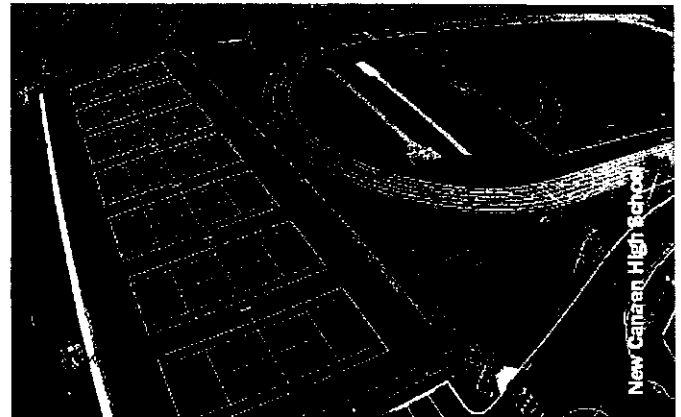


WE CAN  
BUILD IT

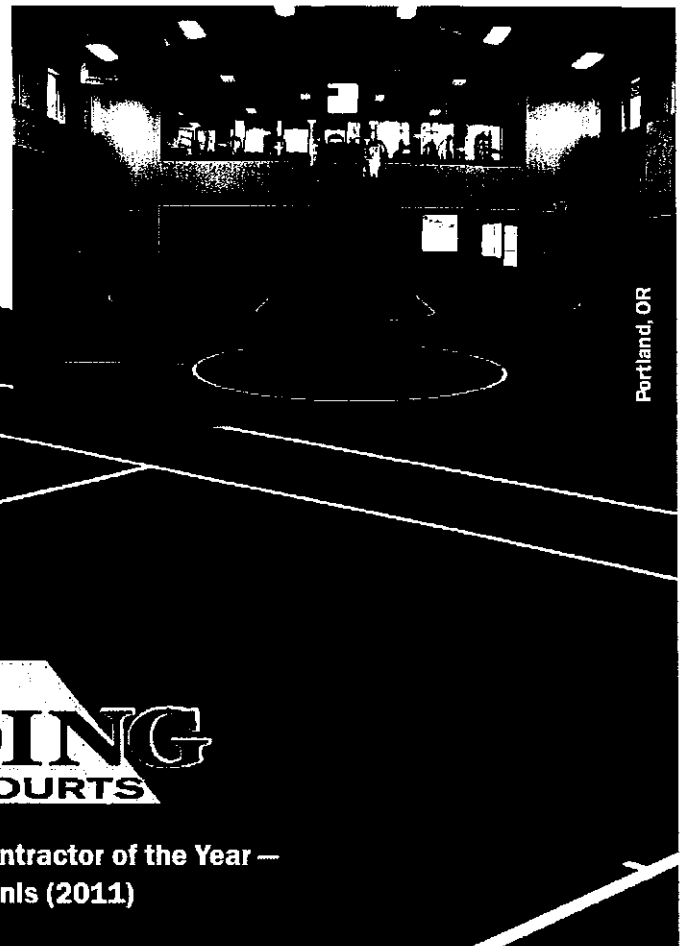
Durability • Reliability  
Playability • Engineered to Last



Chelsea Plens, Stamford, CT



New Canaan High School



Portland, OR



Tennis Industry Magazine Contractor of the Year —  
10 and Under Tennis (2011)

# HINDING TENNIS COURTS

*If you can play on it, we can build it.*

Hinding Tennis Courts, LLC • 24 Spring Street • West Haven, CT 06516 • p 203-285-3055

---

January 30, 2023

Ken Carney  
Carrigan Intermediate School  
West Haven, CT 06516  
kenc@baybrookremodelers.com

*Re: Court Re-Construction Proposal*

Dear Ken,

Thank you for considering Hinding Tennis for your recreational needs. It is our goal to provide you with the highest quality sport surfacing products and installation in the industry.

We at Hinding Tennis stand committed to excellence and it is our goal to provide you with the highest quality materials. As a current member of the American Sports Builders Association we are always up to date on the newest innovations and industry trends. Our goal is always to exceed your expectations and let the finished product speak for itself.

We know you have many options when choosing a sport-surfacing contractor, therefore we continually strive to provide the most competitive pricing without compromising the quality or workmanship.

All of us at Hinding Tennis thank you for the opportunity to provide you with this proposal and look forward to working with you in the future.

Sincerely,

*Vincent Rapuano*

Vincent Rapuano  
203-410-1270

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[www.HindingTennis.com](http://www.HindingTennis.com)



**PROCEDURE TO BE AS FOLLOWS:**

Furnish all materials, labor and insurance to perform the **HINDING TENNIS COURT RECONSTRUCTION** of two 108'x90' basketball courts and two 64'x68' Pickleball courts..

**Specifications of Services to be Provided:**

1. **MOBILIZATION** - Mobilize the necessary equipment to perform the required work for your project as itemized be-low. This fee is associated with the work that is necessary to set up your job and organize the necessary equipment that is needed to load and mobilize to and from the job site each day.
2. **REMOVAL**- Remove and dispose of existing fence and hoops off site.
3. **GRADING**- Reclaim existing asphalt and laser grade to 1% pitch.
4. **ASPHALT**- Furnish and install asphalt lifts - 1 1/2" lifts for a total thickness of 3" compacted to 2 1/2". Let cure for 21 days.
5. **FOOTINGS**- Furnish and install two sets of pickle ball net posts.
6. **HOOPS**- Furnish and install four dominator 72 inch footings and hoop systems.
7. **BASKETBALL FENCE**- Furnish and install black chain-link for Basketball courts 396 l.f. 10 foot high fence system with two pedestrian gates
8. **PICKLEBALL FENCE**-Furnish and install 196 l.f. for pickleball courts 10 foot high fence system with one pedestrian gate
9. **ASPHALT**- Furnish and install asphalt lifts - 1 1/2" lifts for a total thickness of 3" compacted to 2 1/2". Let cure for 21 days.
10. **COLOR COATING AND LINE STRIPING**- Furnish and install the (3) coat acrylic color coating surface system to entire area. The Hinding surfacing system consists 2 Coats of Color.
11. **BASKETBALL LINES**- Layout and stripe lines per NCAA. Apply one coat of acrylic Line primer. Once Line primer has cured apply One (1) coat of textured White Line Paint. This (2) two coat application provides sharp lines and greater durability and longevity. The line paint is textured.
12. **PICKLEBALL LINES**- Layout and stripe lines per USAPA. Apply one coat of acrylic Line primer. Once Line primer has cured apply One (1) coat of textured White Line Paint. This (2) two coat application provides sharp lines and greater durability and longevity. The line paint is textured.

**Pricing as indicated below:**

Mobilization, Removal, Grading an Asphalt	\$63,848.00
Footings	\$ 4,800.00
Hoops	\$18,000.00
Basketball Fence	\$31,680.00
Pickleball Fence	\$15,680.00
Color Coating	\$25,296.00
Basketball Lines	\$ 3,000.00
Pickleball Lines	\$ 1,800.00

**TOTAL COST: \$164,104.00**

# PAYMENT SCHEDULE

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*STATE SALES TAX WILL BE CHARGED WHERE APPLICABLE. PAYMENT IS EXPECTED UPON TIMELY COMPLETION.*

*CREDIT CARD PAYMENTS WILL REQUIRE A 2% CREDIT CARD PROCESSING FEE.*

Payment Schedule is to be as follows **unless otherwise specified on the contract:**

**For jobs priced below a threshold of approximately \$3,000.00 (subject to vary):**

100% "Full payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.

**For jobs priced above a threshold of approximately \$3,000.00 (subject to vary):**

1. 50% "Down payment", plus applicable tax on total amount, due upon signing and remittance of forthcoming contract if this estimate is approved, before work can begin. Please be ready to include a payment along with a signed contract.
2. 30% "Good faith payment", considered due the day we begin work on your project.
3. 20% "Remainder payment", considered due the day we end work on your project.

**PLEASE NOTE:** In the event that payment is not made as specified above, it is agreed that Hinding Tennis, LLC will receive interest at the prevailing wage rate unpaid balance, plus all the cost of collection, including a reasonable attorney's fee. In the event that payment is not made as specified, Hinding Tennis, LLC retains the right to halt works until past due payments are made. Above prices are submitted for approval within sixty days and after that time may be revised. We reserve the right to take before, during & after photos of your particular job & use photos for marketing purposes. We will never give out your name or street address without your consent.

**ACCEPTANCE OF PROPOSAL:** Please call the office (203-285-3055) or one of the owners directly if someone is not in touch with you shortly and you are intent on proceeding with the work as described. We will provide a contract for you to sign and remit with payment so that we may begin work.

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[www.HindingTennis.com](http://www.HindingTennis.com)

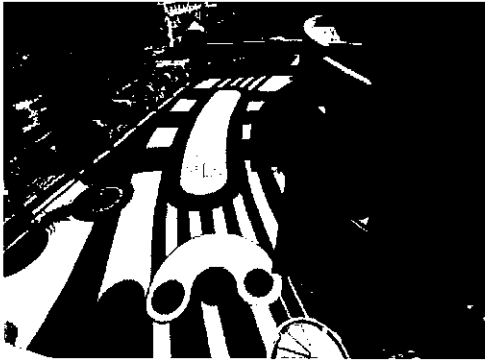


POST-TENSIONING  
INSTITUTE™



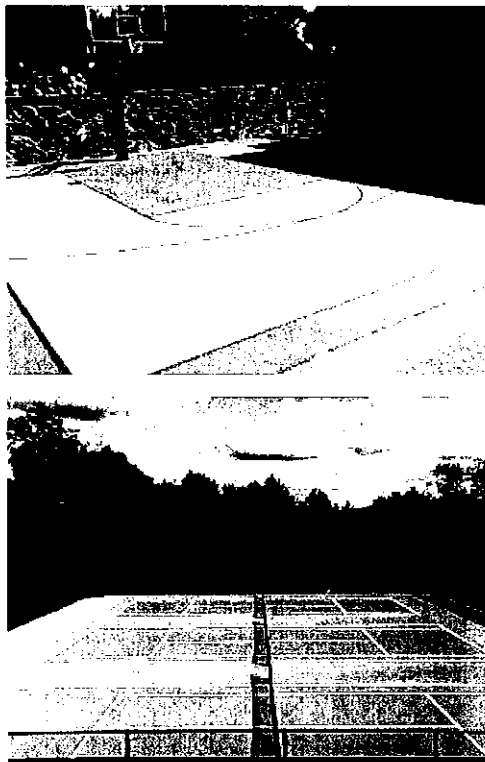
**Laykold**





*“Over the years, Hinding Tennis has helped make GRSC a community club with the best hard court surfaces inside and out, as well as junior lines and stand alone courts, outdoor lighting and pickleball courts. They are a great partner in the tennis business.”*

— Sarah Boone. Owner, Guilford Racquet & Swim Club



Since 1994 the Team at Hinding Tennis, LLC has been building superior Recreational Courts for all types of surfaces. We specialize in Post Tension Concrete Courts and our patented Rubberized Cushion System is a very popular surface among many avid players.

Hinding prides itself on quality workmanship and retains over 90% of its work force each season; our crews are extremely knowledgeable and are some of the most experienced in the business.

From Har Tru to Post Tension Concrete to Tennis and Basketball Courts to Playgrounds and just about anything recreational, we offer only the best products and services. We are actively involved in the ASBA (American Sports Builders Association) and we are constantly on the cutting edge of new technology.

Our reputation speaks for itself and clubs, residential, parks, schools and municipalities count on us everyday.

We can customize any job to any size, any color and any speed. Our customer service and sales representatives are extremely knowledgeable of all types of surfaces, coatings and building new courts. So please call us today for a free analysis of your project.



**HINDING**  
**TENNIS COURTS**

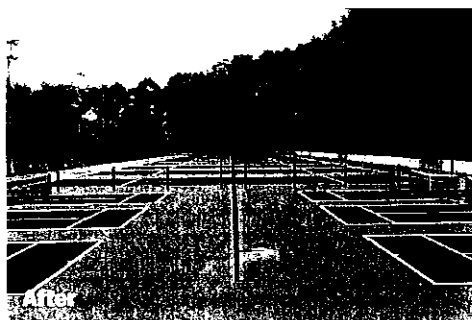
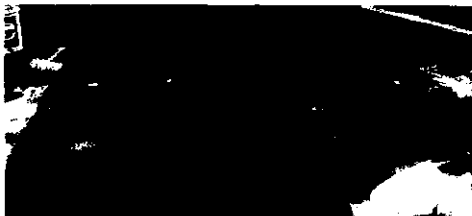
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Official 10 and Under Tennis Court Installer

# RITEWAY

Crack  
Repair



## Guaranteed

The RiteWay Crack Repair System (U.S. Patent No. 7,597,503) utilizes an exclusive technology that allows existing cracks on your court to move without breaking the membrane of this system. Many who have tried other systems have complained about "dead spots," "hollow sounds" and "bubbling." Although these other systems have proven to keep cracks from coming back, RiteWay Crack Repair not only keeps cracks from coming back, but its exclusive technology does not have any dead spots, hollow sounds or bubbling. We even offer a 2-year warranty on existing cracks from returning.

The installation is so unique that many tennis court owners can't believe its proven success until they see it for themselves.

No other overlay system can give you the RiteWay results or guarantee. We've seen the other systems on the market – some have success, some have failures – but none of them can give the guarantee that RiteWay offers. Our proven success and durability will last much longer than the written guarantee.

When considering your repair options, there's only one question to ask yourself:

Are you repairing cracks the old traditional way, or are you repairing them the RiteWay?



Fix Your Cracks - Do It The RiteWay!

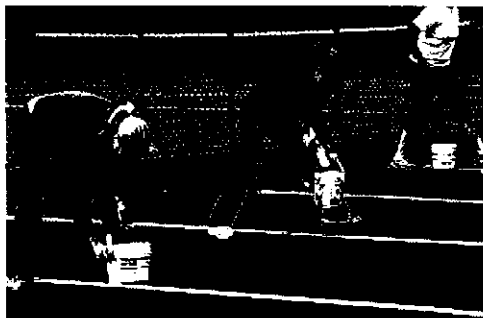
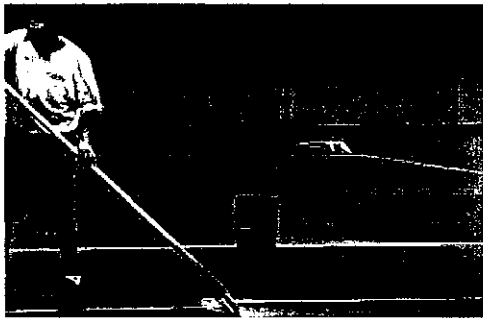
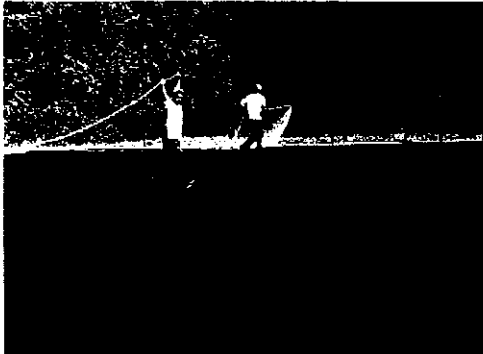
For more information go to [www.ritewaytennis.com](http://www.ritewaytennis.com).

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## Court Resurfacing

Since 1994, Hinding Tennis has been building and resurfacing tennis courts throughout the United States and in the Caribbean. With headquarters located in West Haven, Connecticut, Hinding Tennis' major client concentration runs up and down the U.S. East Coast.

Resurfacing your tennis court is important in the overall maintenance, upkeep, playability and longevity of the court. Typically, a tennis court should be resurfaced every 4-7 years. This varies depending upon the surface, weather, amount of play, and preservation of the court. Hinding Tennis offers all types of coating and cushion systems and will give you several resurfacing options to keep your court performing at its highest level of playability.

Hinding Tennis resurfaces over 400 courts per year. We retain 90% of our professional workforce yearly, therefore we are not training new court technicians each season. Our quality of workmanship, professionalism and customer service is second to none. Examples of our projects include Chelsea Piers, Stamford CT; U.S. Coast Guard, New London CT; and Match Point Tennis, Brooklyn, NY.

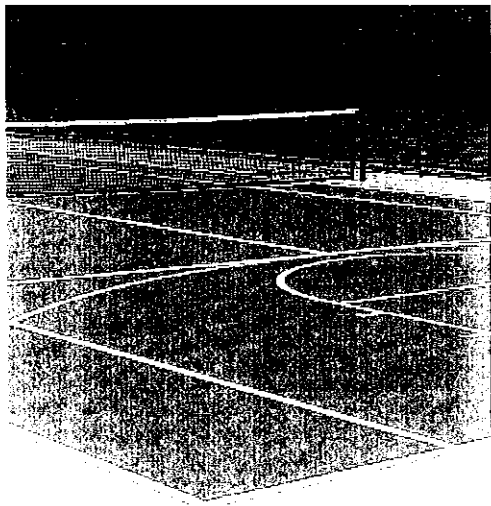


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*Differences in site, weather and soil conditions require variations in construction and repair methods and materials. Readers are advised to consult a qualified contractor or design professional before undertaking construction or repair of a court. Rev. 03/04*

Acrylic color surfacing systems are generally applied with a squeegee in multiple coats. Most systems include one or more filler coats, followed by two to three coats of color. Some systems also include texture or cushion coats between the filler and the top coats.

There are several theories regarding the application of color coatings. In any case, coating systems must be applied smoothly to a uniform thickness over the entire court surface. This requires an experienced applicator and careful attention to the technique.

Even when color coatings are applied with care by a skilled operator, some squeegee marks and other slight variations in color and texture are inevitable. This is because the formulation of acrylic causes components to migrate to the edge of the material as it is being applied. As a result, an observer will be able to locate the spot where the acrylic material was poured on the surface, where the squeegee operator turned to make a pass in the opposite direction or where one pass overlapped another. Squeegee marks will be more visible on lighter colors and more common when coatings are applied in hot weather or when they include coarser sand. Humidity, angle of the sun when the acrylic is applied and other factors also may affect frequency and visibility of these marks.

Due to the nature of the material and the human element in tennis court construction, squeegee marks are likely to occur, like marks in newly vacuumed plush carpet or newly mown grass. They will not affect play and will become less visible as the court wears and ages.

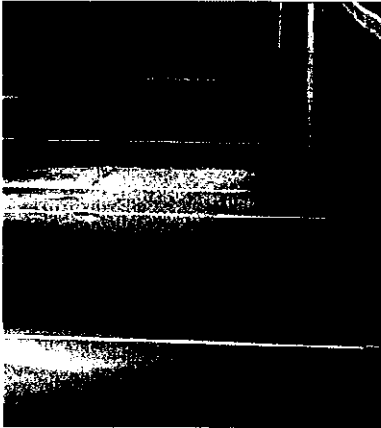
While squeegee marks are within industry standard, more serious flaws – ridges, drips, tool marks, foot prints, bucket marks and areas of excess material - are unacceptable and should be corrected by the surfacing contractor.

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# LOW SPOTS



**“Birdbath” is a term commonly used in the tennis industry to describe a low area on a tennis court that holds water.**

More precisely, the American Sports Builders Association (ASBA) defines a birdbath as any area where standing water more than 1/16" (2mm - commonly measured using a nickel) remains after drainage of the area has ceased or after one hour of drying at 70 degrees Fahrenheit in sunlight. Birdbaths delay play on the court after rain and may cause staining and/or peeling of the surface.

**Among the causes of birdbaths are:**

1. Unsuitable material in the subsoil;
2. Inadequate drainage around the tennis court;
3. Improper slope or grade;
4. Inadequate compaction of the subgrade; or
5. Paving error



Paving and surfacing, even with laser-guided equipment, involves both skill and judgment. The number of variables impacting the paving and surfacing processes makes it unreasonable to expect perfection. Minor depressions in the

surface, those less than 1/16" deep or those that drain or dry in under an hour, are considered within tolerance and are acceptable. In a new or recently resurfaced court, however, the contractor should correct birdbaths.

Because site selection, design and construction can involve compromise, even properly designed and constructed courts may develop birdbaths over time. Tennis courts sometimes are built on sites which are reclaimed or which have been deemed unsuitable for other purposes. In such cases, less than ideal subsoil, grade, or drainage conditions may exist. Additionally, over time, new circumstances may arise which lead to settling or drainage problems.

The owner's expectations regarding repair of birdbaths should be based on the nature of the birdbaths that exist to be repaired and the amount of money budgeted for the repair. Owners also should understand that available repair methods and materials are imperfect. Complete removal of standing water may be impossible. Generally the owner should accept that repair of the birdbaths is only a means of reducing the inconvenience they cause and extending the useful life of the court.

The number, size and depth of birdbaths is another consideration. The existence of multiple birdbaths or major depressions of 1/2" or more may indicate more serious problems. Repairing multiple or deeper birdbaths is labor intensive and often results in cosmetic imperfections, which may require resurfacing to correct. The larger the birdbath, the more difficult it can be to repair.

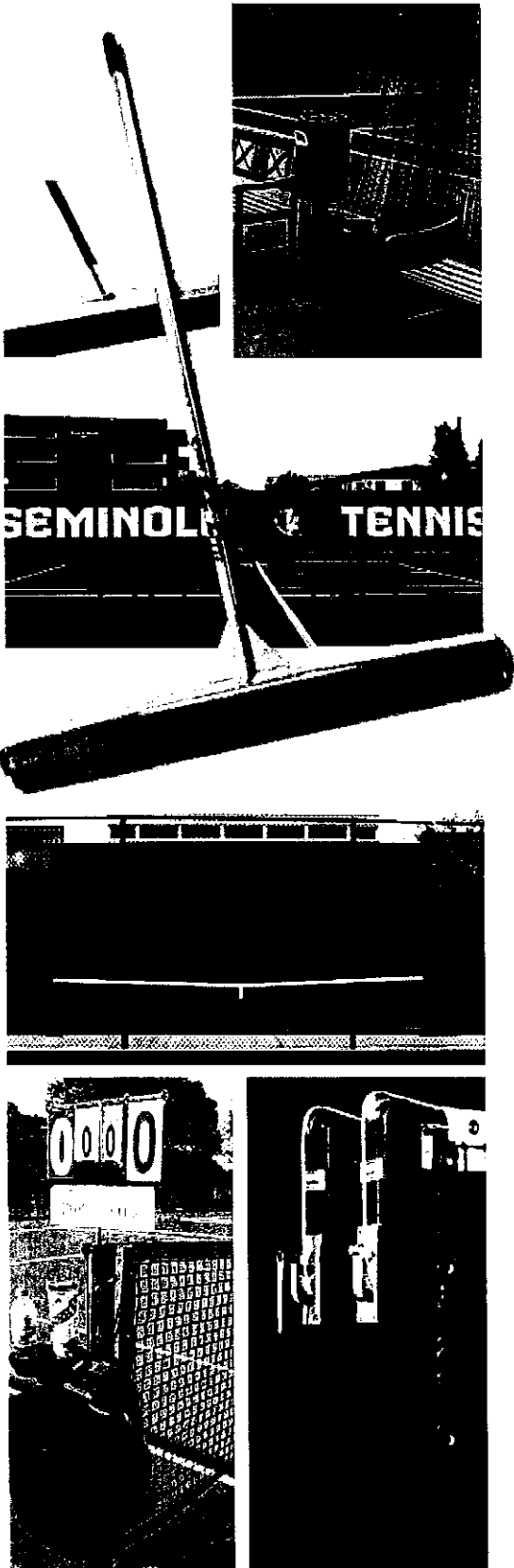
*Differences in site, weather and soil conditions require variations in construction and repair methods and materials. Readers are advised to consult a qualified contractor or design professional before undertaking construction or repair of a court. Rev. 11/10*

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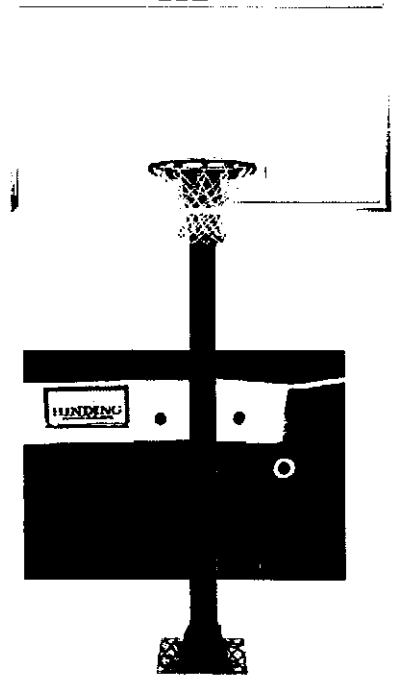
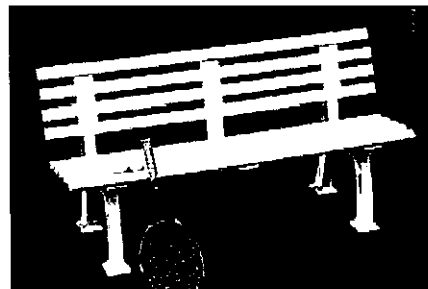
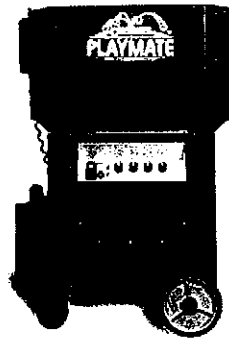


**Hinding Tennis** is your resource for court equipment and accessories. With close to 20 years of experience in court construction and maintenance, we know what you need to give your game a boost and keep your court in shape. We work with the best suppliers of quality court products. Quality products come from quality manufacturers and we can provide you with a variety of choices to meet your personal preferences.



Fencing, lighting and windscreens, tennis nets, tennis posts and benches. Backboards, score boards, goals, ball machines, roll dries and court brooms

— we've got you covered. Looking for something? Just ask.



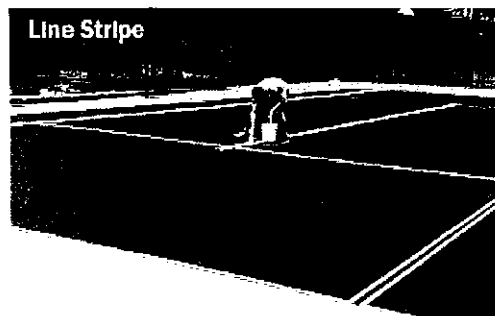
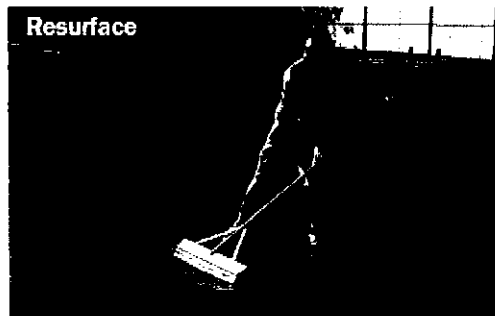
## **HINDING** TENNIS COURTS

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**Maintaining your court** is one of the most important things you can do to preserve the longevity of its appearance. Like changing the oil in your car every 3,000 miles, properly cleaning and inspecting your court once a year is very critical.

To maximize the useful life of any type of court, we recommend that owners develop and implement a regular schedule of maintenance. Regular inspection and repair of minor irregularities is more cost effective than allowing the court to deteriorate to the point of requiring major repairs.

Our maintenance programs include servicing both All Weather and Har Tru Courts. For all weather courts, we recommend you pressure wash once a year, check for cracks, grease net post cranks, check mesh and tighten fence and install your net. Our Har Tru reconditioning includes removing all the dead material. Installing new Har Tru, grooming court, checking fence fabric and tightening, greasing net post cranks and installing your net.



**Call us today** to inspect your court and for a free non-obligational estimate.

## **HINDING** **TENNIS COURTS**

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Hinding Tennis stands behind their workmanship. All of our work comes standard with limited warranties. Below is list of the work that is guaranteed and what you can expect from us.



**Riteway Crack Repair** — This repair method is a more permanent repair. Its exclusive technology is state of the art - there is no other repair that has the long term effects as the Riteway System. We have seen this repair last for up to 10 years without cracks returning. We do guarantee the existing cracks for two (2) years. We cannot however guarantee against new cracks forming in a new location. *No Dead Spots, Hollow Sounds or Bubbles.*



**Performance Court & Cushion Extreme** — This repair method is the most recommended for the cost. This unique overlay system will cover the entire court and is guaranteed for 3 years. This system will cost you a bit more money than the Riteway Crack Repair, however, not only does this system guarantee the entire court, it offers a **“cushioned”** feel to the court, which is easier on the body/joints, and players often say they can play longer and feel better afterwards. The warranty does not cover any sub surface or drainage issues, unless we have built the court for you. If you want a guarantee for the entire court, this method is your best option.

**Standard Color Coating, DecoTurf Cushion, New Court Construction** — These particular installation methods are considered our **“standard”** methods. This workmanship comes with a 1 year warranty. The warranty covers any peeling, chipping or fading of the acrylic coatings. On new courts, we strongly recommend saw cuts in the asphalt. We cannot guarantee against cracks forming, however, we can guarantee that we will install the best possible base and drainage to help prevent from future cracking. Post Tension Concrete slabs is the only method that is guaranteed from cracking for up to 10 years.

**Optional Crack Filling** — This typically is a temporary quick crack fix and thus makes your courts safe and playable. There is **NO WARRANTY** on this workmanship. In fact, we can guarantee that the cracks we fill will most likely open up within 6 months to 1 year. *Other than price consideration, Hinding Tennis does not recommend this crack repair method.*



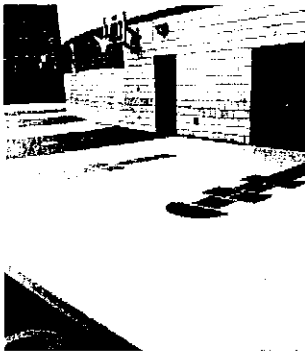
None of our warranties are covered by acts of god, excessive wind storms, vandalism or vehicular traffic. Trees and roots that may fall or enter onto the court are also not warranted. If the court is not properly maintained or serviced over the years, the warranty may be voided. The warranty does not cover drainage issues, sub surface issues or settling issues. Unless we have built the court new for you, we do not know how the court was originally constructed and thus it would be impossible for us to guarantee someone else's work.

When choosing your contractor, make sure you read through their warranty policy; many contractors offer up to 25-year warranties, however these warranties are only as good as the paper they are written on. Any warranty that is longer than 5 years is simply not possible and I can guarantee the contractor will find ways around it if you have an issue. At Hinding Tennis, we will do our best to work with you even when your warranty is no longer valid. because it is the Hinding Tennis reputation on the line.

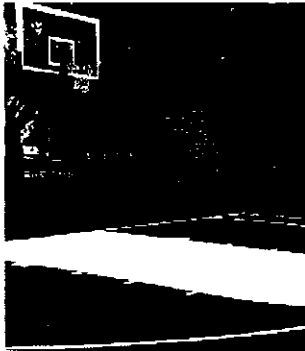
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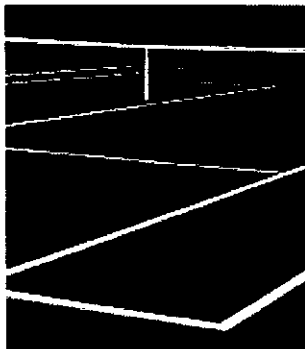




United Nations International School  
New York, NY



Westport, CT



Chelsea Piers, Stamford, CT

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Court Installer

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West Haven, CT 06516

**203-285-3055**

**HindingTennis.com**

### COLLEGE

	CITY, STATE	CONTACT	PHONE	SERVICE PERFORMED
Mitchell College	New London, CT	Bernadette Macca	860-701-5058	(4) Tennis Courts Reconstruction Project
US Coast Guard	New London, CT	Garrett Staranic	860-701-6324	(3) Tennis Court New Construction
Univ of Rhode Island	Kingston, RI	Valerie A. Villucci	401-874-2867	(8) New DecoTurf Tennis Courts
Drew University	Madison, NJ	Patti Smith	973-408-3510	Resurface & RiteWay (8) Tennis Courts
University of Connecticut	Storrs, CT	Evan Feinglass	860-426-1258	Resurface (6) Tennis Courts
P.S. 234	Brooklyn, NY	Magda Lenski	212-233-6034	10,500 sq ft Deco Acrylotex

### HOA

Timber Ridge	Mt. Kisco, NY	Bonnie Haber	516-625-9696	(1) Tennis Court Crack Repair & Coloring
Doral Farms	Stamford, CT	John Sullivan	203-967-8337	(2) Tennis Court Crack Repair & Coloring
Oakdale Woods	Wallingford, CT	Al Paolillo	203-671-7366	Resurface & RiteWay Crack Repair to (1) Tennis Court
Hale Farms Condominiums	Glastonbury, CT	Lisa Pericolosi	860-218-3050	Resurface (2) Tennis Courts

### RESIDENTIAL

Stovell	Fairfield, CT	Helen	203-255-6824	(1) Installation of PC 300 Overlay Cushion Court
Varshinsky	Greenwich, CT	Michael	203-550-2525	(1) Tennis Court Cushion Extreme
Smith	Dedham, MA	Tina	617-823-5600	(1) Tennis Court Cushion Extreme

### INDOOR CLUBS

Guilford Racquet Club	Guilford, CT	Sarah Boone	203-453-4367	(6) Cushion Extreme Tennis Courts
Chelsea Piers	Stamford, CT	Gigi Fernandez	203-989-1000	(7) Tennis Court Cushion Extreme & (2) 10 & Under Courts
Bennington Tennis Center	Bennington, VT	Richard Ader	212-581-4540	(3) Tennis Courts (2) 10 & Under. New Cushion Extreme
Longwood Covered Courts	Chestnut Hill, MA	Dick Sabin	617-566-9066	(2) Tennis Courts Cushion Extreme
New York Sports Club	Brooklyn, NY	Michael Phillips	718-643-4800	(2) Rooftop Tennis Courts Cushion Extreme
Manhattan Plaza Racquet Club	New York, NY	Skip Hartman	917-881-0489	Installation of 5 Cushion Extreme Courts
Mill Basin Health & Racquet Club	Brooklyn, NY	Billy Kruse	908-591-5444	Installation of 6 Cushion Extreme Courts

### MUNICIPALITY

City of New Haven	New Haven, CT	David Moser	203-946-8201	(7) Tennis and (4) 36' 10 & Under Courts Reconstructed
NYC Parks Dept	New York, NY	George Kroenert	718-760-6731	Multiple Locations Painted Games, Running Tracks
Town of Guilford	Guilford, CT	Rick Maynard	203-453-8068	Multiple Courts New Construction, Crack Repair and Coloring
Town of New Milford	New Milford, CT	Dan Calhoun	860-355-6050	(2) Tennis and (2) Basketball Reconstruction
Town of Creskill	New Jersey	Steve at SCS	201-563-9117	(2) Basketball Court Resurfacing
Town of Oakland	New Jersey	Dave Simin	201-327-1002	(6) Tennis Court Resurfacing
Town of New Canaan	New Canaan, CT	Steve Benko	203-594-3605	(7) New Post Tensioned Tennis Courts
Town of Manchester	Manchester, CT	Ken Longo	860-463-3512	(2) Basketball Court Resurfacing
Town of Brookfield	Brookfield, CT	Dennis DiPinto	203-460-4273	Multiple locations, Tennis and Basketball Construction & Resurfacing
Town of Canton	Canton, CT	Josh Medeiros	860-912-6331	Resurfacing (4) Tennis Courts and (2) Basketball Courts
Juniper Park Middle Village	Queens, NY	Maisha Warren	914-872-5605	USTA Community Development: (8) Tennis Courts Resurfacing and 10 & Under Court Conversion and Line Striping

### NOTABLE CLIENTS

Tennis Hall of Fame	Newport, RI	Mary Rompf	401-849-4777	(3) Tennis Courts Resurfacing
Boston Lobsters	Manchester, MA	Darlene Hayes	508-435-2023	(1) Tennis Court Paint for WTT Competition
Nike		Pori Saikia	212-239-0904	Coating of the Famed Rucker Park
Regis Philbin	Greenwich, CT			(1) Tennis Court Resurfacing
Tommy Hilfiger	Greenwich, CT			(1) Tennis Court New Construction

### CAMPS

Camp Wahnee	Torrington, CT	Dave Stricker	516-946-4246	Wahnee Rd. New Construction, Crack Repair and Coloring
Greenwood Trails	Winsted, CT	Adam Langbart	516-483-7272	Multiple Locations New Construction, Crack Repair and Coloring
Ebner Camps	Banton, CT	Kevin Ebner	860-379-4050	Multiple Locations New Construction, Crack Repair and Coloring
Winding Trails	Farmington, CT	Scott Brown	860-677-8458	(4) Tennis and (3) Basketball Courts Crack Repair and Coloring

### TENNIS AND COUNTRY CLUBS

The Stanwich Club	Greenwich, CT	Scott Niven	203-869-1812	New Cart Path Painting
Village Club of Sands Pt.	Sands Point, NY	Ed Ronan	516-322-4378	(3) Court Resurfacing & Crack Repair, Har Tru Courts
Manchester Athletic Club	Manchester, MA	Keith Callahan	978-526-8900	(10) Tennis Courts Resurfaced with DecoTurf
Saw Mill Club	Mt. Kisco, NY	Kevin Kane	914-403-7053	(13) DecoTurf Courts
Pleasantville Tennis Club	Pleasantville, NY	Marielise Watts	914-837-0185	Construction of New Har Tru Court

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## Xerox Print Shop at the West Haven Board of Education

Background: Xerox has been running the printshop / copy center at the West Haven Board of Education for the past 6 ½ years. The most recent 3-year contract matured in April of 2023. The printshop is still currently managed by Xerox employees on a month-to-month basis. We are requesting a contract renewal for an additional 5 years. Below are some points we would like you to consider.

1. We have on-site trained employees who have worked with the staff of the Board of Education who understand their priorities and needs. A new supplier may not have the expertise, experience, understanding and or capacity to deliver on the needs of the BOE.
2. A mission set out by the BOE to eventually phase out the Print Shop with a goal of decreasing the amount of jobs sent to the Print Shops. To achieve this goal, we need to change the culture and set policies so that over time we can reach our goal. Our progress is as follows;
  - a. In August of 2019, the Print shop was printing over 2 million pages per month.
  - b. Currently, the Print Shop is printing a little over 1 million pages per month.
  - c. The culture to change and educate the teachers is a process, and while we are making significant progress and outreach, this is a work in progress.
3. The Managed services contract enables us to Adjust monthly pricing as Print shop reliance decreases.
4. We will implement quarterly reviews to enable us to spot high volume users and work with them to reduce their reliance on the print shop.
5. The BOE would incur signification increases and start-up costs with a vendor change. I.E. Job ticketing software, Analytic software, Devices and training. And the management of approximately 80 or so jobs that are sent daily, between, email submissions, Paper jobs brought in, and online Job-Ticket submissions.
6. The Co-op agreement between Xerox and Omnia – provides pre-negotiated pricing that West Haven BOE is eligible for and removes the requirement to go out to bid.
7. In addition to managing and producing the jobs in a professional and timely manner, the Xerox staff who run the printshop, manage the postal mail, pickup and deliver the mail, (in the future we have the ability to scan mail directly to DocuShare the platform Xerox is implementing as a repository containing 50 years' worth of West Haven student records.



8. Our Xerox Copiers in the Print Shop will have the ability to scan directly into DocuShare should there be a need to scan additional files into the Docushare system. The secure access of the repository will allow our staff to upload secure documents into the Content Management System Xerox is implementing DocuShare.
9. This multi-year project is ongoing with the goal of helping the Board of Education reach their stated goals, moving towards a digital and more paper-less secure environment. Thus, increasing their productivity and lowering operational costs.

We look forward continuing our valued partnership for years to come.

Here to serve,

Brian Ladyko – Account Executive

Meir Holtzberg – Regional Sales Director

Tania Gallagher – Assistant to Meir Holtzberg

Liza Curry – Service Delivery Manager / Print Shop Manager

Andrea Buchman – Director of Digital Strategy

Carmen Soler – Digital Channels Specialist

**THIS SERVICES MASTER AGREEMENT NO.7150375** is between Xerox Corporation (“**Xerox**”), a New York corporation with offices at 201 Merritt 7, Norwalk, CT 06851-1056 and West Haven Public Schools (“**Customer**”).

## AGREEMENT STRUCTURE

This Agreement serves as a master agreement to enable Xerox and Customer to contract with each other for a range of products and services to be provided to the Customer over time. This Agreement is grouped into Modules. However, it is the intent of the parties that the Products and Services acquired hereunder be acquired under the auspices of the Region 4 ESC Contract # R191104 between Region 4 ESC and Xerox (the “Region 4 ESC Contract”). Therefore, the terms and conditions of the Region 4 ESC Contract are incorporated by reference into this Agreement. Any conflict between the terms and conditions of the Region 4 ESC Contract and this Agreement will be resolved in favor of this Agreement.

The “GEN” Module applies to all products and services provided hereunder, while the other Modules apply as appropriate to what Xerox is providing to Customer under the applicable Order.

## DEFINITIONS MODULE

### DEF 1. – DEFINITIONS

The following definitions (and those found elsewhere in this Agreement) apply unless otherwise specified in an Order.

- a. **Affiliate** means a legal entity that directly or indirectly controls, is controlled by, or is under common control with either party. An entity is considered to control another entity if it owns, directly or indirectly, more than 50% of the total voting securities or other such similar voting rights.
- b. **Agreement** means this Services Master Agreement. This Agreement may also be referred to in ordering and contracting documents as a “Services and Solutions Agreement” or “SSA.”
- c. **Amortized Services** means certain services such as consulting and training, the Charges for which are amortized over the term of an Order.
- d. **Application Software** means Xerox-brand software that allows Equipment or Third Party Hardware to perform functions beyond those enabled by its Base Software.
- e. **Base Software** means software embedded, installed, or resident in Equipment that is necessary for operation of the Equipment in accordance with published specifications.
- f. **Cartridges** means copy/print cartridges and xerographic modules or fuser modules designated by Xerox as customer-replaceable units for the Equipment.
- g. **Charges** mean the fees payable by Customer for Services, Maintenance Services and/or Products as specified in this Agreement.
- h. **Confidential Information** means information identified as confidential and provided by the disclosing party to the receiving party.
- i. **Consumable Supplies.** Consumable Supplies vary depending upon the Equipment model, and include: (i) for black and white Equipment, standard black toner and/or dry ink, black developer, Copy Cartridges, and, if applicable, fuser agent required to make impressions; (ii) for full color Equipment, the items in (i) plus standard cyan, magenta, and yellow toners and dry inks (and their associated developers); and, (iii) for Equipment identified as “Phaser”, only, if applicable, black solid ink, color solid ink, imaging units, waste cartridges, transfer rolls, transfer belts, transfer units, belt cleaner, maintenance kits, print Cartridges, drum Cartridges, waste trays and cleaning kits. Unless otherwise set forth in an Order, Consumable Supplies excludes paper and staples.
- j. **Customer Assets** means all hardware, equipment, fixtures, software, assets, networks, work space, facilities, services and other assets owned, leased, rented, licensed or controlled by Customer (including Existing Equipment and Existing Software) that Customer makes available to Xerox to enable Xerox to fulfill its obligations under an Order.
- k. **Customer Confidential Information** means Confidential Information belonging to Customer and includes, without limitation, Customer Content and Private Information.
- l. **Customer Content** means documents, materials, or information that Customer provides in hard copy or electronic format to Xerox, containing information about Customer or its clients, in order for Xerox to provide Services, Maintenance Services, or Products.
- m. **Customer Facilities** means those facilities controlled by Customer where Xerox performs Services or provides Products.

- n. **Customer Intellectual Property** means all intellectual property and associated intellectual property rights including patent, trademark, service mark, copyright, trade dress, logo and trade secret rights which exist and belong to Customer as of the Effective Date or that may be created by Customer after the Effective Date, excluding Xerox Confidential Information.
- o. **Data** means data that the Xerox Tools and Xerox Client Tools automatically collect from all Equipment and Third Party Hardware that appears on Customer's network, or that are locally connected to another device on Customer's network, when such Tools are installed on Customer's network. Examples of Data include product registration, meter read, supply level, device configuration and settings, software version, and problem/fault code data.
- p. **Date of Installation** means: (a) for Equipment (or Third Party Hardware) installed by Xerox, the date Xerox determines the Equipment (or Third Party Hardware) to be operating satisfactorily as demonstrated by successful completion of diagnostic routines and is available for Customer's use; and (b) for Equipment (or Third Party Hardware) designated as "Customer Installable," the Equipment (or Third Party Hardware) delivery date.
- q. **Description of Services or DOS** means a document attached to an Order which references the applicable Services Contract number and specifies the Products and/or Services provided under such Order.
- r. **Diagnostic Software** means Xerox-proprietary software embedded in or loaded onto Equipment and used by Xerox to evaluate or maintain the Equipment.
- s. **Documentation** means all manuals, brochures, specifications, information and software descriptions, and related materials customarily provided by Xerox to customers for use with certain Products or Services.
- t. **Effective Date** means the date this Agreement is signed by Xerox.
- u. **Equipment** means Xerox-brand equipment.
- v. **Excluded Taxes** means (i) taxes on Xerox's income, capital, and employment, (ii) taxes for the privilege of doing business, and (iii) personal property tax on Equipment rented or leased to Customer under this Agreement.
- w. **Existing Equipment** means devices which are leased, rented or owned by the Customer outside of this Agreement, which are used to provide Services, and which remain subject to the terms and conditions of the agreements under which they were originally acquired.
- x. **Existing Software** means software licensed by the Customer outside of this Agreement and which is used to provide the Services and which remains subject to the terms and conditions of the agreements under which it was originally acquired.
- y. **Feature Releases** means new releases of Software that include new content or functionality.
- z. **Force Majeure Event** means a circumstance beyond a party's reasonable control, which circumstances include, but are not limited to, the following: act of God (e.g., flood, earthquake, wind); fire; war; act of a public enemy or terrorist; act of sabotage; strike or other labor dispute; riot; misadventure of the sea; inability to secure materials and/or transportation; or a restriction imposed by legislation, an order or a rule or regulation of a governmental entity.
- aa. **Funds** means collectively Amortized Services and Third Party Funds.
- bb. **Installment Purchase** means an acquisition method which provides full ownership (title transferred to customer upon installation) to a customer while financing all or a portion of the sale price.
- cc. **Maintenance Releases or Updates** means new releases of Software that primarily incorporate coding compliance updates and error fixes and are designated as "Maintenance Releases" or "Updates."
- dd. **Maintenance Services** means required maintenance of Equipment to keep the Equipment in good working order.
- ee. **Module** means a specific set of terms and conditions contained in this Agreement that is identified as a "Module." The Modules under this Agreement are the DEF, GEN, SVC, EQP, EP, IP, MS and SW Modules.
- ff. **Monthly Minimum Charge or MMC** means the regular recurring Charge that is identified in an Order and which, along with any additional print/impression charges, covers the cost for the Services, Maintenance Services, and/or Products. The MMC may also include lease buyout funds, Funds, monthly equipment component amounts, remaining Customer obligations from previous contracts, and amounts being financed or refinanced. One-time items are billed separately from the MMC.
- gg. **Order** means a document that Xerox requires for processing of orders for Services, Maintenance Services and/or Products hereunder, which may specify the contracting parties and location(s) where the foregoing will be provided; Customer's requested shipment date; the Products that Customer will purchase, lease, rent or license; the Services and/or Maintenance Services that Xerox will provide; the applicable Charges and expenses; the term during which the Services, Maintenance Services and/or Products described therein shall be provided; the Xerox-provided contract number; and any applicable SLAs. An Order must reference the applicable Services Contract number, and may also be in the form of a Services and Solutions Order ("SSO"), a Xerox Order Agreement ("XOA") (which is used solely for an outright purchase by Customer under the EP module of this

Agreement) or a Customer-issued PO. A Statement of Work may be part of an Order but cannot function as a stand-alone ordering document.

- hh. **Output of Services** means electronic images created by scanning tangible documents containing Customer Content, all full or partial copies (tangible and intangible) of Customer Content, and all reports and other documentation, photographs, images, impressions, and other materials (tangible and intangible) created by Xerox and delivered to Customer under an Order, but shall not include Third Party Software, or Xerox Intellectual Property.
- ii. **Privacy Laws** means laws relating to data privacy and data protection as applicable to Xerox's performance of the Services.
- jj. **Private Information** means Protected Health Information ("PHI") as defined by the Health Insurance Portability and Accountability Act ("HIPAA"), Non-Public Personal Information ("NPI") as defined by the Gramm-Leach Bliley Act ("GLBA") and equivalent categories of protected health and financial information under applicable state Privacy Laws.
- kk. **Products** means Software, Equipment, Third Party Products and/or Consumable Supplies supplied by Xerox and provided to Customer pursuant to an Order.
- ll. **Purchase Order or PO** means a document containing the applicable Services Contract number that is issued by Customer to Xerox for Order entry purposes only. Any terms in a PO are not binding and are of no force or effect.
- mm. **Purchased Equipment** means Equipment or Third Party Hardware that Xerox sells outright to Customer under the EP Module.
- nn. **Remote Data** means data that is automatically collected by Xerox or transmitted to or from Xerox by Equipment or Third Party Products connected to Customer's network. Examples of Remote Data include product registration, meter read, supply level, equipment configuration and settings, software version, and problem/fault code data.
- oo. **Remote Data Access** means electronic transmission of Remote Data to or from a secure offsite location.
- pp. **Residuals** means general ideas, concepts, know-how, methods, processes, technologies, algorithms or techniques related to the Services, which are in non-tangible form and retained in the unaided memory of persons who have had access to Confidential Information.
- qq. **Service Level Agreements or SLAs** means the levels of performance for the Services, if applicable, as set out in the applicable Order.
- rr. **Services** means managed services (e.g. copy center and mailroom services), consultative services, and/or professional services, including, but not limited to, assessment, document management, and managed and centralized print services, as more fully described in the applicable Order. Standard back-office administrative and contract support functions, such as billing, contract management and order processing, are not Services, but are included in the pricing provided for the Services hereunder.
- ss. **Services Contract** means the applicable terms and conditions of this Agreement, the first Order having a particular assigned Services Contract number, and each additional Order, if any, with the same Services Contract number.
- tt. **Software** means Base Software and Application Software.
- uu. **Statement of Work or SOW** means a document which references the applicable Services Contract number and specifies the details of a particular transaction where Customer wishes to acquire Services, Maintenance Services and/or Products from Xerox under this Agreement.
- vv. **Supplier Equipment** means devices which are supplied by Xerox to the Customer during the term of an Order. Supplier Equipment may be Equipment or Third Party Hardware.
- ww. **Taxes** means any and all taxes of any kind or nature, however denominated, imposed or collected by any governmental entity, including but not limited to federal, state, provincial, or local net income, gross income, sales, use, transfer, registration, business and occupation, value added, excise, severance, stamp, premium, windfall profit, customs, duties, real property, personal property, capital stock, social security, unemployment, disability, payroll, license, employee or other withholding, or other tax, of any kind whatsoever, including any interest, penalties or additions to tax or additional amounts in respect of the foregoing.
- xx. **Third Party Funds** means funds Xerox provides to Customer to acquire Third Party Hardware or to license Third Party Software and/or to retire debt on existing Third Party Hardware.
- yy. **Third Party Hardware** means non-Xerox brand equipment.
- zz. **Third Party Products** means, collectively, Third Party Hardware and Third Party Software.
- aaa. **Third Party Software** means non-Xerox brand software.



- bb. **Transaction Taxes** means any and all Taxes that are required to be paid in respect of any transaction and resulting Charges under this Agreement and any transaction documents, including but not limited to sales, use, services, rental, excise, transaction-based gross receipts, and privilege Taxes.
- ccc. **XDM Customer Views** means a limited set of features such as printer error messages, basic printer status, troubleshoot (e.g., access printer web page, submit test page, reboot printer, retrieve audit logs) and upgrade printer (e.g., add upgrade file, delete upgrade file, run upgrade, delete upgrade task, restart upgrade task) that are available through the Xerox Tool known as Xerox Device Manager.
- ddd. **Xerox Confidential Information** means Confidential Information belonging to Xerox and includes, without limitation, whether marked as such or not, any services procedures manuals, Xerox Tools, Xerox Client Tools, and Xerox Intellectual Property.
- eee. **Xerox Client Tools** means certain proprietary software used to provide certain Services, and any modifications, enhancements, improvements thereto and derivative works thereof that are licensed to Customer in accordance with GEN 1.8(d).
- fff. **Xerox Intellectual Property** means all intellectual property and associated intellectual property rights including patent, trademark, service mark, copyright, trade dress, logo and trade secret rights which exist and belong to Xerox as of the Effective Date or that may be created by Xerox after the Effective Date, including without limitation, Software, Data, Remote Data, Xerox Tools and Xerox Client Tools, and excluding Customer Confidential Information and Output of Services.
- ggg. **Xerox Products** means Equipment, Software, and Consumable Supplies acquired pursuant to this Agreement.
- hhh. **Xerox Tools** means certain proprietary tools used by Xerox to provide certain Services, and any modifications, enhancements, improvements thereto and derivative works thereof.

## GENERAL MODULE

### GEN 1. – GENERAL

The terms and conditions in this General (GEN) Module apply to all Services, Maintenance Services, and Products acquired by Customer under this Agreement.

#### GEN 1.1– AGREEMENT STRUCTURE

- a. **General Contract Structure.** The parties intend for this Agreement to serve as a master agreement stating the terms and conditions governing separate transactions between (i) Xerox and Customer, and (ii) Xerox and Customer Affiliates. Xerox will provide, and Customer will procure, Services, Maintenance Services and/or Products in accordance with the terms and conditions stated in this Agreement, any Services Contract(s), and any applicable Orders.
- b. **Orders and Services Contracts.**
  - i. Xerox may accept Orders either by its signature or by commencing performance. Xerox reserves the right to review and approve Customer's credit, or in the case of an Order by a Customer Affiliate, such Affiliate's credit, prior to acceptance of an Order and the entity placing the Order hereby authorizes Xerox or its agent to obtain credit reports from commercial credit reporting agencies for this purpose. If a Customer Affiliate establishes a Services Contract by placing an Order hereunder, it will be the "Customer" for the purposes of such Services Contract.
  - ii. Orders for Services, Maintenance Services, and/or Products are grouped into Services Contracts. Each separate Services Contract will be established when the first Order is placed that bears a new Services Contract number assigned by Xerox and Xerox accepts that Order. Each Services Contract will be assigned its own Services Contract number that will consist of this Agreement's number followed by a three digit extension. Each Services Contract constitutes a separate contract under this Agreement. Customer may add Services, Maintenance Services, or Products to an existing Services Contract by submitting additional Orders referencing the applicable Services Contract number. Each Services Contract will consist of the terms and conditions of this Agreement, the first Order under the Services Contract number and each additional Order with the same Services Contract number.
  - iii. Unless Customer provides notice in writing at least thirty (30) days before the end of the term of an Order of its intention not to renew, the Order will renew automatically on a month-to-month basis on the same terms and at the same price.
  - iv. Orders may be submitted by hard copy or electronic means and those submitted electronically will be considered: (a) a "writing" or "in writing;" (b) "signed" by the Customer; (c) an "original" when printed from electronic records established and maintained in the ordinary course of business; and (d) valid and enforceable.



## **GEN 1.2 – CHARGES, PAYMENT AND DEFAULT**

- a. **Charges.** Charges for the particular Services, Maintenance Services, and/or Products will be set forth in an Order and are exclusive of any and all Transaction Taxes. Xerox's then current overtime rates will apply to Services requested and performed outside Customer's standard working hours.
- b. **Payment.** Customer agrees to pay Xerox all undisputed amounts due under each invoice via check, Automated Clearing House debit, Electronic Funds Transfer, or direct debit from Customer's bank account within thirty (30) days after the invoice date. Restrictive covenants submitted for or with payment to indicate that it is in full satisfaction of an invoice will not operate as an accord and satisfaction to reduce Customer's payment obligations if it is not, in fact, full payment. For any payment not received by Xerox within ten (10) days after the due date, Xerox may charge, and Customer agrees to pay, a late charge of the greater of \$25 or five percent (5.0%) of the amount overdue (not to exceed the maximum amount permitted by applicable law) as reasonable collection costs. If Customer disputes any amount included in an invoice, then (i) Customer must notify Xerox of the dispute in writing, (ii) such notice shall include a description of the items Customer is disputing and the reason such items are being disputed; and (iii) Customer shall promptly exercise its best efforts to work with Xerox to resolve such dispute. Pending resolution of such disputed amount, Customer shall pay any and all undisputed amounts within thirty (30) days of invoice date, including the MMC which Customer agrees shall not be subject to dispute at any time.
- c. **Default.** Customer will be in default if Xerox does not receive any payment within fifteen (15) days after the date it is due, or if Customer breaches any other obligation under this Agreement, any Services Contract, or any other agreement with Xerox. If Customer defaults, Xerox, in addition to its other remedies (including cessation of Services, Maintenance Services and/ or Consumable Supplies), may require immediate payment of (1) all amounts then due, plus interest on all amounts due from the due date until paid at the rate of 1.5% per month, and (2) any early termination charges set forth in this Agreement or in the applicable Services Contract and/or Order(s). Customer will pay all reasonable costs, including attorneys' fees, incurred by Xerox to enforce any Services Contract.

## **GEN 1.3 – TAXES**

- a. Customer will be responsible for all Transaction Taxes. Transaction Taxes will be included in Xerox's invoice unless Xerox receives proof of Customer's tax exempt status. Customer shall not be responsible for Excluded Taxes.

## **GEN 1.4 – RESERVED.**

## **GEN 1.5 – RESERVED.**

## **GEN 1.6 – CUSTOMER RESPONSIBILITIES**

Customer agrees to perform its responsibilities under this Agreement in support of the Services, Maintenance Services, or Products in a timely manner. Customer agrees:

- a. that Products acquired hereunder are ordered for Customer's (or its Affiliates') own internal business use (rather than resale, license and/or distribution outside of Customer's organization) and will not be used for personal, household or family purposes;
- b. to (1) provide Xerox and its agents with timely and sufficient access, without charge, to Customer Facilities required by Xerox to perform Services and Maintenance Services and/or provide Products, and (2) ensure that Customer Facilities are suitable for the Services, Maintenance Services and/or Products, safe for Xerox personnel, and fully comply with all applicable laws and regulations, including without limitation any federal, state and local building, fire and safety codes;
- c. to provide Xerox and its agents with timely and sufficient use of and access, without charge, to Customer Assets required by Xerox to perform Services and Maintenance Services and/or provide Products, and to grant Xerox and its agents sufficient rights to use, access and, if agreed, modify the same;
- d. to acquire or continue maintenance, repair and software support services, without charge to Xerox, for all Customer Assets that Customer permits Xerox to use or access;
- e. to maintain the manufacturer's maintenance agreement for any Third Party Products;
- f. to provide Xerox with access to appropriate members of Customer personnel, as reasonably requested by Xerox, in order for Xerox to perform the Services and Maintenance Services and/or provide Products;
- g. to respond to and provide such documentation, data and other information as Xerox reasonably requests in order for Xerox to perform the Services and Maintenance Services and/or provide Products;
- h. to contract for the minimum types and quantities of Equipment and Consumable Supplies required by Xerox to perform the Services and Maintenance Services;

- i. that, as between Xerox and Customer, Customer alone is responsible for backing up its Customer Content and Xerox shall not be responsible for Customer's failure to do so;
- j. that as between Xerox and Customer, Customer alone is responsible for determining whether Customer Content provided to Xerox (i) is libelous, defamatory or obscene, or (ii) may be duplicated, scanned or imaged without violating a third party's intellectual property right; and
- k. to provide contact information for Equipment such as name and address of Customer contact.

## GEN 1.7– WARRANTIES

- a. **Mutual Warranties.** Each party represents and warrants to the other, as an essential part of this Agreement, that:
  - i. it is duly organized and validly existing and in good standing under the laws of the state or country of its incorporation or formation;
  - ii. this Agreement and the Orders hereunder have been duly authorized by all appropriate corporate action for signature; and
  - iii. the individual signing this Agreement, and all Orders (where applicable), is duly authorized to do so.
- b. **Xerox Warranties.**
  - i. Services Warranty. Xerox warrants to the Customer that the Services will be performed in a professional and workmanlike manner by Xerox personnel with appropriate training, experience and skills in accordance with the applicable Order. If the Services do not comply with the SLAs or other requirements set forth in the applicable Order, Customer will notify Xerox in writing detailing its concerns and, within 10 days following Xerox's receipt of such notice, Xerox and Customer will meet, clarify the Customer's concern(s), and begin to develop a corrective action plan. As Customer's exclusive remedy under this warranty for Xerox's non-compliance with this warranty, Xerox will either modify the Services to comply with the applicable SLAs or other requirements or re-do the work at no additional charge within 60 days of finalizing the plan or another time period agreed to in writing by the parties.
  - ii. Equipment Warranty. Any Equipment warranty to which Customer is entitled shall commence upon the Date of Installation. Use by Customer of consumables not approved by Xerox that affect the performance of the Equipment may invalidate any applicable warranty.
  - iii. Third Party Product Warranty. Where Xerox in its sole discretion selects and supplies Third Party Products, Xerox warrants they will operate substantially in conformance with applicable SLAs or other requirements in the Order. Customer's sole remedy for breach of this warranty is to return the Third Party Product to Xerox and then receive a refund of any fees paid for such non-conforming Third Party Product, less a reasonable usage fee. If Customer requests a specific Third Party Product, Xerox will pass-through as permitted any third party warranties.
  - iv. Exclusions. Xerox shall not be responsible for any delay or failure to perform the Services or provide Products, including achieving any associated SLAs or other requirements in the applicable SOWs, DOSs or Orders, to the extent that such delay or failure is caused by:
    - (a) Customer's failure or delay in performing its responsibilities under this Agreement;
    - (b) reasons outside Xerox's reasonable control, including Customer Assets, Customer Content, or delays or failures by Customer's agents, suppliers or providers of maintenance and repair services for Customer Assets; or
    - (c) unauthorized modifications to Equipment, Third Party Hardware or the Output of Services.
- c. **Disclaimer.** TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, AND XEROX DISCLAIMS AND CUSTOMER WAIVES ALL OTHER WARRANTIES INCLUDING ANY WARRANTY OF MERCHANTABILITY, NON-INFRINGEMENT, OR FITNESS FOR A PARTICULAR PURPOSE. EXCEPT AS EXPRESSLY PROVIDED HEREIN AND AS PERMITTED BY APPLICABLE LAW, CUSTOMER WAIVES ALL RIGHTS AND REMEDIES CONFERRED UPON A LESSEE BY ARTICLE 2A OF THE UNIFORM COMMERCIAL CODE.
- d. The warranties set forth in this Agreement are expressly conditioned upon the use of the Services, Products and Output of Services for their intended purposes in the systems environment for which they were designed and shall not apply to any Services, Products or Output of Services which have been subject to misuse, accident or alteration or modification by Customer or any third party.

## GEN 1.8 – INTELLECTUAL PROPERTY OWNERSHIP

- a. **Customer Intellectual Property.** Customer grants to Xerox a non-exclusive, royalty-free, fully-paid up, worldwide license to use Customer Intellectual Property, Customer Content and Output of Services only for purposes of, and only to the extent required for, providing Services, Maintenance Services or Products under this Agreement. Xerox agrees not to decompile or reverse engineer any Customer Intellectual Property. Except as expressly set forth in this Agreement, no rights to any Customer Intellectual Property are granted to Xerox.
- b. **Ownership of Output of Services and License to Xerox Intellectual Property.** Except to the extent that the Output of Services may incorporate any Xerox Intellectual Property, the Output of Services shall be the sole and exclusive property of Customer. To the foregoing extent, Xerox hereby assigns, grants, conveys, and transfers to Customer all rights in and to the Output of Services for the applicable Order. To the extent that the Output of Services may incorporate any Xerox Intellectual Property, Xerox grants Customer a non-exclusive, perpetual, fully paid-up, worldwide right to use, display, and reproduce the Xerox Intellectual Property only as required for use of the Output of Services for Customer's customary business purposes and not for resale, license or distribution outside of Customer's organization. If XDM Customer Views are to be provided under an SOW, Xerox grants Customer a limited license to access and use the XDM Customer Views only for the purpose of receiving Services under the SOW. Customer agrees not to decompile or reverse engineer any Xerox Intellectual Property. Except as expressly set forth in this Agreement, no rights to any Xerox Intellectual Property are granted to Customer.
- c. **Xerox Tools.** Xerox Tools may be used by Xerox to provide certain Services. Xerox and its licensors will at all times retain all right, title and interest in and to Xerox Tools including without limitation, all intellectual property rights therein, and, except as expressly set forth herein, no rights to use, access or operate the Xerox Tools are granted to Customer. Xerox Tools will be installed and operated only by Xerox or its authorized agents. Customer will not decompile or reverse engineer any Xerox Tools, or allow others to engage in same. Customer will have access to Data and reports generated by the Xerox Tools and stored in a provided database as set forth in the applicable SOW. Xerox may remove Xerox Tools at any time in Xerox's sole discretion, provided that the removal of Xerox Tools will not affect Xerox's obligations to perform Services, and Customer shall reasonably facilitate such removal.
- d. **Xerox Client Tools.** Xerox grants to Customer a non-exclusive, non-transferable, non-assignable (by operation of law or otherwise) license to install, use and access the Xerox Client Tools only for the purpose of receiving the Services for which they were provided. Customer may not: (i) distribute, copy, modify, create derivatives of, decompile, or reverse engineer the Xerox Client Tools, except as permitted by applicable law; or, (ii) allow others to engage in same. Title to the Xerox Client Tools and all intellectual property rights therein shall, at all times, reside solely with Xerox and its licensors. Certain Xerox Client Tools may be subject to mandatory third party flow-down terms and conditions, which will be provided separately.
- e. **Data Collection and Use.** Data collected by the Xerox Tools is transmitted by a Xerox Tool to a remotely hosted server that hosts other Xerox Tools. The automatic data transmission capability will not allow Xerox to read, view or download any Customer documents or other information residing on or passing through the Equipment or Third Party Hardware or Customer's information management systems.

## GEN 1.9 – INDEMNIFICATION

- a. **General Indemnification.** Xerox, if promptly notified and given the right to control the defense, shall indemnify, defend and hold harmless the Customer, its Affiliates, and their respective officers, directors, employees, agents, successors and assigns, from and against all claims by a third party for losses, damages, costs or liability of any kind (including expenses and reasonable legal fees) that a court finally awards such party ("Claims") for bodily injury (including death) and damage to real or tangible property, to the extent proximately caused by Xerox's negligent acts or omissions, or willful misconduct in connection with this Agreement.
- b. **Xerox Indemnification.** Xerox shall, if promptly notified by Customer (or its Affiliate(s)) and given the right to control the defense, indemnify, defend and hold harmless Customer, its Affiliates and their respective officers, directors, employees, agents successors and assigns, for all Claims that Xerox Products or Customer's use of the Services provided by Xerox under this Agreement infringe a U.S. patent, copyright or other intellectual property right. Notwithstanding anything to the contrary herein, Xerox shall have no obligation under this Section **GEN 1.9(b)** to the extent any Claim is based on or arises out of any (i) Services performed using Customer Assets, Customer Content or other materials provided to Xerox by Customer for which Customer failed to provide sufficient rights to Xerox; (ii) infringement by Services resulting from Customer's direction, specification or design, (iii) modification or alteration to such Xerox Products or Services not approved in writing by Xerox; (iv) any combination or use of the Xerox Products or Services not approved in writing by Xerox; (v) use of the Xerox Products or Services not in accordance with the applicable Documentation; or (vi) Customer's failure to use corrections or enhancements to the Xerox Products provided by Xerox. If a Claim is made or appears likely to be made pursuant to this Section **GEN 1.9(b)**, Customer agrees to permit Xerox, at Xerox's sole option and expense, to obtain the right to enable Customer to continue to use such Xerox Products, to make them non-

infringing or to replace them with items that are at least functionally equivalent. If Xerox determines that none of these alternatives is reasonably available, Customer agrees to return such Xerox Products to Xerox upon Xerox's written request. Xerox will then give Customer a refund equal to the amount Customer paid Xerox for such Xerox Products less a reasonable usage fee.

- c. Xerox is not responsible for any litigation expenses of the Customer or any settlements unless it pre-approves them in writing.

#### **GEN 1.10 – LIMITATION OF LIABILITY**

Except as prohibited by law, the following limitations apply:

- a. **NO CONSEQUENTIAL DAMAGES.** SUBJECT TO SECTION **GEN 1.10(c)**, IN NO EVENT WILL EITHER PARTY OR ITS AFFILIATES OR THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES OR AGENTS BE LIABLE TO THE OTHER PARTY OR ITS AFFILIATES OR THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES OR AGENTS FOR ANY INDIRECT, INCIDENTAL, EXEMPLARY, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, AND EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- b. **LIMITATION ON RECOVERY.** SUBJECT TO SECTION **GEN 1.10(c)**, THE TOTAL AGGREGATE LIABILITY OF EITHER PARTY (AND ITS AFFILIATES AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES OR AGENTS) FOR DIRECT DAMAGES ARISING OUT OF OR IN ANY WAY CONNECTED TO THIS AGREEMENT, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, WILL BE LIMITED TO AN AMOUNT EQUAL TO THE AMOUNT OF ALL CHARGES PAID BY CUSTOMER TO XEROX UNDER THE ORDER UNDER WHICH THE CLAIM AROSE (LESS PASS THROUGH EXPENSES SUCH AS, WITHOUT LIMITATION, POSTAGE) IN THE TWELVE (12) MONTHS PRIOR TO THE DATE UPON WHICH THE CLAIM AROSE. THE EXISTENCE OF MULTIPLE CLAIMS OR SUITS UNDER OR RELATED TO THIS AGREEMENT AND ANY ORDERS HEREUNDER WILL NOT ENLARGE OR EXTEND THIS LIMITATION OF DAMAGES. NOTWITHSTANDING THE FOREGOING, NOTHING SET FORTH IN THIS SECTION **GEN 1.10(b)** SHALL LIMIT CUSTOMER'S OBLIGATION TO PAY XEROX ALL CHARGES AND EXPENSES FOR PRODUCTS AND SERVICES PROVIDED UNDER THIS AGREEMENT.
- c. **EXCEPTIONS.** THE LIMITATIONS SET FORTH IN SECTION **GEN 1.10** SHALL NOT APPLY WITH RESPECT TO:
- i. THE SPECIFIC INDEMNITY OBLIGATIONS SET OUT IN THIS AGREEMENT;
  - ii. EITHER PARTY'S WILLFUL MISCONDUCT, GROSS NEGLIGENCE OR FRAUD;
  - iii. BODILY INJURY OR DEATH CAUSED BY A PARTY'S NEGLIGENCE OR WILLFUL MISCONDUCT OR THAT OF ITS EMPLOYEES, AGENTS OR SUBCONTRACTORS; OR
  - iv. A PARTY EXCEEDING ITS RIGHTS, IF ANY, TO THE OTHER PARTY'S INTELLECTUAL PROPERTY OR MISAPPROPRIATING OR INFRINGING THE OTHER PARTY'S INTELLECTUAL PROPERTY RIGHTS AS GRANTED UNDER THIS AGREEMENT.

#### **GEN 1.11 – TERM AND TERMINATION**

This Agreement shall commence on the Effective Date and shall continue for a term of 36 months, and continue on a month-to-month basis thereafter until expressly renewed by mutual written agreement or terminated by either party upon thirty (30) days' written notice. Upon termination, Customer shall permit Xerox to enter Customer Facilities for purposes of removing the Products, Xerox Tools, and/or Xerox Client Tools. Each Order hereunder shall have its own term, which shall be stated in the Order. In the event that the Region 4 ESC Contract expires or is terminated, this Agreement and all Services Contracts and Orders thereunder that are in effect at that time shall remain in full force and effect until their expiration or termination, and continue under the same terms and conditions as if the Region 4 ESC Contract were still in effect. In the event this Agreement expires or is terminated, each Services Contract in effect at that time shall remain in full force and effect until the expiration or termination of all Orders constituting such Services Contract (including any extensions or renewals thereof) and shall at all times be governed by, and be subject to, the terms and conditions of this Agreement as if this Agreement were still in effect. Termination of any Order shall not affect this Agreement or any other Orders then in effect. Notwithstanding any other provision in the Agreement to the contrary, should an Order be terminated prior to expiration for any reason or a unit of Third Party Hardware or any Third Party Software for which Third Party Funds have been provided is removed or replaced prior to expiration, Customer agrees to pay to Xerox, in addition to any other amounts owed under said Order, an amount equal to the remaining principal balance of the Funds together with a 15% disengagement fee, for loss of bargain and not as a penalty.

#### **GEN 1.12– CONFIDENTIALITY**



- a. **Obligation.** Customer and Xerox acknowledge that, during the term of this Agreement and any Order hereunder, each party (or its Affiliates) may be provided with or have access to, certain Confidential Information belonging to the other party (or its Affiliates). The parties will ensure that their employees comply with their respective corporate policies and procedures regarding the disclosure of Confidential Information. The parties agree to use the Confidential Information provided under this Agreement only for purposes directly related to the performance of obligations and use of rights granted under this Agreement. The receiving party may not disclose Confidential Information to third parties unless such third party has a need to know such Confidential Information in order to perform under this Agreement and has agreed in writing to be bound by terms no less restrictive than those set forth herein. Each party shall be responsible for any breaches of the obligations in this Section by its employees and such third parties. The receiving party shall protect the disclosing party's Confidential Information with the same degree of care that it uses to protect its own confidential information of like importance, but not less than reasonable care. Each party agrees not to disclose the terms and conditions of this Agreement, all Services Contracts and Orders, and any attachments and exhibits thereto, without the other party's prior written consent. Xerox may use Customer as a reference with other customers, including in marketing materials. Xerox may disclose the identity and address of Customer to Xerox's third party licensors if contractually required for royalty reporting purposes.
- b. **Exclusions.** The obligations of confidentiality will not apply to any Confidential Information that: (1) was in the public domain prior to, at the time of, or subsequent to the date of disclosure through no fault of the receiving party; (2) was rightfully in the receiving party's possession or the possession of any third party free of any obligation of confidentiality; or (3) was developed by the receiving party's employees independently of and without reference to any of the other party's Confidential Information.
- c. **Return of Information.** Upon termination or expiration of this Agreement or an Order, except as otherwise set forth hereunder, each party shall cease use of the other party's Confidential Information and other data and, upon request, shall (1) return all such Confidential Information and any copies thereof, or (2) permanently destroy such Confidential Information and certify that such Confidential Information has been so destroyed; provided, however, that any obligations regarding removal of Customer Confidential Information stored on hard drives on Equipment owned by Xerox and any costs associated with such removal will be set forth in the applicable Order.
- d. **Disclosure under Legal Requirement.** If the recipient of Confidential Information is required to disclose Confidential Information pursuant to a court order or by law or regulation, that party will (1) notify the disclosing party of the obligation to make such disclosure, and (2) reasonably cooperate with the disclosing party if the disclosing party seeks a protective order, but any costs incurred by the receiving party will be reimbursed by the disclosing party, except for costs of the receiving party's employees.
- e. **Duration of Confidentiality Obligation.** Except for Private Information and Xerox Intellectual Property, the obligations set forth in this Section shall continue for one (1) year after termination or expiration of this Agreement or the Order under which such Confidential Information was disclosed, whichever occurs later. The duration of confidentiality obligations with respect to Private Information shall be governed by applicable Privacy Laws. Confidentiality obligations with respect to Xerox Intellectual Property shall continue so long as it continues to be Xerox trade secrets.
- f. **Residual Rights.** Each party understands that the other party shall be free to use for any purpose the Residuals resulting from access to Confidential Information as a result of the performance of its obligations under an Order, provided that such party shall maintain the confidentiality of such Confidential Information as provided herein. Neither party shall pay royalties for the use of Residuals. However, the foregoing shall not be deemed to grant either party a license under the other party's copyrights or patents.

#### **GEN 1.13– DATA PROTECTION/PRIVACY**

- a. To the extent that Privacy Laws are applicable to Customer and Xerox in connection with the performance of Services, each party agrees to comply with the applicable provisions of such Privacy Laws.
- b. Xerox has adopted reasonable physical, technical, and organizational safeguards designed to prevent accidental, unauthorized, or unlawful loss, disclosure, access, transfer or use of Private Information. Xerox will promptly notify Customer in the event of any known unauthorized or unlawful loss, disclosure, access, transfer, or use of Private Information.

#### **GEN 1.14 – GOVERNING LAW AND JURISDICTION**

This Agreement, each respective Order, and any dispute or claim arising out of or in connection with this Agreement or such Order, shall be governed by and construed in accordance with the laws of New York without regard to its conflict of laws provisions and submitted to the exclusive jurisdiction of the federal and state courts of New York.

## **GEN 1.15 – RESERVED.**

## **GEN 1.16– FORCE MAJEURE**

Except for Customer's absolute and unconditional obligation to make all required payments of any amounts not properly disputed under this Agreement, neither Customer nor Xerox shall be liable to the other party during any period in which its performance is delayed or prevented, in whole or in part, by a Force Majeure Event. If such a circumstance occurs, the party whose performance is delayed or prevented shall undertake reasonable action to notify the other party thereof.

## **GEN 1.17 – INSURANCE COVERAGE**

Xerox shall maintain the following limits of insurance coverage during the term of this Agreement:

1. Where required by law, Workers Compensation, at statutory limits;
2. Employers Liability, with \$1,000,000 USD limit of liability or at statutory limits, whichever is greater;
3. Commercial General Liability, including Products - Completed Operations coverage and Broad Form Contractual, with \$2,000,000 USD limit of liability per occurrence for Bodily Injury and Property Damage; and,
4. Where applicable, Automobile Liability, with a combined single limit of liability of \$2,000,000 USD per accident or at statutory limits, whichever is greater.

## **GEN 1.18 – FUNDING (this provision applies to state & local government Customers only)**

Customer represents and warrants that all payments due and to become due during Customer's current fiscal year are within the fiscal budget of such year and are included within an unrestricted and unencumbered appropriation currently available for the acquisition of the Products, and it is Customer's intent to use the Products for the entire initial term and to make all payments required under the Agreement or an Order. If (i) through no action initiated by Customer, Customer's governing body does not appropriate funds for the continuation of the Agreement or an Order for any fiscal year after the first fiscal year and has no funds to do so from other sources, and (ii) Customer has made a reasonable but unsuccessful effort to find an assignee within Customer's general organization who can continue the Agreement or an Order, the Agreement or the Order may be terminated. To effect this termination, Customer must, 30 days prior to the beginning of the fiscal year for which Customer's governing body does not appropriate funds for the upcoming fiscal year, notify Xerox that Customer's governing body failed to appropriate funds and that Customer has made the required effort to find an assignee. Customer's notice must certify that canceled Equipment is not being replaced by equipment performing similar functions during the ensuing fiscal year. Customer agrees to release the Equipment to Xerox and, when returned, the Equipment will be in good condition and free of all liens and encumbrances. Customer will then be released from any further payments obligations beyond those payments due for the current fiscal year.

## **GEN 1.19– COMPLIANCE WITH LAWS AND POLICIES**

Xerox and Customer shall comply with all applicable laws and regulations in the performance of their respective obligations under this Agreement. Xerox agrees to comply with Customer's internal policies regarding security and safety at Customer Facilities that are reasonable and customary under the circumstances and which do not conflict with the terms of this Agreement. Customer agrees to provide Xerox with reasonable prior written notice of such policies and any changes to such policies. If a change in Customer policy results in incremental costs to Xerox, Xerox may, upon providing notice to Customer, pass such costs on to Customer.

## **GEN 1.20 – MISCELLANEOUS**

- a. Copies of Agreement.** Except as required by law, both parties agree that any reproduction of this Agreement made by reliable means (for example, photocopy or facsimile) shall be considered an original. Xerox may retain a hardcopy, electronic image, photocopy, or facsimile of this Agreement and each Order hereunder, which shall be considered an original and shall be admissible in any action to enforce said Agreement or Order.
- b. Amendment.** All changes to this Agreement must be made in a writing signed by Customer and Xerox. Any amendment of this Agreement shall not affect the obligations of either party under any then-existing Orders, which shall continue in effect unless the amendment expressly states that it applies to such existing Orders. An amendment to a Services Contract shall reference the number of the Services Contract that it amends.
- c. No Waiver; Severability; Survival.** The failure by Customer or Xerox to insist upon strict performance of any of the terms and conditions in this Agreement or to exercise any rights or remedies will not be construed as a waiver of the right to assert those rights or to rely on that term or condition at any time thereafter. If any provision is held invalid by any arbitrator or any court under applicable law, such provision shall be deemed to be restated as nearly as possible to reflect the original intention of the parties in accordance with applicable law. The remainder of this Agreement shall remain in full force and effect. Any terms and conditions of this Agreement or any Order which by their nature extend beyond the termination or expiration of the Agreement or Order will survive such termination or expiration.
- d. Independent Contractors.** Xerox shall perform all Services hereunder in the capacity of independent contractor and not as Customer's employee, agent, or representative. Xerox employees shall not be entitled to privileges of

employment that Customer may provide to Customer's employees, and Xerox shall be responsible for payment of all unemployment, social security, federal (state and local, as necessary) and other payroll taxes in regard to its employees involved in the performance of the Services. Neither of the parties, nor their respective employees or Affiliates, shall be authorized to conclude contracts in the name of the other party, or to act or appear as a representative of the other, whether in performing the Services or otherwise.

- e. **No Hiring.** During the term of an Order under which Xerox is providing Services and for a period of one (1) year thereafter, Customer and Xerox each agree not to hire, solicit, or employ any of the other's personnel who have been engaged in the provision of services or the performance of this Agreement, unless prior written consent is obtained from the other party. Such prohibition shall not apply to hiring as a result of general public solicitations of employment. Should one of the parties hire the other party's personnel in violation of this Agreement, the violating party shall immediately pay to the other, as liquidated damages and as the sole remedy for such violation, an amount equal to such personnel's then current annual compensation (or the amount paid to such person during the previous twelve (12) months in the case of an independent contractor).
- f. **Assignment.** Except for Xerox's assignment to an Affiliate or to a third party for the purposes of securitizing or factoring, neither party may assign this Agreement and any Order(s) hereunder without the prior written consent of the other party. In the event of a permitted assignment by Xerox, each successive assignee of Xerox will have all of the rights but none of the obligations of Xerox pursuant to this Agreement. Customer will continue to look to Xerox for performance of Xerox's obligations hereunder and Customer hereby waives and releases any assignees of Xerox from any such claim. Customer will not assert any defense, counterclaim, or setoff that Customer may have or claim against Xerox against any assignee of Xerox.
- g. **Communication Authorization.** Customer authorizes Xerox or its agents to communicate with Customer by any electronic means (including cellular phone, email, automatic dialing, and recorded messages) using any phone number (including cellular) or electronic address that Customer provides to Xerox.
- h. **Limitation on Charges.** In no event will Xerox charge or collect any amounts in excess of those allowed by applicable law. Any part of an Order that would, but for this Section, be construed to allow for a charge higher than that allowed under any applicable law, is limited and modified by this Section to limit the amounts chargeable under such Order to the maximum amount allowed by law. If, in any circumstances, an amount in excess of that allowed by law is charged or received, such charge will be deemed limited to the amount legally allowed and the amount received by Xerox in excess of that legally allowed will be applied to the payment of amounts owed or will be refunded to Customer.
- i. **Order of Precedence; Entire Agreement.** This Agreement, including all schedules, attachments, exhibits and amendments hereto and the Services Contract(s) hereunder, and the Region 4 ESC Contract, constitutes the entire agreement between the parties as to the subject matter and supersedes all prior and contemporaneous oral and written agreements regarding the subject matter hereof and neither party has relied on or is relying on any other information, representation, discussion or understanding in entering into and completing the transactions contemplated in this Agreement. The parties agree that except as expressly set forth in this Agreement, in the event of any conflict between terms and conditions, the order of precedence shall be this Agreement, the applicable Orders under the Services Contract (excluding Customer POs), the SOW or DOS, as applicable, and the Region 4 ESC Contract. If a term in this Agreement expressly provides for a term in an Order to take precedence, such provision in the Order shall prevail to the extent of any conflict. Notwithstanding the foregoing, provisions in the General Module of this Agreement related to: (1) Section **GEN 1.8** (Intellectual Property Ownership); (2) Section **GEN 1.9** (Indemnification); (3) Section **GEN 1.10** (Limitation of Liability); (4) Section **GEN 1.12** (Confidentiality); and (5) Section **GEN 1.3** (Taxes), will prevail over conflicting provisions in any other contractual document.

## SERVICES MODULE

### SVC 1 – TERMS AND CONDITIONS SPECIFIC TO SERVICES

In addition to the terms and conditions in the General (GEN) Module, the following terms and conditions apply to Xerox's performance of Services.

#### SVC 1.1 – SCOPE OF SERVICES

Subject to the terms and conditions of this Agreement, Services will be performed by Xerox and/or its Affiliates in accordance with the requirements set forth in an Order. If Customer fails to perform or is delayed in performing any of its responsibilities under this Agreement, such failure or delay may prevent Xerox from being able to perform any part of the Services or Xerox-related activities. Xerox shall be entitled to an extension or revision of the applicable term of the Order (which may include setting a new expected date for commencement of Services) or to an equitable adjustment in performance metrics associated with such failure or delay.

#### SVC 1.2 – CHARGES FOR SERVICES

Charges for Services are set forth in the applicable Order. Charges are based upon information exchanged between Customer and Xerox, which is assumed to be complete and accurate, and also depend upon other factors such as the timely performance by Customer of its responsibilities. If: (a) such information should prove to be incomplete or inaccurate in any material respect; or (b) there is a failure or delay by the Customer in performing its responsibilities under this Agreement or an Order which results in Xerox incurring a loss or additional cost or expense, then the charges shall be adjusted to reflect proportionately the impact of such materially incomplete or inaccurate information or such failure or delay. Charges that are indicated in an Order as being fixed are not subject to an annual percentage escalation for the initial term of such Order. If Xerox provides Services partially or early (for example, prior to the start of the initial term of an Order), Xerox will bill Customer on a pro rata basis, based on a thirty (30) day month, and the terms and conditions of this Agreement will apply.

### **SVC 1.3 – USE OF SUBCONTRACTORS**

Xerox may, when it reasonably deems it appropriate to do so, subcontract any portion of the Services. Xerox shall remain responsible for any Services performed by subcontractors retained by Xerox to the same extent as if such Services were performed by Xerox.

### **SVC 1.4 – SERVICES SCOPE CHANGES**

Except as otherwise set forth in an Order, either party may propose to modify the then-existing Services that are described in an Order, or to add new Services under a Services Contract. If Xerox determines such changes are feasible, Xerox will prepare and propose to Customer an Order incorporating the requested changes and any related impact to the Charges or terms. Once Customer executes and Xerox accepts the Order, Xerox will promptly proceed with the new and/or revised Services in accordance with the terms of the Order and this Agreement.

### **SVC 1.5 – EARLY TERMINATION OF SERVICES AND LABOR**

Except as otherwise set forth in a Services Contract, upon ninety (90) days prior written notice, Customer may terminate or reduce any Services or labor provided pursuant to an Order without incurring early termination charges except as set forth in the next sentence. Notwithstanding the foregoing, if any such Services or labor provided under an Order are terminated (a) by Xerox due to Customer's default or (b) by Customer and Customer acquires similar services from another supplier within six (6) months of the termination of such Services or labor, Customer shall pay all amounts due as of the termination date, together with the early termination charges, for loss of bargain and not as a penalty, stated in the Order or, if not specifically stated therein, an amount equal to the then current MMC for said terminated or reduced Services or labor multiplied by the number of months remaining in the term of the related Order, not to exceed six (6) months.

## **EQUIPMENT MODULE**

### **EQP 1 – TERMS AND CONDITIONS SPECIFIC TO EQUIPMENT & THIRD PARTY HARDWARE**

In addition to the terms and conditions in the General (GEN) Module, the following terms and conditions apply to Equipment and Third Party Hardware provided to Customer.

#### **EQP 1.1 – TERM AND DATE OF INSTALLATION**

The term for each unit of Equipment shall be the term stated on the applicable Order, with the commencement date based upon the actual Date of Installation. If the Date of Installation for a unit of Equipment is prior to the applicable Order start date, Xerox will bill the Customer for such Equipment on a pro rata basis, based on a thirty (30) day month, and the terms and conditions of this Agreement and the applicable Services Contract will apply as of the Date of Installation.

#### **EQP 1.2 – DELIVERY AND REMOVAL AND SUITABILITY OF CUSTOMER FACILITIES**

Xerox will be responsible for all standard delivery charges for Equipment and Third Party Hardware and, for Equipment or Third Party Hardware for which Xerox holds title, standard removal charges. Non-standard delivery or removal charges (including removal prior to the end of the term for any Equipment) will be at Customer's expense. The suitability of Customer Facilities for installation of Equipment or Third Party Hardware, including compliance with state and local building, fire and safety codes and any non-standard state or local installation requirements, is Customer's responsibility.

#### **EQP 1.3 – EQUIPMENT STATUS**

Unless Customer is acquiring previously installed equipment, Equipment will be either: (a) "Newly Manufactured," which may contain some recycled components that are reconditioned; (b) "Factory Produced New Model" which is manufactured and newly serialized at a Xerox factory, adds functions and features to a product previously disassembled to a Xerox predetermined standard, and contains new components and recycled components that are reconditioned; or (c) "Remanufactured," which has been factory produced following disassembly to a Xerox predetermined standard and contains both new components and recycled components that are reconditioned. Xerox makes no representations as to the status of any Third Party Hardware that Xerox may provide under any Order.

#### **EQP 1.4 – CONSUMABLE SUPPLIES**



If specified in an Order, Xerox will provide Consumable Supplies for related Equipment. Consumable Supplies are Xerox's property until used in the Equipment for which they are provided. Upon expiration or termination of the applicable Order, Customer will either return any unused Consumable Supplies to Xerox at Xerox's expense when using Xerox-supplied shipping labels, or destroy them in a manner permitted by applicable law. Xerox reserves the right to charge Customer for any Consumable Supplies usage that exceeds Xerox's published yields by more than ten percent (10%). In such a case, Xerox will notify Customer of the excess usage. If such excess usage does not cease within thirty (30) days after notice, Xerox may charge Customer for the excess usage. If Xerox provides paper under a Services Contract, upon thirty (30) days' notice, Xerox may adjust paper pricing or either party may terminate the provision of paper.

#### **EQP 1.5 – USE AND RELOCATION**

For any Equipment or Third Party Hardware provided by Xerox, with the exception of Purchased Equipment for which Customer has paid in full, Customer agrees that: (a) the Equipment or Third Party Hardware shall remain personal property; (b) Customer will not attach any of the Equipment or Third Party Hardware as a fixture to any real estate; (c) Customer will not pledge, sub-lease or part with possession of the Equipment or Third Party Hardware or file or permit to be filed any lien against the Equipment or Third Party Hardware; and (d) Customer will not make any permanent alterations to the Equipment or Third Party Hardware. While Equipment or Third Party Hardware is subject to an Order, Customer must provide Xerox prior written notice of all Equipment or Third Party Hardware relocations and Xerox may arrange to relocate the Equipment or Third Party Hardware at Customer's expense. While Equipment or Third Party Hardware is being relocated, Customer remains responsible for making all payments to Xerox required under the applicable Order. All parts or materials replaced, including as part of an upgrade, will become Xerox's property. Equipment or Third Party Hardware cannot be relocated outside of the U.S. until Customer has paid in full for the Equipment or Third Party Hardware and has received title thereto. Notwithstanding anything to the contrary in the foregoing, to the extent the Equipment contains any Software, any relocation of such Equipment is subject to the terms and conditions set forth in the Software License Module of this Agreement.

#### **EQP 1.6 – SUPPLIER EQUIPMENT PROVIDED**

In the event Xerox provides Supplier Equipment to Customer, the following terms shall apply unless otherwise specified in an Order:

- a. Unless Supplier Equipment is purchased by Customer, Xerox (or the applicable third party vendor) shall at all times retain title to the Supplier Equipment. Customer hereby authorizes Xerox or its agents to file financing statements necessary to protect Xerox's rights to Supplier Equipment. Each party will promptly notify the other, in writing, of any change in ownership, or if it relocates its principal place of business, or changes the name of its business. The risk of loss for the Supplier Equipment shall pass to Customer upon delivery to the applicable Customer Facilities. Customer will insure the Supplier Equipment against loss or damage and the policy will name Xerox as loss payee.
- b. Customer agrees to use the Supplier Equipment in accordance with, and to perform, all operator maintenance procedures for the Supplier Equipment described in the applicable Documentation made available or provided by Xerox. The Customer shall not (unless the Supplier Equipment is Purchased Equipment, and then only with Xerox's prior consent):
  - i. sell, charge, let or part with possession of the Supplier Equipment;
  - ii. remove the Supplier Equipment from Customer Facilities in which it is installed; or
  - iii. make any changes or additions to the Supplier Equipment.
- c. **Early Termination.** Equipment is provided for a minimum order term (as specified in the applicable Order per EQP 1.1 above). If Equipment is terminated for any reason before the end of its minimum order term, the termination charges set forth in the applicable Order or Services Contract for such Equipment shall apply.

#### **EQP 1.7 – DATA SECURITY**

Certain models of Equipment can be configured to include a variety of data security features. There may be an additional cost associated with certain data security features. The selection, suitability and use of data security features are solely Customer's responsibility. Upon request, Xerox will provide additional information to Customer regarding the security features available for particular Equipment models.

#### **EQP 1.8 – REMOTE SERVICES FOR EQUIPMENT**

Certain models of Equipment are supported and serviced using Remote Data Access. Remote Data Access also enables Xerox to transmit to the Customer Maintenance Releases or Updates for software or firmware and to remotely diagnose and modify Equipment to repair or correct malfunctions. Remote Data will be transmitted to and from Customer in a secure manner specified by Xerox. Remote Data Access will not allow Xerox to read, view or download any Customer data, documents or other information residing on or passing through the Equipment, Third Party Hardware or Customer's information management systems. Customer grants the right to Xerox, without charge, to establish and maintain Remote Data Access for the purposes described above. Upon Xerox's request, Customer will provide contact information for Equipment such as name and address of Customer contact and IP and physical addresses/locations of Equipment.

Customer will enable Remote Data Access via a method prescribed by Xerox and Customer will provide Xerox with reasonable assistance to allow Xerox to have Remote Data Access. Unless Xerox deems Equipment incapable of Remote Data Access, Customer will ensure that Remote Data Access is maintained at all times Maintenance Services are being performed.

#### **EQP 1.9 - TOTAL SATISFACTION GUARANTEE.**

- a. "SP Equipment" means any iGen3, iGen4, iGen150, iGen5 or Xerox Color 8250 Production Printer. If, during any 90 day period, the performance of SP Equipment delivered under this Agreement is not at least substantially consistent with the performance expectations outlined in the SP Equipment's Customer Expectations Document ("Expectations Document"), Xerox will, at Customer's request, replace the SP Equipment without charge with identical SP Equipment or, at Xerox's option, with Equipment with comparable features and capabilities (the "SP Equipment Guarantee"). The SP Equipment Guarantee does not apply during the first 180 days after installation and will expire at the end of the initial term of the Order; provided however, for SP Equipment identified as "Previously Installed", this SP Equipment Guarantee expires 1 year after installation. This SP Equipment Guarantee applies only to SP Equipment that has been (i) continuously maintained by Xerox through the provision of Xerox Maintenance Services, and (ii) operated at all times in accordance with the Expectations Document.
- b. "Non-SP Equipment" means any Equipment other than SP Equipment. If Customer is not completely satisfied with any Non-SP Equipment delivered under an Order under this Agreement, Xerox will, at Customer's request, replace it without charge with identical Non-SP Equipment or, at the option of Xerox, with Equipment with comparable features and capabilities (the "Non-SP Equipment Guarantee"). The Non-SP Equipment Guarantee applies only to Non-SP Equipment that has been continuously maintained by Xerox through the provision of Xerox Maintenance Services. The Non-SP Equipment Guarantee will expire at the end of the initial term of the subject Order; provided however, for Non-SP Equipment identified as "Previously Installed", the Non-SP Equipment Guarantee expires 1 year after the Installation Date. The Non-SP Equipment Guarantee does not apply to a limited number of Non-SP Equipment models, which models are identified in the applicable Order Document.
- c. The SP Equipment Guarantee and Non-SP Equipment Guarantee replace and supersede any other guarantee from Xerox, whether made orally or in writing, styled a "Total Satisfaction Guarantee", "Satisfaction Guarantee" or otherwise covering the subject matter set forth above.

#### **EQP 1.10 – REMOVAL OF HAZARDOUS WASTE**

Customer agrees to take responsibility for legally disposing of all hazardous wastes generated from the use of Third Party Hardware or supplies.

### **EQUIPMENT PURCHASE MODULE**

#### **EP 1 – TERMS AND CONDITIONS SPECIFIC TO EQUIPMENT PURCHASE**

In addition to the terms and conditions in the General (GEN) Module, the following terms and conditions apply to the acquisition of Purchased Equipment:

##### **EP 1.1 – ORDER**

Orders for an outright purchase of Equipment shall include the unique Xerox-provided contract number and the number of this Agreement on all applicable ordering documents.

##### **EP 1.2 – TITLE**

Title to Purchased Equipment will pass to Customer upon delivery to the applicable Customer Facilities.

##### **EP 1.3 – DEFAULT**

If Customer defaults under a XOA for Purchased Equipment, Xerox, in addition to its other remedies (including the cessation of Maintenance Services if applicable), may require immediate payment of all amounts then due, plus all Transaction Taxes and applicable interest on all amounts due from the due date until paid. Customer shall also pay all reasonable costs, including attorney's fees, incurred by Xerox to enforce this Agreement.

##### **EP 1.4 – MAINTENANCE SERVICES FOR PURCHASED EQUIPMENT**

If Customer elects to receive Maintenance Services for Purchased Equipment, Customer shall do so under a separate Order under the Agreement for such Maintenance Services.

##### **EP 1.5 – AGREEMENT PROVISION EXCLUSIONS**

The following Agreement provisions do not apply to Orders for an outright purchase of Equipment: GEN 1.1 b.ii – iii; GEN 1.6 b – j; GEN 1.7 b.1; GEN 1.11; EQP 1.4; EQP 1.6.

## **INSTALLMENT PURCHASE MODULE**

### **IP 1 – TERMS AND CONDITIONS SPECIFIC TO INSTALLMENT PURCHASE**

In addition to the terms and conditions in the General (GEN) Module, Equipment (EQP) Module and Maintenance Services (MS) Module, the following terms and conditions apply to the acquisition of Installment Purchased Equipment:

#### **IP 1.1 – ORDER**

Orders for an Installment Purchase of Equipment shall include the unique Services Contract number and the number of this Agreement on all applicable ordering documents.

#### **IP 1.2 – TITLE AND RISK**

Title to the Equipment passes to Customer upon delivery. Risk of loss or damage to the Products passes to Customer upon delivery. Until the Products are paid for in full, Customer will insure the Products against loss or damage and the policy will name Xerox as Loss Payee.

## **MAINTENANCE SERVICES MODULE**

### **MS 1 – TERMS AND CONDITIONS SPECIFIC TO MAINTENANCE SERVICES**

In addition to the terms and conditions in the General (GEN) Module, and except as otherwise set forth in an Order, the following terms and conditions apply to provision of Maintenance Services.

#### **MS 1.1 – MAINTENANCE SERVICES**

As part of an Order for (a) stand-alone Maintenance Services related to Purchased Equipment, or (b) Maintenance Services related to Equipment to which Xerox does not hold title, or as a mandatory part of an Order for Equipment (other than Purchased Equipment) that includes Maintenance Services, Xerox or a designated service provider will provide the following Maintenance Services for Equipment. If Customer is acquiring Equipment for which Xerox does not offer Maintenance Services, such Equipment will be designated as “No Svc.” This Module does not apply to maintenance of Third Party Hardware. Maintenance that Xerox provides on Third Party Hardware will be provided in accordance with the terms of the applicable Order.

The provision of Maintenance Services is contingent upon Customer facilitating timely and efficient resolution of Equipment issues by: (i) utilizing Customer-implemented remedies provided by Xerox; (ii) replacing Cartridges; and (iii) providing information to and implementing recommendations provided by Xerox telephone support personnel in those instances where Xerox is not providing on-site Equipment support personnel. If an Equipment issue is not resolved after completion of (i) through (iii) above, Xerox will provide on-site support as provided in the applicable Order.

#### **MS 1.2 – REPAIRS AND PARTS**

- a. Xerox will make repairs and adjustments necessary to keep the Equipment in good working order and operating in accordance with its written specifications (including such repairs or adjustments required during initial installation). Maintenance Services shall cover repairs and adjustments required as a result of normal wear and tear or defects in materials or workmanship. Parts required for repair may be new, reconditioned, reprocessed or recovered.
- b. If Xerox is providing Maintenance Services for Equipment that uses Cartridges, Customer will use only unmodified Cartridges purchased directly from Xerox or its authorized resellers. Failure to use such Cartridges will void any warranty applicable to such Equipment. Cartridges packed with Equipment or furnished by Xerox as Consumable Supplies will meet Xerox’s new Cartridge performance standards and may be new, remanufactured or reprocessed and contain new and/or reprocessed components. To enhance print quality, Cartridges for many models of Equipment have been designed to cease functioning at a predetermined point. Many Equipment models are designed to function only with Cartridges that are newly manufactured original Xerox Cartridges or with Cartridges intended for use in the U.S.

#### **MS 1.3 – HOURS AND EXCLUSIONS**

Unless otherwise set forth in an Order, Maintenance Services will be provided in areas accessible for repair services during Xerox’s standard working hours. Maintenance Services excludes repairs due to: (a) misuse, neglect or abuse; (b) failure of the installation site or the PC or workstation used with the Equipment to comply with Xerox’s published specifications; (c) use of options, accessories, or other products not serviced by Xerox; (d) non-Xerox alterations, relocation, service or supplies; and (e) failure to perform operator maintenance procedures identified in operator manuals. Customer agrees to furnish all referenced parts, tools, and supplies needed to perform those procedures that are described in the applicable manuals and instructions.

#### **MS 1.4 – INSTALLATION SITE AND METER READINGS**

In order to receive Maintenance Services for Equipment requiring connection to a PC or workstation, Customer must utilize a PC or workstation that either (a) has been provided by Xerox or (b) meets Xerox's published specifications. The Equipment installation site must conform to Xerox's published requirements. If applicable, unless otherwise set forth in an Order, Customer agrees to provide meter readings in the manner prescribed by Xerox. If Customer does not provide Xerox with meter readings as required, for Equipment not capable of Remote Data Access, or if Remote Data Access is interrupted, Xerox may estimate them and bill Customer accordingly.

#### **MS 1.5– REMEDY**

If Xerox is unable to maintain the Equipment as described above, Xerox will, as Customer's exclusive remedy for Xerox's failure to provide Maintenance Services, replace the Equipment with an identical product or, at Xerox's option, another model with comparable features and capabilities. If replacement Equipment is provided pursuant to this Section, there shall be no additional charge for its provision by Xerox during the initial term of the Order and it shall be subject to the terms and conditions of this Agreement and the applicable Order(s). Customer's use of non-Xerox approved consumables that affect the performance of the Equipment may invalidate this remedy.

#### **MS 1.6– END OF SERVICE**

Xerox has no obligation to maintain or replace Equipment beyond the "End of Service" for that particular model of Equipment. End of Service ("EOS") means the date announced by Xerox after which Xerox will no longer offer Maintenance Services for a particular Equipment model. An EOS Equipment List is available upon request.

## **SOFTWARE LICENSE MODULE**

### **SW 1 – TERMS AND CONDITIONS SPECIFIC TO SOFTWARE**

In addition to the terms and conditions in the General (GEN) Module the following terms and conditions apply to the license and use of Software and its associated Documentation.

#### **SW 1.1– SOFTWARE LICENSE**

Xerox may provide Software to Customer pursuant to an Order hereunder. The following license applies to Software provided hereunder unless such Software is accompanied by a click-wrap or shrink-wrap license agreement or otherwise provided subject to a separate license agreement.

- a. Xerox grants Customer a non-exclusive, non-transferable, non-assignable (by operation of law or otherwise) license to use in the U.S.: (i) Base Software only on or with the Equipment with which (or within which) it was delivered; and (ii) Application Software only on any single unit of Equipment, subject to Customer remaining current in the payment of any indicated applicable Software license fees (including any annual renewal fees). Customer has no other rights to the Software. Customer will not and will not allow its employees, agents, contractors or vendors to: (i) distribute, copy, modify, create derivatives of, decompile, or reverse engineer Software except as permitted by applicable law; (ii) activate Software delivered with or within the Equipment in an un-activated state; or, (iii) access or disclose Diagnostic Software for any purpose. Title to Software and all copyrights and other intellectual property rights in Software will reside solely with Xerox and its licensors (who will be considered third party beneficiaries of this Agreement's software and limitation of liability provisions).
- b. The Base Software license will terminate: (i) if Customer no longer uses or possesses the Equipment with which the Base Software was provided; or (ii) upon the expiration or termination of any Order under which Customer has acquired the Equipment with which the Base Software was provided (unless Customer has exercised an option to purchase the Equipment, where available).
- c. Software may contain code to prevent its unlicensed use and/or transfer. If you do not permit Xerox periodic access to such Software, this code may impair the Equipment's and/or Software's functionality.
- d. Xerox does not warrant that the Software will be free from errors or that its operation will be uninterrupted.

#### **SW 1.2– SOFTWARE SUPPORT**

Software support will be provided by Xerox or a designated service provider as follows. For Base Software, Software support will be provided during the initial term of the applicable Order and any renewal period, but not longer than five (5) years after Xerox stops taking orders for the subject model of Equipment. For Application Software, Software support will be provided as long as Customer is current in the payment of all applicable software license, annual renewal and "support only" fees.

- a. Xerox will maintain a web-based or toll-free hotline during Xerox's standard working hours to report Software problems and answer Software-related questions. Xerox, either directly or with its vendors, will make reasonable efforts to: (i) assure that Software performs in material conformity with its Documentation; (ii) provide available workarounds or patches to resolve Software performance problems; and (iii) resolve coding errors for (1) the current release and (2) the previous release for a period of six (6) months after the current release is made

available to Customer. Xerox will not be required to provide Software support if Customer has modified the Software.

- b. Xerox may make available new releases of the Software that are designated as “**Maintenance Releases**” or “**Updates.**” Maintenance Releases or Updates are provided at no charge and must be implemented within six (6) months after being made available to Customer. Each Maintenance Release or Update shall be considered Software governed by these terms. Feature Releases will be subject to additional license fees at Xerox’s then-current pricing and shall be considered Software governed by these terms and conditions (unless otherwise noted in an Order). Implementation of a Maintenance Release, Update or Feature Release may require Customer to procure, at its expense, additional hardware and/or software from Xerox or another entity. Upon installation of a Maintenance Release, Update or Feature Release, Customer will return or destroy all prior Maintenance Releases, Updates or Feature Releases.
- c. Xerox may annually increase Software license fees and support fees for Application

Software. **SW 1.3– DIAGNOSTIC SOFTWARE**

Diagnostic Software and method of entry or access to it constitute valuable trade secrets of Xerox. Title to the Diagnostic Software shall at all times remain solely with Xerox and Xerox’s licensors. Xerox does not grant Customer a license or right to use the Diagnostic Software. Customer will not use, reproduce, distribute, or disclose the Diagnostic Software for any purpose (or allow third parties to do so). Customer will allow Xerox reasonable access to the Equipment during Customer’s normal business hours to remove or disable Diagnostic Software if Customer is no longer receiving Maintenance Services from Xerox.

**SW 1.4 – THIRD PARTY SOFTWARE**

Third Party Software is subject to license and support terms provided by the applicable Third Party Software vendor.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the dates set forth below intending it to become effective on the Effective Date and thereby agreeing to its terms.

West Haven Public Schools

XEROX CORPORATION

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# Pool Plan

under Services Contract # 7150375-001

Customer: WEST HAVEN, CITY OF  
Bill To: CITY OF WEST HAVEN  
BOARD OF EDUCATION  
PO BOX 26010  
WEST HAVEN, CT 06516-8010



Pool Information						Meter Pricing Plan		
Pool Identifier	Pool Name	Pool Transaction Type	Pool Meter Type	Meter Reconciliation Period	Pool Plan Effective Date	Pooled Units (Installed or Pending Delivery)	Monthly Impressions Included in Plan	Pool Additional Impression Charge
100634	Black and White	New	Black & White	Quarterly	10/1/2023	4	1,100,000	\$0.0043

The Equipment and pricing for the pool plan 'activity' identified above, are subject solely to the terms of the identified Services Contract #, and this Pool Plan

## Authorized Signature

Your signature indicates your agreement to the items and pricing in this Pool Plan.

Signer: Neil Cavallaro

Phone: 203-937-4310

Customer Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Thank You for your business!  
This agreement is proudly presented by Xerox and  
**Meir Y Holtzberg**  
**860-271-7165**  
For information on your Xerox Account,  
Please see your Sales Representative

## Pool Plan

under Services Contract # 7150375-001

Pool Identifier : 100634

Pool Name : Black and White

Pool Meter Type : Black & White



Xerox Equipment In Pool			
Item	Description	Serial # (if installed)	Equipment Added or Changed in this Order
1	B9100	Pending Delivery	Added
2	B9100	Pending Delivery	Added
3	B9100	Pending Delivery	Added
4	B9100	Pending Delivery	Added



## Pool Plan Terms & Conditions

1. **THE POOL PLAN** modifies the Services Contract, entered into between Customer and Xerox and identified by its 10-digit Services Contract number on the Pool Plan documents. This Pool Plan and the Services Contract constitute the entire agreement as to the pool(s) identified herein, and supersedes all other oral and written agreements regarding said pool(s). Except as set forth in this Pool Plan, the Services Contract will remain as stated. In the event of a conflict between the terms of the Services Contract and this Pool Plan, this Pool Plan will control.
2. **DEFINITIONS:** Any term not defined below for this Pool Plan will be as set forth in the SSA or SSO. As used herein, the following terms will have these meanings:
  - a. "Additional Impression Charge" or "AIC" means the charge for each impression above the Monthly Impressions Included in Plan.
  - b. "Meter Reconciliation Period" ("MRP") means the frequency with which the actual impressions made on Pooled Equipment are compared to the Monthly Impressions Included in Plan for invoicing purposes. Each pool may only have one MRP.
  - c. "Pool Plan" means a specific pricing arrangement for impressions for 2 or more units of Equipment, with applicable terms and conditions. Multiple Pool Identifiers may exist under a Services Contract.
  - d. "Xerox Equipment In Pool" or "Pooled Equipment" means the Equipment set forth in the Xerox Equipment In Pool table as shown in the Pool Plan documents. An updated Xerox Equipment In Pool table will be issued with each modification to a Pool Plan. Each pool will be identified by a Pool ID. Equipment with both Black & White and Color meters may contribute to more than one pool. Multiple pools may exist under a Services Contract
  - e. "Monthly Impressions Included in Plan", as shown in the Pool Plan documents, indicates the monthly level of impressions that must be exceeded on the Pooled Equipment before the AIC becomes billable.
  - f. "SSO AIC" means the charge for each impression above the "Monthly Impressions In Plan", as shown in the SSO documents included for each unit which is outside the Pool Plan.
  - g. "Quarterly" means calendar quarters of 3 consecutive months beginning in January, April, July and October.
3. **PRICING** The MMC for each unit of Pooled Equipment will be as set forth in a Services Contract. The AIC pricing for a pool is based on Pooled Equipment that is physically installed or pending delivery. The "Monthly Impressions Included in Plan" and the AIC will be revised as Equipment is added to or removed from a pool. Unless the units' "Plan Features" indicate "Fixed Price", Xerox may annually adjust the AIC. (For state and local government customers, this adjustment will take place at the commencement of such Customer's annual contract cycles).
4. **BILLING** The unit MMCs for Pooled Equipment will be invoiced monthly. The AIC will be invoiced in arrears based on the frequency of the MRP.
5. **QUARTERLY RECONCILIATION:** If the MRP is Quarterly, Xerox will invoice the AIC at the end of each quarter for impressions in excess of 3 times the Monthly Impressions Included in Plan. Partial quarters will be invoiced on a pro rata basis, based on a 30-day billing month.
6. **POOL PLAN CREATION AND MODIFICATIONS:** The Pool Plan Effective Date will be (i) the date shown on the face of the Pool Plan documents, or (ii) the installation date of the first newly placed unit of Xerox Equipment In Pool- at the inception of a pool, whichever is later.
  - a. **NEW POOL OR ADDITIONS TO POOL:** When a pool is created or when Equipment is added to a pool the Equipment will be invoiced using its pool AIC in effect at the end of that MRP.
  - b. **REMOVALS FROM POOL:** When a unit of Equipment is removed from a pool and its SSO, the Equipment will be invoiced using its pool AIC in effect at the end of the previous MRP. When a unit of Equipment is removed from a pool and continues under its SSO, it will revert to its SSO AIC, exclusive of any Pool Plan, beginning on the first day of the MRP during which the Equipment is removed from the pool.
  - c. **TERMINATION OF A POOL:** Either party may terminate a pool upon 30 days prior written notice. A modification resulting in less than 2 units in a pool will be a termination of that pool. When a pool is terminated and the Equipment is removed from its SSO, the Equipment will be invoiced using its pool AIC in effect at the end of the previous MRP. When a pool is terminated and the Equipment continues under its SSO it will be invoiced using its then current SSO AIC.
  - d. **TRANSFERRING EQUIPMENT FROM ONE POOL TO ANOTHER POOL:** When Equipment is transferred from one pool to another pool, the Equipment will be invoiced for the entire MRP using the receiving pool's AIC in effect at the end of that MRP.
7. **EQUIPMENT TERMINATION:** When a unit of Equipment in a pool is terminated, Customer will be invoiced for that unit as set forth in this Pool Plan and for any other applicable charges as set forth in the SSA or Services Contract.



**Order**

**under Services Contract # 7150375-001**

**Customer:** WEST HAVEN, CITY OF  
**Bill To:** CITY OF WEST HAVEN  
BOARD OF EDUCATION  
PO BOX 26010  
WEST HAVEN, CT 06516-8010



**Order Summary**

Agreement	Pricing
<b>Term</b> 10/1/2023 - 9/30/2026 (36 Months)	<b>Total for this Order</b> Net Monthly Minimum Charge \$3,894.32
<b>Issued per Xerox agreement # 7150375</b>	<b>Additional to Monthly Minimum Charge</b> Impression Charges See Meter Pricing Plan
<b>Attachments to this Order</b> • Pool Plan Document	

**Authorized Signature**

Your signature indicates your agreement to the items and pricing in this Order.

Signer: Neil Cavallaro

Phone: 203-937-4310

Customer Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Thank You for your business!  
This agreement is proudly presented by Xerox and  
**Meir Y Holtzberg**  
**860-271-7165**  
For information on your Xerox Account,  
Please see your Sales Representative

Order

under Services Contract # 7150375-001



Xerox Equipment & Software Added		Meter Pricing Plan					(staples included for equipment with a stapling feature)			
Item	Description	Monthly Minimum Charge	Meter	Monthly Impressions In Plan	Pool Identifier	Additional Impression Charge	Plan Features	Modification to Prior Pricing	Install Location	Owner
1.	B9100 (PRIMELINK B9100) - MSI BYPASS - 2 TRAY HIGH CAP FEED - PR BOOKLET MAKER	\$1,595.13	1: Black and White Impressions	Per Pool Plan	100634	Per Pool Plan	- 36 months - Quarterly Meter Reconciliation - Fixed Price - Consumable Supplies Included	N	ANNA V MELOY 255 MELOY RD WEST HAVEN, CT 06516-3001	XRX
2.	B9100 (PRIMELINK B9100) - MSI BYPASS - 2 TRAY HIGH CAP FEED - PR BOOKLET MAKER	\$1,595.13	1: Black and White Impressions	Per Pool Plan	100634	Per Pool Plan	- 36 months - Quarterly Meter Reconciliation - Fixed Price - Consumable Supplies Included	N	ANNA V MELOY 255 MELOY RD WEST HAVEN, CT 06516-3001	XRX
3.	B9100 (PRIMELINK B9100) - MSI BYPASS - 2 TRAY HIGH CAP FEED - PR STANDARD FINISHER	\$1,581.71	1: Black and White Impressions	Per Pool Plan	100634	Per Pool Plan	- 36 months - Quarterly Meter Reconciliation - Fixed Price - Consumable Supplies Included	N	ANNA V MELOY 255 MELOY RD WEST HAVEN, CT 06516-3001	XRX
4.	B9100 (PRIMELINK B9100) - MSI BYPASS - 2 TRAY HIGH CAP FEED - PR STANDARD FINISHER	\$1,581.71	1: Black and White Impressions	Per Pool Plan	100634	Per Pool Plan	- 36 months - Quarterly Meter Reconciliation - Fixed Price - Consumable Supplies Included	N	ANNA V MELOY 255 MELOY RD WEST HAVEN, CT 06516-3001	XRX

Order

under Services Contract # 7150375-001



Xerox Equipment & Software Added		Meter Pricing Plan					(staples included for equipment with a stapling feature)			
Item	Description	Monthly Minimum Charge	Meter	Monthly Impressions In Plan	Pool Identifier	Additional Impression Charge	Plan Features	Modification to Prior Pricing	Install Location	Owner
5.	VR280 (VERSANT 280 PRESS) - ADVANCED OHCF - INTRFACE DECURLR MOD - PR BOOK MKR FIN	\$4,440.03	1: Color Impressions	100,000	N/A	\$0.0356	- 36 months - Quarterly Meter Reconciliation - Fixed Price - Consumable Supplies Included	N	ANNA V MELOY 255 MELOY RD WEST HAVEN, CT 06516-3001	XRX
			2: Black and White Impressions	0	N/A	\$0.0085				
			3: Color Large Impressions	0	N/A	\$0.0030				
			4: Extra Long Impressions	0	N/A	\$0.0356				
6.	VR280INTG (EX-1 INTEGRATED PS)	\$182.06	N/A	N/A	N/A	N/A	- 36 months - Fixed Price	N	ANNA V MELOY 255 MELOY RD WEST HAVEN, CT 06516-3001	XRX
<b>Total Additions to Monthly Minimum Charge</b>		<b>\$10,975.77</b>								

Xerox Equipment & Software Removed or Changed		Monthly Minimum Charge	Pool Identifier	Transaction Type	Install Location	Owner
1.	BG2484251: D95CP	(\$1,221.44)	Data Available Upon Request	Trade	Data Available Upon Request	XRX
2.	BG2484244: D95CP	(\$1,221.44)	Data Available Upon Request	Trade	Data Available Upon Request	XRX
3.	BG2484243: D95CP	(\$1,030.07)	Data Available Upon Request	Trade	Data Available Upon Request	XRX
4.	BG2483993: D95CP	(\$1,030.07)	Data Available Upon Request	Trade	Data Available Upon Request	XRX

# Order

under Services Contract # 7150375-001



Xerox Equipment & Software Removed or Changed						
Item	Description	Monthly Minimum Charge	Pool Identifier	Transaction Type	Install Location	Owner
5.	1AB198721: V180 BASE	(\$4,222.59)	Data Available Upon Request	Trade	Data Available Upon Request	XRX
6.	2PA703734: V180EFI	(\$348.84)	Data Available Upon Request	Trade	Data Available Upon Request	XRX
Total Subtractions to Monthly Minimum Charge			(\$9,074.45)			

## Order

under Services Contract # 7150375-001



### Document Production and Publishing

Staffing & Management Services Added				
Term 36 Months				
Item	Category	Description	Fixed Price or Subject to Escalation	Modification to Prior Pricing
1	Staffing & Management	Support for Services Provided	Subject to Escalation	N
Included in Net Monthly Minimum Charge		\$21,230.00		

# Order

under Services Contract # 7150375-001



Staffing & Management Services Removed or Changed			
Item	Category	Description	Transaction Type
1	Staffing & Management Services	Support for Services Provided	Removal
Subtractions to Net Monthly Minimum Charge		(\$19,237.00)	

### Services Contract Terms & Conditions

The following terms and conditions are in addition to those in the SSA. In the event of a conflict between terms and conditions, the order of precedence will be the SSA, this SSO and the applicable SOW, except where expressly stated otherwise in the SSA.

**EXTRA LONG PRINTS:** The following Equipment model(s), VR280 may now, or in the future, have extra-long print capability, which is the ability to produce a print that is longer than 491mm. Maximum print length may vary by model. The meters for Equipment with extra-long print capability will register the following, as applicable: (i) for impressions greater than 491mm, up to and including 661mm, the Extra Long Impressions meter will register two (2) prints for each such extra-long print, in addition to registering one (1) print on either the Color Impressions meter (in the case of a color print) or the Black Impressions meter (in the case of a B&W print); (ii) for impressions greater than 661mm, up to and including 877mm, the Extra Long Impressions meter will register three (3) prints for each such extra-long print, in addition to registering one (1) print on either the Color Impressions meter (in the case of a color print) or the Black Impression meter (in the case of a B&W print); (iii) for impressions greater than 877mm, up to and including 1,083mm, the Extra Long Impressions meter will register four (4) prints for each such extra-long print, in addition to registering one (1) print on either the Color Impressions meter (in the case of a color print) or the Black Impression meter (in the case of a B&W print); and (iv) for impressions greater than 1,083mm, up to and including 1,299mm, the Extra Long Impressions meter will register five (5) prints for each such extra-long print, in addition to registering one (1) print on either the Color Impressions meter (in the case of a color print) or the Black Impression meter (in the case of a B&W print).

**RESPONSIBILITY FOR MEETING CERTAIN CUSTOMER REQUIREMENTS:** You are solely responsible for fulfilling all of your obligations set forth in the Customer Expectations Document or Customer Expectation & Installation Guide, as applicable, for the Equipment executed by you contemporaneously with this Order, and which is deemed incorporated by reference into this Order ("CED/CEIG"), including, but not limited to, meeting all environmental, product space and power, media, and network connectivity requirements. In addition, the CED/CEIG and informational guides provided to you by Xerox set forth certain operator maintenance activities that you are responsible for performing at the intervals indicated therein. You may have Xerox perform, or assist in the performance of, any of these operator maintenance activities, subject to the availability of Xerox certified technicians, upon your agreement to pay Xerox's then-prevailing service call rates.

**QUARTERLY METER RECONCILIATION:** Each month Customer will be billed for the then-current Monthly Minimum Charge(s) under an Order. The number of "Monthly Impressions In Plan" will count towards a Quarterly Minimum Volume (calculated as three (3) times the Monthly Impressions In Plan) for Equipment installed under the SSO. At the end of each "Quarterly Period", (defined as the three (3) consecutive months beginning in January, April, July and October), Xerox will bill Customer for impressions produced in excess of the Quarterly Minimum Volume, at the Additional Impression Charge set forth in an Order. In the event that the total number of impressions produced in a quarter is less than the Quarterly Minimum Volume, Customer agrees to pay the Quarterly Minimum Volume. Xerox will bill Customer for partial quarters on a pro rata basis.

**EARLY TERMINATION:** As per the Early Termination provision in the SSA, for every Order under this Services Contract number 7150375-001, you shall pay early termination charges as noted herein. If, prior to the end of the term of an Order hereunder, you terminate Equipment, require Equipment be removed or replaced or Xerox terminates an Order due to your default, you shall pay all amounts due Xerox as of that date, together with the Xerox-calculated monthly equipment component ("MEC"), which is available upon request and includes a disengagement charge, for all affected Equipment multiplied by the number of months remaining in said Order. In addition, you shall either make the subject Equipment (in the same condition as when delivered, reasonable wear and tear excepted) and its Software available for removal by Xerox when requested to do so or purchase the subject Equipment "AS IS, WHERE IS" and WITHOUT ANY WARRANTY AS TO CONDITION OR VALUE by paying Xerox the Fair Market Value ("FMV") of the Equipment at the conclusion of its term.

**STAFFING & MANAGEMENT SERVICES:** Unless the Plan Features for an Item in the Staffing & Management Services Added section of the Order indicates Fixed Price, Xerox may annually increase the Monthly Minimum Charge for each such Item, each such increase not to exceed 5%.



# Expand Your Purchasing Power Without the RFP

Current procurement culture has changed from traditional RFP/RFQ and negotiated contract methods. Successful state and local government, K-12 education, and higher ed (SLED) now avoid these lengthy and process-heavy measures by utilizing cooperative contracts like those provided by OMNIA Partners.

## **OMNIA PARTNERS**

The largest and most trusted cooperative purchasing organization for public sector procurement, OMNIA Partners offers public agencies a robust portfolio of quality cooperative contracts and the most experienced team in public procurement, cooperative purchasing, and contract management.

## **EXPERIENCED TEAM, COMPLIANT AGREEMENTS**

The OMNIA Partners Public Sector Team consists of dedicated, certified public procurement professionals, supply chain, and cooperative purchasing experts with more than 200 combined years of public buying experience and over 300 years of collective purchasing. Participating with OMNIA Partners is free and provides public agencies with a direct line to the cooperative purchasing power of nearly 235,000 entities, saving time and costs.

# OMNIA

PARTNERS

**\$13 Billion**  
in purchasing power

**87,000+**  
public agencies  
nationwide

Access to the cooperative  
buying power of nearly  
**235,000 entities**

For more information, visit:  
[www.omniapartners.com/  
publicsector](http://www.omniapartners.com/publicsector)



# The Benefits of Using a Cooperative Contract

## SMART STRATEGY

For public sector buyers, partnering with an established network of procurement specialists and utilizing cooperative contracts is a smart purchasing strategy. Using an existing contract vehicle not only provides access to better pricing, it also taps numerous benefits for busy SLED purchasers seeking a partner they can trust:

- Achieves the compliance needs of the public sector
- Open to municipal governments that can legally use a cooperative contract
- Avoids the need to conduct a long contracting process, saving countless hours and maximizing efficiencies
- Saves the taxpayer money

## COMPETITIVE SOLICITATION

All cooperative purchasing agreements offered through OMNIA Partners have been awarded using a thorough RFP competitive solicitation by a lead public agency/governmental entity according to their public purchasing rules and regulations. These lead agencies include some of the most elite procurement teams in the country.



### Compliance

Competitively solicited, awarded, and transparent.



### Savings

Aggregated pricing and simplified processes save time, resources, and money.



### Best Value

Your products and local market presence.

## The Power Behind Partnership

Xerox Business Solutions powers OMNIA partnership for growth, efficiency, and productivity. We help public sector procurement professionals by offering key business solutions including IT services, document management, and other support services.

### XEROX® IT SERVICES

Comprehensive, customizable suite of end-to-end IT services and solutions.

- Managed IT Services
- Wireless and Cloud Solutions
- Data and Cybersecurity
- Data Center Services
- IT Hardware Procurement
- Robotic Process Automation
- Voice and Video Collaboration

### SUPPORT SERVICES

No matter what your project is, our team is staffed with experienced IT professionals who are ready to help.

- On-Site Staffing and Management
- Scanning and Document Services
- Hospitality and Courier Services
- Mail and Copy Center Services

### DATA SOLUTIONS

Transform your legacy processes into a modern cloud-based system that keeps you competitive for years to come.

- PIM and MDM Solutions
- eCommerce and Web Development
- Integration Platform as a Service (IPaaS)
- Custom Application Development
- Data Platform and Analytics

Learn more at [omniapartners.com/publicsector](https://omniapartners.com/publicsector)



[www.xeroxne.com](https://www.xeroxne.com)



# OMNIA Partners & Xerox

**PUBLIC SECTOR | K-12, HIGHER EDUCATION, STATE & LOCAL GOVERNMENT**

Drive efficiencies and improve compliance with Xerox cooperative contracts. Through OMNIA Partners, Xerox was awarded a competitively solicited contract, which offers public sector organizations state-level and agency-level bid contracts. By utilizing the OMNIA Partners contract, you can reduce the need for multiple quotes, and in many cases eliminate a lengthy RFP process.

## The Partnership

Xerox offers award winning technology and advanced document management services in partnership with OMNIA Partners, Public Sector. When technology and document management services are leveraged to their fullest, assets and operations are optimized, document-driven business processes are streamlined, security risks will be mitigated, and savings and productivity will increase.

As your ally in the purchasing process, OMNIA Partners is dedicated to optimizing procurement for your organization. Our goal is to improve the way your organization identifies, evaluates, and procures what they need at the best value. With free membership, you'll gain full access to our portfolio of leading national supplier contracts, spend visibility, analytics, and subject matter experts. Join thousands of members who are discovering a better way to buy.

## Contract Highlights

### Contract #R191104 Copiers and Printers

**AWARDED BY REGION 4 EDUCATION SERVICE CENTER**

June 1, 2020 through May 31, 2023 with option to renew for two (2) additional one (1) year periods through May 31, 2025

*First renewal option has been extended contract to May 31, 2024.*

- A product portfolio inclusive of an award-winning array of print and copy devices
- Xerox® ConnectKey® enabled multifunction printers
- Nationally leveraged pricing for Xerox® products
- Purchase and Flexible lease programs

## Get Started

1. Go to [omniapartners.com](https://omniapartners.com)
2. Click the membership button under "Partner With Us" in the navigation bar.
3. Complete the requested information and submit. It's free to participate!

## INTER-DEPARTMENTAL FUNDS TRANSFER

- Transfer of funds from revenues greater than expected in:
  - Investment Income
  - State Municipal Revenue Share
- To Fund:
  - F23 Budget Shortfall for General Liability
  - Reduce the under funding of Workers' Compensation

Passed by WH City Council at September 25<sup>th</sup> Council meeting.



# Communication F

**David Taylor**

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**From:** David Taylor  
**Sent:** Monday, September 18, 2023 12:41 PM  
**To:** Peter Massaro; Bridgette Hoskie; Nancy R. Rossi; Diane Ascenzia  
**Cc:** Lisa Perschino Smith  
**Subject:** Budget Transfer to fund Internal Service Funds for Fiscal 2023

Hello,

Our internal Service Funds (ISF) per the 2021 Audit were Over/(Under) funded as follows:

- Medical (Med) \$ 225,000
- General Liability (GL) \$ (563,830)
- Workers' Compensation (WC) \$(7,242,883)

Liabilities for these funds are calculated at the time of the accident/injury date and updated as time goes by. This liability is accrued in the ISF. The best practice to managing ISF is to balance the funds annually by recognizing the cost of this liability and allocating funds to the ISF. Due to financial constraints over the past number of years, the city has funded based on historical levels while accruing liabilities and spending at actual levels. This has led to growth in the unfunded liability. As this practice was continued through 2022, I expect no improvement in the 2022 Audit.

This request for transfer increases the budget for revenues received greater than budgeted:

- Investment Income \$1,654,000
- State Municipal Revenue Share \$ 504,051

To fund:

- The F23 Budget Shortfall for GL \$ 158,051
- Reduce the under-funding of WC \$2,000,000

I believe I discussed this transfer at a previous Council Meeting, and I have anticipated it in my projections for Fiscal 2023. The Fiscal 2024 plan and the 5-year plan include funding of the ISF at a greater level than in years' past with the intention of fully funding ISF by the end of the 5-year plan.

Thank you,



**David R Taylor**  
Acting Finance Director  
Office: (203) 937-3627

**City of West Haven**  
355 Main Street  
West Haven, Connecticut 06516

<http://cityofwesthaven.com>



# CITY OF WEST HAVEN TRANSFER REQUEST FORM

Finance  
DEPARTMENT

25-Sep-23  
COUNCIL MEETING DATE

Line No.	Org. Code	Object Code	Object Description	Current Budget Amount	Budget Transfer In/(Out)	Revised Budget Amount
1	10120044	44100	Investment Income	\$ (52,000.00)	\$ (1,654,000.00)	\$ (1,706,000.00)
2	10120045	45233	Municipal Revenue Share	\$ (147,516.00)	\$ (504,051.00)	\$ (651,567.00)
3	18009981	54230	General Liability	\$ 225,000.00	\$ 158,051.00	\$ 383,051.00
4	18109983	54190	Workers Compensation	\$ 1,606,200.00	\$ 2,000,000.00	\$ 3,606,200.00
5				\$ -	\$ -	\$ -
6				\$ -	\$ -	\$ -
7				\$ -	\$ -	\$ -
8				\$ -	\$ -	\$ -
9				\$ -	\$ -	\$ -
10				\$ -	\$ -	\$ -
11				\$ -	\$ -	\$ -
12				\$ -	\$ -	\$ -
13				\$ -	\$ -	\$ -
14				\$ -	\$ -	\$ -

Explanation:

Increase Budget for additional revenue received in Fiscal 2023 and increase appropriation to Internal Service Funds for General Liability and V

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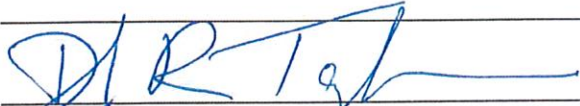
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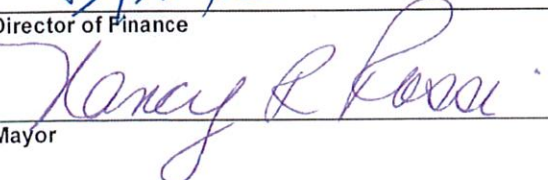
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Department Head

9/18/23  
Date

  
Director of Finance

9/18/23  
Date

  
Mayor

9/18/2023  
Date

City Council (if over \$500)

Date



**David R. Taylor**  
*Acting Finance Director*

# Department of Finance

City of West Haven  
355 Main Street  
West Haven, Connecticut 06516



City Hall  
1896-1968

October 6, 2023

Municipal Accountability Review Board  
450 Capitol Avenue  
Hartford, CT 06106

Honorable Members:

With 2 months passed, the city is 16.7% through the fiscal year.

The reports submitted do not include all year-end closing entries or accruals from 2023. The payroll accrual has been posted. I am not prepared to project a surplus or a deficit at this time.

**Revenue received year-to-date, \$57.9M, is 33.3% of budget.**

Current Property Taxes have been 51.1% received, as expected.

State funding received to-date is on target. PILOT funds were received in September so are not included in this report.

We continue to manage funds on hand to maximize investment income with \$64.8M in the CT State pooled investment account as of the end of August. Investment income is a little ahead of plan at \$448K vs \$341K. This is mostly driven by the rate of return as cash balances are in line with the plan.

Planning and Development Permits are at 52% of budget. There are new projects along the beach front and in the Saw Mill Parkway corridor including restaurants and condominiums.

Parking Meter revenue is on track with 3 more months of higher traffic in the year.

**Expenditures for the city, \$14.2M, is 23.8% of budget.**

Yearend accruals and adjustments are pending and may impact 2024.

We are conducting a search for unrecorded 2023 liabilities among the accounts that seem to be ahead of plan pace and will have any adjustment included in YTD September results.

Sewer results are on target to plan with 49.4% of sewer fees collected.

**Telephone: 203-937-3627**

**E-Mail: [dtaylor@westhaven-ct.gov](mailto:dtaylor@westhaven-ct.gov)**

AFD is also on target. 53.2% of property tax is collected. MRSA – Motor Vehicles came in over plan.

Sincerely,

David Taylor  
Acting Finance Director  
City of West Haven, Connecticut

Cc: Mayor Nancy R. Rossi

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>101 GENERAL FUND</b>							
<b>10112542 CITY CLERK LICENSES</b>							
10112542 42150 ANIMAL LICENSES	-6,000	-6,000	-3,193.00	-1,608.00	.00	-2,807.00	53.2%
10112542 42160 MARRIAGE LICENSES	-10,000	-10,000	-16,450.00	-11,050.00	.00	6,450.00	164.5%
10112542 42170 SPORTING LICENSES	-250	-250	-115.00	99.00	.00	-135.00	46.0%
TOTAL CITY CLERK LICENSES	-16,250	-16,250	-19,758.00	-12,559.00	.00	3,508.00	121.6%
<b>10112546 CITY CLERK MISC CHARGES</b>							
10112546 46940 RECORD LEGAL INSTRU	-1,555,000	-1,555,000	-274,428.25	-229,143.25	.00	-1,280,571.75	17.6%
TOTAL CITY CLERK MISC CHARGES	-1,555,000	-1,555,000	-274,428.25	-229,143.25	.00	-1,280,571.75	17.6%
<b>10119042 PLANNING/DEVELOP LICENSES</b>							
10119042 42210 BUILDING PERMITS	-1,100,000	-1,100,000	-603,711.10	-390,599.12	.00	-496,288.90	54.9%
10119042 42220 ELECTRICAL PERMITS	-190,000	-190,000	-101,414.78	-49,000.32	.00	-88,585.22	53.4%
10119042 42230 EXCAVATION PERMITS	-6,000	-6,000	-1,825.00	-850.00	.00	-4,175.00	30.4%
10119042 42240 PLUMBING & HEATING	-91,000	-91,000	-56,562.50	-50,382.50	.00	-34,437.50	62.2%
10119042 42250 ZONING PERMITS	-103,000	-103,000	-13,515.00	-4,160.00	.00	-89,485.00	13.1%
TOTAL PLANNING/DEVELOP LICENSES	-1,490,000	-1,490,000	-777,028.38	-494,991.94	.00	-712,971.62	52.1%
<b>10120044 TREASURERS INVESTMENT INCOME</b>							
10120044 44100 INVESTMENT INCOME	-1,258,000	-1,258,000	-448,739.74	-294,437.47	.00	-809,260.26	35.7%
10120044 44210 RENT FROM CITY FACI	-28,000	-28,000	-3,500.00	-3,500.00	.00	-24,500.00	12.5%
TOTAL TREASURERS INVESTMENT INCOM	-1,286,000	-1,286,000	-452,239.74	-297,937.47	.00	-833,760.26	35.2%
<b>10120045 STATE GRANTS</b>							
10120045 45211 EDUCATIONAL COST SH	-45,140,487	-45,140,487	.00	.00	.00	-45,140,487.00	.0%



YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10120045 45219 HEALTH SERVICES	-73,000	-73,000	.00	.00	.00	-73,000.00	.0%
10120045 45231 PILOT-COLLEGES & HO	-8,756,669	-8,756,669	.00	.00	.00	-8,756,669.00	.0%
10120045 45233 MUNI REV SHR (MFG P	-147,516	-147,516	.00	.00	.00	-147,516.00	.0%
10120045 45234 PROP TAX RELIEF-ELD	-672,795	-672,795	-672,794.73	-672,794.73	.00	-27	100.0%
10120045 45235 MASHENTUCKET PEQUOT	-807,097	-807,097	.00	.00	.00	-807,097.00	.0%
10120045 45236 PROP TAX RELIEF-TOT	-4,600	-4,600	.00	.00	.00	-4,600.00	.0%
10120045 45238 PROPERTY TAX RELIEF	-110,000	-110,000	.00	.00	.00	-110,000.00	.0%
10120045 45248 TOWN AID ROAD	-621,029	-621,029	-309,401.00	.00	.00	-311,628.00	49.8%
10120045 45290 STATE MISCELLANEOUS	-165,000	-165,000	-37,418.45	.00	.00	-127,581.55	22.7%
10120045 45310 TELEPHONE ACCESS GR	-79,000	-79,000	.00	.00	.00	-79,000.00	.0%
10120045 45340 SCCRWA- PILOT GRANT	-285,000	-285,000	-144,377.26	-144,377.26	.00	-140,622.74	50.7%
<b>TOTAL STATE GRANTS</b>	<b>-56,862,193</b>	<b>-56,862,193</b>	<b>-1,163,991.44</b>	<b>-817,171.99</b>	<b>.00</b>	<b>-55,698,201.56</b>	<b>2.0%</b>
<b>10120046 MISCELLANEOUS CHARGES</b>							
10120046 46950 MISCELLANEOUS PUBLI	-2,100	-2,100	.00	.00	.00	-2,100.00	.0%
10120046 46952 MISCELLANEOUS - GEN	-50,000	-50,000	-53,803.88	-52,109.88	.00	3,803.88	107.6%
10120046 46956 MISC. - PARKS & REC	-71,000	-71,000	-40,271.00	-8,740.00	.00	-30,729.00	56.7%
<b>TOTAL MISCELLANEOUS CHARGES</b>	<b>-123,100</b>	<b>-123,100</b>	<b>-94,074.88</b>	<b>-60,849.88</b>	<b>.00</b>	<b>-29,025.12</b>	<b>76.4%</b>
<b>10120047 MISCELLANEOUS REVENUE</b>							
10120047 43300 PARKING METER REVEN	-300,000	-300,000	-91,442.34	-91,442.34	.00	-208,557.66	30.5%
10120047 47200 PROP SALE(Bayview,e	-250,000	-250,000	-15,000.00	-15,000.00	.00	-235,000.00	6.0%
10120047 47350 PILOT - HOUSING AUT	-148,000	-148,000	.00	.00	.00	-148,000.00	.0%
10120047 47360 SEWER FEE COLLECTIO	-55,166	-55,166	.00	.00	.00	-55,166.00	.0%
10120047 47380 INSURANCE REIMBURSE	-4,000	-4,000	.00	.00	.00	-4,000.00	.0%
10120047 47800 yale contribution	-506,000	-506,000	.00	.00	.00	-506,000.00	.0%
10120047 47900 MISCELLANEOUS	-65,000	-65,000	-6,039.59	-629.00	.00	-58,960.41	9.3%
10120047 47904 QUIGLEY/YALE PARKIN	-43,603	-43,603	.00	.00	.00	-43,603.00	.0%
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>-1,371,769</b>	<b>-1,371,769</b>	<b>-112,481.93</b>	<b>-107,071.34</b>	<b>.00</b>	<b>-1,259,287.07</b>	<b>8.2%</b>
<b>10120048 OPERATING TRANSFERS IN</b>							
10120048 48300 RESIDUAL EQUITY TRA	-200,000	-200,000	.00	.00	.00	-200,000.00	.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10120048 48500 TRANSFER FROM SEWER	-309,425	-309,425	.00	.00	.00	-309,425.00	.0%
TOTAL OPERATING TRANSFERS IN	-509,425	-509,425	.00	.00	.00	-509,425.00	.0%
<b>10124041 PROPERTY TAXES</b>							
10124041 41100 CURRENT PROPERTY TA	-106,622,316	-106,622,316	-54,511,846.47	-7,067,208.82	.00	-52,110,469.53	51.1%
10124041 41101 PA 76-338 MOTOR VEH	-1,300,000	-1,300,000	24.66	24.66	.00	-1,300,024.66	.0%
10124041 41200 PRIOR YEARS TAX LEV	-500,000	-500,000	-255,797.21	-118,872.86	.00	-244,202.79	51.2%
10124041 41300 SUSPENSE TAXES	-150,000	-150,000	-42,658.27	-19,450.33	.00	-107,341.73	28.4%
10124041 41610 CURRENT PROPERTY TA	-500,000	-500,000	-34,574.51	-34,189.34	.00	-465,425.49	6.9%
10124041 41620 PRIOR YEARS TAX INT	-308,000	-308,000	-45,758.36	-24,111.96	.00	-262,241.64	14.9%
10124041 41630 SUSPENSE INTEREST	-158,000	-158,000	-36,389.63	-15,647.27	.00	-121,610.37	23.0%
TOTAL PROPERTY TAXES	-109,538,316	-109,538,316	-54,926,999.79	-7,279,455.92	.00	-54,611,316.21	50.1%
<b>10124043 FINES AND PENALTIES</b>							
10124043 43200 FINES & PENALTIES -	-60,000	-60,000	-9,216.73	-6,613.96	.00	-50,783.27	15.4%
10124043 43250 BLDG CODE VIOLATION	-9,000	-9,000	-1,352.00	-1,352.00	.00	-7,648.00	15.0%
TOTAL FINES AND PENALTIES	-69,000	-69,000	-10,568.73	-7,965.96	.00	-58,431.27	15.3%
<b>10130047 MISC-OTHER AGENCIES</b>							
10130047 47310 FIRE DEPT SHARE OF	-806,000	-806,000	.00	.00	.00	-806,000.00	.0%
TOTAL MISC-OTHER AGENCIES	-806,000	-806,000	.00	.00	.00	-806,000.00	.0%
<b>10131042 LICENSES</b>							
10131042 42110 ALCOHOLIC BEVERAGE	-1,000	-1,000	-206.00	-100.00	.00	-794.00	20.6%
10131042 42130 POLICE&PROTECT LIC/	-27,000	-27,000	-1,765.00	-1,520.00	.00	-25,235.00	6.5%
TOTAL LICENSES	-28,000	-28,000	-1,971.00	-1,620.00	.00	-26,029.00	7.0%
<b>10131043 PARKING TAGS</b>							
10131043 43100 PARKING TAGS	-100,000	-100,000	-1,365.00	-1,125.00	.00	-98,635.00	1.4%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL PARKING TAGS	-100,000	-100,000	-1,365.00	-1,125.00	.00	-98,635.00	1.4%
<b>10131046 POLICE SERVICE CHARGES</b>							
10131046 46710 POLICE CHARGES	-12,900	-12,900	-1,473.50	-1,084.00	.00	-11,426.50	11.4%
TOTAL POLICE SERVICE CHARGES	-12,900	-12,900	-1,473.50	-1,084.00	.00	-11,426.50	11.4%
<b>10132042 MISCELLANEOUS FEES</b>							
10132042 42910 CITY CLERK FEES COL	-6,500	-6,500	-931.00	-692.00	.00	-5,569.00	14.3%
10132042 42920 DOG POUND RELEASES	-1,000	-1,000	-1,384.00	-318.00	.00	384.00	138.4%
TOTAL MISCELLANEOUS FEES	-7,500	-7,500	-2,315.00	-1,010.00	.00	-5,185.00	30.9%
<b>10140046 MISCELLANEOUS CHARGES</b>							
10140046 46953 ALL OTHER-PUBLIC WO	-13,000	-13,000	-4,266.00	-3,296.00	.00	-8,734.00	32.8%
TOTAL MISCELLANEOUS CHARGES	-13,000	-13,000	-4,266.00	-3,296.00	.00	-8,734.00	32.8%
<b>10145047 MISC-OTHER AGENCIES</b>							
10145047 47340 ORGANIC RECYCLING C	-10,600	-10,600	-355.00	-220.00	.00	-10,245.00	3.3%
TOTAL MISC-OTHER AGENCIES	-10,600	-10,600	-355.00	-220.00	.00	-10,245.00	3.3%
<b>10153042 LICENSES</b>							
10153042 42120 HEALTH LICENSES	-105,000	-105,000	-23,733.50	-19,005.00	.00	-81,266.50	22.6%
TOTAL LICENSES	-105,000	-105,000	-23,733.50	-19,005.00	.00	-81,266.50	22.6%
TOTAL GENERAL FUND	-173,904,053	-173,904,053	-57,867,050.14	-9,334,506.75	.00	-116,037,002.86	33.3%
TOTAL REVENUES	-173,904,053	-173,904,053	-57,867,050.14	-9,334,506.75	.00	-116,037,002.86	
GRAND TOTAL	-173,904,053	-173,904,053	-57,867,050.14	-9,334,506.75	.00	-116,037,002.86	33.3%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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\*\* END OF REPORT - Generated by David Taylor \*\*

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>101 GENERAL FUND</b>							
<b>11000010 CITY COUNCIL</b>							
11000010 51000 REGULAR WAGES	40,989	40,989	7,891.91	4,728.00	.00	33,097.09	19.3%
11000010 51010 CLERK OF THE COUNCIL	10,300	10,300	1,691.66	858.33	.00	8,608.34	16.4%
11000010 51350 PART TIME - ELECTED	32,700	32,700	4,636.78	2,318.39	.00	28,063.22	14.2%
11000010 51500 OVERTIME	0	0	361.80	361.80	.00	-361.80	100.0%
11000010 52250 ADVERTISING	4,000	4,000	718.96	718.96	.00	3,281.04	18.0%
11000010 52510 MAINTENANCE SERVICE	4,000	4,000	.00	.00	.00	4,000.00	.0%
11000010 52770 OTHER CONTRACTUAL S	6,000	6,000	650.00	200.00	500.00	4,850.00	19.2%
11000010 54331 MISC. EXP.	600	600	.00	.00	.00	600.00	.0%
TOTAL CITY COUNCIL	98,589	98,589	15,951.11	9,185.48	500.00	82,137.89	16.7%
<b>11050010 MAYOR</b>							
11050010 51000 REGULAR WAGES	258,806	258,806	25,326.93	11,438.72	.00	233,479.07	9.8%
11050010 51300 PART TIME WAGES	20,000	20,000	3,111.43	1,196.25	.00	16,888.57	15.6%
11050010 52220 OUTSIDE PRINTING SE	1,000	1,000	.00	.00	.00	1,000.00	.0%
11050010 52320 SUBSCRIPTIONS & PER	175	175	.00	.00	.00	175.00	.0%
11050010 52330 TRAINING AND EDUCAT	300	300	.00	.00	.00	300.00	.0%
11050010 52350 TRAVEL EXPENSES	1,000	1,000	.00	.00	.00	1,000.00	.0%
11050010 52360 BUSINESS EXPENSE	4,750	4,750	.00	.00	.00	4,750.00	.0%
11050010 52370 COUNCIL OF GOVERNME	18,900	18,900	.00	.00	.00	18,900.00	.0%
11050010 52390 CT CONFERENCE OF MU	36,160	36,160	36,160.00	.00	.00	.00	100.0%
11050010 52397 U.S. CONFERENCE OF	7,000	7,000	5,269.00	5,269.00	.00	1,731.00	75.3%
11050010 53490 OTHER OPERATING SUP	2,100	2,100	.00	.00	.00	2,100.00	.0%
TOTAL MAYOR	350,191	350,191	69,867.36	17,903.97	.00	280,323.64	20.0%
<b>11100010 CORPORATION COUNSEL</b>							
11100010 51000 REGULAR WAGES	405,626	405,626	37,168.45	21,317.48	.00	368,457.55	9.2%
11100010 51300 PART TIME WAGES	10,000	10,000	.00	.00	.00	10,000.00	.0%
11100010 51500 OVERTIME	0	0	32.16	32.16	.00	-32.16	100.0%
11100010 52310 CONVENTIONS & DUES	1,000	1,000	340.00	340.00	.00	660.00	34.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11100010 52430 LEGAL SERVICES	250,000	250,000	23,868.00	23,868.00	14,452.00	211,680.00	15.3%
11100010 52480 OTHER PROFESSIONAL	25,000	25,000	9,477.50	6,227.50	3,772.00	11,750.50	53.0%
11100010 52490 TAX FORECLOSURE EXP	37,000	37,000	10,673.00	10,673.00	.00	26,327.00	28.8%
11100010 53110 OFFICE SUPPLIES	3,500	3,500	71.80	71.80	.00	3,428.20	2.1%
11100010 53140 LIBRARY SUPPLIES	12,000	12,000	4,367.58	4,367.58	2,255.59	5,376.83	55.2%
11100010 55180 COMPUTER SOFTWARE	2,500	2,500	.00	.00	.00	2,500.00	.0%
TOTAL CORPORATION COUNSEL	746,626	746,626	85,998.49	66,897.52	20,479.59	640,147.92	14.3%
<b>11150010 PERSONNEL DEPARTMENT</b>							
11150010 51000 REGULAR WAGES	435,862	435,862	47,220.02	25,815.66	.00	388,641.98	10.8%
11150010 51500 OVERTIME	6,000	6,000	24.12	24.12	.00	5,975.88	.4%
11150010 52250 ADVERTISING	3,000	3,000	.00	.00	.00	3,000.00	.0%
11150010 52260 OTHER PRINTING SERV	500	500	.00	.00	.00	500.00	.0%
11150010 52310 CONVENTIONS & DUES	1,500	1,500	.00	.00	.00	1,500.00	.0%
11150010 52330 TRAINING AND EDUCAT	3,000	3,000	.00	.00	.00	3,000.00	.0%
11150010 52830 OTHER EXAMINATIONS	8,300	8,300	.00	.00	980.00	7,320.00	11.8%
TOTAL PERSONNEL DEPARTMENT	458,162	458,162	47,244.14	25,839.78	980.00	409,937.86	10.5%
<b>11209910 TELEPHONE ADMINISTRATION</b>							
11209910 52150 TELEPHONE EXPENSE	285,644	285,644	59,749.02	59,749.02	13,971.61	211,923.37	25.8%
TOTAL TELEPHONE ADMINISTRATION	285,644	285,644	59,749.02	59,749.02	13,971.61	211,923.37	25.8%
<b>11250010 CITY CLERK</b>							
11250010 51000 REGULAR WAGES	255,075	255,075	37,351.70	20,442.09	.00	217,723.30	14.6%
11250010 51500 OVERTIME	2,000	2,000	137.83	.00	.00	1,862.17	6.9%
11250010 52250 ADVERTISING	1,500	1,500	361.40	361.40	.00	1,138.60	24.1%
11250010 52290 ELECTION DAY EXPENS	20,000	20,000	.00	.00	5,193.08	14,806.92	26.0%
11250010 52310 CONVENTIONS & DUES	900	900	.00	.00	.00	900.00	.0%
11250010 52330 TRAINING AND EDUCAT	500	500	.00	.00	.00	500.00	.0%
11250010 52425 ARCHIVING SERVICES	50,000	50,000	.00	.00	.00	50,000.00	.0%
11250010 52480 OTHER PROFESSIONAL	20,000	20,000	.00	.00	2,329.74	17,670.26	11.6%
11250010 52520 OFFICE EQUIPMENT RE	3,900	3,900	.00	.00	372.48	3,527.52	9.6%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11250010 52750 FEES AND CHARGES	1,200	1,200	.00	.00	.00	1,200.00	.0%
11250010 52770 OTHER CONTRACTUAL S	76,000	76,000	.00	.00	64,304.03	11,695.97	84.6%
11250010 53590 DOG LICENSES	100	100	.00	.00	.00	100.00	.0%
TOTAL CITY CLERK	431,175	431,175	37,850.93	20,803.49	72,199.33	321,124.74	25.5%
<b>11300010 REGISTRAR OF VOTERS</b>							
11300010 51000 REGULAR WAGES	52,424	52,424	7,712.06	4,039.19	.00	44,711.94	14.7%
11300010 51020 DEPUTY REGISTRARS	11,200	11,200	1,700.00	850.00	.00	9,500.00	15.2%
11300010 51350 PART TIME - ELECTED	33,000	33,000	5,500.00	2,750.00	.00	27,500.00	16.7%
11300010 51400 TEMPORARY PAYROLL	47,440	47,440	.00	.00	.00	47,440.00	.0%
11300010 51500 OVERTIME	5,443	5,443	.00	.00	.00	5,443.00	.0%
11300010 52010 POSTAGE	12,000	12,000	.00	.00	.00	12,000.00	.0%
11300010 52310 CONVENTIONS & DUES	3,030	3,030	190.00	.00	.00	2,840.00	6.3%
11300010 52330 TRAINING AND EDUCAT	600	600	.00	.00	.00	600.00	.0%
11300010 52580 EQUIPMENT MAINTENAN	6,500	6,500	6,500.00	.00	.00	.00	100.0%
11300010 53130 OTHER SUPPLIES	702	702	450.87	450.87	.00	251.13	64.2%
11300010 55600 VOTING MACHINES	6,765	6,765	.00	.00	.00	6,765.00	.0%
TOTAL REGISTRAR OF VOTERS	179,104	179,104	22,052.93	8,090.06	.00	157,051.07	12.3%
<b>11650010 PROBATE COURT</b>							
11650010 52640 RENTAL OF OFFICE EQ	3,700	3,700	815.32	657.20	.00	2,884.68	22.0%
11650010 53110 OFFICE SUPPLIES	3,700	3,700	.00	.00	.00	3,700.00	.0%
11650010 55190 OTHER OFFICE EQUIPM	2,258	2,258	.00	.00	.00	2,258.00	.0%
TOTAL PROBATE COURT	9,658	9,658	815.32	657.20	.00	8,842.68	8.4%
<b>11900010 PLANNING &amp; DEVELOPMENT</b>							
11900010 51000 REGULAR WAGES	270,625	270,625	29,511.53	16,251.92	.00	241,113.47	10.9%
11900010 51500 OVERTIME	2,500	2,500	135.19	135.19	.00	2,364.81	5.4%
11900010 52210 PRINTING	200	200	.00	.00	.00	200.00	.0%
11900010 52250 ADVERTISING	55,000	55,000	.00	.00	6,001.71	48,998.29	10.9%
11900010 52280 MAP PRINTING	300	300	.00	.00	.00	300.00	.0%
11900010 52310 CONVENTIONS & DUES	4,000	4,000	.00	.00	.00	4,000.00	.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11900010 52382 ENG COST PLAN & DEV	20,000	20,000	.00	.00	.00	20,000.00	.0%
11900010 52385 ECONOMIC DEV'T CONS	100,000	100,000	.00	.00	.00	100,000.00	.0%
11900010 52395 REGIONAL GROWTH PAR	18,200	18,200	.00	.00	.00	18,200.00	.0%
11900010 52425 ARCHIVING SERVICES	10,000	10,000	.00	.00	.00	10,000.00	.0%
11900010 52475 PUBLIC HEARING SECR	10,000	10,000	.00	.00	375.00	9,625.00	3.8%
11900010 52520 OFFICE EQUIPMENT RE	250	250	.00	.00	.00	250.00	.0%
11900010 56400 PROPERTY MANG.	25,000	25,000	3,900.00	3,900.00	4,341.00	16,759.00	33.0%
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>516,075</b>	<b>516,075</b>	<b>33,546.72</b>	<b>20,287.11</b>	<b>10,717.71</b>	<b>471,810.57</b>	<b>8.6%</b>
<b>11900012 GRANTS ADMINISTRATION</b>							
11900012 51000 REGULAR WAGES	271,234	271,234	20,646.62	11,426.62	.00	250,587.38	7.6%
11900012 51500 OVERTIME	10,000	10,000	258.55	258.55	.00	9,741.45	2.6%
<b>TOTAL GRANTS ADMINISTRATION</b>	<b>281,234</b>	<b>281,234</b>	<b>20,905.17</b>	<b>11,685.17</b>	<b>.00</b>	<b>260,328.83</b>	<b>7.4%</b>
<b>11900013 BUILDING DEPARTMENT</b>							
11900013 51000 REGULAR WAGES	537,216	537,216	62,801.80	34,473.60	.00	474,414.20	11.7%
11900013 51500 OVERTIME	7,500	7,500	3,305.70	2,193.49	.00	4,194.30	44.1%
11900013 52310 CONVENTIONS & DUES	6,000	6,000	.00	.00	1,727.50	4,272.50	28.8%
11900013 52360 BUSINESS EXPENSE	2,000	2,000	260.00	260.00	.00	1,740.00	13.0%
11900013 52425 ARCHIVING SERVICES	5,000	5,000	600.63	.00	.00	4,399.37	12.0%
11900013 52440 ENGINEERING SERVICE	900	900	.00	.00	.00	900.00	.0%
11900013 52520 OFFICE EQUIPMENT RE	500	500	.00	.00	.00	500.00	.0%
11900013 52590 DEMOLITION OF BUILD	9,000	9,000	.00	.00	.00	9,000.00	.0%
11900013 55190 OTHER OFFICE EQUIPM	500	500	79.75	79.75	.00	420.25	16.0%
<b>TOTAL BUILDING DEPARTMENT</b>	<b>568,616</b>	<b>568,616</b>	<b>67,047.88</b>	<b>37,006.84</b>	<b>1,727.50</b>	<b>499,840.62</b>	<b>12.1%</b>
<b>12000010 TREASURER</b>							
12000010 51350 PART TIME - ELECTED	7,600	7,600	1,266.66	633.33	.00	6,333.34	16.7%
<b>TOTAL TREASURER</b>	<b>7,600</b>	<b>7,600</b>	<b>1,266.66</b>	<b>633.33</b>	<b>.00</b>	<b>6,333.34</b>	<b>16.7%</b>
<b>12100010 COMPTROLLER</b>							
12100010 51000 REGULAR WAGES	868,622	868,622	94,511.01	49,968.03	.00	774,110.99	10.9%



YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12100010 51500 OVERTIME	4,500	4,500	13,764.64	5,019.11	.00	-9,264.64	305.9%
12100010 52310 CONVENTIONS & DUES	200	200	.00	.00	.00	200.00	.0%
12100010 52420 FINANCIAL SERVICES	250,000	250,000	48,913.93	51,140.41	132,895.59	68,190.48	72.7%
12100010 52570 OTHER REPAIRS & MAI	10,000	10,000	.60	.60	.00	9,999.40	.0%
<b>TOTAL COMPROLLER</b>	<b>1,133,322</b>	<b>1,133,322</b>	<b>157,190.18</b>	<b>106,128.15</b>	<b>132,895.59</b>	<b>843,236.23</b>	<b>25.6%</b>
<b>12100020 PURCHASING DEPARTMENT</b>							
12100020 51000 REGULAR WAGES	201,454	201,454	15,942.60	8,752.80	.00	185,511.40	7.9%
12100020 51500 OVERTIME	0	0	515.79	515.79	.00	-515.79	100.0%
12100020 52210 PRINTING	0	0	85.00	.00	.00	-85.00	100.0%
12100020 52250 ADVERTISING	13,000	13,000	583.92	583.92	327.25	12,088.83	7.0%
12100020 53110 OFFICE SUPPLIES	50,000	50,000	209.78	209.78	30,139.90	19,650.32	60.7%
12100020 53115 OFFICE SUPPLIES - P	25,000	25,000	.00	.00	20,000.00	5,000.00	80.0%
<b>TOTAL PURCHASING DEPARTMENT</b>	<b>289,454</b>	<b>289,454</b>	<b>17,337.09</b>	<b>10,062.29</b>	<b>50,467.15</b>	<b>221,649.76</b>	<b>23.4%</b>
<b>12200022 DATA PROCESSING DEPARTMENT</b>							
12200022 51000 REGULAR WAGES	308,392	308,392	27,291.90	15,002.40	.00	281,100.10	8.8%
12200022 51500 OVERTIME	10,000	10,000	3,306.89	3,306.89	.00	6,693.11	33.1%
12200022 52330 TRAINING AND EDUCAT	10,000	10,000	.00	.00	.00	10,000.00	.0%
12200022 52460 OUTSIDE DATA PROCES	6,000	6,000	.00	.00	.00	6,000.00	.0%
12200022 52510 MAINTENANCE SERVICE	354,881	354,881	216,941.88	39,300.00	25,878.57	112,060.55	68.4%
12200022 52570 OTHER REPAIRS & MAI	70,000	70,000	15,771.48	15,771.48	1.00	54,227.52	22.5%
12200022 52660 SOFTWARE LICENSES	8,000	8,000	.00	.00	.00	8,000.00	.0%
12200022 53120 DATA PROCESSING SUP	5,000	5,000	.00	.00	.00	5,000.00	.0%
12200022 55170 OTHER DATA PROCESSI	10,000	10,000	105.00	105.00	.00	9,895.00	1.1%
<b>TOTAL DATA PROCESSING DEPARTMENT</b>	<b>782,273</b>	<b>782,273</b>	<b>263,417.15</b>	<b>73,485.77</b>	<b>25,879.57</b>	<b>492,976.28</b>	<b>37.0%</b>
<b>12200023 CENTRAL SERVICES</b>							
12200023 52010 POSTAGE	52,000	52,000	7,074.12	3,774.12	3,139.82	41,786.06	19.6%
12200023 52570 OTHER REPAIRS & MAI	2,100	2,100	.00	.00	.00	2,100.00	.0%
12200023 52670 COPIER RENTAL	50,000	50,000	9,265.08	5,878.56	25,336.31	15,398.61	69.2%
12200023 53490 OTHER OPERATING SUP	10,000	10,000	.00	.00	.00	10,000.00	.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12200023 53495 COFFEE & WATER	5,000	5,000	.00	.00	.00	5,000.00	.0%
12200023 55190 OTHER OFFICE EQUIPM	30,000	30,000	1,974.12	1,974.12	.00	28,025.88	6.6%
12200023 55640 SAFETY EQUIPMENT	1,800	1,800	.00	.00	.00	1,800.00	.0%
TOTAL CENTRAL SERVICES	150,900	150,900	18,313.32	11,626.80	28,476.13	104,110.55	31.0%
<b>12300010 ASSESSMENT</b>							
12300010 51000 REGULAR WAGES	470,185	470,185	64,080.34	35,170.49	.00	406,104.66	13.6%
12300010 51500 OVERTIME	4,000	4,000	385.40	97.30	.00	3,614.60	9.6%
12300010 52210 PRINTING	8,194	8,194	.00	.00	381.75	7,812.25	4.7%
12300010 52280 MAP PRINTING	6,000	6,000	.00	.00	.00	6,000.00	.0%
12300010 52310 CONVENTIONS & DUES	600	600	45.00	45.00	100.00	455.00	24.2%
12300010 52330 TRAINING AND EDUCAT	4,275	4,275	.00	.00	.00	4,275.00	.0%
12300010 52480 OTHER PROFESSIONAL	1,000	1,000	450.00	450.00	45.40	504.60	49.5%
TOTAL ASSESSMENT	494,254	494,254	64,960.74	35,762.79	527.15	428,766.11	13.2%
<b>12300025 BOARD OF TAX APPEALS</b>							
12300025 51500 OVERTIME	600	600	.00	.00	.00	600.00	.0%
12300025 52760 STIPENDS	3,000	3,000	.00	.00	.00	3,000.00	.0%
TOTAL BOARD OF TAX APPEALS	3,600	3,600	.00	.00	.00	3,600.00	.0%
<b>12400010 TAX COLLECTOR</b>							
12400010 51000 REGULAR WAGES	414,131	414,131	56,395.79	30,922.28	.00	357,735.21	13.6%
12400010 51500 OVERTIME	1,600	1,600	1,114.29	671.10	.00	485.71	69.6%
12400010 52020 PROC & MAIL TAX BIL	45,000	45,000	.00	.00	44,100.00	900.00	98.0%
12400010 52210 PRINTING	14,500	14,500	78.75	78.75	13,600.00	821.25	94.3%
12400010 52250 ADVERTISING	2,200	2,200	681.12	681.12	.00	1,518.88	31.0%
12400010 52310 CONVENTIONS & DUES	1,050	1,050	.00	.00	.00	1,050.00	.0%
12400010 52330 TRAINING AND EDUCAT	600	600	300.00	300.00	.00	300.00	50.0%
12400010 52420 FINANCIAL SERVICES	9,000	9,000	720.90	720.90	7,279.10	1,000.00	88.9%
12400010 52520 OFFICE EQUIPMENT RE	220	220	.00	.00	.00	220.00	.0%
12400010 54260 OVER/UNDER BAD CHEC	50	50	.00	.00	.00	50.00	.0%
12400010 56995 DMV EXPENDITURES	500	500	.00	.00	.00	500.00	.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL TAX COLLECTOR	488,851	488,851	59,290.85	33,374.15	64,979.10	364,581.05	25.4%
<b>13000010 EMERGENCY REPORT SYSTEM DEPT.</b>							
13000010 51000 REGULAR WAGES	1,002,023	1,002,023	141,521.26	79,463.22	.00	860,501.74	14.1%
13000010 51400 TEMPORARY PAYROLL	23,712	23,712	.00	.00	.00	23,712.00	.0%
13000010 51500 OVERTIME	266,162	266,162	80,075.20	35,757.57	.00	186,086.80	30.1%
13000010 51700 LONGEVITY PAY	6,740	6,740	.00	.00	.00	6,740.00	.0%
13000010 51800 SEPARATION PAY	30,148	30,148	.00	.00	.00	30,148.00	.0%
13000010 52150 TELEPHONE EXPENSE	26,000	26,000	1,466.06	1,466.06	3,155.52	21,378.42	17.8%
13000010 52510 MAINTENANCE SERVICE	254,851	254,851	185,158.89	159,021.00	3,124.83	66,567.28	73.9%
13000010 53110 OFFICE SUPPLIES	5,570	5,570	.00	.00	1,255.50	4,314.50	22.5%
13000010 54110 HEALTH INSURANCE PR	298,118	298,118	.00	.00	.00	298,118.00	.0%
13000010 54130 FICA-CITY'S SHARE	86,851	86,851	16,898.57	8,514.60	.00	69,952.43	19.5%
13000010 54140 PENSION - CITY'S SH	85,375	85,375	15,115.47	7,880.82	.00	70,259.53	17.7%
13000010 55180 COMPUTER SOFTWARE	12,958	12,958	.00	.00	195.25	12,762.75	1.5%
13000010 55190 OTHER OFFICE EQUIPM	13,800	13,800	71.70	71.70	1,450.02	12,278.28	11.0%
TOTAL EMERGENCY REPORT SYSTEM DEP	2,112,308	2,112,308	440,307.15	292,174.97	9,181.12	1,662,819.73	21.3%
<b>13100010 POLICE DEPARTMENT ADMIN.</b>							
13100010 51000 REGULAR WAGES	268,976	268,976	37,710.57	20,690.50	.00	231,265.43	14.0%
13100010 51530 VACATION BUY BACK	35,000	35,000	14,413.44	11,265.60	.00	20,586.56	41.2%
13100010 51700 LONGEVITY PAY	28,000	28,000	5,147.84	.00	.00	22,852.16	18.4%
13100010 52110 ELECTRICITY	76,000	76,000	3,017.31	3,017.31	.00	72,982.69	4.0%
13100010 52150 TELEPHONE EXPENSE	230,000	230,000	13,697.73	13,697.73	37,653.78	178,648.49	22.3%
13100010 52220 OUTSIDE PRINTING SE	2,600	2,600	.00	.00	286.37	2,313.63	11.0%
13100010 52255 MINORITY RECRUITMEN	8,000	8,000	.00	.00	2,500.00	5,500.00	31.3%
13100010 52260 OTHER PRINTING SERV	500	500	.00	.00	.00	500.00	.0%
13100010 52310 CONVENTIONS & DUES	2,200	2,200	.00	.00	1,000.00	1,200.00	45.5%
13100010 52450 MEDICAL SERVICES	27,500	27,500	4,565.38	4,169.75	2,220.92	20,713.70	24.7%
13100010 52630 RENTAL OF VEHICLES	24,000	24,000	6,038.83	6,038.83	1,905.00	16,056.17	33.1%
13100010 52640 RENTAL OF OFFICE EQ	50,000	50,000	12,299.66	12,299.66	10,929.92	26,770.42	46.5%
13100010 52650 OTHER RENTAL	24,000	24,000	4,158.46	2,079.23	12,475.38	7,366.16	69.3%
13100010 52660 SOFTWARE LICENSES	10,140	10,140	.00	.00	.00	10,140.00	.0%
13100010 52730 BOARDING PRISONERS	3,000	3,000	.00	.00	1,306.53	1,693.47	43.6%
13100010 52770 OTHER CONTRACTUAL S	145,000	145,000	95,619.29	2,986.13	3,678.02	45,702.69	68.5%
13100010 52780 UNIFORM ALLOWANCE -	3,500	3,500	2,728.00	.00	.00	772.00	77.9%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13100010 52820 PSYCHOLOGICAL TESTI	12,000	12,000	4,250.00	4,250.00	5,920.00	1,830.00	84.8%
13100010 52830 OTHER EXAMINATIONS	7,000	7,000	1,005.00	1,005.00	1,575.00	4,420.00	36.9%
13100010 53130 OTHER SUPPLIES	14,000	14,000	1,324.75	1,324.75	864.45	11,810.80	15.6%
13100010 53210 AUTOMOTIVE FUEL & F	200,000	200,000	40,136.05	19,443.87	.00	159,863.95	20.1%
13100010 54320 PAYMENTS TO OUTSIDE	12,000	12,000	.00	.00	.00	12,000.00	.0%
13100010 55650 SWAT EQUIPMENT	10,000	10,000	.00	.00	4,160.90	5,839.10	41.6%
13100010 56180 EDUCATIONAL REIMBUR	23,000	23,000	.00	.00	.00	23,000.00	.0%
<b>TOTAL POLICE DEPARTMENT ADMIN.</b>	<b>1,216,416</b>	<b>1,216,416</b>	<b>246,112.31</b>	<b>102,268.36</b>	<b>86,476.27</b>	<b>883,827.42</b>	<b>27.3%</b>
<b>13100030 OPERATIONS</b>							
13100030 51000 REGULAR WAGES	9,418,526	9,418,526	1,285,642.99	730,640.39	.00	8,132,883.01	13.7%
13100030 51500 OVERTIME	300,000	300,000	76,598.03	45,030.78	.00	223,401.97	25.5%
13100030 51520 POLICE MANPOWER OVE	1,500,000	1,500,000	422,948.01	209,864.20	.00	1,077,051.99	28.2%
13100030 51530 VACATION BUY BACK	406,100	406,100	93,752.72	32,195.20	.00	312,347.28	23.1%
13100030 51540 INTERCITY POLICE EX	200,000	200,000	52,293.53	26,579.84	.00	147,706.47	26.1%
13100030 51610 SHIFT DIFFERENTIAL	115,000	115,000	13,239.83	6,107.06	.00	101,760.17	11.5%
13100030 51700 LONGEVITY PAY	520,000	520,000	105,619.94	19,601.09	.00	414,380.06	20.3%
13100030 51800 SEPARATION PAY	250,000	250,000	.00	.00	.00	250,000.00	.0%
13100030 51801 WORKERS' COMP. PAY	250,000	250,000	9,339.34	5,538.84	.00	240,660.66	3.7%
13100030 52360 BUSINESS EXPENSE	7,100	7,100	.00	.00	.00	7,100.00	.0%
13100030 52780 UNIFORM ALLOWANCE -	180,000	180,000	135,245.00	9,501.00	23,254.50	21,500.50	88.1%
13100030 53520 POLICE CONSUMABLES	25,000	25,000	.00	.00	4,192.00	20,808.00	16.8%
<b>TOTAL OPERATIONS</b>	<b>13,171,726</b>	<b>13,171,726</b>	<b>2,194,679.39</b>	<b>1,085,058.40</b>	<b>27,446.50</b>	<b>10,949,600.11</b>	<b>16.9%</b>
<b>13100031 POLICE DEPARTMENT SUPPORT</b>							
13100031 51000 REGULAR WAGES	513,907	513,907	67,574.92	41,590.66	.00	446,332.08	13.1%
13100031 51300 PART TIME WAGES	250,820	250,820	.00	.00	.00	250,820.00	.0%
13100031 51510 POLICE TRAINING OVE	130,000	130,000	14,795.44	9,085.58	.00	115,204.56	11.4%
13100031 51801 WORKERS' COMP. PAY	0	0	253.66	220.28	.00	-253.66	100.0%
13100031 52330 TRAINING AND EDUCAT	62,000	62,000	1,013.73	1,013.73	39,914.44	21,071.83	66.0%
13100031 52350 TRAVEL EXPENSES	6,000	6,000	240.00	240.00	240.00	5,520.00	8.0%
13100031 52480 OTHER PROFESSIONAL	20,000	20,000	1,737.33	.00	2,136.59	16,126.08	19.4%
13100031 52570 OTHER REPAIRS & MAI	50,000	50,000	643.95	643.95	11,822.88	37,533.17	24.9%
13100031 52790 UNIFORM ALLOWANCE -	3,000	3,000	428.29	385.93	1,031.80	1,539.91	48.7%
13100031 53260 TRAFFIC RELATED SUP	17,500	17,500	.00	.00	.00	17,500.00	.0%
13100031 53450 LABORATORY SUPPLIES	7,500	7,500	364.75	138.00	5,458.88	1,676.37	77.6%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13100031 53510 FIREARM SUPPLIES	35,000	35,000	16,584.98	16,584.98	7,883.94	10,531.08	69.9%
TOTAL POLICE DEPARTMENT SUPPORT	1,095,727	1,095,727	103,637.05	69,903.11	68,488.53	923,601.42	15.7%
<b>13202010 ANIMAL CONTROL</b>							
13202010 51000 REGULAR WAGES	193,800	193,800	29,173.11	17,188.80	.00	164,626.89	15.1%
13202010 51300 PART TIME WAGES	20,300	20,300	.00	.00	.00	20,300.00	.0%
13202010 51500 OVERTIME	17,000	17,000	5,144.19	3,879.22	.00	11,855.81	30.3%
13202010 51530 VACATION BUY BACK	3,500	3,500	.00	.00	.00	3,500.00	.0%
13202010 51700 LONGEVITY PAY	5,100	5,100	750.00	.00	.00	4,350.00	14.7%
13202010 51801 WORKERS' COMP. PAY	2,500	2,500	1,163.85	1,163.85	.00	1,336.15	46.6%
13202010 52100 GAS HEAT NYMEX	2,800	2,800	.00	.00	.00	2,800.00	.0%
13202010 52110 ELECTRICITY	26,500	26,500	1,339.68	1,339.68	.00	25,160.32	5.1%
13202010 52250 ADVERTISING	500	500	.00	.00	13.74	486.26	2.7%
13202010 52455 VETERINARY SERVICES	20,000	20,000	.00	.00	8,492.51	11,507.49	42.5%
13202010 52780 UNIFORM ALLOWANCE -	6,200	6,200	4,256.00	.00	.00	1,944.00	68.6%
13202010 53485 DOG FOOD	2,000	2,000	.00	.00	.00	2,000.00	.0%
13202010 55370 OTHER EQUIPMENT	6,700	6,700	.00	.00	809.44	5,890.56	12.1%
TOTAL ANIMAL CONTROL	306,900	306,900	41,826.83	23,571.55	9,315.69	255,757.48	16.7%
<b>13300010 CIVIL PREPAREDNESS</b>							
13300010 51300 PART TIME WAGES	51,250	51,250	7,005.51	3,846.16	.00	44,244.49	13.7%
13300010 52150 TELEPHONE EXPENSE	750	750	.00	.00	.00	750.00	.0%
13300010 53130 OTHER SUPPLIES	1,000	1,000	.00	.00	.00	1,000.00	.0%
13300010 54090 OTHER CHARGES	500	500	.00	.00	.00	500.00	.0%
TOTAL CIVIL PREPAREDNESS	53,500	53,500	7,005.51	3,846.16	.00	46,494.49	13.1%
<b>14000010 PUBLIC WORKS ADMINISTRATION</b>							
14000010 51000 REGULAR WAGES	506,697	506,697	43,572.04	23,473.50	.00	463,124.96	8.6%
14000010 51300 PART TIME WAGES	12,000	12,000	7,709.73	3,768.18	.00	4,290.27	64.2%
14000010 51500 OVERTIME	5,000	5,000	8,633.48	8,043.99	.00	-3,633.48	172.7%
14000010 52310 CONVENTIONS & DUES	0	0	.00	.00	785.80	-785.80	100.0%
14000010 52680 TOWN AID ROAD	275,000	275,000	494.55	494.55	1,992.60	272,512.85	.9%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14000010 53460 CLOTHING & UNIFORMS	12,000	12,000	10,050.00	.00	.00	1,950.00	83.8%
TOTAL PUBLIC WORKS ADMINISTRATION	810,697	810,697	70,459.80	35,780.22	2,778.40	737,458.80	9.0%
<b>14100010 ENGINEERING</b>							
14100010 51000 REGULAR WAGES	231,849	231,849	17,671.52	9,702.01	.00	214,177.48	7.6%
14100010 52310 CONVENTIONS & DUES	600	600	.00	.00	.00	600.00	.0%
14100010 52335 PROFESSIONAL LICENS	1,000	1,000	.00	.00	100.00	900.00	10.0%
14100010 52480 OTHER PROFESSIONAL	30,000	30,000	.00	.00	.00	30,000.00	.0%
14100010 56110 DEP STIPULATED/SEWE	250,000	250,000	37,687.50	37,500.00	.00	212,312.50	15.1%
TOTAL ENGINEERING	513,449	513,449	55,359.02	47,202.01	100.00	457,989.98	10.8%
<b>14404072 VEHICLE MAINTENANCE</b>							
14404072 51000 REGULAR WAGES	448,191	448,191	61,927.12	33,999.21	.00	386,263.88	13.8%
14404072 51500 OVERTIME	49,000	49,000	9,383.66	3,460.05	.00	39,616.34	19.2%
14404072 52100 GAS HEAT NYMEX	35,000	35,000	753.13	753.13	.00	34,246.87	2.2%
14404072 52110 ELECTRICITY	47,800	47,800	966.76	966.76	.00	46,833.24	2.0%
14404072 52130 WATER	2,500	2,500	.00	.00	.00	2,500.00	.0%
14404072 52310 CONVENTIONS & DUES	3,500	3,500	.00	.00	.00	3,500.00	.0%
14404072 52320 SUBSCRIPTIONS & PER	7,500	7,500	.00	.00	2,372.17	5,127.83	31.6%
14404072 52540 MOTOR VEHICLE MAINT	90,000	90,000	5,902.62	5,902.62	51,154.16	32,943.22	63.4%
14404072 52545 SPECIAL EQUIPMENT R	40,000	40,000	.00	.00	.00	40,000.00	.0%
14404072 52550 GROUNDS MAINTENANCE	7,200	7,200	375.00	375.00	2,839.24	3,985.76	44.6%
14404072 52575 EMISSIONS TESTING	500	500	.00	.00	.00	500.00	.0%
14404072 52585 TIRE REPAIR & SERVI	9,000	9,000	210.00	210.00	2,290.00	6,500.00	27.8%
14404072 52630 RENTAL OF VEHICLES	1,000	1,000	.00	.00	.00	1,000.00	.0%
14404072 52740 SECURITY SYSTEM	3,200	3,200	.00	.00	.00	3,200.00	.0%
14404072 52940 HAZARDOUS WASTE DIS	6,000	6,000	.00	.00	.00	6,000.00	.0%
14404072 53210 AUTOMOTIVE FUEL & F	530,000	530,000	8,383.72	40,020.05	161,478.15	360,138.13	32.0%
14404072 53220 MOTOR VEHICLE PARTS	200,000	200,000	24,767.31	24,767.31	101,962.06	73,270.63	63.4%
14404072 53240 TIRES, TUBES & BATT	60,000	60,000	3,575.28	3,575.28	18,424.72	38,000.00	36.7%
14404072 53250 TOOLS & MISCELLANEO	12,000	12,000	2,508.91	2,508.91	6,240.66	3,250.43	72.9%
14404072 53430 JANITORIAL SUPPLIES	1,000	1,000	.00	.00	800.00	200.00	80.0%
14404072 53445 SAFETY SUPPLIES	3,000	3,000	.00	.00	600.00	2,400.00	20.0%
14404072 53530 SNOW REMOVAL EQUIPM	40,000	40,000	.00	.00	2,500.00	37,500.00	6.3%
14404072 53560 BROOMS & SWEEPERS	30,000	30,000	1,392.39	1,392.39	9,679.90	18,927.71	36.9%
TOTAL VEHICLE MAINTENANCE	1,626,391	1,626,391	120,145.90	117,930.71	360,341.06	1,145,904.04	29.5%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>14505071 COMPOST SITE</b>							
14505071 52740 SECURITY SYSTEM	2,200	2,200	.00	.00	.00	2,200.00	.0%
14505071 52930 COMPOST SITE	90,000	90,000	.00	.00	.00	90,000.00	.0%
14505071 52940 HAZARDOUS WASTE PIC	35,000	35,000	.00	.00	.00	35,000.00	.0%
TOTAL COMPOST SITE	127,200	127,200	.00	.00	.00	127,200.00	.0%
<b>14509971 SOLID WASTE</b>							
14509971 52900 SPECIAL TRASH PICKUP	327,600	327,600	24,643.26	24,643.26	24,218.01	278,738.73	14.9%
14509971 52910 TRASH PICKUP	1,497,600	1,497,600	120,516.67	120,516.67	1,376,483.33	600.00	100.0%
14509971 52915 TRASH PICKUP-CITY B	136,000	136,000	13,395.15	13,395.15	64,660.95	57,943.90	57.4%
14509971 52920 TIPPING FEES	1,475,000	1,475,000	127,370.51	127,370.51	895,701.84	451,927.65	69.4%
14509971 52931 YARD WASTE BAG PICK	180,000	180,000	22,000.00	22,000.00	153,000.00	5,000.00	97.2%
14509971 52941 HAZARDOUS WASTE - C	5,000	5,000	.00	.00	.00	5,000.00	.0%
14509971 52950 RECYCLING PICKUP	589,500	589,500	47,450.00	47,450.00	541,550.00	500.00	99.9%
14509971 52955 PORTABLE RESTROOMS	31,000	31,000	2,372.75	2,372.75	27,627.25	1,000.00	96.8%
TOTAL SOLID WASTE	4,241,700	4,241,700	357,748.34	357,748.34	3,083,241.38	800,710.28	81.1%
<b>14606074 GROUNDS MAINTENANCE</b>							
14606074 52510 MAINTENANCE SERVICE	3,500	3,500	.00	.00	.00	3,500.00	.0%
14606074 52580 EQUIPMENT MAINTENAN	2,000	2,000	.00	.00	.00	2,000.00	.0%
14606074 53265 STREET MARKING PAINT	5,000	5,000	.00	.00	.00	5,000.00	.0%
14606074 53490 OTHER OPERATING SUP	5,000	5,000	.00	.00	.00	5,000.00	.0%
14606074 53555 LIGHT POLES	15,000	15,000	340.00	340.00	.00	14,660.00	2.3%
TOTAL GROUNDS MAINTENANCE	30,500	30,500	340.00	340.00	.00	30,160.00	1.1%
<b>14606075 BUILDING MAINTENANCE</b>							
14606075 51000 REGULAR WAGES	481,075	481,075	63,940.21	34,910.42	.00	417,134.79	13.3%
14606075 51500 OVERTIME	74,200	74,200	17,056.05	7,898.33	.00	57,143.95	23.0%
14606075 52100 GAS HEAT NYMEX	80,000	80,000	2,820.52	2,820.52	.00	77,179.48	3.5%



YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14606075 52110 ELECTRICITY	794,200	794,200	43,985.34	43,985.34	.00	750,214.66	5.5%
14606075 52130 WATER	20,000	20,000	1,188.57	695.36	.00	18,811.43	5.9%
14606075 52500 HVAC MAINTENANCE	110,000	110,000	5,280.35	5,280.35	73,781.54	30,938.11	71.9%
14606075 52510 MAINTENANCE SERVICE	74,100	74,100	1,900.00	1,900.00	16,885.62	55,314.38	25.4%
14606075 52530 BUILDING MAINTENANC	82,800	82,800	8,091.55	8,091.55	34,352.69	40,355.76	51.3%
14606075 52740 SECURITY SYSTEM	15,500	15,500	1,980.09	1,980.09	8,019.91	5,500.00	64.5%
14606075 52780 UNIFORM ALLOWANCE -	0	0	1,600.00	.00	.00	-1,600.00	100.0%
14606075 53430 JANITORIAL SUPPLIES	24,000	24,000	1,719.80	1,719.80	.00	22,280.20	7.2%
14606075 53445 SAFETY SUPPLIES	5,000	5,000	261.54	261.54	1,950.00	2,788.46	44.2%
14606075 53495 COFFEE & WATER	1,000	1,000	.00	.00	.00	1,000.00	.0%
<b>TOTAL BUILDING MAINTENANCE</b>	<b>1,761,875</b>	<b>1,761,875</b>	<b>149,824.02</b>	<b>109,543.30</b>	<b>134,989.76</b>	<b>1,477,061.22</b>	<b>16.2%</b>
<b>14704010 HIGHWAYS &amp; PARKS ADMIN.</b>							
14704010 51000 REGULAR WAGES	2,563,580	2,563,580	331,729.79	171,964.56	.00	2,231,850.21	12.9%
14704010 51400 TEMPORARY PAYROLL	110,000	110,000	29,506.36	16,759.00	.00	80,493.64	26.8%
14704010 51500 OVERTIME	260,000	260,000	72,323.10	31,580.63	.00	187,676.90	27.8%
14704010 51550 SNOW REMOVAL	80,000	80,000	.00	.00	.00	80,000.00	.0%
14704010 52160 STREET LIGHTING	1,400,000	1,400,000	97,339.19	51,228.08	.00	1,302,660.81	7.0%
14704010 52550 GROUNDS MAINTENANCE	41,800	41,800	1,504.00	1,504.00	2,050.00	38,246.00	8.5%
14704010 53380 MISC. CONSTRUCTION	74,380	74,380	417.00	417.00	4,271.30	69,691.70	6.3%
14704010 56990 SPECIAL PROJECTS	55,000	55,000	10,691.20	10,691.20	6,875.00	37,433.80	31.9%
<b>TOTAL HIGHWAYS &amp; PARKS ADMIN.</b>	<b>4,584,760</b>	<b>4,584,760</b>	<b>543,510.64</b>	<b>284,144.47</b>	<b>13,196.30</b>	<b>4,028,053.06</b>	<b>12.1%</b>
<b>14706010 HIGHWAYS &amp; PARKS</b>							
14706010 53445 SAFETY SUPPLIES	9,000	9,000	.00	.00	.00	9,000.00	.0%
<b>TOTAL HIGHWAYS &amp; PARKS</b>	<b>9,000</b>	<b>9,000</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>9,000.00</b>	<b>.0%</b>
<b>14706076 PARKS MAINTENANCE</b>							
14706076 52110 ELECTRICITY	196,700	196,700	7,830.75	7,830.75	.00	188,869.25	4.0%
14706076 52130 WATER	30,000	30,000	.00	.00	.00	30,000.00	.0%
14706076 52530 BUILDING MAINTENANC	16,000	16,000	.00	.00	.00	16,000.00	.0%
14706076 52550 GROUNDS MAINTENANCE	77,312	77,312	1,169.00	1,070.00	27,999.45	48,143.55	37.7%



YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14706076 52740 SECURITY SYSTEM	2,700	2,700	455.56	455.56	2,044.44	200.00	92.6%
TOTAL PARKS MAINTENANCE	322,712	322,712	9,455.31	9,356.31	30,043.89	283,212.80	12.2%
<b>14706077 OUTSIDE CONTRACTORS</b>							
14706077 52570 OTHER REPAIRS & MAI	33,000	33,000	860.00	860.00	14,140.00	18,000.00	45.5%
14706077 52970 EVICTION SERVICES	30,000	30,000	.00	.00	.00	30,000.00	.0%
14706077 53380 MISC. CONSTRUCTION	35,000	35,000	1,995.00	1,995.00	776.56	32,228.44	7.9%
14706077 54095 STORM/EMERGENCY LOS	25,100	25,100	.00	.00	6,700.00	18,400.00	26.7%
14706077 54360 EVICTION EXPENSE	67,000	67,000	.00	.00	.00	67,000.00	.0%
TOTAL OUTSIDE CONTRACTORS	190,100	190,100	2,855.00	2,855.00	21,616.56	165,628.44	12.9%
<b>14706078 TREES</b>							
14706078 52555 TREE MAINTENANCE	217,000	217,000	24,600.00	12,300.00	192,400.00	.00	100.0%
14706078 53490 OTHER OPERATING SUP	1,000	1,000	.00	.00	.00	1,000.00	.0%
14706078 53570 TREES & SHRUBS	2,500	2,500	.00	.00	.00	2,500.00	.0%
TOTAL TREES	220,500	220,500	24,600.00	12,300.00	192,400.00	3,500.00	98.4%
<b>15000010 HUMAN RESOURCES</b>							
15000010 51000 REGULAR WAGES	377,052	377,052	37,854.79	21,098.48	.00	339,197.21	10.0%
15000010 51400 TEMPORARY PAYROLL	13,000	13,000	.00	.00	.00	13,000.00	.0%
15000010 51500 OVERTIME	10,000	10,000	2,402.04	1,519.13	.00	7,597.96	24.0%
15000010 52220 OUTSIDE PRINTING SE	500	500	.00	.00	.00	500.00	.0%
15000010 52425 ARCHIVING SERVICES	26,000	26,000	235.00	.00	12,777.69	12,987.31	50.0%
15000010 52810 VETERANS MEMORIAL D	4,000	4,000	.00	.00	.00	4,000.00	.0%
15000010 52840 BAND CONCERTS	6,000	6,000	1,500.00	1,500.00	2,400.00	2,100.00	65.0%
15000010 52850 HOLIDAY FESTIVITIES	8,000	8,000	600.00	3,870.00	1,443.40	5,956.60	25.5%
15000010 53570 TREES & SHRUBS	2,500	2,500	.00	.00	.00	2,500.00	.0%
15000010 54470 CLIENT ASSISTANCE	8,000	8,000	.00	.00	.00	8,000.00	.0%
15000010 56990 AT RISK YOUTH	10,000	10,000	576.00	180.00	.00	9,424.00	5.8%
TOTAL HUMAN RESOURCES	465,052	465,052	43,167.83	28,167.61	16,621.09	405,263.08	12.9%
<b>15100010 ELDERLY SERVICES</b>							
15100010 51000 REGULAR WAGES	181,436	181,436	24,738.24	13,458.23	.00	156,697.76	13.6%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15100010 51100 SR CNT P/T	35,080	35,080	.00	.00	.00	35,080.00	.0%
15100010 52310 CONVENTIONS & DUES	500	500	.00	.00	.00	500.00	.0%
15100010 52410 INSTRUCTORS	6,500	6,500	1,150.00	1,150.00	865.00	4,485.00	31.0%
15100010 52700 TRANSPORTATION CONT	205,685	205,685	15,279.57	15,279.57	.00	190,405.43	7.4%
15100010 52710 ELDERLY NUTRITION	5,000	5,000	.00	.00	.00	5,000.00	.0%
15100010 53490 OTHER OPERATING SUP	5,000	5,000	.00	.00	85.97	4,914.03	1.7%
<b>TOTAL ELDERLY SERVICES</b>	<b>439,201</b>	<b>439,201</b>	<b>41,167.81</b>	<b>29,887.80</b>	<b>950.97</b>	<b>397,082.22</b>	<b>9.6%</b>
<b>15202050 RECREATIONAL SERVICES</b>							
15202050 51000 REGULAR WAGES	388,175	388,175	50,683.98	27,367.48	.00	337,491.02	13.1%
15202050 51080 RECREATION AIDES	49,500	49,500	38,934.93	31,564.41	.00	10,565.07	78.7%
15202050 51130 BEACH CONSTABLES	67,410	67,410	42,916.89	21,543.77	.00	24,493.11	63.7%
15202050 51160 SPECIAL ACTIVITY IN	26,480	26,480	402.50	122.50	.00	26,077.50	1.5%
15202050 51170 SUPERVISORS & INSTR	89,804	89,804	52,046.81	25,076.81	.00	37,757.19	58.0%
15202050 51180 LIFE GUARDS	76,940	76,940	51,437.05	27,367.39	.00	25,502.95	66.9%
15202050 51500 OVERTIME	9,315	9,315	6,388.56	4,387.92	.00	2,926.44	68.6%
15202050 52310 CONVENTIONS & DUES	2,450	2,450	525.00	525.00	295.00	1,630.00	33.5%
15202050 52530 BUILDING MAINTENANC	12,960	12,960	7,859.82	4,045.00	.00	5,100.18	60.6%
15202050 52750 FEES AND CHARGES	4,000	4,000	314.50	314.50	.00	3,685.50	7.9%
15202050 53250 TOOLS & MISCELLANEO	3,000	3,000	.00	.00	.00	3,000.00	.0%
15202050 53440 MEDICAL SUPPLIES	5,510	5,510	.00	.00	.00	5,510.00	.0%
15202050 53540 RECREATION SUPPLIES	16,298	16,298	894.64	894.64	.00	15,403.36	5.5%
15202050 54320 PAYMENTS TO OUTSIDE	11,200	11,200	.00	.00	.00	11,200.00	.0%
15202050 55520 OTHER RECREATION EQ	5,100	5,100	.00	.00	.00	5,100.00	.0%
<b>TOTAL RECREATIONAL SERVICES</b>	<b>768,142</b>	<b>768,142</b>	<b>252,404.68</b>	<b>143,209.42</b>	<b>295.00</b>	<b>515,442.32</b>	<b>32.9%</b>
<b>15202051 DAY CAMP PROGRAM</b>							
15202051 51080 RECREATION AIDES	0	0	6,326.50	4,224.37	.00	-6,326.50	100.0%
15202051 51400 TEMPORARY PAYROLL	161,460	161,460	140,918.94	62,454.68	.00	20,541.06	87.3%
15202051 52700 TRANSPORTATION CONT	18,000	18,000	7,162.00	7,162.00	7,194.00	3,644.00	79.8%
15202051 52750 FEES AND CHARGES	6,000	6,000	5,397.50	5,397.50	.00	602.50	90.0%
<b>TOTAL DAY CAMP PROGRAM</b>	<b>185,460</b>	<b>185,460</b>	<b>159,804.94</b>	<b>79,238.55</b>	<b>7,194.00</b>	<b>18,461.06</b>	<b>90.0%</b>
<b>15202552 BENNETT RINK PROGRAMS</b>							
15202552 52620 RENTAL OF BUILDINGS	25,000	25,000	.00	.00	.00	25,000.00	.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL BENNETT RINK PROGRAMS	25,000	25,000	.00	.00	.00	25,000.00	.0%
<b>15202553 AQUATIC PROGRAMS</b>							
15202553 51040 AQUATIC PROGRAM INS	21,792	21,792	2,090.44	226.63	.00	19,701.56	9.6%
15202553 51070 SWIMMING POOL STAFF	86,632	86,632	22,441.83	11,612.11	.00	64,190.17	25.9%
15202553 51300 POOL CUSTODIANS	20,000	20,000	1,582.00	601.00	.00	18,418.00	7.9%
15202553 52770 OTHER CONTRACTUAL S	16,000	16,000	4,472.76	4,472.76	.00	11,527.24	28.0%
15202553 53540 RECREATION SUPPLIES	3,100	3,100	150.00	150.00	200.00	2,750.00	11.3%
15202553 53545 SPECIAL ACTIVITY SU	6,332	6,332	3,175.56	3,175.56	.00	3,156.44	50.2%
TOTAL AQUATIC PROGRAMS	153,856	153,856	33,912.59	20,238.06	200.00	119,743.41	22.2%
<b>15300010 HEALTH DEPARTMENT</b>							
15300010 51000 REGULAR WAGES	572,666	572,666	107,367.75	79,891.24	.00	465,298.25	18.7%
15300010 51500 OVERTIME	3,000	3,000	210.61	.00	.00	2,789.39	7.0%
15300010 52310 CONVENTIONS & DUES	1,200	1,200	.00	.00	.00	1,200.00	.0%
15300010 52450 MEDICAL SERVICES	500	500	.00	.00	.00	500.00	.0%
15300010 52535 PEST CONTROL	1,000	1,000	.00	.00	.00	1,000.00	.0%
15300010 52780 UNIFORM ALLOWANCE -	1,750	1,750	.00	.00	.00	1,750.00	.0%
15300010 53440 MEDICAL SUPPLIES	4,500	4,500	633.23	.00	.00	3,866.77	14.1%
15300010 53490 OTHER OPERATING SUP	3,500	3,500	.00	.00	.00	3,500.00	.0%
TOTAL HEALTH DEPARTMENT	588,116	588,116	108,211.59	79,891.24	.00	479,904.41	18.4%
<b>16001060 MAIN LIBRARY</b>							
16001060 51000 REGULAR WAGES	1,625,000	1,625,000	406,249.98	270,833.32	1,218,750.02	.00	100.0%
TOTAL MAIN LIBRARY	1,625,000	1,625,000	406,249.98	270,833.32	1,218,750.02	.00	100.0%
<b>18009980 CITY INSURANCE - PREMIUMS</b>							
18009980 54030 GEN'L LIABILITY INS	600,000	600,000	.00	.00	.00	600,000.00	.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL CITY INSURANCE - PREMIUMS	600,000	600,000	.00	.00	.00	600,000.00	.0%
<b>18009981 CITY INSURANCE - RETENTION</b>							
18009981 54210 PHYSICAL AUTO DAMAG	220,000	220,000	.00	.00	.00	220,000.00	.0%
18009981 54230 GENERAL LIABILITY L	600,000	600,000	.00	.00	.00	600,000.00	.0%
18009981 54250 OTHER LOSSES	40,000	40,000	.00	.00	.00	40,000.00	.0%
TOTAL CITY INSURANCE - RETENTION	860,000	860,000	.00	.00	.00	860,000.00	.0%
<b>18109982 CITY GRANTED BENEFITS</b>							
18109982 51530 VACATION BUY BACK	112,200	112,200	40,777.68	20,060.22	.00	71,422.32	36.3%
18109982 51700 LONGEVITY PAY	81,600	81,600	1,010.00	1,010.00	.00	80,590.00	1.2%
18109982 51800 SEPARATION PAY	91,800	91,800	.00	.00	.00	91,800.00	.0%
18109982 54110 HEALTH INSURANCE PR	11,669,144	11,669,144	107,229.93	.00	90,340.23	11,471,573.84	1.7%
18109982 54120 LIFE INSURANCE PREM	169,329	169,329	29,120.60	14,557.66	.00	140,208.40	17.2%
18109982 54130 FICA-CITY'S SHARE	1,544,185	1,544,185	256,838.29	136,390.80	.00	1,287,346.71	16.6%
18109982 54140 PENSION - CITY'S SH	1,282,864	1,282,864	175,011.34	97,699.70	.00	1,107,852.66	13.6%
18109982 54141 PENSION POLICE	4,023,000	4,023,000	.00	.00	.00	4,023,000.00	.0%
18109982 54170 LONG TERM DISABILIT	97,920	97,920	17,562.01	8,752.77	.00	80,357.99	17.9%
18109982 56180 EDUCATIONAL REIMBUR	15,000	15,000	.00	.00	.00	15,000.00	.0%
TOTAL CITY GRANTED BENEFITS	19,087,042	19,087,042	627,549.85	278,471.15	90,340.23	18,369,151.92	3.8%
<b>18109983 STATE MANDATED BENEFITS</b>							
18109983 54160 CT UNEMPLOYMENT COM	76,500	76,500	.00	.00	.00	76,500.00	.0%
18109983 54180 HEART & HYPERTENSIO	42,957	42,957	5,837.22	5,837.22	229.81	36,889.97	14.1%
18109983 54190 WORKERS COMPENSATIO	2,350,000	2,350,000	.00	.00	.00	2,350,000.00	.0%
TOTAL STATE MANDATED BENEFITS	2,469,457	2,469,457	5,837.22	5,837.22	229.81	2,463,389.97	.2%
<b>18209984 DEBT SERVICE - PAYMENTS</b>							
18209984 54510 GEN'L PURPOSE BONDS	11,084,000	11,084,000	6,075,000.00	2,060,000.00	.00	5,009,000.00	54.8%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
18209984 54520 GEN'L PURPOSE BONDS	3,274,925	3,274,925	1,078,249.47	792,040.63	.00	2,196,675.53	32.9%
TOTAL DEBT SERVICE - PAYMENTS	14,358,925	14,358,925	7,153,249.47	2,852,040.63	.00	7,205,675.53	49.8%
<b>18309910 C-MED</b>							
18309910 54320 PAYMENTS TO OUTSIDE	43,023	43,023	.00	.00	.00	43,023.00	.0%
TOTAL C-MED	43,023	43,023	.00	.00	.00	43,023.00	.0%
<b>19009990 UNALLOCATED EXPENSES</b>							
19009990 52340 MILEAGE ALLOWANCE R	512	512	.00	.00	.00	512.00	.0%
19009990 56000 UNIDENTIFIED SAVING	200,000	200,000	21,421.24	21,421.24	.00	178,578.76	10.7%
19009990 56010 UNALLOCATED CONTING	1,157,000	1,157,000	.00	.00	.00	1,157,000.00	.0%
19009990 56140 PRIMARY EXPENSE	50,000	50,000	.00	.00	.00	50,000.00	.0%
19009990 56175 ADVANCE FUNDING OPE	500,000	500,000	10.00	10.00	.00	499,990.00	.0%
19009990 56210 CONSULTING SERVICES	600,000	600,000	-100,000.00	.00	.00	700,000.00	-16.7%
19009990 56305 ELECTION EXPENSE	35,805	35,805	.00	.00	.00	35,805.00	.0%
19009990 56320 COVID 19 EXP-STATE	0	0	6,674.37	6,674.37	.00	-6,674.37	100.0%
19009990 56360 BANK SERVICE FEES	50,000	50,000	.00	.00	.00	50,000.00	.0%
19009990 56370 DOG FUND REPORT	9,207	9,207	.00	.00	.00	9,207.00	.0%
19009990 56990 MISCELLANEOUS	2,046	2,046	5,000.00	.00	.00	-2,954.00	244.4%
TOTAL UNALLOCATED EXPENSES	2,604,570	2,604,570	-66,894.39	28,105.61	.00	2,671,464.39	-2.6%
TOTAL GENERAL FUND	83,943,633	83,943,633	14,175,332.90	6,919,122.44	5,797,997.01	63,970,303.09	23.8%
TOTAL EXPENSES	83,943,633	83,943,633	14,175,332.90	6,919,122.44	5,797,997.01	63,970,303.09	
GRAND TOTAL	83,943,633	83,943,633	14,175,332.90	6,919,122.44	5,797,997.01	63,970,303.09	23.8%

\*\* END OF REPORT - Generated by David Taylor \*\*

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>195 WH FIRE DEPT-ALLINGTOWN (FD3)</b>							
<b>19500010 ALLINGTOWN FD - ADMIN.</b>							
19500010 51000	REGULAR WAGES	289,609	289,609	40,640.44	23,421.16	.00	248,968.56 14.0%
19500010 52100	GAS HEATING	15,000	15,000	421.50	421.50	330.36	14,248.14 5.0%
19500010 52110	ELECTRICITY	17,000	17,000	1,316.57	1,316.57	3,248.59	12,434.84 26.9%
19500010 52130	WATER	198,000	198,000	225.71	225.71	94,035.46	103,738.83 47.6%
19500010 52150	TELEPHONE EXPENSE	14,000	14,000	2,199.92	2,199.92	1,964.44	9,835.64 29.7%
19500010 52330	TRAINING AND EDUCAT	31,000	31,000	4,175.00	425.00	345.00	26,480.00 14.6%
19500010 52360	BUSINESS EXPENSE	16,000	16,000	2,129.73	2,129.73	3,148.18	10,722.09 33.0%
19500010 52420	FINANCIAL SERVICES	20,000	20,000	.00	.00	.00	20,000.00 .0%
19500010 52530	BUILDING MAINTENANC	20,000	20,000	361.00	361.00	832.61	18,806.39 6.0%
19500010 52580	EQUIPMENT MAINTENAN	60,000	60,000	2,499.87	2,499.87	19,699.07	37,801.06 37.0%
19500010 52820	PSYCHOLOGICAL TESTI	16,000	16,000	1,036.00	1,036.00	.00	14,964.00 6.5%
19500010 53110	OFFICE SUPPLIES	6,000	6,000	968.58	968.58	207.33	4,824.09 19.6%
19500010 53210	AUTOMOTIVE FUEL & F	18,000	18,000	.00	.00	1,452.50	16,547.50 8.1%
19500010 54032	GEN'L LIAB INSUR PR	60,000	60,000	14,361.00	14,361.00	.00	45,639.00 23.9%
19500010 54110	HEALTH INSURANCE PR	1,666,842	1,666,842	.00	.00	.00	1,666,842.00 .0%
19500010 54120	LIFE INSURANCE PREM	31,000	31,000	2,553.16	2,553.16	6,491.65	21,955.19 29.2%
19500010 54130	FICA-CITY'S SHARE	21,721	21,721	2,296.68	977.12	.00	19,424.00 10.6%
19500010 54140	PENSION - CITY'S SH	2,540,196	2,540,196	1,708.50	776.04	.00	2,538,487.50 .1%
19500010 54180	HEART & HYPERTENSIO	35,000	35,000	.00	.00	.00	35,000.00 .0%
19500010 54192	WORKERS COMP PREM-A	125,000	125,000	.00	.00	.00	125,000.00 .0%
19500010 55160	PC'S/HARDWARE	42,500	42,500	21,418.96	1,375.00	1,375.00	19,706.04 53.6%
19500010 55630	RADIO EQUIPMENT	40,000	40,000	892.23	892.23	1,806.25	37,301.52 6.7%
19500010 55900	CAPITAL OUTLAY - OT	500,000	500,000	.00	.00	.00	500,000.00 .0%
19500010 56010	UNALLOCATED CONTING	175,000	175,000	.00	.00	1,043.83	173,956.17 .6%
19500010 56175	ADVANCE FUNDING OPE	117,500	117,500	.00	.00	.00	117,500.00 .0%
19500010 56990	MISCELLANEOUS	16,000	16,000	.00	.00	55.00	15,945.00 .3%
TOTAL ALLINGTOWN FD - ADMIN.		6,091,368	6,091,368	99,204.85	55,939.59	136,035.27	5,856,127.56 3.9%

**19500030 ALLINGTOWN FIRE DEPT OPS**

19500030 51000	REGULAR WAGES	1,519,965	1,519,965	212,592.42	130,402.24	.00	1,307,372.58 14.0%
19500030 51500	OVERTIME	480,000	480,000	92,478.34	53,754.94	.00	387,521.66 19.3%
19500030 51800	SEPARATION PAY	45,000	45,000	.00	.00	.00	45,000.00 .0%
19500030 52150	TELEPHONE EXPENSE	305,000	305,000	.00	.00	.00	305,000.00 .0%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
19500030 52780 UNIFORM ALLOWANCE -	26,000	26,000	10,200.00	.00	.00	15,800.00	39.2%
19500030 53250 TOOLS & MISCELLANEO	70,000	70,000	3,685.02	3,685.02	1,001.18	65,313.80	6.7%
19500030 53440 MEDICAL SUPPLIES	38,000	38,000	2,897.02	2,897.02	12,402.98	22,700.00	40.3%
19500030 54130 FICA-CITY'S SHARE	60,000	60,000	9,512.93	5,704.19	.00	50,487.07	15.9%
19500030 54140 PENSION - CITY'S SH	166,000	166,000	9,266.78	5,718.97	.00	156,733.22	5.6%
19500030 55220 TRUCKS	265,000	265,000	.00	.00	23,863.19	241,136.81	9.0%
19500030 56180 EDUCATIONAL REIMBUR	115,250	115,250	9,500.00	.00	275.00	105,475.00	8.5%
<b>TOTAL ALLINGTOWN FIRE DEPT OPS</b>	<b>3,090,215</b>	<b>3,090,215</b>	<b>350,132.51</b>	<b>202,162.38</b>	<b>37,542.35</b>	<b>2,702,540.14</b>	<b>12.5%</b>
<b>19520045 GRANTS-ALLINGTOWN FD3</b>							
19520045 45231 PILOT-COLLEGES & HO	-770,501	-770,501	.00	.00	.00	-770,501.00	.0%
19520045 45249 MRSA - MOTOR VEHICL	-960,525	-960,525	-1,302,848.66	-1,302,848.66	.00	342,323.66	135.6%
19520045 45290 STATE MISCELLANEOUS	-21,515	-21,515	-200.00	-200.00	.00	-21,315.00	.9%
19520045 45340 SCCRWA- PILOT GRANT	-49,166	-49,166	.00	.00	.00	-49,166.00	.0%
<b>TOTAL GRANTS-ALLINGTOWN FD3</b>	<b>-1,801,707</b>	<b>-1,801,707</b>	<b>-1,303,048.66</b>	<b>-1,303,048.66</b>	<b>.00</b>	<b>-498,658.34</b>	<b>72.3%</b>
<b>19520047 MISCELLANEOUS REVENUE-ALL/FD3</b>							
19520047 42900 MISCELLANEOUS FEES	-60,000	-60,000	-16,611.10	-6,195.61	.00	-43,388.90	27.7%
19520047 45130 FEDERAL EMERGENCY M	-271,429	-271,429	.00	.00	.00	-271,429.00	.0%
19520047 46720 POLICE/FD EXTRA DUT	-4,000	-4,000	-2,593.33	-2,593.33	.00	-1,406.67	64.8%
19520047 47050 FD BUNDLE BILLING E	-40,000	-40,000	-398.13	.00	.00	-39,601.87	1.0%
19520047 47600 DONATIONS	-100,000	-100,000	.00	.00	.00	-100,000.00	.0%
19520047 47900 MISCELLANEOUS	0	0	-115.00	.00	.00	115.00	100.0%
<b>TOTAL MISCELLANEOUS REVENUE-ALL/F</b>	<b>-475,429</b>	<b>-475,429</b>	<b>-19,717.56</b>	<b>-8,788.94</b>	<b>.00</b>	<b>-455,711.44</b>	<b>4.1%</b>
<b>19524041 PROPERTY TAXES - ALLINGTOWN FD</b>							
19524041 41100 CURRENT PROPERTY TA	-6,788,447	-6,788,447	-3,613,370.13	-462,014.35	.00	-3,175,076.55	53.2%
19524041 41200 PRIOR YEARS TAX LEV	-66,000	-66,000	-11,747.56	-5,301.64	.00	-54,252.44	17.8%
19524041 41300 SUSPENSE TAXES	-6,000	-6,000	-2,007.01	-1,277.92	.00	-3,992.99	33.5%
19524041 41610 CURRENT PROPERTY TA	-22,000	-22,000	-2,338.11	-2,338.11	.00	-19,661.89	10.6%
19524041 41620 PRIOR YEARS TAX INT	-15,000	-15,000	-2,302.11	-1,034.12	.00	-12,697.89	15.3%
19524041 41630 SUSPENSE INTEREST	-7,000	-7,000	-2,208.63	-961.50	.00	-4,791.37	31.6%
<b>TOTAL PROPERTY TAXES - ALLINGTOWN</b>	<b>-6,904,447</b>	<b>-6,904,447</b>	<b>-3,633,973.55</b>	<b>-472,927.64</b>	<b>.00</b>	<b>-3,270,473.13</b>	<b>52.6%</b>

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL WH FIRE DEPT-ALLINGTOWN (FD	0	0	-4,507,402.41	-1,526,663.27	173,577.62	4,333,824.79	100.0%
TOTAL REVENUES	-9,181,583	-9,181,583	-4,956,739.77	-1,784,765.24	.00	-4,224,842.91	
TOTAL EXPENSES	9,181,583	9,181,583	449,337.36	258,101.97	173,577.62	8,558,667.70	
GRAND TOTAL	0	0	-4,507,402.41	-1,526,663.27	173,577.62	4,333,824.79	100.0%
** END OF REPORT - Generated by David Taylor **							



YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>240 SEWER OPERATING FUND</b>							
<b>24048037 SEWER OPERATIONS ADMIN</b>							
24048037 51000	REGULAR WAGES	121,950	121,950	.00	.00	.00	121,950.00 .0%
24048037 51050	SEWER BOARD CLERK	4,200	4,200	.00	.00	.00	4,200.00 .0%
24048037 51500	OVERTIME	3,000	3,000	.00	.00	.00	3,000.00 .0%
24048037 51530	VACATION BUY BACK	2,000	2,000	.00	.00	.00	2,000.00 .0%
24048037 52360	BUSINESS EXPENSE	30,000	30,000	1,000.00	1,000.00	620.00	28,380.00 5.4%
24048037 52420	FINANCIAL SERVICES	55,156	55,156	.00	.00	.00	55,156.00 .0%
24048037 52440	ENGINEERING SERVICE	400,000	400,000	1,160.00	1,160.00	12,500.00	386,340.00 3.4%
24048037 52580	EQUIPMENT MAINTENAN	300,000	300,000	3,250.00	3,250.00	24,537.00	272,213.00 9.3%
24048037 52750	STATE PERMIT	7,000	7,000	.00	.00	.00	7,000.00 .0%
24048037 54100	FRINGE BENEFITS	15,000	15,000	.00	.00	.00	15,000.00 .0%
24048037 54130	FICA-CITY'S SHARE	9,330	9,330	.00	.00	.00	9,330.00 .0%
24048037 54140	PENSION - CITY'S SH	9,000	9,000	.00	.00	.00	9,000.00 .0%
24048037 54640	CLEAN WATER FUND PA	320,800	320,800	.00	.00	.00	320,800.00 .0%
24048037 55710	CAPITAL IMPROV.-SEW	600,000	600,000	76,048.84	73,170.84	113,625.82	410,325.34 31.6%
24048037 55720	CAPITAL IMP - COLLE	600,000	600,000	6,112.29	6,112.29	212,665.47	381,222.24 36.5%
24048037 55749	CLEAN WATER (NEW)	1,797,987	1,797,987	502,963.30	176,565.53	.00	1,295,023.70 28.0%
24048037 56010	UNALLOCATED CONTING	300,000	300,000	.00	.00	.00	300,000.00 .0%
24048037 56990	MISCELLANEOUS	335,000	335,000	.00	.00	.00	335,000.00 .0%
TOTAL SEWER OPERATIONS ADMIN		4,910,423	4,910,423	590,534.43	261,258.66	363,948.29	3,955,940.28 19.4%
<b>24048040 IN-HOUSE SEWER OPERATIONS</b>							
24048040 51000	REGULAR WAGES	1,964,120	1,964,120	230,931.16	128,406.54	.00	1,733,188.84 11.8%
24048040 51500	OVERTIME	660,000	660,000	121,473.23	62,552.34	.00	538,526.77 18.4%
24048040 51530	VACATION BUY BACK	17,000	17,000	.00	.00	.00	17,000.00 .0%
24048040 51800	SEPARATION PAY	50,000	50,000	.00	.00	.00	50,000.00 .0%
24048040 52100	GAS HEATING	84,000	84,000	1,375.78	1,375.78	58,624.22	24,000.00 71.4%
24048040 52105	GASES (PROPANE, ETC	5,000	5,000	312.13	312.13	105.88	4,581.99 8.4%
24048040 52110	ELECTRICITY	1,500,000	1,500,000	50,416.91	50,416.91	608,167.04	841,416.05 43.9%
24048040 52130	WATER	200,000	200,000	8,536.17	8,536.17	141,463.83	50,000.00 75.0%
24048040 52150	TELEPHONE EXPENSE	9,000	9,000	1,150.40	1,150.40	7,849.60	.00 100.0%
24048040 52510	MAINTENANCE SERVICE	80,000	80,000	1,053.48	1,053.48	7,819.65	71,126.87 11.1%
24048040 52540	MOTOR VEHICLE MAINT	40,000	40,000	4,783.73	4,783.73	17,244.85	17,971.42 55.1%
24048040 52650	OTHER RENTAL	5,000	5,000	278.00	278.00	.00	4,722.00 5.6%

YEAR TO DATE BUDGET REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
24048040 52770 OTHER CONTRACTUAL S	200,000	200,000	30,689.94	30,689.94	44,680.55	124,629.51	37.7%
24048040 52910 TRASH PICKUP	16,000	16,000	1,304.77	1,304.77	2,018.31	12,676.92	20.8%
24048040 53000 SUPPLIES & MATERIAL	200,000	200,000	9,679.00	9,440.33	41,124.59	149,196.41	25.4%
24048040 53200 HEATING OIL	1,100,000	1,100,000	82,394.26	82,394.26	239,028.86	778,576.88	29.2%
24048040 53210 AUTOMOTIVE FUEL & F	25,000	25,000	7,488.97	4,832.13	.00	17,511.03	30.0%
24048040 53250 TOOLS & MISCELLANEO	50,000	50,000	648.28	648.28	4,884.75	44,466.97	11.1%
24048040 53430 JANITORIAL SUPPLIES	16,000	16,000	2,807.89	1,253.20	12,192.11	1,000.00	93.8%
24048040 53435 CHEMICALS	210,000	210,000	41,365.40	41,365.40	53,749.10	114,885.50	45.3%
24048040 53445 SAFETY SUPPLIES	8,000	8,000	.00	.00	494.09	7,505.91	6.2%
24048040 53450 LABORATORY SUPPLIES	70,000	70,000	9,389.00	5,584.25	25,611.00	35,000.00	50.0%
24048040 53460 CLOTHING & UNIFORMS	44,000	44,000	4,143.89	2,369.35	39,856.11	.00	100.0%
24048040 54100 FRINGE BENEFITS	474,000	474,000	.00	.00	.00	474,000.00	.0%
24048040 54130 FICA-CITY'S SHARE	189,450	189,450	27,117.45	14,449.74	.00	162,332.55	14.3%
24048040 54140 PENSION - CITY'S SH	200,000	200,000	18,868.74	10,370.21	.00	181,131.26	9.4%
24048040 54232 GENERAL LIABILITY C	250,000	250,000	.00	.00	.00	250,000.00	.0%
24048040 54735 SEWER CLAIMS-WORKER	200,000	200,000	.00	.00	.00	200,000.00	.0%
24048040 56215 OUTSIDE SERVICES	150,000	150,000	31,161.56	21,796.54	48,856.44	69,982.00	53.3%
<b>TOTAL IN-HOUSE SEWER OPERATIONS</b>	<b>8,016,570</b>	<b>8,016,570</b>	<b>687,370.14</b>	<b>485,363.88</b>	<b>1,353,770.98</b>	<b>5,975,428.88</b>	<b>25.5%</b>
<b>24048046 SEWER CHARGES</b>							
24048046 46610 SEWER USE FEES-CURR	-12,267,993	-12,267,993	-6,065,778.33	-794,975.31	.00	-6,202,214.67	49.4%
24048046 46620 SEWER USE FEES - PR	-18,000	-18,000	-13,531.83	2,229.71	.00	-4,468.17	75.2%
24048046 46630 SEWER INTEREST & LI	-20,000	-20,000	-3,073.18	-3,073.18	.00	-16,926.82	15.4%
24048046 46640 SEWER INTEREST & LI	-15,000	-15,000	-3,845.61	-337.67	.00	-11,154.39	25.6%
24048046 46670 ORANGE SHARE SERVIC	-390,000	-390,000	.00	.00	.00	-390,000.00	.0%
24048046 47675 ORANGE SHARE CWF DE	-216,000	-216,000	.00	.00	.00	-216,000.00	.0%
24048046 47680 NITROGEN CREDIT	0	0	-6,921.00	-6,921.00	.00	6,921.00	100.0%
<b>TOTAL SEWER CHARGES</b>	<b>-12,926,993</b>	<b>-12,926,993</b>	<b>-6,093,149.95</b>	<b>-803,077.45</b>	<b>.00</b>	<b>-6,833,843.05</b>	<b>47.1%</b>
<b>TOTAL SEWER OPERATING FUND</b>	<b>0</b>	<b>0</b>	<b>-4,815,245.38</b>	<b>-56,454.91</b>	<b>1,717,719.27</b>	<b>3,097,526.11</b>	<b>100.0%</b>
TOTAL REVENUES	-12,926,993	-12,926,993	-6,093,149.95	-803,077.45	.00	-6,833,843.05	
TOTAL EXPENSES	12,926,993	12,926,993	1,277,904.57	746,622.54	1,717,719.27	9,931,369.16	
<b>GRAND TOTAL</b>	<b>0</b>	<b>0</b>	<b>-4,815,245.38</b>	<b>-56,454.91</b>	<b>1,717,719.27</b>	<b>3,097,526.11</b>	<b>100.0%</b>

\*\* END OF REPORT - Generated by David Taylor \*\*



# WEST HAVEN PUBLIC SCHOOLS

*"Schools Committed to Excellence"*

West Haven Board of Education  
355 Main Street, West Haven, CT 06516

Telephone: (203) 937-4300 ext. 7122 Fax: (203) 931-4736

**Matthew Cavallaro**

Director of Finance

[matthew.cavallaro@whschools.org](mailto:matthew.cavallaro@whschools.org)

October 6, 2023

To: MARB Board Members

Re: August Financials

Enclosed within this document, please find the West Haven Board of Education financials through August 31, 2023. Included in this report is a projection spreadsheet, MUNIS data for period 2, and Year to Date reports for our two remaining COVID relief grants and the Alliance Grant.

Through period 2, our spending is in line with historical spending. Our COVID grants will be spent in full within the allotted timeframe of the allowable period. The ESSER II grant has been spent in full, and the ARP/ESSER III will be fully expended by June 30, 2024.

**Budget Highlights:**

- Summer payroll accruals and reversals have been booked.
- Payroll expenditures will catch up to previous year spending in period 3.
- Encumbrances are elevated to comply with the City's "No PO No Pay" policy
- FY23 Budget transfers will be submitted to the Board of Education and once approved to the MARB.

**CITY OF WEST HAVEN  
BOARD OF EDUCATION EXPENDITURE REPORT  
Aug-24**

Variances favorable/(unfavorable)

	ACTUAL			FORECAST				
	FY224	August YTD	August YTD	August				
	Budget	Actual	FY23	YTD %	FY23 YTD	August		
				Budget	% Actual	FY24	YTD %	Δ to Budget
						Projected	Fcst	
Superintendent / Principals / Asst.	2,549,163	109,467	166,812	4.3%	7.4%	2,549,163	4.3%	-
Teachers - Classroom	24,729,029	457,226	1,435,445	1.8%	5.2%	24,729,029	1.8%	-
Teachers - Special Education	5,738,604	105,401	223,028	1.8%	3.8%	5,738,604	1.8%	-
Teachers - Special Area	3,269,796	73,590	120,723	2.3%	3.5%	3,269,796	2.3%	-
Teachers - Substitutes/Interns	689,815	4,547	8,710	0.7%	1.2%	689,815	0.7%	-
Teacher Aides	3,199,671	76,894	198,852	2.4%	6.6%	3,199,671	2.4%	-
Pupil Services	1,483,856	35,148	55,903	2.4%	3.6%	1,483,856	2.4%	-
Clerical	1,803,104	303,204	207,859	16.8%	13.7%	1,803,104	16.8%	-
School Nurses	988,148	16,408	37,184	1.7%	3.6%	988,148	1.7%	-
Coordinators/Directors	1,381,409	41,929	76,461	3.0%	7.2%	1,381,409	3.0%	-
Custodial / Maintenance	3,046,402	576,924	404,697	18.9%	13.4%	3,046,402	18.9%	-
Lunch Aides	300,000	15	3,873	0.0%	1.3%	300,000	0.0%	-
Para Subs-Instructional Aides	105,000	76,883	74,976	73.2%	71.4%	105,000	73.2%	-
Homebound	125,000	-	-	0.0%	0.0%	125,000	0.0%	-
Detached Worker	98,261	844	5,507	0.9%	5.6%	98,261	0.9%	-
Athletic Coaches	175,000	12,552	-	7.2%	0.0%	175,000	7.2%	-
Adult Education	150,000	1,121	-	0.7%	0.0%	150,000	0.7%	-
Severance Pay	300,000	238,802	336,332	79.6%	83.0%	300,000	79.6%	-
Student Activity Advisors	100,000	14	88,315	0.0%	102.5%	100,000	0.0%	-
<b>Salaries</b>	<b>50,232,258</b>	<b>2,130,969</b>	<b>3,444,677</b>	<b>4.2%</b>	<b>6.6%</b>	<b>50,232,258</b>	<b>4.2%</b>	<b>-</b>
Health Insurance	14,825,092	102,854	2,661,151	0.7%	20.1%	14,825,092	0.7%	-
Medicare Only - Taxes	881,908	29,731	48,276	3.4%	6.0%	881,908	3.4%	-
Social Security	764,786	74,820	80,476	9.8%	11.7%	764,786	9.8%	-
Property & Liability Insurance	525,000	-	575,425	0.0%	114.6%	525,000	0.0%	-
Worker's Compensation	750,000	-	130,099	0.0%	23.5%	750,000	0.0%	-
Retirement Contributions	477,406	54,194	50,817	11.4%	15.7%	477,406	11.4%	-
Life Insurance	187,913	-	36,078	0.0%	17.0%	187,913	0.0%	-
Travel / Convention / Dues	77,200	5,100	15,635	6.6%	13.5%	77,200	6.6%	-
Other Benefits & Fixed Charges	146,500	-	-	0.0%	0.0%	146,500	0.0%	-
<b>Benefits &amp; Fixed Charges</b>	<b>18,635,805</b>	<b>266,699</b>	<b>3,597,957</b>	<b>1.4%</b>	<b>21.8%</b>	<b>18,635,805</b>	<b>1.4%</b>	<b>-</b>
<b>Tuition</b>	<b>8,737,214</b>	<b>-</b>	<b>644,312</b>	<b>0.0%</b>	<b>6.9%</b>	<b>8,737,214</b>	<b>0.0%</b>	<b>-</b>
Bus Service	3,456,687	-	-	0.0%	0.0%	3,456,687	0.0%	-
Transportation - Phys. Handicapped	2,037,560	-	41,376	0.0%	2.7%	2,037,560	0.0%	-
Transportation - Regional VOC	320,498	-	-	0.0%	0.0%	320,498	0.0%	-
Transportation - Student Activities	111,911	-	-	0.0%	0.0%	111,911	0.0%	-
<b>Student Transportation</b>	<b>5,926,656</b>	<b>-</b>	<b>41,376</b>	<b>0.0%</b>	<b>0.8%</b>	<b>5,926,656</b>	<b>0.0%</b>	<b>-</b>
Site Repairs & Improvements	1,096,939	127,069	41,271	11.6%	5.7%	1,096,939	11.6%	-
Electricity	1,208,733	-	3,175	0.0%	0.3%	1,208,733	0.0%	-
Heating	464,487	-	-	0.0%	0.0%	464,487	0.0%	-
Water	103,919	-	-	0.0%	0.0%	103,919	0.0%	-
Telephone & Communications	364,178	-	16,243	0.0%	5.0%	364,178	0.0%	-
Building Security	388,740	4,142	16,013	1.1%	4.1%	388,740	1.1%	-
Solid Waste / Recycling	220,833	-	24,218	0.0%	12.4%	220,833	0.0%	-
<b>Operation of Plant</b>	<b>3,847,829</b>	<b>131,211</b>	<b>100,920</b>	<b>3.4%</b>	<b>3.0%</b>	<b>3,847,829</b>	<b>3.4%</b>	<b>-</b>
Photocopy Services	383,309	-	54,662	0.0%	20.3%	383,309	0.0%	-
Consultant Services	525,000	34,078	51,436	6.5%	19.8%	525,000	6.5%	-
Police And Fire	75,000	-	-	0.0%	0.0%	75,000	0.0%	-
Printing / Postage / Supplies	117,850	224,231	34,882	190.3%	48.0%	117,850	190.3%	-
Other Services	60,000	-	-	0.0%	0.0%	60,000	0.0%	-
<b>Purchased Services</b>	<b>1,161,159</b>	<b>258,309</b>	<b>140,980</b>	<b>22.2%</b>	<b>12.9%</b>	<b>1,161,159</b>	<b>22.2%</b>	<b>-</b>
<b>Instruction</b>	<b>1,419,500</b>	<b>195,110</b>	<b>135,354</b>	<b>13.7%</b>	<b>10.2%</b>	<b>1,419,500</b>	<b>13.7%</b>	<b>-</b>
<b>Board of Education</b>	<b>89,960,421</b>	<b>2,982,298</b>	<b>8,105,576</b>	<b>3.3%</b>	<b>9.1%</b>	<b>89,960,421</b>	<b>3.3%</b>	<b>-</b>

Note : YTD actuals exclude encumbrances



YEAR-TO-DATE BUDGET REPORT

FOR 2024 02

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
101 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED
A01 TUITION	8,737,214	0	8,737,214	.00	1,948,266.21	6,788,947.79	22.3%
B04 CONTRACTED BUS SERVICE/PUBLIC	3,172,579	0	3,172,579	.00	.00	3,172,579.00	.0%
B06 BUS SERVICE: NON PUBLIC SCHOOL	284,108	0	284,108	.00	.00	284,108.00	.0%
B08 TRANSPORTATION: REG VOC-TECH-	243,627	0	243,627	.00	.00	243,627.00	.0%
B10 TRANSPORTATION: REG VOC-AG	76,871	0	76,871	.00	.00	76,871.00	.0%
B12 TRANSPORT: PHYS. HANDICAPPED	2,037,560	0	2,037,560	.00	537,000.00	1,500,560.00	26.4%
B16 TRANSPORTATION: STDNT ACTIVITY	111,911	0	111,911	.00	2,758.35	109,152.65	2.5%
C04 SALARY - SUPERINTENDENT	190,759	0	190,759	61,848.35	.00	128,910.65	32.4%
C06 SALARY - ASST. SUPERINTENDENT	160,000	0	160,000	44,613.18	.00	115,386.82	27.9%
C07 SALARY - CLERICAL: BLAKE ADMIN	956,176	0	956,176	207,424.82	.00	748,751.18	21.7%
C10 SALARY - PRINCIPALS	1,246,610	0	1,246,610	1,915.87	.00	1,244,694.13	.2%
C12 SALARY - ASST. PRINCIPALS	951,794	0	951,794	1,089.43	39.95	950,664.62	.1%
C14 SALARY - COORD & DIRECTORS	1,381,409	0	1,381,409	41,928.91	1,000.00	1,338,480.09	3.1%
C16 SALARY - CLASSROOM TEACHERS	24,729,029	0	24,729,029	457,226.10	.00	24,271,802.90	1.8%
C18 SALARY - SPECIAL ED TEACHERS	5,738,604	0	5,738,604	105,401.22	.00	5,633,202.78	1.8%
C20 SALARY - ADULT EDUCATION	150,000	0	150,000	1,121.23	.00	148,878.77	.7%
C22 SALARY - HOMEBOUND	125,000	0	125,000	.00	.00	125,000.00	.0%
C24 SALARY - SPECIAL AREA TEACHERS	3,269,796	0	3,269,796	73,590.13	.00	3,196,205.87	2.3%
C26 SALARY - PUPIL SERVICES	1,483,856	0	1,483,856	35,147.87	.00	1,448,708.13	2.4%
C28 SALARY - CLERICAL: SECOND. SCH	546,054	0	546,054	78,363.95	.00	467,690.05	14.4%
C30 SALARY - CLERICAL: ELEM. SCH.	270,874	0	270,874	17,415.24	.00	253,458.76	6.4%
C32 SALARY - SUBSTITUTE CLERKS	30,000	0	30,000	.00	.00	30,000.00	.0%
C34 SALARY - LUNCH AIDES	300,000	0	300,000	15.26	.00	299,984.74	.0%
C36 SALARY - TEACHER AIDES	3,199,671	0	3,199,671	76,894.24	.00	3,122,776.76	2.4%
C38 SALARY - PARA SUBSTITUTES	105,000	0	105,000	76,882.89	.00	28,117.11	73.2%
C40 SALARY - DETACHED WORKER	98,261	0	98,261	844.23	.00	97,416.77	.9%
C42 SALARY - SUBSTITUTE TEACHERS	689,815	0	689,815	4,546.81	.00	685,268.19	.7%
C44 SALARY - SEVERANCE PAY	300,000	0	300,000	238,801.76	.00	61,198.24	79.6%
C46 SALARY - NURSES: PUBLIC	837,668	0	837,668	14,481.37	.00	823,186.63	1.7%
C48 SALARY - NURSES: NON-PUBLIC	150,480	0	150,480	1,926.25	.00	148,553.75	1.3%
C58 SALARY - CUSTODIANS	1,923,892	0	1,923,892	365,319.81	.00	1,558,572.19	19.0%
C60 SALARY - SUBSTITUTE CUSTODIANS	105,000	0	105,000	.00	.00	105,000.00	.0%
C62 SALARY - O/T CUSTODIANS	79,638	0	79,638	.00	.00	79,638.00	.0%
C64 SALARY - MAINTENANCE	861,073	0	861,073	211,604.35	.00	649,468.65	24.6%
C66 SALARY - O/T MAINTENANCE	60,799	0	60,799	.00	.00	60,799.00	.0%
C68 SALARY - STUDENT ACTIVITY ADV.	100,000	0	100,000	14.63	.00	99,985.37	.0%
C70 SALARY - ATHL COACHES: HS	175,000	0	175,000	12,551.84	.00	162,448.16	7.2%
C72 SALARY - CUST COMMUNITY SVCS	16,000	0	16,000	.00	.00	16,000.00	.0%
D04 ELECTRICITY	1,208,733	0	1,208,733	.00	188,323.15	1,020,409.85	15.6%
D08 WATER	103,919	0	103,919	.00	.00	103,919.00	.0%
D10 TELEPHONE & COMMUNICATIONS	364,178	0	364,178	.00	20,116.90	344,061.10	5.5%
D12 RUBBISH REMOVAL	220,833	0	220,833	.00	89,262.68	131,570.32	40.4%
D14 CUSTODIAL SUPPLIES	0	0	0	33,957.87	76,175.26	-110,133.13	100.0%
D16 HEAT FOR BUILDINGS	464,487	0	464,487	.00	10,753.55	453,733.45	2.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 02

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
D20 REPAIR TO BUILDINGS	846,939	0	846,939	56,410.45	678,403.05	112,125.50	86.8%
D22 UPKEEP OF GROUNDS SUPPLIES	0	0	0	.00	83,538.00	-83,538.00	100.0%
D24 BUILDING SECURITY	388,740	0	388,740	4,142.00	104,152.29	280,445.71	27.9%
D26 GAS, OIL & GREASE	0	0	0	3,532.73	.00	-3,532.73	100.0%
D30 OTHER EXPENSES: MAINTENANCE	0	0	0	5,064.50	84,606.04	-89,670.54	100.0%
D34 IMPROVEMENT TO SITES	250,000	0	250,000	28,103.23	85,070.60	136,826.17	45.3%
E02 CENTRAL OFFICE - TRAVEL	77,200	0	77,200	.00	.00	77,200.00	.0%
E04 CENTRAL OFFICE - DUES & CONF.	0	0	0	.00	2,700.00	-2,700.00	100.0%
E06 TRAVEL CONV. & DUES: TCHRS/ADM	0	0	0	5,100.00	13,516.00	-18,616.00	100.0%
E08 PROFESSIONAL CERT. REIMBURSMNT	46,500	0	46,500	.00	3,300.00	43,200.00	7.1%
E12 PROPERTY & LIABILITY INSURANCE	525,000	0	525,000	.00	25,765.00	499,235.00	4.9%
E14 HEALTH INSURANCE: CERTIFIED	9,847,344	0	9,847,344	38,658.30	35,463.29	9,773,222.41	.8%
E16 LIFE INSURANCE: CERTIFIED	187,913	0	187,913	.00	1,221.11	186,691.89	.6%
E18 SOCIAL SECURITY	764,786	0	764,786	74,820.30	.00	689,965.70	9.8%
E20 RETIREMENT CONTRIBUTIONS	477,406	0	477,406	54,194.02	.00	423,211.98	11.4%
E22 MEDICARE ONLY - TAXES	881,908	0	881,908	29,731.12	.00	852,176.88	3.4%
E24 UNEMPLOYMENT COMPENSATION	100,000	0	100,000	.00	.00	100,000.00	.0%
E26 HEALTH INSURANCE: NON-CERT	4,977,748	0	4,977,748	64,195.54	59,523.90	4,854,028.56	2.5%
E30 WORKER'S COMPENSATION	750,000	0	750,000	.00	.00	750,000.00	.0%
F02 POSTAGE	60,000	0	60,000	.00	6,000.00	54,000.00	10.0%
F04 PRINTING & PUBLISHING	0	0	0	.00	343,790.48	-343,790.48	100.0%
F06 PHOTOCOPY SERVICES	383,309	0	383,309	.00	35,732.95	347,576.05	9.3%
F12 CONSULTANT SERVICES	260,000	0	260,000	.00	.00	260,000.00	.0%
F14 SERVICE CONTRACTS	265,000	0	265,000	34,077.93	.00	230,922.07	12.9%
F18 BOE - OFFICE SUPPLIES	3,150	0	3,150	.00	2,068.92	1,081.08	65.7%
F20 CENTRAL OFFICE - SUPPLIES	26,000	0	26,000	125,166.04	18,039.13	-117,205.17	550.8%
F22 CENTRAL OFFICE - MISC. EXPENSE	0	0	0	.00	1,141.50	-1,141.50	100.0%
F26 POLICE & FIRE	75,000	0	75,000	.00	.00	75,000.00	.0%
F28 BOE - DUES & CONFERENCES	25,200	0	25,200	811.00	4,722.00	19,667.00	22.0%
F30 SUBSCRIPTIONS	3,500	0	3,500	98,253.76	.00	-94,753.76	2807.3%
F34 FITZGERALD COMPLEX	60,000	0	60,000	.00	.00	60,000.00	.0%
G02 ANSWERING SERVICE	10,850	0	10,850	.00	.00	10,850.00	.0%
G04 REPAIR TO EQUIPMENT: INSTRUCT.	25,000	0	25,000	.00	.00	25,000.00	.0%
G06 MISC. EXPENSES	0	0	0	.00	13,573.98	-13,573.98	100.0%
G08 ELEM. READING DEVELOPMENT	12,000	0	12,000	96,100.00	141,744.37	-225,844.37	1982.0%
G10 TEACHING SUPPLIES	504,400	0	504,400	.00	479,004.99	25,395.01	95.0%
G12 TEXTBOOKS	225,000	0	225,000	.00	104,926.07	120,073.93	46.6%
G14 PERIODICALS	13,500	0	13,500	34,222.60	19,688.84	-40,411.44	399.3%
G16 EDUCATIONAL MEDIA SUPPLIES	0	0	0	.00	11,499.23	-11,499.23	100.0%
G18 STANDARDIZED TESTING PROGRAM	54,750	0	54,750	.00	1,870.00	52,880.00	3.4%
G20 CURRICULUM IMPROVEMENT	45,000	0	45,000	22,942.00	173,223.93	-151,165.93	435.9%
G22 LIBRARY BOOKS	42,500	0	42,500	.00	33,050.14	9,449.86	77.8%
G26 EQUIPMENT - NON INSTRUCTIONAL	20,000	0	20,000	-1,550.00	18,442.06	3,107.94	84.5%
G29 EQUIPMENT - TECHNOLOGY	320,000	0	320,000	30,000.00	733,282.97	-443,282.97	238.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 02									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT	
101 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD	EXPENDED	ENCUMBRANCES	BUDGET	USED	
G32 MEDICAL SERVICES - SUPPLIES	36,500	0	36,500		.00	12,345.44	24,154.56	33.8%	
G34 MEDICAL SERVICES - MISC. EXP.	0	0	0		.00	6,226.00	-6,226.00	100.0%	
G36 EQUIPMENT: MEDICAL SERVICES	10,000	0	10,000		.00	.00	10,000.00	.0%	
G38 EQUIPMENT & SUPPLIES: ACTIV.	100,000	0	100,000		13,395.00	47,912.76	38,692.24	61.3%	
TOTAL GENERAL FUND	89,960,421	0	89,960,421		2,982,298.13	6,259,241.09	80,718,881.78	10.3%	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 02

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
459 TEACHERS REFORM ALLIANCE (ECS)	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL

S60 TEACHERS REFORM ALLIANCE

S60V25RC 61110 CERTIFIED PERSON	0	0	0	.00	184,348.56	-184,348.56	100.0%
S60V25RC 61112 SALARY TEACHERS	0	0	0	53,419.22	.00	-53,419.22	100.0%
S60V25RC 63300 OTHER PROFESSION	0	0	0	.00	88,887.34	-88,887.34	100.0%
TOTAL TEACHERS REFORM ALLIANCE	0	0	0	53,419.22	273,235.90	-326,655.12	100.0%
TOTAL TEACHERS REFORM ALLIANCE (ECS)	0	0	0	53,419.22	273,235.90	-326,655.12	100.0%
TOTAL EXPENSES	0	0	0	53,419.22	273,235.90	-326,655.12	





YEAR-TO-DATE BUDGET REPORT

FOR 2024 02

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
461 ESSER II							
<b>000 NULL</b>							
46170045 45290 STATE MISCELLANE	0	0	0	-5,875,379.50	.00	5,875,379.50	100.0%
TOTAL NULL	0	0	0	-5,875,379.50	.00	5,875,379.50	100.0%
<b>555 UNUSED</b>							
S61V29SG 61112 SALARY TEACHERS	7,500,000	0	7,500,000	7,497,148.69	.00	2,851.31	100.0%
S61V29SG 63300 OTHER PROFESSION	623,000	0	623,000	623,000.00	.00	.00	100.0%
S61V29SG 65100 STUDENT TRANSPOR	396,305	0	396,305	396,305.00	.00	.00	100.0%
S61V29SG 66110 INSTRUCTIONAL SU	203,227	296,773	500,000	500,000.00	.00	.00	100.0%
TOTAL UNUSED	8,722,532	296,773	9,019,305	9,016,453.69	.00	2,851.31	100.0%
TOTAL ESSER II	8,722,532	296,773	9,019,305	3,141,074.19	.00	5,878,230.81	34.8%
TOTAL REVENUES	0	0	0	-5,875,379.50	.00	5,875,379.50	
TOTAL EXPENSES	8,722,532	296,773	9,019,305	9,016,453.69	.00	2,851.31	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 02

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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000 NULL

46270045 45290 STATE MISCELLANE	0	0	0	-6,300,000.00	.00	6,300,000.00	100.0%
TOTAL NULL	0	0	0	-6,300,000.00	.00	6,300,000.00	100.0%

665 UNUSED

S62V29SG 61112 SALARY TEACHERS	4,500,000	0	4,500,000	125,000.00	.00	4,375,000.00	2.8%
S62V29SG 63300 OTHER PROFESSION	1,500,000	9,781,456	11,281,456	5,150,066.01	643,600.15	5,487,789.84	51.4%
S62V29SG 66110 INSTRUCTIONAL SU	1,100,000	2,595,000	3,695,000	1,656,725.86	5,138.25	2,033,135.89	45.0%
TOTAL UNUSED	7,100,000	12,376,456	19,476,456	6,931,791.87	648,738.40	11,895,925.73	38.9%
TOTAL ARP/ESSER III	7,100,000	12,376,456	19,476,456	631,791.87	648,738.40	18,195,925.73	6.6%
TOTAL REVENUES	0	0	0	-6,300,000.00	.00	6,300,000.00	
TOTAL EXPENSES	7,100,000	12,376,456	19,476,456	6,931,791.87	648,738.40	11,895,925.73	



**Rating Action: Moody's confirms Baa3 on City of West Haven, CT's issuer rating and GO bonds; outlook is stable**

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03 Oct 2023

New York, October 03, 2023 -- Moody's Investors Service has confirmed the City of West Haven, CT's Baa3 issuer rating and its Baa3 general obligation bond rating, with a stable outlook. This action concludes a review for direction uncertain initiated on August 4, 2023 due to lack of sufficient information. We have since received sufficient financial information to maintain the rating. The city has approximately \$93 million of outstanding debt as of June 30, 2023.

#### RATINGS RATIONALE

The confirmation reflects the city's financial position, which is highlighted by very narrow but gradually improving general fund reserves that have grown without the use of restructuring funds in any of the last three years. The rating is also driven by the persistent deficit in the city's internal service fund, moderate leverage profile and ongoing challenges regarding financial control and oversight. Poor financial control and oversight has resulted in a late audit for the second consecutive year. In lieu of the fiscal 2022 audit, we have reviewed draft, unaudited results and the city's five-year financial plan. The financial plan is unaudited but includes fiscal 2022 information that was submitted to and reviewed by MARB and is currently pending approval. Our view of the city's financial position and credit quality will be significantly informed by the city's ability to produce a fiscal 2022 audit in November and by there being no material difference between the final audit and the current draft. As such, governance is a key driver of the rating action. The city's credit quality and our ability to maintain the rating will also be driven by timely production of the fiscal 2023 audit. A failure to produce an on-time audit for a third consecutive year would signal further inability to exert solid financial management and be a pronounced credit weakness.

The city's ability to produce financial disclosure will likely be enhanced by the September appointment of a financial manager installed by the state as per the city's status in Tier IV MARB oversight. The placement of the financial manager comes about one year after the state determined its necessity in light of financial malfeasance that led to the alleged embezzlement of city funds. The financial manager is tasked with ensuring that the city improve or correct internal controls and help institute financial management improvements as recommended by a consultant commissioned by MARB.

The city's unaudited fiscal 2022 operating results indicate a \$2.4 million general fund surplus resulting in an \$8 million available general fund balance equal to 4.5% of total general fund revenues. However, the city's overall available fund balance remains considerably weak and hampered by a long term deficit in the internal service fund that rose to \$8.6 million in 2022 in contrast to last year's expectation that the deficit would decline. Positively, the fire department fund produced a \$1.6 million surplus to bring its fund balance to \$4.1 million, the largest amount in several years. The sewer fund, which historically has also been an area of weakness, was essentially balanced, with just a \$37,000 reduction to reserves. The city's total unassigned governmental fund balance is negative 8% as a result of the city's issuance of bond anticipation notes and money spent on capital projects. However, the city is in the process of eliminating the inter-fund loans in the related capital improvement fund and ARPA fund through the issuance of bonds that will reimburse the city for money already spent.

The city's leverage position is moderate and includes 9% annual fixed costs. The city's five-year capital improvement plan includes \$165 million in projects, \$48 million of which will be funded with bond proceeds. Roughly one-third of future debt plans will fund renovations and additions to the city's schools.

The Baa3 rating on the GOULT bonds is the same as the issuer rating, which reflects the GOULT bonds being full faith and credit obligations of the town.

## RATING OUTLOOK

The stable outlook is driven by our expectation that the city will continue gradual financial improvement while strengthening its policies and procedures. This effort will be enhanced by the oversight of MARB, which has recently installed a financial manager that will increase the probability of improving financial control and oversight to result in timely audit production and improved fiscal operating results.

## FACTORS THAT COULD LEAD TO AN UPGRADE OF THE RATINGS

- Consistent operating balance resulting in material improvement to cash and reserves
- Effective governance leading to the reduction MARB oversight
- Financial balance across all operating funds and positive unassigned fund balance

## FACTORS THAT COULD LEAD TO A DOWNGRADE OF THE RATINGS

- Operating deficits resulting in decline to cash or reserves
- Demonstrated weakness of financial controls and reporting including late audit production

## LEGAL SECURITY

The city's general obligation bonds are full faith and credit obligations benefitting from its unlimited property tax pledge.

## PROFILE

The City of West Haven is located in New Haven County in southwestern Connecticut, on the north shore of the Long Island Sound and is part of the New Haven metro area. The city's population is roughly 55,000.

## METHODOLOGY

The principal methodology used in these ratings was US Cities and Counties Methodology published in November 2022 and available at <https://ratings.moodys.com/rmc-documents/386953>. Alternatively, please see the Rating Methodologies page on <https://ratings.moodys.com> for a copy of this methodology.

## REGULATORY DISCLOSURES

For further specification of Moody's key rating assumptions and sensitivity analysis, see the sections Methodology Assumptions and Sensitivity to Assumptions in the disclosure form. Moody's Rating Symbols and Definitions can be found on <https://ratings.moodys.com/rating-definitions>.

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At least one ESG consideration was material to the credit rating action(s) announced and described above.

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CITY OF WEST HAVEN OPEN ISSUES

10/17/2023

List #	Issue	Required Response	Status
1	Brewery Development Agreement	Copy of agreement: lease, assessment cap, pilot, other commitments	Vendor Withdrew. <b>CLOSED</b>
2	Firefighter Hazard Pay Stipend	Status of City revisiting amount - original request of \$10,000 per firefighter	City status response in 10/6/22 MARB meeting package: "City administration and City Council believe that this is fair compensation for the unprecedented hazards encountered by the Fire Service." On 10/8/23, OPM Staff had a conference call with fire districts on next step.  Pending
3	Firefighter Hazard Pay Stipend	Status of revision to MOU with union - FY 2022	City response in 10/6/22 MARB meeting package addressed MOU related to Partnership transition. "MOU incorporated dates regarding transitioning to the State partnership Plan that can no longer be achieved, City and Union are scheduled to discuss any potential changes to TA and MOU on 10/4/22. The spirit and intent of the dialogue remains intact, however effective dates must be addressed" No change to MOU regarding hazard pay stipend.  MOU Pending
4	Firefighter Hazard Pay Stipend	Analysis of whether stipend creates liability when negotiating with other bargaining units	City response in 10/6/22 MARB meeting package: "City contends that the hazards encountered by Guardians during the initial stages of the pandemic are unique in terms of the physical interpersonal contract required in the performance of their duties, and therefore firefighters are both eligible and deserving of the hazard pay allowance under federal standards."  Analysis Pending
7	5-Year Plan: Mitigation Measures	Detailed plans/opportunities to enhance revenues or reduce expenditures FY 24-FY 28	FY24-28 5 Year Plan was presented in June meeting with mitigation measures. The 5 year plan was not approved due to further information needed  5-Year Plan Pending



List #	Issue	Required Response	Status
8	Consolidation of Fire District pension plans. Separate pension investment management services and pension investment advisor services	Detailed tasks and timeline for reviewing options and proceeding with consolidating services. Incorporate fire districts into timeline.	<b>City held preliminary meeting 9/26/22 with follow-up anticipated in October 2022 - districts not interested. One district has declined. On 9/19/23 Subcommittee meeting, City agrees to seek an expert assistance.</b>
10	Fuel and energy contracts	Summary of contracts including: Current rates, indicating floating vs. fixed, contract term. Include bus fuel indicating whether company or district carries price risk.	Electricity contract signed in December 2022. Gasoline/diesel fuel will be sent out to bid. Ending. Partial information distributed 11/3/22. follow-up request from T. Hamilton at 12/1/22 meeting.  Matrix Pending Since 12/1/2022.
15	Cohn Reznick report - 4/1/22	Section V lists several companies and/or individuals that received monies from the city and are listed as questionable. Have any of those companies and/or individuals received any monies from the city since the date of the report? If so, for what purpose?	Requested 3/30/23
16	Cohn Reznick report - 4/1/22	Exhibit A of that report lists several expenditures that are questionable. Specifically, why were independent contractors given bonuses for work? Ernie Chiarelli and Louis Faugno. Who are they and what specific work did they do?	Requested 3/30/23
18	Cohn Reznick report - 4/1/22	Several hundred thousand dollars of CRF funds were given to the independent fire districts for overtime and other non descriptive expenses. Those districts already budget for overtime, so is this allocation for additional overtime or to supplant dollars of those existing budgets? If it's for additional, unanticipated overtime due to COVID, can you provide specifics?	Requested 3/30/23 On 10/6/2022, City provided Base Pay and Overtime for Westshore and Center districts's 2020 and 2021, Allingtown 2020. The data for overtime pay due to COVID is not identified and could not to be provided. <b>CLOSED</b>
19	Cohn Reznick report - 4/1/22	Has the City Council been presented with both Cohn Reznick reports and did they discuss them in open session with an agenda item for such presentation?	Requested 3/30/23

List #	Issue	Required Response	Status
20	Recover CRF funds - misuse	Has the city taken steps to attempt to recover CRF funds from fraudulent/misuse activity?  FY 24 proposed budget	City provided updates on 9/19/23 Subcommittee meeting: * \$50k received from John Barnado paid resitution in full. * City is persuing insurance claim to cover the funds * Mr. Dimassa Court Order to pay his resitution
21	IRS code for personal use of city vehicles	Review IRS rules regarding personal use of city vehicles to determine if taxable benefits	3/30/23 sub-committee request City is to consult with its audit firm - PKF
22	Fleet cars	List of cars in the fleet and who is provided a car	3/30/23 sub-committee request. List from City side was provided 4/13/23 within meeting materials. Waiting for the list from BOE. Updated list including new purchased vehicles is pending. BOE's List is pending.
23	Fire Districts	Fire districts benchmarking -Timeline of looking at fire districts	On 7/25 Subcommittee meeting, members had a tour of 3 fire districts. RFP for fire service feasibility study of ARPA funds was reviewed and discussed at 8/31/23 MARB meeting.
26	Contracts over 50k	Backup of contracts not provided to MARB for approval.	List was provided. <b>CLOSED</b>
27	Special Benefits	City and BOE employees with special benefits. i.e. cars	Pending
29	Fire District pensions	What is the compensation for the investment managers and advisors. Are gratuities given from these managers to district officials. If so, what are they. Please go back three years	Pending
32	Budget Transfers	Budget transfers between City and BOE, and other inter-fund transfers over \$50,000 need to be presented to MARB for approval	FY 2023 Inter-fund transfers are provided by CITY in 10/17/23 meeting materials. BOE Transfer is pending
33	5-Year Plan	City's FY24-FY28 5-Year Plan need to be revised and submitted to MARB for approval	During 9/14/2023 Subcommittee meeting, Members and City went over the items need to be addressed while preparing the revisions including Debt Service Fund, Internal Service Fund, OPEB funding and other 5-year Plan items. Revised 5-Year Plan pending.
34	FY 2023 Audit	Timeline to ensure the audit to be completed before 12/31/2023	Pending

**\*\* numbers 5 ,6 ,9, 11, 12 ,13, 14, 17,24 ,25, 28,30 and 31 were previously closed**

## Town of Sprague Budget Status as of August 31, 2023

### Summary

As of the end of August 2023, total revenues collected are 38% of the FY 2023/24 budgeted amount. This on par with total revenues collected for the same period in FY 2022/2023 which were also 38% of the total budgeted amount.

Total expenditures as of 8/31/23 are at 13% of budget. This is on par with expenditures for the same period in FY 2022/23 which were also at 13% of the budget.

<i>Budget Category</i>	FY 2023/2024			<b>Same Period Prior Year</b>
	<b>Budget</b>	<b>Year to Date</b>	<b>Year to Date %</b>	
Property Taxes	6,911,111	3,796,384	55%	56%
State Education Grants	2,707,763	-	0%	0%
Other State Grants	566,468	126,684	22%	19%
Other Revenue	233,908	55,483	24%	8%
<b>Total General Fund Revenues</b>	<b>10,419,250</b>	<b>3,978,551</b>	<b>38%</b>	<b>38%</b>
Town/Municipal Expenditures	3,011,729	778,371	26%	26%
Board of Education Expenditures	7,308,884	546,486	7%	7%
<b>Total General Fund Expenditures</b>	<b>10,320,613</b>	<b>1,324,857</b>	<b>13%</b>	<b>13%</b>

The attached Budget vs. Actual report provides a detailed report of all revenues and expenditures as of the end of August. At this time, no significant variances are projected for either revenues or expenditures.

### Revenues

Property Taxes are the largest revenue source to the Town, representing 66.3% of total revenues. Collections on Property Taxes for the period to August 31, 2023 of the current fiscal year are at 55% of the budgeted amount. This is also on par with prior year property tax revenue which was also 56% of the budgeted amount.

State Grants make up 31.4% of total budgeted revenues. As of August 31, 2023, the Town has received \$126,684 or 4% of its State grant revenue, which is comparable to the same period in the prior year which was at 3%.

The remaining revenue sources include interest income, fees, permits and miscellaneous revenue. In the aggregate, these sources comprise approximately 2.3% of total budgeted revenues. Current year collections on these sources total \$55,483 and are at 24% of the total budgeted amount. Collections in the prior year were 8% of the budgeted amount. Interest income received in the current year is the reason for the increased variance from the previous year.

### Expenditures

Departmental and other operating expenditures as of August 31, 2023 tend to range between 7% and 15% with a few exceptions where year-to-date expenditures don't fall into that range. In most cases, Town current year expenditures are comparable to last fiscal year's expenditures for the same period with no major outliers.

Payments for memberships on regional agencies (54% year-to-date), insurance premiums (21% year-to-date) and maintenance contracts (52% year-to-date) tend to be invoiced in one or several installments. Similarly, payments on bond principal (66% year-to-date) and interest (48% year-to-date) are scheduled payments that do not necessarily occur evenly throughout the fiscal year.

Year to date expenditures by the Board of Education total \$546,486 or 7% of total budget. For the same period last fiscal year, Board of Education expenditures were 7% of budget. (Differences between the education expenditures between the Town report and the Board of Education report are due to timing and recording of grant-related expenditures/revenues.)

**Town of Sprague  
BOF Budget vs. Actual  
with YE estimated totals  
July through August 2023**

	Two Month Totals		Current Year Totals				Comparison	Estimated Year-End Totals				
	July 2023	August 2023	Budget	Year to Date	\$ Remaining	% of Budget		Same Period PY %	Year-End Est.	Budget	\$ Remaining	% of Budget
<b>Ordinary Income/Expense</b>												
<b>Income</b>												
<b>5000 - Taxes</b>												
5000-1 - Current Taxes	3,439,821	100,267	6,487,606	3,540,088	(2,947,518)	55%	57%	6,487,606	6,487,606	-	100%	
5000-2 - Current Interest & Lien Fees	4	2,728	20,000	2,732	(17,268)	14%	22%	20,000	20,000	-	100%	
5000-3 - Prior Year Tax	31,239	10,882	125,000	42,121	(82,879)	34%	21%	125,000	125,000	-	100%	
5000-4 - Prior Year Interest/Lien Fees	7,348	4,098	35,000	11,446	(23,554)	33%	21%	35,000	35,000	-	100%	
5000-5 - Current Supp MV Tax	-	-	72,000	-	(72,000)	0%	3%	72,000	72,000	-	100%	
5000-6 - Firefighter Tax Abatement	-	-	(28,500)	-	28,500	0%	0%	(28,500)	(28,500)	-	100%	
5000-7 - PILOT Solar Farm	-	200,000	200,005	200,000	(5)	100%	100%	200,005	200,005	-	100%	
5000-8 - Tax & Applic. Refunds (contra)	-	(3)	-	(3)	(3)	100%	100%	-	-	-	0%	
5000-9 - Tax Overpymnts Ret'd (contra)	-	-	-	-	-	0%	0%	-	-	-	0%	
<b>Total 5000 - Taxes</b>	<b>3,478,412</b>	<b>317,972</b>	<b>6,911,111</b>	<b>3,796,384</b>	<b>(3,114,727)</b>	<b>55%</b>	<b>56%</b>	<b>6,911,111</b>	<b>6,911,111</b>	<b>-</b>	<b>100%</b>	
<b>5100 - State Grants-School</b>												
5100-1 - ECS - Assis. to Towns for Educ.	-	-	2,707,763	-	(2,707,763)	0%	0%	2,707,763	2,707,763	-	100%	
<b>Total 5100 - State Grants-School</b>	<b>-</b>	<b>-</b>	<b>2,707,763</b>	<b>-</b>	<b>(2,707,763)</b>	<b>0%</b>	<b>0%</b>	<b>2,707,763</b>	<b>2,707,763</b>	<b>-</b>	<b>100%</b>	
<b>5200 - State Grants-Local</b>												
5200-1 - Telecomm. Property Tax Grant	-	-	5,569	-	(5,569)	0%	0%	5,569	5,569	-	100%	
5200-10 - Judicial 10th Circuit Court	-	-	1,000	-	(1,000)	0%	0%	1,000	1,000	-	100%	
5200-11 - SLA - Emergency Mgmt. Agency	-	-	2,800	-	(2,800)	0%	0%	2,800	2,800	-	100%	
5200-13 - St. Police O/T	-	-	5,000	-	(5,000)	0%	0%	5,000	5,000	-	100%	
5200-16 - Elderly & Disabled Transp Grant	-	-	8,543	-	(8,543)	0%	0%	8,543	8,543	-	100%	
5200-18 - Motor Vehicle Transition Grant	-	126,684	126,684	126,684	-	100%	100%	126,684	126,684	-	100%	
5200-2 - Municipal Rev Sharing-Muni Proj	-	-	386,528	-	(386,528)	0%	0%	386,528	386,528	-	100%	
5200-4 - PILOT - State Property	-	-	11,582	-	(11,582)	0%	0%	11,582	11,582	-	100%	
5200-5 - Mashantucket Pequot Grant	-	-	17,479	-	(17,479)	0%	0%	17,479	17,479	-	100%	
5200-6 - Veterans Tax Relief	-	-	684	-	(684)	0%	0%	684	684	-	100%	
5200-7 - Disability Exemption Reimb.	-	-	599	-	(599)	0%	0%	599	599	-	100%	
<b>Total 5200 - State Grants-Local</b>	<b>-</b>	<b>126,684</b>	<b>566,468</b>	<b>126,684</b>	<b>(439,784)</b>	<b>22%</b>	<b>19%</b>	<b>566,468</b>	<b>566,468</b>	<b>-</b>	<b>100%</b>	
<b>5300 - Local Revenues</b>												
5300-1 - Interest Income	16,802	17,712	20,000	34,514	14,514	173%	295%	60,000	20,000	40,000	300%	
5300-10 - Permit Fees, P&Z, Inland & Wetl	44	126	3,500	170	(3,330)	5%	28%	3,500	3,500	-	100%	
5300-13 - Landfill Receipts	2,667	2,591	24,000	5,258	(18,742)	22%	18%	24,000	24,000	-	100%	
5300-14 - Newsletter Ads	-	-	1,500	-	(1,500)	0%	0%	1,500	1,500	-	100%	
5300-15 - Marriage Licenses	32	-	150	32	(118)	21%	11%	150	150	-	100%	
5300-16 - Sportsmans Licenses	4	1	150	5	(145)	3%	4%	150	150	-	100%	
5300-17 - Farmland Preservation	93	111	1,000	204	(796)	20%	14%	1,000	1,000	-	100%	
5300-2 - Licenses, Burial, Crem, Pis, Liq	255	250	1,200	505	(695)	42%	49%	1,200	1,200	-	100%	
5300-3 - Building Inspector Fees	2,740	840	25,000	3,580	(21,420)	14%	13%	25,000	25,000	-	100%	
5300-4 - Dog License Fees	200	69	1,100	269	(831)	24%	19%	1,100	1,100	-	100%	
5300-5 - Sundry Receipts, faxes, etc	-	-	400	-	(400)	0%	2%	400	400	-	100%	
5300-6 - Recording Land Rec,maps, trade	1,331	1,385	12,000	2,716	(9,284)	23%	21%	12,000	12,000	-	100%	
5300-8 - Conveyance Tax	3,060	3,526	20,000	6,586	(13,414)	33%	48%	20,000	20,000	-	100%	
5300-9 - Copies	463	861	5,500	1,324	(4,176)	24%	14%	5,500	5,500	-	100%	
<b>Total 5300 - Local Revenues</b>	<b>27,691</b>	<b>27,472</b>	<b>115,500</b>	<b>55,163</b>	<b>(60,337)</b>	<b>48%</b>	<b>27%</b>	<b>155,500</b>	<b>115,500</b>	<b>40,000</b>	<b>135%</b>	
<b>5400 - Misc Revenues</b>												
5400-1 - Trans. Subsidy from SCRRA	-	-	2,000	-	(2,000)	0%	0%	2,000	2,000	-	100%	
5400-5 - Other Revenues	200	120	-	320	320	100%	100%	-	-	-	0%	
5400-6 - Waste Management	-	-	53,000	-	(53,000)	0%	0%	53,000	53,000	-	100%	
<b>Total 5400 - Misc Revenues</b>	<b>200</b>	<b>120</b>	<b>55,000</b>	<b>320</b>	<b>(54,680)</b>	<b>1%</b>	<b>4%</b>	<b>55,000</b>	<b>55,000</b>	<b>-</b>	<b>100%</b>	
<b>5500-3 - Resv. Dam Proj. - Prinp. S&amp;W</b>												
5500-4 - Resv. Dam Proj. - Int. W & S	-	-	18,408	-	(18,408)	0%	0%	18,408	18,408	-	100%	
<b>5800 - Transfer in of Capitalized Interest for Bond</b>												
5800 - Transfer in of Capitalized Interest for Bond	-	-	-	-	-	0%	0%	-	-	-	0%	
<b>Total Income</b>	<b>3,506,303</b>	<b>472,248</b>	<b>10,419,250</b>	<b>3,978,551</b>	<b>(6,440,699)</b>	<b>38%</b>	<b>38%</b>	<b>10,459,250</b>	<b>10,419,250</b>	<b>40,000</b>	<b>100%</b>	
<b>Grand Profit</b>	<b>3,506,303</b>	<b>472,248</b>	<b>10,419,250</b>	<b>3,978,551</b>	<b>(6,440,699)</b>	<b>38%</b>	<b>38%</b>	<b>10,459,250</b>	<b>10,419,250</b>	<b>40,000</b>	<b>100%</b>	

Town of Sprague  
BOF Budget vs. Actual  
with YE estimated totals  
July through August 2023

	Two Month Totals		Current Year Totals				Comparison	Estimated Year-End Totals			
	July 2023	August 2023	Budget	Year to Date	\$ Remaining	% of Budget	Same Period PY %	Year-End Est.	Budget	\$ Remaining	% of Budget
<b>Expense</b>											
6000 · Board of Selectmen											
6000-1 · First Selectman	3,266	3,266	42,452	6,532	(35,920)	15%	15%	42,452	42,452	-	100%
6000-2 · Selectman 2	100	100	1,200	200	(1,000)	17%	17%	1,200	1,200	-	100%
6000-3 · Selectman 3	100	100	1,200	200	(1,000)	17%	17%	1,200	1,200	-	100%
6000-4 · Selectman office Sup. Misc.	50	-	1,600	50	(1,550)	3%	52%	1,600	1,600	-	100%
6000-5 · Selectman - Mileage	-	-	1,000	-	(1,000)	0%	0%	1,000	1,000	-	100%
6000-6 · Selectman Executive Assistant	2,960	3,116	37,874	6,076	(31,798)	16%	15%	37,874	37,874	-	100%
6000-7 · Stipend Add'l Brd Participation	-	-	-	-	-	0%	0%	-	-	-	0%
<b>Total 6000 · Board of Selectmen</b>	<b>6,476</b>	<b>6,582</b>	<b>85,326</b>	<b>13,058</b>	<b>(72,268)</b>	<b>15%</b>	<b>16%</b>	<b>85,326</b>	<b>85,326</b>	<b>-</b>	<b>100%</b>
6005 · Elections											
6005-1 · Election Salaries	200	153	6,885	353	(6,532)	5%	14%	6,885	6,885	-	100%
6005-2 · Election Misc.	1,380	578	24,220	1,958	(22,262)	8%	26%	24,220	24,220	-	100%
<b>Total 6005 · Elections</b>	<b>1,580</b>	<b>731</b>	<b>31,105</b>	<b>2,311</b>	<b>(28,794)</b>	<b>7%</b>	<b>22%</b>	<b>31,105</b>	<b>31,105</b>	<b>-</b>	<b>100%</b>
6010 · Board of Finance											
6010-2 · BOF - Town Rpt, Sup.	-	-	250	-	(250)	0%	0%	250	250	-	100%
<b>Total 6010 · Board of Finance</b>	<b>-</b>	<b>-</b>	<b>250</b>	<b>-</b>	<b>(250)</b>	<b>0%</b>	<b>0%</b>	<b>250</b>	<b>250</b>	<b>-</b>	<b>100%</b>
6011 · Auditing											
6011 - Auditing	-	-	18,700	-	(18,700)	0%	19%	18,700	18,700	-	100%
6012 · Bookkeeper											
6012-1 · Bookkeeper - Salary	2,308	2,757	29,940	5,065	(24,875)	17%	16%	29,940	29,940	-	100%
6012-2 · Bookkeeper-Support	-	-	900	-	(900)	0%	0%	900	900	-	100%
<b>Total 6012 · Bookkeeper</b>	<b>2,308</b>	<b>2,757</b>	<b>30,840</b>	<b>5,065</b>	<b>(25,775)</b>	<b>16%</b>	<b>16%</b>	<b>30,840</b>	<b>30,840</b>	<b>-</b>	<b>100%</b>
6015 · Assessors											
6015-1 · Assessors, Salary	1,792	1,792	23,291	3,584	(19,707)	15%	15%	23,291	23,291	-	100%
6015-4 · Assessors, Travel Expense	-	-	100	-	(100)	0%	0%	100	100	-	100%
6015-5 · Assessors, Sch,Wrkshp, Seminars	-	-	-	-	-	0%	0%	-	-	-	0%
6015-6 · Assess. Misc. Supplies, Postage	-	-	1,500	-	(1,500)	0%	0%	1,500	1,500	-	100%
6015-7 · Assess. Map upds, Pric.Manuls	-	-	-	-	-	0%	0%	-	-	-	0%
<b>Total 6015 · Assessors</b>	<b>1,792</b>	<b>1,792</b>	<b>24,891</b>	<b>3,584</b>	<b>(21,307)</b>	<b>14%</b>	<b>14%</b>	<b>24,891</b>	<b>24,891</b>	<b>-</b>	<b>100%</b>
6025 · Tax Collector											
6025-1 · Tax Collector, Salary	2,166	2,166	28,158	4,332	(23,826)	15%	15%	28,158	28,158	-	100%
6025-4 · Tax Collector Misc. Sup. Sch.	-	-	700	-	(700)	0%	0%	700	700	-	100%
6025-5 · Tax Collector, Postage	-	-	2,070	-	(2,070)	0%	0%	2,070	2,070	-	100%
<b>Total 6025 · Tax Collector</b>	<b>2,166</b>	<b>2,166</b>	<b>30,928</b>	<b>4,332</b>	<b>(26,596)</b>	<b>14%</b>	<b>14%</b>	<b>30,928</b>	<b>30,928</b>	<b>-</b>	<b>100%</b>
6030 · Town Treasurer	200	100	2,400	300	(2,100)	13%	17%	2,400	2,400	-	100%
6035 · Town Counsel & Financial Advsr											
6035-1 · Town Counsel	1,220	-	45,000	1,220	(43,780)	3%	9%	45,000	45,000	-	100%
6035-2 · Financial Advisor	-	-	1,500	-	(1,500)	0%	0%	1,500	1,500	-	100%
<b>Total 6035 · Town Counsel &amp; Financial Advsr</b>	<b>1,220</b>	<b>-</b>	<b>46,500</b>	<b>1,220</b>	<b>(45,280)</b>	<b>3%</b>	<b>9%</b>	<b>46,500</b>	<b>46,500</b>	<b>-</b>	<b>100%</b>
6040 · Town Clerk											
6040-1 · Town Clerk, Salary	4,046	4,046	52,600	8,092	(44,508)	15%	15%	52,600	52,600	-	100%
6040-2 · Town Clerk, Office Sup, Misc.	-	-	1,463	-	(1,463)	0%	-63%	1,463	1,463	-	100%
6040-3 · Town Clerk, Dog Licenses	-	-	350	-	(350)	0%	0%	350	350	-	100%
6040-4 · Town Clerk, School	-	595	1,200	595	(605)	50%	51%	1,200	1,200	-	100%
6040-5 · Town Clerk, Microfm(Security)	-	-	400	-	(400)	0%	0%	400	400	-	100%
<b>Total 6040 · Town Clerk</b>	<b>4,046</b>	<b>4,641</b>	<b>56,013</b>	<b>8,687</b>	<b>(47,326)</b>	<b>16%</b>	<b>14%</b>	<b>56,013</b>	<b>56,013</b>	<b>-</b>	<b>100%</b>
6045 · Telephone Services/DSL/Website	1,055	579	14,592	1,634	(12,958)	11%	15%	14,592	14,592	-	100%
6050 · Pool Secretaries											
6050-1 · Pool Sec,Salary-Asst Town Clerk	1,889	1,909	24,817	3,798	(21,019)	15%	15%	24,817	24,817	-	100%
6050-2 · Pool Sec, Salary-Land Use Clerk	2,570	2,580	33,415	5,150	(28,265)	15%	7%	33,415	33,415	-	100%
<b>Total 6050 · Pool Secretaries</b>	<b>4,459</b>	<b>4,489</b>	<b>58,232</b>	<b>8,948</b>	<b>(49,284)</b>	<b>15%</b>	<b>11%</b>	<b>58,232</b>	<b>58,232</b>	<b>-</b>	<b>100%</b>
6055 · Town Off. Bldg.											
6055-1 · Town Off. Bldg.Janitorial Serv	715	-	9,900	715	(9,185)	7%	7%	9,900	9,900	-	100%
6055-2 · Town Off. Bldg. Sup. Maint.	124	608	2,000	732	(1,268)	37%	33%	2,000	2,000	-	100%
6055-3 · Town Off/Sen.Ctr.- Bldg.Heat	-	-	15,000	-	(15,000)	0%	0%	15,000	15,000	-	100%
6055-4 · Town Off Bldg/Sen Ctr - Lights	-	534	12,777	534	(12,243)	4%	7%	12,777	12,777	-	100%
6055-5 · Town Off. Bldg. rpr & renov.	2,095	906	17,000	3,001	(13,999)	18%	45%	17,000	17,000	-	100%
<b>Total 6055 · Town Off. Bldg.</b>	<b>2,934</b>	<b>2,048</b>	<b>56,677</b>	<b>4,982</b>	<b>(51,695)</b>	<b>9%</b>	<b>11%</b>	<b>56,677</b>	<b>56,677</b>	<b>-</b>	<b>100%</b>

**Town of Sprague**  
**BOF Budget vs. Actual**  
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 July through August 2023

	Two Month Totals		Current Year Totals				Comparison		Estimated Year-End Totals			
	July 2023	August 2023	Budget	Year to Date	\$ Remaining	% of Budget	Same Period PY %	Year-End Est.	Budget	\$ Remaining	% of Budget	
6100 · P & Z Comm.												
6100-1 · P & Z Comm. Enc. Off.	590	590	7,668	1,180	(6,488)	15%	15%	7,668	7,668	-	100%	
6100-2 · P & Z Comm. Planner	1,632	-	11,500	1,632	(9,868)	14%	14%	11,500	11,500	-	100%	
6100-5 · P & Z Secretarial & Other Services	-	-	360	-	(360)	0%	0%	360	360	-	100%	
<b>Total 6100 · P &amp; Z Comm.</b>	<b>2,222</b>	<b>590</b>	<b>19,528</b>	<b>2,812</b>	<b>(16,716)</b>	<b>14%</b>	<b>15%</b>	<b>19,528</b>	<b>19,528</b>	<b>-</b>	<b>100%</b>	
6111 · Land Use Miscellaneous	-	-	500	-	(500)	0%	0%	500	500	-	100%	
6115 · Ec. Devel.	-	-	900	-	(900)	0%	25%	900	900	-	100%	
6120 · Conservation Commission												
6120-2 · Training workshop	-	-	100	-	(100)	0%	0%	100	100	-	100%	
6120-4 · Miscellaneous	-	-	1,000	-	(1,000)	0%	0%	1,000	1,000	-	100%	
<b>Total 6120 · Conservation Commission</b>	<b>-</b>	<b>-</b>	<b>1,100</b>	<b>-</b>	<b>(1,100)</b>	<b>0%</b>	<b>0%</b>	<b>1,100</b>	<b>1,100</b>	<b>-</b>	<b>100%</b>	
6150 · Conservation Wetlands Enf Off	-	-	7,000	-	(7,000)	0%	5%	7,000	7,000	-	100%	
6200 · Highways												
6200-1 · Highways, General Maintenance	2,125	17,046	50,000	19,171	(30,829)	38%	16%	50,000	50,000	-	100%	
6200-10 · Drug & Alcohol Testing	-	-	500	-	(500)	0%	0%	500	500	-	100%	
6200-2 · Highways, Public Works Salary	18,433	18,304	259,171	36,737	(222,434)	14%	12%	259,171	259,171	-	100%	
6200-3 · Highways, Misc. o/t labor.	-	330	28,000	330	(27,670)	1%	10%	28,000	28,000	-	100%	
6200-4 · Boots - Highways	-	-	3,125	-	(3,125)	0%	0%	3,125	3,125	-	100%	
6200-5 · Storm Materials	-	-	27,500	-	(27,500)	0%	25%	27,500	27,500	-	100%	
6200-6 · Highways, Roadway Mgmt.	-	72	40,000	72	(39,928)	0%	27%	40,000	40,000	-	100%	
6200-7 · Highways, Town Garage	-	54	8,000	54	(7,946)	1%	2%	8,000	8,000	-	100%	
6200-8 · Stormwater Permit Fees(Phasell)	-	-	8,500	-	(8,500)	0%	0%	8,500	8,500	-	100%	
<b>Total 6200 · Highways</b>	<b>20,558</b>	<b>35,806</b>	<b>424,796</b>	<b>56,364</b>	<b>(368,432)</b>	<b>13%</b>	<b>14%</b>	<b>424,796</b>	<b>424,796</b>	<b>-</b>	<b>100%</b>	
6202 · Tree Maintenance												
6202-1 · Tree Warden	-	-	2,250	-	(2,250)	0%	0%	2,250	2,250	-	100%	
6202-2 · Tree Warden- Training Seminars	-	-	350	-	(350)	0%	0%	350	350	-	100%	
6202-3 · Tree Pruning, Removal, Replacme	-	-	12,000	-	(12,000)	0%	0%	12,000	12,000	-	100%	
6202-4 · Tree Warden Mileage	-	-	400	-	(400)	0%	0%	400	400	-	100%	
<b>Total 6202 · Tree Maintenance</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>-</b>	<b>(15,000)</b>	<b>0%</b>	<b>0%</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>100%</b>	
6205 · Street Lighting												
6205-1 · Street Lighting	-	1,289	20,831	1,289	(19,542)	6%	11%	20,831	20,831	-	100%	
6205-2 · Repairs	-	-	2,000	-	(2,000)	0%	0%	2,000	2,000	-	100%	
<b>Total 6205 · Street Lighting</b>	<b>-</b>	<b>1,289</b>	<b>22,831</b>	<b>1,289</b>	<b>(21,542)</b>	<b>6%</b>	<b>10%</b>	<b>22,831</b>	<b>22,831</b>	<b>-</b>	<b>100%</b>	
6300 · Social Security	3,858	3,961	58,244	7,819	(50,425)	13%	13%	58,244	58,244	-	100%	
6310 · Deferred Compensation	1,346	1,346	17,502	2,692	(14,810)	15%	15%	17,502	17,502	-	100%	
6400 · Regional Agencies												
6400-1 · Reg. Agency - TVCCA	1,210	-	1,210	1,210	-	100%	100%	1,210	1,210	-	100%	
6400-10 · RegAgency-SSAC of Eastern CT	-	-	300	-	(300)	0%	0%	300	300	-	100%	
6400-11 · RegAg-SE CT Enterpr Reg	-	1,335	1,335	1,335	-	100%	0%	1,335	1,335	-	100%	
6400-12 · RegAgcy-Regional Animal Control	11,063	-	9,811	11,063	1,252	113%	100%	9,811	9,811	-	100%	
6400-2 · Reg. Agency - Cncl. of Gvnt	-	-	1,632	-	(1,632)	0%	0%	1,632	1,632	-	100%	
6400-3 · Reg. Agency - Soil/Wtr. Con.	-	-	300	-	(300)	0%	0%	300	300	-	100%	
6400-4 · Reg. Agency - Women's Center	-	250	250	250	-	100%	0%	250	250	-	100%	
6400-5 · Uncas Health District	5,354	-	21,417	5,354	(16,063)	25%	25%	21,417	21,417	-	100%	
6400-6 · Reg. Agency - CCM	2,032	-	2,032	2,032	-	100%	100%	2,032	2,032	-	100%	
6400-7 · Reg. Agency - Norwich PrbCrt	603	-	2,411	603	(1,808)	25%	25%	2,411	2,411	-	100%	
6400-8 · Council of Small Towns (COST)	975	-	975	975	-	100%	100%	975	975	-	100%	
6400-9 · Quinebaug Walking Weekends	-	-	500	-	(500)	0%	0%	500	500	-	100%	
<b>Total 6400 · Regional Agencies</b>	<b>21,237</b>	<b>1,585</b>	<b>42,173</b>	<b>22,822</b>	<b>(19,351)</b>	<b>54%</b>	<b>49%</b>	<b>42,173</b>	<b>42,173</b>	<b>-</b>	<b>100%</b>	
6500 · Insurance												
6500-1 · Insurance, General Town	8,349	-	32,137	8,349	(23,788)	26%	23%	32,137	32,137	-	100%	
6500-2 · Insurance, Fire Department	4,433	-	18,953	4,433	(14,520)	23%	25%	18,953	18,953	-	100%	
6500-4 · Insurance, Water & Sewer Plants	2,120	-	9,064	2,120	(6,944)	23%	25%	9,064	9,064	-	100%	
6500-5 · Insurance, CIRMA (Workers Comp)	8,912	-	42,072	8,912	(33,160)	21%	2%	42,072	42,072	-	100%	
6500-6 · Insurance, Empl. Medical Ins.	33,649	-	175,031	33,649	(141,382)	19%	16%	175,031	175,031	-	100%	
6500-7 · Employee Insurance Waiver	121	121	1,450	242	(1,208)	17%	4%	1,450	1,450	-	100%	
<b>Total 6500 · Insurance</b>	<b>57,584</b>	<b>121</b>	<b>278,707</b>	<b>57,705</b>	<b>(221,002)</b>	<b>21%</b>	<b>15%</b>	<b>278,707</b>	<b>278,707</b>	<b>-</b>	<b>100%</b>	
6600 · Police Department												
6600-1 · Police Dept. Resident Trooper	-	-	188,983	-	(188,983)	0%	0%	188,983	188,983	-	100%	
6600-2 · Police Dept., O/T 50% contra	-	-	5,000	-	(5,000)	0%	0%	5,000	5,000	-	100%	
6600-3 · Police Dept. DARE Program	-	-	300	-	(300)	0%	0%	300	300	-	100%	
6600-4 · Police Dept., Supplies, Misc.	65	65	750	130	(620)	17%	18%	750	750	-	100%	
6600-5 · Police Dept.- Sch. Crs. Guard	-	-	5,250	-	(5,250)	0%	0%	5,250	5,250	-	100%	
<b>Total 6600 · Police Department</b>	<b>65</b>	<b>65</b>	<b>200,283</b>	<b>130</b>	<b>(200,153)</b>	<b>0%</b>	<b>0%</b>	<b>200,283</b>	<b>200,283</b>	<b>-</b>	<b>100%</b>	

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	Two Month Totals		Current Year Totals				Comparison		Estimated Year-End Totals			
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<b>6605 · Fire Dept.</b>												
6605-1 · Fire Dept., Vehicle Maint.	-	-	26,500	-	(26,500)	0%	2%	26,500	26,500	-	100%	
6605-2 · Fire Dept, Fixed Expenses	8,319	579	38,800	8,898	(29,902)	23%	22%	38,800	38,800	-	100%	
6605-3 · Fire Dept. Truck Supplies	-	-	7,550	-	(7,550)	0%	0%	7,550	7,550	-	100%	
6605-4 · Fire Dept., Firehouse Maint.	1,472	100	11,200	1,572	(9,628)	14%	15%	11,200	11,200	-	100%	
6605-5 · Fire Dept., Training	-	-	17,000	-	(17,000)	0%	13%	17,000	17,000	-	100%	
6605-6 · Fire Dept., Business Exp.	-	450	14,140	450	(13,690)	3%	5%	14,140	14,140	-	100%	
6605-7 · Fire Dept., Equip. Maint.	-	255	12,600	255	(12,345)	2%	4%	12,600	12,600	-	100%	
<b>Total 6605 · Fire Dept.</b>	<b>9,791</b>	<b>1,384</b>	<b>127,790</b>	<b>11,175</b>	<b>(116,615)</b>	<b>9%</b>	<b>11%</b>	<b>127,790</b>	<b>127,790</b>	<b>-</b>	<b>100%</b>	
<b>6610 · Emergency</b>												
6610-1 · Salary Director	-	-	2,200	-	(2,200)	0%	0%	2,200	2,200	-	100%	
6610-5 · Training Expense	-	-	500	-	(500)	0%	0%	500	500	-	100%	
6610-6 · Equipment Maintenance	-	-	830	-	(830)	0%	0%	830	830	-	100%	
6610-8 · Local Emerg. Plan Chair.(LEPC)	-	-	500	-	(500)	0%	0%	500	500	-	100%	
<b>Total 6610 · Emergency</b>	<b>-</b>	<b>-</b>	<b>4,030</b>	<b>-</b>	<b>(4,030)</b>	<b>0%</b>	<b>0%</b>	<b>4,030</b>	<b>4,030</b>	<b>-</b>	<b>100%</b>	
<b>6615 · Fire Marshal/Burning Official</b>												
6615-1 · Fire Marshal/Salary	667	667	8,000	1,334	(6,666)	17%	17%	8,000	8,000	-	100%	
6615-2 · Fire Marshal/Off.Exp.Ed.Misc	-	-	2,250	-	(2,250)	0%	0%	2,250	2,250	-	100%	
6615-4 · Burning Official - Salary	-	-	625	-	(625)	0%	0%	625	625	-	100%	
<b>Total 6615 · Fire Marshal/Burning Official</b>	<b>667</b>	<b>667</b>	<b>10,875</b>	<b>1,334</b>	<b>(9,541)</b>	<b>12%</b>	<b>12%</b>	<b>10,875</b>	<b>10,875</b>	<b>-</b>	<b>100%</b>	
<b>6620 · Enf. Off-Bldg.Code</b>												
6620-1 · Enf.Off-Bldg Code - Salary	1,590	1,590	20,665	3,180	(17,485)	15%	15%	20,665	20,665	-	100%	
6620-2 · Enf. Off-Bldg.Code - Mileage	-	-	800	-	(800)	0%	0%	800	800	-	100%	
6620-3 · Enf.Off-Bldg.Code - Mbrshp.Fee	-	-	250	-	(250)	0%	0%	250	250	-	100%	
6620-6 · Enf.Off-Bldg.Code - Ed.Training	-	-	850	-	(850)	0%	0%	850	850	-	100%	
6620-7 · Enf.Off-Bldg.Code Code Vol,Sup	-	-	500	-	(500)	0%	0%	500	500	-	100%	
<b>Total 6620 · Enf. Off-Bldg.Code</b>	<b>1,590</b>	<b>1,590</b>	<b>23,065</b>	<b>3,180</b>	<b>(19,885)</b>	<b>14%</b>	<b>14%</b>	<b>23,065</b>	<b>23,065</b>	<b>-</b>	<b>100%</b>	
<b>6625 · Blight Enforcement Officer</b>												
6625-1 · Blight Enforce. Officer-Salary	314	314	3,773	628	(3,145)	17%	17%	3,773	3,773	-	100%	
6625-2 · Blight Enforce.Officer-Mileage	-	-	150	-	(150)	0%	0%	150	150	-	100%	
6625-3 · Blight Enforce.Officer-Postage	-	-	150	-	(150)	0%	0%	150	150	-	100%	
<b>Total 6625 · Blight Enforcement Officer</b>	<b>314</b>	<b>314</b>	<b>4,073</b>	<b>628</b>	<b>(3,445)</b>	<b>15%</b>	<b>15%</b>	<b>4,073</b>	<b>4,073</b>	<b>-</b>	<b>100%</b>	
<b>6700 · Sanit/Wst Rem.</b>												
6700-2 · Sanit/Wst.Rem,Matls.Misc	240	278	6,000	518	(5,482)	9%	9%	6,000	6,000	-	100%	
6700-3 · Sanit/Wst.Rem., Recycling	800	5,466	70,000	6,266	(63,734)	9%	10%	70,000	70,000	-	100%	
<b>Total 6700 · Sanit/Wst Rem.</b>	<b>1,040</b>	<b>5,744</b>	<b>76,000</b>	<b>6,784</b>	<b>(69,216)</b>	<b>9%</b>	<b>10%</b>	<b>76,000</b>	<b>76,000</b>	<b>-</b>	<b>100%</b>	
<b>6702 · Waste Management Exp. (Waste Management)</b>	<b>-</b>	<b>6,436</b>	<b>67,000</b>	<b>6,436</b>	<b>(60,564)</b>	<b>10%</b>	<b>8%</b>	<b>67,000</b>	<b>67,000</b>	<b>-</b>	<b>100%</b>	
<b>6810 · Comm. of Aging</b>												
6810-1 · Comm. on Aging - Salary	1,739	1,764	20,000	3,503	(16,497)	18%	12%	20,000	20,000	-	100%	
6810-2 · Commission on Aging-Munic Agent	-	-	100	-	(100)	0%	0%	100	100	-	100%	
6810-4 · Comm. on Aging - Off sup/misc.	67	53	1,300	120	(1,180)	9%	7%	1,300	1,300	-	100%	
6810-5 · Comm. of Aging - Elevator Contr	228	563	2,787	791	(1,996)	28%	17%	2,787	2,787	-	100%	
6810-6 · Comm. of Aging - Programs	-	35	2,100	35	(2,065)	2%	1%	2,100	2,100	-	100%	
6810-7 · Comm. of Aging - Van Driver	-	-	3,500	-	(3,500)	0%	0%	3,500	3,500	-	100%	
6810-7a · Comm of Aging-Van Dr	1,230	1,230	21,324	2,460	(18,864)	12%	15%	21,324	21,324	-	100%	
6810-9 · Van Expense, Comm. on Aging	70	1,684	7,000	1,754	(5,246)	25%	4%	7,000	7,000	-	100%	
<b>Total 6810 · Comm. of Aging</b>	<b>3,334</b>	<b>5,329</b>	<b>58,111</b>	<b>8,663</b>	<b>(49,448)</b>	<b>15%</b>	<b>11%</b>	<b>58,111</b>	<b>58,111</b>	<b>-</b>	<b>100%</b>	
<b>6950 · Capital Project</b>												
6950-1 · Capital Project,Rpr Centrl Pnt	1,800	-	6,000	1,800	(4,200)	30%	4%	6,000	6,000	-	100%	
6950-2 · Engineering Fees, Cap. Proj.	-	-	18,700	-	(18,700)	0%	32%	18,700	18,700	-	100%	
<b>Total 6950 · Capital Project</b>	<b>1,800</b>	<b>-</b>	<b>24,700</b>	<b>1,800</b>	<b>(22,900)</b>	<b>7%</b>	<b>26%</b>	<b>24,700</b>	<b>24,700</b>	<b>-</b>	<b>100%</b>	
<b>7000 · Parks &amp; Playgrounds</b>	<b>160</b>	<b>160</b>	<b>1,200</b>	<b>320</b>	<b>(880)</b>	<b>27%</b>	<b>21%</b>	<b>1,200</b>	<b>1,200</b>	<b>-</b>	<b>100%</b>	
<b>7003 · Recreation Facilities (BoS)</b>												
7003-2 · Electricity	82	133	1,825	215	(1,610)	12%	7%	1,825	1,825	-	100%	
<b>Total 7003 · Recreation Facilities (BoS)</b>	<b>82</b>	<b>133</b>	<b>1,825</b>	<b>215</b>	<b>(1,610)</b>	<b>12%</b>	<b>7%</b>	<b>1,825</b>	<b>1,825</b>	<b>-</b>	<b>100%</b>	



**Town of Sprague  
BOF Budget vs. Actual  
with YE estimated totals  
July through August 2023**

	Two Month Totals		Current Year Totals				Comparison	Estimated Year-End Totals			
	July 2023	August 2023	Budget	Year to Date	\$ Remaining	% of Budget	Same Period PY %	Year-End Est.	Budget	\$ Remaining	% of Budget
<b>7004 · Recreation Events(SPARC)</b>											
7004-1 · RecEvent-3 Villages Fall Fest	-	-	2,000	-	(2,000)	0%	0%	2,000	2,000	-	100%
7004-2 · Rec Event-Earth Day	-	-	400	-	(400)	0%	0%	400	400	-	100%
7004-3 · Rec Event-Youth Yr Lng Activity	-	-	500	-	(500)	0%	0%	500	500	-	100%
7004-4 · Rec Event-Shetucket River Fest	-	-	250	-	(250)	0%	0%	250	250	-	100%
7004-8 · Rec Event-Other	-	-	500	-	(500)	0%	0%	500	500	-	100%
<b>Total 7004 · Recreation Events(SPARC)</b>	-	-	3,650	-	(3,650)	0%	0%	3,650	3,650	-	100%
<b>7005 · Other Recreation Programs</b>											
7005-1 · Sprague/Franklin/Canterbury LL	-	-	1,250	-	(1,250)	0%	0%	1,250	1,250	-	100%
<b>Total 7005 · Other Recreation Programs</b>	-	-	1,250	-	(1,250)	0%	0%	1,250	1,250	-	100%
<b>7010 · Grist Mill</b>											
7010-1 · Grist Mill - Supplies, Maint.	-	-	940	-	(940)	0%	0%	940	940	-	100%
7010-2 · Grist Mill-Elevator Maintenance	208	1,515	3,000	1,723	(1,277)	57%	13%	3,000	3,000	-	100%
7010-3 · Grist Mill - Heat, Light	590	-	9,100	590	(8,510)	6%	4%	9,100	9,100	-	100%
7010-5 · Grist Mill - Janitor- Salaries	335	-	4,800	335	(4,465)	7%	7%	4,800	4,800	-	100%
<b>Total 7010 · Grist Mill</b>	1,133	1,515	17,840	2,648	(15,192)	15%	6%	17,840	17,840	-	100%
<b>7012 · Historical Museum</b>											
7012-1 · Salary	-	-	2,184	-	(2,184)	0%	0%	2,184	2,184	-	100%
7012-14 · Sprague Historical Society	-	-	200	-	(200)	0%	53%	200	200	-	100%
<b>Total 7012 · Historical Museum</b>	-	-	2,384	-	(2,384)	0%	4%	2,384	2,384	-	100%
<b>7015 · Library</b>											
7015-1 · Library - Librarian Assistant-1	570	893	15,600	1,463	(14,137)	9%	10%	15,600	15,600	-	100%
7015-10 · Library - Director	2,419	2,516	29,591	4,935	(24,656)	17%	16%	29,591	29,591	-	100%
7015-11 · Library - Programs	125	-	2,500	125	(2,375)	5%	1%	2,500	2,500	-	100%
7015-12 · Professional Fees	-	-	500	-	(500)	0%	0%	500	500	-	100%
7015-13 · Library-St Lib CT Membership	-	350	350	350	-	100%	100%	350	350	-	100%
7015-2 · Library - Books	-	986	4,500	986	(3,514)	22%	35%	4,500	4,500	-	100%
7015-3 · Library - Sup./Misc.	-	72	2,054	72	(1,982)	4%	5%	2,054	2,054	-	100%
7015-4 · Library - Library Assistant - 4	900	765	15,600	1,665	(13,935)	11%	8%	15,600	15,600	-	100%
7015-5 · Librarian Assistant - 5	1,061	1,455	10,230	2,516	(7,714)	25%	21%	10,230	10,230	-	100%
7015-6 · Library - Librarian Assistant-6	155	-	7,800	155	(7,645)	2%	4%	7,800	7,800	-	100%
<b>Total 7015 · Library</b>	5,230	7,037	88,725	12,267	(76,458)	14%	14%	88,725	88,725	-	100%
<b>7100 · Miscellaneous</b>											
7100-10 · Newsletter- Salary	250	250	3,000	500	(2,500)	17%	8%	3,000	3,000	-	100%
7100-11 · Bank Fees	-	-	-	-	-	0%	0%	-	-	-	0%
7100-12 · Newsletter - Misc.	-	170	1,072	170	(902)	16%	9%	1,072	1,072	-	100%
7100-2 · War Mem./Lords Bridge Gazebo	47	-	675	47	(628)	7%	0%	675	675	-	100%
7100-3 · Cemeteries, Vets Graves	-	-	1,000	-	(1,000)	0%	0%	1,000	1,000	-	100%
7100-4 · Contingent Fund	-	-	40,000	-	(40,000)	0%	0%	40,000	40,000	-	100%
7100-5 · Memorial Day Celebration	-	-	1,100	-	(1,100)	0%	0%	1,100	1,100	-	100%
7100-6 · Legal Ads	579	661	12,000	1,240	(10,760)	10%	-11%	12,000	12,000	-	100%
7100-8 · Unemployment Compensation	-	-	12,000	-	(12,000)	0%	0%	12,000	12,000	-	100%
<b>Total 7100 · Miscellaneous</b>	876	1,081	70,847	1,957	(68,890)	3%	-2%	70,847	70,847	-	100%
<b>7150 · Sewer &amp; Water Dept.</b>											
7150-1 · Water & Sewer Public Services	-	-	8,000	-	(8,000)	0%	0%	8,000	8,000	-	100%
<b>Total 7150 · Sewer &amp; Water Dept.</b>	-	-	8,000	-	(8,000)	0%	0%	8,000	8,000	-	100%
<b>7200 · Office Machines/Sup/Mnt.</b>											
7200-1 · Office Mach/Sup/Mnt -Town Clerk	1,426	1,562	10,150	2,988	(7,162)	29%	16%	10,150	10,150	-	100%
7200-10 · Fixed Asset Inventory	-	-	1,528	-	(1,528)	0%	0%	1,528	1,528	-	100%
7200-2 · Office Mach/Sup/Mnt.- Tax Coll.	7,862	-	10,808	7,862	(2,946)	73%	74%	10,808	10,808	-	100%
7200-3 · Office Mach/Sup/Mnt.- Assessor	15,427	-	18,394	15,427	(2,967)	84%	89%	18,394	18,394	-	100%
7200-4 · Office Mach/Sup/Mnt-Select/Trea	-	280	1,000	280	(720)	28%	21%	1,000	1,000	-	100%
7200-5 · Office Machines - Equip.Mnt.	-	3,005	7,000	3,005	(3,995)	43%	0%	7,000	7,000	-	100%
7200-6 · Office MachSupp-ServSupp	331	213	6,000	544	(5,456)	9%	4%	6,000	6,000	-	100%
7200-7 · Paychex Services	288	292	4,100	580	(3,520)	14%	11%	4,100	4,100	-	100%
7200-8 · Off.Mach/Sup/Mnt-Library Suppor	-	2,186	2,983	2,186	(797)	73%	50%	2,983	2,983	-	100%
7200-9 · Off.Mach/Sup/Mnt.-Mail System	-	-	708	-	(708)	0%	0%	708	708	-	100%
<b>Total 7200 · Office Machines/Sup/Mnt.</b>	25,334	7,538	62,671	32,872	(29,799)	52%	44%	62,671	62,671	-	100%

Town of Sprague  
BOF Budget vs. Actual  
with YE estimated totals  
July through August 2023

	Two Month Totals		Current Year Totals				Comparison	Estimated Year-End Totals			
	July 2023	August 2023	Budget	Year to Date	\$ Remaining	% of Budget	Same Period PY %	Year-End Est.	Budget	\$ Remaining	% of Budget
<b>7300 · Interest Payments - Bonds</b>											
7300-14 · 2005 Bonds, Land Purchase, Rds	-	-	12,000	-	(12,000)	0%	0%	12,000	12,000	-	100%
7300-15 · 2009 Bond-Roads, Roof, Fire App, A	-	-	6,300	-	(6,300)	0%	0%	6,300	6,300	-	100%
7300-16 · 2013 Bonds-Various Purposes	-	44,338	83,675	44,338	(39,337)	53%	53%	83,675	83,675	-	100%
7300-17 · 2020 Bonds-Various Purposes	-	73,000	143,700	73,000	(70,700)	51%	51%	143,700	143,700	-	100%
<b>Total 7300 · Interest Payments - Bonds</b>	-	117,338	245,675	117,338	(128,337)	48%	47%	245,675	245,675	-	100%
<b>7305 · Redemption of Debt-Principal</b>											
7305-14 · 2005 Bonds, Land Purchase, Rds	-	-	80,000	-	(80,000)	0%	0%	80,000	80,000	-	100%
7305-15 · 2009 Bond-Roads, Roof, FireApp, AD	-	-	105,000	-	(105,000)	0%	0%	105,000	105,000	-	100%
7305-16 · 2013 Bonds Various Purposes	-	250,000	250,000	250,000	-	100%	100%	250,000	250,000	-	100%
7305-17 · 2020 Bonds - Various Purposes	-	115,000	115,000	115,000	-	100%	100%	115,000	115,000	-	100%
<b>Total 7305 · Redemption of Debt-Principal</b>	-	365,000	550,000	365,000	(185,000)	66%	66%	550,000	550,000	-	100%
7360 · Operating Transfers CNR Fund	-	-	17,000	-	(17,000)	0%	0%	17,000	17,000	-	100%
7370 · Transfer to Eliminate CNR Deficit	-	-	-	-	-	0%	0%	-	-	-	0%
7500 · Board of Education	295,376	251,110	7,308,884	546,486	(6,762,398)	7%	7%	7,308,884	7,308,884	-	100%
<b>Total Expense</b>	481,833	843,024	10,320,613	1,324,857	(8,995,756)	13%	13%	10,320,613	10,320,613	-	100%
<b>Net Ordinary Income</b>	3,024,470	(370,776)	98,637	2,653,694	2,555,057			138,637	98,637	40,000	141%
<b>Net Income</b>	3,024,470	(370,776)	98,637	2,653,694	2,555,057			138,637	98,637	40,000	141%
<b>Summary</b>	<b>Two Month Totals</b>		<b>Current Year Totals</b>				<b>Comparison</b>	<b>Estimated Year-End Totals</b>			
Board of Selectmen Expenditures	\$ 186,457	\$ 591,914	\$ 3,011,729	\$ 778,371	\$ (2,233,358)	26%	26%	\$ 3,011,729	\$ 3,011,729	\$ -	100%
Board of Education Expenditures	\$ 295,376	\$ 251,110	\$ 7,308,884	\$ 546,486	\$ (6,762,398)	7%	7%	\$ 7,308,884	\$ 7,308,884	\$ -	100%
<b>Total Expenditures</b>	\$ 481,833	\$ 843,024	\$ 10,320,613	\$ 1,324,857	\$ (8,995,756)	13%	13%	\$ 10,320,613	\$ 10,320,613	\$ -	100%

# SPRAGUE BOARD OF EDUCATION

## BOE Budget v. Actual

For Fiscal Year 2023-2024

Year to Date 8/31/2023

	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/Or dered	Total Expenditures	Variance	% Spent
<b>1000-Regular Instruction</b>									
1000.51110. Wages Paid to Teachers - Regular Ed	1,112,295.00	0.00	0.00	1,112,295.00	43,083.56	0.00	43,083.56	1,069,211.44	3.87
1000.51120. Wages Paid to Instructional Aides - Regular Ed	8,866.00	0.00	0.00	8,866.00	573.04	0.00	573.04	8,292.96	6.46
1000.52100. Group Life Insurance - Regular Ed	726.00	0.00	0.00	726.00	162.54	0.00	162.54	563.46	22.39
1000.52200. FICA/Medicare Employer - Regular Ed	18,283.00	0.00	0.00	18,283.00	656.20	0.00	656.20	17,626.80	3.59
1000.52500. Tuition Reimbursement	10,000.00	0.00	0.00	10,000.00	2,704.80	0.00	2,704.80	7,295.20	27.05
1000.52800. Health Insurance - Regular Ed	344,773.00	0.00	0.00	344,773.00	68,294.54	0.00	68,294.54	276,478.46	19.81
1000.53200. Substitutes - Regular Education	3,500.00	0.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00
1000.53230. Purchased Pupil Services	1,250.00	0.00	0.00	1,250.00	0.00	0.00	0.00	1,250.00	0.00
1000.54420. Equipment Leasing	19,000.00	0.00	0.00	19,000.00	2,783.10	15,318.96	18,102.06	897.94	95.27
1000.56100. General Supplies - Regular Ed	7,000.00	0.00	0.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00
1000.56110. Instructional Supplies - Regular Ed	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
1000.56400. Workbooks/Disposables	8,500.00	0.00	0.00	8,500.00	0.00	0.00	0.00	8,500.00	0.00
1000.56410. Textbooks	1,500.00	0.00	0.00	1,500.00	1,403.14	524.55	1,927.69	(427.69)	128.51
1000.56501. Ink and Toner	8,000.00	0.00	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00
1000.58100. Dues & Fees	9,551.00	0.00	0.00	9,551.00	8,193.00	0.00	8,193.00	1,358.00	85.78
<b>Total</b>	<b>1,558,244.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,558,244.00</b>	<b>127,853.92</b>	<b>15,843.51</b>	<b>143,697.43</b>	<b>1,414,546.57</b>	<b>9.22</b>
<b>1200-Special Education</b>									
1200.51110. Wages Paid to Teachers - SPED	205,108.00	0.00	0.00	205,108.00	11,031.52	0.00	11,031.52	194,076.48	5.38
1200.51120. Wages Paid to Instructional Aides - SPED	211,419.00	0.00	0.00	211,419.00	0.00	0.00	0.00	211,419.00	0.00
1200.51900. Wages Paid - Other Certified Staff	122,822.00	0.00	0.00	122,822.00	18,908.56	0.00	18,908.56	103,913.44	15.40
1200.51901. Wages Paid - Other Non Certified Staff - SPED	65,134.00	0.00	0.00	65,134.00	7,202.17	0.00	7,202.17	57,931.83	11.06
1200.52100. Group Life Insurance - SPED	814.00	0.00	0.00	814.00	165.69	0.00	165.69	648.31	20.36
1200.52200. FICA/Medicare Employer - SPED	28,425.00	0.00	0.00	28,425.00	1,084.80	0.00	1,084.80	27,340.20	3.82
1200.52300. Pension Contributions - SPED	2,606.00	0.00	0.00	2,606.00	410.88	0.00	410.88	2,195.12	15.77
1200.52800. Health Insurance - SPED	196,233.00	0.00	0.00	196,233.00	32,289.24	0.00	32,289.24	163,943.76	16.45
1200.53200. Substitutes - SPED	3,500.00	0.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00
1200.53230. Purchased Pupil Services - SPED	36,740.00	0.00	0.00	36,740.00	0.00	30,344.03	30,344.03	6,395.97	82.59
1200.53300. Other Prof/Tech Services	3,620.00	0.00	0.00	3,620.00	1,500.00	0.00	1,500.00	2,120.00	41.44
1200.55800. Travel Reimbursement	1,200.00	0.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00	0.00
1200.56100. General Supplies - SPED	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
1200.56110. Instructional Supplies - SPED	1,000.00	0.00	0.00	1,000.00	36.75	719.97	756.72	243.28	75.67
1200.56400. Workbooks/Disposables	500.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
1200.58100. Dues & Fees	810.00	0.00	0.00	810.00	(400.00)	0.00	(400.00)	1,210.00	(49.38)
<b>Total</b>	<b>880,931.00</b>	<b>0.00</b>	<b>0.00</b>	<b>880,931.00</b>	<b>72,229.61</b>	<b>31,064.00</b>	<b>103,293.61</b>	<b>777,637.39</b>	<b>11.73</b>
<b>1300-Adult Education - Cooperative</b>									
1300.55690. Tuition - Adult Cooperative	14,567.00	0.00	0.00	14,567.00	0.00	0.00	0.00	14,567.00	0.00

# SPRAGUE BOARD OF EDUCATION

## BOE Budget v. Actual

For Fiscal Year 2023-2024

Year to Date 8/31/2023

	<u>Approved Budget</u>	<u>Current Mo. Budget Trf</u>	<u>Prior YTD Budget Trfs</u>	<u>Revised Budget</u>	<u>Year to Date Actual</u>	<u>Encumbered/Or dered</u>	<u>Total Expenditures</u>	<u>Variance</u>	<u>% Spent</u>
<b>Total</b>	<b>14,567.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,567.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,567.00</b>	<b>0.00</b>
<b>1500-Stipends - Extra Curricular</b>									
1500.51930. Extra Curricular Stipends Paid	10,146.00	0.00	0.00	10,146.00	0.00	0.00	0.00	10,146.00	0.00
<b>Total</b>	<b>10,146.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,146.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,146.00</b>	<b>0.00</b>
<b>1600-Summer School</b>									
1600.51110. Wages Paid to Teachers - Summer School	3,060.00	0.00	0.00	3,060.00	2,745.00	0.00	2,745.00	315.00	89.71
1600.51120. Wages Paid to Inst Aides - Summer School	1,625.00	0.00	0.00	1,625.00	2,787.50	0.00	2,787.50	(1,162.50)	171.54
1600.51901. Wages Paid - Other Non-Cert - Summer School	1,757.00	0.00	0.00	1,757.00	2,087.64	0.00	2,087.64	(330.64)	118.82
1600.52200. FICA/Medicare Employer - Summer School	304.00	0.00	0.00	304.00	412.76	0.00	412.76	(108.76)	135.78
<b>Total</b>	<b>6,746.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,746.00</b>	<b>8,032.90</b>	<b>0.00</b>	<b>8,032.90</b>	<b>(1,286.90)</b>	<b>119.08</b>
<b>1700-Tutoring</b>									
1700.000100.51110. Wages Paid to Teacher Tutors - Reg Ed	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
1700.000100.52200. FICA/Medicare Employer - Reg Ed	350.00	0.00	0.00	350.00	0.00	0.00	0.00	350.00	0.00
1700.000200.51120. Wages Paid to Inst Aide Tutors - Spec Ed	3,650.00	0.00	0.00	3,650.00	0.00	0.00	0.00	3,650.00	0.00
1700.000200.53230. Purchased Pupil Services - Spec Ed	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
<b>Total</b>	<b>9,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,000.00</b>	<b>0.00</b>
<b>1800-Stipends - Sports Teams</b>									
1800.51930. Sports Teams Stipends Paid	16,283.00	0.00	0.00	16,283.00	0.00	0.00	0.00	16,283.00	0.00
1800.52200. FICA/Medicare Employer	250.00	0.00	0.00	250.00	0.00	0.00	0.00	250.00	0.00
1800.53540. Sports Officials	3,570.00	0.00	0.00	3,570.00	0.00	0.00	0.00	3,570.00	0.00
1800.56100. General Supplies - Sports Teams	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
<b>Total</b>	<b>21,103.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,103.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,103.00</b>	<b>0.00</b>
<b>2110-Social Work Services</b>									
2110.51900. Wages Paid - Social Worker	50,005.00	0.00	0.00	50,005.00	2,272.95	0.00	2,272.95	47,732.05	4.55
2110.52100. Group Life Insurance - Social Worker	38.00	0.00	0.00	38.00	4.74	0.00	4.74	33.26	12.47
2110.52200. FICA/Medicare Employer - Social Worker	725.00	0.00	0.00	725.00	30.59	0.00	30.59	694.41	4.22
2110.52800. Health Insurance - Social Worker	11,439.00	0.00	0.00	11,439.00	1,844.22	0.00	1,844.22	9,594.78	16.12
2110.56100. Supplies - Social Worker	200.00	0.00	0.00	200.00	0.00	0.00	0.00	200.00	0.00
<b>Total</b>	<b>62,407.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,407.00</b>	<b>4,152.50</b>	<b>0.00</b>	<b>4,152.50</b>	<b>58,254.50</b>	<b>6.65</b>
<b>2130-Health Office</b>									
2130.51901. Wages Paid - School Nurse	90,149.00	0.00	0.00	90,149.00	5,901.57	0.00	5,901.57	84,247.43	6.55
2130.51910. Wages Paid - Nurse Substitutes	4,000.00	0.00	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00
2130.51930. Nursing Stipends Paid - Health Office	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
2130.52100. Group Life Insurance - Health Office	76.00	0.00	0.00	76.00	15.57	0.00	15.57	60.43	20.49

# SPRAGUE BOARD OF EDUCATION

## BOE Budget v. Actual

For Fiscal Year 2023-2024

Year to Date 8/31/2023

	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/Or dered	Total Expenditures	Variance	% Spent
2130.52200. FICA/Medicare Employer - Health Office	8,965.00	0.00	0.00	8,965.00	444.30	0.00	444.30	8,520.70	4.96
2130.52800. Health Insurance - Health Office	12,652.00	0.00	0.00	12,652.00	3,140.82	0.00	3,140.82	9,511.18	24.82
2130.53230. Purchased Pupil Services - Health Office	720.00	0.00	0.00	720.00	0.00	0.00	0.00	720.00	0.00
2130.53300. Other Prof/Tech Services - Health Office	630.00	0.00	0.00	630.00	630.00	0.00	630.00	0.00	100.00
2130.54300. Repairs & Maint Equipment - Health Office	200.00	0.00	0.00	200.00	0.00	0.00	0.00	200.00	0.00
2130.55800. Conference/Travel - Health Office	700.00	0.00	0.00	700.00	0.00	0.00	0.00	700.00	0.00
2130.56100. Supplies - Health Office	2,400.00	0.00	0.00	2,400.00	1,078.90	71.88	1,150.78	1,249.22	47.95
2130.56430. Professional Periodicals - Health Office	100.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00
2130.58100. Dues & Fees - Nurse's Office	600.00	0.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00
<b>Total</b>	<b>123,192.00</b>	<b>0.00</b>	<b>0.00</b>	<b>123,192.00</b>	<b>11,211.16</b>	<b>71.88</b>	<b>11,283.04</b>	<b>111,908.96</b>	<b>9.16</b>
<b>2140-Psychological Services</b>									
2140.51900. Wages Paid - School Psychologist	54,932.00	0.00	0.00	54,932.00	2,350.55	0.00	2,350.55	52,581.45	4.28
2140.52100. Group Life Insurance - Psychologist	38.00	0.00	0.00	38.00	9.45	0.00	9.45	28.55	24.87
2140.52200. FICA/Medicare Employer - Psychologist	797.00	0.00	0.00	797.00	29.11	0.00	29.11	767.89	3.65
2140.52800. Health Insurance - Psychologist	24,353.00	0.00	0.00	24,353.00	5,982.27	0.00	5,982.27	18,370.73	24.56
2140.53230. Purchased Pupil Services - Psychologist	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
2140.56100. Assessment Supplies - Psychologist	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
2140.56110. Instructional Supplies - Psychologist	200.00	0.00	0.00	200.00	0.00	0.00	0.00	200.00	0.00
<b>Total</b>	<b>84,320.00</b>	<b>0.00</b>	<b>0.00</b>	<b>84,320.00</b>	<b>8,371.38</b>	<b>0.00</b>	<b>8,371.38</b>	<b>75,948.62</b>	<b>9.93</b>
<b>2150-Speech &amp; Audiology Services</b>									
2150.53230. Purchased Pupil Services - Speech	77,655.00	0.00	0.00	77,655.00	1,941.18	82,926.18	84,867.36	(7,212.36)	109.29
2150.56100. Supplies - Speech	775.00	0.00	0.00	775.00	262.78	0.00	262.78	512.22	33.91
<b>Total</b>	<b>78,430.00</b>	<b>0.00</b>	<b>0.00</b>	<b>78,430.00</b>	<b>2,203.96</b>	<b>82,926.18</b>	<b>85,130.14</b>	<b>(6,700.14)</b>	<b>108.54</b>
<b>2160-PT/OT Services</b>									
2160.53230. Purchased Pupil Services - PT\OT	20,381.00	0.00	0.00	20,381.00	0.00	20,381.00	20,381.00	0.00	100.00
2160.56100. Supplies - PT\OT	200.00	0.00	0.00	200.00	0.00	0.00	0.00	200.00	0.00
<b>Total</b>	<b>20,581.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,581.00</b>	<b>0.00</b>	<b>20,381.00</b>	<b>20,381.00</b>	<b>200.00</b>	<b>99.03</b>
<b>2210-Improvement of Instruction</b>									
2210.53220. In Service - Professional Development	3,000.00	0.00	0.00	3,000.00	0.00	760.00	760.00	2,240.00	25.33
2210.55800. Conference/Travel - Professional Development	4,000.00	0.00	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00
2210.56100. Supplies - Professional Development	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
<b>Total</b>	<b>8,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,000.00</b>	<b>0.00</b>	<b>760.00</b>	<b>760.00</b>	<b>7,240.00</b>	<b>9.50</b>
<b>2220-Library/Media Services</b>									
<b>2230-Technology</b>									

# SPRAGUE BOARD OF EDUCATION

## BOE Budget v. Actual

For Fiscal Year 2023-2024

Year to Date 8/31/2023

	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/Or dered	Total Expenditures	Variance	% Spent
2230.51901. Wages Paid - Technology Staff	6,661.00	0.00	0.00	6,661.00	942.97	0.00	942.97	5,718.03	14.16
2230.52100. Group Life Insurance - Technology	4.00	0.00	0.00	4.00	0.96	0.00	0.96	3.04	24.00
2230.52200. FICA/Medicare Employer - Technology	511.00	0.00	0.00	511.00	69.93	0.00	69.93	441.07	13.68
2230.52300. Pension Contributions - Technology	267.00	0.00	0.00	267.00	46.14	0.00	46.14	220.86	17.28
2230.52800. Health Insurance - Technology	1,265.00	0.00	0.00	1,265.00	317.70	0.00	317.70	947.30	25.11
2230.53520. Other Technical Services - Technology	78,945.00	0.00	0.00	78,945.00	21,918.75	57,025.25	78,944.00	1.00	100.00
2230.56100. Supplies - Technology	500.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
2230.56500. Technology Supplies - Technology	2,000.00	0.00	0.00	2,000.00	103.47	80.00	183.47	1,816.53	9.17
2230.57340. Technology Hardware - Instructional	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
2230.57341. Technology Hardware - Non-Instructional	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
2230.57350. Software - Instructional - Technology	20,578.00	0.00	0.00	20,578.00	0.00	89.00	89.00	20,489.00	0.43
2230.57351. Software - Non-Instructional - Technology	34,957.00	0.00	0.00	34,957.00	1,249.99	1,299.00	2,548.99	32,408.01	7.29
<b>Total</b>	<b>150,688.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150,688.00</b>	<b>24,649.91</b>	<b>58,493.25</b>	<b>83,143.16</b>	<b>67,544.84</b>	<b>55.18</b>
<b>2310-Board of Education</b>									
2310.51901. Wages Paid - Non-Certified - BOE Office	25,970.00	0.00	0.00	25,970.00	3,498.88	0.00	3,498.88	22,471.12	13.47
2310.52100. Group Life Insurance - BOE Office	15.00	0.00	0.00	15.00	3.75	0.00	3.75	11.25	25.00
2310.52200. FICA/Medicare Employer - BOE Office	1,991.00	0.00	0.00	1,991.00	248.86	0.00	248.86	1,742.14	12.50
2310.52300. Pension Contributions - BOE Office	1,042.00	0.00	0.00	1,042.00	179.92	0.00	179.92	862.08	17.27
2310.52600. Unemployment Compensation - BOE Office	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
2310.52700. Workers' Compensation - BOE Office	19,969.00	0.00	0.00	19,969.00	4,877.40	14,632.20	19,509.60	459.40	97.70
2310.52800. Health Insurance - BOE Office	10,823.00	0.00	0.00	10,823.00	2,709.12	0.00	2,709.12	8,113.88	25.03
2310.53020. Legal Services - BOE Office	2,500.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
2310.55200. Property/Liability Insurance - BOE Office	21,911.00	0.00	0.00	21,911.00	6,103.00	14,454.00	20,557.00	1,354.00	93.82
2310.55301. Postage - BOE Office	0.00	0.00	0.00	0.00	9.80	0.00	9.80	(9.80)	0.00
2310.55400. Advertising - BOE Office	4,000.00	0.00	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00
2310.55800. Conference/Travel - BOE Office	300.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00
2310.56100. Supplies - BOE Office	1,400.00	0.00	0.00	1,400.00	85.98	0.00	85.98	1,314.02	6.14
2310.58100. Dues & Fees - BOE Office	2,687.00	0.00	0.00	2,687.00	0.00	0.00	0.00	2,687.00	0.00
2310.58900. Graduation Costs - BOE Office	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
2310.58990. Other Expenses - BOE Office	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
<b>Total</b>	<b>97,608.00</b>	<b>0.00</b>	<b>0.00</b>	<b>97,608.00</b>	<b>17,716.71</b>	<b>29,086.20</b>	<b>46,802.91</b>	<b>50,805.09</b>	<b>47.95</b>
<b>2320-Superintendents Office</b>									
2320.51900. Wages Paid - Superintendent	71,000.00	0.00	0.00	71,000.00	11,538.48	0.00	11,538.48	59,461.52	16.25
2320.51901. Wages Paid - Non-Certified - Supt Admin Office	25,970.00	0.00	0.00	25,970.00	3,498.88	0.00	3,498.88	22,471.12	13.47
2320.52100. Group Life Insurance - Superintendent Office	15.00	0.00	0.00	15.00	3.75	0.00	3.75	11.25	25.00
2320.52200. FICA/Medicare Employer - Superintendent's Office	3,021.00	0.00	0.00	3,021.00	416.13	0.00	416.13	2,604.87	13.77
2320.52300. Pension Contributions - Superintendent's Office	1,041.00	0.00	0.00	1,041.00	179.92	0.00	179.92	861.08	17.28

# SPRAGUE BOARD OF EDUCATION

## BOE Budget v. Actual

For Fiscal Year 2023-2024

Year to Date 8/31/2023

	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/Or dered	Total Expenditures	Variance	% Spent
2320.52800. Health Insurance - Superintendent's Office	10,823.00	0.00	0.00	10,823.00	2,709.12	0.00	2,709.12	8,113.88	25.03
2320.55800. Conference/Travel - Superintendent's Office	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
2320.56100. Supplies - Superintendent's Office	300.00	0.00	0.00	300.00	0.00	3.69	3.69	296.31	1.23
2320.58100. Dues & Fees - Superintendent's Office	3,445.00	0.00	0.00	3,445.00	0.00	0.00	0.00	3,445.00	0.00
<b>Total</b>	<b>116,615.00</b>	<b>0.00</b>	<b>0.00</b>	<b>116,615.00</b>	<b>18,346.28</b>	<b>3.69</b>	<b>18,349.97</b>	<b>98,265.03</b>	<b>15.74</b>
<b>2400-School Administration Office</b>									
2400.51900. Wages Paid - Principal	132,000.00	0.00	0.00	132,000.00	20,321.48	0.00	20,321.48	111,678.52	15.40
2400.51901. Wages Paid - Non-Certified - School Administration Office	82,833.00	0.00	0.00	82,833.00	8,533.34	0.00	8,533.34	74,299.66	10.30
2400.52100. Group Life Insurance - School Administration Office	194.00	0.00	0.00	194.00	48.51	0.00	48.51	145.49	25.01
2400.52200. FICA/Medicare Employer - School Administration Office	8,250.00	0.00	0.00	8,250.00	927.30	0.00	927.30	7,322.70	11.24
2400.52300. Pension Contributions - School Admin Office	1,855.00	0.00	0.00	1,855.00	0.00	0.00	0.00	1,855.00	0.00
2400.52800. Health Insurance - School Administration Office	29,948.00	0.00	0.00	29,948.00	7,402.80	0.00	7,402.80	22,545.20	24.72
2400.53300. Other Prof/Tech Services - School Administration Office	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
2400.55301. Postage - School Administration Office	3,500.00	0.00	0.00	3,500.00	39.98	0.00	39.98	3,460.02	1.14
2400.55800. Conference/Travel - School Administration Office	750.00	0.00	0.00	750.00	0.00	0.00	0.00	750.00	0.00
2400.56100. Supplies - School Administration Office	2,500.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
2400.58100. Dues & Fees - School Administration Office	924.00	0.00	0.00	924.00	945.00	0.00	945.00	(21.00)	102.27
<b>Total</b>	<b>264,754.00</b>	<b>0.00</b>	<b>0.00</b>	<b>264,754.00</b>	<b>38,218.41</b>	<b>0.00</b>	<b>38,218.41</b>	<b>226,535.59</b>	<b>14.44</b>
<b>2510-Business Office</b>									
2510.51901. Wages Paid - Non Certified - Business Office	107,838.00	0.00	0.00	107,838.00	15,858.93	0.00	15,858.93	91,979.07	14.71
2510.52100. Group Life Insurance - Business Office	72.00	0.00	0.00	72.00	17.97	0.00	17.97	54.03	24.96
2510.52200. FICA/Medicare Employer - Business Office	8,268.00	0.00	0.00	8,268.00	1,193.31	0.00	1,193.31	7,074.69	14.43
2510.52300. Pension Contributions - Business Office	4,904.00	0.00	0.00	4,904.00	799.94	0.00	799.94	4,104.06	16.31
2510.52800. Health Insurance - Business Office	11,387.00	0.00	0.00	11,387.00	2,826.72	0.00	2,826.72	8,560.28	24.82
2510.53300. Other Prof/Tech Services - Business Office	15,000.00	0.00	0.00	15,000.00	1,826.64	0.00	1,826.64	13,173.36	12.18
2510.53410. Audit/Accounting Services - Business Office	25,850.00	0.00	0.00	25,850.00	425.30	0.00	425.30	25,424.70	1.65
2510.55800. Conference/Travel - Business Office	300.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00
2510.56100. Supplies - Business Office	1,000.00	0.00	0.00	1,000.00	89.99	0.00	89.99	910.01	9.00
2510.58100. Dues & Fees - Business Office	325.00	0.00	0.00	325.00	0.00	0.00	0.00	325.00	0.00
<b>Total</b>	<b>174,944.00</b>	<b>0.00</b>	<b>0.00</b>	<b>174,944.00</b>	<b>23,038.80</b>	<b>0.00</b>	<b>23,038.80</b>	<b>151,905.20</b>	<b>13.17</b>
<b>2600-Building &amp; Grounds</b>									
2600.51901. Wages Paid - Building Maintenance	111,486.00	0.00	0.00	111,486.00	15,602.94	0.00	15,602.94	95,883.06	14.00
2600.52100. Group Life Insurance - Maintenance	189.00	0.00	0.00	189.00	28.35	0.00	28.35	160.65	15.00

# SPRAGUE BOARD OF EDUCATION

## BOE Budget v. Actual

For Fiscal Year 2023-2024

Year to Date 8/31/2023

	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/Or dered	Total Expenditures	Variance	% Spent
2600.52200. FICA/Medicare Employer - Maintenance	8,541.00	0.00	0.00	8,541.00	1,130.68	0.00	1,130.68	7,410.32	13.24
2600.52300. Pension Contributions - Maintenance	3,968.00	0.00	0.00	3,968.00	405.48	0.00	405.48	3,562.52	10.22
2600.52800. Health Insurance - Maintenance	66,422.00	0.00	0.00	66,422.00	16,613.95	0.00	16,613.95	49,808.05	25.01
2600.54010. Purchased Property Services - Maintenance	30,325.00	0.00	0.00	30,325.00	10,193.80	16,354.44	26,548.24	3,776.76	87.55
2600.54101. Rubbish Removal - Maintenance	9,620.00	0.00	0.00	9,620.00	1,491.20	7,550.00	9,041.20	578.80	93.98
2600.54300. Equipment Repairs & Maint - Maintenance	5,000.00	0.00	0.00	5,000.00	312.04	0.00	312.04	4,687.96	6.24
2600.54301. Building Repairs & Maint - Maintenance	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
2600.54411. Water	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
2600.54412. Sewer	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
2600.55300. Communications - Telephone & Internet	11,000.00	0.00	0.00	11,000.00	978.68	5,000.00	5,978.68	5,021.32	54.35
2600.55800. Conference/Travel - Building Maintenance	100.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00
2600.56100. General Supplies - Maintenance Department	16,000.00	0.00	0.00	16,000.00	205.72	400.00	605.72	15,394.28	3.79
2600.56220. Electricity - Maintenance	31,000.00	0.00	0.00	31,000.00	2,216.51	750.00	2,966.51	28,033.49	9.57
2600.56230. Liquid Propane	20,000.00	0.00	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00
2600.56240. Heating Oil	29,250.00	0.00	0.00	29,250.00	0.00	0.00	0.00	29,250.00	0.00
2600.56260. Gasoline	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
2600.57300. Equipment - Non Instructional	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
<b>Total</b>	<b>354,901.00</b>	<b>0.00</b>	<b>0.00</b>	<b>354,901.00</b>	<b>49,179.35</b>	<b>30,054.44</b>	<b>79,233.79</b>	<b>275,667.21</b>	<b>22.33</b>
<b>2700-Student Transportation</b>									
2700.55100. Contracted Pupil Transp Reg	383,072.00	0.00	0.00	383,072.00	0.00	0.00	0.00	383,072.00	0.00
2700.55108. Contracted Pupil Transp Spec Ed HS	174,647.00	0.00	0.00	174,647.00	0.00	143,738.48	143,738.48	30,908.52	82.30
2700.55109. Contracted Pupil Transp Spec Ed Elem\Summer School	76,030.00	0.00	0.00	76,030.00	11,066.00	96,301.76	107,367.76	(31,337.76)	141.22
2700.55150. Contracted Pupil Transp Athletics/Ext Curr	8,775.00	0.00	0.00	8,775.00	0.00	0.00	0.00	8,775.00	0.00
2700.55151. Contracted Pupil Transp Field Trips	2,500.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
2700.56260. Gasoline	40,000.00	0.00	0.00	40,000.00	469.08	50,130.92	50,600.00	(10,600.00)	126.50
<b>Total</b>	<b>685,024.00</b>	<b>0.00</b>	<b>0.00</b>	<b>685,024.00</b>	<b>11,535.08</b>	<b>290,171.16</b>	<b>301,706.24</b>	<b>383,317.76</b>	<b>44.04</b>
<b>6000-HS Tuition</b>									
6000.000100.55610. Tuition - HS Regular Ed - public schools	1,155,173.00	0.00	0.00	1,155,173.00	156,074.66	780,373.30	936,447.96	218,725.04	81.07
6000.000200.55610. Tuition - HS Special Ed - public schools	745,437.00	0.00	0.00	745,437.00	0.00	666,351.75	666,351.75	79,085.25	89.39
6000.000200.55630. Tuition - HS Special Ed - private schools	282,823.00	0.00	0.00	282,823.00	2,485.00	445,890.00	448,375.00	(165,552.00)	158.54
<b>Total</b>	<b>2,183,433.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,183,433.00</b>	<b>158,559.66</b>	<b>1,892,615.05</b>	<b>2,051,174.71</b>	<b>132,258.29</b>	<b>93.94</b>
<b>6100-Elementary Tuition</b>									
6100.000100.55660. Tuition - Elem Magnet Schools	52,213.00	0.00	0.00	52,213.00	0.00	0.00	0.00	52,213.00	0.00
6100.000200.55631. Tuition - Elem Special Ed - private schools	198,473.00	0.00	0.00	198,473.00	16,819.60	255,725.14	272,544.74	(74,071.74)	137.32
6100.000200.55660. Tuition - Elem Special Ed Magnet Schools	152,564.00	0.00	0.00	152,564.00	0.00	154,969.50	154,969.50	(2,405.50)	101.58



# SPRAGUE BOARD OF EDUCATION

## BOE Budget v. Actual

For Fiscal Year 2023-2024

Year to Date 8/31/2023

	<u>Approved Budget</u>	<u>Current Mo. Budget Trf</u>	<u>Prior YTD Budget Trfs</u>	<u>Revised Budget</u>	<u>Year to Date Actual</u>	<u>Encumbered/Or dered</u>	<u>Total Expenditures</u>	<u>Variance</u>	<u>% Spent</u>
<b>Total</b>	403,250.00	0.00	0.00	403,250.00	16,819.60	410,694.64	427,514.24	(24,264.24)	106.02
<b>Total Expenditures</b>	\$ 7,308,884.00	\$ 0.00	\$ 0.00	\$ 7,308,884.00	\$ 592,119.23	\$ 2,862,165.00	\$ 3,454,284.23	\$ 3,854,599.77	\$ 47.26

BOE Budget v. Actual 8/31/2023										
	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/ Ordered	Total Expenditures	Variance	Forecasted Expenditure	Forecasted Balance
<b>1000-Regular Instruction</b>										
1000.51110. Wages Paid to Teachers - Regular Ed	\$ 1,112,295.00	\$ -	\$ -	\$ 1,112,295.00	\$ 43,083.56	\$ -	\$ 43,083.56	\$ 1,069,211.44	\$ 1,030,225.94	\$ 38,985.50
1000.51120. Wages Paid to Instructional Aides - Regular Ed	\$ 8,866.00	\$ -	\$ -	\$ 8,866.00	\$ 573.04	\$ -	\$ 573.04	\$ 8,292.96	\$ 8,292.80	\$ 0.16
1000.52100. Group Life Insurance - Regular	\$ 726.00	\$ -	\$ -	\$ 726.00	\$ 162.54	\$ -	\$ 162.54	\$ 563.46	\$ 563.46	\$ -
1000.52200. FICA/Medicare Employer - Regular Ed	\$ 18,283.00	\$ -	\$ -	\$ 18,283.00	\$ 656.20	\$ -	\$ 656.20	\$ 17,626.80	\$ 16,878.63	\$ 748.17
1000.52500. Tuition Reimbursement	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ 2,704.80	\$ -	\$ 2,704.80	\$ 7,295.20	\$ -	\$ 7,295.20
1000.52800. Health Insurance - Regular	\$ 344,773.00	\$ -	\$ -	\$ 344,773.00	\$ 68,294.54	\$ -	\$ 68,294.54	\$ 276,478.46	\$ 237,464.01	\$ 39,014.45
1000.53200. Substitutes - Regular Education	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 3,500.00	\$ -	\$ 3,500.00
1000.53230. Purchased Pupil Services	\$ 1,250.00	\$ -	\$ -	\$ 1,250.00	\$ -	\$ -	\$ -	\$ 1,250.00	\$ -	\$ 1,250.00
1000.54420. Equipment Leasing	\$ 19,000.00	\$ -	\$ -	\$ 19,000.00	\$ 2,783.10	\$ 15,318.96	\$ 18,102.06	\$ 897.94	\$ -	\$ 897.94
1000.56100. General Supplies - Regular Education	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 7,000.00	\$ -	\$ 7,000.00
1000.56110. Instructional Supplies - Regular Education	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
1000.56400. Workbooks/Disposables	\$ 8,500.00	\$ -	\$ -	\$ 8,500.00	\$ -	\$ -	\$ -	\$ 8,500.00	\$ -	\$ 8,500.00
1000.56410. Textbooks	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	\$ 1,403.14	\$ 524.55	\$ 1,927.69	\$ (427.69)	\$ -	\$ (427.69)
1000.56501. Ink and Toner	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
1000.57300. Equipment - Non Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1000.58100. Dues & Fees	\$ 9,551.00	\$ -	\$ -	\$ 9,551.00	\$ 8,193.00	\$ -	\$ 8,193.00	\$ 1,358.00	\$ 1,358.00	\$ -
<b>Total</b>	<b>\$ 1,558,244.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,558,244.00</b>	<b>\$ 127,853.92</b>	<b>\$ 15,843.51</b>	<b>\$ 143,697.43</b>	<b>\$ 1,414,546.57</b>	<b>\$ 1,294,782.84</b>	<b>\$ 119,763.73</b>
<b>1200-Special Education</b>										
1200.51110. Wages Paid to Teachers - SPED	\$ 205,108.00	\$ -	\$ -	\$ 205,108.00	\$ 11,031.52	\$ -	\$ 11,031.52	\$ 194,076.48	\$ 283,265.38	\$ (89,188.90)
1200.51120. Wages Paid to Instructional Aides - SPED	\$ 211,419.00	\$ -	\$ -	\$ 211,419.00	\$ -	\$ -	\$ -	\$ 211,419.00	\$ 221,353.24	\$ (9,934.24)
1200.51900. Wages Paid to Other Cert - SPED	\$ 122,822.00	\$ -	\$ -	\$ 122,822.00	\$ 18,908.56	\$ -	\$ 18,908.56	\$ 103,913.44	\$ 103,997.19	\$ (83.75)
1200.51901. Wages Paid - Other Non Certified Staff - SPED	\$ 65,134.00	\$ -	\$ -	\$ 65,134.00	\$ 7,202.17	\$ -	\$ 7,202.17	\$ 57,931.83	\$ 57,942.27	\$ (10.44)
1200.52100. Group Life Insurance - SPED	\$ 814.00	\$ -	\$ -	\$ 814.00	\$ 165.69	\$ -	\$ 165.69	\$ 648.31	\$ 648.31	\$ -
1200.52200. FICA/Medicare Employer - SPED	\$ 28,425.00	\$ -	\$ -	\$ 28,425.00	\$ 1,084.80	\$ -	\$ 1,084.80	\$ 27,340.20	\$ 27,166.45	\$ 173.75
1200.52300. Pension Contributions	\$ 2,606.00	\$ -	\$ -	\$ 2,606.00	\$ 410.88	\$ -	\$ 410.88	\$ 2,195.12	\$ 2,195.12	\$ -
1200.52800. Health Insurance	\$ 196,233.00	\$ -	\$ -	\$ 196,233.00	\$ 32,289.24	\$ -	\$ 32,289.24	\$ 163,943.76	\$ 116,281.83	\$ 47,661.93
1200.53200. Substitutes - SPED	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 3,500.00	\$ -	\$ 3,500.00
1200.53230. Purchased Pupil Services	\$ 36,740.00	\$ -	\$ -	\$ 36,740.00	\$ -	\$ 30,344.03	\$ 30,344.03	\$ 6,395.97	\$ 6,395.97	\$ -
1200.53300. Other Prof/Tech Services	\$ 3,620.00	\$ -	\$ -	\$ 3,620.00	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 2,120.00	\$ -	\$ 2,120.00
1200.55800. Travel Reimbursement	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00	\$ -	\$ -	\$ -	\$ 1,200.00	\$ -	\$ 1,200.00
1200.56100. General Supplies - Special Education	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
1200.56110. Instructional Supplies - SPED	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 36.75	\$ 719.97	\$ 756.72	\$ 243.28	\$ -	\$ 243.28
1200.56400. Workbooks/Disposables	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ 500.00
1200.57300. Equipment Non-Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1200.58100. Dues & Fees	\$ 810.00	\$ -	\$ -	\$ 810.00	\$ (400.00)	\$ -	\$ (400.00)	\$ 1,210.00	\$ -	\$ 1,210.00
<b>Total</b>	<b>\$ 880,931.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 880,931.00</b>	<b>\$ 72,229.61</b>	<b>\$ 31,064.00</b>	<b>\$ 103,293.61</b>	<b>\$ 777,637.39</b>	<b>\$ 819,245.76</b>	<b>\$ (41,608.37)</b>
<b>1300-Adult Education - Cooperative</b>										
1300.55690. Tuition - Adult Cooperative	\$ 14,567.00	\$ -	\$ -	\$ 14,567.00	\$ -	\$ -	\$ -	\$ 14,567.00	\$ 14,567.00	\$ -
<b>Total</b>	<b>\$ 14,567.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,567.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,567.00</b>	<b>\$ 14,567.00</b>	<b>\$ -</b>
<b>1500-Stipends - Extra Curricular</b>										
1500.51930. Extra Curricular Stipends Paid	\$ 10,146.00	\$ -	\$ -	\$ 10,146.00	\$ -	\$ -	\$ -	\$ 10,146.00	\$ 10,146.00	\$ -
<b>Total</b>	<b>\$ 10,146.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,146.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,146.00</b>	<b>\$ 10,146.00</b>	<b>\$ -</b>
<b>1600-Summer School</b>										
1600.51110. Wages Paid to Teachers - Summer School	\$ 3,060.00	\$ -	\$ -	\$ 3,060.00	\$ 2,745.00	\$ -	\$ 2,745.00	\$ 315.00	\$ -	\$ 315.00
1600.51120. Wages Paid to Inst Aides - Summer School	\$ 1,625.00	\$ -	\$ -	\$ 1,625.00	\$ 2,787.50	\$ -	\$ 2,787.50	\$ (1,162.50)	\$ -	\$ (1,162.50)
1600.51901. Wages Paid - Other Non-Cert - Summer School	\$ 1,757.00	\$ -	\$ -	\$ 1,757.00	\$ 2,087.64	\$ -	\$ 2,087.64	\$ (330.64)	\$ -	\$ (330.64)
1600.52200. FICA/Medicare Employer - Summer School	\$ 304.00	\$ -	\$ -	\$ 304.00	\$ 412.76	\$ -	\$ 412.76	\$ (108.76)	\$ -	\$ (108.76)
<b>Total</b>	<b>\$ 6,746.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,746.00</b>	<b>\$ 8,032.90</b>	<b>\$ -</b>	<b>\$ 8,032.90</b>	<b>\$ (1,286.90)</b>	<b>\$ -</b>	<b>\$ (1,286.90)</b>
<b>1700-Tutoring</b>										
1700.000100.51110. Wages Paid to Teacher Tutors - Reg Ed	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00
1700.000100.52200. FICA/Medicare Employer - Reg Ed	\$ 350.00	\$ -	\$ -	\$ 350.00	\$ -	\$ -	\$ -	\$ 350.00	\$ -	\$ 350.00
1700.000100.53230. Purchased Pupil Services - Reg Ed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1700.000200.51110. Wages Paid to Teacher Tutors - Special Ed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1700.000200.51120. Wages Paid to Inst Aide Tutors - Spec Ed	\$ 3,650.00	\$ -	\$ -	\$ 3,650.00	\$ -	\$ -	\$ -	\$ 3,650.00	\$ -	\$ 3,650.00

BOE Budget v. Actual 8/31/2023										
	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/ Ordered	Total Expenditures	Variance	Forecasted Expenditure	Forecasted Balance
1700.000200.52200. FICA/Medicare Employer - Spec Ed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1700.000200.53230. Purchased Pupil Services - Spec Ed	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00
<b>Total</b>	<b>\$ 9,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,000.00</b>	<b>\$ -</b>	<b>\$ 9,000.00</b>
<b>1800-Stipends - Sports Teams</b>										
1800.51930. Sports Teams Stipends Paid	\$ 16,283.00	\$ -	\$ -	\$ 16,283.00	\$ -	\$ -	\$ -	\$ 16,283.00	\$ 16,283.00	\$ -
1800.52200. FICA/Medicare Employer	\$ 250.00	\$ -	\$ -	\$ 250.00	\$ -	\$ -	\$ -	\$ 250.00	\$ 250.00	\$ -
1800.53540. Sports Officials	\$ 3,570.00	\$ -	\$ -	\$ 3,570.00	\$ -	\$ -	\$ -	\$ 3,570.00	\$ 3,000.00	\$ 570.00
1800.56100. General Supplies - Sports Teams	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
<b>Total</b>	<b>\$ 21,103.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 21,103.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 21,103.00</b>	<b>\$ 20,533.00</b>	<b>\$ 570.00</b>
<b>2110-Social Work Services</b>										
2110.51900. Wages Paid - Social Worker	\$ 50,005.00	\$ -	\$ -	\$ 50,005.00	\$ 2,272.95	\$ -	\$ 2,272.95	\$ 47,732.05	\$ 47,732.05	\$ -
2110.52100. Group Life Insurance - Social Worker	\$ 38.00	\$ -	\$ -	\$ 38.00	\$ 4.74	\$ -	\$ 4.74	\$ 33.26	\$ 33.26	\$ -
2110.52200. FICA/Medicare Employer - Social Worker	\$ 725.00	\$ -	\$ -	\$ 725.00	\$ 30.59	\$ -	\$ 30.59	\$ 694.41	\$ 694.41	\$ -
2110.52800. Health Insurance - Social Worker	\$ 11,439.00	\$ -	\$ -	\$ 11,439.00	\$ 1,844.22	\$ -	\$ 1,844.22	\$ 9,594.78	\$ 9,715.38	\$ (120.60)
2110.56100. Supplies	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ 200.00
2110.56110. Instructional Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 62,407.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 62,407.00</b>	<b>\$ 4,152.50</b>	<b>\$ -</b>	<b>\$ 4,152.50</b>	<b>\$ 58,254.50</b>	<b>\$ 58,175.10</b>	<b>\$ 79.40</b>
<b>2130-Health Office</b>										
2130.51901. Wages Paid - School Nurse	\$ 90,149.00	\$ -	\$ -	\$ 90,149.00	\$ 5,901.57	\$ -	\$ 5,901.57	\$ 84,247.43	\$ 84,270.91	\$ (23.48)
2130.51910. Wages Paid - Nurse Substitutes	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -	\$ 4,000.00
2130.51930. Nursing Stipends Paid	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -
2130.52100. Group Life Insurance - Health Office	\$ 76.00	\$ -	\$ -	\$ 76.00	\$ 15.57	\$ -	\$ 15.57	\$ 60.43	\$ 60.43	\$ -
2130.52200. FICA/Medicare Employer - Health	\$ 8,965.00	\$ -	\$ -	\$ 8,965.00	\$ 444.30	\$ -	\$ 444.30	\$ 8,520.70	\$ 8,512.51	\$ 8.19
2130.52800. Health Insurance - Health Office	\$ 12,652.00	\$ -	\$ -	\$ 12,652.00	\$ 3,140.82	\$ -	\$ 3,140.82	\$ 9,511.18	\$ 9,422.47	\$ 88.71
2130.53230. Purchased Pupil Services	\$ 720.00	\$ -	\$ -	\$ 720.00	\$ -	\$ -	\$ -	\$ 720.00	\$ 500.00	\$ 220.00
2130.53300. Other Prof/Tech Services	\$ 630.00	\$ -	\$ -	\$ 630.00	\$ 630.00	\$ -	\$ 630.00	\$ -	\$ -	\$ -
2130.54300. Repairs & Maint Equipment	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ 200.00
2130.55800. Conference/Travel - Health Office	\$ 700.00	\$ -	\$ -	\$ 700.00	\$ -	\$ -	\$ -	\$ 700.00	\$ -	\$ 700.00
2130.56100. Supplies	\$ 2,400.00	\$ -	\$ -	\$ 2,400.00	\$ 1,078.90	\$ 71.88	\$ 1,150.78	\$ 1,249.22	\$ -	\$ 1,249.22
2130.56430. Professional Periodicals	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ 100.00
2130.58100. Dues & Fees	\$ 600.00	\$ -	\$ -	\$ 600.00	\$ -	\$ -	\$ -	\$ 600.00	\$ 600.00	\$ -
<b>Total</b>	<b>\$ 123,192.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 123,192.00</b>	<b>\$ 11,211.16</b>	<b>\$ 71.88</b>	<b>\$ 11,283.04</b>	<b>\$ 111,908.96</b>	<b>\$ 105,366.32</b>	<b>\$ 6,542.64</b>
<b>2140-Psychological Services</b>										
2140.51900. Wages Paid - School Psychologist	\$ 54,932.00	\$ -	\$ -	\$ 54,932.00	\$ 2,350.55	\$ -	\$ 2,350.55	\$ 52,581.45	\$ 52,581.45	\$ -
2140.52100. Group Life Insurance - Psychologist	\$ 38.00	\$ -	\$ -	\$ 38.00	\$ 9.45	\$ -	\$ 9.45	\$ 28.55	\$ 28.55	\$ -
2140.52200. FICA/Medicare Employer - Psychologist	\$ 797.00	\$ -	\$ -	\$ 797.00	\$ 29.11	\$ -	\$ 29.11	\$ 767.89	\$ 767.89	\$ -
2140.52800. Health Insurance	\$ 24,353.00	\$ -	\$ -	\$ 24,353.00	\$ 5,982.27	\$ -	\$ 5,982.27	\$ 18,370.73	\$ 18,326.31	\$ 44.42
2140.53230. Purchased Pupil Services	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00
2140.56100. Assessment Supplies	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00
2140.56110. Instructional Supplies - Psychologist	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ 200.00
<b>Total</b>	<b>\$ 84,320.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 84,320.00</b>	<b>\$ 8,371.38</b>	<b>\$ -</b>	<b>\$ 8,371.38</b>	<b>\$ 75,948.62</b>	<b>\$ 71,704.20</b>	<b>\$ 4,244.42</b>
<b>2150-Speech &amp; Audiology Services</b>										
2150.53230. Purchased Pupil Services	\$ 77,655.00	\$ -	\$ -	\$ 77,655.00	\$ 1,941.18	\$ 82,926.18	\$ 84,867.36	\$ (7,212.36)	\$ -	\$ (7,212.36)
2150.56100. Supplies	\$ 775.00	\$ -	\$ -	\$ 775.00	\$ 262.78	\$ -	\$ 262.78	\$ 512.22	\$ -	\$ 512.22
<b>Total</b>	<b>\$ 78,430.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 78,430.00</b>	<b>\$ 2,203.96</b>	<b>\$ 82,926.18</b>	<b>\$ 85,130.14</b>	<b>\$ (6,700.14)</b>	<b>\$ -</b>	<b>\$ (6,700.14)</b>
<b>2160-PT/OT Services</b>										
2160.53230. Purchased Pupil Services	\$ 20,381.00	\$ -	\$ -	\$ 20,381.00	\$ -	\$ 20,381.00	\$ 20,381.00	\$ -	\$ -	\$ -
2160.56100. Supplies	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ 200.00
<b>Total</b>	<b>\$ 20,581.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,581.00</b>	<b>\$ -</b>	<b>\$ 20,381.00</b>	<b>\$ 20,381.00</b>	<b>\$ 200.00</b>	<b>\$ -</b>	<b>\$ 200.00</b>
<b>2210-Improvement of Instruction</b>										
2210.53220. In Service	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	\$ 760.00	\$ 760.00	\$ 2,240.00	\$ -	\$ 2,240.00
2210.55800. Conference/Travel - Professional Development	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -	\$ 4,000.00
2210.56100. Supplies	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
<b>Total</b>	<b>\$ 8,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,000.00</b>	<b>\$ -</b>	<b>\$ 760.00</b>	<b>\$ 760.00</b>	<b>\$ 7,240.00</b>	<b>\$ -</b>	<b>\$ 7,240.00</b>
<b>2220-Library/Media Services</b>										

BOE Budget v. Actual 8/31/2023										
	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/ Ordered	Total Expenditures	Variance	Forecasted Expenditure	Forecasted Balance
2220.56420. Library Books	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>2230-Technology</b>										
2230.51901. Wages Paid - Technology Staff	\$ 6,661.00	\$ -	\$ -	\$ 6,661.00	\$ 942.97	\$ -	\$ 942.97	\$ 5,718.03	\$ 5,721.87	\$ (3.84)
2230.52100. Group Life Insurance - Technology	\$ 4.00	\$ -	\$ -	\$ 4.00	\$ 0.96	\$ -	\$ 0.96	\$ 3.04	\$ 3.04	\$ -
2230.52200. FICA/Medicare Employer - Technology	\$ 511.00	\$ -	\$ -	\$ 511.00	\$ 69.93	\$ -	\$ 69.93	\$ 441.07	\$ 441.07	\$ -
2230.52300. Pension Contributions - Technology	\$ 267.00	\$ -	\$ -	\$ 267.00	\$ 46.14	\$ -	\$ 46.14	\$ 220.86	\$ 220.86	\$ -
2230.52800. Health Insurance - Technology	\$ 1,265.00	\$ -	\$ -	\$ 1,265.00	\$ 317.70	\$ -	\$ 317.70	\$ 947.30	\$ 953.07	\$ (5.77)
2230.53520. Other Technical Services	\$ 78,945.00	\$ -	\$ -	\$ 78,945.00	\$ 21,918.75	\$ 57,025.25	\$ 78,944.00	\$ 1.00	\$ -	\$ 1.00
2230.56100. Supplies	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ 500.00
2230.56500. Technology Supplies	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ 103.47	\$ 80.00	\$ 183.47	\$ 1,816.53	\$ -	\$ 1,816.53
2230.57340. Technology Hardware - Instructional	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00
2230.57341. Technology Hardware - Non-Instructional	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00
2230.57350. Software - Instructional	\$ 20,578.00	\$ -	\$ -	\$ 20,578.00	\$ -	\$ 89.00	\$ 89.00	\$ 20,489.00	\$ 20,489.00	\$ -
2230.57351. Software - Non-Instructional	\$ 34,957.00	\$ -	\$ -	\$ 34,957.00	\$ 1,249.99	\$ 1,299.00	\$ 2,548.99	\$ 32,408.01	\$ 32,408.01	\$ -
<b>Total</b>	<b>\$ 150,688.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,688.00</b>	<b>\$ 24,649.91</b>	<b>\$ 58,493.25</b>	<b>\$ 83,143.16</b>	<b>\$ 67,544.84</b>	<b>\$ 60,236.92</b>	<b>\$ 7,307.92</b>
<b>2310-Board of Education</b>										
2310.51901. Wages Paid - Non-Certified - BOE Admin Office	\$ 25,970.00	\$ -	\$ -	\$ 25,970.00	\$ 3,498.88	\$ -	\$ 3,498.88	\$ 22,471.12	\$ 22,492.80	\$ (21.68)
2310.52100. Group Life Insurance - BOE Office	\$ 15.00	\$ -	\$ -	\$ 15.00	\$ 3.75	\$ -	\$ 3.75	\$ 11.25	\$ 11.25	\$ -
2310.52200. FICA/Medicare Employer - BOE Office	\$ 1,991.00	\$ -	\$ -	\$ 1,991.00	\$ 248.86	\$ -	\$ 248.86	\$ 1,742.14	\$ 1,742.14	\$ -
2310.52300. Pension Contributions - BOE Office	\$ 1,042.00	\$ -	\$ -	\$ 1,042.00	\$ 179.92	\$ -	\$ 179.92	\$ 862.08	\$ 862.08	\$ -
2310.52600. Unemployment Compensation - BOE Office	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00
2310.52700. Workers' Compensation - BOE Office	\$ 19,969.00	\$ -	\$ -	\$ 19,969.00	\$ 4,877.40	\$ 14,632.20	\$ 19,509.60	\$ 459.40	\$ -	\$ 459.40
2310.52800. Health Insurance - BOE Office	\$ 10,823.00	\$ -	\$ -	\$ 10,823.00	\$ 2,709.12	\$ -	\$ 2,709.12	\$ 8,113.88	\$ 8,127.34	\$ (13.46)
2310.53020. Legal Services - BOE Office	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
2310.55200. Property/Liability Insurance - BOE Office	\$ 21,911.00	\$ -	\$ -	\$ 21,911.00	\$ 6,103.00	\$ 14,454.00	\$ 20,557.00	\$ 1,354.00	\$ -	\$ 1,354.00
2310.55301. Postage BOE Office	\$ -	\$ -	\$ -	\$ -	\$ 9.80	\$ -	\$ 9.80	\$ (9.80)	\$ -	\$ (9.80)
2310.55400. Advertising - BOE Office	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -	\$ 4,000.00
2310.55800. Conference/Travel - BOE Office	\$ 300.00	\$ -	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ 300.00	\$ -	\$ 300.00
2310.56100. Supplies - BOE Office	\$ 1,400.00	\$ -	\$ -	\$ 1,400.00	\$ 85.98	\$ -	\$ 85.98	\$ 1,314.02	\$ -	\$ 1,314.02
2310.58100. Dues & Fees - BOE Office	\$ 2,687.00	\$ -	\$ -	\$ 2,687.00	\$ -	\$ -	\$ -	\$ 2,687.00	\$ 2,687.00	\$ -
2310.58900. Graduation Costs - BOE Office	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
2310.58990. Other Expenses	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
<b>Total</b>	<b>\$ 97,608.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 97,608.00</b>	<b>\$ 17,716.71</b>	<b>\$ 29,086.20</b>	<b>\$ 46,802.91</b>	<b>\$ 50,805.09</b>	<b>\$ 35,922.61</b>	<b>\$ 14,882.48</b>
<b>2320-Superintendents Office</b>										
2320.51900. Wages Paid - Superintendent	\$ 71,000.00	\$ -	\$ -	\$ 71,000.00	\$ 11,538.48	\$ -	\$ 11,538.48	\$ 59,461.52	\$ 63,461.52	\$ (4,000.00)
2320.51901. Wages Paid - Non-Certified - Supt Admin Office	\$ 25,970.00	\$ -	\$ -	\$ 25,970.00	\$ 3,498.88	\$ -	\$ 3,498.88	\$ 22,471.12	\$ 22,492.80	\$ (21.68)
2320.52100. Group Life Insurance - Superintendent Office	\$ 15.00	\$ -	\$ -	\$ 15.00	\$ 3.75	\$ -	\$ 3.75	\$ 11.25	\$ 11.25	\$ -
2320.52200. FICA/Medicare Employer - Superintendent	\$ 3,021.00	\$ -	\$ -	\$ 3,021.00	\$ 416.13	\$ -	\$ 416.13	\$ 2,604.87	\$ 2,604.87	\$ -
2320.52300. Pension Contributions - Superintendent's Office	\$ 1,041.00	\$ -	\$ -	\$ 1,041.00	\$ 179.92	\$ -	\$ 179.92	\$ 861.08	\$ 861.08	\$ -
2320.52800. Health Insurance - Superintendent's Office	\$ 10,823.00	\$ -	\$ -	\$ 10,823.00	\$ 2,709.12	\$ -	\$ 2,709.12	\$ 8,113.88	\$ 8,127.34	\$ (13.46)
2320.55800. Conference/Travel - Superintendent's Office	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
2320.56100. Supplies - Superintendent's Office	\$ 300.00	\$ -	\$ -	\$ 300.00	\$ -	\$ 3.69	\$ 3.69	\$ 296.31	\$ -	\$ 296.31
2320.58100. Dues & Fees - Superintendent's Office	\$ 3,445.00	\$ -	\$ -	\$ 3,445.00	\$ -	\$ -	\$ -	\$ 3,445.00	\$ 3,445.00	\$ -
<b>Total</b>	<b>\$ 116,615.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 116,615.00</b>	<b>\$ 18,346.28</b>	<b>\$ 3.69</b>	<b>\$ 18,349.97</b>	<b>\$ 98,265.03</b>	<b>\$ 101,003.86</b>	<b>\$ (2,738.83)</b>
<b>2400-School Administration Office</b>										
2400.51900. Wages Paid - Principal	\$ 132,000.00	\$ -	\$ -	\$ 132,000.00	\$ 20,321.48	\$ -	\$ 20,321.48	\$ 111,678.52	\$ 111,768.11	\$ (89.59)
2400.51901. Wages Paid - Non-Certified - School Administration	\$ 82,833.00	\$ -	\$ -	\$ 82,833.00	\$ 8,533.34	\$ -	\$ 8,533.34	\$ 74,299.66	\$ 74,293.22	\$ 6.44
2400.52100. Group Life Insurance - School Administration Office	\$ 194.00	\$ -	\$ -	\$ 194.00	\$ 48.51	\$ -	\$ 48.51	\$ 145.49	\$ 145.49	\$ -
2400.52200. FICA/Medicare Employer - School Administration	\$ 8,250.00	\$ -	\$ -	\$ 8,250.00	\$ 927.30	\$ -	\$ 927.30	\$ 7,322.70	\$ 7,322.70	\$ -
2400.52300. Pension Contributions - School Admin Office	\$ 1,855.00	\$ -	\$ -	\$ 1,855.00	\$ -	\$ -	\$ -	\$ 1,855.00	\$ -	\$ 1,855.00
2400.52800. Health Insurance - School Administration Office	\$ 29,948.00	\$ -	\$ -	\$ 29,948.00	\$ 7,402.80	\$ -	\$ 7,402.80	\$ 22,545.20	\$ 22,208.40	\$ 336.80
2400.53300. Other Prof/Tech Services	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00
2400.55301. Postage	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	\$ 39.98	\$ -	\$ 39.98	\$ 3,460.02	\$ -	\$ 3,460.02
2400.55800. Conference/Travel - School Administration Office	\$ 750.00	\$ -	\$ -	\$ 750.00	\$ -	\$ -	\$ -	\$ 750.00	\$ -	\$ 750.00

<b>BOE Budget v. Actual</b>										
<b>8/31/2023</b>										
	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/ Ordered	Total Expenditures	Variance	Forecasted Expenditure	Forecasted Balance
2400.56100. Supplies	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
2400.58100. Dues & Fees - School Administration	\$ 924.00	\$ -	\$ -	\$ 924.00	\$ 945.00	\$ -	\$ 945.00	\$ (21.00)	\$ -	\$ (21.00)
<b>Total</b>	<b>\$ 264,754.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 264,754.00</b>	<b>\$ 38,218.41</b>	<b>\$ -</b>	<b>\$ 38,218.41</b>	<b>\$ 226,535.59</b>	<b>\$ 215,737.92</b>	<b>\$ 10,797.67</b>
<b>2510-Business Office</b>										
2510.51901. Wages Paid - Non Certified - Business Office	\$ 107,838.00	\$ -	\$ -	\$ 107,838.00	\$ 15,858.93	\$ -	\$ 15,858.93	\$ 91,979.07	\$ 92,044.27	\$ (65.20)
2510.52100. Group Life Insurance - Business Office	\$ 72.00	\$ -	\$ -	\$ 72.00	\$ 17.97	\$ -	\$ 17.97	\$ 54.03	\$ 54.03	\$ -
2510.52200. FICA/Medicare Employer - Business Office	\$ 8,268.00	\$ -	\$ -	\$ 8,268.00	\$ 1,193.31	\$ -	\$ 1,193.31	\$ 7,074.69	\$ 7,074.69	\$ -
2510.52300. Pension Contributions - Business Office	\$ 4,904.00	\$ -	\$ -	\$ 4,904.00	\$ 799.94	\$ -	\$ 799.94	\$ 4,104.06	\$ 4,104.06	\$ -
2510.52800. Health Insurance - Business Office	\$ 11,387.00	\$ -	\$ -	\$ 11,387.00	\$ 2,826.72	\$ -	\$ 2,826.72	\$ 8,560.28	\$ 8,610.20	\$ (49.92)
2510.53300. Other Prof/Tech Services - Business Office	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ 1,826.64	\$ -	\$ 1,826.64	\$ 13,173.36	\$ 13,173.36	\$ -
2510.53410. Audit/Accounting Services - Business Office	\$ 25,850.00	\$ -	\$ -	\$ 25,850.00	\$ 425.30	\$ -	\$ 425.30	\$ 25,424.70	\$ 25,424.70	\$ -
2510.55800. Conference/Travel - Business Office	\$ 300.00	\$ -	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ 300.00	\$ -	\$ 300.00
2510.56100. Supplies - Business Office	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 89.99	\$ -	\$ 89.99	\$ 910.01	\$ -	\$ 910.01
2510.58100. Dues & Fees - Business Office	\$ 325.00	\$ -	\$ -	\$ 325.00	\$ -	\$ -	\$ -	\$ 325.00	\$ 325.00	\$ -
<b>Total</b>	<b>\$ 174,944.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 174,944.00</b>	<b>\$ 23,038.80</b>	<b>\$ -</b>	<b>\$ 23,038.80</b>	<b>\$ 151,905.20</b>	<b>\$ 150,810.31</b>	<b>\$ 1,094.89</b>
<b>2600-Building &amp; Grounds</b>										
2600.51901. Wages Paid - Building Maintenance	\$ 111,486.00	\$ -	\$ -	\$ 111,486.00	\$ 15,602.94	\$ -	\$ 15,602.94	\$ 95,883.06	\$ 100,080.54	\$ (4,197.48)
2600.52100. Group Life Insurance - Maintenance Department	\$ 189.00	\$ -	\$ -	\$ 189.00	\$ 28.35	\$ -	\$ 28.35	\$ 160.65	\$ 160.65	\$ -
2600.52200. FICA/Medicare Employer - Maintenance	\$ 8,541.00	\$ -	\$ -	\$ 8,541.00	\$ 1,130.68	\$ -	\$ 1,130.68	\$ 7,410.32	\$ 7,410.32	\$ -
2600.52300. Pension Contributions - Maintenance Office	\$ 3,968.00	\$ -	\$ -	\$ 3,968.00	\$ 405.48	\$ -	\$ 405.48	\$ 3,562.52	\$ 3,562.52	\$ -
2600.52800. Health Insurance - Maintenance	\$ 66,422.00	\$ -	\$ -	\$ 66,422.00	\$ 16,613.95	\$ -	\$ 16,613.95	\$ 49,808.05	\$ 49,441.81	\$ 366.24
2600.54010. Purchased Property Services	\$ 30,325.00	\$ -	\$ -	\$ 30,325.00	\$ 10,193.80	\$ 16,354.44	\$ 26,548.24	\$ 3,776.76	\$ -	\$ 3,776.76
2600.54101. Rubbish Removal	\$ 9,620.00	\$ -	\$ -	\$ 9,620.00	\$ 1,491.20	\$ 7,550.00	\$ 9,041.20	\$ 578.80	\$ -	\$ 578.80
2600.54300. Equipment Repairs & Maint	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ 312.04	\$ -	\$ 312.04	\$ 4,687.96	\$ 3,515.97	\$ 1,171.99
2600.54301. Building Repairs & Maint	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
2600.54411. Water	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -
2600.54412. Sewer	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -
2600.55300. Communications - Telephone & Internet	\$ 11,000.00	\$ -	\$ -	\$ 11,000.00	\$ 978.68	\$ 5,000.00	\$ 5,978.68	\$ 5,021.32	\$ 5,021.32	\$ -
2600.55800. Conference/Travel - Building Maintenance	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ 100.00
2600.56100. General Supplies - Maintenance Department	\$ 16,000.00	\$ -	\$ -	\$ 16,000.00	\$ 205.72	\$ 400.00	\$ 605.72	\$ 15,394.28	\$ 11,545.71	\$ 3,848.57
2600.56220. Electricity	\$ 31,000.00	\$ -	\$ -	\$ 31,000.00	\$ 2,216.51	\$ 750.00	\$ 2,966.51	\$ 28,033.49	\$ 28,033.49	\$ -
2600.56230. Liquid Propane	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 15,000.00	\$ 5,000.00
2600.56240. Heating Oil	\$ 29,250.00	\$ -	\$ -	\$ 29,250.00	\$ -	\$ -	\$ -	\$ 29,250.00	\$ 29,250.00	\$ -
2600.56260. Gasoline	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 750.00	\$ 250.00
2600.57300. Equipment	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 750.00	\$ 250.00
2600.57330. Furniture & Fixtures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 354,901.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 354,901.00</b>	<b>\$ 49,179.35</b>	<b>\$ 30,054.44</b>	<b>\$ 79,233.79</b>	<b>\$ 275,667.21</b>	<b>\$ 263,272.33</b>	<b>\$ 12,394.88</b>
<b>2700-Student Transportation</b>										
2700.55100. Contracted Pupil Transp Reg	\$ 383,072.00	\$ -	\$ -	\$ 383,072.00	\$ -	\$ -	\$ -	\$ 383,072.00	\$ 383,072.00	\$ -
2700.55108. Contracted Pupil Transp Spec Ed HS	\$ 174,647.00	\$ -	\$ -	\$ 174,647.00	\$ -	\$ 143,738.48	\$ 143,738.48	\$ 30,908.52	\$ -	\$ 30,908.52
2700.55109. Contracted Pupil Transp Spec Ed Elem\Summer School	\$ 76,030.00	\$ -	\$ -	\$ 76,030.00	\$ 11,066.00	\$ 96,301.76	\$ 107,367.76	\$ (31,337.76)	\$ -	\$ (31,337.76)
2700.55150. Contracted Pupil Transp Athletics/Ext Curr	\$ 8,775.00	\$ -	\$ -	\$ 8,775.00	\$ -	\$ -	\$ -	\$ 8,775.00	\$ 8,000.00	\$ 775.00
2700.55151. Contracted Pupil Transp Field Trips	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 1,000.00	\$ 1,500.00
2700.56260. Gasoline	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	\$ 469.08	\$ 50,130.92	\$ 50,600.00	\$ (10,600.00)	\$ -	\$ (10,600.00)
<b>Total</b>	<b>\$ 685,024.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 685,024.00</b>	<b>\$ 11,535.08</b>	<b>\$ 290,171.16</b>	<b>\$ 301,706.24</b>	<b>\$ 383,317.76</b>	<b>\$ 392,072.00</b>	<b>\$ (8,754.24)</b>
<b>6000-HS Tuition</b>										
6000.000100.55610. Tuition - HS Regular Ed - public schools	\$ 1,155,173.00	\$ -	\$ -	\$ 1,155,173.00	\$ 156,074.66	\$ 780,373.30	\$ 936,447.96	\$ 218,725.04	\$ -	\$ 218,725.04
6000.000200.55610. Tuition - HS Special Ed - public schools	\$ 745,437.00	\$ -	\$ -	\$ 745,437.00	\$ -	\$ 666,351.75	\$ 666,351.75	\$ 79,085.25	\$ -	\$ 79,085.25
6000.000200.55630. Tuition - HS Special Ed - private schools	\$ 282,823.00	\$ -	\$ -	\$ 282,823.00	\$ 2,485.00	\$ 445,890.00	\$ 448,375.00	\$ (165,552.00)	\$ -	\$ (165,552.00)
<b>Total</b>	<b>\$ 2,183,433.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,183,433.00</b>	<b>\$ 158,559.66</b>	<b>\$ 1,892,615.05</b>	<b>\$ 2,051,174.71</b>	<b>\$ 132,258.29</b>	<b>\$ -</b>	<b>\$ 132,258.29</b>
<b>6100-Elementary Tuition</b>										
6100.55631. Tuition - Elem Special Ed - private schools	\$ 198,473.00	\$ -	\$ -	\$ 198,473.00	\$ 16,819.60	\$ 255,725.14	\$ 272,544.74	\$ (74,071.74)	\$ -	\$ (74,071.74)
6100.000100.55660. Tuition - Elem Magnet Schools	\$ 52,213.00	\$ -	\$ -	\$ 52,213.00	\$ -	\$ -	\$ -	\$ 52,213.00	\$ -	\$ 52,213.00
6100.000200.55660. Tuition - Elem Magnet Schools - Special Ed	\$ 152,564.00	\$ -	\$ -	\$ 152,564.00	\$ -	\$ 154,969.50	\$ 154,969.50	\$ (2,405.50)	\$ -	\$ (2,405.50)
<b>Total</b>	<b>\$ 403,250.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 403,250.00</b>	<b>\$ 16,819.60</b>	<b>\$ 410,694.64</b>	<b>\$ 427,514.24</b>	<b>\$ (24,264.24)</b>	<b>\$ -</b>	<b>\$ (24,264.24)</b>

BOE Budget v. Actual 8/31/2023										
	Approved Budget	Current Mo. Budget Trf	Prior YTD Budget Trfs	Revised Budget	Year to Date Actual	Encumbered/ Ordered	Total Expenditures	Variance	Forecasted Expenditure	Forecasted Balance
<b>Total Expenditures</b>	\$ 7,308,884.00	\$ -	\$ -	\$ 7,308,884.00	\$ 592,119.23	\$ 2,862,165.00	\$ 3,454,284.23	\$ 3,854,599.77	\$ 3,613,576.17	\$ 241,023.60
					\$ 592,119.23	\$ 2,862,165.00				
						8.10%				