



**TOWN OF HARTFORD
SELECTBOARD AGENDA**

Tuesday, January 12, 2021

6:00pm Hartford Town Hall

171 Bridge Street, White River Junction, VT 05001

**This meeting will be conducted in compliance with
Vermont Open Meeting Law with electronic participation.**

<https://zoom.us/j/549799933> - Please mute your microphone.
[youtube.com/catv810](https://www.youtube.com/catv810) – click “live now”.

If you're calling in from phone dial:

(415) 762-9988 Type in the Room ID: 549-799-933 followed by #

Press # a second time

Press *9 to raise your hand for public comment

I. Selectboard Meeting (6:00 PM)

II. Pledge of Allegiance

III. Local Liquor Control Board (6:15 PM)

1. Annual Letter from the Select Board to the VT Department of Liquor Control for signature authorization.

IV. Order of Agenda (6:20 PM)

V. Selectboard

1. Public, Selectboard Comments and Announcements (6:30 PM)

2. Appointments (7:00 PM)

Renewals:

- a. Consider the re-appointment of Ryan Scelza to the Hartford Business Revolving Loan Fund (HBRLF) for a three-year term beginning January 12, 2021 and ending January 11, 2024.
- b. Consider the re-appointment of Jay Zanleoni to the Hartford Business Revolving Loan Fund (HBRLF) for a three-year term beginning January 12, 2021 and ending January 11, 2024.
- c. Consider the re-appointment of Angela Emerson to the Conservation Commission for a four-year term beginning January 12, 2021 and ending January 11, 2025.

- d. Consider the re-appointment of John Reid to the Planning Commission for a three-year term beginning January 12, 2021 and ending January 11, 2024.

3. Town Manager's Report: (7:15 PM)

4. Board Reports, Motions & Ordinances: (7:30 PM)

- a. Simulcast Radio System RFP Award (motion required)
- b. State of Vermont finance and maintenance agreement (motion required)
- c. Acceptance of VCDP Grant Agreement and Approval of Grant Agreement Resolution for Wentworth Community Housing 2 (motion required)
- d. Authorize Tax Installment and Town Officer Compensation questions to be voted by Australian Ballot on March 2, 2021. (motion required)

VI. Commission Meeting Reports (8:00 PM)

VII. Consent Agenda (motion required) (8:10 PM)

Approve Payroll Ending: 1/2/2021
Approve Meeting Minutes of: 12/29/2020
Approve A/P Manifest of: 1/8/2021 & 1/12/2021
Selectboard Meeting Dates of:

Already Approved:

1/19/2021 (special meeting) & 1/26/2021 (regular meeting)

VIII. Executive Session: (8:20 PM)

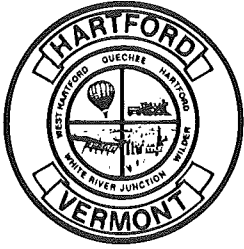
Enter into Executive session for confidential attorney-client communications made for the purpose of providing professional legal services to the body; the appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting; Title 313(f)(3) of Vermont Statutes.

IX. Adjourn the Selectboard Meeting (motion required) (8:45 PM)

All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than noon on the Wednesday preceding the scheduled meeting date. Requests received after that date will be addressed at the discretion of the Chair. Citizens wishing to address the board should do so during the Citizen Comments period.

Attached is the draft of the Annual Letter from the Select Board to the VT Department of Liquor Control authorizing me to attest to your approval of Liquor Licenses for 2021; the language is the same as in years past. DLC requires this this letter annually for their review/approval for me to sign liquor licenses on your behalf once you approve them as the local liquor control board. I have provided the original to Lana; my hope is you can fit it on your agenda on your January 12th meeting.

We will be sending the Liquor License Renewals out to Hartford license holders next week and have asked them to return to us by February 1st so HPD & HFD can review them. Once we have those reports back, will we submit them to Lana to be placed on the agendas throughout the renewal cycle.



TOWN OF HARTFORD

MUNICIPAL OFFICES

171 Bridge Street

White River Junction, Vermont 05001

Telephone: 802/295-9353 • Fax: 802/295-6382

website: www.hartford-vt.org



Serving the Villages of Hartford ♦ West Hartford ♦ White River Junction ♦ Wilder ♦ Quechee

January 12, 2021

Vermont Department of Liquor Control
13 Mountain Drive
Montpelier, VT 05602

To Whom It May Concern;

The Liquor Control Board for the Town of Hartford requests the Vermont Liquor Control Board authorize the Hartford Town Clerk, Lisa M. O'Neil, to sign approved Liquor License Applications on their behalf. We understand it is our responsibility to approve or disapprove all applications submitted to the Town at a duly warned meeting and the Town Clerk shall only sign applications to attest to the action taken by the Board and noted in the Board meeting minutes.

Dated at Hartford, Vermont this 12th day of January, 2021.

Dan Fraser, Chair

Simon Dennis, Vice Chair

Kim Souza, Clerk

Alicia Barrow

Emma Behrens

Rachel Edens

Joe Major

Town of Hartford Select Board

Lana Livingston

From: Lori Hirshfield
Sent: Sunday, January 3, 2021 8:27 PM
To: Lana Livingston
Subject: HBRLF Committee Member Ryan Scelza appt up in January

FYI - Yes he is interested in continuing – see email below

From: Ryan A. Scelza <Ryan.A.Scelza@dartmouth.edu>
Sent: Sunday, January 3, 2021 5:24 PM
To: Lori Hirshfield <lhirshfield@hartford-vt.org>
Subject: RE: HBRLF

[EXTERNAL EMAIL: DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Hi Lori,

Yes, I would like to continue. What is the expected term length again?

Thank you,

Ryan Scelza

From: Lori Hirshfield <lhirshfield@hartford-vt.org>
Sent: Sunday, January 3, 2021 3:04 PM
To: Ryan A. Scelza <Ryan.A.Scelza@dartmouth.edu>
Subject: HBRLF

Hi Ryan,

I hope you had a restful time for the holidays.

Your term on the HBRLF Committee expires on January 15th. I presume you are interested in being considered for reappointment since you agreed to be the Committee Chair. Please confirm.

Thanks

Lori

In compliance with Vermont's COVID-19 stay-at-home, stay safe order, Town of Hartford staff members are working remotely. Addressing residents' and businesses' concerns and questions remains a high priority. We appreciate your patience as we adapt to virtual communications.

Lori Hirshfield

Lana Livingston

From: Lori Hirshfield
Sent: Monday, January 4, 2021 10:43 PM
To: Lana Livingston
Subject: HBRLF Committee - Jay Zanleoni

Lana,

Jay does want to continue on the HBRLF Committee – see email below

From: Jay Zanleoni <Jay.Zanleoni@MascomaBank.com>
Sent: Monday, January 4, 2021 8:44 AM
To: Lori Hirshfield <lhirshfield@hartford-vt.org>
Subject: RE: *EXTERNAL*HBRLF Committee

[EXTERNAL EMAIL: DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

I would be interested in being reappointed.

Jay Zanleoni (he/him) | AVP Commercial Portfolio Manager Officer | **Mascoma Bank**
P.O. Box 4399 | 243 Sykes Mountain Avenue | White River Junction, VT 05001
Phone: 802-280-4937 | Cell: 802-359-2614 | Jay.Zanleoni@MascomaBank.com



From: Lori Hirshfield <lhirshfield@hartford-vt.org>
Sent: Sunday, January 3, 2021 3:07 PM
To: Jay Zanleoni <Jay.Zanleoni@MascomaBank.com>
Subject: *EXTERNAL*HBRLF Committee

Hi Jay,

I hope you had a restful time for the holidays.

Your term on the HBRLF Committee expires on January 30th. Please let me know if you are interested in being reappointed.

Thanks,

Lori

Lana Livingston

From: Angela Emerson <angemerson6@gmail.com>
Sent: Tuesday, January 5, 2021 8:44 AM
To: Lana Livingston
Cc: Matt Osborn; Tom & Linda Kahl

[EXTERNAL EMAIL: DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Laura

I am interested in serving another term on the conservation commission. Is there something I need to submit?

Thanks

Angela

Lana Livingston

From: John Reid <johnhreed3@gmail.com>
Sent: Monday, January 4, 2021 10:11 AM
To: Lana Livingston
Cc: Jo-Ann Ells; Bruce Riddle
Subject: Hartford Planning Commission

[EXTERNAL EMAIL: DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Please ask the Selectboard to continue my appointment to the Planning Commission. John Reid



AGENDA MEMORANDUM
January 12, 2021
Town Selectboard Meeting Item:
Submitted by: Scott Cooney, Fire Chief

Subject: **Simulcast Radio System RFP Award**

Background: In 2013, the fire and police department modified and upgraded the existing radio communications system to meet federally required narrow banding of radio frequencies. Since that time the departments have struggled to adapt the current system to provide consistently reliable reception for first responders across the Town. The Town has been studying and investigating replacement options for the last few years. The Town, with the assistance of Motorola Solutions, Inc. conducted a radio engineering study of the Town's geography in order to establish an RFP for a radio system that would meet the needs of emergency dispatch radio communications for the Town. On September 4, 2020 the Town released an RFP for Public Safety Communications Systems Upgrades. A single proposal was received from Burlington Communication offering a Motorola radio system solution. The proposal utilizes the current Hartford radio tower, the current Norwich radio tower, and leasing radio tower space on Crafts Hill in Lebanon, NH and a Taftsville radio tower in Woodstock, VT. The proposal also included the costs associated with the construction of an addition radio tower site in West Hartford.

Discussion: The proposal provided the following options: Installation of a four-site system \$624,685, Installation of a five-site system (includes new tower in West Hartford) \$758,890, and all recommended options of five sites/network and alarm monitoring/EOC laptop console \$924,607. After proposal review, we are recommending installation of a four-site system for \$624,685. Once the four-site system is in place and functioning the Town can determine if additional tower locations or additional services are needed in the future.

Financial Impact: Funding to replace the radio system is established in the CIP (\$100,000) and \$200,000 has been authorized from the voters to come from Local Option Tax (LOT) funds. The remaining \$324,685 would be financed through a municipal leasing agent for either a 5- or 8-year term. A current lease/purchase proposal offers \$324,685 at 5 years/ 2.77% interest for annual payments of \$35,068 or at 8 years/2.87% interest for annual payments of \$22,907.14. Additionally, estimated annual recurring costs associated with maintaining the system is \$49,382.

Recommendation

Motion: I move to authorize the Town Manager to enter into a financing agreement and transfer from reserves for the purchase of a public safety radio system proposed by Burlington Communications, Inc. for a total amount financed of an amount not to exceed \$324,685.

Interim Town Manager

Attachments: Radio System RFP PPT
Burlington Communications Proposal
Leasing2 Financing Quotation



Public Safety Radio System Solution



History



- Public Safety Radio System Communications- Backbone to effective emergency operations
- Last major upgrade in 2013 to accomplish federally required frequency narrow banding
- Two Dispatch Radio Frequencies
 - VHF Fire/EMS
 - UHF Police
- Increased issues with Town geography interfering with radio reception
- Two Radio Tower System (TOH-Reservoir Rd, Norwich DPW) Voter Repeaters: Kingswood Condos, TOH-DPW, WR School.
- Limited access to radio towers. High cost to acquire land and tower structures.



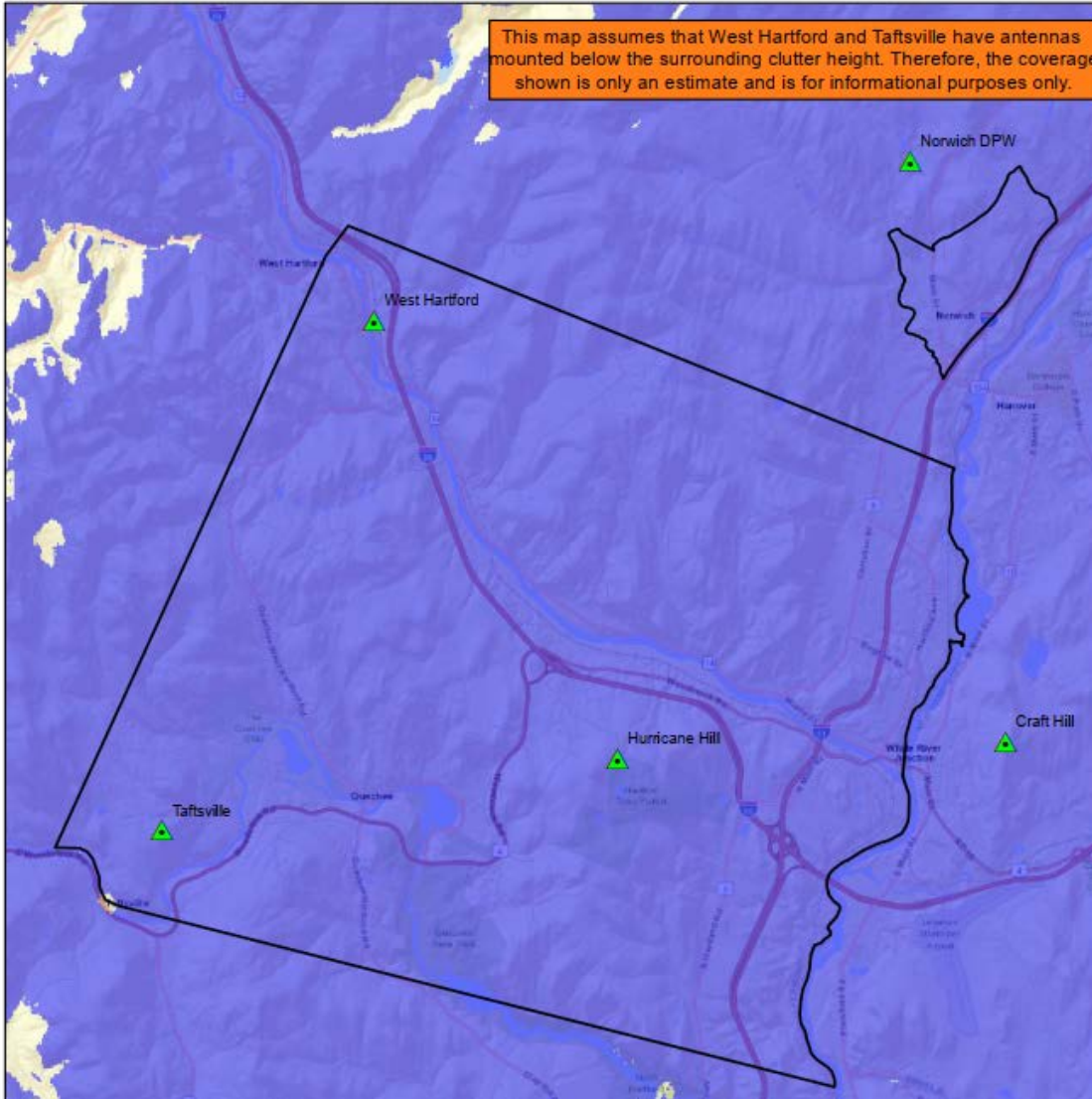
Engineering Study



Hartford and Norwich, VT

For Information Only

5-Site VHF Analog Single Cell Simulcast System
Shaded Area Represents 95% Covered Area Reliability at DAQ 3.0



With assistance of Motorola Engineering conducted an impact study to determine locations to increase radio coverage throughout the community.

Data was used to create an RFP released on Sept. 4, 2020



Proposal



Police and Fire Simulcast Radio System Solution

For

Town of Hartford Vermont

Prepared by

Burlington Communications Service Center Inc.

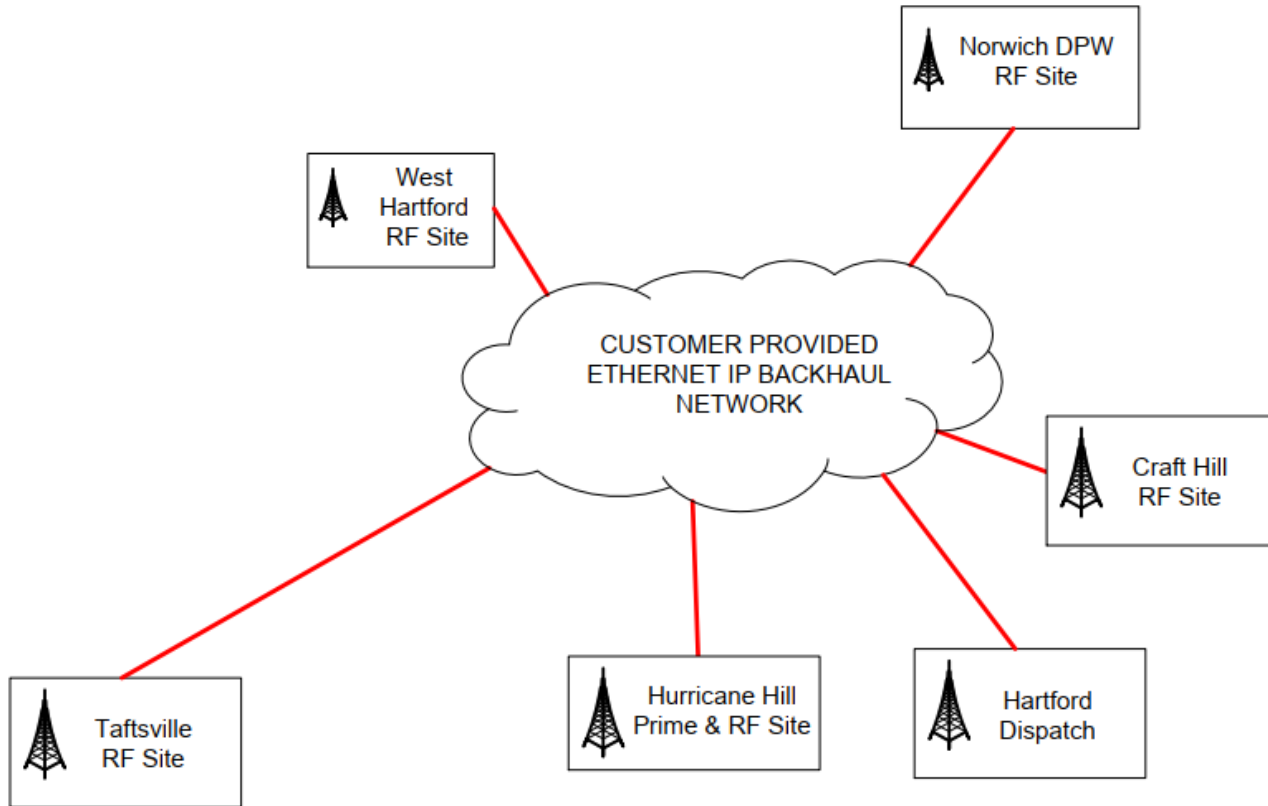
Received one proposal. Supplied by our current vendor. Long history with TOH. Completed a similar project for the City of Lebanon, NH in 2020.



Proposal



TOWN OF HARTFORD – SYSTEM OVERVIEW DRAWING



LEGEND

- MW
- 4W-v.24
- Ethernet
- RF Cabling
- Fiber

MOTOROLA SOLUTIONS		Territory 2 Systems Engineering	
PROJECT: Town of Hartford			
TITLE: System Overview Drawing			
CONTRACT	ENGINEER Jonathan Hicks	SCALE	NONE
	DATE 9-25-2020		



Pricing Summary



PRICING SUMMARY – SEE ITEMIZED QUOTE FOR DETAILS

4 SITE – CORE SYSTEM (HURRICANE HILL, NORWICH, CRAFTS HILL, TAFTSVILLE)

Motorola Equipment Costs for 4 Sites: \$357,245

Non-Motorola Equipment Costs: \$87,220

Installation Services: \$180,220

Total Cost for 4 Site System = \$624,685

OPTIONS

Network Monitoring and Alarms: \$125,925

EOC Laptop Console: \$12,145

5th Site in West Hartford: \$134,205

ESTIMATED UPFRONT AND RECURRING COSTS

Initial – Upfront Costs from Other Vendors: \$27,647

Total Cost from All Vendors and All Recommended Options = \$924,607

Estimated Recurring Costs - Annually - Invoiced by Others: \$49,382



Purchase Recommendation



Purchase 4 Site Core System \$624,685

- Reevaluate after usage
- Estimate annual reoccurring costs \$49,382

Funding:

- \$200,000 approved by the voters to come from LOT funds
- \$100,000 in Communications Reserve Funds
- \$324,685 financed through municipal leasing agent
 - Terms 5-8 years or greater
 - Rates 2.77%-2.87% interest
 - Payments:
 - 5 year-\$35,068
 - 8 year-\$22,907



Questions ?



Police and Fire Simulcast Radio System Solution

For

Town of Hartford Vermont

Prepared by

Burlington Communications Service Center Inc.

TABLE OF CONTENTS

Section #	Description
	Cover Letter
1	Executive Summary
2	Company Profile
3	Qualifications and Experience
4	Project References
5	Exceptions
6	Detailed Project Description
7	System Diagrams
8	Coverage Maps
9	Pricing and Bill of Material
10	Brochures



Scott D. Cooney
Hartford Fire Department
812 VA Cutoff Road
White River Jct, VT 05001

9/21/2020

Dear Scott,

Burlington Communications is pleased to provide the Town of Hartford with a high quality radio system solution. Our goal for this project is to improve officer and firefighter safety by enhancing radio coverage and reliability. Our focus has always been on the service aspect of a project. This single aspect is what sets us apart from our competition.

If you have any questions, please do not hesitate to call.

Sincerely,

Todd W. Goad
General Manager - Burlington Communications

4735 Williston Road, Ste 30.
Williston, VT 05495
802-862-7092 Office
802-373-9231 Cell

Todd.Goad@BurlingtonCommunications.com

Transmittal / Cover Letter – Burlington Communications understands and agrees to the scope of work and accepts all other terms and conditions of the RFP

1. EXECUTIVE SUMMARY

Communication is the key to productivity. Rapid back and forth wireless communication can only be achieved by two way radio. There is a reason that every police officer, firefighter, and EMT carries a two-way radio on his or her belt. At the press of a button, one individual can talk to one or a hundred other team members.

When the town's officers, firefighters, and dispatchers are communicating quickly during their daily routine then they are more productive. Increased productivity always results in a more efficient organization and lives can be saved in those critical moments when first responding.

Poor communication results in re-work and lost time. Inadequate radio coverage contributes to this problem. Technologies to improve communications and interoperability are abundant and we make every effort to familiarize ourselves with all of them.

My two business partners and myself have been providing radio service for Public Safety agencies for over 35 years. The Town of Hartford is one of those agencies.

Our Solution is comprised of Motorola Infrastructure located at two of your existing Sites (Norwich DPW and Hurricane Hill) plus three new locations to provide enhanced coverage and an Optional Network Management solution. We have recently installed a similar Motorola P25 Simulcast system for the City of Lebanon NH Police and Fire Departments. System cutover from to the new system will occur with minimal downtime. The Prime site cut-over can occur in minutes.

Included are a System Description, System Diagrams, Coverage Maps, and Brochures. It is important to note that the Coverage Maps are included for reference and performance cannot be guaranteed due to varying terrain throughout Hartford.

Hartford's primary responsibility for this project is to insure that Consolidated Communications provides the additional IP Connectivity (ELAN Circuits) at the Taftsville Site and proposed West Hartford Site. The Monthly Site Rental and Securing the Leases for the New Crafts Hill and Taftsville sites will also be the responsibility of the Town of Hartford.

My proposal includes detailed pricing in section 9 so that you can easily tell how much each portion costs. To Summarize;

PRIMARY EQUIPMENT COSTS: \$415,450
ADDITIONAL SITE COSTS: \$87,170
SERVICES: \$196,250
TOTAL COST FOR CORE 5 SITE SYSTEM = \$698,870

OPTIONAL GENERATORS FOR NEW SITES: \$50,100 (Required to Meet RFP Run Times)
OPTIONAL NETWORK MANAGEMENT: \$125,925 (Required to meet RFP System Alarm Requirement)
TOTAL COST TO INCLUDE OPTIONS = \$874,895

The Town of Hartford is something to be proud of and I am proud to have helped with its communications needs for so many years.

I have included detailed technical specifications but I encourage you to call me with any questions.

Sincerely,

Todd

2. COMPANY PROFILE – BURLINGTON COMMUNICATIONS

We are a privately owned Vermont corporation and veteran owned business equally owned by Todd Goad, Eric Field, and David Pray. We were all raised in Vermont and went straight from high school into the United States Air Force for training in various electronics fields. We all ended up working together at Motorola's Burlington Vermont two-way radio service center for several years before purchasing Motorola's Vermont assets in 1993.

We help public safety agencies save lives by providing reliable two-way radio systems. We are a sales dealer for Motorola, Kenwood, and Harris and we are a fully authorized service center for everything we sell. Our diversified offerings allow us to select the best system components to meet our customer's needs.

We have 10 full time employees and 2 part time employees. Five employees are certified two-way radio technicians while four employees are primarily installers of two-way radio systems, warning lights, and sirens.

Our customer base includes public safety dispatch centers, utilities, hospitals, police, fire, rescue, businesses, and at least a dozen "3 letter" federal agencies: ATF, DEA, and ICE to name only a few.

We do our own engineering, system design, consulting, tower work, and we provide 24/7 emergency service for our local customers and 24/7 phone support for our out of state customers.

Primary Contact: Todd W. Goad
Burlington Communications Service Center Inc.
4735 Williston Road, Suite 30
Williston, VT 05495

Phone: 800-834-7092
802-862-7092
Fax: 802-860-6178

E-mail: Todd.Goad@BurlingtonCommunications.com

3. QUALIFICATIONS AND EXPERIENCE

The BCS Team Leaders:

Burlington Communications has a “top notch” team with years of two-way radio experience and training. All of our staff will be involved in this project on one level or another. The Project Manager will be my partner Eric Field.

Todd W. Goad	General Manager - Owner
--------------	-------------------------

Thirty-Five years experience as a Two-Way Radio technician with Motorola / Burlington Communications and four years experience as an Avionics and Radar Navigation System Technician in The United States Air Force.

Associates in Applied Science Degree in Avionics (AAS)
Certified Senior Two-Way Radio Technician by ETA (CETa and CETsr)

Eric Field	Service Manager - Owner
------------	-------------------------

Thirty-Four years experience as a Two-Way Radio technician with Motorola / Burlington Communications and five years experience as a Ground Radio Communication technician in The United States Air Force.

Certified Senior Two-Way Radio Technician by ETA (CETa and CETsr)
Certified Project Manager

David Pray	Senior Field Technician - Owner
------------	---------------------------------

Forty-One years experience as a Two-Way Radio technician with Motorola / Burlington Communications and four years experience as a Weather Equipment technician in The United States Air Force.

Certified Senior Two-Way Radio Technician by ETA (CETa and CETsr)
Certified Tower Climber by Comtrain

Bill Caswell	Systems Technician
--------------	--------------------

Thirty-Nine years experience as a Two-Way Radio technician.

Certified Senior Two-Way Radio Technician by ETA (CETa and CETsr)

4. PROJECT REFERENCES

Town of Hanover NH Police and Fire Department

Contact and Title: Doug Hackett – Dispatch Supervisor
Phone number: 603-643-2222
Email: doug.hackett@hanovernh.org
Simulcast and Console Installations

Town of Lebanon NH Police and Fire Department

Contact and Title: Doug Albanese – Dispatch Supervisor
Phone number: 603-448-1212
Email: Albanese@lebanonnh.gov
Simulcast and Console Installations

Vermont State Police

Contact and Title: Dennis Roberts
Phone number: 802-229-0882
Email: Dennis.Roberts@vermont.gov
Dispatch Console Installations

5. EXCEPTIONS AND SUBCONTRACTORS

Subcontractors:

Tower Work: Although Burlington Communications often does its own tower work in order to maintain a reasonable deployment timeline we intend to subcontract the Tower work to Airosmith Development or an equivalent approved tower contractor.

Site Work: If you opt to build out the Shelter and small tower at West Hartford then we would subcontract an excavation and concrete work to a local contractor.

Electrical Work: Motorola's equipment requires two dedicated 60 Amp circuits per site. We would contract this work out to a licensed local electrician. In addition if the Town opts to install Generators at the new sites an electrician would be required for this work.

Exceptions:

Section 4.2.2 – Battery Backup. The included Battery Backup provides power for 30 Minutes (Not 4 Hours) which will handle a Generator cut-over. However it is unknown if the New Sites have available Generators therefore they are priced as an Option.

Section 4.2.5 – The DAQ-3.4 requirement is only applicable at P25 Digital. The Motorola Coverage maps meet this requirement for UHF Police coverage however the VHF Coverage area was calculated using DAQ-3.0 which is the Industry norm for Analog communications.

Section 5 – Remote Alarm Management – This is a costly option and was included as an Optional item in our pricing structure and not included in the Core system Proposal

6. DETAILED DESCRIPTION OF SYSTEM

Radio Communications System

Motorola Solutions is proposing a VHF & UHF ASTRO 25 IP Conventional Simulcast Radio System to address the current needs for improved radio communications as detailed in the Town of Hartford Request for Proposal. The proposed system, 1 UHF Police and 1 VHF Fire (2 channels total) will be integrated with the new Prime site and 4 remote RF sites throughout the Town of Hartford and expanding into the Norwich town. This proposal includes the necessary hardware, software, and services to implement the new simulcast system and integration with the Town of Hartford's Avtec Console system.

The proposed ASTRO 25 system delivers improved radio coverage and superior audio quality. The system solution employs the latest IP technology architecture, making it a flexible and scalable platform. The Town can easily add new features through software updates as requirements evolve.

System Architecture

Direct radio frequency (RF) communication – relying solely on the transmitter output power of a portable or mobile radio – is not always enough to successfully network a fleet of field radios throughout a system coverage area. When coverage over a large area or in a building is required, an infrastructure must be added to complete the network. Conventional systems vary in both size and sophistication. Systems are often configured as single-site or multi-site depending on the coverage or "talk range" that is desired.

Multi-Site Simulcast

When a wide geographical area requires communications throughout the system, simulcast provides a solution. Simulcast is the simultaneous broadcast of the same voice or message from multiple transmitter sites on the same frequency. Simulcast was developed by Motorola Solutions to meet the needs of users who were outgrowing their single-site radio systems. These systems provide consistent communications throughout a large city, metropolitan area, county, or even country.

Simulcast systems are a frequency efficient and user-friendly technique of providing wide-area coverage. Simulcast offers the following advantages:

Larger Coverage Area – One radio site may not provide the coverage necessary for the application in question. Simulcast expands the coverage area by expanding the number of radio sites. A simulcast system delivers continuous coverage throughout a large geographic area.

Efficient Use of Frequencies – Adding sites typically requires more frequencies. In a simulcast system, the same frequencies are used at every site in the system. This makes very efficient use of the available spectrum.

Simple Radio Operation – Field units must be easy to use. Because the simulcast architecture operates like a single-site system, operations are simplified and radios are easy to use

The conventional system proposed for Hartford is a multi-site IP simulcast voting system.

Backhaul Design

The proposal does not include upgrade and expansion of Town of Hartford's existing Backhaul Network. IP backhaul network connectivity between all RF, Dispatch, and Prime sites will be Town's responsibility and that Ethernet IP backhaul is assumed to be available. In case the backhaul network includes Fiber based links, additional interfacing

equipment will be necessary and Motorola Solutions can provide that upon request once the details of the backhaul network are finalized.

Ethernet Critical Performance Requirements

With the implementation of the Ethernet backhaul, there are additional jitter, latency, and packet loss constraints that need to be met to ensure fully functioning site links, as shown in Table 113 below.

Table 11: Backhaul Critical Performance Requirements

Parameter	Constraint
Maximum Latency	70 ms maximum, end-to-end
Maximum Jitter	30 ms Prime to any RF site
Maximum Packet Loss	0.01%, end-to-end

The bandwidth requirements are based on the premise that each assigned audio resource (radio or private call resource) may require up to 35 Kbps per audio stream and, minimally, 30 Kbps per audio stream. Each audio resource may utilize two audio streams simultaneously, e.g., inbound and outbound, or up to 70 Kbps per assigned audio resource.

SITE INFRASTRUCTURE

The solution proposed includes a digital and analog conventional simulcast systems and includes a total of five RF radio sites: Hurricane Hill, Norwich DPW, Craft Hill, Taftsville, and West Hartford.

- One (1) VHF analog Fire conventional simulcast channel and one (1) UHF P25 digital Police conventional simulcast channel has been included at every RF site.

The system designed for the Town of Hartford, VT consists of the following major infrastructure components:

- GRV 8000 Comparator.
- MLC 8000 Analog Comparator.
- TRAK GPS and Frequency Standard.
- Aruba Ethernet Switch.
- Juniper Router.
- Radio Frequency Distribution System (RFDS).
- Avtec Outpost.
- Antenna System.

This section of the system description contains descriptions of these components

GRV 8000 Comparator

The GRV8000 Comparator supports Motorola Solutions' simulcast operation and ASTRO 25 and Analog Conventional voting and simulcast/voting operation across all frequency bands. The GRV8000 utilizes a frame-by-frame voting method which assembles the best quality voice signal possible by creating a new signal using the best parts of each of the received signals. See Figure 11.

Software configurable, upgradable, and convertible hardware ensures long hardware lifespan.

Software-only installations can enable new features.

Remote system software upgrades and patching includes system release migration and security updates.

Easy to service - only front access is required and modules are hot-swap capable.

Two comparator modules per chassis means comparators are smaller than ever.

Daisy-chainable power supplies among comparator chassis ensures seamless operation.

AC/DC -48V power supplies with integrated battery revert and charging enables elimination of UPS installations in many site designs.

Chassis is 3 rack units.

Programmable for analog or ASTRO 25 (P25) operation.

Redundant Operation is supported with two GRV 8000 comparators.



Figure 11: GRV 8000 Conventional Analog and / or P24 Comparator

MLC 8000 Analog Comparator

The MLC 8000 is a versatile, compact product platform that allows gradual migration of analog voting/simulcast systems from circuit connectivity to IP networks. The MLC8000 will be used as the analog comparator for the The MLC 8000 analog channel. The GRV will serve as the digital comparat for the digital channel. An IP network provides the interface between the MLC 8000 comparator at the Prime Site and the MLC 8000 Gateways, connected to the base stations, located at the RF Remote Sites.

The analog comparator solution is comprised of several MLC 8000 devices - one MLC 8000 operates as the comparator, and additional MLC 8000s provide 4-wire connectivity to the analog base stations and receivers. The MLC 8000 supports voting and simulcast system configurations, and is fully compatible with G-Series base station / receivers. The MLC Comparator does not provide redundant operation.

The MLC 8000 uses an advanced G.711 voice codec technology to provide transparent operation for several analog signaling standards including MDC 1200 and DTMF. The G.711 voice codec was selected because it employs the same pulse code modulation (PCM) audio sampling techniques used by most circuit and leased line equipment today. The Motorola Solutions-designed audio sampling hardware and digital signal processing provide superior audio fidelity and low latency, minimizing the impact of IP network technology on the audio quality experienced by the subscribers and console operator positions.

GTR 8000 Base Radio

The conventional GTR 8000 Base Radio provides the interface between mobile/subscriber radios that access the system on the APCO 25 FDMA Common Air Interface and the rest of the ASTRO 25 Conventional system. It can transmit and receive over the air in the 700/800 MHz, UHF R1, UHF R2, and VHF frequency bands. The GTR 8000 Base Radio transmits using configurable Compatible 4-level Frequency Modulation (C4FM) or Linear Simulcast Modulation (LSM) and receives Compatible 4-level Frequency Modulation (C4FM) for traffic channel communications.

The conventional GTR 8000 Base Radio supports an IP interface to carry payload (i.e. voice, data, and signaling) and control information as well as centralized Network Management fault and configuration information. It can be deployed as follows:

- Conventional Only Site (single repeater/base station/control station/receiver).
- NM/Dispatch Site (single repeater/base station/control station/receiver).
- ISR Site (single repeater/base station/control station/receiver).
- Voting/Multicast/Simulcast prime site or remote sub site.
- Conventional Hub Site (Defined by the Distributed Conventional Configuration).
- BR Site (Defined by the Distributed Conventional Configuration).
- Conventional Conduit Hub Site (Defined by the Distributed Conventional Configuration).

The conventional GTR 8000 Base Radio hardware consists of four major FRUs: the transceiver, the power amplifier, the power supply and the fan module. When deployed in a standalone configuration without an external frequency reference, then a transceiver with a SAC module is required to provide an internal frequency reference. The SAC module provides the frequency reference stability to allow the GTR 8000 to be a standalone base station. If the GTR 8000 is to be used in a simulcast topology, then a time reference is also needed to generate the 1 PPS signal for launch time determination. The time reference signal is obtained from the external frequency reference or a separate time reference input obtained from a device such as the TRAK 9100.

GTR 8000 Base Radios support ASTRO 25 (IVD) systems. The GTR 8000 Base Radio is available for IVD systems in 700/800 MHz, UHF (435-524 MHz), and VHF (136-174 MHz).

G-series site equipment products are very flexible and designed to support today's robust site designs. G-series site equipment products provide the flexibility to upgrade to future functionality through software downloads. See Figure 12.



Figure 12: GTR 8000 Base Radio

The GTR 8000 Base Radio includes features such as:

- Multisite Linear Simulcast offers industry-leading radio coverage with fewer sites.
- IP-based simulcast operation.
- Compact and integrated hardware utilizing 3 rack unit chassis enables efficient use of site space.
- Software Defined Radio allows for upgrades to future functionality through software update.
- Modular software design coupled with the Software Download Manager simplifies future upgrades and routine servicing.
- Functionally separate modules - Field Replacement Units (FRU) - are hot-swappable allowing servicing and replacement without system down-time while minimizing channel down-time.
- Designed for ease of service including significantly reduced alignment servicing.
- No initial field alignment or servicing required for Multisite (simulcast) systems.
- Standard battery-revert and charging on the GTR 8000 Base Radio eliminates the need for an uninterruptible power supply (UPS) in many installations.

GPS/Frequency Standard

The equipment used to synchronize an ASTRO 25 simulcast system is the TRAK 9100 and TRAK 8835 Global Positioning Satellite (GPS)-based frequency and time reference unit. Its purpose is to provide stable and accurate network time.

The TRAK 9100 is proposed at the Simulcast Prime site and the TRAK 8835 is proposed at the RF Remote sites.

The modules installed in the TRAK 9100 are as follows:

- GPS receiver with Rubidium oscillator.
- GPS receiver with double ovenized oscillator.
- Two AC power supplies.
- One Telecommunications modules (TEL).
- Fault Sensing Unit (FSU) module.
- Digital Distribution Modules (DDM).

The TRAK 9100 SSR is configured for redundant operation in order to meet system availability requirements. The redundant configuration consists of one GPS Rubidium oscillator module as the main frequency reference, another GPS double ovenized oscillator module as standby reference unit, and two power supplies. See Figure 13.

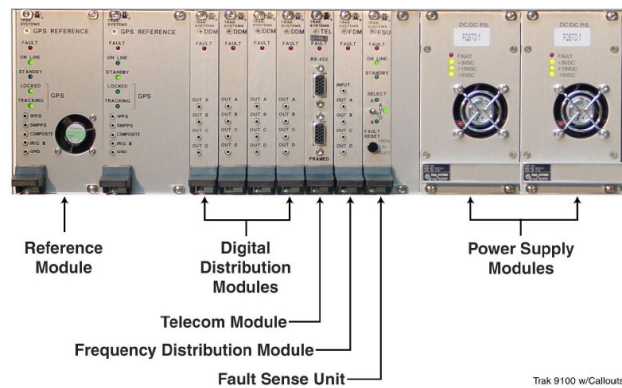


Figure 13: TRAK 9100

Both TRAK units utilize a Global Positioning Satellite (GPS) based reference standard, which includes both frequency and timing outputs for simulcast transmission synchronization.

The TRAK 8835 model incorporates a 12-channel GPS receiver, disciplined oscillator and time and frequency signal generation in a small form factor enclosure. See Figure 14.



Figure 14: TRAK 8835

Aruba Ethernet Switch

The Ethernet switch is used to aggregate all Ethernet interfaces (i.e. Clients, Gateways, Servers) in an IP multi-site subsystem. It can be paired for redundancy so, if one fails, half of the hosts on the LAN are still connected to a working Ethernet switch.

Juniper Router

The Juniper Router is equipped with site and hub router and firewall. These routers are equipped with the mission critical hardening and configured with ASTRO 25 mission critical deployment and management. An additional feature set equips the firewall with the rules and configuration that are appropriate for ASTRO 25.

Avtec Outpost

A solid-state embedded IP controller that interfaces analog radio equipment to the Scout console subsystem IP network. It converts analog audio to digital, and provides remote monitoring and control. Outpost works in conjunction with VPGate to provide interoperability with analog endpoint devices from various manufacturers. Outpost supports in Cabinet Repeat, which allows Outpost to treat an ordinary base station as a repeater.

Radio Frequency Distribution System

The Radio Frequency Distribution System (RFDS) provides interconnect between the base radios and antennas, allowing for a completely contained and more compact installation footprint. For the transmitters, this can include isolators, combiners, TX filters, diplexers, and power monitors.

The proposal includes pricing for the TX combiner and RX duplexer systems and filtering for the five (5) proposed RF sites.

Antenna Systems

Proposal includes one VHF antenna and line and one UHF antenna and line per each of the RF sites. Final antenna system design can only be completed once frequency plan and licensing is completed and RFD design is completed. The final design may require additional antennas and installation services for those antennas, which are not included as part of this proposal.

System Components

ASTRO 25 RF Subsystem Site Components

This section is intended to provide a general overview of the simulcast system equipment proposed for the Hartford simulcast project for each site.

Hurricane Hill – Prime and Colocated RF Simulcast Site

The list of equipment for this Prime Site Configuration includes:

- One (1) 7-Foot Rack.
- One (1) GRV 8000 Digital Simulcast Comparator for Police.
- One (1) MLC 8000 Analog Simulcast Comparator for Fire.
- One (1) Juniper Router.
- One (1) Aruba Ethernet Switch.
- One (1) TRAK 9100 GPS unit.
- One (1) Conventional GTR 8000 VHF Repeater.
- One (1) Conventional GTR 8000 UHF Repeater.
- One (1) 9 dB VHF Offset antenna with Custom single channel duplexer and transmission line.
- One (1) 11 dB UHF Offset antenna with Custom single channel duplexer and transmission line.
- One (1) MLC 8000 IP Gateway.
- One (1) GGM 8000 CCGW Low Density.
- One (1) Avtec RIC-M for Police.

One (1) Avtec Outpost for Fire.
One (1) UPS Backup Power System for RF Equipment.
Two (2) AC Edge PDUs.

RF Simulcast Sites

The list of equipment are for the four (4) RF Remote sites which includes Craft Hill, Taftsville, Norwich DPW, and West Hartford.

- One (1) 7-Foot Rack.
- One (1) Conventional GTR 8000 VHF Repeater
- One (1) VHF antenna with Custom single channel duplexer and transmission line.
- One (1) Conventional GTR 8000 UHF Repeater
- One (1) UHF antenna with Custom single channel duplexer and transmission line.
- One (1) TRAK 8835 GPS unit.
- One (1) Juniper Site Gateway.
- One (1) Aruba LAN Switch for RF Site.
- One (1) MLC 8000 IP Gateway.
- One (1) UPS Backup Power System for RF Equipment.
- One (1) AC Edge PDU.

Hartford Dispatch Center

The existing three (3) Avtec Console Operator positions will continue to operate on their respective AC systems.

One (1) APX 4500 VHF Control Station with accessories.
One (1) APX 4500 UHF Control Station with accessories.
One (1) VHF Control Station antenna and transmission line.
One (1) UHF Control Station antenna and transmission line.
Existing VPGate devices.
Existing Avtec Consoles.
Existing AUXIO.
One (1) UPS Backup Power System for Control Stations.

All equipment for this new VHF and UHF Conventional Simulcast system requires IP Site connectivity. All IP site connectivity, will consist of new ELAN or Microwave. The sites that do not have Microwave are assumed to have IP connectivity and it will be Town of Hartford's responsibility to provide and procure this connectivity.

Backup Power Systems

The proposal does not include DC Power Systems at each of the proposed RF Sites for providing backup power for the proposed equipment. Proposal includes UPS rack mounted backup power systems for about 30 minutes for backup power for the Hurricane Hill Prime site and Norwich DPW remote RF site. As requested by the Town, all other RF sites will need to have either a Generator with 30 minutes for backup power or 4 hours for backup power without a Generator.

Proposal assumes that the existing site UPS units at the dispatch center will continue to support the existing equipment and have enough capacity to support the existing Dispatch consoles at the site.

APX 4500 ENHANCED MOBILE RADIO SOLUTION

Motorola Solutions' APX 4500 Enhanced mobile radio offers interoperable communications and advanced public safety capabilities with a compact, ruggedized form factor to support users wherever the mission takes them. The APX 4500 Enhanced mobile is built to evolve alongside Town of Hartford's personnel as new features and functionalities become available and operational needs change. This includes Wi-Fi support and connection to LTE routers to allow faster software updates.

By providing a wide range of configuration options, the APX 4500 Enhanced mobile radio offers the functionality and security required by public works, public safety, and utilities personnel, no matter the budget.

The APX 4500 Enhanced mobile radio offers the following key benefits:

Easy Installation – Streamlines installation that fits into the existing APX 4500 footprint, and reduces cost through the reuse of mounting holes and cables.

Ergonomic Controls – Simplifies operation with enlarged, multifunctional knobs and intelligent lighting of the color screen. The compatible O2 Control Head with integrated speaker (available in grey/green) is easy to read and operate in emergency situations.

Ruggedized Form Factor – Features an IP56 durability rating (the highest certification for mobiles) and meets applicable MIL-STD 810C, D, E, F, G standards, allowing the APX 4500 Enhanced to provide reliable performance even in severe conditions.

CommandCentral Integration – Integrates CommandCentral Aware suite capabilities, such as Impact Detection, to trigger an alert in the event of a vehicle crash and allow personnel to respond accordingly.

Secure Communications – Enables secure and reliable communications for public safety personnel via AES Encryption.

P25 and Legacy Interoperability Unifies coordination and communication across different systems with P25 and legacy interoperability, supporting 700/800 MHz, VHF, UHF R1 frequency bands, and compatible with P25 Phase 1 and Phase 2 infrastructure.



The APX 4500 Enhanced mobile radio is compatible with advanced features and data applications to meet a variety of operational needs. These features include integrated Wi-Fi capabilities, Hardware AES Encryption, remote mount configuration, and compatibility with the Motorola Solutions' green O2 Control Head.

Design considerations & Assumptions

Motorola Solutions has based the system design on information provided by the Town of Hartford and an analysis of their system requirements. All assumptions have been listed in the system description and in statement of work. Should Motorola Solutions' assumptions be deemed incorrect or not agreeable to the Town of Hartford, a revised proposal with the necessary changes and adjusted costs may be required. Changes to the equipment or scope of the project after contract may require a change order.

All trade work is to be performed during normal work hours, Monday through Friday 7:30 a.m. to 5:00 p.m. Motorola Solutions is not responsible for interference caused or received by the Motorola Solutions-provided equipment except for interference that is directly caused by the Motorola Solutions-provided transmitter(s) to the Motorola Solutions-provided receiver(s). Should the Town of Hartford system experience interference, Motorola Solutions can be contracted to investigate the source and recommend solutions to mitigate the issue.

Motorola Solutions and Burlington Communications is not responsible for pre-existing or external RF interference issues that may degrade the performance of this communications system.

The floor/tower can support the proposed new loading. Physical or structural improvements to the existing room or tower will not be required.

If, for any reason, any of the proposed sites cannot be utilized due to reasons beyond Motorola Solutions' control, the costs associated with site changes or delays including, but not limited to, re-engineering, frequency re-licensing, site zoning, site permitting, schedule delays, site abnormalities, re-mobilization, etc., will be paid for by Town of Hartford and documented through the change order process.

The licenses for the proposed design have not been finalized to date. Once the licenses have been secured, Motorola Solutions will verify if any changes are required to the design or pricing of the system.

Motorola Solutions assumes the Town of Hartford has the licenses for the Avtec Outpost to use MDC 1200.

System Coverage guarantees or testing has not been included with this proposal. Coverage is not guaranteed or implied.

Reprogramming of system subscribers is not included in this proposal.

Town of Hartford will be responsible for procuring the necessary Leased Ethernet IP backhaul between all sites and assumed to be available.

The Town will be responsible for all Installation charges and Recurring Costs for the necessary IP Backhaul.

The Town of Hartford will be responsible for procuring the Tower Site leases and necessary permitting and recurring Site Rental Fees.

Additional Subsystems

Alarm Management System (OPTIONAL)

Unified Event Manager (UEM) Lite allows technical staff to identify, diagnose, and troubleshoot problems with the system from a centralized fault management application.

UEM Lite allows users to:

- Review a Network Database of monitored devices.

- Define custom display names (Aliases) for devices, making them easier and faster to identify.

- Share UEM Lite between Multiple Agencies with Agency Partition Access to save on costs, while maintaining independent management of resources.

- View recorded Event Details, such as the source, date, time, and severity of an event, bringing attention to problems and resolutions.

- Generate Historical Fault Reports based on user-defined criteria, such as time period, alarm severity, device type or network location.

- Acknowledge Alarms so other system managers know that an alarm has been seen and avoid multiple agencies duplicating efforts to resolve a problem.

- Automatically synchronize and report the current status of devices that have lost connection with UEM Lite.

In the UEM, an alarm results from an event in a managed device that met a pre-determined significant state that may require user attention. The UEM alarm browser provides a way to look at all alarms (or a filtered subset of alarms). An audible tone can be associated with alarms, based on severity.

An alarm becomes active once UEM displays it in the alarm window, but not cleared yet. UEM allows alarms assignment and annotation to capture any textual information while the alarm remains active. In addition, a user can define custom view(s) to view a filtered subset of alarms as well. Whenever the problem that caused the alarm (of a particular managed device) to be elevated in UEM is resolved, UEM will clear the alarm. An Alarm Clear Timer policy can be set (by a user with Admin privileges) to cause cleared alarms to persist in the UEM alarm display anywhere from 15 minutes to 10 hours, in 15 min increments.

Lastly, UEM supports exporting events and alarms for future analysis. In addition, a user can print these exported files from local client platform as well.

The proposed system will include a single UEM License and a single desktop computer which will have access to the UEM.

Activity Reporting and Archiving

The UEM maintains an event archive file that contains all event fields defined in the event database. The UEM presents and stores the latest 10,000 events. Events that are logged after the first 10,000 events are automatically purged. Additionally, the UEM archives purged events. Two interfaces are used for that. In the first interface, UEM maintains one event file per day and automatically purges event archive files older than 31 days. Second interface stores events in event archive database based on number of events/number of day's configuration. Those events can be accessed via web interface.

Database Maintenance

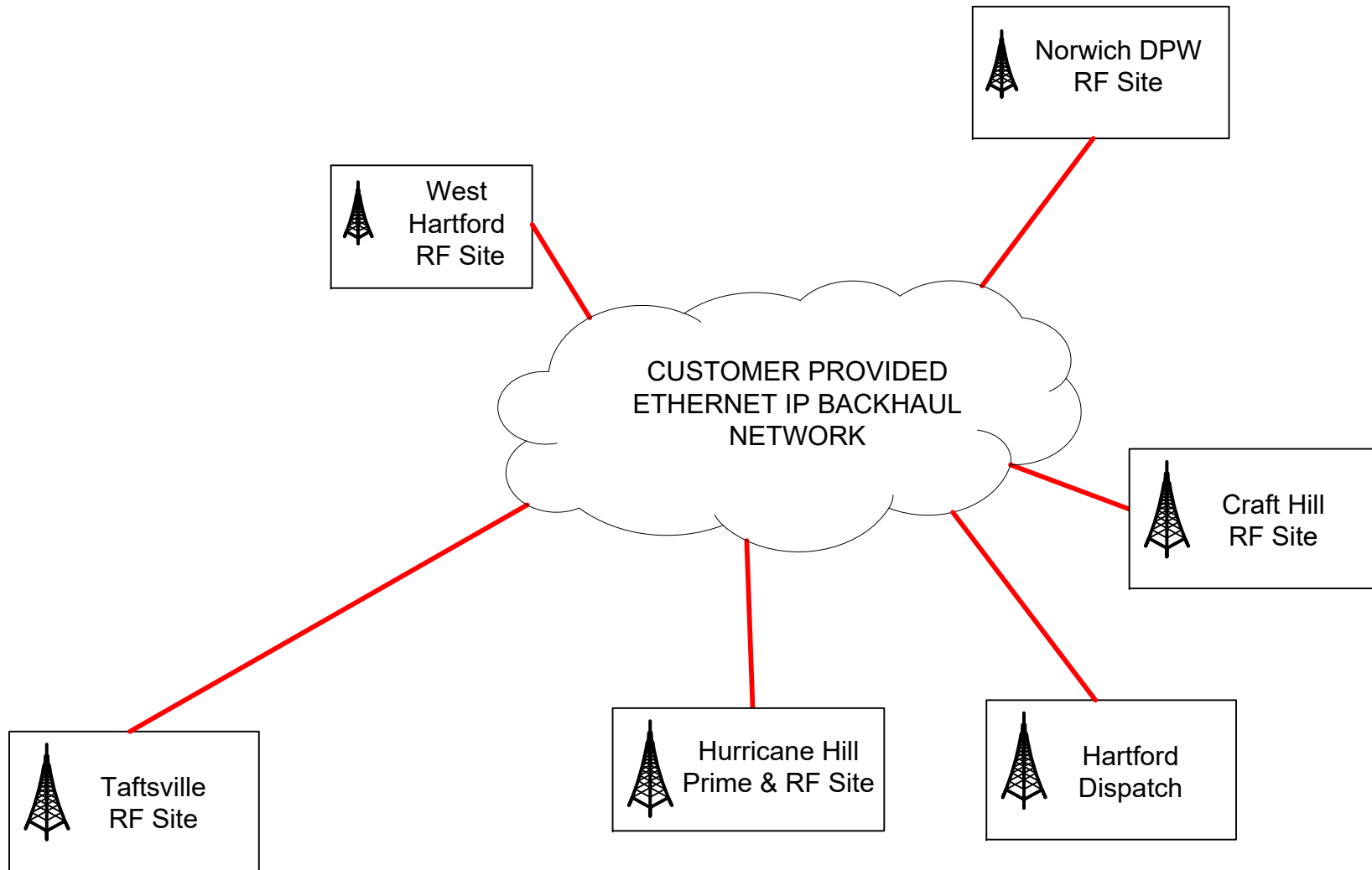
Discovery is the process of adding an individual device or all the devices at a site into the UEM database.






In UEM, the network database serves as an inventory of the network resources. It maintains the properties of all the managed resources, including both physical device and logical entity discovered by UEM.


The Network Database window is also known as the Inventory View window. A user can invoke operations on inventory items such as commands, re-discovery, un-manage, synchronization, communication test etc.

Device Synchronization is defined as the basic mechanism that allows UEM to determine the current status of any managed entities supported by a managed device. A device must be currently managed by UEM in order for UEM to synchronize periodically.

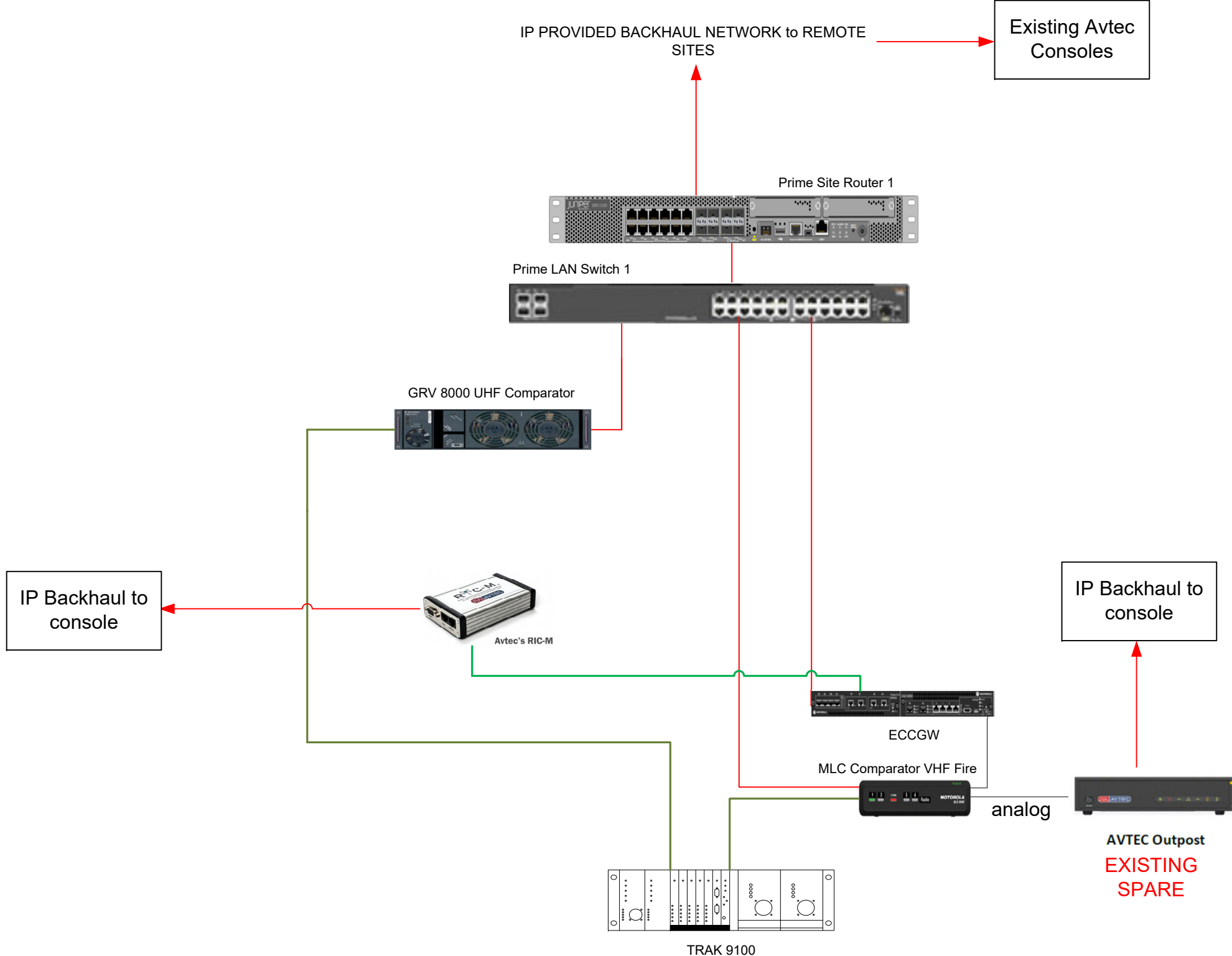
TOWN OF HARTFORD – SYSTEM OVERVIEW DRAWING



LEGEND	
	MW
	4W-v.24
	Ethernet
	RF Cabling
	Fiber

 MOTOROLA SOLUTIONS		Territory 2 Systems Engineering	
PROJECT:		Town of Hartford	
TITLE		System Overview Drawing	
CONTRACT	ENGINEER Jonathan Hicks	SCALE	NONE
	DATE 9-25-2020		

HURRICANE HILL PRIME SITE

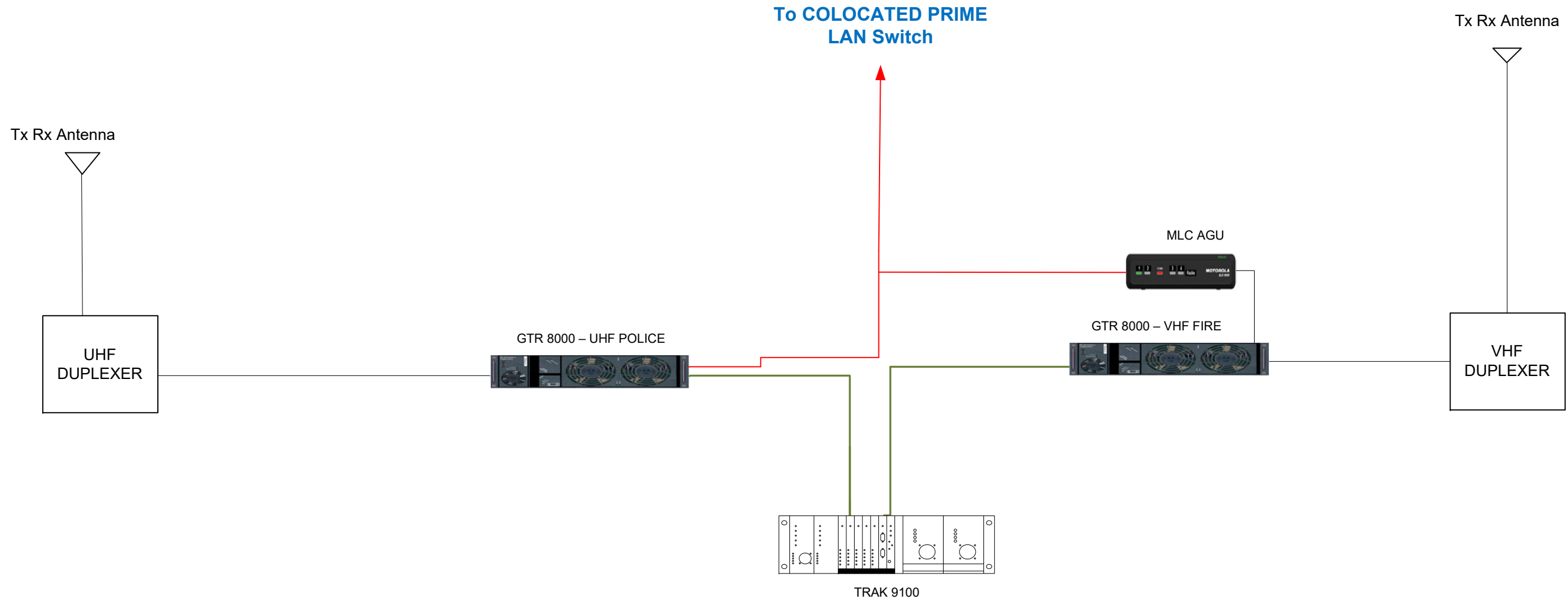


Note: Existing Hartford Avtec consoles have license for RIC-M.

LEGEND	
—	4W-v.24
—	Ethernet
—	RF Cabling
—	GPS

MOTOROLA SOLUTIONS		Territory 2 Systems Engineering	
PROJECT: Town of Hartford, VT			
TITLE: Prime Site			
CONTRACT	ENGINEER Jonathan Hicks	SCALE	NONE
DATE 9-25-2020	Ver.0		

REMOTE RF SITE SYSTEM DRAWING (HURRICANE HILL COLOCATED RF SITE)

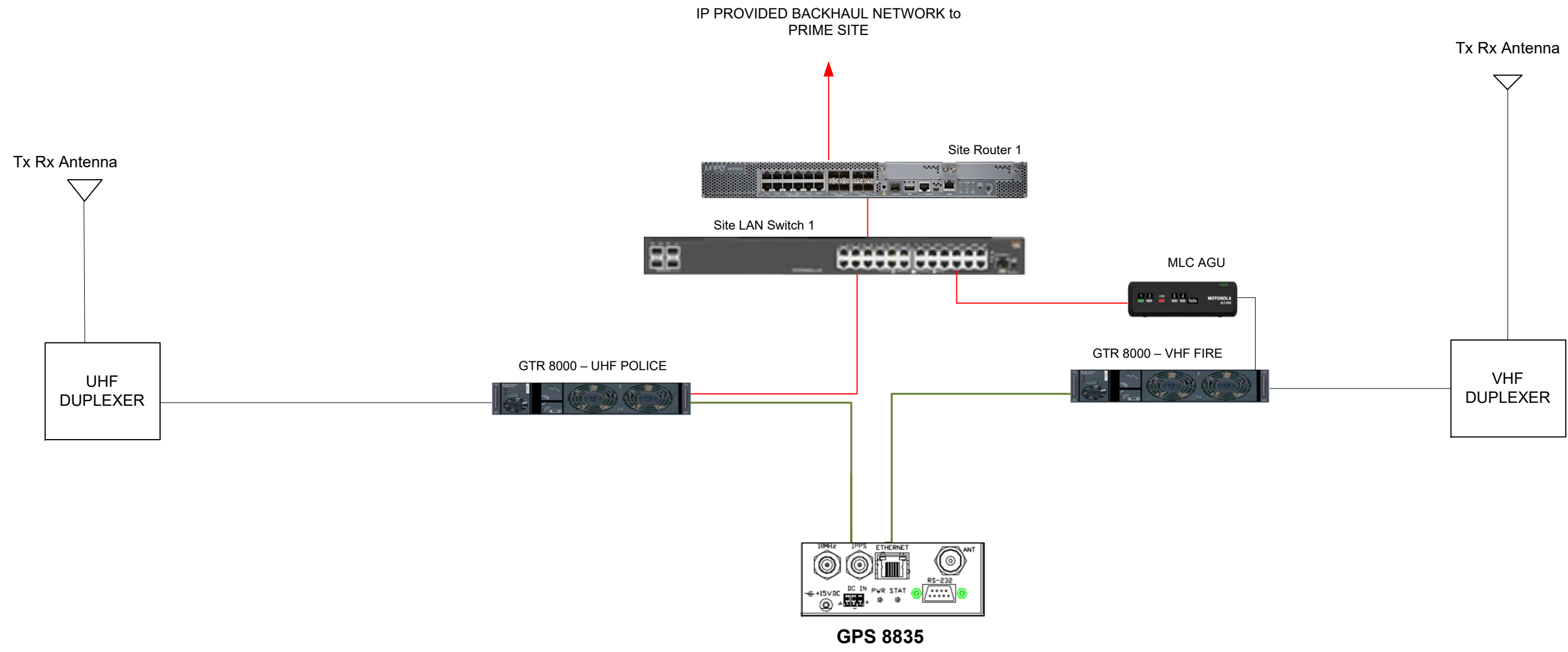


LEGEND	
—	4W-v.24
—	Ethernet
—	RF Cabling
—	GPS

MOTOROLA SOLUTIONS		Territory 2 Systems Engineering	
PROJECT: Town of Hartford			
TITLE: Colocated Remote RF Site			
CONTRACT	ENGINEER Jonathan Hicks	SCALE	NONE
DATE 9-25-2020	Ver.0		

REMOTE RF SITE SYSTEM DRAWING

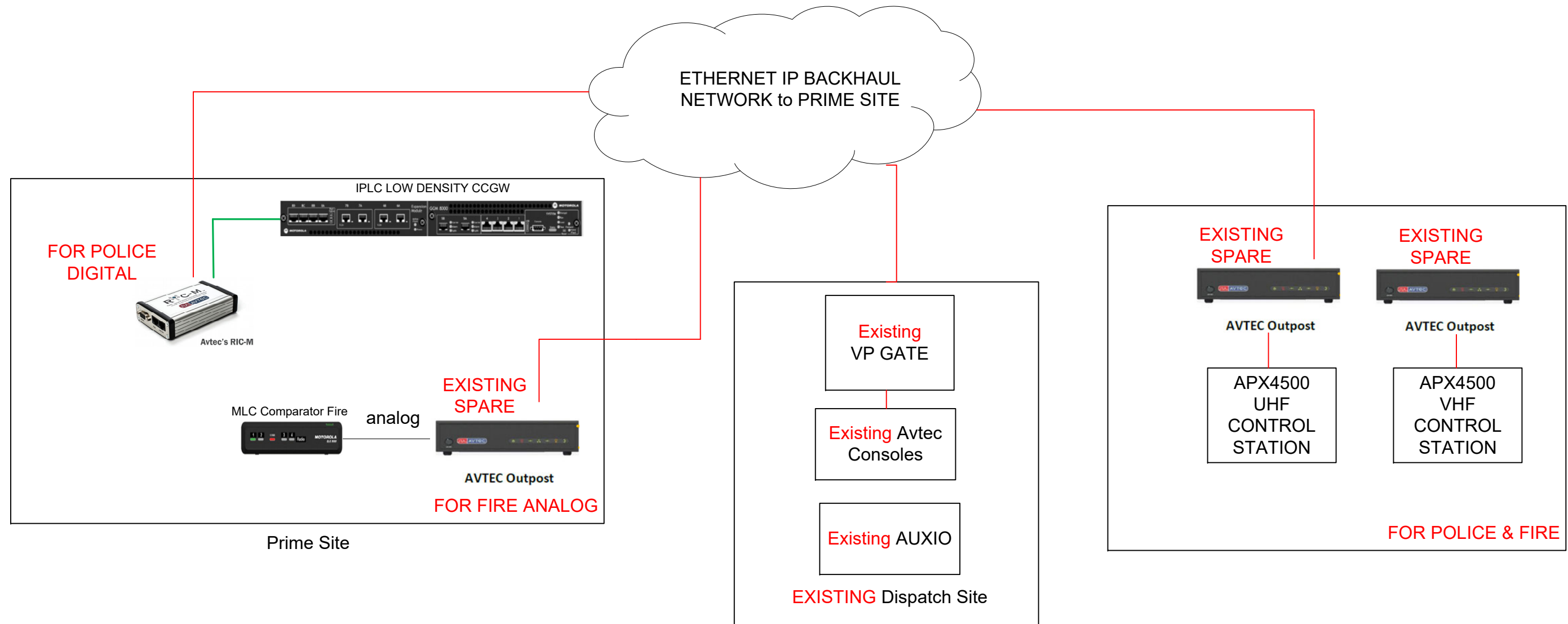
(TAFTSVILLE, NORWICH DPW, CRAFT HILL, WEST HARTFORD SITES)



LEGEND	
—	4W-v.24
—	Ethernet
—	RF Cabling
—	GPS

MOTOROLA SOLUTIONS		Territory 2 Systems Engineering	
PROJECT: Town of Hartford			
TITLE: Remote RF Site			
CONTRACT	ENGINEER Jonathan Hicks	SCALE	NONE
	DATE 9-25-2020	Ver.0	

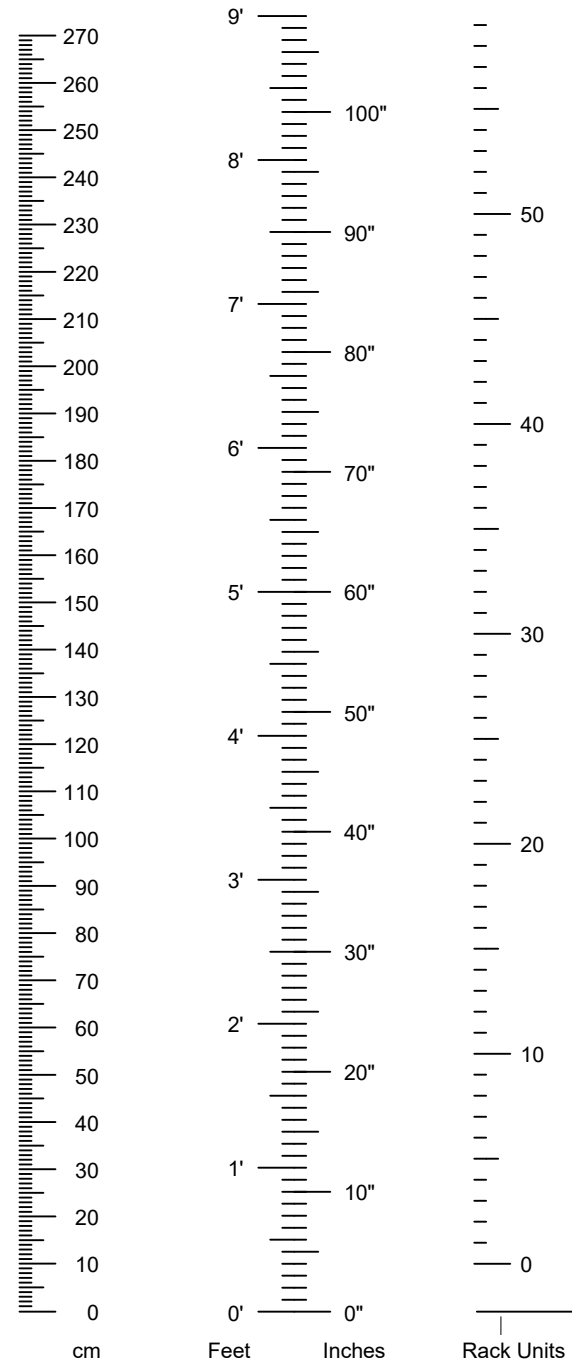
DISPATCH SITE SYSTEM DRAWING (HARTFORD DISPATCH SITE)



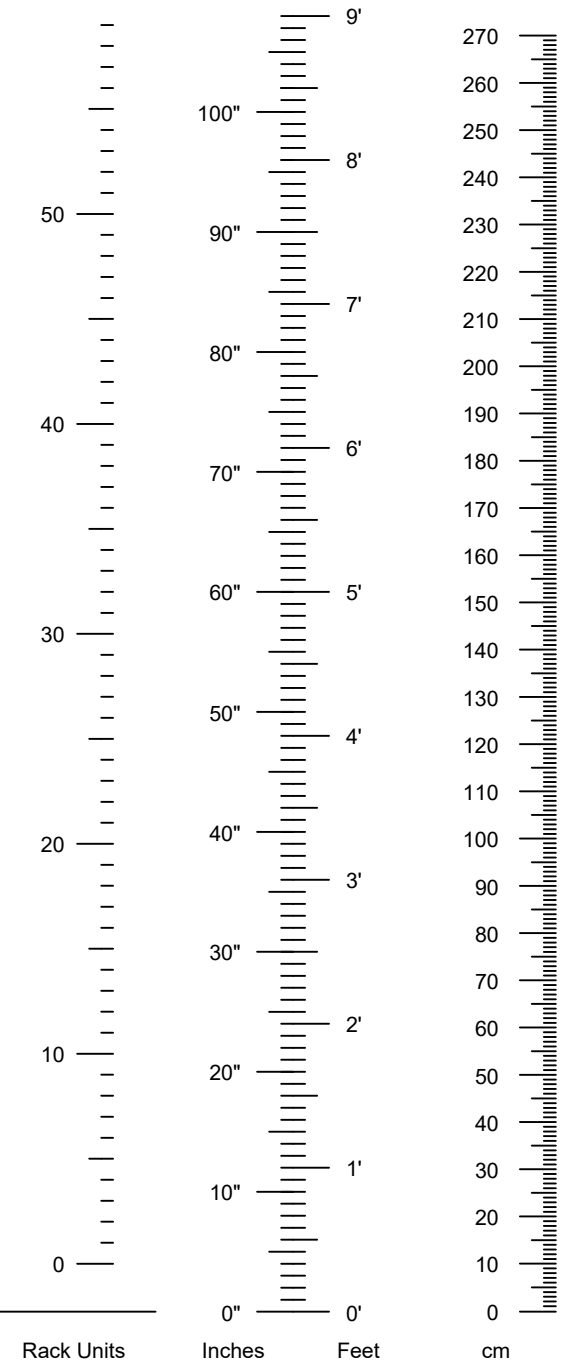
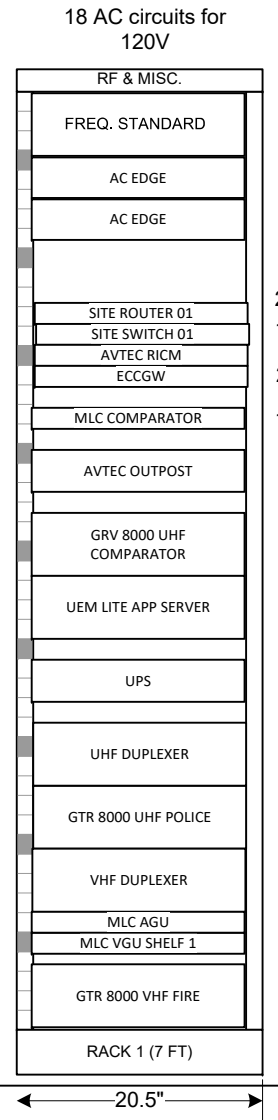
Note: Only one set of the RICM (qty 2), **EXISTING SPARE** Outposts (qty 3), and CCGW (qty 1) are included in the proposal. They are shown on various drawings to show connectivity to the Prime site.

LEGEND	
—	4W-v.24
—	Ethernet
—	RF Cabling
—	GPS

MOTOROLA SOLUTIONS		Territory 2 Systems Engineering	
PROJECT: Town of Hartford			
TITLE: Disptach Site			
CONTRACT	ENGINEER Jonathan Hicks	SCALE	NONE
	DATE 9-25-2020	Ver.0	

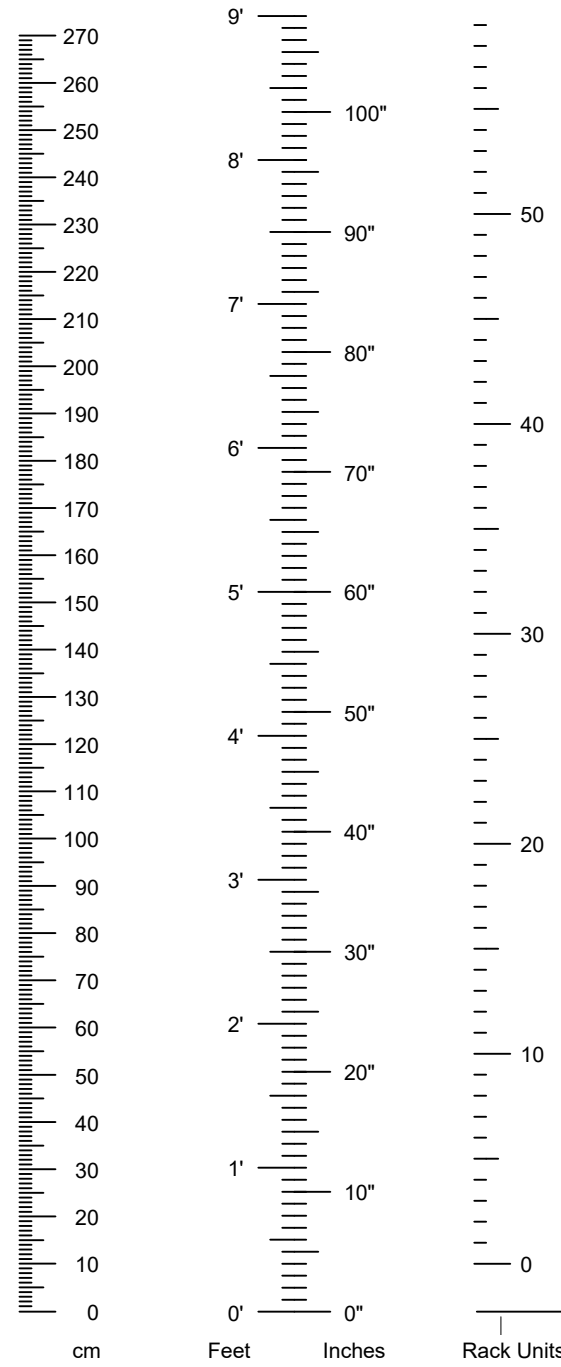


Note: Assume the County will use AC.

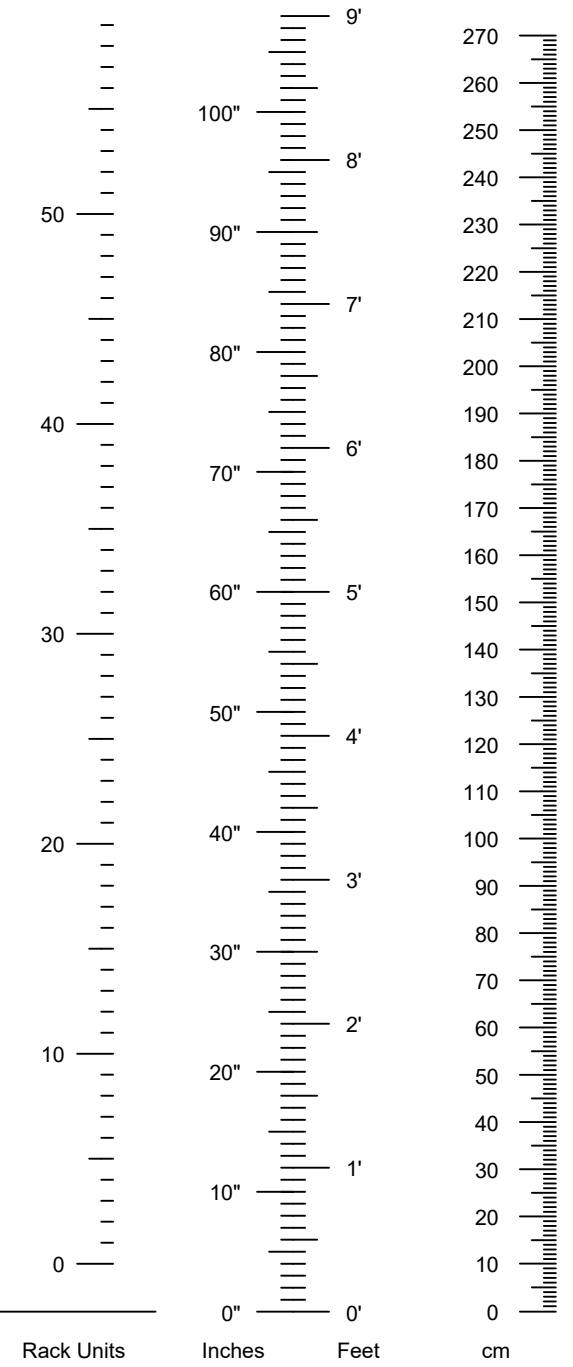
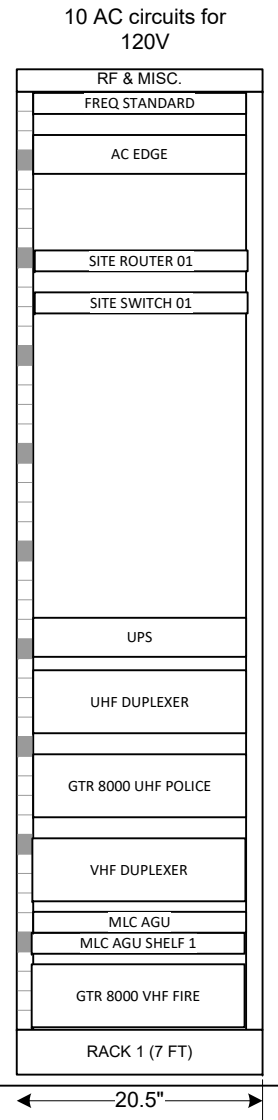


FRONT VIEW

For:	Town of Hartford, VT
Project:	Conventional Simulcast Design
Site:	Hurricane Hill
Drawing:	Typical Conventional Prime Site & Colocated RF Site Rack Diagram
Designed By:	Jonathan Hicks MOTOROLA SOLUTIONS



Note: Assume the County will use AC Power. The UPS is only for Norwich DPW site.



FRONT VIEW

Edit site names once final

For:	Town of Hartford, VT
Project:	Conventional Simulcast Design
	Norwich DPW, Craft Hill, Taftsville, West Hartford
Drawing:	Typical Conventional RF Site Rack Diagram
Designed By:	Jonathan Hicks MOTOROLA SOLUTIONS



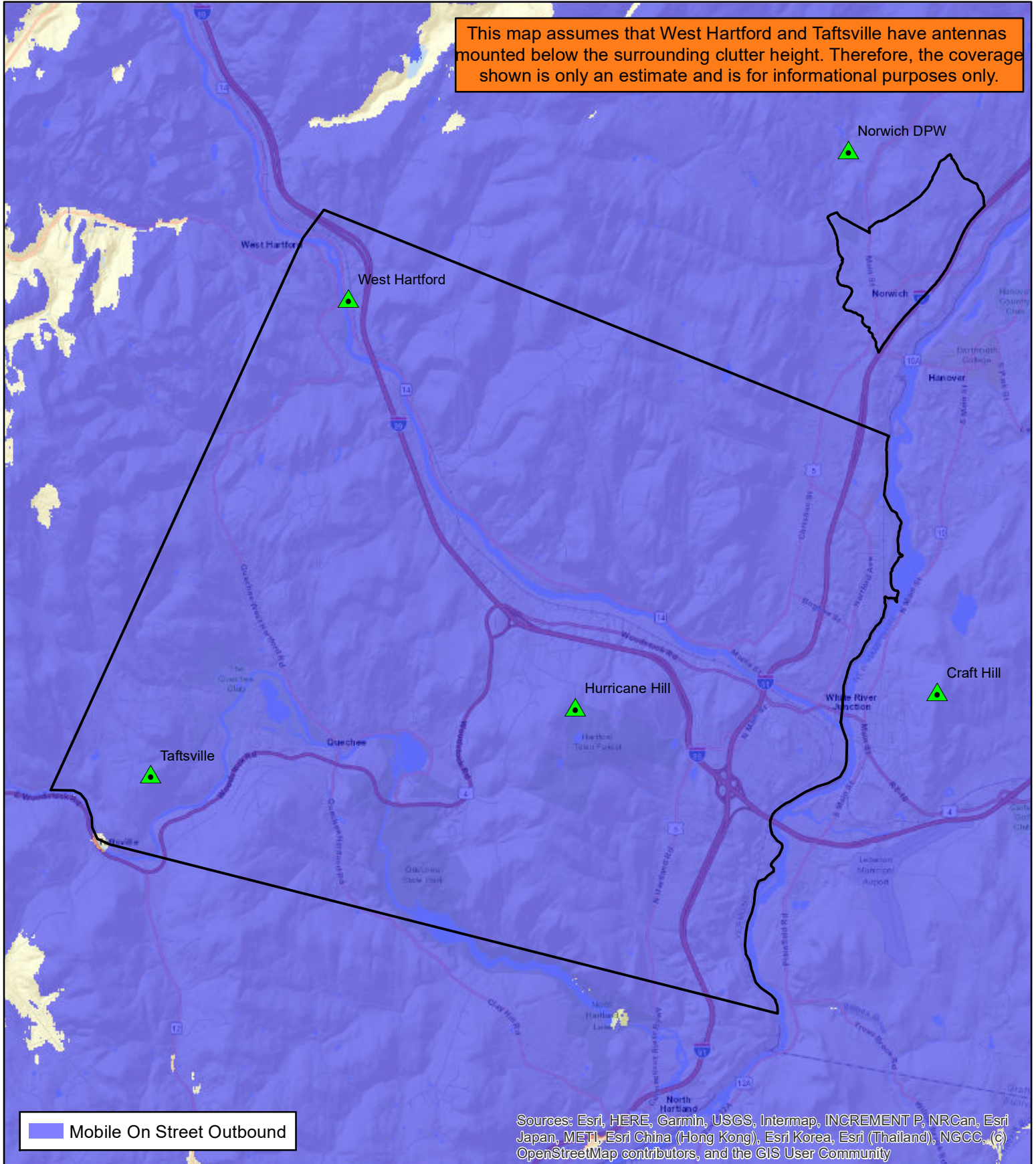
MOTOROLA SOLUTIONS

Hartford and Norwich, VT

For Information Only

5-Site VHF Analog Single Cell Simulcast System
Shaded Area Represents 95% Covered Area Reliability at DAQ 3.0

This map assumes that West Hartford and Taftsville have antennas mounted below the surrounding clutter height. Therefore, the coverage shown is only an estimate and is for informational purposes only.



Mobile On Street Outbound

0 0.55 1.1 1.65 Miles
1 in = 1 miles

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Mobile Configuration:
APX 7500, 10 W, 1/4 wave whip antenna
Tx/Rx at roof center with multiplexer

VT_Town_of_Hartford
VT_Hartford_VHF_Alt_Analog2
Design 3
JQPK47, JQPK47-1030G3

Sep 21, 2020
Hydra Stratus 2.7.9

This map is intended solely for the equipment configuration stated above.
Coverage can vary significantly if different configurations are used.



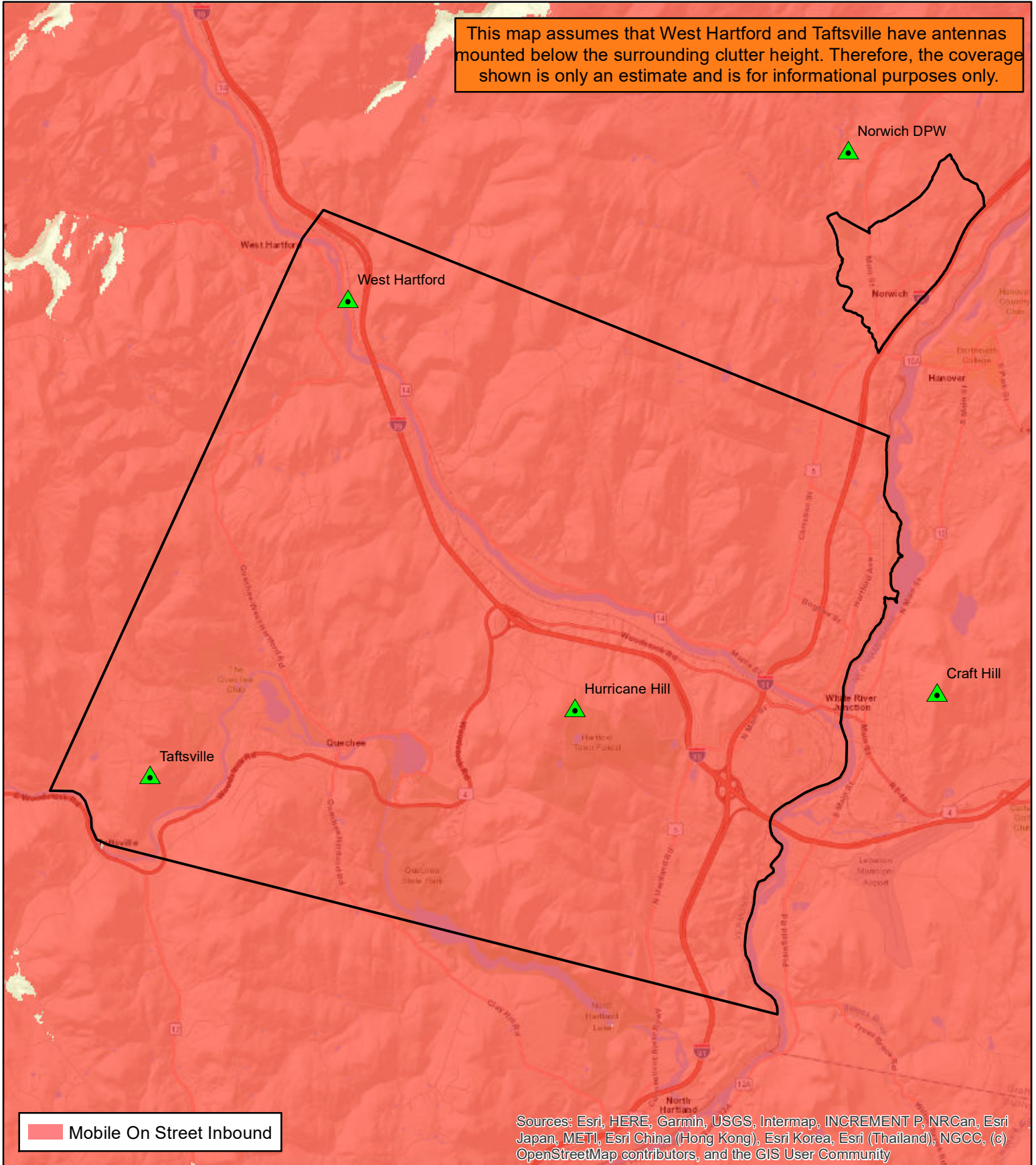
MOTOROLA SOLUTIONS

Hartford and Norwich, VT

For Information Only

5-Site VHF Analog Single Cell Simulcast System
Shaded Area Represents 95% Covered Area Reliability at DAQ 3.0

This map assumes that West Hartford and Taftsville have antennas mounted below the surrounding clutter height. Therefore, the coverage shown is only an estimate and is for informational purposes only.



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

0 0.55 1.1 1.65 Miles



1 in = 1 miles

Mobile Configuration:

APX 7500, 10 W, 1/4 wave whip antenna
Tx/Rx at roof center with multiplexer

VT_Town_of_Hartford
VT_Hartford_VHF_Alt_Analog2
Design 3
JQPK47, JQPK47-1030G3

Sep 21, 2020
Hydra Stratus 2.7.9

This map is intended solely for the equipment configuration stated above.
Coverage can vary significantly if different configurations are used.



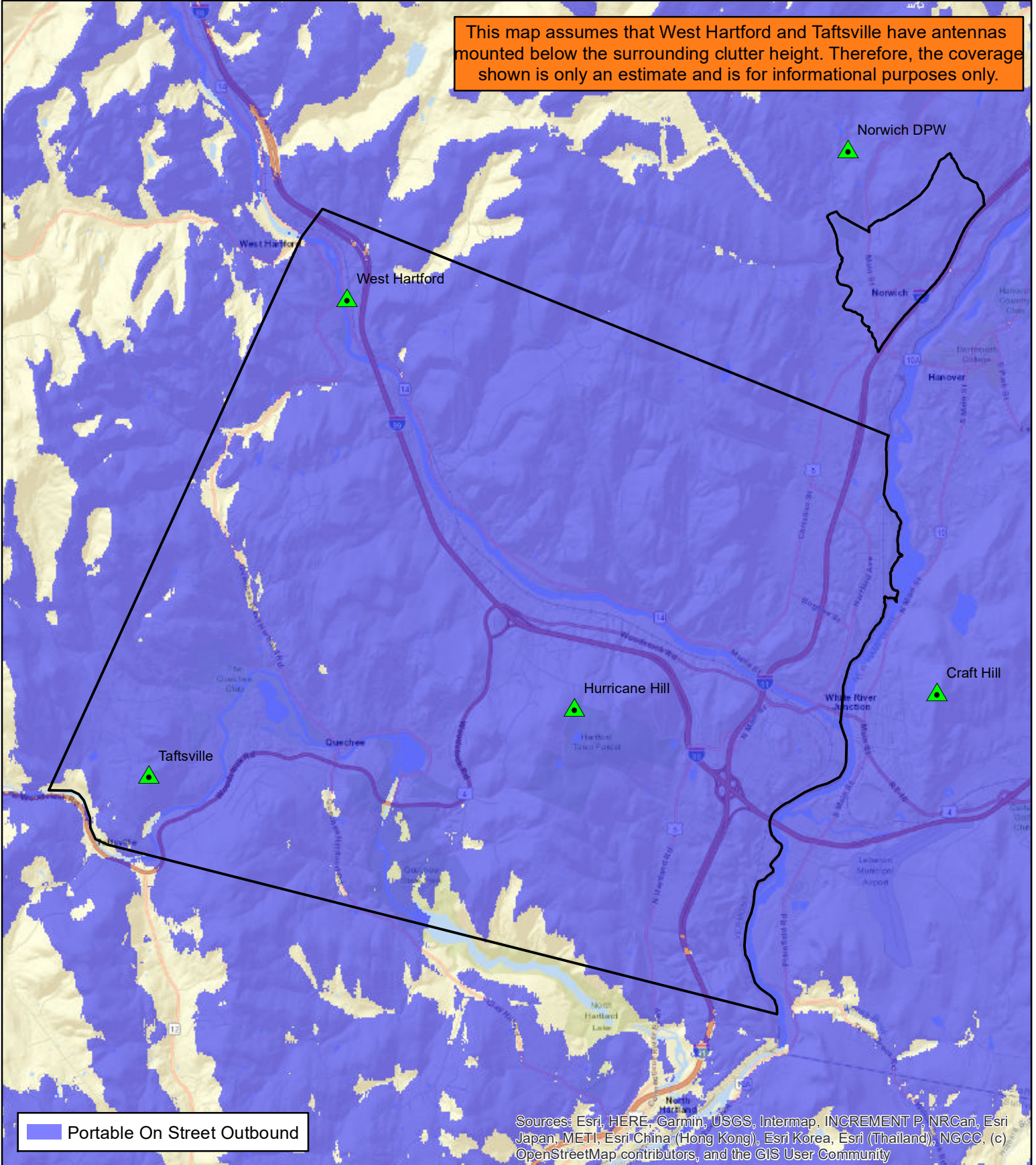
MOTOROLA SOLUTIONS

Hartford and Norwich, VT

For Information Only

5-Site VHF Analog Single Cell Simulcast System
Shaded Area Represents 95% Covered Area Reliability at DAQ 3.0

This map assumes that West Hartford and Taftsville have antennas mounted below the surrounding clutter height. Therefore, the coverage shown is only an estimate and is for informational purposes only.



Portable On Street Outbound

0 0.55 1.1 1.65 Miles
1 in = 1 miles

Portable Configuration:
APX 7000, 6 W, wideband antenna
Tx/Rx at hip with swivel case and RSM

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

VT_Town_of_Hartford
VT_Hartford_VHF_Alt_Analog2
Design 3
JQPK47, JQPK47-1030G3



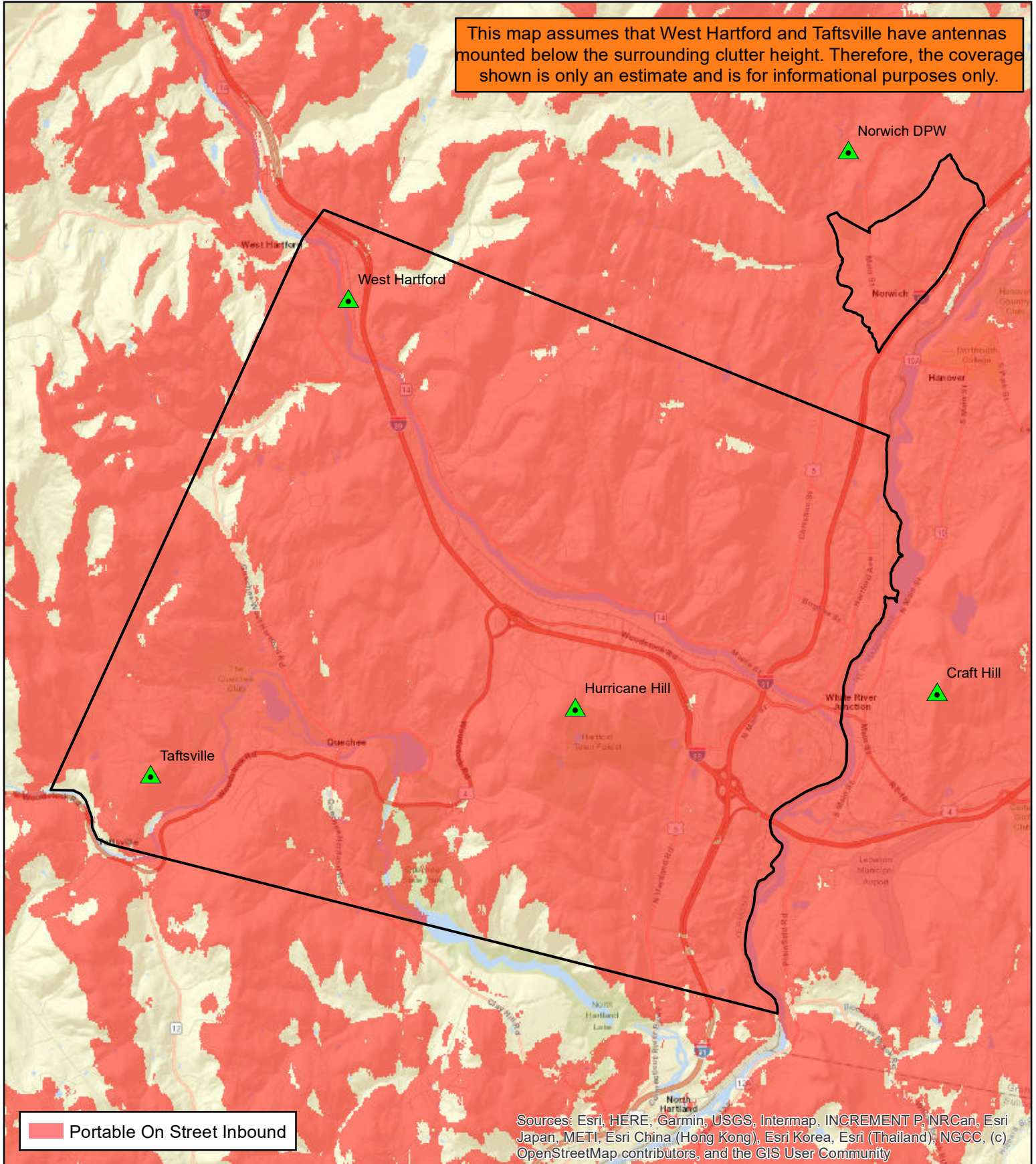
MOTOROLA SOLUTIONS

Hartford and Norwich, VT

For Information Only

5-Site VHF Analog Single Cell Simulcast System
Shaded Area Represents 95% Covered Area Reliability at DAQ 3.0

This map assumes that West Hartford and Taftsville have antennas mounted below the surrounding clutter height. Therefore, the coverage shown is only an estimate and is for informational purposes only.



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

0 0.55 1.1 1.65 Miles
1 in = 1 miles

Portable Configuration:
APX 7000, 6 W, wideband antenna
Tx/Rx at hip with swivel case and RSM

VT_Town_of_Hartford
VT_Hartford_VHF_Alt_Analog2
Design 3
JQPK47, JQPK47-1030G3

Sep 21, 2020
Hydra Stratus 2.7.9

This map is intended solely for the equipment configuration stated above.
Coverage can vary significantly if different configurations are used.



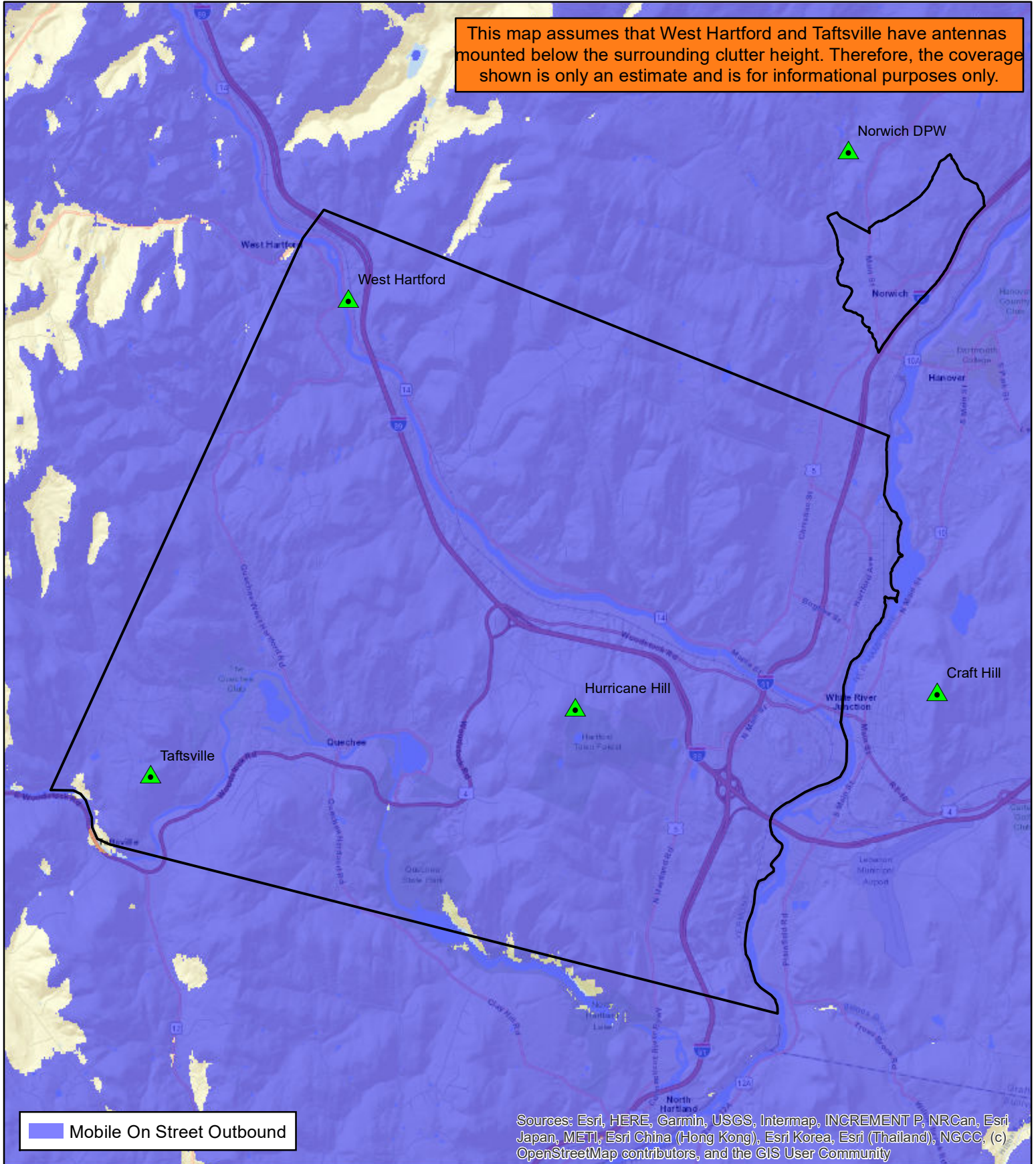
MOTOROLA SOLUTIONS

Hartford and Norwich, VT

For Information Only

5-Site Astro P25 UHF FDMA Single Cell Simulcast System
Shaded Area Represents 95% Covered Area Reliability at DAQ 3.4

This map assumes that West Hartford and Taftsville have antennas mounted below the surrounding clutter height. Therefore, the coverage shown is only an estimate and is for informational purposes only.



Mobile On Street Outbound

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

0 0.55 1.1 1.65 Miles
1 in = 1 miles

Mobile Configuration:
APX 7500, 10 W, 1/4 wave whip antenna
Tx/Rx at roof center with multiplexer

VT_Town_of_Hartford
VT_Hartford_UHF_Alt2
Design 1
JQPK47, JQPK47-1030G3

Sep 22, 2020
Hydra Stratus 2.7.9

This map is intended solely for the equipment configuration stated above.
Coverage can vary significantly if different configurations are used.



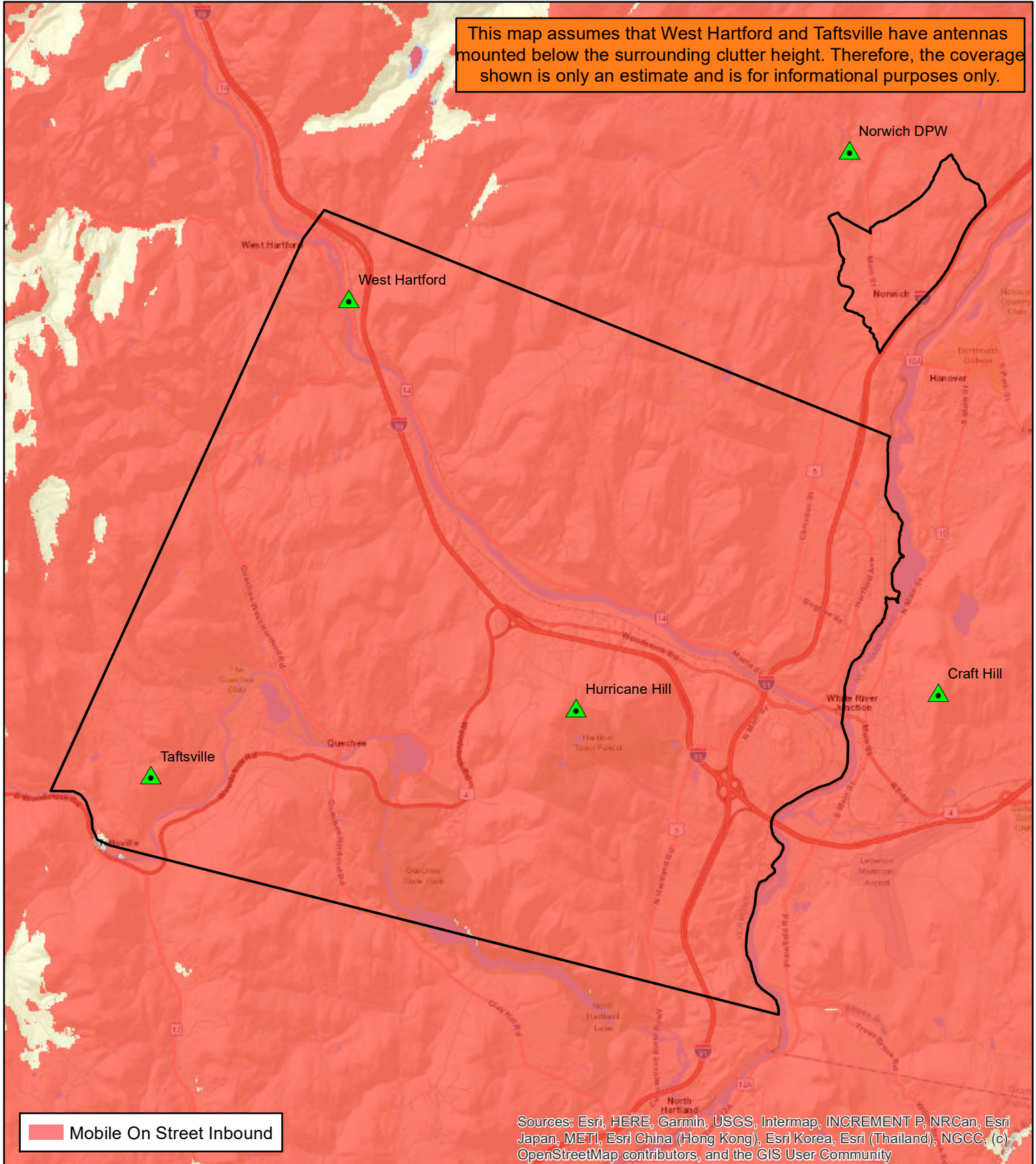
MOTOROLA SOLUTIONS

Hartford and Norwich, VT

For Information Only

5-Site Astro P25 UHF FDMA Single Cell Simulcast System
Shaded Area Represents 95% Covered Area Reliability at DAQ 3.4

This map assumes that West Hartford and Taftsville have antennas mounted below the surrounding clutter height. Therefore, the coverage shown is only an estimate and is for informational purposes only.



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

0 0.55 1.1 1.65 Miles
1 in = 1 miles

Mobile Configuration:
APX 7500, 10 W, 1/4 wave whip antenna
Tx/Rx at roof center with multiplexer

VT_Town_of_Hartford
VT_Hartford_UHF_Alt2
Design 1
JQPK47, JQPK47-1030G3

Sep 22, 2020
Hydra Stratus 2.7.9

This map is intended solely for the equipment configuration stated above.
Coverage can vary significantly if different configurations are used.



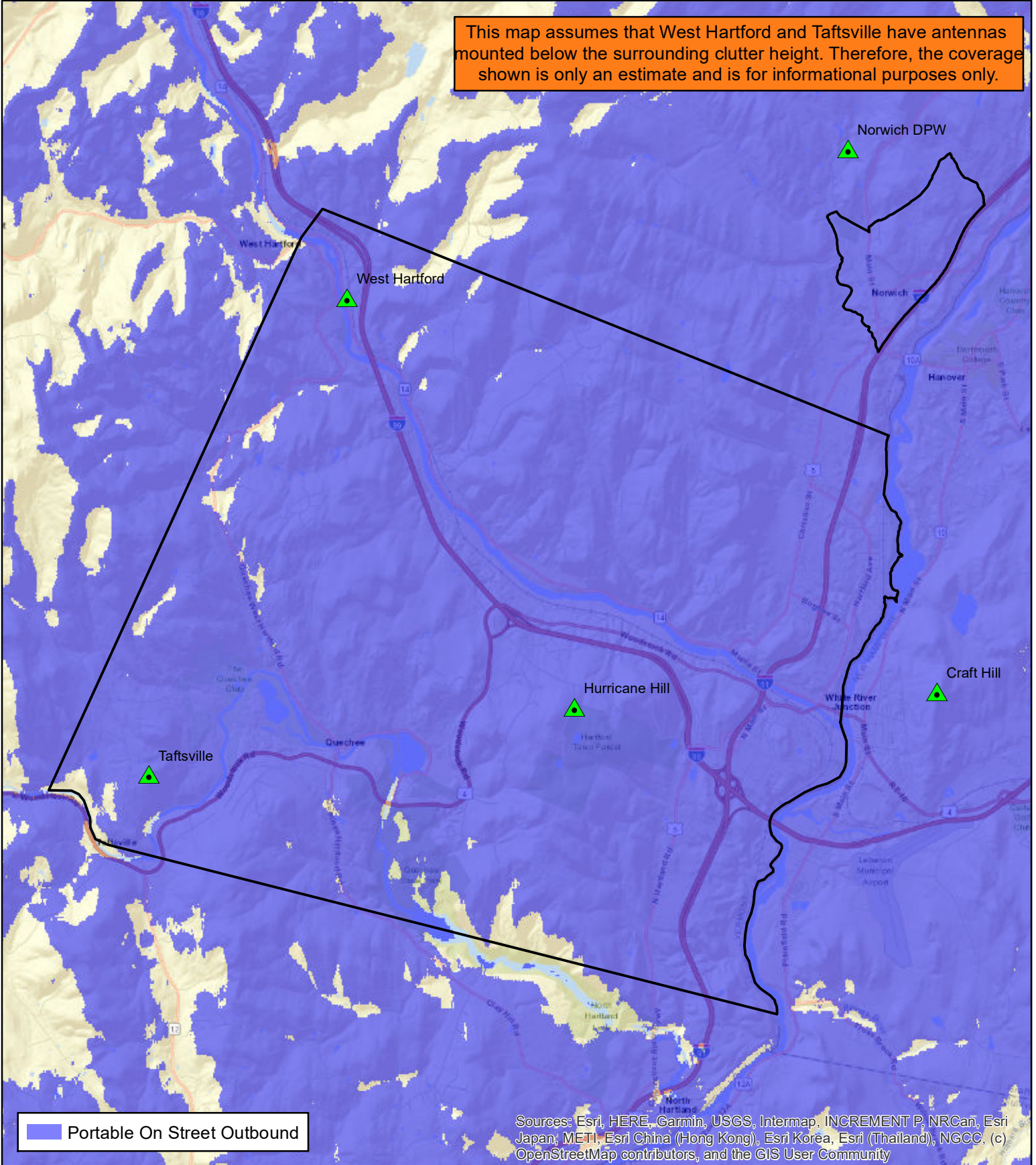
MOTOROLA SOLUTIONS

Hartford and Norwich, VT

For Information Only

5-Site Astro P25 UHF FDMA Single Cell Simulcast System
Shaded Area Represents 95% Covered Area Reliability at DAQ 3.4

This map assumes that West Hartford and Taftsville have antennas mounted below the surrounding clutter height. Therefore, the coverage shown is only an estimate and is for informational purposes only.



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

0 0.55 1.1 1.65 Miles



1 in = 1 miles

Portable Configuration:

APX 7000, 5 W, wideband antenna
Tx/Rx at hip with swivel case and RSM

VT_Town_of_Hartford

VT_Hartford_UHF_Alt2

Design 1

JQPK47, JQPK47-1030G3

Sep 22, 2020
Hydra Stratus 2.7.9

This map is intended solely for the equipment configuration stated above.
Coverage can vary significantly if different configurations are used.



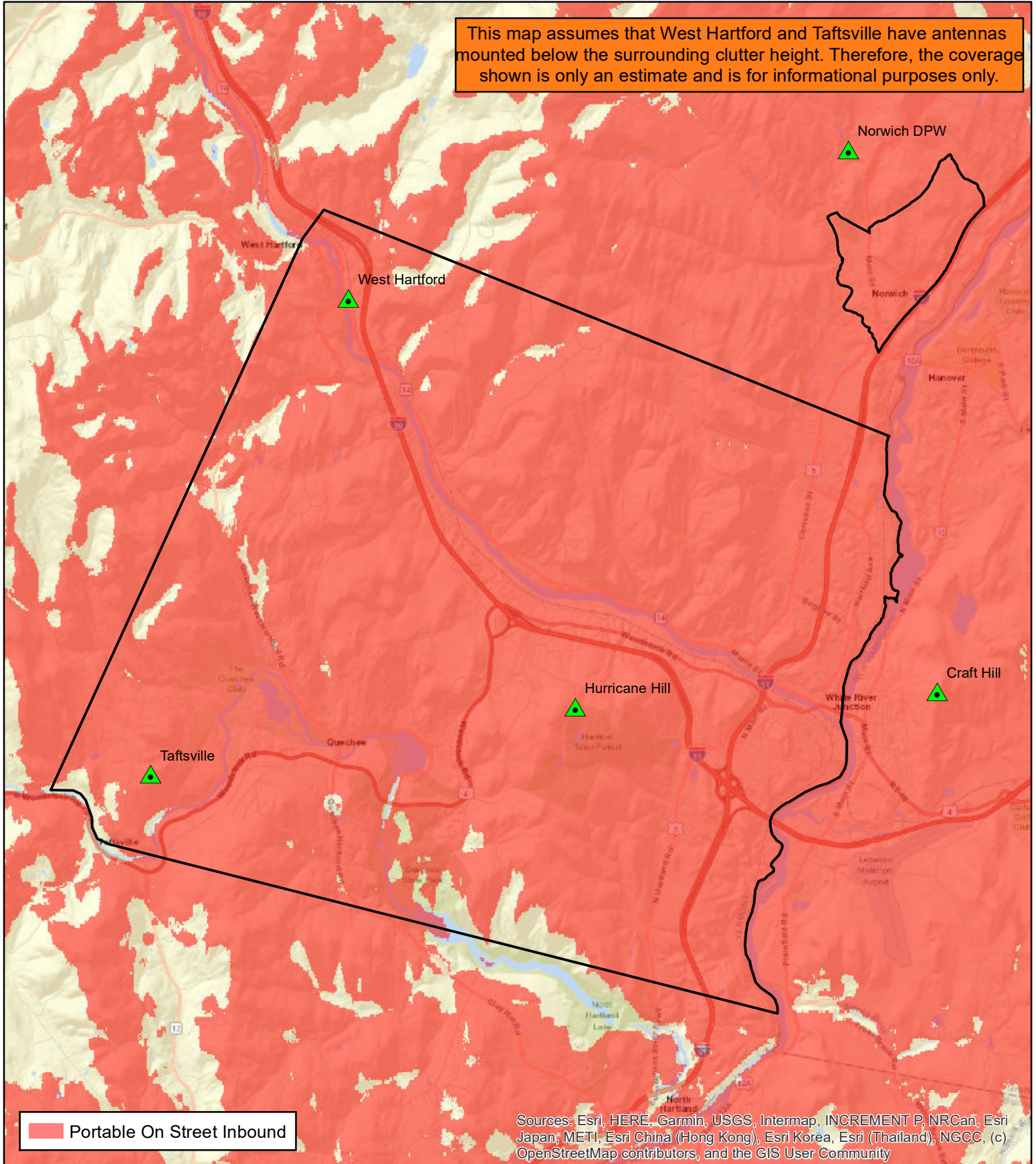
MOTOROLA SOLUTIONS

Hartford and Norwich, VT

For Information Only

5-Site Astro P25 UHF FDMA Single Cell Simulcast System
Shaded Area Represents 95% Covered Area Reliability at DAQ 3.4

This map assumes that West Hartford and Taftsville have antennas mounted below the surrounding clutter height. Therefore, the coverage shown is only an estimate and is for informational purposes only.



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

0 0.55 1.1 1.65 Miles
1 in = 1 miles

Portable Configuration:
APX 7000, 5 W, wideband antenna
Tx/Rx at hip with swivel case and RSM

VT_Town_of_Hartford
VT_Hartford_UHF_Alt2
Design 1
JQPK47, JQPK47-1030G3

Sep 22, 2020
Hydra Stratus 2.7.9

This map is intended solely for the equipment configuration stated above.
Coverage can vary significantly if different configurations are used.



Burlington Communications
4735 Williston Rd. Ste 30
Williston, VT 05495

Phone 802-862-7092

Fax

QUOTE

Quote # BCSQ9133

Date 09/20/20

Sales Rep. Todd

Quote To:

Town of Hartford
 Scott Cooney
 812 VA Cutoff Rd
 White River Junction, VT 05001

Ship To:

Town of Hartford
 Scott Cooney
 812 VA Cutoff Rd
 White River Junction, VT 05001

Quote for a Motorola 5 Site Simulcast System - UHF P25 for Police and VHF Analog for Fire

Ln #	Qty	Description	Unit Price	Ext. Price
1		Motorola Simulcast Equipment for Police and Fire (Refer to Bill of Material)		
2	1	Motorola Repeaters Network Equipment, GPS Equipment, Power Distribution and Antenna Systems	\$415,450.00	\$415,450.00
3		SubTotal		\$415,450.00
4				
5		Additional Equipment Required at Sites		
6	1	Misc Installation Parts	\$1,500.00	\$1,500.00
7	1	Motorola Cambium PTP670 4 Ghz Microwave Hop	\$17,500.00	\$17,500.00
8	1	Weatherproof outdoor electronics enclosure with climate-control	\$9,500.00	\$9,500.00
9	1	Rohn 25 G Tower	\$7,750.00	\$7,750.00
10	1	Civil Work - Excavation and Foundation	\$14,500.00	\$14,500.00
11	3	One year of ScoutCare Tier 1 services, including Software Maintenance, Remote Support, and Training. This support contract runs from 12/1/2020 to 12/30/2023.	\$9,640.00	\$28,920.00
12	1	Shipping and Freight	\$7,500.00	\$7,500.00
13		SubTotal		\$87,170.00
14				
15		Services		
16	1	Equipment Staging	\$15,200.00	\$15,200.00
17	5	Electrical Contractor (Each Site Requires an electrician to run 2 60 Amp feeds)	\$1,750.00	\$8,750.00
18	5	Tower Subcontractor for New Antenna System Installations	\$10,500.00	\$52,500.00
19	1	Motorola Field Support Services	\$29,000.00	\$29,000.00
20	2	Pre Installation Site Interference tests at Cell Sites	\$15,000.00	\$30,000.00
21	1	Project Management	\$15,200.00	\$15,200.00
22	1	Installation and Optimization	\$45,600.00	\$45,600.00
23		SubTotal		\$196,250.00
24				
25		Running SubTotal Of Core 5 Site System		\$698,870.00

Ln #	Qty	Description	Unit Price	Ext. Price
26				
27				
28		Optional Generators at the 3 New Locations		
29	3	Generator - Kohler 20RCL, Transfer Switch, Block Heater, and Install	\$15,900.00	\$47,700.00
30	3	Electrical Contractor	\$800.00	\$2,400.00
31		SubTotal		\$50,100.00
32				
33		Optional Network Monitoring and Alarms		
34	1	Motorola Repeaters Network Equipment, GPS Equipment, Power Distribution and Antenna Systems	\$118,425.00	\$118,425.00
35	1	Installation	\$7,500.00	\$7,500.00
36		SubTotal		\$125,925.00
37				
38		Running SubTotal To Include Options		\$874,895.00

Sites:

Hurricane Hill

Taftsville

Crafts Hill

Norwich DPW

New Site for PD and FD for West Hartford

System Will Require Consolidated ELAN Circuit at each site.

Town Responsible for any Permitting

25% Upfront Payment Required

50% upon Arrival of Equipment.

25% upon Completion

PRICES SUBJECT TO CHANGE AFTER 60 DAYS.

Motorola Bill of Materials

SUB SYS ID	SUB SYS	LIM O	QTY	NOMENCLATURE	DESCRIPTION
HURRICANE HILL	GPS	1 -	1	DSTRAK91009E	REMOTE SITE REDUNDANT MODULAR FREQUENCY TIMING SYSTEM AC
HURRICANE HILL	GPS	2 -	2	DSTRAK91061	FOUR PORT DDM
HURRICANE HILL	GPS	3 -	50	DSFSJ150ACABLE	CABLE: 1/4" SUPERFLEX POLY JKT PER FOOT
HURRICANE HILL	GPS	4 -	4	DDN9769	F1PNM-HC 1/4" TYPE N MALE CONNECTOR FOR FSJ1-50A CABLE
HURRICANE HILL	PDU	5 -	2	DS11011188	PDU, 120/240 SPLIT PH OR N+1 REDUNDANT, 60A MAX PER PHASE, SIX DEDICAT
HURRICANE HILL	PDU	6 -	24	DS3750295	BREAKER, 5 AMP, CB UL 489 LISTED FOR AC EDGE II (1101-1188)
HURRICANE HILL	SITE	7 -	1	THN1012	RACK 7' OPEN
HURRICANE HILL	MLC8000	8 -	1	F2979	MLC 8000
HURRICANE HILL	MLC8000	8 a	1	VA00784AA	ANALOG CONVENTIONAL VOTING COMPARATOR/GATEWAY
HURRICANE HILL	MLC8000	8 b	1	VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
HURRICANE HILL	MLC8000	8 c	1	VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
HURRICANE HILL	COMPARATOR	9 -	1	T8341	GRV 8000 COMPARATOR
HURRICANE HILL	COMPARATOR	9 a	1	CA03084AA	ADD: COMPARATOR
HURRICANE HILL	COMPARATOR	9 b	1	CA03320AA	ADD: ASTRO 25 CONVENTIONAL SOFTWARE
HURRICANE HILL	COMPARATOR	9 c	1	CA03317AA	ADD: DIGITAL CONV SIMULCAST SOFTWARE
HURRICANE HILL	COMPARATOR	9 d	1	X153AW	ADD: RACK MOUNT HARDWARE
HURRICANE HILL	COMPARATOR	9 e	1	CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
HURRICANE HILL	NETWORK	10 -	1	T8493	EDGE & HUB ROUTER & FIREWALL - AC
HURRICANE HILL	NETWORK	10 a	1	CA03445AA	ADD: MISSION CRITICAL HARDENING
HURRICANE HILL	NETWORK	10 b	1	CA03448AA	ADD: STATEFUL FIREWALL
HURRICANE HILL	NETWORK	11 -	1	CLN1868	2930F 24-PORT SWITCH
HURRICANE HILL	NETWORK	12 -	1	SQM01SUM0205	GGM 8000 GATEWAY
HURRICANE HILL	NETWORK	12 a	1	CA01616AA	ADD: AC POWER
HURRICANE HILL	NETWORK	12 b	1	CA02141AA	ADD: LOW DENSITY ENH CONV GATEWAY

Motorola Bill of Materials

HURRICANE HILL	NETWORK	13 -	1 DSRICMZACG	RADIO INTERNET COMMUNICATION MODULE, 1 PORT, ADVANCED MODEL
HURRICANE HILL	NETWORK	14 -	1 ADSOUTPOST2R	RADIO CONTROLLER, VOIP, 2 PORTS, 12 VDC INPUT LICENSE: ADD MDC1200 ANI TO OUTPOST ENDPOINT, 1 REQD PER CHANNEL
HURRICANE HILL	NETWORK	15 -	1 DSSFWMDC1	
HURRICANE HILL	REPEATER	16 -	1 T7039	GTR 8000 Base Radio
HURRICANE HILL	REPEATER	16 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
HURRICANE HILL	REPEATER	16 b	1 X530BG	ADD: VHF (136-174 MHZ)
HURRICANE HILL	REPEATER	16 c	1 CA01949AA	ADD: ANALOG ONLY CONV SW
HURRICANE HILL	REPEATER	16 d	1 CA01952AA	ADD: ANALOG CONVENTIONAL SIMULCAST SOFTWARE
HURRICANE HILL	REPEATER	16 e	1 CA01400AA	ADD: POWER CABLE, DC
HURRICANE HILL	REPEATER	16 f	1 X153AW	ADD: RACK MOUNT HARDWARE
HURRICANE HILL	MLC8000	17 -	1 F2979	MLC 8000
HURRICANE HILL	MLC8000	17 a	1 VA00784AA	ANALOG CONVENTIONAL VOTING COMPARATOR/GATEWAY
HURRICANE HILL	MLC8000	17 b	1 VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
HURRICANE HILL	MLC8000	17 c	1 VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
HURRICANE HILL	REPEATER	18 -	1 T7039	GTR 8000 Base Radio
HURRICANE HILL	REPEATER	18 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
HURRICANE HILL	REPEATER	18 b	1 X640AL	ADD: UHF R2 (435-524 MHZ)
HURRICANE HILL	REPEATER	18 c	1 CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE
HURRICANE HILL	REPEATER	18 d	1 CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWARE
HURRICANE HILL	REPEATER	18 e	1 CA01400AA	ADD: POWER CABLE, DC
HURRICANE HILL	REPEATER	18 f	1 X153AW	ADD: RACK MOUNT HARDWARE
HURRICANE HILL	DUPLEXER	19 -	1 DSBCDUP08BA	SINGLE CH DUPL/HYB COMB/RX AMP & SPLITTER, SINGLE TRAY, AC 150-174MHZ
HURRICANE HILL	VHF ANTENNA	20 -	1 DSOA4041DIN	OFFSET, EXPOSED DIPOLE ARRAY, 9 DBD, 136-174 MHZ, PIM RATED (LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
HURRICANE HILL	VHF ANTENNA	21 -	1 DSL4ADMDM10P	PIM RATED

Motorola Bill of Materials

HURRICANE HILL	VHF ANTENNA	22 -	2 DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
HURRICANE HILL	VHF ANTENNA	23 -	150 DSAVA550	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
HURRICANE HILL	VHF ANTENNA	24 -	1 DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
HURRICANE HILL	VHF ANTENNA	25 -	30 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
HURRICANE HILL	VHF ANTENNA	26 -	2 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
HURRICANE HILL	DUPLEXER	27 -	1 DSBCDUP02BA	450-470MHZ SINGLE CH DUPLEXER/RX AMP AC POWER OFFSET, EXPOSED DIPOLE ARRAY, 11DBD, 400-520MHZ, 3DEG DT, PIM RATED
HURRICANE HILL	UHF ANTENNA	28 -	1 DSOA8067DINT3	
HURRICANE HILL	UHF ANTENNA	29 -	1 DSUC1142	PIPE TO PIPE CLAMP, 1.5" TO 5" PIPE, SET OF 2 CLAMPS (LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
HURRICANE HILL	UHF ANTENNA	30 -	1 DSL4ADMDM10P	
HURRICANE HILL	UHF ANTENNA	31 -	2 DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
HURRICANE HILL	UHF ANTENNA	32 -	150 DSAVA550	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
HURRICANE HILL	UHF ANTENNA	33 -	1 DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
HURRICANE HILL	UHF ANTENNA	34 -	30 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
HURRICANE HILL	UHF ANTENNA	35 -	2 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
HURRICANE HILL	UPS	36 -	1 DS9PXXR18001030	UPS, 9PX, 1800W, 120V, SOFTWIRED, 30 MIN RUNTIME RACKMOUNT
HARTFORD DISP	CS	43 -	1 M22KSS9PW1BN	APX4500 ENHANCED VHF
HARTFORD DISP	CS	43 a	1 G66	ADD: DASH MOUNT APXM
HARTFORD DISP	CS	43 b	1 W665	ADD: CONTROL STATION OPERATION
HARTFORD DISP	CS	43 c	1 G444	ADD: APX CONTROL HEAD SOFTWARE
HARTFORD DISP	CS	43 d	1 GA00804	ADD: APX O2 CONTROL HEAD
HARTFORD DISP	CS	43 e	1 Q811	ADD: SOFTWARE P25 CONVENTIONAL

Motorola Bill of Materials

HARTFORD DISP	CS	43 f	1 GA09000	ADD: DIGITAL TONE SIGNALING
HARTFORD DISP	CS	44 -	1 DS1X00CS36UN	148-174MHZ UNITY GAIN CONTROL STATION ANTENNA
HARTFORD DISP	CS	45 -	1 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
HARTFORD DISP	CS	46 -	1 DDN1088	TYPE N MALE PS FOR 1/2 IN CABLE
HARTFORD DISP	CS	47 -	1 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
HARTFORD DISP	CS	48 -	1 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
HARTFORD DISP	CS	49 -	1 DDN1091	L4TDF-PSA 7-16 DIN FEMALE PS FOR 1/2 IN CABLE RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN
HARTFORD DISP	CS	50 -	1 DSVHF50DMPGR	FEMALE EQUIP
HARTFORD DISP	CS	51 -	100 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
HARTFORD DISP	CS	52 -	1 DDN1088	TYPE N MALE PS FOR 1/2 IN CABLE
HARTFORD DISP	CS	53 -	1 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
HARTFORD DISP	CS	54 -	1 M22QSS9PW1BN	APX4500 ENHANCED UHF R1
HARTFORD DISP	CS	54 a	1 G66	ADD: DASH MOUNT APXM
HARTFORD DISP	CS	54 b	1 W665	ADD: CONTROL STATION OPERATION
HARTFORD DISP	CS	54 c	1 G444	ADD: APX CONTROL HEAD SOFTWARE
HARTFORD DISP	CS	54 d	1 GA00804	ADD: APX O2 CONTROL HEAD
HARTFORD DISP	CS	54 e	1 Q811	ADD: SOFTWARE P25 CONVENTIONAL
HARTFORD DISP	CS	54 f	1 GA09000	ADD: DIGITAL TONE SIGNALING
HARTFORD DISP	CS	55 -	1 DS4C03CS36UN	UHF CONTROL STATION ANTENNA, 3 DBD
HARTFORD DISP	CS	56 -	1 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
HARTFORD DISP	CS	57 -	1 DDN1088	TYPE N MALE PS FOR 1/2 IN CABLE
HARTFORD DISP	CS	58 -	1 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
HARTFORD DISP	CS	59 -	1 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
HARTFORD DISP	CS	60 -	1 DDN1091	L4TDF-PSA 7-16 DIN FEMALE PS FOR 1/2 IN CABLE RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN
HARTFORD DISP	CS	61 -	1 DSVHF50DMPGR	FEMALE EQUIP
HARTFORD DISP	CS	62 -	100 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
HARTFORD DISP	CS	63 -	1 DDN1088	TYPE N MALE PS FOR 1/2 IN CABLE

Motorola Bill of Materials

HARTFORD DISP	CS	64 -	1 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE GPS CLOCK, 10MHZ, RUBIDIUM, 48V INCL ANT AND 100' COAX
CRAFT HILL	GPS	65 -	1 DSTRAK88353M	W/DONGLE SNMPV3
CRAFT HILL	GPS	66 -	1 DSTRAK400824510	MOUNTING SHELF FOR 8835 GPS CLOCK
CRAFT HILL	GPS	67 -	1 DSTRAKP001134	AC POWER SUPPLY FOR 8835 GPS CLOCK
CRAFT HILL	GPS	68 -	50 DSFSJ150ACABLE	CABLE: 1/4" SUPERFLEX POLY JKT PER FOOT
CRAFT HILL	GPS	69 -	4 DDN9769	F1PNM-HC 1/4" TYPE N MALE CONNECTOR FOR FSJ1-50A CABLE PDU, 120/240 SPLIT PH OR N+1 REDUNDANT, 60A MAX PER PHASE, SIX
CRAFT HILL	PDU	70 -	1 DS11011188	DEDICAT
CRAFT HILL	PDU	71 -	12 DS3750295	BREAKER, 5 AMP, CB UL 489 LISTED FOR AC EDGE II (1101-1188)
CRAFT HILL	SITE	72 -	1 THN1012	RACK 7' OPEN
CRAFT HILL	NETWORK	73 -	1 T8492	SITE ROUTER & FIREWALL- AC
CRAFT HILL	NETWORK	73 a	1 CA03445AA	ADD: MISSION CRITICAL HARDENING
CRAFT HILL	NETWORK	73 b	1 CA03448AA	ADD: STATEFUL FIREWALL
CRAFT HILL	NETWORK	74 -	1 CLN1868	2930F 24-PORT SWITCH
CRAFT HILL	REPEATER	75 -	1 T7039	GTR 8000 Base Radio
CRAFT HILL	REPEATER	75 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
CRAFT HILL	REPEATER	75 b	1 X530BG	ADD: VHF (136-174 MHZ)
CRAFT HILL	REPEATER	75 c	1 CA01949AA	ADD: ANALOG ONLY CONV SW
CRAFT HILL	REPEATER	75 d	1 CA01952AA	ADD: ANALOG CONVENTIONAL SIMULCAST SOFTWARE
CRAFT HILL	REPEATER	75 e	1 CA01400AA	ADD: POWER CABLE, DC
CRAFT HILL	REPEATER	75 f	1 X153AW	ADD: RACK MOUNT HARDWARE
CRAFT HILL	MLC8000	76 -	1 F2979	MLC 8000
CRAFT HILL	MLC8000	76 a	1 VA00784AA	ANALOG CONVENTIONAL VOTING COMPARATOR/GATEWAY
CRAFT HILL	MLC8000	76 b	1 VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
CRAFT HILL	MLC8000	76 c	1 VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
CRAFT HILL	REPEATER	77 -	1 T7039	GTR 8000 Base Radio
CRAFT HILL	REPEATER	77 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
CRAFT HILL	REPEATER	77 b	1 X640AL	ADD: UHF R2 (435-524 MHZ)

Motorola Bill of Materials

CRAFT HILL	REPEATER	77 c	1 CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE
CRAFT HILL	REPEATER	77 d	1 CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWARE
CRAFT HILL	REPEATER	77 e	1 CA01400AA	ADD: POWER CABLE, DC
CRAFT HILL	REPEATER	77 f	1 X153AW	ADD: RACK MOUNT HARDWARE
CRAFT HILL	DUPLEXER	78 -	1 DSBCDUP08BA	SINGLE CH DUPL/HYB COMB/RX AMP & SPLITTER, SINGLE TRAY, AC 150-174MHZ
CRAFT HILL	VHF ANTENNA	79 -	1 DSFSA1041DIN	DIRECTIONAL DIPOLE ARRAY, 5 DBD, 106 DEG BW, 148-174 MHZ, PIM RATED
CRAFT HILL	VHF ANTENNA	80 -	1 DSL4ADMDM10P	(LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
CRAFT HILL	VHF ANTENNA	81 -	2 DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
CRAFT HILL	VHF ANTENNA	82 -	195 DSAVA550	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
CRAFT HILL	VHF ANTENNA	83 -	1 DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
CRAFT HILL	VHF ANTENNA	84 -	30 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
CRAFT HILL	VHF ANTENNA	85 -	2 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
CRAFT HILL	DUPLEXER	86 -	1 DSBCDUP02BA	450-470MHZ SINGLE CH DUPLEXER/RX AMP AC POWER
CRAFT HILL	UHF ANTENNA	87 -	1 DS760121100	VERTICALLY POLARIZED UHF PANEL ANTENNA, 8.9 DBD GAIN, 120? BEAMWIDTH,
CRAFT HILL	UHF ANTENNA	88 -	1 DSL4ADMDM10P	(LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
CRAFT HILL	UHF ANTENNA	89 -	2 DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
CRAFT HILL	UHF ANTENNA	90 -	195 DSAVA550	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
CRAFT HILL	UHF ANTENNA	91 -	1 DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
CRAFT HILL	UHF ANTENNA	92 -	30 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT

Motorola Bill of Materials

CRAFT HILL	UHF ANTENNA	93 -	2 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE GPS CLOCK, 10MHZ, RUBIDIUM, 48V INCL ANT AND 100' COAX
TAFTSVILLE	GPS	94 -	1 DSTRAK88353M	W/DONGLE SNMPV3
TAFTSVILLE	GPS	95 -	1 DSTRAK400824510	MOUNTING SHELF FOR 8835 GPS CLOCK
TAFTSVILLE	GPS	96 -	50 DSFSJ150ACABLE	CABLE: 1/4" SUPERFLEX POLY JKT PER FOOT
TAFTSVILLE	GPS	97 -	4 DDN9769	F1PNM-HC 1/4" TYPE N MALE CONNECTOR FOR FSJ1-50A CABLE PDU, 120/240 SPLIT PH OR N+1 REDUNDANT, 60A MAX PER PHASE, SIX
TAFTSVILLE	PDU	98 -	1 DS11011188	DEDICAT
TAFTSVILLE	PDU	99 -	12 DS3750295	BREAKER, 5 AMP, CB UL 489 LISTED FOR AC EDGE II (1101-1188)
TAFTSVILLE	SITE	100 -	1 THN1012	RACK 7' OPEN
TAFTSVILLE	NETWORK	101 -	1 T8492	SITE ROUTER & FIREWALL- AC
TAFTSVILLE	NETWORK	101 a	1 CA03445AA	ADD: MISSION CRITICAL HARDENING
TAFTSVILLE	NETWORK	101 b	1 CA03448AA	ADD: STATEFUL FIREWALL
TAFTSVILLE	NETWORK	102 -	1 CLN1868	2930F 24-PORT SWITCH
TAFTSVILLE	REPEATER	103 -	1 T7039	GTR 8000 Base Radio
TAFTSVILLE	REPEATER	103 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
TAFTSVILLE	REPEATER	103 b	1 X530BG	ADD: VHF (136-174 MHZ)
TAFTSVILLE	REPEATER	103 c	1 CA01949AA	ADD: ANALOG ONLY CONV SW
TAFTSVILLE	REPEATER	103 d	1 CA01952AA	ADD: ANALOG CONVENTIONAL SIMULCAST SOFTWARE
TAFTSVILLE	REPEATER	103 e	1 CA01400AA	ADD: POWER CABLE, DC
TAFTSVILLE	REPEATER	103 f	1 X153AW	ADD: RACK MOUNT HARDWARE
TAFTSVILLE	MLC8000	104 -	1 F2979	MLC 8000
TAFTSVILLE	MLC8000	104 a	1 VA00784AA	ANALOG CONVENTIONAL VOTING COMPARATOR/GATEWAY
TAFTSVILLE	MLC8000	104 b	1 VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
TAFTSVILLE	MLC8000	104 c	1 VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
TAFTSVILLE	REPEATER	105 -	1 T7039	GTR 8000 Base Radio
TAFTSVILLE	REPEATER	105 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
TAFTSVILLE	REPEATER	105 b	1 X640AL	ADD: UHF R2 (435-524 MHZ)
TAFTSVILLE	REPEATER	105 c	1 CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE

Motorola Bill of Materials

TAFTSVILLE	REPEATER	105 d	1 CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWARE
TAFTSVILLE	REPEATER	105 e	1 CA01400AA	ADD: POWER CABLE, DC
TAFTSVILLE	REPEATER	105 f	1 X153AW	ADD: RACK MOUNT HARDWARE
TAFTSVILLE	DUPLEXER	106 -	1 DSBCDUP08BA	SINGLE CH DUPL/HYB COMB/RX AMP & SPLITTER, SINGLE TRAY, AC 150-174MHZ
TAFTSVILLE	VHF ANTENNA	107 -	1 DSFSA2041DIN	DIRECTIONAL DIPOLE ARRAY 7DBD, 108 DEG BW, 148-174 MHZ, PIM RATED
TAFTSVILLE	VHF ANTENNA	108 -	1 DSL4ADMDM10P	(LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
TAFTSVILLE	VHF ANTENNA	109 -	2 DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
TAFTSVILLE	VHF ANTENNA	110 -	105 DSAVA550	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
TAFTSVILLE	VHF ANTENNA	111 -	1 DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
TAFTSVILLE	VHF ANTENNA	112 -	30 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
TAFTSVILLE	VHF ANTENNA	113 -	2 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
TAFTSVILLE	DUPLEXER	114 -	1 DSBCDUP02BA	450-470MHZ SINGLE CH DUPLEXER/RX AMP AC POWER
TAFTSVILLE	UHF ANTENNA	115 -	1 DS760121100	VERTICALLY POLARIZED UHF PANEL ANTENNA, 8.9 DBD GAIN, 120? BEAMWIDTH,
TAFTSVILLE	UHF ANTENNA	116 -	1 DSL4ADMDM10P	(LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
TAFTSVILLE	UHF ANTENNA	117 -	2 DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
TAFTSVILLE	UHF ANTENNA	118 -	105 DSAVA550	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
TAFTSVILLE	UHF ANTENNA	119 -	1 DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
TAFTSVILLE	UHF ANTENNA	120 -	30 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
TAFTSVILLE	UHF ANTENNA	121 -	2 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE

Motorola Bill of Materials

Location	Category	Item ID	Quantity	Description
NORWICH DPW	GPS	122 -	1 DSTRAK88353M	GPS CLOCK, 10MHZ, RUBIDIUM, 48V INCL ANT AND 100' COAX W/DONGLE SNMPV3
NORWICH DPW	GPS	123 -	1 DSTRAK400824510	MOUNTING SHELF FOR 8835 GPS CLOCK
NORWICH DPW	GPS	124 -	1 DSTRAKP001134	AC POWER SUPPLY FOR 8835 GPS CLOCK
NORWICH DPW	GPS	125 -	50 DSFSJ150ACABLE	CABLE: 1/4" SUPERFLEX POLY JKT PER FOOT
NORWICH DPW	GPS	126 -	4 DDN9769	F1PNM-HC 1/4" TYPE N MALE CONNECTOR FOR FSJ1-50A CABLE
NORWICH DPW	PDU	127 -	1 DS11011188	PDU, 120/240 SPLIT PH OR N+1 REDUNDANT, 60A MAX PER PHASE, SIX DEDICAT
NORWICH DPW	PDU	128 -	12 DS3750295	BREAKER, 5 AMP, CB UL 489 LISTED FOR AC EDGE II (1101-1188)
NORWICH DPW	SITE	129 -	1 THN1012	RACK 7' OPEN
NORWICH DPW	NETWORK	130 -	1 T8492	SITE ROUTER & FIREWALL- AC
NORWICH DPW	NETWORK	130 a	1 CA03445AA	ADD: MISSION CRITICAL HARDENING
NORWICH DPW	NETWORK	130 b	1 CA03448AA	ADD: STATEFUL FIREWALL
NORWICH DPW	NETWORK	131 -	1 CLN1868	2930F 24-PORT SWITCH
NORWICH DPW	REPEATER	132 -	1 T7039	GTR 8000 Base Radio
NORWICH DPW	REPEATER	132 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
NORWICH DPW	REPEATER	132 b	1 X530BG	ADD: VHF (136-174 MHZ)
NORWICH DPW	REPEATER	132 c	1 CA01949AA	ADD: ANALOG ONLY CONV SW
NORWICH DPW	REPEATER	132 d	1 CA01400AA	ADD: POWER CABLE, DC
NORWICH DPW	REPEATER	132 e	1 X153AW	ADD: RACK MOUNT HARDWARE
NORWICH DPW	MLC8000	133 -	1 F2979	MLC 8000
NORWICH DPW	MLC8000	133 a	1 VA00784AA	ANALOG CONVENTIONAL VOTING COMPARATOR/GATEWAY
NORWICH DPW	MLC8000	133 b	1 VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
NORWICH DPW	MLC8000	133 c	1 VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
NORWICH DPW	REPEATER	134 -	1 T7039	GTR 8000 Base Radio
NORWICH DPW	REPEATER	134 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
NORWICH DPW	REPEATER	134 b	1 X640AL	ADD: UHF R2 (435-524 MHZ)
NORWICH DPW	REPEATER	134 c	1 CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE
NORWICH DPW	REPEATER	134 d	1 CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWARE

Motorola Bill of Materials

NORWICH DPW	REPEATER	134 e	1 CA01400AA	ADD: POWER CABLE, DC
NORWICH DPW	REPEATER	134 f	1 X153AW	ADD: RACK MOUNT HARDWARE
NORWICH DPW	DUPLEXER	135 -	1 DSBCDUP08BA	SINGLE CH DUPL/HYB COMB/RX AMP & SPLITTER, SINGLE TRAY, AC 150-174MHZ
NORWICH DPW	VHF ANTENNA	136 -	1 DSCSA2041DIN	DIRECTIONAL DIPOLE ARRAY, 9 DBD, 62 DEG BW, 148-174 MHZ, PIM RATED
NORWICH DPW	VHF ANTENNA	137 -	1 DSL4ADMDM10P	(LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
NORWICH DPW	VHF ANTENNA	138 -	2 DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
NORWICH DPW	VHF ANTENNA	139 -	220 DSAVA550	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
NORWICH DPW	VHF ANTENNA	140 -	1 DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
NORWICH DPW	VHF ANTENNA	141 -	30 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
NORWICH DPW	VHF ANTENNA	142 -	2 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
NORWICH DPW	DUPLEXER	143 -	1 DSBCDUP02BA	450-470MHZ SINGLE CH DUPLEXER/RX AMP AC POWER
NORWICH DPW	UHF ANTENNA	144 -	1 DSOA4067DIN	OFFSET, EXPOSED DIPOLE ARRAY, 9 DBD, 400-520 MHZ, PIM RATED
NORWICH DPW	UHF ANTENNA	145 -	1 DSUC1142	PIPE TO PIPE CLAMP, 1.5" TO 5" PIPE, SET OF 2 CLAMPS
NORWICH DPW	UHF ANTENNA	146 -	1 DSL4ADMDM10P	(LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
NORWICH DPW	UHF ANTENNA	147 -	2 DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
NORWICH DPW	UHF ANTENNA	148 -	220 DSAVA550	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
NORWICH DPW	UHF ANTENNA	149 -	1 DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
NORWICH DPW	UHF ANTENNA	150 -	30 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
NORWICH DPW	UHF ANTENNA	151 -	2 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE

Motorola Bill of Materials

NORWICH DPW	UPS	152 -	1 DS9PXXR13501026	UPS, 9PX, 1350W, 120V, SOFTWIRED, 26 MIN RUNTIME RACK MOUNT GPS CLOCK, 10MHZ, RUBIDIUM, 48V INCL ANT AND 100' COAX
WEST HARTFORD	GPS	153 -	1 DSTRAK88353M	W/DONGLE SNMPV3
WEST HARTFORD	GPS	154 -	1 DSTRAK400824510	MOUNTING SHELF FOR 8835 GPS CLOCK
WEST HARTFORD	GPS	155 -	1 DSTRAKP001134	AC POWER SUPPLY FOR 8835 GPS CLOCK
WEST HARTFORD	GPS	156 -	50 DSFSJ150ACABLE	CABLE: 1/4" SUPERFLEX POLY JKT PER FOOT
WEST HARTFORD	GPS	157 -	4 DDN9769	F1PNM-HC 1/4" TYPE N MALE CONNECTOR FOR FSJ1-50A CABLE PDU, 120/240 SPLIT PH OR N+1 REDUNDANT, 60A MAX PER PHASE, SIX
WEST HARTFORD	PDU	158 -	1 DS11011188	DEDICAT
WEST HARTFORD	PDU	159 -	12 DS3750295	BREAKER, 5 AMP, CB UL 489 LISTED FOR AC EDGE II (1101-1188)
WEST HARTFORD	SITE	160 -	1 THN1012	RACK 7' OPEN
WEST HARTFORD	NETWORK	161 -	1 T8492	SITE ROUTER & FIREWALL- AC
WEST HARTFORD	NETWORK	161 a	1 CA03445AA	ADD: MISSION CRITICAL HARDENING
WEST HARTFORD	NETWORK	161 b	1 CA03448AA	ADD: STATEFUL FIREWALL
WEST HARTFORD	NETWORK	162 -	1 CLN1868	2930F 24-PORT SWITCH
WEST HARTFORD	REPEATER	163 -	1 T7039	GTR 8000 Base Radio
WEST HARTFORD	REPEATER	163 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
WEST HARTFORD	REPEATER	163 b	1 X530BG	ADD: VHF (136-174 MHZ)
WEST HARTFORD	REPEATER	163 c	1 CA01949AA	ADD: ANALOG ONLY CONV SW
WEST HARTFORD	REPEATER	163 d	1 CA01952AA	ADD: ANALOG CONVENTIONAL SIMULCAST SOFTWARE
WEST HARTFORD	REPEATER	163 e	1 CA01400AA	ADD: POWER CABLE, DC
WEST HARTFORD	REPEATER	163 f	1 X153AW	ADD: RACK MOUNT HARDWARE
WEST HARTFORD	MLC8000	164 -	1 F2979	MLC 8000
WEST HARTFORD	MLC8000	164 a	1 VA00784AA	ANALOG CONVENTIONAL VOTING COMPARATOR/GATEWAY
WEST HARTFORD	MLC8000	164 b	1 VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
WEST HARTFORD	MLC8000	164 c	1 VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
WEST HARTFORD	REPEATER	165 -	1 T7039	GTR 8000 Base Radio
WEST HARTFORD	REPEATER	165 a	1 CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2

Motorola Bill of Materials

WEST HARTFORD	REPEATER	165 b	1 X640AL	ADD: UHF R2 (435-524 MHZ)
WEST HARTFORD	REPEATER	165 c	1 CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE
WEST HARTFORD	REPEATER	165 d	1 CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWARE
WEST HARTFORD	REPEATER	165 e	1 CA01400AA	ADD: POWER CABLE, DC
WEST HARTFORD	REPEATER	165 f	1 X153AW	ADD: RACK MOUNT HARDWARE
WEST HARTFORD	DUPLEXER	166 -	1 DSBCDUP08BA	SINGLE CH DUPL/HYB COMB/RX AMP & SPLITTER, SINGLE TRAY, AC 150-174MHZ
WEST HARTFORD	VHF ANTENNA	167 -	1 DSBA4041DIN	OMNI, EXPOSED DIPOLE ARRAY, 3 DBD, 136-174 MHZ, PIM RATED (LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
WEST HARTFORD	VHF ANTENNA	168 -	1 DSL4ADMDM10P	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
WEST HARTFORD	VHF ANTENNA	169 -	2 DDN1077	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
WEST HARTFORD	VHF ANTENNA	170 -	75 DSAVA550	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
WEST HARTFORD	VHF ANTENNA	171 -	1 DSVHF50DMAPGR	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
WEST HARTFORD	VHF ANTENNA	172 -	30 DSLDF450ACABLE	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
WEST HARTFORD	VHF ANTENNA	173 -	2 DDN1090	450-470MHZ SINGLE CH DUPLEXER/RX AMP AC POWER
WEST HARTFORD	DUPLEXER	174 -	1 DSBCDUP02BA	OMNI. EXPOSED DIPOLE ARRAY, 6 DBD, 400-520 MHZ, PIM RATED
WEST HARTFORD	UHF ANTENNA	175 -	1 DSBA8067DIN	PIPE TO PIPE CLAMP, 1.5" TO 5" PIPE, SET OF 2 CLAMPS
WEST HARTFORD	UHF ANTENNA	176 -	1 DSUC1142	(LDF4-50A) 10FT-JUMPER W/TYPES 7-16 DIN-MALE & 7-16 DIN-MALE-PIM RATED
WEST HARTFORD	UHF ANTENNA	177 -	1 DSL4ADMDM10P	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
WEST HARTFORD	UHF ANTENNA	178 -	2 DDN1077	AVA5-50, COAXIAL CABLE, CORRUGATED COPPER,7/8 IN, BLACK PE JACKET
WEST HARTFORD	UHF ANTENNA	179 -	75 DSAVA550	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
WEST HARTFORD	UHF ANTENNA	180 -	1 DSVHF50DMAPGR	

Motorola Bill of Materials

WEST HARTFORD	UHF ANTENNA	181 -	30 DSLDF450ACABLE	CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
WEST HARTFORD	UHF ANTENNA	182 -	2 DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
Spares		183 -	1 DLN6897	FRU: PA VHF
Spares		184 -	1 DLN6893	FRU: XCVR VHF V2 W/OPTION CARD
Spares		185 -	1 DLN6896	FRU: PA UHF R2
Spares		186 -	1 DLN6886	FRU: XCVR UHF R2 V2 W/OPTION CARD
Spares		187 -	1 DLN6781	FRU: POWER SUPPLY
Spares		188 -	1 DLN6898	FRU: FAN MODULE
				RADIO INTERNET COMMUNICATION MODULE, 1 PORT, ADVANCED
Spares		189 -	1 DSRICMZACG	MODEL
Spares		190 -	1 ADSOUTPOST2R	RADIO CONTROLLER, VOIP, 2 PORTS, 12 VDC INPUT
Spares		191 -	1 DLN8028	FRU: GRV MAIN MODULE
Spares		192 -	1 TYN4012B	FRU: GGM 8000 LD ENH CONV GATEWAY MODULE
Spares		193 -	1 T8492	SITE ROUTER & FIREWALL- AC
Spares		193 a	1 CA03445AA	ADD: MISSION CRITICAL HARDENING
Spares		193 b	1 CA03448AA	ADD: STATEFUL FIREWALL
Spares		194 -	1 CLN1868	2930F 24-PORT SWITCH
Spares		195 -	1 T8493	EDGE & HUB ROUTER & FIREWALL - AC
Spares		195 a	1 CA03445AA	ADD: MISSION CRITICAL HARDENING
Spares		195 b	1 CA03448AA	ADD: STATEFUL FIREWALL

Optional Network Management

SUB SYS ID	SUB SYS	LIM	O	QTY	NOMENCLATURE	DESCRIPTION
UEM LITE						
HURRICANE HILL	NFM	196 -		1	SQM01SUM0286	ASTRO STANDALONE FAULT MANAGEMENT
HURRICANE HILL	NFM	196 a		1	UA00247AA	ADD: UEM LITE SESSION
HURRICANE HILL	NFM	196 b		1	CA02258AC	ADD: APPLICATION SERVER
HURRICANE HILL	NFM	196 c		1	UA00240AA	ADD: UEM LITE ENHANCED NAVIGATION
HURRICANE HILL	NFM	196 d		1	UA00256AA	ADD: UEM LITE EMAIL NOTIFICATION
HURRICANE HILL	NFM	197 -		1	T8492	SITE ROUTER & FIREWALL- AC
HURRICANE HILL	NFM	197 a		1	CA03445AA	ADD: MISSION CRITICAL HARDENING
HURRICANE HILL	NFM	197 b		1	CA03448AA	ADD: STATEFUL FIREWALL
HURRICANE HILL	NFM	198 -		1	CLN1868	2930F 24-PORT SWITCH
HURRICANE HILL	NFM	0		1	CA02635AA	ADD: Fortinet Firewall Appliance
HURRICANE HILL	SDM	199 -		1	F4544	SITE MANAGER ADVANCED
HURRICANE HILL	SDM	199 a		1	VA00873	ADD: SDM SNT FW CURR ASTRO REL
HURRICANE HILL	SDM	199 b		1	V266	ADD: 90VAC TO 260VAC PS TO SM
HURRICANE HILL	SDM	199 c		3	V592	AAD TERM BLCK & CONN WI
HURRICANE HILL	UEM CLIENT	200 -		1	TT3492	Z2 G4 MINI WORKSTATION NON RETURNABLE
HURRICANE HILL	UEM CLIENT	201 -		1	DQDELLP1917S	DELL 19" LED MONITOR
HURRICANE HILL	UEM CLIENT	202 -		1	T8407	ASTRO LITE CLIENT APPL SW 7.17
HURRICANE HILL	UEM CLIENT	203 -		1	T7885	MCAFFEE WINDOWS AV CLIENT
HURRICANE HILL	SDM	204 -		2	F4544	SITE MANAGER ADVANCED
HURRICANE HILL	SDM	204 a		2	VA00873	ADD: SDM SNT FW CURR ASTRO REL
HURRICANE HILL	SDM	204 b		2	V266	ADD: 90VAC TO 260VAC PS TO SM
HURRICANE HILL	SDM	204 c		6	V592	AAD TERM BLCK & CONN WI
CRAFT HILL	SDM	205 -		1	F4544	SITE MANAGER ADVANCED
CRAFT HILL	SDM	205 a		1	VA00873	ADD: SDM SNT FW CURR ASTRO REL
CRAFT HILL	SDM	205 b		1	V266	ADD: 90VAC TO 260VAC PS TO SM
CRAFT HILL	SDM	205 c		3	V592	AAD TERM BLCK & CONN WI

Optional Network Management

TAFTSVILLE	SDM	206 -	1 F4544	SITE MANAGER ADVANCED
TAFTSVILLE	SDM	206 a	1 VA00873	ADD: SDM SNT FW CURR ASTRO REL
TAFTSVILLE	SDM	206 b	1 V266	ADD: 90VAC TO 260VAC PS TO SM
TAFTSVILLE	SDM	206 c	3 V592	AAD TERM BLCK & CONN WI
NORWICH DPW	SDM	207 -	1 F4544	SITE MANAGER ADVANCED
NORWICH DPW	SDM	207 a	1 VA00873	ADD: SDM SNT FW CURR ASTRO REL
NORWICH DPW	SDM	207 b	1 V266	ADD: 90VAC TO 260VAC PS TO SM
NORWICH DPW	SDM	207 c	3 V592	AAD TERM BLCK & CONN WI
WEST HARTFORD	SDM	208 -	1 F4544	SITE MANAGER ADVANCED
WEST HARTFORD	SDM	208 a	1 VA00873	ADD: SDM SNT FW CURR ASTRO REL
WEST HARTFORD	SDM	208 b	1 V266	ADD: 90VAC TO 260VAC PS TO SM
WEST HARTFORD	SDM	208 c	3 V592	AAD TERM BLCK & CONN WI
MCN SERVER				
HURRICANE HILL		209 -	1 DDN1289	MCN SERVER 8000 SW LIC FOR 4 MOTOROLA IP
HURRICANE HILL		210 -	1 TT3492	COMPARATORS & 4 CLIENTS
HURRICANE HILL		211 -	1 DQDELLP1917S	Z2 G4 MINI WORKSTATION NON RETURNABLE
HURRICANE HILL		212 -	1 T7885	DELL 19" LED MONITOR
HURRICANE HILL		213 -	1 DSF2B56AA	MCAFFEE WINDOWS AV CLIENT
HURRICANE HILL		214 -	1 GMDN3738A	USB EXTERNAL DVD DRIVE
				OPEN SHELF KIT



Scott D. Cooney
Phil Kasten
Hartford Fire Department
812 VA Cutoff Road
White River Jct, VT 05001

12/12/2020

Chiefs,

This letter is a followup to our post-bid meeting. You requested revised pricing to separate the West Hartford site and to identify all upfront and recurring costs from third parties such as the Tower rent, Consolidated Communications fees, etc.. Having the Additional 5th Site in West Hartford will definitely benefit police officers on Handheld portables radios. Building that site is still recommended however at this time the ideal location has not been identified.

If you have any questions, please do not hesitate to call.

Sincerely,

Todd W. Goad
General Manager - Burlington Communications

4735 Williston Road, Ste 30.
Williston, VT 05495
802-862-7092 Office
802-373-9231 Cell

Todd.Goad@BurlingtonCommunications.com

PRICING SUMMARY – SEE ITEMIZED QUOTE FOR DETAILS

4 SITE – CORE SYSTEM (HURRICANE HILL, NORWICH, CRAFTS HILL, TAFTSVILLE)

Motorola Equipment Costs for 4 Sites: \$357,245

Non-Motorola Equipment Costs: \$87,220

Installation Services: \$180,220

Total Cost for 4 Site System = \$624,685

OPTIONS

Network Monitoring and Alarms: \$125,925

EOC Laptop Console: \$12,145

5th Site in West Hartford: \$134,205

ESTIMATED UPFRONT AND RECURRING COSTS

Initial – Upfront Costs from Other Vendors: \$27,647

Total Cost from All Vendors and All Recommended Options = \$924,607

Estimated Recurring Costs - Annually - Invoiced by Others: \$49,382



Burlington Communications
4735 Williston Rd. Ste 30
Williston, VT 05495

Phone 802-862-7092
Fax

QUOTE

Quote # BCSQ9197
Date 11/09/20
Sales Rep. Todd

Quote To:

Town of Hartford
 Scott Cooney
 812 VA Cutoff Rd
 White River Junction, VT 05001

Ship To:

Town of Hartford
 Scott Cooney
 812 VA Cutoff Rd
 White River Junction, VT 05001

Quote for a Motorola 4 Site Simulcast System - UHF P25 for Police and VHF Analog for Fire With Optional 5th Site

Ln #	Qty	Description	Unit Price	Ext. Price
1		Motorola Simulcast Equipment for Police and Fire for 4 Sites (Refer to Bill of Materials)		
2	1	Motorola Repeaters Network Equipment, GPS Equipment, Power Distribution and Antenna Systems	\$357,245.00	\$357,245.00
3		SubTotal		\$357,245.00
4				
5		Additional Equipment Required at Sites		
6	1	Misc Installation Parts	\$1,500.00	\$1,500.00
7	1	Cambium PTP670 4 Ghz Microwave Hop	\$17,500.00	\$17,500.00
8	3	One year of ScoutCare Tier 1 services, including Software Maintenance, Remote Support, and Training. This support contract runs from 12/1/2020 to 12/30/2023.	\$9,640.00	\$28,920.00
9	1	Shipping and Freight	\$7,500.00	\$7,500.00
10	2	Generator - Kohler 24RCL, Transfer Switch, Block Heater, and Install	\$15,900.00	\$31,800.00
11		SubTotal		\$87,220.00
12				
13		Services for Sites 1-4 - Hurricane, Norwich, Crafts, Taftsville		
14	1	Equipment Staging	\$12,160.00	\$12,160.00
15	4	Electrical Contractor (Each Site Requires an electrician to run 2 60 Amp feeds)	\$1,750.00	\$7,000.00
16	4	Tower Subcontractor for New Antenna System Installations	\$12,500.00	\$50,000.00
17	1	Motorola Field Support Services	\$24,000.00	\$24,000.00
18	2	Pre Installation Site Interference tests at Cell Sites	\$15,000.00	\$30,000.00
19	1	Project Management	\$15,200.00	\$15,200.00
20	1	Installation and Optimization	\$36,480.00	\$36,480.00
21	1	FCC Licensing	\$1,500.00	\$1,500.00
22	1	Coverage Testing	\$2,280.00	\$2,280.00
23	2	Electrical Contractor	\$800.00	\$1,600.00
24		SubTotal		\$180,220.00

Ln #	Qty	Description	Unit Price	Ext. Price
25				
26		Running SubTotal Of Core 4 Site System		\$624,685.00
27				
28		Optional Network Monitoring and Alarms		
29	1	Motorola Repeaters Network Equipment, GPS Equipment, Power Distribution and Antenna Systems	\$118,425.00	\$118,425.00
30	1	Installation	\$7,500.00	\$7,500.00
31		SubTotal		\$125,925.00
32				
33		Optional Full Featured Laptop Software and Accessories for EOC		
34	1	Scout EX Console - Tier 1 Scout Enterprise Console Package	\$10,795.00	\$10,795.00
35	1	Avtec USB PTT Desk Microphone, Scout Software Media Workstation	\$555.30	\$555.30
36	1	Avtec USB Dual Speaker Kit, Scout Software Media Workstation	\$727.20	\$727.20
37	1	10 Port USB Hub, USB3.0	\$67.50	\$67.50
38		SubTotal		\$12,145.00
39				
40		West Hartford Site		
41	1	Motorola Repeaters Network Equipment, GPS Equipment, Power Distribution and Antenna Systems	\$58,205.00	\$58,205.00
42	1	Misc Installation Parts	\$300.00	\$300.00
43	1	Weatherproof outdoor electronics enclosure with climate-control	\$9,500.00	\$9,500.00
44	1	Generator - Kohler 24RCL, Transfer Switch, Block Heater, and Install	\$15,900.00	\$15,900.00
45	1	Rohn 25 G Tower	\$7,750.00	\$7,750.00
46	1	Civil Work - Excavation and Foundation	\$14,500.00	\$14,500.00
47	1	Shipping and Freight	\$2,500.00	\$2,500.00
48	1	Equipment Staging	\$3,040.00	\$3,040.00
49	1	Electrical Contractor (Each Site Requires an electrician to run 2 60 Amp feeds)	\$1,750.00	\$1,750.00
50	1	Tower work	\$2,100.00	\$2,100.00
51	1	Motorola Field Support Services	\$5,000.00	\$5,000.00
52	1	Project Management	\$3,040.00	\$3,040.00
53	1	Installation and Optimization	\$9,120.00	\$9,120.00
54	1	Coverage Testing	\$1,500.00	\$1,500.00
55		SubTotal of West Hartford Site		\$134,205.00
56				
57		Running SubTotal of ALL 5 Sites with Network Monitoring		\$896,960.00
58				
59		Initial - ONE TIME Costs Billed by Other Vendors		
60	3	Generator Alarm Setup Fee	\$499.00	\$1,497.00
61	3	Propane (No Charge for Install Per Dead River) - Fuel Estimate	\$250.00	\$750.00
62	3	Consolidated ELAN Installations	\$1,800.00	\$5,400.00
63	1	Site Collocation Fees	\$4,500.00	\$4,500.00

Ln #	Qty	Description	Unit Price	Ext. Price
64	1	Building permit	\$500.00	\$500.00
65	1	Contingency for Third Party Vendors - Contractors, Tower Owners	\$15,000.00	\$15,000.00
66		SubTotal		\$27,647.00
67		Running SubTotal		\$924,607.00
68				
69		Estimated Recurring Costs - Annually - Invoiced by Others		
70	12	Monthly ELAN Circuits from Consolidated - Billed Through Hanover	\$170.00	\$2,040.00
71	12	Monthly Site Leases - Recurring	\$1,650.00	\$19,800.00
72	1	Annual Maintenance contract Invoiced by Motorola	\$25,592.00	\$25,592.00
73	1	Annual Propane	\$150.00	\$150.00
74	3	Generator Maintenance and Monthly Alarm Service	\$480.00	\$1,440.00
75	3	Annual Generator Alarm Service	\$120.00	\$360.00
76		SubTotal		\$49,382.00

Sites:

Hurricane Hill
Taftsville
Crafts Hill
Norwich DPW

Optional - West Hartford

System Will Require Consolidated ELAN Circuit at each site.
Town Responsible for any Permitting

25% Upfront Payment Required
50% upon Arrival of Equipment.
25% upon Completion

PRICES SUBJECT TO CHANGE AFTER 60 DAYS.

Town of Hartford, VT

Request for Proposal

Public Safety Communications Systems Upgrades

The purpose of this document is to provide interested parties with information to enable them to prepare and submit a proposal for a wide area simulcast radio communications system.

September 4, 2020



RFP Due Date
4:00 P.M. Eastern Time
September 25, 2020

Table of Contents

1	INTRODUCTION.....	3
1.0	Project Background and Information.....	3
1.1	Summary Scope of Services.....	3
1.2	Criteria for Proposal Acceptance.....	4
1.3	RFP Schedule, Site Visits and Written Questions.....	4
1.5	Project Management.....	4
2	REQUIRED FORMAT AND CONTENTS OF PROPOSALS.....	5
2.1	Cover Letter.....	5
2.2	Qualifications and Experience.....	5
2.3	Proposed Fees.....	5
3	CONTRACTING PROCEDURE.....	6
3.1	The Agreement.....	6
4	SCOPE OF WORK.....	6
4.1	Proposed Transmitter Sites.....	6
4.2	RF Simulcast System.....	7
4.2.1	<u>Antenna and Feeder System</u>	7
4.2.2	<u>Backup Power</u>	7
4.2.3	<u>FCC Licensing</u>	8
4.2.4	<u>Physical and Functional Interface Requirements</u>	8
4.2.5	<u>Coverage Analysis</u>	8
4.2.6	<u>Equipment Requirements</u>	8
5	REMOTE ALARM MANAGEMENT SYSTEM.....	9
6	INSTALLATION REQUIREMENTS.....	
6.1	General Requirements.....	10
6.2	Safety.....	10
6.3	RF Stations.....	10
6.4	Simulcast Alignment.....	11
6.5	Transmission Line Grounding and Lightning Protection.....	11
6.6	Grounding System.....	11
6.7	Equipment and System Acceptance Testing.....	12
6.8	System Cutover.....	12
7	WARRANTY AND MAINTENANCE.....	12
7.1	Requirements.....	13
7.1.1	General Maintenance Requirements.....	13
8	PRICING.....	13

1 INTRODUCTION

You are invited to submit a proposal as described by this Request for Proposal [RFP], and in accordance with the Town of Hartford, VT. General Terms and Conditions for the purchase of the proposed land mobile radio equipment and services.

This specification is intended to provide the basis for the design, fabrication and delivery of a VHF Analog simulcast system for the Fire Department and a UHF P25 Digital simulcast system for the Police Department. Purchase of this equipment will be from a single vendor who shall furnish all equipment and services related to the installation and optimization of the system.

The successful proposer will assume complete responsibility for equipment and system acceptance tests of systems equipment provided under this specification. All RFP responses shall address the entire system, to ensure a complete system, and that nothing remains to be purchased by the Town of Hartford with the exception of Securing any Site Leases, Permits, or Network Connectivity to any new sites.

1.1 **Summary Scope of Services**

The Town of Hartford is issuing this RFP to upgrade the existing RF systems as described below. The proposed network is comprised of several systems as follows:

Hartford Fire Dispatch

- Supply and install VHF transmitter/Receiver simulcast System. It is estimated that at least 6 sites are required.

Hartford PD and Norwich PD

- Supply and install UHF transmitter/Receiver simulcast System. It is estimated that at least 6 sites are required.

Connectivity Requirements

- Use of existing Consolidated ELAN Circuits at Existing Sites
- Addition of and New Consolidated ELAN (IP) Circuits at any New Sites
- Addition of any Microwave Hops for any New Sites
- Provide Remote Maintenance capabilities

1.2 Criteria for Proposal Acceptance

The contract resulting from the RFP process will be awarded only to responsible prospective contractors. In order to qualify as responsible, a Proposer must be able to demonstrate that they can meet the following criteria in providing the services contemplated:

- 1. Have the adequate technical resources for performance or have the ability to obtain such resources as required.
- 2. Have the necessary experience, organization and technical skill to provide required services proposed to be supplied in the proposal.
- 3. Provide at least three references for similar projects.
- 4. Capable of meeting the Town’s schedule for completion of this project.

1.3 Proposal Questions

All technical questions relating to this request for proposals shall be presented in writing (email preferred; note that electronic communications are legally binding documents) to:

Mr. Scott D. Cooney
Fire Chief

Hartford Fire Department
812 VA Cutoff Road
White River Jct, VT 05001
scooney@hartford-vt.org
802-295-3232

RFP Schedule, and Written Questions

RFP Issued to Proposers.....	September 4, 2020
Deadline for Submission of initial Pre-Proposal Questions.....	September 11 , 2020
Final Deadline to Submit Questions.....	September 18, 2020
Proposal Due Date.....	September 25 – 4:00PM
Proposal Evaluation & Vendor Selection.....	October 2, 2020
Contract Negotiation and Award.....	October 9, 2020

1.4

RFP Submission Address:

Town of Hartford
Public Safety Radio System -RFP
171 Bridge Street
White River Junction, VT 05001

1.5 Project Management

The winning proposer will provide a project manager. This person will serve as the single point of contact between the Town of Hartford's Representative for this project and the organization that is awarded this contract.

For the duration of the implementation and acceptance periods, the project manager will insure the Town receives full support from product engineers and technical representatives, including product systems consultants, radio technicians and subcontractors during all project phases, including but not limited to; the design, build, delivery, install, optimization, acceptance and coverage testing, product familiarization/training, migration/transition to the new system, and warranty/post warranty support. Each phase should be described in detail by the proposer in the statement of work.

2 REQUIRED FORMAT AND CONTENTS OF PROPOSALS

Proposals must contain the following information set forth below:

2.1 Cover Letter

Respondents must include a cover letter transmitting the proposal to the Town, signed by an official authorized to contract for the firm. The letter must contain the name, title, address, telephone number and email of the firm's contact person for the Proposal. The letter shall contain a statement that the respondent understands and agrees with the scope of work and accepts all other requirements and terms and conditions of the RFP.

2.2 Qualifications and Experience

1. Provide a brief history of the firm and state the firm's mission. State the name of the division or department of the firm that will be responsible for this project and provide the history and mission of the division or department. Describe the firm's local office(s) (office that will administer this project), including number of employees and the makeup of the staff assigned to these offices.
2. Provide a narrative on how your proposed solution and approach specifically addresses the Town of Hartford's stated goals and objectives.
3. Provide a narrative description of your familiarity with, and prior experience in the provision and installation of the proposed equipment. Specifically discuss the simulcast component of the project,
4. Describe what type of support from manufacturers or equipment providers are provided to your organization and their responsibility in assisting in resolving technical issues.
5. Provide a statement as to whether your firm is capable of providing all the services under the Scope of Services of this RFP without subcontracting. If subcontracting is proposed, please provide information regarding the proposed subcontractor.
6. Provide a list of specific exceptions to the RFP requirements, or other items in the RFP document. All exceptions shall be grouped together in its own response section. Items not on the list will be interpreted as the Vendor's acceptance of the RFP specifications and requirements.
7. Diagrams, drawings, system planners, product specifications sheets, or other documentation relevant to equipment and services provided.

2.3 Proposed Fees

Respondents to this RFP must provide proposed material, project management and other service costs.

Respondents may provide alternative proposals as long as they are in addition to the RFP requirements and clearly indicate that it is an alternative.

Clearly state and provide any fixed or recurring costs for any items that will be the responsibility of the Town of Hartford.

During negotiations, Contractor or the Town may suggest that tasks be added, deleted, expanded or reduced, thereby modifying the total maximum. The Town may desire to contract for some, but not all tasks at this time, depending on time constraints or budgetary limitations.

In addition, the Town may also authorize in writing additional work to be performed, which was not specifically called for in the RFP or the final Agreement, based on a simple hourly rate(s), if a proposed estimated fee is not feasible or desired. Once the agreed upon hourly rates have expired (they must be held firm for at least 12 months from execution of an Agreement), Contractor must request approval by Town of new rates. These new rates will only take effect upon written acknowledgement by the Hartford's representative for this project.

3 CONTRACTING PROCEDURE

3.1 As a result of review and evaluation of any proposals received in response to this RFP and any other information, which may be obtained by the Town of Hartford, the Town may prepare and offer an agreement to the successful Contractor. The Agreement will incorporate the following:

1. The Hartford agreement form, which will briefly state the purpose of the agreement, contain the final fee structure and any refinements agreed to in the Scope of Services.
2. A Purchase from the Town of Hartford
3. This RFP.
4. Reference to pertinent portions of the Proposal submitted by Contractor.

If Contractor and the Town are unable to arrive promptly at a completed agreement within an acceptable period of time as determined by the Town in its sole discretion after the initial offer to Contractor, the Town reserves the right to rescind the offer at any time.

The Town reserves the right to accept or reject any or all proposals, or parts thereof in the best interest of the Town.

4 SCOPE OF WORK

This section addresses the technical requirements of the project. The Proposer shall provide a cost-effective solution to the Town of Hartford for the upgrade of the VHF/UHF RF networks. Vendor proposal shall meet the technical criteria as specified in this section.

Proposed equipment specifications should comply with the stated requirements. However, if there is any disparity, the proposer shall explain how the equipment satisfies the intent of the particular requirement and how the end objective will be met. In all cases, the Town of Hartford reserves the right to enforce the stated requirements. In addition, the Proposer may be required to demonstrate compliance with any requirement.

A Site List is provided in Table 1. Please note that these site details are provided for information only and do not represent a system design but a guideline for vendors to understand the system requirements. Vendors are required to provide in their proposal system diagrams based on equipment provided as well as their interconnections. The Number

of Sites is estimated at 6 however proposers are required to provide engineering supporting their design with more or less Sites if required.

4.1 Proposed Transmitter Sites

This section describes the existing and potential sites selected for the simulcast systems.

Table-1 – Site Information Matrix

	Dispatch	Norwich	Hurricane	Hayes	Quechee	FAA	Pine Street	Crafts	Taftsville	Sharon	Clay Hill
Lat	43° 39' 11.1"	43° 44' 7.1"	43° 39' 6.1"	43° 40' 46.3"	43° 39' 49.2"	43° 38' 48.8"	43° 39' 11.9"	43° 39' 13.6"	43° 38' 29.58'	43° 46' 28.8'	
Long	72° 20' 43.6	72° 18' 48.7	72° 22' 12.6	72° 12' 58.3	72° 26' 52.2	72° 21' 47.0	72° 19' 05.1	72° 17' 42.6	72° 27' 28.23'	72° 23' 53.9'	
Tower Status	Roof	SS	Guyed	Guyed	Roof	SS	Roof	Guyed	SS	Guyed	
Height	20 ft	180 ft	120 ft	35 Ft	25 Ft	40 Ft	30 Ft	TBD	100	TBD	TBD
Height Available	20 ft	160 ft	100 ft	35 Ft	25 Ft	40 ft	30 Ft	TBD	TBD	TBD	TBD
Connect	NEW ELAN Rqd	Existing ELAN	Existing ELAN	Existing ELAN	Existing ELAN	New Mwav Rqd	Existing ELAN	New Mwav Rqd	NEW ELAN Rqd	NEW ELAN Rqd	NEW ELAN Rqd
Generator	Yes	Yes	Yes	Yes	No	No	No	TBD	TBD	TBD	TBD

4.2 RF Simulcast System

To provide the required radio coverage, the communications system shall be configured with the appropriate transmitter sites that shall operate in the simulcast mode. The proposer shall provide highly specialized equipment to control transmitter frequency and synchronization throughout system. The simulcast radio system paths are via the existing Consolidated Communications ELAN or new Microwave. The upgrade of the two systems is comprised of the following:

SYSTEM	MODULATION	QUANTITY	FREQUENCY BAND
Hartford FD	Analog [P25 capable]	Estimated 6 Repeaters	VHF
Hartford PD	P25 Digital	Estimated 6 Repeaters	UHF

The simulcast network and equipment shall include the following equipment and services:

- Complete system design
- VHF and UHF simulcast repeaters
- Synchronization equipment
- Interface to existing network voice channels – consoles
- Additional Base Stations at Dispatch if Required
- Antenna and feed systems
- Alarms
- Project management
- Installation and programming
- Testing
- FCC Licensing
- Documentation including As-Built Drawings

4.2.1 **Antenna and Feeder System**

An antenna system shall be provided at each RF site. The proposed antenna system must be designed to provide the required coverage and to maintain existing co-channel separation.

The transmission line and lightning protection shall be provided. The Proposer shall include with their response the antenna type, lightning protection, antenna heights [tip], antenna mount type, antenna side arm type and length, and antenna orientations.

Antenna gain selection/power output requirements shall conform to the ERPs authorized on the FCC licenses.

4.2.2 **Backup Power**

The vendor shall provide UPS or battery Backup power for all equipment for each site. For sites with generators, the UPS shall be sized for 15-minutes of backup. For non-generator sites, the UPS shall be sized for 4-hours of backup. The vendor shall submit in their proposal the calculations in determining the UPS load, including RF equipment duty cycles.

4.2.3 **FCC License Information**

Licensing for any New Sites is a requirement of this project. The Selected Vendor will be responsible for all FCC License changes. Police Frequency Repeater Transmit is 453.900 MHZ Receive 458.900 MHZ NAC Code 649
Fire Repeater Transmit Frequency is 155.6325 Mhz and Receive 159.225 Mhz PL code 192.8

Existing License are;

Norwich PD / Hartford PD	WQHL501
Hartford FD	KCR923

The vendor is responsible to ensure that license technical requirements are met in their system design.

4.2.4 **Physical and Functional Interface Requirements**

The vendor is responsible for the physical interface [connectors, terminal strips, punchblocks, etc.] for network, audio and control between the new equipment and the proposed simulcast repeaters and to the existing Avtec Dispatch Console.

The successful contractor shall be responsible for the functional interface between the equipment and the proposed simulcast repeaters. It is the vendor's responsibility to confirm interface compatibility between equipment types.

The functional interface is expected to include, at a minimum, the following:

- Provisioning of IP/Ethernet/LAN equipment
- Adjustments of the input signal level to/from the audio distribution network
- Adjustments of the output signal level from the base station controllers
- Verification of the necessary transmit station tone control format and timing
- Adjustments of the level and duration of the output signal from the base station controller

- Unit ID and Emergency Capability (P25 for Police and MDC Signaling for Fire)

4.2.5 **Coverage Analysis**

It is the intent of this specification to provide for in-street coverage for handheld portable radios based on the selected sites. The Town's goals are as follows:

- Mobile coverage at 95% / DAQ-3.4 within Coverage Area
- In-street coverage to the hand-held portable at hip level at 95% / DAQ-3.4 Within Coverage Area
- Coverage Area is Defined as Town Lines for Hartford, West Hartford, Wilder, Quechee and Norwich.

The Town of Hartford has listed potential sites for radio coverage however vendors are required to provide coverage maps. The Contractor shall include the additive effects of joint probability when deriving their computer projected composite coverage that considers simulcast time-delay interference zones. Maps depicting offset time-delay zones shall be provided and shall portray those areas of degraded communications.

A description of how the Contractor calculated the coverage shall be included in the response. List the coverage model(s) used (for example - Okumura, Longley-Rice, etc.) and describe the methodology and parameters for calculation of the simulcast interference zones TDI)

The town recognizes that 100 percent coverage is not achievable however the Maps shall clearly indicate where the system will not achieve the desired Quality level.

4.2.6 **Equipment Requirements**

Delineated herein are the technical requirements for the major equipment items that comprise site connectivity. Equipment and hardware including wiring, connectors, cabling, fuses, circuit breakers, brackets, fasteners, power supplies, converters or conditioners, and other items which are necessary to provide a complete and fully functioning system shall also be furnished by the Vendor. The Vendor's equipment list shall contain this interface equipment and be indicated as required for interfacing to the proposed radio system.

All equipment furnished by the Vendor shall be new, meet the requirements of this specification and the manufacturers' published specifications, comply with all Federal, Town of Hartford, and local laws, rules, regulations, and ordinances, be in operable condition at the time of delivery, be finished (painted or surface treated in accordance with manufacturers' standard practices), reflect high quality workmanship throughout, and be suitable for the intended purposes delineated herein.

The equipment shall be designed and manufactured for continuous duty operation in a fixed station application, be of all solid-state design, and have an expected operational service life of at least 10 years with proper maintenance and service.

General Requirements

Unless otherwise modified herein, materials, design and construction procedures shall be in accordance with the following codes as well as all federal, Town of Hartford and local building codes.

Installation of all electrical equipment, power distribution, lighting and outlet assemblies, alarm and grounding systems, including associated wire ways, and wiring, shall comply with the most recent edition of the National Electrical Code (NEC), National Fire Protection Association (NFPA), and Occupational Safety and Health Administration (OSHA).

All electrical equipment and devices shall be listed, approved, or certified by Underwriters Laboratories (UL).

All microwave radio equipment and microwave path design and construction shall comply with the latest editions of the following rules, regulations, and specifications:

- Federal Communications Commission (FCC):
- American National Standards Institute (ANSI) standards:
- TIA/EIA

- TIA/EIA 222-G – Structural Standards for Steel Antenna Towers and Antenna Supporting Structures
- RS-252-A – Standard Microwave Transmissions Systems
- TSB-10-F – Interference Criteria for Microwave systems
- EIA-195 (revision C) – Electrical and Mechanical Characteristics for Terrestrial Microwave Relay System Antennas and Passive Reflectors
- EIA- 210 – Terminating and Signaling Equipment for Microwave Communications Systems
- EIA-310 – Racks, Panels, and Associated Equipment

Electromagnetic Interference: Shielding and filtering shall be provided to prevent interference from, or to, other radio frequency equipment installed near or in the vicinity of the proposed equipment. The equipment shall meet or exceed spurious frequency emissions, conducted or radiated, as outlined in Part 15 of the FCC Rules and Regulations, Subpart J, Class B Computing Devices. Equipment shall be operationally compatible with the following types of equipment located adjacent to the microwave radio:

- FDM-FM DTL Channel Equipment
- VHF Base/Mobile Stations
- UHF Base/Mobile Stations
- VHF/UHF Hand-held Radios
- DC Power Systems

All equipment shall operate within the full specification requirements over a temperature range of -22° C to 55° C with up to 95% humidity at 50° C (non-condensing). Equipment mounted within a shelter shall meet or exceed this requirement to accommodate operation during environmental control system failure.

5 REMOTE ALARM MANAGEMENT SYSTEM

The vendor shall provide a Remote Alarm Management System [RAMS], or network management tool, that monitors various system components or equipment alarm/surveillance points.

The RAMS should provide a call management environment at remote sites. When an alarm occurs, the RAMS will transmit an alert call message to Hartford Dispatch via email or SMS.

The Vendor shall identify and discuss in their proposal the proposed equipment and software resources needed to accomplish this function.

The key alarm points or equipment to be managed includes:

- Microwave RF and Multiplex Equipment
- RF Repeaters
- Simulcast and Voting equipment
- Site AC power, UPS Notification

6 INSTALLATION REQUIREMENTS

All existing radio communications systems shall remain fully operational during installation of the new equipment and until the Town of Hartford provides final acceptance. Because existing systems support public safety operations, interruptions in service due to Contractor or contractor activities are not acceptable. If interruptions in service are deemed necessary by the Contractor to be unavoidable, then written notification detailing the nature and duration of such interruptions shall be provided to The Town of Hartford for review and approval.

All installation work performed shall be in accordance with laws and regulations of the U.S. Dept. of Labor, and the Town of Hartford policies. Radio Technicians shall have a valid Federal Communications Commission General Radiotelephone Operators License or its approved equivalent.

The Vendor shall provide all the necessary personnel, tools, equipment and transportation for the successful delivery and installation of all equipment provided.

6.1 General Requirements

The Vendor will be required to begin installation according to the approved schedule for material delivery to the installing Vendor location. The Vendor shall ensure that all material and components are delivered to the proposed sites and according to the approved schedule.

The Vendor is responsible and shall provide all the hardware and supplies necessary for the proper and complete installation of the radio equipment, this includes bolts, clamps, wire wraps and other hardware, as required.

Provisioning, optimization, troubleshooting, and adjustment of each subsystem shall be the Vendors responsibility Any equipment or parts required to provide a complete and operational system, and not specifically mentioned herein, shall be provided by the Vendor without any claim for additional payment. It shall be understood that the proposed contract and agreement contemplates and requires a 'turnkey' construction and installation of a completely operational communications system that meets the standards of the Town.

Notwithstanding the details presented in these specifications, it is the responsibility of the Vendor's Project Manager to verify the correctness of the material lists and suitability of devices proposed to meet the intent of the specifications. The Vendor shall be responsible for providing or arranging for all parts necessary for the equipment and its installation up to and including final system acceptance.

The Vendor shall disconnect legacy equipment after the network has been accepted after the Town has authorized the Vendor in writing to do so. The Vendor shall remove all legacy radio and control equipment to include antennas and transmission lines and ensure that the area is clean.

6.2 Safety

The Contractor shall be required to provide a Certificate of Insurance indicating the coverage limits as outlined by the Town. The Contractor shall bear responsibility for the safety of its workers and all others during the installation phase.

All employees of the Vendor who work for the Town shall be instructed in and be familiar with safety rules and regulations applicable to the nature of the work being performed under this contract. The Vendor shall have sole responsibility to see that its employees are so informed and that they follow requisite safety practices.

All applicable OSHA rules and requirements shall be rigorously complied with, as well as applicable FCC and FAA requirements including RF exposure guidelines. For antenna installations, under no circumstances shall an individual be allowed to work alone. It is crucial and imperative that all current OSHA fall protection rules are followed. This includes but is not limited to "full body harness" and 100% "TIE OFF". Contractor employees found not following all OSHA rules and directives will be ordered from the job site by the Town.

6.3 RF Stations

For RF equipment installed at fixed sites, upon completion of staging the equipment, the Contractor shall deliver and, install the equipment at the sites.

Equipment and physical facilities shall be installed in a neat and professional manner, employing the highest standard of workmanship and in compliance with applicable standards.

All sites shall be left in a neat, presentable condition throughout the installation phase of the project. All rubbish, temporary structures, and equipment generated or used by the Contractor shall be removed after completion of the work, and prior to acceptance.

Racks shall be designed and installed to provide easy access to equipment controls and connection points.

All equipment racks shall be securely mounted to the floor. If necessary, racks shall be bolted together or braced from the ceiling to prevent swaying or being dislodged. Racks shall be isolated from floors and ceilings using suitable insulators, insulating plates, washers and sleeves.

Equipment racks shall be placed to allow a minimum of 30 inches access front and back, unless all connection and maintenance points are in the front. Under no conditions shall an equipment rack need to be moved for maintenance after installation.

6.4 Simulcast Alignment

Parameters for simulcast alignment shall be determined by the contractor in order to meet coverage requirements.

Simulcast system alignment procedures shall be straightforward and logical. After the system is initially aligned and accepted, there shall be procedures and alignment test facilities in place to allow routine verification of system alignment and equalization. There shall further be procedures and alignment equipment and facilities in place to allow realignment and re equalization of the system under extraordinary situations such as replacement or repair of system components.

Routine verification of system alignment shall be possible using a single maintenance technician, preferably at a single location. Vendors shall describe equipment capabilities in their response.

A simulcast system shall be designed so that, once aligned, it shall remain aligned and shall not need routine realignment.

6.5 *Transmission Line Grounding and Lightning Protection*

Where shelters use a single point ground system, RF and ancillary equipment supplied shall be grounded to the single point ground system. All grounding interconnections shall be made by using #2 AWG solid copper wires.

The ground points shall be made by using copper ground straps from the same manufacturer as that supplying the transmission line and in accordance with the manufacturer's installation practices. No grounding to tower cross braces is allowed only direct conductor to ground. Braided ground straps are not acceptable.

Cuts made in the outer jacket of the transmission line to install the ground straps shall be thoroughly sealed with a water-resistant tape (no vinyl tape) or compound. Ground connections to galvanized tower legs shall be made with transition clamps thereby reducing the oxidation effect of dissimilar metals.

6.6 *Grounding System*

All equipment that can be electrically grounded without impairing performance shall be grounded. This shall include all metal conduit trays, racks, chassis, shelves, antennas, and transmission lines in accordance with this RFP.

The primary grounding system at each site is the responsibility of the existing site owner and is presumed to be in good order. The Contractor shall inspect the grounding system at all sites. If deficiencies are noted, the Contractor shall provide a written report delineating the deficiencies on a site-by-site basis.

The Contractor shall furnish and install any additional required grounding and bonding conductors, connections, ground bars, etc. and make connections to the proposed communications equipment specified in this RFP, including the communications centers. The conductors shall be No. 2 AWG solid copper wire or larger. Bonding conductors shall be used to bond the various pieces of equipment, conduit, trays, etc. together.

At any site at which building structural members are used for grounds, connections to those main structural steel members shall be made with exothermic "Cadweld", Burndy press or equivalent type connectors. Any paint or fire-retardant material shall be scraped away down to bare metal (for good metal contact) before applying the connector. Surface preparation recommendations of the manufacturer of the exothermic welding process to be used shall be followed.

All connections to equipment room or shelter ground halos shall be made as straight as possible with a minimum number of bends. The minimum bending radius of any ground wire shall be one foot.

Grounding of Radio Equipment Cabinets, Racks, and associated Cable Trays shall conform to the latest version of the Lightning Protection Institute LPI-175 and LPI-176 codes.

6.7 *Equipment and System Acceptance Testing*

Prior to installation at the sites, the contractor shall stage the equipment to ensure all equipment is properly connected, provisioned, and operational prior to delivery at the sites.

The Acceptance Testing for all systems shall consist of a series of tests, inspections, and verifications that are defined in this section. The ATP shall cover all field-testing procedures and which inspections shall be made in order to show Vendor compliance to the specifications as well as define each and every required sub-system interface. The Town's representative and the Vendor's representative shall conduct these tests and inspections as defined.

Test Methods are defined as follows:

- **Test:** Verification based upon measurements (e.g. RSL and BER tests, transmitter output, sensitivity, signal levels, etc.)
- **Inspection:** Verification based upon visual review or physical measurement (e.g. equipment racks, grounding, antenna mounting frequency selection, volume, etc.)
- **Demonstration:** Non-instrumented verification of a response given a stimulus (e.g. voice-quality testing, battery chargers, proper receiver voting, etc.)

At minimum, the tests and inspections listed below shall be performed. Final Acceptance of each individual transmitter shall include, but not be limited to, the following list of tests and inspections. The results of the tests and the associated punch list of outstanding items to be compiled or re-tested shall be signed by both parties and forwarded to The Town of Hartford for review and acceptance.

Radio System

- Transmit frequency and deviation
- Transmit output and reflected power
- Receiver threshold sensitivity
- Alarm function
- Adjustment of control line levels to proper levels
- Simulcast optimization
 - Proper setting of audio phase delays
 - Proper setting of audio amplitude levels
 - Proper operation of frequency standard
- Coverage Area Reliability Testing, (Full Foliage)

6.8 **System Cutover**

The Vendor is to describe in their RFP response a cutover plan. This plan shall include a chronological chart with the tasks to be accomplished and the time for achievement of each task shown. A smooth operational transition from the existing systems to the replacement system is the goal. Key elements will be how active dispatching and fire alerting will be supported throughout implementation.

The detailed cutover plan shall include a narrative description of the sequential cutover steps and a clear delineation of which tasks are the responsibility of the Vendor and which tasks is the responsibility of the Town. Please describe any additional or temporary equipment that may be required to accomplish the transition.

7 **WARRANTY AND MAINTENANCE**

Vendors shall include in their response the cost for providing [3] three-year labor and parts warranty period maintenance plus an optional fourth- and fifth-year parts and labor contract maintenance separately for proposed equipment.

The additional two-year contract maintenance period shall begin on the date that the warranty period maintenance expires. During this period, the maintenance requirements and conditions shall be identical to the warranty period maintenance described in this warranty maintenance section.

The Proposer shall include a list of recommended spare parts with the cost proposal. This list shall include quantity and unit prices.

7.1 **Warranty Requirements**

The Proposer shall warrant all equipment, software and installation work for a minimum of three (3) years after system acceptance. Warranty shall include all parts, labor and travel necessary to return the equipment to its original working condition.

7.1.1.1 **General Maintenance Requirements**

The Vendor shall provide competent, experienced personnel to execute the required maintenance tasks during the warranty period. All maintenance personnel shall be trained and experienced in standard communications industry practices. Personnel who perform maintenance on the system shall have completed all required manufacturer-approved training for that equipment.

The Vendor shall provide the Town in its response the name, location and capabilities of service facilities that will provide any or all the installation, service and maintenance, both initial and continuing. Vendors shall also include a description of the service facilities, the size and qualifications of its staff, the number of years in business and a list of customers (with names and telephone numbers) who operate systems of similar size and complexity for whom installation and maintenance services are performed. Vendors shall further demonstrate their ability to maintain equipment substantially similar to that furnished under this specification.

The information is required to demonstrate to the Town that the local service facilities are capable of installing, optimizing and maintaining the system provided by this procurement.

Malfunctions that cannot be immediately diagnosed and pinpointed to a certain item of equipment or service will require the participation of all service suppliers [Town included] until responsibility for the problem has been established. In no instance shall the failure to resolve the issue of responsibility relieve any supplier of the mutual obligation to restore system operability with the least impact on the availability of the system to the end-user.

Vendors shall describe the ongoing level of factory engineering and service support that will be available to the local service facility during the installation and maintenance of the system. The factory organization that provides such support shall be described in the RFP. The factory support referenced here will be provided directly to the local service facility for assistance in fulfilling the terms of the installation and maintenance agreements; it shall be provided at no additional cost to the Town.

During the warranty period and subsequent maintenance, the Vendor shall have the necessary common and specialized test and repair equipment for the components and all ancillary hardware provided in this specification. This includes equipment and software carried to the site for preventative maintenance, troubleshooting and failure repair. It is the intent of the Town to contract for maintenance after expiration of warranty period. Vendor shall certify that the local service facility has the appropriate test and repair equipment.

There shall be a maintenance log with sufficient detail on each failure or maintenance action to enable the maintenance personnel to analyze the problems within the communications system and take the required corrective or preventative action.

7.1.1.2 **Emergency Service**

A. Emergency Service – In addition to regularly scheduled maintenance contractor must meet the following criteria:

Contractor will provide emergency service three hundred sixty-five (365) days per year, twenty-four (24) hours per day with an hour and half (90) minute response time as follows:

1. At least one technician shall be made available for emergency service at any time during the contract period. The Town's designated representative(s) will direct the technician.
2. In case of an Emergency the Town's designated representative(s) will direct contractor's technician. The priority of service will be determined by the nature of the problem.
3. Contractor will provide the means of contacting the emergency service technician (e.g., telephone, Cellular phone, pager, etc.) or the designated technician who is on call.
4. Base stations, repeaters, Communications Center Equipment, and key emergency vehicles require 24-hour emergency service (Attach a Backbone Equipment list?).

8 **PRICING**

Vendors shall submit their cost proposals based upon their best offer price at the time of the initial RFP submission, including any special discounts. The equipment proposed by the Vendors shall be a complete turnkey system, with firm pricing for all equipment and services described by the specifications. The Town shall not pay for any additions, omissions, or errors in the cost proposals.

Final pricing submitted must be valid for twelve (12) months from the date of system final acceptance. A fixed price for all individual equipment and installation provided under this specification shall be held for an additional twelve (12) months to allow for procurement and installation of additional equipment as required.

Prices are not subject to increase during the term of the contract. The Town is not liable for escalation resulting from project delays caused by the Vendor. All pricing shall be FOB destination.

The Vendor shall provide a cost proposal that clearly describes the cost information (includes equipment and services, where applicable).

The Town is exempt from payment of excise, transportation and sales taxes imposed by the Federal Government and/or the State of Vermont. Such taxes must not be included in proposal prices. Exemption certificates will be provided upon request.

LEASE FINANCING PROPOSAL



Lessee
Town of Hartford, VT

Vendor
To Be Determined

Proposal Date:	December 18, 2020					
Equipment Description:	Public Safety Communication Radio Simulcast System					
Commencement Date:	February 1, 2021					
	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>	<u>Option 4</u>	<u>Option 5</u>	<u>Option 6</u>
Equipment Cost:	\$624,685	\$624,685	\$758,890	\$758,890	\$924,607	\$924,607
Lessee Down Payment:	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Amount Financed:	\$324,685	\$324,685	\$458,890	\$458,890	\$624,607	\$624,607
Lease Term:	5 Years	8 Years	5 Years	8 Years	5 Years	8 Years
First Payment Date:	9/1/2021	9/1/2021	9/1/2021	9/1/2021	9/1/2021	9/1/2021
Payment Frequency:	Semi-Annual	Semi-Annual	Semi-Annual	Semi-Annual	Semi-Annual	Semi-Annual
Lease Rate:	2.77%	2.87%	2.77%	2.87%	2.61%	2.68%
Payment Amount:	\$35,068.19	\$22,907.14	\$49,563.25	\$32,375.55	\$67,167.05	\$43,723.16
Payment Factor:	0.10801	0.07055	0.10801	0.07055	0.10753	0.07000

Qualifications:

1. **Pricing:** This is a lease proposal for the payment stream(s) indicated above. If any of the information identified above are not correct, please advise us so that we can determine if a new proposal is required. Other important elements of this proposal are:

- a) **Rate Expiration:** Signing this proposal does not in itself lock in your rate. This lease must be credit approved, contracts properly signed, and the lease funded by Leasing 2 within thirty days from the date of this proposal to protect the rates quoted.
- b) **Closing Costs:** There will be no up-front costs of any kind charged by Lessor including closing costs, points, administrative costs, etc. Your attorney may charge you to review the lease documents and complete the opinion letter required with our lease documentation.
- c) **Fixed Rates:** Rates for ten (10) years and under are fixed for the entire term. Terms over ten years have a one time rate adjustment after ten (10) years to the then current interest rates for the remaining term.

2. **Type of Lease:** This is a lease-purchase type of financing. After all the lease payments are made, Lessee will own the equipment without further cost.

3. **Financial Reporting:** All city, county and tax districts (including fire districts) will be expected to provide GAAP audited financial reports. All non-profit corporations (vfd's) will be expected to provide IRS 990 federal tax returns. If you do not maintain these types of financial reports, please contact us to discuss.

4. **Vendor Payable / Escrow Account (where applicable):** In the event that the truck(s) and/or equipment are not ready to be delivered, proceeds of this lease will be held in a vendor payable account until delivery/acceptance. This is a non-interest bearing account to Lessee.

5. **Credit Approval and Documentation:** This is a proposal only, and does not represent a commitment to lease. This financing is subject to credit review and approval and execution of mutually acceptable documentation, including the opinion of lessee's counsel opining that the agreement is legal, valid and binding, obligation of Lessee.

Financing by: Leasing 2, Inc.
Contact: Brad Meyers
Phone: 813-258-9888 x12
Email: bmeyers@leasing2.com
Web: www.leasing2.com



REQUEST TO PROCEED:

When you are ready to proceed with Leasing 2 towards finalizing this lease financing arrangement, please indicate so by signing below and completing the requested information. We will immediately email you our application. Thank you for your confidence and consideration.

Proposal date: December 18, 2020

Option Chosen: _____ (where applicable)

Upcoming Governing Body meeting date for lease approval: _____

Town of Hartford, VT

Name of Lessee

Authorized Signature

Date

Printed Name Of Authorized Signature

Title

Contact Name (If Different Than
Authorized Signature)

Contact Phone

Contact E-Mail Address

Last month of your budget year?

*Please complete the above information and **fax or email** all pages of the proposal to
813-258-9333 / bmeyers@leasing2.com*



**** Important: A Resolution will be required with the lease contract ****
**In the event that you require board action to sign this proposal,
please call us so that we may forward the preferred form for the meeting.**



AGENDA MEMORANDUM

January 6, 2021

Town Selectboard Meeting Item: 4b

Submitted by: Hannah Tyler, Director of Public Works

Subject: Finance and Maintenance Agreements

Discussion: The Town has recently been provided with a standard Finance and Maintenance (F&M) agreement by the State of Vermont, Agency of Transportation for the work associated with the roadway improvements on Route 4/14 from mile marker 0 (at the Lyman Bridge) to Hartford Village Center. This project is entirely funded by VTrans and will include improvements to the traffic lights, road surface, and improve accessibility.

Impact: As noted above

Recommendation: It is our recommendation that the selectboard authorize the interim Town Manager or Selectboard Chair to sign the Finance and Maintenance Agreement.

Interim Town Manager

RE: FM0408 - Hartford STP PC21(4) - For Town Signature

Hannah Tyler <htyler@hartford-vt.org>

Tue 12/15/2020 8:16 AM

To: John MacLean <jmaclean@hartford-vt.org>**Cc:** Lori Hirshfield <lhirshfield@hartford-vt.org>; Gail Ostrout <gostrout@hartford-vt.org>

John, this is a standard form that Vermont Municipalities sign when there are state projects occurring on Town infrastructure. The intent of the document is to ensure that the municipality will maintain the new infrastructure and commit financially, if there is a value associated with that. This project (if you look on page 2) has a 0.00% match from us.

In October we received two of these, one for the work associated with the Quechee Gorge Bridge and one for the work associated with the replacement of the VA Cutoff Bridge. Both of those were brought to the board for authorization for the TM to sign, which Pat did.

This project is for repaving and other associated improvements on Maple Street from the bridge near Town Hall to Hartford Village.

From: John MacLean**Sent:** Monday, December 14, 2020 3:41 PM**To:** Hannah Tyler <htyler@hartford-vt.org>**Cc:** Lori Hirshfield <lhirshfield@hartford-vt.org>; Gail Ostrout <gostrout@hartford-vt.org>**Subject:** Fw: FM0408 - Hartford STP PC21(4) - For Town Signature

Hey Hannah, I trust the dishwasher installation went well.

On another note, what's your advice relative to the attached grant documentation?

I am hoping you will look over the paperwork and advise me if it is ready for signature.

I am also copying Gail and Lori, thinking that they are in the grant loop and another set of eyes (or two) is always helpful.

John

From: Lozier, Mike <Mike.Lozier@vermont.gov>**Sent:** Monday, December 14, 2020 1:44 PM**To:** Brannon Godfrey <bgodfrey@hartford-vt.org>**Cc:** Andre, Stacy <Stacy.Andre@vermont.gov>; Winter, Jon <Jon.Winter@vermont.gov>; Bogaczyk, Matthew <Matthew.Bogaczyk@vermont.gov>**Subject:** FM0408 - Hartford STP PC21(4) - For Town Signature

[EXTERNAL EMAIL: DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Good Afternoon Brannon,

Please find the attached agreement for project Hartford STP PC21(4) for review and signature.

Please return as a minimum for our use and files:

- Fully executed Page 10 of agreement
- Certificate of Coverage (for indicated coverage limits and sample requirements)

Please contact me with any questions.

Thanks,

Michael Lozier – MBA, PE | Performance Section

Vermont Agency of Transportation

219 N. Main Street | Barre, VT 05641

Cell: 802-498-4094

Vtrans.vermont.gov



**FINANCE AND MAINTENANCE AGREEMENT
BETWEEN
STATE OF VERMONT
AND
TOWN OF HARTFORD
FOR
HARTFORD STP PC21(4)**

Contract Number: FM0408

THIS AGREEMENT is made by and between the State of Vermont, acting through its Agency of Transportation, with its principal office at Barre City Place, 219 North Main Street, Barre, Vermont (the "STATE") and the **Town of Hartford**, with its principal office located at 171 Bridge Street, White River Junction, VT 05001 (the "MUNICIPALITY").

W I T N E S S E T H:

WHEREAS, the STATE proposes to submit to the Federal Highway Administration, United States Department of Transportation, federal-aid projects known as **Hartford STP PC21(4)** (the "Project"), which will provide improvements at the locations described as follows:

Project Location: **Beginning at a point in the Town of Hartford on VT Route 14 at mile marker 0.000 = STA M 0+00.00 and extending northerly for a distance of approximately 7,798.56 feet (1.477 miles) and ending at a point in the Town of Hartford on VT Route 14 at mile marker 1.477 = STA M 77+98.56.**

Also, beginning at a point in the Town of Hartford on U.S. Route 4 at mile marker 9.354 = STA UM 493+89.12 and extending easterly for a distance of approximately 1,214.40 feet (0.230 mile) and ending at a point in the Town of Hartford on U.S. Route 4 at mile marker 9.584 = STA UM 506+03.52.

Work ("the Work") to be performed under this Project includes: **Coarse milling and paving with a leveling course and a wearing course, pavement markings, signs, drainage rehabilitation, removal of existing overhead signs and structures, traffic signal upgrades and other related highway items; and**

WHEREAS, the MUNICIPALITY desires the improvements as described above; and

WHEREAS, following completion of the Project, the MUNICIPALITY shall be responsible for the **maintenance of pavement condition including winter maintenance, pavement markings, signs, sidewalk condition including winter maintenance, and drainage features** in a manner satisfactory to the STATE; and

WHEREAS, the MUNICIPALITY further desires that the STATE act, insofar as necessary, for the MUNICIPALITY in the preparation of plans and the construction of the Project;

NOW, THEREFORE, in consideration of the premises and the mutual agreements hereinafter set forth, the parties hereto agree as follows:

1. Allocation of Funds to Project. That all costs of the Project, except those which are non-participating, shall be paid with **eighty-one and 08/100 percent (81.08%) federal funds and eighteen and 92/100 percent (18.92%) state funds (MUNICIPALITY: 0.00%; STATE: 18.92%; Federal: 81.08%)**. For purposes of this Agreement:

- a. "Participating Project Cost" means items which the STATE and the Federal Highway Administration find necessary to accomplish the purpose of the Project and for which they will participate in funding and are deemed eligible under applicable laws and the regulations of the Federal Highway Administration.
- b. "Non-participating Project Cost" means items which the STATE and the Federal Highway Administration find unnecessary to accomplish the purpose of the Project and are deemed not eligible under applicable laws and the regulations of the Federal Highway Administration.

Determination of participation will be on the basis of the STATE's and the Federal Highway Administration's evaluation of items as they are presented.

2. Technical and Other Assistance from State. The STATE will provide MUNICIPALITY with the necessary engineering assistance to design and construct the Project, keep all accounting records, and make all payments to contractors hired by the STATE for the Project.

3. State/Municipal Cooperation. The Project will be constructed by contract under the supervision of the STATE or its duly authorized representative. The STATE and MUNICIPALITY will cooperate to advance the Project. The STATE will submit design plans and cost estimates to the MUNICIPALITY as the Project reaches the stages of Conceptual Plans, Preliminary Plans, and Final Plans. The Project will not advance to the next step until the MUNICIPALITY has given its written approval to the current step plans.

4. Use of Municipal Facilities. During the period of construction of the Project, the MUNICIPALITY will grant the STATE and/or the STATE's authorized representative the following:

- a. Temporary use for Project purposes of lands within the limits of MUNICIPALITY'S highways, as well as other lands owned by the MUNICIPALITY that are identified as needed for the project;
- b. Use of municipal highways for trucking and hauling, as may be required without payment of any permit or other user fee to the MUNICIPALITY; and
- c. Authority to sign the Project construction site as necessary to provide information and warning to the public.

5. Participation in Payments of Damages to Abutters. The MUNICIPALITY shall pay 0% of participating cost liability for any incidental damages that may occur due to participating project items, as specified in Section 1(a) above, to abutting or adjacent property owners or occupants due to the improvement, widening or relocation of right-of-way.

The MUNICIPALITY shall pay 100% of non-participating cost liability for any incidental damages that may occur due to non-participating project items, as specified in Section 1(a) above, to abutting or adjacent property owners or occupants due to the improvement, widening or relocation of right-of-way.

6. Control of Right-of-Way. The MUNICIPALITY will not permit, now or hereafter, any installation of utilities or other work within the rights-of-way now controlled or acquired in connection with the Project until the MUNICIPALITY'S legislative body has approved detailed plans showing the proposed work and issued a permit, all in accordance with 19 V.S.A. Section 1111. Before issuing a permit, the MUNICIPALITY will review any proposed utility installation for conformance with the current Utility Accommodation Policy of the Vermont Agency of Transportation.

7. Encroachments. Except for utilities authorized by law to occupy highway rights of way, the MUNICIPALITY will not sell, lease or permit any non-highway use or encroachments on the rights-of-way to be controlled and/or acquired in connection with the Project without first obtaining the written permission of the STATE.

8. Acquisition of Additional Right-of-Way.

- a. **TECHNICAL ASSISTANCE FROM STATE.** Should construction of this project require the acquisition of lands or rights outside existing highway rights of way, the STATE will assist the MUNICIPALITY in acquiring such lands or rights in compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Pub. L. No. 91-646, 84 Stat. 1894, as amended, and the Surface Transportation and Uniform Relocation Assistance Act of 1987, Pub. L. No. 100-17, 101 Stat. 246-256, as amended, provided that the lands or rights can be acquired by agreement at fair market value, and with the understanding that if condemnation is necessary the MUNICIPALITY must be the condemning authority, as hereinafter provided.
- b. **RECORD KEEPING AND REPORTS.** In accordance with 49 C.F.R. §24.9 (Recordkeeping and Reports) the MUNICIPALITY will maintain adequate records of its acquisition and displacement activities in sufficient detail to demonstrate compliance with this part. These records shall be retained for at least 3 years after each owner of a property and each person displaced from the property receives the final payment.
- c. **ACQUISITION IN NAME OF MUNICIPALITY.** The STATE will perform right of way work for the Project and, as agent for the MUNICIPALITY, will assist the MUNICIPALITY with negotiating purchase of lands or rights required for this Project. Title to all lands or rights acquired for the Project shall vest in the MUNICIPALITY immediately upon acquisition.

- d. **USE OF MUNICIPAL EMINENT DOMAIN POWERS.** If any of the lands or rights needed for the Project cannot be acquired by negotiation, it is agreed and understood that the MUNICIPALITY will exercise its eminent domain powers. The MUNICIPALITY agrees to make every reasonable effort to condemn at the fair market value price, as determined by the STATE'S reviewing appraiser, but may condemn at a price which exceeds the approved fair market value price if facts set forth at a hearing warrant a higher award. The STATE reserves the right to approve or disapprove the portion of such an award that is in excess of the fair market value determined by the STATE'S reviewing appraiser. If the MUNICIPALITY makes an award higher than the fair market value price determined by the STATE'S reviewing appraiser without the prior written approval of the STATE, MUNICIPALITY may be required to bear the entire cost of the excess amount over the STATE'S approved fair market value price.

If condemnation becomes necessary, the MUNICIPALITY will commence condemnation proceedings within 30 days upon receipt of notice from the STATE that condemnation is required.

- e. **USE OF PRIVATE LEGAL COUNSEL.** Before authorizing any private lawyer or law firm to begin any legal work involving condemnation of lands or rights needed for the Project, the MUNICIPALITY shall enter into a contract for legal services with the lawyer or law firm. The contract must be approved by the STATE and the Federal Highway Administration and, to ensure the maximum participation of federal-aid funds, shall include the following:
- i. A recital of the qualifications and experience of the lawyer or law firm in areas of property law.
 - ii. A requirement that all legal work must be performed in accordance with Vermont laws and 23 CFR § 710.309 (Acquisition) and 49 CFR Part 24 (Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs).
 - iii. The estimated cost of legal services on a lump sum or hourly rate, including a breakdown that specifies salaries, costs of materials and any other direct or indirect costs. No legal work shall be commenced which will exceed the lump sum estimate without first obtaining the approval of the STATE and the Federal Highway Administration. Failure to obtain such approval may result in the MUNICIPALITY's bearing the entire cost of such excess.
- f. **USE OF STAFF COUNSEL.** The MUNICIPALITY may choose to be represented by a lawyer who is a municipal official or employee. However, in such event compliance with 23 C.F.R. § 710.203 (Funding and Reimbursement) by the MUNICIPALITY is a prerequisite to reimbursement of otherwise eligible legal expenses.

- g. **APPROVAL OF LEGAL REPRESENTATION IN OTHER PROJECT-RELATED MATTERS.** The MUNICIPALITY may be denied reimbursement for costs of legal representation for Project-related matters other than preparation for and trial of condemnation cases unless it has secured the prior approval of the STATE and the Federal Highway Administration. Matters in this category include, but are not limited to, Act 250.
- h. **REIMBURSEMENT OF APPROVED LEGAL COSTS.** Legal costs incurred by the MUNICIPALITY that are eligible for federal participation shall be included in the right of way costs of the Project. Reimbursement to the MUNICIPALITY of its share of these costs by the STATE, upon receipt of properly itemized invoices, shall be in accordance with the cost distribution as hereinafter set forth. Payment for these legal costs shall be in accordance with the cost principles established by Parts 1-15 of the Federal Procurement Regulations and/or Federal Highway Administration policies. The MUNICIPALITY must comply with these federal cost principles to assure maximization of federal participation in these costs.
- i. **NOTIFICATION AS TO COURT APPEALS.** At the expiration of the period during which an affected party can seek judicial review of condemnation awards made by the MUNICIPALITY, the MUNICIPALITY shall send written notification to the STATE either setting forth the names of the appealing landowners or attesting to the fact that no appeals have been taken.
- j. **WARRANTY AS TO ADEQUACY OF MUNICIPAL RIGHTS OF WAY.** The MUNICIPALITY agrees to save harmless and indemnify the STATE, its officers, agents and employees, from all suits, actions or claims for damages sustained by abutting or adjacent property owners or occupants because of the inadequacy of the rights of way furnished the Project by the MUNICIPALITY.
- k. **ADDITIONAL INFORMATION.** Upon request, the STATE will furnish the MUNICIPALITY a copy of more detailed information regarding the MUNICIPALITY'S responsibilities under this Right of Way Agreement.

9. Maintenance of Traffic Control Devices and Street Lights. All new, permanent signs (including parking regulatory signs), street lights, traffic signals and pavement markings shown on the Project plans will be installed by the contractor and thereafter maintained in place by the MUNICIPALITY at no cost to the STATE, including cost to provide electrical power, all in conformance with 23 V.S.A. Section 1025 and the latest edition of the Federal Highway Administration's *Manual on Uniform Traffic Control Devices (MUTCD)* and its latest revisions. Once constructed, no changes shall be made to the parking and/or traffic control features by the MUNICIPALITY without the prior written approval of the STATE and the Federal Highway Administration.

10. Relocation of Privately-Owned Utilities. The STATE will perform liaison and negotiation with utility companies, as necessary to relocate all privately-owned utilities that are in conflict with the Project. The MUNICIPALITY will cooperate with the STATE and utility companies in the timely relocation of privately-owned utility facilities that are in conflict with the Project.

11. Relocation of Municipal Utilities. The MUNICIPALITY will cooperate with the STATE and take such steps as may be necessary to accomplish the timely relocation of all utility facilities owned by the MUNICIPALITY that are in conflict with the Project. Any approved cost sharing shall occur as provided in a separate Utility Agreement to be entered into between the MUNICIPALITY and STATE.

The cost of utility relocation work accomplished by the contractor for the MUNICIPALITY and designated as "non-participating" shall be the sole responsibility of the MUNICIPALITY. The STATE may bill the MUNICIPALITY on a monthly basis, as work is completed, and the MUNICIPALITY shall reimburse the STATE in full within thirty (30) days of receipt of each such bill.

12. Municipal Responsibility for Certain Requests for Change Orders, Design Changes, or Supplemental Agreements. The MUNICIPALITY will pay its proportionate share (100%) for additional costs resulting from MUNICIPALITY requests for change orders, design changes, or supplemental agreement where such requests are made after contract award. Examples of such changes include but are not limited to upgrading crosswalks to inlaid colored pavement, night work limitations, etc.

13. Traffic Control; Detours. During construction of the Project, the MUNICIPALITY will render such assistance as the STATE may request in the maintenance of traffic. If the Project route is closed to through traffic, the MUNICIPALITY will be responsible for selecting, signing, and maintaining a detour route at no cost to the STATE, which shall be accomplished in conformance with 23 V.S.A. Section 1025 and the latest edition of the Federal Highway Administration's *Manual on Uniform Traffic Control Devices (MUTCD)*.

14. Maintenance of Roadways During Winter Suspension of Project Work. If construction of the Project is temporarily suspended for the winter season, the MUNICIPALITY will provide winter maintenance of roadways in the Project area, all in conformance with the provisions of the applicable edition of the Vermont Agency of Transportation's *Standard Specifications for Construction*, until construction operations resume in the spring.

15. Project Plans; Conformance to Applicable State and Federal Laws, Regulations and Construction Standards. The Project will be constructed as the STATE, in cooperation with the Federal Highway Administration (FHWA), may determine, all as detailed in the Project plans. Construction of the Project will conform to applicable FHWA rules and regulations and to the applicable edition of the Vermont Agency of Transportation's *Standard Specifications for Construction*, as well as special provisions that may be included in the Project's contract agreement.

16. Permits; Compliance with Permit Conditions. The MUNICIPALITY will be the applicant for any permits required for the Project and will adhere to all permit conditions. The MUNICIPALITY authorizes the STATE to apply for permits in the name of the MUNICIPALITY.

17. Municipal Share; Invoices; Payment. The MUNICIPALITY will reimburse the STATE for one hundred percent (100%) of all non-participating Project costs and for **zero percent (0%)** of total participating Project costs, inclusive of preliminary engineering, right-of-way, utility costs where applicable, and the participating final construction costs. The MUNICIPALITY acknowledges that underruns or overruns in item quantities during construction, as well as change orders during construction, may increase or decrease quantities, thereby causing the total cost of construction to differ from the amount of the accepted bid.

The MUNICIPALITY will pay its proportionate share to the STATE, on the basis of monthly progress billings received from the STATE.

18. Cancellation or Default by State. If, due to the failure of the STATE, the Project is not constructed, then all costs incurred shall be borne in full by the STATE.

19. Cancellation or Default by Municipality. If at any time prior to award of a construction contract, the MUNICIPALITY no longer desires the Project, then the Project may be canceled subject to the following conditions:

- a. **If the MUNICIPALITY does not approve the Conceptual Plans, the Project will be canceled, and the STATE shall reimburse the MUNICIPALITY for one hundred percent (100%) of all costs incurred by the MUNICIPALITY.**
- b. **If Conceptual Plans have been approved by the MUNICIPALITY and subsequent cost estimates (Preliminary Plans, Final Plans, or Low Bid) exceed the Conceptual Plans estimate by fifty percent (50%) or more, the MUNICIPALITY may request cancellation of the Project and shall be liable for its proportionate share of the total costs incurred to date, as specified in Section 1 above.**
- c. **If Conceptual Plans have been approved by the MUNICIPALITY and cost estimates have not increased more than that specified in Section 19(b), above, the MUNICIPALITY may request cancellation of the Project, subject to payment by the MUNICIPALITY to the STATE for one hundred percent (100%) of all costs incurred to the date of the request.**
- d. **Should the project be cancelled by the MUNICIPALITY or otherwise not advance to construction because of any act or omission of the MUNICIPALITY including not exercising its eminent domain powers, then the MUNICIPALITY will reimburse the STATE in full for one hundred percent (100%) of all costs incurred to date for the Project.**

20. Cancellation of Project Because of Circumstances Beyond Either Party's Control. If, due to circumstances beyond the control of the STATE or the MUNICIPALITY, the Project is not constructed, then all costs incurred shall be shared as specified in Section 1 above.

21. Hazardous Material Contamination. The cost of handling, treatment and disposal of petroleum-contaminated soils or other hazardous material contamination in existence prior to construction of the Project shall be non-participating. Accordingly, any costs associated therewith shall be the sole responsibility of the MUNICIPALITY. Hazardous material generated during the construction of the project shall be disposed of as provided for in the project specifications and shall be a participating cost.

22. Maintenance of Project Improvements. The MUNICIPALITY agrees that if the Project is approved, constructed, and accepted by the STATE, then the MUNICIPALITY will maintain the Project in a manner satisfactory to the Agency of Transportation or its authorized representatives and make ample provisions each year for such maintenance. In this regard, the MUNICIPALITY acknowledges that its attention has been directed to the provisions of 19 V.S.A. Sections 304 (duties of selectboards) and 310 (highways, bridges and trails).

23. Interpretation of Agreement. If an ambiguity or question of intent arises with respect to any provision of this Agreement, the Agreement will be construed as if drafted jointly by the parties and no presumption or burden of proof will arise favoring or disfavoring either party by virtue of authorship of any of the provisions of this Agreement.

24. Section Headings. The section headings contained in this Agreement are for reference and convenience only and in no way define or limit the scope and contents of this Agreement or in any way affect its provisions.

25. Miscellaneous. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.

26. Incorporations by Reference. The following attachment(s) are incorporated to and made a part of this Agreement:

Attachment C: Standard State Provisions for Contracts and Grants (Revised December 15, 2017)

IN WITNESS WHEREOF, the State of Vermont has caused its name to be subscribed this _____ day of _____, 20____, by Joe Flynn, its Secretary of Transportation and duly authorized agent.

**STATE OF VERMONT
AGENCY OF TRANSPORTATION**

By: _____
Joe Flynn,
Its Secretary of Transportation and
Duly Authorized Agent

STATE OF VERMONT)
WASHINGTON COUNTY, SS.)

At Barre City, this _____ day of _____, 20____, personally appeared Joe Flynn and acknowledged the foregoing instrument, by him/her as Secretary of Transportation and duly authorized agent of the **STATE OF VERMONT** subscribed, to be his/her free act and deed and the free act and deed of the **STATE OF VERMONT**.

Before me,

Signature of Notary Public

Type or print name of Notary Public

Commission No. _____
(My commission expires Jan. 31, 2021)

APPROVED AS TO FORM:

DATED: December 11, 2020



ASSISTANT ATTORNEY GENERAL

**ATTACHMENT C: STANDARD STATE PROVISIONS
FOR CONTRACTS AND GRANTS
REVISED DECEMBER 15, 2017**

1. Definitions: For purposes of this Attachment, "Party" shall mean the Contractor, Grantee or Subrecipient, with whom the State of Vermont is executing this Agreement and consistent with the form of the Agreement. "Agreement" shall mean the specific contract or grant to which this form is attached.

2. Entire Agreement: This Agreement, whether in the form of a contract, State-funded grant, or Federally-funded grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect.

3. Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial: This Agreement will be governed by the laws of the State of Vermont. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State with regard to its performance under this Agreement. Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.

4. Sovereign Immunity: The State reserves all immunities, defenses, rights or actions arising out of the State's sovereign status or under the Eleventh Amendment to the United States Constitution. No waiver of the State's immunities, defenses, rights or actions shall be implied or otherwise deemed to exist by reason of the State's entry into this Agreement.

5. No Employee Benefits For Party: The Party understands that the State will not provide any individual retirement benefits, group life insurance, group health and dental insurance, vacation or sick leave, workers compensation or other benefits or services available to State employees, nor will the State withhold any state or Federal taxes except as required under applicable tax laws, which shall be determined in advance of execution of the Agreement. The Party understands that all tax returns required by the Internal Revenue Code and the State of Vermont, including but not limited to income, withholding, sales and use, and rooms and meals, must be filed by the Party, and information as to Agreement income will be provided by the State of Vermont to the Internal Revenue Service and the Vermont Department of Taxes.

6. Independence: The Party will act in an independent capacity and not as officers or employees of the State.

7. Defense and Indemnity: The Party shall defend the State and its officers and employees against all third party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any such claim or suit, and the Party shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits.

After a final judgment or settlement, the Party may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The Party shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the Party in connection with the performance of this Agreement.

The Party shall indemnify the State and its officers and employees if the State, its officers or employees become legally obligated to pay any damages or losses arising from any act or omission of the Party or an agent of the Party in connection with the performance of this Agreement.

Notwithstanding any contrary language anywhere, in no event shall the terms of this Agreement or any document furnished by the Party in connection with its performance under this Agreement obligate the State to (1) defend or indemnify the Party or any third party, or (2) otherwise be liable for the expenses or reimbursement, including attorneys' fees, collection costs or other costs of the Party or any third party.

8. Insurance: Before commencing work on this Agreement the Party must provide certificates of insurance to show that the following minimum coverages are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the State through the term of this Agreement. No warranty is made that the coverages and limits listed

herein are adequate to cover and protect the interests of the Party for the Party's operations. These are solely minimums that have been established to protect the interests of the State.

Workers Compensation: With respect to all operations performed, the Party shall carry workers' compensation insurance in accordance with the laws of the State of Vermont. Vermont will accept an out-of-state employer's workers' compensation coverage while operating in Vermont provided that the insurance carrier is licensed to write insurance in Vermont and an amendatory endorsement is added to the policy adding Vermont for coverage purposes. Otherwise, the party shall secure a Vermont workers' compensation policy, if necessary to comply with Vermont law.

General Liability and Property Damage: With respect to all operations performed under this Agreement, the Party shall carry general liability insurance having all major divisions of coverage including, but not limited to:

- Premises - Operations
- Products and Completed Operations
- Personal Injury Liability
- Contractual Liability

The policy shall be on an occurrence form and limits shall not be less than:

- \$1,000,000 Each Occurrence
- \$2,000,000 General Aggregate
- \$1,000,000 Products/Completed Operations Aggregate
- \$1,000,000 Personal & Advertising Injury

Automotive Liability: The Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than \$500,000 combined single limit. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, limits of coverage shall not be less than \$1,000,000 combined single limit.

Additional Insured. The General Liability and Property Damage coverages required for performance of this Agreement shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, then the required Automotive Liability coverage shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Notice of Cancellation or Change. There shall be no cancellation, change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written prior written notice to the State.

9. Reliance by the State on Representations: All payments by the State under this Agreement will be made in reliance upon the accuracy of all representations made by the Party in accordance with this Agreement, including but not limited to bills, invoices, progress reports and other proofs of work.

10. False Claims Act: The Party acknowledges that it is subject to the Vermont False Claims Act as set forth in 32 V.S.A. § 630 *et seq.* If the Party violates the Vermont False Claims Act it shall be liable to the State for civil penalties, treble damages and the costs of the investigation and prosecution of such violation, including attorney's fees, except as the same may be reduced by a court of competent jurisdiction. The Party's liability to the State under the False Claims Act shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.

11. Whistleblower Protections: The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.

12. Location of State Data: No State data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside the continental United States, except with the express written permission of the State.

13. Records Available for Audit: The Party shall maintain all records pertaining to performance under this agreement. "Records" means any written or recorded information, regardless of physical form or characteristics, which is produced or

acquired by the Party in the performance of this agreement. Records produced or acquired in a machine readable electronic format shall be maintained in that format. The records described shall be made available at reasonable times during the period of the Agreement and for three years thereafter or for any period required by law for inspection by any authorized representatives of the State or Federal Government. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

14. Fair Employment Practices and Americans with Disabilities Act: Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.

15. Set Off: The State may set off any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any set off of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided hereinafter.

16. Taxes Due to the State:

- A. Party understands and acknowledges responsibility, if applicable, for compliance with State tax laws, including income tax withholding for employees performing services within the State, payment of use tax on property used within the State, corporate and/or personal income tax on income earned within the State.
- B. Party certifies under the pains and penalties of perjury that, as of the date this Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.
- C. Party understands that final payment under this Agreement may be withheld if the Commissioner of Taxes determines that the Party is not in good standing with respect to or in full compliance with a plan to pay any and all taxes due to the State of Vermont.
- D. Party also understands the State may set off taxes (and related penalties, interest and fees) due to the State of Vermont, but only if the Party has failed to make an appeal within the time allowed by law, or an appeal has been taken and finally determined and the Party has no further legal recourse to contest the amounts due.

17. Taxation of Purchases: All State purchases must be invoiced tax free. An exemption certificate will be furnished upon request with respect to otherwise taxable items.

18. Child Support: (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, he/she:

- A. is not under any obligation to pay child support; or
- B. is under such an obligation and is in good standing with respect to that obligation; or
- C. has agreed to a payment plan with the Vermont Office of Child Support Services and is in full compliance with that plan.

Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.

19. Sub-Agreements: Party shall not assign, subcontract or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.

In the case this Agreement is a contract with a total cost in excess of \$250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54).

Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 ("False Claims Act"); Section 11 ("Whistleblower Protections"); Section 12 ("Location of State Data"); Section 14 ("Fair Employment Practices and

Americans with Disabilities Act”); Section 16 (“Taxes Due the State”); Section 18 (“Child Support”); Section 20 (“No Gifts or Gratuities”); Section 22 (“Certification Regarding Debarment”); Section 30 (“State Facilities”); and Section 32.A (“Certification Regarding Use of State Funds”).

20. No Gifts or Gratuities: Party shall not give title or possession of anything of substantial value (including property, currency, travel and/or education programs) to any officer or employee of the State during the term of this Agreement.

21. Copies: Party shall use reasonable best efforts to ensure that all written reports prepared under this Agreement are printed using both sides of the paper.

22. Certification Regarding Debarment: Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party’s principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds.

Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the State’s debarment list at: <http://bgs.vermont.gov/purchasing/debarment>

23. Conflict of Interest: Party shall fully disclose, in writing, any conflicts of interest or potential conflicts of interest.

24. Confidentiality: Party acknowledges and agrees that this Agreement and any and all information obtained by the State from the Party in connection with this Agreement are subject to the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq.

25. Force Majeure: Neither the State nor the Party shall be liable to the other for any failure or delay of performance of any obligations under this Agreement to the extent such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control rendering performance illegal or impossible (excluding strikes or lock-outs) (“Force Majeure”). Where Force Majeure is asserted, the nonperforming party must prove that it made all reasonable efforts to remove, eliminate or minimize such cause of delay or damages, diligently pursued performance of its obligations under this Agreement, substantially fulfilled all non-excused obligations, and timely notified the other party of the likelihood or actual occurrence of an event described in this paragraph.

26. Marketing: Party shall not refer to the State in any publicity materials, information pamphlets, press releases, research reports, advertising, sales promotions, trade shows, or marketing materials or similar communications to third parties except with the prior written consent of the State.

27. Termination:

- A. **Non-Appropriation:** If this Agreement extends into more than one fiscal year of the State (July 1 to June 30), and if appropriations are insufficient to support this Agreement, the State may cancel at the end of the fiscal year, or otherwise upon the expiration of existing appropriation authority. In the case that this Agreement is a Grant that is funded in whole or in part by Federal funds, and in the event Federal funds become unavailable or reduced, the State may suspend or cancel this Grant immediately, and the State shall have no obligation to pay Subrecipient from State revenues.
- B. **Termination for Cause:** Either party may terminate this Agreement if a party materially breaches its obligations under this Agreement, and such breach is not cured within thirty (30) days after delivery of the non-breaching party’s notice or such longer time as the non-breaching party may specify in the notice.
- C. **Termination Assistance:** Upon nearing the end of the final term or termination of this Agreement, without respect to cause, the Party shall take all reasonable and prudent measures to facilitate any transition required by the State. All State property, tangible and intangible, shall be returned to the State upon demand at no additional cost to the State in a format acceptable to the State.

28. Continuity of Performance: In the event of a dispute between the Party and the State, each party will continue to perform its obligations under this Agreement during the resolution of the dispute until this Agreement is terminated in accordance with its terms.

29. No Implied Waiver of Remedies: Either party's delay or failure to exercise any right, power or remedy under this Agreement shall not impair any such right, power or remedy, or be construed as a waiver of any such right, power or remedy. All waivers must be in writing.

30. State Facilities: If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party's performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to and use of State facilities which shall be made available upon request. State facilities will be made available to Party on an "AS IS, WHERE IS" basis, with no warranties whatsoever.

31. Requirements Pertaining Only to Federal Grants and Subrecipient Agreements: If this Agreement is a grant that is funded in whole or in part by Federal funds:

- A. **Requirement to Have a Single Audit:** The Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the granting Party within 9 months. If a single audit is not required, only the Subrecipient Annual Report is required. For fiscal years ending before December 25, 2015, a Single Audit is required if the subrecipient expends \$500,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with OMB Circular A-133. For fiscal years ending on or after December 25, 2015, a Single Audit is required if the subrecipient expends \$750,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.
- B. **Internal Controls:** In accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States and the "Internal Control Integrated Framework", issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- C. **Mandatory Disclosures:** In accordance with 2 CFR Part II, §200.113, Party must disclose, in a timely manner, in writing to the State, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures may result in the imposition of sanctions which may include disallowance of costs incurred, withholding of payments, termination of the Agreement, suspension/debarment, etc.

32. Requirements Pertaining Only to State-Funded Grants:

- A. **Certification Regarding Use of State Funds:** If Party is an employer and this Agreement is a State-funded grant in excess of \$1,001, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party's employee's rights with respect to unionization.
- B. **Good Standing Certification (Act 154 of 2016):** If this Agreement is a State-funded grant, Party hereby represents: (i) that it has signed and provided to the State the form prescribed by the Secretary of Administration for purposes of certifying that it is in good standing (as provided in Section 13(a)(2) of Act 154) with the Agency of Natural Resources and the Agency of Agriculture, Food and Markets, or otherwise explaining the circumstances surrounding the inability to so certify, and (ii) that it will comply with the requirements stated therein.

(End of Standard Provisions)

General Insurance Requirements
Attachment C – State Standard Provisions for Contracts and Grants
Revised December 15, 2017

Insurance: Before commencing work on this Agreement the Party must provide certificates of insurance to show that the following minimum coverages are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the State through the term of this Agreement. No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Party for the Party's operations. These are solely minimums that have been established to protect the interests of the State.

Workers Compensation: With respect to all operations performed, the Party shall carry workers' compensation insurance in accordance with the laws of the State of Vermont. Vermont will accept an out-of-state employer's workers' compensation coverage while operating in Vermont provided that the insurance carrier is licensed to write insurance in Vermont and an amendatory endorsement is added to the policy adding Vermont for coverage purposes. Otherwise, the party shall secure a Vermont workers' compensation policy, if necessary to comply with Vermont law.

General Liability and Property Damage: With respect to all operations performed under this Agreement, the Party shall carry general liability insurance having all major divisions of coverage including, but not limited to:

Premises - Operations

Products and Completed Operations

Personal Injury Liability

Contractual Liability

The policy shall be on an occurrence form and limits shall not be less than:

\$1,000,000 Each Occurrence

\$2,000,000 General Aggregate

\$1,000,000 Products/Completed Operations Aggregate

\$1,000,000 Personal & Advertising Injury

Automotive Liability: The Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than \$500,000 combined single limit. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, limits of coverage shall not be less than \$1,000,000 combined single limit.

Additional Insured. The General Liability and Property Damage coverages required for performance of this Agreement shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, then the required Automotive Liability coverage shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Notice of Cancellation or Change. There shall be no cancellation, change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written prior written notice to the State.

Certificate Holder:

State of Vermont
Agency of Transportation
219 North Main Street
Suite 105
Barre VT 05641



Issue Date: 04/08/2019

Policy Number: [REDACTED]

CERTIFICATE OF COVERAGE

Company Affording Coverage

Named Member

[REDACTED]

VLCT Property & Casualty Intermunicipal Fund, Inc.
89 Main Street Suite 4
Montpelier, VT 05602

Type of Coverage	Term	Limits of Liability
Commercial General Liability Coverage Includes: Premises/Operations Products/Completed Operations Personal Injury Contractual Independent Contractors Broad Form Property Damage	01/01/2019 - 01/01/2020	\$10,000,000 Per Occurrence
Automobile Liability Any Auto Hired Autos Non-Owned Autos Comprehensive/Collision	01/01/2019 - 01/01/2020	\$10,000,000 Per Occurrence ACV
Workers Compensation And Employers Liability	01/01/2019 - 01/01/2020	Statutory \$5,000,000 Per Occurrence and in the Aggregate
Property	01/01/2019 - 01/01/2020	\$20,000,000 Per Occurrence
Other: The State of Vermont and its agencies, departments, officers and employees are included as an additional covered party (additional insured) for Automobile Liability, General Liability and Property Damage, but only in respect to operations by or on behalf of the Named Member, as respects the grant. Coverage shall be primary and noncontributory with any other insurance, when required by contract.		
Certificate Holder: State of Vermont Agency of Transportation Contract Administration 219 North Main Street, Suite 105 Barre, VT 05641	This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies above. Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the Certificate Holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents, or representatives.	

Authorized Representative: [REDACTED]

IN WITNESS WHEREOF, the **Town of Hartford** has caused its name to be subscribed this

15th day of December, 2020, by John A. Maclean

its Interim Town Manager and duly authorized agent(s)

TOWN OF HARTFORD

By:

John A. Maclean

John A. Maclean
Name

Interim Town Manager
Title

and Its Duly Authorized Agent(s)

STATE OF VERMONT)

WINDSOR COUNTY, SS.)

At _____, this _____ day of _____, 20____,

personally appeared _____,
Name Title

and acknowledged the foregoing instrument, by him/her/them as duly authorized agent(s) of the **Town of Hartford** subscribed, to be his/her/their free act and deed and the free act and deed of the **Town of Hartford**.

Before me,

Signature of Notary Public

Type or print name of Notary Public

Commission No. _____
(My commission expires Jan. 31, 2021)



AGENDA MEMORANDUM

January 12, 2021

Town Selectboard Meeting Item: 4.c.

Submitted by: Lori Hirshfield, Director, Department of Planning & Development

**Subject: Wentworth Phase 2 and Wilder Hartford Ave Housing Projects
VT Community Development Program Implementation Grant Agreement**

Background: On January 28, 2020, the Hartford Selectboard approved submittal of a \$400,000 grant application to the Vermont Community Development Program (VCDP) towards the development of 21 units of mixed income housing in two locations, together known as the “Wentworth Community Housing 2 Project”. Twin Pines Housing (TPH) and Evernorth (formerly Housing Vermont) non-profit housing organizations, are partnering to develop 17 units on Wentworth Way off Sykes Mountain Ave, and four units at 1965 Hartford Avenue in Wilder. The Wentworth housing is the second phase of a new mixed income development. The Hartford Avenue housing includes clean-up of a brownfields site. Both sites are within Hartford’s Designated Growth Center District. On June 11, 2020, the Town was awarded only \$247,200 due to limited available funds. The project also has secured \$6,960,603 of other funds.

The VCDP is funded through the Federal HUD Community Development Block Grant program, and funds must go through a municipality. Use of VCDP funds requires the majority of the dwelling units serve low-and-moderate-income households. Sixteen of the units will be affordable to households with incomes at or below 80% Area Medium Income (AMI), and 5 units will serve households with incomes between 80% and 120% of AMI. An estimated 54 people (42 LMI and 12 non-LMI persons) will directly benefit from the project.

Discussion: The next step is execution of the attached Grant Agreement. The following is a summary of key elements of the Agreement. The VCDP funds will be subgranted to Twin Pines Housing Trust (TPHT) to loan to the WCH2 Limited Partnership along with Other funding resources to purchase two parcels: 110 Wentworth Way and 1965 Hartford Avenue. The term of the loan will be 30 years at 0% interest. Other funds will be used to construct the 21 units of housing at these two locations.

VCDP and Other funding sources will be used for Subgrantee Program Management activities such as progress reports, legal services, compliance with environmental regulations, labor standards, permitting, procurement, contract management, and construction oversight and coordination. The Town will be responsible for Grant Administration which includes such items as review and execution of grant and subgrant agreements, financial management, progress reports, disbursement of funds, grant monitoring and oversight, audits, legal services, and grant closeout.

The attached Grant Agreement provides the budget breakdown by funding sources and lays out specific conditions that must be met at various stages of project implementation, grant closeout, and post grant closeout.

Programmatic Impact: The project will go towards meeting the Town Plan's housing goals.

Financial Impact: The project budget includes Other funding resources to cover the Town's grant administrative costs for outside services that must be procured such as legal, audit and/or financial management.

Recommendation: Approve the terms and conditions of the attached Grant Agreement #07110-IG-2019-Hartford-19 for the Wentworth Community Housing 2 project, and pass the attached Grant Agreement Resolution, Form PM-1.

Attachments: VCDP Grant Agreement # 07110-IG-2019-Hartford-19
VCDP Grant Agreement Resolution, Form PM-1

State of Vermont
Department of Housing and Community Development
Deane C. Davis Building – 6th Floor [phone] 802-828-3211
One National Life Drive
Montpelier, VT 05620-0501

*Agency of Commerce and
Community Development*

January 4, 2021

John MacLean, Interim Town Manager
Town of Hartford
171 Bridge Street
White River Junction VT 05001

RE: 07110-IG-2019-Hartford-19; Wentworth Community Housing 2
Grant Agreement Offer

Dear Mr. MacLean:

Uploaded for your consideration is the Grant Agreement between the Town of Hartford and this Agency. Please review the offer carefully. **Prior to signing the Grant Agreement in the GEARS system your Legislative Body is required to adopt a resolution, Form PM-1. This form states the acceptance and responsibility of the terms and conditions of the Grant Agreement and designates the person with the overall responsibility and authority to execute all appropriate documents.** If it is satisfactory you need to log into your account in the GEARS system and go to the Grant Agreement and Amendment Documents page of the grant above, upload the signed Grant Agreement Resolution(s), certify, select your name, date and save the page and then change the status of the Grant to “Grant Agreement Accepted” by January 18, 2021. This will have the same legal effect as a hand-written signature.

If the Grant Agreement is not acceptable as offered, please add a note with the suggested changes on the page and change the status of the grant to "Grant Agreement Offer Mods Required". The Agency will review what has been suggested and make the necessary changes and will reoffer the Grant Agreement for you to sign.

Once pushed to “Grant Agreement Accepted” the Commissioner will receive a notification that it has been executed by the Town of Hartford and then will fully execute it in the GEARS system. You will receive a notification of this execution.

Before a request for funds can be processed, all requirements and special conditions as stated in the Grant Agreement must be satisfied. It is important to understand that some special conditions may have already been met, and if you have any questions in this regard please contact me. We recommend that you review the requirements set out in the Grants Management Guide, paying particular attention to **the chapter on [The Grant Agreement](#)**, and that you review your Grant Agreement carefully for all requirements.



John MacLean, Interim Town Manager
January 4, 2021
Page 2

If you have any questions regarding the Grant Agreement, please contact me by email
Nathan.Cleveland@vermont.gov or by phone at 802-585-5659.

Sincerely,



Nathan Cleveland
Community Development Specialist

NC:cmb

Enclosures

cc: Lori Hirshfield, Director of Planning & Development



STATE OF VERMONT GRANT AGREEMENT

Part 1 - Grant Award Detail

SECTION I - GENERAL GRANT INFORMATION

¹ Grant #: 07110-IG-2019-Hartford-19		² Original <input checked="" type="checkbox"/> Amendment # _____	
³ Grant Title: Wentworth Community Housing Phase 2			
⁴ Amount Previously Awarded: \$ 0.00		⁵ Amount Awarded This Action: \$ 247,200.00	
⁶ Total Award Amount: \$ 247,200.00			
⁷ Award Start Date: 6/17/2020		⁸ Award End Date: 12/31/2022	
⁹ Subrecipient Award: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>			
¹⁰ Vendor #: 40704		¹¹ Grantee Name: Town of Hartford	
¹² Grantee Address: 171 Bridge Street			
¹³ City: Hartford		¹⁴ State: VT	
¹⁵ Zip Code: 05001			
¹⁶ State Granting Agency: Agency of Commerce and Community Development-DHCD			¹⁷ Business Unit: 07110
¹⁸ Performance Measures: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		¹⁹ Match/In-Kind: <u>\$6,960,603</u> Description: See Attachment B - Payment Provisions and Project Budget, 4. Sources and Uses	
²⁰ If this action is an amendment, the following is amended: Amount: <input type="checkbox"/> Funding Allocation: <input type="checkbox"/> Performance Period: <input type="checkbox"/> Scope of Work: <input type="checkbox"/> Other: <input type="checkbox"/>			

SECTION II - SUBRECIPIENT AWARD INFORMATION

²¹ Grantee DUNS #: 073973695		²² Indirect Rate: <u>0</u> % <small>(Approved rate or de minimis 10%)</small>		²³ FFATA: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
²⁴ Grantee Fiscal Year End Month (MM format): 6/30				²⁵ R&D: <input type="checkbox"/>	
²⁶ DUNS Registered Name (if different than VISION Vendor Name in Box 11):					

SECTION III - FUNDING ALLOCATION

STATE FUNDS

Fund Type	²⁷ Awarded Previously	²⁸ Award This Action	²⁹ Cumulative Award	³⁰ Special & Other Fund Descriptions
General Fund	\$0.00	\$0.00	\$0.00	
Special Fund	\$0.00	\$0.00	\$0.00	
Global Commitment (non-subrecipient funds)	\$0.00	\$0.00	\$0.00	
Other State Funds	\$0.00	\$0.00	\$0.00	

FEDERAL FUNDS

(includes subrecipient Global Commitment funds)

Required Federal Award Information

³¹ CFDA #	³² Program Title	³³ Awarded Previously	³⁴ Award This Action	³⁵ Cumulative Award	³⁶ FAIN	³⁷ Federal Award Date	³⁸ Total Federal Award
14.228	Community Development Block Grant (CDBG)	\$0.00	\$247,200.00	\$247,200.00	B.19.DC.50.0001	8/21/2019	\$6,920,250.00
³⁹ Federal Awarding Agency: U.S. Department of Housing and Urban Development (HUD)		⁴⁰ Federal Award Project Descr: CDBG FY19					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
Total Awarded - All Funds		\$0.00	\$247,200	\$247,200.00			

SECTION IV - CONTACT INFORMATION

<p>STATE GRANTING AGENCY</p> <p>NAME: Nathan Cleveland TITLE: Community Development Specialist PHONE: 802-585-5659 EMAIL: Nathan.Cleveland@vermont.gov</p>	<p>GRANTEE</p> <p>NAME: Lori Hirshfield TITLE: Director of Planning & Development PHONE: 802-295-3075 EMAIL: lhirschfield@hartford-vt.org</p>
--	---

GRANT AGREEMENT # 07110-IG-2019-HARTFORD-19

1. **Parties:** This is a Grant Agreement between State of Vermont Agency of Commerce and Community Development (hereinafter called “State” or “Agency”) and Town of Hartford with principal place of business at 171 Bridge Street, Hartford VT 05001 (hereinafter called “Grantee”). It is the grantee’s responsibility to contact the Vermont Department of Taxes to determine if, by law, the grantee is required to have a Vermont Department of Taxes Business Account Number. The grantee is required by law to have a Federal ID# and it is 036000505.
2. **Subject Matter:** The subject matter of this Grant Agreement is Community Development Block Grant.
3. **Award Details:** Amounts, dates and other award details are as shown in the attached *Grant Agreement Part 1-Grant Award Detail*. A detailed scope of work covered by this award is described in Attachment A.
4. **Amendment:** No changes, modifications, or amendments in the terms and conditions of this Grant Agreement shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Grantee.
5. **Cancellation:** This Grant Agreement may be suspended or cancelled by either party by giving written notice as provided in Attachment C, Section 27 or Attachment D, Sections XVI and XVII.
6. **Attachments:** This Grant consists of 30 pages including the following attachments that are incorporated herein:
 - Attachment A – Scope of Work to Be Performed and Special Conditions
 - Attachment B – Payment Provisions and Project Budget
 - Attachment C – Customary State Grant Provisions
 - Attachment D – Other Provisions (CDBG Standard Provisions)
 - Attachment E – Certifications

NOTE: Signatures blocks have been omitted because document will use e-signing technology in lieu of signatures.

SCOPE OF WORK AND SPECIAL CONDITIONS

(A) Definitions - The following definitions shall apply throughout:

Subgrantee: Twin Pines Housing Trust (TPHT), 226 Holiday Drive, #20, White River Junction, VT 05001 (**DUNS # 015977981 and Federal ID# 222809527**)

Administrator: Town of Hartford, TPHT and Housing Vermont (HVT) 100 Bank St., Burlington, VT 05401-4697 (**DUNS #781703830 and Federal ID#**)

Program Manager: TPHT and HVT

Borrower: TBD – Housing Limited Partnership (formed between TPHT and HVT)

Program Income: As defined in 24 CFR 570.489(e)

(B) **Project Description:**

The Grantee shall subgrant VCDP funds, *as set out in the Attachment B, Payment Provisions and Project Budget, 4. Sources and Uses*, to Twin Pines Housing Trust (TPHT) to loan the VCDP funds to the Housing Limited Partnership along with the Other Resources to support the proposed new construction of 21 units of rental housing. The location of 21 units proposed is as follows: 17 units would be located at 110 Wentworth Way, White River Jct., VT 05001 and 4 units will be constructed on a brownfield property located at 1965 Hartford Ave., Wilder, VT 05088.

(1) Acquisition (Activity 3001)

The Subgrantee shall use VCDP funds, *as set out in the Attachment B, Payment Provisions and Project Budget, 4. Sources and Uses*, to loan to the Borrower along with the Other Resources to purchase two parcels: 110 Wentworth Way, White River Jct., VT 05001 and 1965 Hartford Ave., Wilder, VT 05088, where the new rental units will be constructed.

(2) New Construction (Activity 3021)

The Subgrantee shall use Other Resources, *as set out in the Attachment B, Payment Provisions and Project Budget, 4. Sources and Uses*, to construct 17 units of rental housing at 110 Wentworth Way, White River Jct. VT, and 4 units of rental housing located at 1965 Hartford Ave., Wilder VT 05088. The Wilder building location includes the remediation of a brownfield property.

(3) Program Management (Activity 3013)

The Subgrantee shall use VCDP funds together with Other Resources, as set out in the *Attachment B, Payment Provisions and Project Budget, 4. Sources and Uses*, to perform Program Management including but not necessarily limited to, activities relating to securing release of funds under the environmental regulations, securing compliance with labor standards (including Davis-Bacon wage rates), permit assistance, procurement standards, contracts management, construction oversight and coordination, and legal services.

(C) General Administration (Activity 5013)

The Grantee shall use Other Resources, as set out in *Attachment B, Payment Provisions and Project Budget, 4. Sources and Uses*, for the general administration of the grant. General administration responsibilities include, but are not limited to, activities relating to setting up and maintaining financial management records, completing progress reports, ensuring that the terms and conditions of this *Agreement* are carried out, assisting with subrecipient monitoring, and for eligible costs of audit.

(D) National Objective

The National Objective will be met by the construction of 21 units of rental housing, of which 16 units will be affordable to households with income at or below 80% AMI, 5 units will serve households with income between 80% and 120% AMI. An estimated 54 people (42 LMI and 12 non-LMI persons) will directly benefit from the project.

Activity	National Objective	Performance Indicator(s)	Proposed
Housing – New Construction (12)	Low & Moderate Income	Number of Units	21
		Number of Households	21
		Number of Low to Moderate Income Households	16
		Number of Persons Served	54
		Number of Low or Moderate-Income Persons Served	42

(E) The following documents shall be filed with the Agency at the times specified:

- (1) Prior to the first requisition of funds under this Agreement, as required by Attachment D, Section II(D), Grantee shall provide copies of the management forms and municipal policies or a certification that all required policies previously have been adopted and filed with the Agency.
- (2) Prior to the first requisition of funds, Grantee shall provide evidence of a firm commitment of Other Resources called for by Attachment B, Section 4.
- (3) Prior to executing the Subgrant, Grantee shall ensure that Subgrantee, has obtained DUNS numbers from the D&B D-U-N- S Request Service at <http://fedgov.dnb.com/webform/displayHomePage.do>, have registered with the System for Award Management (“SAM”) at www.sam.gov, are not listed on the State’s debarment list at: <http://bgs.vermont.gov/purchasing-contracting/debarment>, and shall provide the DUNS number, evidence of registration, and evidence that the Subgrantee is not debarred to the Agency.
- (4) Prior to the first requisition of funds, a copy of the fully executed Subgrant Agreement between the Grantee and Subgrantee, together with such other documents as may be required to secure compliance with the conditions of said subgrant. The Subgrant Agreement shall require, at a minimum, that Subgrantee secure its obligations thereunder by providing Grantee an assignment of the mortgage on the real property.
- (5) Prior to the first requisition of funds, a copy of the fully executed mortgage on the real property and the assignment of the mortgage securing the Subgrantee’s obligations under the Subgrant Agreement. This mortgage may be discharged upon request of the

Subgrantee after the National Objective is achieved and the requisite five (5) years of compliance with the terms of the subgrant is completed.

- (6) Grantee shall ensure adequate Subrecipient Oversight Monitoring per the Uniform Guidance using the Subgrantee Financial Monitoring Worksheet that must be completed by the Subgrantee. The Subgrantee Financial Monitoring worksheet must be completed prior to the first requisition. Only a Municipal staff person can complete and be responsible for the Subgrantee monitoring
- (7) Prior to the first requisition of funds, the Grantee shall provide an opinion of counsel, satisfactory to the Agency, that each of the documents provided pursuant to Paragraphs (E)(4) through (5) hereof is a legal, valid, and binding instrument, enforceable in accordance with its terms; that such documents meet the requirements of this Agreement, including but not limited to the requirements set forth at paragraphs (H) (1) to (16), and provides for use of the VCDP funds in compliance with this Agreement; and that the Subgrantee/Borrower has met all conditions required under such documents which must predate the first requisition.
- (8) Prior to the first requisition of funds, certification that all permits needed for the project have been identified and those needed to commence activities have been secured.
- (9) Prior to the first requisition of funds, Grantee shall provide evidence that it has established a bank account that meets the requirements of Attachment D, Paragraph V.
- (F) Grantee and Subgrantee shall demonstrate compliance with Davis-Bacon reporting requirements.
- (G) Grantee shall comply and shall require Subgrantee to comply with all conditions set forth in the Environmental Review Release Letter dated **5/7/2020** and shall maintain/upload documentation demonstrating compliance.
- (H) Grantee shall ensure adequate Subrecipient Oversight Monitoring per the Uniform Guidance using the Subgrantee Financial Monitoring Worksheet that was submitted as an award condition. If the Subgrantee Financial Monitoring Worksheet was not submitted as an award condition, it must be completed prior to the first requisition. Only a Municipal staff person can complete and be responsible for the Subgrantee monitoring.
- (I) The Subgrant Agreement between the Grantee and the Subgrantee shall contain such provisions as are appropriate and necessary to meet the requirements of the VCDP as set forth in this *Agreement*, and as set forth in VCDP's Sample Subgrant Agreement; shall incorporate by reference this Grant Agreement; and shall, at a minimum, provide for the following:
- (1) The Grantee shall subgrant **\$247,200** in VCDP funds.
 - (2) Require the Subgrantee to provide documentation to certify that, as of the date of execution of the Subgrant Agreement the organization is authorized to do business in the State of Vermont.
 - (3) Require the Subgrantee to provide documentation to certify that, as of the date of execution of the Subgrant Agreement, the organization is in good standing with respect to, or in full compliance with a plan to pay, any and all federal, state and local taxes.

- (4) Require the Subgrantee to provide documentation to certify that, as of the date of execution of the Subgrant Agreement, the organization is current on or is in full compliance with a plan to pay, any and all financial obligations.
- (5) Require Subgrantee to certify that, as of the date of execution of the Subgrant Agreement, the organization is not listed in the Exclusions portion of Performance Information in the System for Award Management (“SAM”) at www.sam.gov; nor named on the State’s debarment list at: <http://bgs.vermont.gov/purchasing-contracting/debarment>.
- (6) Require the Subgrantee to provide documentation to certify that, as of the date of execution of the Subgrant Agreement, all permits needed for the project have been identified and those needed to commence activities have been secured.
- (7) Require the Subgrantee to provide a firm commitment of all Other Resources.
- (8) Require Subgrantee to secure its obligations hereunder by providing Grantee an assignment of the mortgage on the real property. This mortgage may be discharged upon request of the Subgrantee after the National Objective is achieved and the requisite five (5) years of compliance with the terms of the subgrant is completed.
- (9) Require the Subgrantee to perform the General Administration (Activity 5013) and the Program Management (Activity 3013) of this grant, including all applicable specific functions set forth in the “VCDP Sample Subgrant and Administrative Services/Program Management Agreement.”
- (10) Require the Subgrantee to comply with Section 3 requirements in accordance with 24 CFR 135 to provide economic opportunities in connection with this project, to the greatest extent feasible, to low and very low-income persons residing within the area in which the project is located and to Section 3 businesses. Section 3 requirements shall be included in bid documents, and “the Section 3 Clause” shall be attached to all contracts executed in connection with this project. For more information and the Section 3 Clause see HUD Regulations.
- (11) Require the Subgrantee to complete a Subgrantee Financial Monitoring Worksheet that complies with Subrecipient Monitoring per the Uniform Guidance and upload the documentation to the Agency’s on-line grants management system (GEARS).
- (12) Require Subgrantee to commit to meet the national objectives called for under the *Federal Act* by:
 - (a) achieving the benefits called for in the National Objective section of this Agreement, and
 - (b) maintaining documentation as may be necessary to clearly demonstrate that said benefits have been met.
- (13) Contain a provision that for a period of at least five (5) years from the Completion Date, the Subgrantee shall obtain, pay for, and keep in full force, insurance on the property assisted with VCDP Funds against such risks and in such amounts and with an insurance carrier as may be reasonably acceptable to the Grantee. Such insurance policy shall

contain a loss payable clause acceptable to the Grantee. The Subgrantee shall furnish the Grantee satisfactory evidence of such insurance.

- (14) Contain a provision that for a period of five (5) years from the Completion Date, in compliance with the provisions of "Change of Use of Real Property," 24 CFR 570.489(j), timely notice shall be given to the Grantee and the Agency should there be the anticipation of a sale of all or a portion of the facility assisted using VCDP Funds to any person or entity who will use it for any changed purpose, of discontinuance of operation of all or a portion of the facility, or of material alteration or expansion of its purpose or function. The Grantee shall have such remedies that are available under the law, up to and including full recovery of the VCDP funds subgranted.
- (15) Require Subgrantee to enter into a Loan Agreement with Borrower that incorporates this Agreement by reference and includes, at a minimum, the applicable provisions of VCDP's sample "Loan and Security Agreement" and the following terms and conditions:
- (a) Require Borrower to certify that, as of the date of execution of the Loan and Security Agreement the organization is authorized to do business in the State of Vermont.
 - (b) Require Borrower to certify that, as of the date of execution of the Loan and Security Agreement, the organization is in good standing with respect to, or in full compliance with a plan to pay, any and all federal, state and local taxes.
 - (c) Require Borrower to certify that, as of the date of execution of the Loan and Security Agreement, the organization is current on or is in full compliance with a plan to pay, any and all financial obligations.
 - (d) Require Borrower to certify that, as of the date of execution of the Loan and Security Agreement, the organization is not listed in the Exclusions portion of Performance Information in the System for Award Management ("SAM") at www.sam.gov; nor named on the State's debarment list at: <http://bgs.vermont.gov/purchasing-contracting/debarment>.
 - (e) Require Borrower to certify that, as of the date of execution of the Loan and Security Agreement, all permits needed for the project have been identified and those needed to commence activities have been secured.
 - (f) Require Borrower to provide a firm commitment of all Other Resources.
 - (g) Require Borrower to secure its obligations hereunder by providing Grantee a mortgage and promissory note on the real property.
 - (h) Require the Borrower to comply with Section 3 requirements in accordance with 24 CFR 135 to provide economic opportunities in connection with this project, to the greatest extent feasible, to low and very low-income persons residing within the area in which the project is located and to Section 3 businesses. Section 3 requirements shall be included in bid documents, and "the Section 3 Clause" shall be attached to all contracts executed in connection with this project. For more information and the Section 3 Clause see [HUD Regulations](#).

-
- (i) Require Borrower to commit to meet the national objectives called for under the *Federal Act* by:
- a. achieving the benefits called for in this Agreement, and
 - b. maintaining documentation as may be necessary to clearly demonstrate that said benefits have been met.
- (j) Contain a provision that for a period beginning with the execution of the Loan and Security Agreement, and continuing for its term, Borrower shall obtain, pay for, and keep in force, insurance on the facility assisted using VCDP funds against such risks, in such amounts, and with an insurance carrier as may be reasonably acceptable to Grantee; and that such policy will contain a loss payable clause acceptable to the Grantee; and requiring the Borrower to furnish the Grantee satisfactory evidence of such insurance.
- (k) Require for a period of five (5) years from the Completion Date, compliance with the provisions of "Change of Use of Real Property," 24 CFR 570.489(j), including that timely notice shall be given to the Grantee and the Agency should there be the anticipation of a sale of all or a portion of the facility assisted using VCDP funds to any person or entity who will use it for any changed purpose, of discontinuance of operation of all or a portion of the facility, or of material alteration or expansion of its purpose or function, including the loss of affordability of the housing units. The Grantee shall have such remedies that are available under the law, up to and including full recovery of the VCDP funds.
- (l) Establish the term of the Loan to be 30 years at 0% interest.
- (16) Provide that any program income received by Subgrantee may be retained by Subgrantee, in accord with 24 CFR sec. 570.504(c), provided that it is used solely for one or more eligible activities as defined in Section 105 of the Housing and Community Development Act (42 USC sec. 5305(a)) in the Town of Hartford and shall be subject to all of the provisions of the Subgrant that apply to the specified activities.

PAYMENT PROVISIONS AND PROJECT BUDGET

1. Payment Requisitions

The Agency will process requisitions on or about the first and fifteenth of the month. The Grantee must submit requisitions a minimum of seven (7) business days prior to processing.

The Grantee shall submit requisition requests through the GEARS System along with adequate source documentation such as: invoices paid, canceled checks and timesheets. For reimbursement for Grantee's or Subgrantee's personnel, the supporting documentation must detail the expenditures by identifying the personnel, the time worked, the rate being charged per each respective individual, and a description of the work that was performed. For any other costs that are billed directly to Grantee or Subgrantee, Grantee shall identify the expenditures and attach copies of supporting invoices.

2. Reporting Requirements

The Grantee shall submit Progress and Financial Reports through the GEARS System biannually to the Agency detailing the status of the Grantee and Subgrantee's work and the status of the Project, and in particular the activities described in Attachment A. The First Reporting period shall end **September 30, 2020** and the report shall be due no later than **October 30, 2020**. The Second Reporting period shall end **March 31, 2021**. All subsequent biannual reports shall be due no later than thirty (30) days following the end of the reporting period.

The Grantee shall develop an overall financial management system sufficient to demonstrate the tracking of all expenditures and receipts.

3. General Provisions

In no event will the total funds provided by the Agency exceed the Total Award. Any additional funds required to complete the activities set forth in this Agreement will be the responsibility of the Grantee.

4. Sources and Uses

The Other Resources total \$6,960,603, derived as follows:

Other Resources	Funding Source	Type	Amount	Status
Bank Financing (BANK)	Private	Loan	\$ 525,000	Committed
Efficiency Vermont (EVT)	State/Local	Grant	\$ 1,325	Committed
Efficiency Vermont (EVT)	State/Local	Equity	\$ 60,375	Committed
HOME Investments Partnerships (HOME)	Federal	Deferred Loan	\$ 204,339	Committed
Low Income Housing Tax Credit (LIHTC)	Federal	Equity	\$ 4,262,800	Committed
Vermont Housing & Conservation Board (VHCB)	State/Local	Deferred Loan	\$ 1,785,661	Committed
Other (Other) - Brownfields - ACCD	Federal	Grant	\$ 65,000	Committed
Other (Other) - Brownfields - DEC	Federal	Grant	\$ 55,700	Committed
Other (Other) - GP Equity	Private	Cash	\$ 403	In-Hand
Total Other Resources			\$ 6,960,603	

Activity	Program Area	Code	VCDP Amount	HOME	VHCB	LIHTC	EVT	BANK	Other	Total Activity Costs
Acquisition - Real Property	Housing	3001	\$ 212,600		\$ 153,558					\$ 366,158
Program Management	Housing	3013	\$ 34,600		\$ 705,630	\$ 572,704	\$ 1,325	\$ 94,282		\$ 1,408,541
New Construction	Housing	3021	\$ -	\$ 204,339	\$ 926,473	\$ 3,684,096	\$ 60,375	\$ 430,718	\$ 121,103	\$ 5,427,104
General Administration	Housing	5013	\$ -			\$ 6,000				\$ 6,000
Total Costs			\$ 247,200	\$ 204,339	\$ 1,785,661	\$ 4,262,800	\$ 61,700	\$ 525,000	\$ 121,103	\$ 7,207,803
Percentage of Total			3%	3%	25%	59%	1%	7%	2%	

5. Funding Sources for Project

Federal Funds: \$4,835,039 (67%)
State/Local Funds: \$1,847,361 (26%)
Private Funds: \$525,403 (7%)

**STANDARD STATE PROVISIONS
FOR CONTRACTS AND GRANTS
REVISED DECEMBER 15, 2017**

1. Definitions: For purposes of this Attachment, “Party” shall mean the Contractor, Grantee or Subrecipient, with whom the State of Vermont is executing this Agreement and consistent with the form of the Agreement. “Agreement” shall mean the specific contract or grant to which this form is attached.

2. Entire Agreement: This Agreement, whether in the form of a contract, State-funded grant, or Federally-funded grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect.

3. Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial: This Agreement will be governed by the laws of the State of Vermont. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State with regard to its performance under this Agreement. Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.

4. Sovereign Immunity: The State reserves all immunities, defenses, rights or actions arising out of the State’s sovereign status or under the Eleventh Amendment to the United States Constitution. No waiver of the State’s immunities, defenses, rights or actions shall be implied or otherwise deemed to exist by reason of the State’s entry into this Agreement.

5. No Employee Benefits For Party: The Party understands that the State will not provide any individual retirement benefits, group life insurance, group health and dental insurance, vacation or sick leave, workers compensation or other benefits or services available to State employees, nor will the State withhold any state or Federal taxes except as required under applicable tax laws, which shall be determined in advance of execution of the Agreement. The Party understands that all tax returns required by the Internal Revenue Code and the State of Vermont, including but not limited to income, withholding, sales and use, and rooms and meals, must be filed by the Party, and information as to Agreement income will be provided by the State of Vermont to the Internal Revenue Service and the Vermont Department of Taxes.

6. Independence: The Party will act in an independent capacity and not as officers or employees of the State.

7. Defense and Indemnity: The Party shall defend the State and its officers and employees against all third party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any such claim or suit, and the Party shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State

retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits.

After a final judgment or settlement, the Party may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The Party shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the Party in connection with the performance of this Agreement.

The Party shall indemnify the State and its officers and employees if the State, its officers or employees become legally obligated to pay any damages or losses arising from any act or omission of the Party or an agent of the Party in connection with the performance of this Agreement.

Notwithstanding any contrary language anywhere, in no event shall the terms of this Agreement or any document furnished by the Party in connection with its performance under this Agreement obligate the State to (1) defend or indemnify the Party or any third party, or (2) otherwise be liable for the expenses or reimbursement, including attorneys' fees, collection costs or other costs of the Party or any third party.

8. Insurance: Before commencing work on this Agreement the Party must provide certificates of insurance to show that the following minimum coverages are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the State through the term of this Agreement. No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Party for the Party's operations. These are solely minimums that have been established to protect the interests of the State.

Workers Compensation: With respect to all operations performed, the Party shall carry workers' compensation insurance in accordance with the laws of the State of Vermont. Vermont will accept an out-of-state employer's workers' compensation coverage while operating in Vermont provided that the insurance carrier is licensed to write insurance in Vermont and an amendatory endorsement is added to the policy adding Vermont for coverage purposes. Otherwise, the party shall secure a Vermont workers' compensation policy, if necessary to comply with Vermont law.

General Liability and Property Damage: With respect to all operations performed under this Agreement, the Party shall carry general liability insurance having all major divisions of coverage including, but not limited to:

Premises - Operations

Products and Completed Operations

Personal Injury Liability

Contractual Liability

The policy shall be on an occurrence form and limits shall not be less than:

\$1,000,000 Each Occurrence

\$2,000,000 General Aggregate

\$1,000,000 Products/Completed Operations Aggregate

\$1,000,000 Personal & Advertising Injury

Automotive Liability: The Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than \$500,000 combined single limit. If performance of this

Agreement involves construction, or the transport of persons or hazardous materials, limits of coverage shall not be less than \$1,000,000 combined single limit.

Additional Insured. The General Liability and Property Damage coverages required for performance of this Agreement shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, then the required Automotive Liability coverage shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Notice of Cancellation or Change. There shall be no cancellation, change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written prior notice to the State.

9. Reliance by the State on Representations: All payments by the State under this Agreement will be made in reliance upon the accuracy of all representations made by the Party in accordance with this Agreement, including but not limited to bills, invoices, progress reports and other proofs of work.

10. False Claims Act: The Party acknowledges that it is subject to the Vermont False Claims Act as set forth in 32 V.S.A. § 630 *et seq.* If the Party violates the Vermont False Claims Act it shall be liable to the State for civil penalties, treble damages and the costs of the investigation and prosecution of such violation, including attorney's fees, except as the same may be reduced by a court of competent jurisdiction. The Party's liability to the State under the False Claims Act shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.

11. Whistleblower Protections: The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.

12. Location of State Data: No State data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside the continental United States, except with the express written permission of the State.

13. Records Available for Audit: The Party shall maintain all records pertaining to performance under this agreement. "Records" means any written or recorded information, regardless of physical form or characteristics, which is produced or acquired by the Party in the performance of this agreement. Records produced or acquired in a machine readable electronic format shall be maintained in that format. The records described shall be made available at reasonable times during the period of the Agreement and for three years thereafter or for any period required by law for inspection by any authorized representatives of the State or Federal Government. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

14. Fair Employment Practices and Americans with Disabilities Act: Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.

15. Set Off: The State may set off any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any set off of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided hereinafter.

16. Taxes Due to the State:

- A. Party understands and acknowledges responsibility, if applicable, for compliance with State tax laws, including income tax withholding for employees performing services within the State, payment of use tax on property used within the State, corporate and/or personal income tax on income earned within the State.
- B. Party certifies under the pains and penalties of perjury that, as of the date this Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.
- C. Party understands that final payment under this Agreement may be withheld if the Commissioner of Taxes determines that the Party is not in good standing with respect to or in full compliance with a plan to pay any and all taxes due to the State of Vermont.
- D. Party also understands the State may set off taxes (and related penalties, interest and fees) due to the State of Vermont, but only if the Party has failed to make an appeal within the time allowed by law, or an appeal has been taken and finally determined and the Party has no further legal recourse to contest the amounts due.

17. Taxation of Purchases: All State purchases must be invoiced tax free. An exemption certificate will be furnished upon request with respect to otherwise taxable items.

18. Child Support: (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, he/she:

- A. is not under any obligation to pay child support; or
- B. is under such an obligation and is in good standing with respect to that obligation; or
- C. has agreed to a payment plan with the Vermont Office of Child Support Services and is in full compliance with that plan.

Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.

19. Sub-Agreements: Party shall not assign, subcontract or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.

In the case this Agreement is a contract with a total cost in excess of \$250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54).

Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 ("False Claims Act"); Section 11 ("Whistleblower Protections"); Section 12 ("Location of State Data"); Section 14 ("Fair Employment Practices and Americans with Disabilities Act"); Section 16 ("Taxes Due the State"); Section 18 ("Child Support"); Section 20 ("No Gifts or Gratuities"); Section 22 ("Certification Regarding Debarment"); Section 30 ("State Facilities"); and Section 32.A ("Certification Regarding Use of State Funds").

20. No Gifts or Gratuities: Party shall not give title or possession of anything of substantial value (including property, currency, travel and/or education programs) to any officer or employee of the State during the term of this Agreement.

21. Copies: Party shall use reasonable best efforts to ensure that all written reports prepared under this Agreement are printed using both sides of the paper.

22. Certification Regarding Debarment: Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds.

Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the State's debarment list at: <http://bgs.vermont.gov/purchasing/debarment>

23. Conflict of Interest: Party shall fully disclose, in writing, any conflicts of interest or potential conflicts of interest.

24. Confidentiality: Party acknowledges and agrees that this Agreement and any and all information obtained by the State from the Party in connection with this Agreement are subject to the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq.

25. Force Majeure: Neither the State nor the Party shall be liable to the other for any failure or delay of performance of any obligations under this Agreement to the extent such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control rendering performance illegal or impossible (excluding strikes or lock-outs) ("Force Majeure"). Where Force Majeure is asserted, the nonperforming party must prove that it made all reasonable efforts to remove, eliminate or minimize such cause of delay or damages, diligently pursued performance of its obligations under this Agreement, substantially fulfilled all non-excused obligations, and timely notified the other party of the likelihood or actual occurrence of an event described in this paragraph.

26. Marketing: Party shall not refer to the State in any publicity materials, information pamphlets,

press releases, research reports, advertising, sales promotions, trade shows, or marketing materials or similar communications to third parties except with the prior written consent of the State.

27. Termination:

- A. Non-Appropriation:** If this Agreement extends into more than one fiscal year of the State (July 1 to June 30), and if appropriations are insufficient to support this Agreement, the State may cancel at the end of the fiscal year, or otherwise upon the expiration of existing appropriation authority. In the case that this Agreement is a Grant that is funded in whole or in part by Federal funds, and in the event Federal funds become unavailable or reduced, the State may suspend or cancel this Grant immediately, and the State shall have no obligation to pay Subrecipient from State revenues.
- B. Termination for Cause:** Either party may terminate this Agreement if a party materially breaches its obligations under this Agreement, and such breach is not cured within thirty (30) days after delivery of the non-breaching party's notice or such longer time as the non-breaching party may specify in the notice.
- C. Termination Assistance:** Upon nearing the end of the final term or termination of this Agreement, without respect to cause, the Party shall take all reasonable and prudent measures to facilitate any transition required by the State. All State property, tangible and intangible, shall be returned to the State upon demand at no additional cost to the State in a format acceptable to the State.

28. Continuity of Performance: In the event of a dispute between the Party and the State, each party will continue to perform its obligations under this Agreement during the resolution of the dispute until this Agreement is terminated in accordance with its terms.

29. No Implied Waiver of Remedies: Either party's delay or failure to exercise any right, power or remedy under this Agreement shall not impair any such right, power or remedy, or be construed as a waiver of any such right, power or remedy. All waivers must be in writing.

30. State Facilities: If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party's performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to and use of State facilities which shall be made available upon request. State facilities will be made available to Party on an "AS IS, WHERE IS" basis, with no warranties whatsoever.

31. Requirements Pertaining Only to Federal Grants and Subrecipient Agreements: If this Agreement is a grant that is funded in whole or in part by Federal funds:

- A. Requirement to Have a Single Audit:** The Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the granting Party within 9 months. If a single audit is not required, only the Subrecipient Annual Report is required.

For fiscal years ending before December 25, 2015, a Single Audit is required if the subrecipient expends \$500,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with OMB Circular A-133. For fiscal years ending on or after December 25, 2015, a Single Audit is required if the subrecipient expends \$750,000

or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.

- B. Internal Controls:** In accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework”, issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- C. Mandatory Disclosures:** In accordance with 2 CFR Part II, §200.113, Party must disclose, in a timely manner, in writing to the State, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures may result in the imposition of sanctions which may include disallowance of costs incurred, withholding of payments, termination of the Agreement, suspension/debarment, etc.

32. Requirements Pertaining Only to State-Funded Grants:

- A. Certification Regarding Use of State Funds:** If Party is an employer and this Agreement is a State-funded grant in excess of \$1,001, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party’s employee’s rights with respect to unionization.
- B. Good Standing Certification (Act 154 of 2016):** If this Agreement is a State-funded grant, Party hereby represents: (i) that it has signed and provided to the State the form prescribed by the Secretary of Administration for purposes of certifying that it is in good standing (as provided in Section 13(a)(2) of Act 154) with the Agency of Natural Resources and the Agency of Agriculture, Food and Markets, or otherwise explaining the circumstances surrounding the inability to so certify, and (ii) that it will comply with the requirements stated therein.

(End of Standard Provisions)

OTHER PROVISIONS (CDBG STANDARD PROVISIONS)

I. Subject Matter:

(A) This Agreement is funded, in whole or in part, through a grant provided to the Agency by the United States Department of Housing and Urban Development (HUD) under Title I of the federal Housing and Community Development Act of 1974, as amended, 42 U.S.C. § 5301 *et seq.* (the “Federal Act”). Pursuant to the Federal Act, the State of Vermont has elected to administer the federal program of Community Development Block Grants (CDBG) through the Agency. The Agency, in accordance with the provisions of the Vermont Community Development Act, 10 V.S.A. chapter 29 (the “State Act”), has awarded VCDP funds for the purpose of supporting the Grantee’s community development program. This Agreement shall be governed by all applicable provisions, as amended, contained in the Federal Act, the CDBG Regulations (24 CFR Part 570), the State Act, and the Grants Management Guide, including the Agency Procedures contained therein, whether specifically referred to in this Agreement or not.

II. Obligations of Grantee.

(A) Agreements to be in Writing. The activities required by this Agreement shall be performed by the Grantee or one or more subrecipients, such as a subgrantee or borrower, or one or more third parties such as a contractor or subcontractor, pursuant to one or more written contracts consistent with this Agreement. When the term “subrecipient” is used herein it shall mean a person or entity that receives a subgrant or loan from the Grantee hereunder to contribute to the achievement of the National Objective set out in Attachment A.

(B) Liability of Grantee. The Grantee shall remain fully liable and obligated for compliance with this Agreement notwithstanding the subgranting, lending or contracting with any third party(s). The Grantee shall require any third party to comply with all applicable provisions of this Agreement, shall provide a copy of this Agreement to any such third party, and shall, when appropriate, attach and incorporate by reference this Agreement to any contract with such third party.

(C) Documents. The Grantee understands that the filing of documents with the Agency does not require that the Agency review and comment upon any such documents. It shall be the Grantee’s sole responsibility. Filing of such documents with the Agency or use of model documents provided by the Agency shall in no way diminish Grantee’s obligations hereunder.

(D) Municipal Policies and Forms.

(1) Grantee shall have duly adopted municipal policies as set forth below, and shall file copies of such policies with the Agency:

- (a) Equal Employment Opportunity
- (b) Fair Housing
- (c) Use of Excessive Force
- (d) Use of VCDP Funds for Federal Lobbying
- (e) Drug-Free Workplace
- (f) Code of Ethics
- (g) Subrecipient Oversight Monitoring Policy
- (h) Whistleblower Protections

The Grantee may have previously adopted the above policies and filed copies of the same with the Agency. No duplicate filing shall be required if Grantee certifies such facts.

- (2) Grantee shall duly adopt and file the following with the Agency: Form PM-1:
Resolution to Accept the Grant Agreement

(E) Public Hearing. The Grantee shall hold a public hearing prior to the Completion Date to afford its residents the opportunity to review and comment on the program results and overall performance. The hearing shall be publicly warned at least fifteen (15) days in advance, stating the purpose of the hearing, with the notice appearing in a newspaper of general circulation in the municipality. Written minutes and a summary of public comments shall be filed with the Agency with the Final Program report.

(F) Publicity. If the Grantee or Subrecipient issues a press release or public communication pertaining to the Project assisted by this Agreement, it shall include a statement that the project is funded by a VCDP grant awarded by the Agency of Commerce and Community Development and shall reference the Total Award amount. Any construction sign posted at the Project Site shall identify that funding is provided by the U.S. Department of Housing and Urban Development through a VCDP grant awarded by the Agency of Commerce and Community Development.

(G) Continuing Obligations. Grantee's obligations under Sections XI (Monitoring and Reporting), XII (Audits), XIII (Completion Certificate) and XIV (Retention of and Access to Records) shall survive the termination of this Agreement.

III. Program Costs.

(A) Allowable Costs. The Grantee may incur only such costs as are reasonable and necessary for the Project and are allocable and allowable under the Agency Procedures, Chapters 5 through 7. Expenditures not specifically authorized may not be incurred without prior written approval by the Agency.

- (B) Cash-in Kind. Cash and cash-in-kind contributions made by the Grantee shall follow the criteria established by the Agency Procedures, Chapter 8.
- (C) Impermissible Expenditures Pending Environmental Review. The Grantee shall not incur costs for Project activities, except as provided in Subparagraph (D) below, until the Environmental Review required by §104(g) of the Federal Act has been completed and the Agency has issued the "Notice of Release of Funds."
- (D) Allowable Expenditures Pending Grant Agreement. As of the Award Date (Award Start Date), reasonable costs may be incurred for Environmental Studies, Planning, General Administration, Program Engineering and Design, and Public Information. Any Project activities performed by the Grantee in the period between the Award Date and the execution of this Agreement shall be performed at the sole risk of the Grantee.
- (E) Completion and Closeout. All costs other than General Administration must be obligated or expended prior to the Completion Date (Award End Date). All VCDP funds (other than those related to Closeout) must be liquidated or paid within thirty (30) days after the Award End Date. No VCDP funds may be obligated after the Completion Date except for those General Administration activities required to close out the Grant, such as the Final Program Report, Single Audit (if required), and Closeout Agreement. All obligations must be liquidated prior to closeout.
- (F) Agency Review of Expenses. At any time during the performance of this Agreement, or upon receipt of the Final Program Report and the Final Audit Report, the Agency may review any or all costs incurred by the Grantee and any or all payments made. Upon such review the Agency shall disallow any items of expense which are determined to be in excess of approved expenditures and shall inform the Grantee of any such disallowance by written notice.
- (G) Disallowance of Expenses. If the Agency disallows costs for which payment has not yet been made, it shall refuse to pay such costs. If payment has been made with respect to costs which are subsequently disallowed, the Agency may deduct and/or withhold the amount of disallowed costs from any future payments under this Agreement or require that such costs be refunded to the Agency.

IV. Requisition of VCDP Funds.

- (A) VCDP funds may be requisitioned as advances and/or reimbursements, except as provided in paragraph (C), below. The Grantee shall establish procedures to ensure that any VCDP funds in excess of \$5,000 are expended within ten (10) calendar days of receipt in Grantee's depository account and shall ensure that any subrecipient shall conform to such procedures.

- (B) The Grantee shall not requisition VCDP funds for amounts that are withheld from contractors or subcontractors to assure satisfactory completion of the work. These amounts may be requisitioned when the Grantee makes final payment, including the amounts withheld.
- (C) The Secretary may suspend the requisition of advances should it be determined that the Grantee is unwilling or unable to establish and comply with procedures to minimize the time period between cash advances and disbursement. Payments to the Grantee shall then be made only as reimbursement for actual cash disbursements.
- (D) The Grantee shall expend VCDP funds on a pro rata basis with Other Resources, unless otherwise authorized by the Agency.
- (E) If VCDP funds are needed prior to their availability due to VCDP requirements or conditions, the Grantee and/or one of the project parties must seek bridge financing to meet any expenses that cannot be delayed. The expenditure of bridge financing must comply with all VCDP requirements, including the environmental review process.
- (F) If the project's non-general administration budget comes in under budget, VCDP funds in an amount proportionate to the unused portion of the total budget (VCDP fund and Other Resources) shall be returned to the Agency. Such amounts may not be reallocated to other activities.
- (G) If the project's general administration budget comes in under budget, the unused portion shall be returned to the Agency. The expenditure of VCDP funds for General Administration must be maintained at the ratio set out in the Project Budget, Attachment B.

V. Bank Accounts for VCDP Funds.

(A) Depository Accounts.

- (1) Funds disbursed pursuant this Agreement shall be deposited in a separate, non interest-bearing account, dedicated to VCDP funds, and held in the name of and under the ownership of the Grantee. Any interest earned on funds in the depository account shall be remitted to the State for subsequent return to the United States Treasury. Funds held in the depository account shall be under the control of the Grantee's treasurer, and shall be paid out only on orders drawn by officials authorized by law to draw such orders.
- (2) Accounts established in the name of the Grantee and into which Program Income or housing rehabilitation escrow funds are deposited shall conform to the requirements of subparagraph (A)(1) of this Paragraph, except that such accounts may be interest bearing.

(3) All depository accounts shall be fully insured by the Federal Deposit Insurance Corporation (FDIC) or its equivalent. Any balance exceeding such coverage must be collaterally secured by U.S. Government obligations.

(B) Fidelity Bond Requirements. All individuals who are authorized to deposit receipts and/or pay out funds from any of the accounts covered by this Paragraph shall have fidelity bond coverage in an amount commensurate with the total losses which might be incurred.

(C) Other Accounts. The Grantee shall require that accounts involved with the activities covered by this Agreement which are established by Subrecipients or entities retained for the purposes of administration of this grant be secured as required in Subparagraph (A)(3) and that persons who are authorized to make deposits into or pay out funds from any such accounts have fidelity coverage as required in Subparagraph (B).

VI. Financial Management.

The Grantee shall establish and maintain a system which assures effective control over and accountability for all funds, property and other assets used for or obtained under this Agreement. Such system shall:

- (A) Maintain separate accounting records and source documentation for the activities funded under this Agreement and provide accurate financial information in the Progress Reports and any other status reports in the form specified by the Agency;
- (B) Provide for accurate, current and complete disclosure of the financial status of the Program and for the expenditure of any Other Resources listed in the Project Budget, Attachment B;
- (C) Establish records of budgets, receipts, and expenditures for each activity and demonstrate the sequence and status of receipts, obligations, disbursements, and fund balance;
- (D) Be consistent with generally accepted accounting principles and support the program and/or single audit(s) requirements set forth in Agency Procedures, Chapter 21; and
- (E) Include a subrecipient monitoring policy that requires the Grantee to exercise oversight monitoring of grant funds that are disbursed to a sub-recipient, to ensure the funds are properly managed (See Agency Procedures, Chapter 19)

VII. Procurement Procedures.

- (A) The Grantee may use established procurement procedures which reflect applicable State and local laws and regulations, provided that these procedures meet the requirements of the standards set forth in the Agency Procedures, Chapter 10. This Agreement and the Agency Procedures shall in no way be construed to relieve the Grantee of contractual obligations outside of this Agreement.
- (B) Conflict of Interest.
- (1) In the procurement of supplies, equipment, construction, and services by the Grantee, all members of the legislative bodies, officers or employees of the Grantee, or their designees, Subrecipients, or agents, or other persons who exercise any functions or responsibilities with respect to the program shall be bound by the provisions of Agency Procedures, Chapters 9 and 10.
 - (2) The Grantee shall include or cause to be included, provisions covering conflict of interest consistent with the requirements of this Paragraph in all contracts with third parties.
 - (3) The Grantee shall not employ any employee of the Agency.
- (C) The Grantee shall be responsible, in accordance with good administrative practices and sound business judgment, for the settlement of any contractual or other issues arising out of procurement obligations set forth herein.
- (D) Prior to entering into agreements with third party recipients (contractor, subcontractor, architect, engineer, etc.), the Grantee and any subrecipient (subgrantee/borrower) shall ensure that each third party recipient of the funds provided under this Agreement is not included on the List of Parties Excluded from Federal Procurement or Non-Procurement Programs (www.sam.gov) in accordance with Executive Orders 12549 and 12689; nor named on the State's debarment list at: <http://bgs.vermont.gov/purchasing-contracting/debarment> Documentation of compliance with this requirement shall be kept with other program documents and shall be available for review upon request.
- (E) Compliance with Section 3 of the Housing and Urban Development Act of 1968. Grantee and Subgrantees/Borrowers shall ensure that when employment or contracting opportunities are generated because a Covered Project (for more information on what constitutes a Covered Project see link provided below) or activity necessitates the employment of additional persons or the awarding of contracts for work, preference shall be given to low- and very low-income persons or business concerns residing in the community where the project is located. Additional information on Section 3 compliance can be found at: http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/section3/section3.

(F) Compliance with Davis-Bacon and Related Acts.

Grantee and Subgrantees shall ensure compliance with the Davis Bacon Act, including its prevailing wage and reporting requirements, for construction contracts paid with funds under this Agreement in excess of \$2,000.

Grantee and Subgrantees shall also ensure compliance with all other applicable federal labor requirements including the Copeland Anti-Kickback Act and the Contract Work Hours and Safety Standards Act. Additional information on these and other applicable Federal Labor Standards Requirements can be found in the Agency's Grants Management Guide, Chapter 7 at

<http://accd.vermont.gov/sites/accdnew/files/documents/CD-VCDP-GMG-FLSandDB-Chapter.pdf> and on HUD's website at:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/handbooks/sech/13441.

VIII. Bonding Requirements.

(A) For construction or facility improvement where the contract is for less than \$100,000, the Grantee may follow its established procedures. In the event Grantee has no established procedures in place, the requirements of subparagraph (B) hereof shall be met.

(B) For contracts or subcontracts exceeding \$100,000, the provisions of the Agency Procedures, Chapter 11 on bonding requirements shall be followed. If bonds are required, they shall be in such form and amount as provided in the Agency Procedures, Chapter 11.

IX. Program Income.

Except as may be provided in Special Conditions (Attachment A), Program Income and Unrestricted Revenue generated by the use of funds granted pursuant to this Agreement will be administered in accordance with the policies set forth in Agency Procedures, Chapter 22.

X. Equal Opportunity and Americans with Disabilities Act.

No person shall on the ground of race, color, religion, national origin, sex, sexual orientation, gender identity, ancestry, place of birth, age, or physical or mental condition, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any of the activities covered by this Agreement.

XI. Monitoring and Reporting.

(A) The Grantee shall monitor the activities covered by this Agreement, including those of contractors and subcontractors, to assure that all program requirements are met.

- (B) From time to time, as requested in writing by the Agency, the Grantee shall submit such data and other information as the Agency may require. The Grantee shall submit or cause the submission of progress and financial reports to the Agency in a format prescribed by the Agency and according to the schedule required by the Agency.
- (C) The Final Program Report shall be submitted as the report for the period which ends with the Completion Date. The Grantee shall submit a Final Program Report no later than thirty (30) days following the Completion Date. Evidence of a public hearing held in conformance with Paragraph II of this Agreement shall be filed with the Agency as part of the Final Program Report, which shall consist of, at a minimum, the hearing notice and the minutes taken.

XII. Audit(s).

- (A) Grantees must submit a fully completed and signed Subrecipient Annual Report to the Department of Finance & Management within 45 days after Grantee's fiscal year ends. The form may be downloaded from: <http://finance.vermont.gov>. The report must be completed and signed by the Chief Financial Officer, Controller, Business Manager, Treasurer or other person responsible for the financial records of the organization and submitted to the following address: Department of Finance & Management, Financial Operations Division, 109 State Street, 4th Floor, Montpelier, VT 05609-5901.
- (B) The Grantee shall arrange for an independent financial and compliance audit (or audits) of all VCDP costs and activities undertaken during the Period of Performance. In compliance with the Single Audit Act of 1984, as amended, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 (Uniform Guidance, the Compliance Supplement for the Code of Federal Domestic Assistance (CFDA) 14.228, and Agency Procedures, Chapter 21, the Grantee shall determine whether a single audit or a program audit is required.
- (C) The Grantee shall submit to the Agency an Interim Audit Report(s) and/or Final Audit Report covering the Period of Performance under this Agreement. An audit that covers a portion of the Period of Performance, or a portion of all expenditures, is defined as an Interim Audit. A Final Audit is the audit that covers all VCDP grant funds; or if there is an Interim Audit, the audit that covers the balance of any remaining unaudited VCDP funds through the Completion Date, or beyond if necessary.
- (D) Any contract or Agreement entered into by the Grantee and a Subgrantee shall contain language requiring the Subgrantee to comply with the federal Uniform Guidance, 2 CFR Part 200.
- (E) If any expenditure is disallowed as a result of any Interim Audit Report(s) and/or Final Audit Report, the obligation for reimbursement to the Agency shall rest with the Grantee.

XIII. Completion Certificates.

(A) A Certificate of Program Completion shall be issued to the Grantee when the Agency determines that all required work under this Agreement has been satisfactorily completed, including the execution of a Closeout Agreement if applicable and the submission of the Final Program Report, the Interim Audit Report(s), and/or the Final Audit Report. The Agency must determine that all program and financial compliance issues have been addressed and that the findings and/or concerns, if any, of monitoring reports, program reports, and audit reports have been resolved and cleared in writing.

XIV. Retention of and Access to Records.

(A) Financial records, supporting documents, statistical records, and all other records pertinent to this VCDP Grant shall be retained in accordance with the Agency Procedures, Chapter 3.

(B) Authorized representatives of the Agency, HUD, the Inspector General of the United States, or the U.S. General Accounting Office shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by, the Grantee pertaining to the receipt and administration of Vermont Community Development Program funds, as may be necessary to make audits, examinations, excerpts, and transcripts.

(C) Any contract or Agreement entered into by the Grantee that relates or pertains to this VCDP Grant shall contain language comparable to Subparagraph (B) above so as to assure access by an authorized party(s) to the pertinent records of any subrecipient, contractor, or subcontractor.

(D) The Final Program Report, Interim Audit Report(s) and/or Final Audit Report shall be maintained with other program documents available for public review, and at least one copy must remain in the Grantee's files.

XV. Administrative Sanctions.

(A) The Grantee shall receive notice from the Agency in the event of a failure to submit a timely progress report. No disbursement of grant funds shall be made if such failure continues after thirty (30) days from the date of notice. The Agency shall, in its discretion, determine whether to disburse funds during the notice period.

(B) The Grantee shall receive a Notice of Delinquency from the Agency in the event of a failure to submit timely Interim or Final Audits, Final Program Reports, Closeout Agreement Proposals, or Closeout Annual Reports. The Grantee shall not be eligible for further VCDP funds if such failure continues after thirty (30) days from the date of

notice, and, in addition to the remedies provided under this Agreement, may be subject to any action available to the Agency at law or equity.

(C) Resolution of Monitoring Findings - The Agency shall notify the Grantee of any issues identified through monitoring by providing a monitoring report containing the Agency's monitoring results, including any Findings or Concerns. No further disbursement of grant funds shall be made under this Agreement until the Agency's Findings and Concerns have been resolved in a manner satisfactory to the Agency. Grantee shall not be eligible for further VCDP funds if such resolution is not achieved within thirty (30) days of the date of the monitoring report, and, in addition to the remedies provided under this Agreement, may be subject to any action available to the Agency at law or equity.

XVI. Termination for Convenience.

The Agency and the Grantee may terminate the grant in whole, or in part, when agreed that the continuation of the program would not produce the benefits anticipated hereunder, and shall agree upon the termination conditions, including the effective date and, in the case of partial terminations, the portion to be terminated. The Grantee shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. The Agency may allow full credit for non-cancellable obligations, properly incurred prior to termination.

XVII. Suspension or Termination for Cause.

(A) Upon reasonable notice to the Grantee at any time prior to completion, the Agency may suspend this Agreement in whole or in part, may withhold further payments, or may prohibit the Grantee from incurring additional obligations of VCDP funds if it is determined that the Grantee has failed to substantially comply with the conditions of this Agreement or that the continued costs to be incurred will not produce benefits of comparable value. The Agency shall allow all necessary and proper costs which the Grantee could not reasonably avoid during the period of suspension.

(B) The Agency may terminate this Agreement at any time prior to completion, after reasonable notice and opportunity for hearing, when it is determined that the Grantee has failed to substantially comply with the conditions of this Agreement or that the continued costs to be incurred will not produce benefits of comparable value. The Agency shall promptly notify the Grantee, in writing, of the determination and reasons for the termination, together with the effective date.

XVIII. Appeals and Waiver of Enforcement.

(A) Appeals from the decisions or actions of the Agency may be made to the Secretary through the provisions of the Agency Procedures, Chapter 18.

- (B) No waiver by the Secretary of the right to enforce any provision of this Agreement shall be deemed a waiver of the right to enforce such provision upon subsequent breach or default, nor waiver of the right to enforce any other provision hereof.

XIX. Budget Revisions and Amendments.

- (A) Budget Revisions. The Grantee may, after providing written notice and justification to the Agency, make a one-time revision of the amounts listed in the "VCDP Funds" column of 4. Sources and Uses in Attachment B – Payment Provisions and Project Budget, provided that:

- (1) the aggregate impact is no more than ten (10%) percent of the Maximum Amount, listed as the "Total" item in the "VCDP Funds" column;
- (2) the Maximum Amount is not increased; and
- (3) there is no change to budgeted amounts for General Administration or Program Management Activities (indicated by VCDP Code suffix of "13") without prior written approval of the Agency.

- (B) Amendments.

- (1) Any change or deviation from this Agreement not specifically identified in subparagraph (A) hereof, including extensions of time for completion and budget revisions in excess of ten (10%) percent, shall constitute an amendment of this Agreement and shall only be effective when reduced to writing and signed by or on behalf of the Agency and the Grantee. No more than one amendment for changes which in the view of the Agency are not substantial, shall be permissible. The Agency will not allow any amendment which would substitute the funded activity.
- (2) The Grantee shall notify the Agency if, through the use of Other Resources, there is an intention to expand, enhance, or add to the scope of the program covered by this Agreement, or if there is a proposal to undertake activities that will have an impact upon the buildings, areas, or activities of this VCDP Grant. The Agency reserves the right to require an amendment to this Agreement if such is deemed necessary.
- (3) If any Amendment affects any related documents, including but not limited to Subgrants or Loans of the grant funds, the Grantee shall amend such documents as appropriate and upload the amended documents to the record in the online grants management system.

CERTIFICATIONS AND ASSURANCES

The Grantee hereby certifies and assures that Vermont Community Development Program Funds will be utilized in accordance with all the following: to the extent applicable, and that:

Debarment, Suspension, Ineligibility and Voluntary Exclusion from Federal Procurement and Non-procurement Programs

The Chief Executive Officer certifies that the Municipality is not listed in the Exclusions portion of Performance Information in the System for Award Management (“SAM”) at www.sam.gov, in accordance with Executive Orders 12549 and 12689; nor named on the State’s debarment list at: <http://bgs.vermont.gov/purchasing-contracting/debarment>. In addition, it certifies that no awards will be made to any subgrantees/borrowers, or permit any award at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs.

Legal Authority

(1) It possesses legal authority as defined in the Vermont Community Development Act [10 VSA 29] to apply for and accept the grant and administer the program.

(2) The legislative body has duly adopted and passed an official act or resolution authorizing the acceptance of and agreement to the conditions and provisions of this *Agreement*, including all understandings, certifications, and assurances contained herein; and designating and authorizing the Chief Executive Officer or designee to execute this *Agreement* and other such documents as may be necessary.

Benefit to Persons of Low and Moderate Income

(3) It will comply with the provisions of Section 104(b)(3) of the Federal Act which requires the use of funds to be developed to give maximum feasible priority to those activities which will benefit low and moderate income families, or aid in the prevention or elimination of slums or blight or meet other community development needs having a particular urgency.

Citizens Information

(4) It held at least one public hearing warned at least 15 days prior to obtain the views of citizens on community development and furnished citizens with information required by the Federal and State Acts.

(5) It prepared statements of community development and housing needs, including the needs of lower income persons and activities to be undertaken to meet such needs, the objectives and the projected use of community development funds, including information on the past use of such funds, if any, and have given affected citizens an opportunity to examine these statements and furnished a copy to the Agency.

(6) It allowed citizens an opportunity to examine the application and all supporting documentation and to submit comments thereon and will, in like manner, provide citizen participation when considering substantial program amendments.

Labor

(7) It will administer and enforce:

- (a) the Davis-Bacon Act [40 USC 276a et seq.];
- (b) the Federal Fair Labor Standards Act [29 USC 201 et seq.]; and
- (c) the Contract Work Hours and Safety Standards Act [40 USC 327-333].

(8) It will comply with:

- (a) the Copeland Anti-kickback Act of 1934, [18 USC 874 and 40 USC 276c];
- (b) Executive Order 11246 (Equal Employment Opportunities) as amended by Executive Orders 11375 and 12086 and the regulations issued pursuant thereto [41 CFR 60]; and
- (c) Section 3 of the Housing and Urban Development Act of 1968 [12 USC 1701u] as amended, (equal employment and business opportunities) and the regulations at 24 CFR 135.

Environmental and Historic

(9) The Chief Executive Officer, or other official so designated by the Legislative Body and approved by the Secretary will consent to assume the status of a responsible Federal official under the National Environmental Policy Act (NEPA) of 1969 as amended [42 USC 4321 et seq.] and the regulations found at 24 CFR 58; and the Chief Executive Officer is authorized and consents on behalf of the Applicant and him/herself to accept the jurisdiction of the Federal Courts for the purposes of enforcement of the responsibilities of such official.

(10) It will ensure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the program are not listed on the Environmental Protection Agency’s (EPA) list of Violating Facilities and that it will notify the Secretary of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

(11) It will, in connection with its performance of environmental assessments under the National Environmental Policy Act of 1969, comply with:

- (a) Section 106 of the Historic Preservation Act of 1966 [16 USC 470];
- (b) Executive Order 11593 (Protection and Enhancement of the Cultural Environment);
- (c) the Preservation of Archaeological and Historic Data Act of 1974 [16 USC 469 et seq.]; and
- (d) the procedures prescribed by the Advisory Council on Historic Preservation found at 36 CFR 800.

(12) It will comply with:

- (a) the National Environmental Policy Act of 1969 [42 USC 4321 et seq. and 24 CFR 58];

- (b) the Endangered Species Act of 1973, as amended [16 USC 153 et seq. and 10 VSA 4046 and Chapter 123];
- (c) Executive Order 11990, Protection of Wetlands;
- (d) the Fish and Wildlife Coordination Act of 1958, as amended [16 USC 661 et seq.];
- (e) the Fragile Areas Registry Act of 1977 [10 VSA 6551];
- (f) the Safe Drinking Water Act of 1974, as amended by the Safe Drinking Water Act of 1977 [21 USC 349 and 42 USC 210 and 300f et seq.] pertaining to sole-source aquifers;
- (g) the Clean Air Act of 1970, as amended [42 USC 7401 et seq.] and Vermont law [10 VSA 551 et seq.] as amended;
- (h) Executive Order 12088 relating to the prevention, control, and abatement of water pollution and the Federal Water Pollution Control Act of 1972, as amended, [33 USC 1251 et seq.] and Vermont law [10 VSA 1251 et seq. and 18 VSA § 101 et seq.];
- (i) the provisions of Executive Order 11988 as amended, relating to evaluation of flood hazards and with the flood insurance purchase requirements of Section 102(e) of the Flood Disaster Protection Act of 1973 [42 USC 4001 et seq.] and Vermont law [10 VSA 751 et seq. and Executive Order No. 17 of 1978];
- (j) the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 [42 USC 6901 et seq.] and Vermont law [24 VSA 2202a]; and
- (k) noise abatement and control regulations [24 CFR 51]
- (l) The Wild and Scenic River Act of 1968, as amended [16 U.S.C. 1271 et seq.];

Relocation and Acquisition

- (13) It will comply with:
 - (a) the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Properties Acquisition Policies Act of 1970, as amended [42 USC 4601 et seq.], referred to as the "Uniform Act;"
 - (b) the implementing regulations of the Uniform Act issued by the Department of Housing and Urban Development (CFR Title 49, Part 24) contained in HUD Acquisition and Relocation Handbook 1378; and
 - (c) the requirements of the Vermont Community Development Acquisition and Relocation Policy.

Architecture and Construction

- (14) It will comply with:
 - (a) the Lead-Based Paint Requirements [24 CFR Part 35, Subpart B];
 - (b) the Architectural Barriers Act of 1968 [42 USC 4151] and the rules applicable thereto;
 - (c) Section 504 of the Rehabilitation Act of 1973 [29 USC 794]; and

- (d) the provisions of Section 104(b)(5) of the Federal Act which restricts recovery of capital costs by assessing any amount against properties owned and/or occupied by persons with lower incomes.

Equal Opportunity and Fair Housing

- (15) It will affirmatively further fair housing and will comply with Pub. Law 90-284 [Title VIII of the Civil Rights Act of 1968; 42 USC 3601 known as the "Fair Housing Act"], as amended and the regulations issued pursuant thereto [24 CFR 100 to 115].
- (16) It will comply with and will immediately take any measures necessary to effectuate compliance with Pub. L. 88-352 [Title VI of the Civil Rights Act of 1964; 42 USC 2000d] and the regulations at 24 CFR 1.
- (17) It will comply with:
 - (a) Executive Order 11063 as amended by Executive Order 12259 (Leadership and Coordination of Fair Housing in Federal Programs) and the regulations at 24 CFR 100 and 107;
 - (b) Section 109 of the Federal Act [42 USC 5309] and the regulations issued pursuant thereto [24 CFR 5-70.496(b)];
 - (c) the Age Discrimination Act of 1975 [42 USC 6101 et seq.]; and
 - (d) the Americans with Disabilities Act of 1990 [42 USC 12010-12213; 42 USC 225-611] and the regulations issued pursuant thereto.

Other Requirements

- (18) It will comply with the provisions of the Hatch Act [5 USC 1501 et seq.] which limits the political activities of employees.
- (19) It will provide a drug-free workplace according to the requirements set forth in the Drug Free Workplace Act [Public Law 100-690 Title V, Subtitle D, 41 USC 701 et seq.].
- (20) It will comply with the provisions of 24 CFR Part 570.489(h) which govern Conflict of Interest.
- (21) It will comply with the other provisions of The Federal Act [Title I of the Housing and Community Development Act of 1974, as amended; 42 USC 5301 et seq.]; the State Act [10 VSA 29], the Agency Procedures and all other applicable requirements.
- (22) It will comply with Single Audit Act of 1984, as amended, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 (Uniform Guidance, the Compliance Supplement for the Code of Federal Domestic Assistance (CFDA) 14.228.

GRANT AGREEMENT RESOLUTION - SINGLE GRANTEE**Form PM-1**

WHEREAS, the (check one) Town City Village of Hartford, VT
has applied for funding under the Vermont Community Development Program, as provided for in 10
VSA Ch. 29, and has received an award of funds under said provisions; and

WHEREAS, the Agency of Commerce and Community Development has tendered a Grant Agreement
#07110-IG-2019- to this municipality for said funding:
Hartford -19

Now, THEREFORE, BE IT RESOLVED as follows:

- 1) that the legislative body of this municipality accepts and agrees to the terms and conditions of said Grant Agreement;
- 2) that (Name) Lori Hirshfield Title Planning and Development Director
is hereby designated as the person with overall Administrative responsibility for the VCDP activities related to this Grant Agreement; and
- 3) that (Name) Dan Fraser Title Selectboard Chair
who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, hereby designated as the Authorizing Official (AO) to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

Passed this 12th day of January, 2021.

LEGISLATIVE BODY

(Typed Name)	(Signature)
<u>Alicia Barrow</u>	_____
<u>Dan Fraser, Chair</u>	_____
<u>Simon Dennis, Vice Chair</u>	_____
<u>Kim Souza, Clerk</u>	_____
<u>Joe Major</u>	_____
<u>Emma Behrens</u>	_____
<u>Rachel Edens</u>	_____

For Agency Use:

Processed By: _____ Date: _____



AGENDA MEMORANDUM
January 12, 2021
Town Selectboard Meeting Item:
Submitted by: Lisa O'Neil, Town Clerk

Subject: **Items to be Authorized to be voted by Australian Ballot**

Background: In the Fall of 2020, the Vermont Legislature passed ACT 162 permitting local legislative bodies to adopt voting by Australian ballot for the 2021 Town and School District Meeting. The legislation was geared primarily to those Towns/School Districts who typically hold voting from the floor on Town/School Meeting day rather than by Australian Ballot. The Charter and/or state statute requires public informational meetings in addition to Australian Voting Day (March 2, 2021): Hartford will have Budget & Candidates Night on Monday, February 22, 2021 and Town/School Meeting Day on Saturday, February 27, 2021. These meetings can be held remotely following the COVID procedures for open meetings as the Select Board and School Board Meetings have been held since March, 2020. However, votes by voters from the floor cannot be held remotely.

Discussion: Hartford is in the enviable position of already voting most items via Australian Ballot. The exceptions include: 1). Town Officer and School Board Director compensation; AND, 2). Collection of Town and School District Taxes on real estate in two installments with dates specified. Therefore, for voters to vote on all items this Town/School District Meeting Cycle, the Select Board and School Board would each need to authorize placing the aforementioned questions on the respective Town or School District ballots.

Financial Impact: There is not a direct financial impact by this action.

Recommended Motion: I move to have the questions traditionally voted by floor vote on the Saturday preceding Voting Day, pertaining to Town Officer Compensation and Collection of real estate taxes in two installments placed on the Town ballot for consideration by the voters on March 2, 2021. The Articles shall be included in the Town Meeting Warning(s).

Interim Town Manager

Attachments: ACT 162
E-mail from JP Isabelle, Elections Division, VT Secretary of State's Office.
ACT 92 Sec 5 & 6 (2020) regarding Open Meeting Law & Remote Meetings

No. 162. An act relating to using Australian ballot for municipal meetings in the year 2021.

(S.354)

It is hereby enacted by the General Assembly of the State of Vermont:

Sec. 1. MUNICIPAL MEETINGS IN THE YEAR 2021; AUSTRALIAN
BALLOT AUTHORITY

(a)(1) Notwithstanding the provisions of 17 V.S.A. § 2680(a) and 16 V.S.A. § 711e that require the voters of a municipality to vote to apply the provisions of the Australian ballot system to the annual or special meeting of the municipality, in the year 2021, any municipality may apply the Australian ballot system to any or all of its municipal meetings held in the year 2021 by vote of its legislative body.

(2) Notwithstanding 17 V.S.A. § 2681(b) or any other provision of law to the contrary, a person shall not be required to collect voter signatures in order to have the person's name placed on the ballot as a candidate for a local election that is held at a 2021 municipal meeting.

(b) The Secretary of State may waive statutory deadlines or other statutory provisions, or provisions set forth in a school district's articles of agreement, related to a municipal election as necessary in order for a municipality to apply the Australian ballot system to its meeting in accordance with subsection (a) of this section. This waiver authority applies to statutory provisions set forth in a municipal charter or provisions set forth in a school district's articles of agreement if the waiver is requested by that municipality.

Lisa O'Neil

From: Isabelle, JP <JP.Isabelle@vermont.gov>
Sent: Tuesday, December 22, 2020 11:29 AM
To: Lisa O'Neil; Senning, Will
Subject: RE: Hartford-Follow up regarding Questions on Australian Ballot

[EXTERNAL EMAIL: DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Hi Lisa.

Correct, both boards (school board and selectboard) would both need to adopt the use of Australian ballot, per Act 162, and all matters to be voted would then be voted on by Australian ballot, including what was previously voted on from the floor.

Votes of voters from the floor should not be held remotely. The public informational hearings, as they are not a vote of the voters, can be held my remote means following the Covid procedures for open meetings.

Hope that helps to clarify. Let me know if you have any other questions

Best

JP

JP Isabelle

JD- VLS 2011

Elections Administrator

Vermont Office of the Secretary of State

128 State Street

Montpelier, VT 05633

Phone: 802-828-2304- Please leave your e-mail if you call me. I am working from home and my phone does not always work.

sos.vermont.gov/elections/

Please note my new e-mail address JP.Isabelle@vermont.gov

From: Lisa O'Neil <loneil@hartford-vt.org>
Sent: Tuesday, December 22, 2020 10:50 AM
To: Senning, Will <Will.Senning@vermont.gov>; Isabelle, JP <JP.Isabelle@vermont.gov>
Subject: Hartford-Follow up regarding Questions on Australian Ballot

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Hi, Will & JP,

I wanted to follow up regarding what I believe I understand from Thursday's webinar. As you know, Hartford is a Town that votes by Australian Ballot. We host two information al meetings (outlined in our Charter-one 8 days before the voting day and one the Saturday preceding the voting day). At the Saturday meeting both the School Board and the Select Board have floor votes on their compensation as well as the installment dates for real estate taxes. If I understood correctly, these items should be added to our ballots to be voted by Australian Ballot. Is that correct? Even if we are able

to hold these two events in a hybrid format (Zoom & some in-person attendance), I do not envision being able to accommodate full occupancy capacity in any of the facilities we would be using.

I would appreciate a response in writing. We have our second interim Town Manager trying to help navigate the Town Meeting Cycle and I want to be sure I present and substantiate the information to him accurately so, we can advise the two boards of the need for this. In addition, I assume each Board would need to take action at a Board Meeting making this change?

Thanks in advance.

Lisa M. O'Neil
Hartford Town Clerk
171 Bridge St.
White River Jct., VT 05001
802-295-2785
loneil@hartford-vt.org

As a COVID-19 safety precaution, Town of Hartford staff members are currently working remotely. Addressing residents' concerns and questions remains a high priority. We appreciate your patience as we adapt to virtual communications.

PLEASE NOTE: HARTFORD does not bear any responsibility or liability for missing or incorrect information or documents.

Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

No. 162
2020

Page 2 of 2

Sec. 2. EFFECTIVE DATE

This act shall take effect on passage.

Date Governor signed bill: October 5, 2020

ACT 92

No. 92
2020

Page 4 of 8

(b) The Secretary of State may waive statutory deadlines or other statutory provisions, or provisions set forth in a school district's articles of agreement, related to a municipal election as necessary in order for a municipality to apply the Australian ballot system to its meeting in the year 2020. This waiver authority applies to statutory provisions set forth in a municipal charter or provisions set forth in a school district's articles of agreement if the waiver is requested by that municipality.

***** Open Meeting Law *****

Sec. 5. LEGISLATIVE INTENT; COVID-19 RESPONSE AND OPEN MEETINGS

It is the intent of the General Assembly that during the continued spread of coronavirus disease 2019 (COVID-19) in the State of Vermont public bodies should organize and hold open meetings in a manner that will protect the health and welfare of the public while providing access to the operations of government. Public bodies should meet electronically and provide the public with electronic access to meetings in lieu of a designated physical location. Accordingly, this act sets forth temporary Open Meeting Law procedures in response to COVID-19.

Sec. 6. OPEN MEETING LAW; TEMPORARY SUSPENSION OF
DESIGNATED PHYSICAL MEETING LOCATION
REQUIREMENTS

(a) Notwithstanding 1 V.S.A. § 312(a), during a declared state of emergency under 20 V.S.A. chapter 1 due to COVID-19:

(1) a quorum or more of the members of a public body may attend a regular, special, or emergency meeting by electronic or other means without being physically present at a designated meeting location;

(2) the public body shall not be required to designate a physical meeting location where the public may attend; and

(3) the members and staff of the public body shall not be required to be physically present at a designated meeting location.

(b) When the public body meets electronically under subsection (a) of this section, the public body shall use technology that permits the attendance of the public through electronic or other means. The public body shall allow the public to access the meeting by telephone whenever feasible. The public body shall post information on how the public may access meetings electronically and shall include this information in the published agenda for each meeting. Unless unusual circumstances make it impossible for them to do so, the legislative body of each municipality and each school board shall record its meetings held pursuant to this section.

(c) In the event of a staffing shortage during a declared state of emergency under 20 V.S.A. chapter 1 due to COVID-19, a public body may extend the time limit for the posting of minutes prescribed in 1 V.S.A. § 312(b)(2) to not more than 10 days from the date of the meeting.

Sec. 7. DEPARTMENT OF FISH AND WILDLIFE; FISH AND WILDLIFE BOARD; MEETING REQUIREMENTS IN THE YEAR 2020

In the year 2020, the Department of Fish and Wildlife and the Fish and Wildlife Board shall not be required to hold the number of regional meetings as required by 10 V.S.A. §§ 4081(f) (deer) and 4082(b) and (c) (migratory bird and moose), but shall be required to hold not less than five meetings by electronic means to ensure adequate public involvement.

* * * Deadlines for Municipal Corporations and
Other Political Subdivisions * * *

Sec. 8. EXTENSION OF DEADLINES APPLICABLE TO MUNICIPAL CORPORATIONS AND REGIONAL PLANNING COMMISSIONS; CONTINUED VALIDITY OF LICENSES AND PLANS

(a) During a declared state of emergency under 20 V.S.A. chapter 1 due to COVID-19, the Governor may authorize State agencies to extend any deadline applicable to municipal corporations or regional planning commissions. A deadline established by statute shall not be extended to more than 90 days after the date that the declared state of emergency ends. Any expiring license, permit, program, or plan issued to a municipal corporation or regional planning



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, December 29,
2020

6:00pm Hartford Town Hall
171 Bridge Street, White River Junction, VT
05001

**This meeting was conducted in compliance with
Vermont Open Meeting Law with electronic participation.**

Present via Zoom: Simon Dennis, Selectboard Vice Chair; Alicia Barrow, Selectboard Member; Joseph Major, Selectboard Member; Kim Souza, Selectboard Clerk; Emma Behrens, Selectboard Member.

Present at Town Hall: Dan Fraser, Selectboard Chair; John MacLean, Interim Town Manager; Lana Livingston, Administrative Assistant

Absent: Rachel Edens, Selectboard Member

Read by Selectboard Chair, Dan Fraser:

As Chair of the Town of Hartford Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically. In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

- a) Providing public access to the meeting by [telephone/video/other electronic means], with additional access offered through telephone, zoom and youtube.com. We are using Zoom for this remote meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by <https://zoom.us/j/549799933> - Please mute your microphone, youtube.com/catv810 – click “live now”. If you're calling in from phone dial: (415) 762-9988 Type in the Room ID: 549-799-933 followed by #. Press # a second time. Press *9 to raise your hand for public comment.
- b) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone, zoom and youtube.com in our

posted meeting agenda. [Instructions have also been provided on the town website on the “Agendas and Minutes.”]

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.

d) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law. Let’s start the meeting by taking a roll call attendance of all Selectboard members participating in the meeting.

CATV LINK: <http://catv.cablecast.tv/CablecastPublicSite/show/13569?channel=1>

I. Call to Order the Selectboard Meeting: Selectboard Chair, Dan Fraser called the meeting to order at 6:01 P.M.

II. Pledge of Allegiance was recited.

III. Local Liquor Control Board: Selectboard Chair, Dan Fraser recessed the Selectboard and opened the Local Liquor Control Board at 6:05 PM.

NEW:

a. K&D Food Group, The Chef & Butcher, 87 Maple Street, Suite 2, White River Junction, VT 05001. (First & Third Class)

Selectboard Vice Chair, Simon Dennis moved to approve a First and Third class liquor licenses to K&D Food Group, The Chef & Butcher, 87 Maple Street, Suite 2, White River Junction, VT 05001.

Selectboard Member, Joe Major seconded the motion. 4 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

b. Montshire Services, LLC Doing Business as Bobs Service Station, 4 Ballardvale Drive, White River Junction, VT 05001 (Second Class)

Selectboard Member, Emma Behrens made the motion to approve a Second class liquor license to Montshire Services, LLC Doing Business as Bobs Service Station, 4 Ballardvale Drive, White River Junction, VT. Selectboard Member, Joe Major seconded the motion. 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

Selectboard Chair, Dan Fraser closed the Local Liquor Control Board at 6:10 P.M. and reopened the Selectboard meeting.

IV. Order of Agenda: There will be no Executive Session tonight.

Item tabled: - 4.b. Review 36 Overlook Housing Property Valuation

Item added - Charge for the Ad Hoc committee on Emergency Shelter – 4.e.

V. Selectboard

1. Public, Selectboard Comments and Announcements

Citizen Comments

Heather Fenner from White River Jct., called in to ask the Selectboard when the small structures will be removed. These are the ones off Prospect Street and behind Worcester Avenue. Mr. Fraser responded that the shelters no longer have any occupants. All occupants now have vouchers for shelter. There are issues to move these. They were not put there by the Town and are not on Town property. They are working on it and will keep everyone posted as they learn more.

Marcy Bartlett from Wilder called in to direct the Selectboard's attention to the emails she sent to the Board earlier today concerning a cannabis dispensary that does or does not come to the Town's voters. Hopefully this will be discussed further later in the agenda.

Selectboard Comments:

Joe Major apologized for an outburst he had had the last meeting. He apologized to the citizen that was involved, the town and the Board members. Heidi Dutile from WRJ thanked Mr. Major for thanking everyone for helping out and for the apology he offered to her.

Mr. Major thanked all the town employees and fellow citizens for help out in the major snow storm we had. It was a time for Mr. Major to say thank you to everyone helping him and others out selflessly.

Kim Souza thanked the Chair for putting time targets on the agenda of tonight's meeting.

Dan Fraser thanked the Public Works department for all their hard work during the storm.

Mr. Fraser announced the hiring of the new Town Manager.

Motion to accept the Contract signed by the new Town Manager:

Selectboard Member, Alicia Barrow made the motion to accept the contract with Tracy Yarlott-Davis as written. Selectboard Vice Chair, Simon Dennis seconded the motion. All were in favor and the motion passed.

2. Appointments

- a. Consider Lucas Gilbert to the Hartford Climate Advisory Committee beginning December 29, 2020.

Selectboard Clerk, Kim Souza made the motion to appoint Lucas Gilbert to the Hartford Climate Advisory Committee beginning December 29, 2020 and ending December 28, 2023. Selectboard Vice Chair, Simon Dennis seconded the motion. All were in favor and the motion passed.

- b. Consider John J. Clerkin for the Alternate Position on the Vermont League of Cities and Towns (VLCT) Property and Casualty Intermunicipal Fund (PACIF) Board of Directors for a three-year term.

Selectboard Vice Chair, Simon Dennis made the motion to endorse and recommend John J. Clerkin for the Alternate Position on the Vermont League of Cities and Towns (VLCT) Property and Casualty Intermunicipal Fund (PACIF) Board of Directors for a three-year term. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

3. Town Manager's Report

Significant Activity Report:

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/201>

4. Board Reports, Motions & Ordinances:

- a. 2022 Final Budget Adoption
- Climate Advisory Committee Funding Request for the Climate Action Plan

The Climate Advisory Committee is asking for two items to be discussed and acted on tonight.

1. The Selectboard establish the Climate Action Reserve Fund forthwith; and
2. The Selectboard secure \$60,000 for the fund to be available in FY22.

A motion to take the \$60,000 from the Local Option Tax will be reflected later under the Local Option Tax Usage bullet item.

A Climate Action Fund can be created at a later date.

- FYE 21 Funds Encumbrance Request – Pool Bond Interest Payment

Selectboard Member, Joe Major made the motion for the Selectboard to approve the 2021 Specific Insurance Savings Encumbrance Request to be utilized in FYE 2022 specifically for the Pool Bond Interest Payments totaling \$64,092. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

- FYE 22 General Fund Budget Approval – Adoption

Selectboard Clerk, Kim Souza made the motion to approve the FYE 22 General Fund as presented December 29, 2020 totaling \$17,640,521, to be funded with \$2,593,299 in non-tax revenue, \$608,120 of Unassigned Fund, and \$14,439,102 to be raised by taxes. Selectboard Member, Emma Behrens seconded the motion. 5 were in favor and 1 voted No (Barrow). The motion passed.

- FYE 22 Local Option Tax Usage adoption to put on ballot for voter approval.

Selectboard Vice Chair, Simon Dennis made the motion for the Selectboard put forward to the voters the amount of \$233,600 to be allocated from the Local Option Tax Fund knowing that the specific language for each of the six ballot items will be drafted and come before us for ratification. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

- FYE 22 Fund 30 Solid Waste Approval – Adoption

Selectboard Member, Joe Major made the motion that the Selectboard adopts the Solid Waste Fund Budget FYE 22 Budget as presented December 29, 2020 totaling \$952,807 in Expenses, to be funded with \$881,354 of Revenues. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

- FYE 22 Fund 50 White River Water Fund Approval – Adoption

Selectboard Clerk, Kim Souza made the motion that the Selectboard adopt the White River Water Fund Budget FYE 22 Budget as presented December 29, 2020 totaling \$1,133,421 in Expenses, to be funded with \$1,169,773 of Revenues. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

- FYE 22 Fund 55 Quechee Water Fund Approval – Adoption

Selectboard Member, Emma Behrens made the motion to move adoption of the Quechee Water Fund Budget FYE 22 Budget as presented December 29, 2020 totaling \$472,138 in Expenses, to be funded with \$471,907 of Revenues. Selectboard Vice Chair, Simon Dennis seconded the motion. All were in favor and the motion passed.

- FYE 22 Fund 60 White River Wastewater Fund Approval – Adoption

Selectboard Vice Chair, Simon Dennis made the motion that the Selectboard adopt the White River Wastewater Fund Budget FYE 22 totaling \$2,057,681 in Expenses, to be funded with \$1,835,279 of Revenues. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

- FYE 22 Fund 65 Quechee Wastewater Fund Approval – Adoption

Selectboard Clerk, Kim Souza moved to adopt the Quechee Wastewater Fund Budget FYE 22 Budget as presented December 29, 2020 total \$1,321,098 in Expenses, to be funded with \$1,319,422 of Revenues. Selectboard Member, Alicia Barrow seconded the motion. All were in favor and the motion passed.

- b. Review 36 Overlook Housing Property Valuation – tabled.
- c. Town of Hartford Equity and Inclusion Strategic Plan

Chair of the HCoreI, Allene Swienkowski presented the recommendations included in The Strategic Plan created by Vermont Partnership for Fairness and Diversity dated April 2020. She shared the goals of the Plan and recommendations for the Selectboard to move forward.

d. Act 164 – Marijuana bill/sales in Town

Selectboard Chair, Dan Fraser presented per a citizen's request.

Consider putting on the Ballot in March. If putting on the ballot this year, must decide to do it right away. If it does not get on this year's ballot, it could be done next year.

Citizen, Marcy Bartlett called in to clarify that if the Town decides to do nothing (at Town Meeting) than a dispensary in the Town would not be authorized. Mr. Fraser confirmed this to be right. She does not support a dispensary in Town. She would hope to have an educated, science based discussion about this.s

ADDED ITEM: e. Charge for the Ad Hoc committee on Emergency Shelter

Selectboard Member, Alicia Barrow made the motion to adopt the Hartford Ad-Hoc Committee on Emergency Shelter charge as presented. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

Hartford Ad-Hoc Committee on Emergency Shelter

Term:

The term of this Committee shall end upon completion of the charge; not later than March 2nd, 2021.

Constitution:

This advisory committee will be constituted by the Town Manager, one member of staff, three Selectboard Members and five individuals with expertise regarding the subject matter. Each member shall have equal weight in discussion and voting.

Charge:

- To investigate the regulatory obstacles to the creation of portable micro-dwellings to provide shelter for people experiencing homelessness
- To submit recommendations to the Selectboard regarding the creation and governance of a permitted encampment to allow unsheltered individuals to dwell legally and safely during the Spring, Summer, Fall and Winter seasons.

In order to conform with the open meeting laws, committee meetings will be warned, recorded and open to the public.

VI. Commission Meeting Reports

Selectboard Vice Chair, Simon Dennis reported that the Emergency Shelter Committee had their first meeting yesterday.

Selectboard Member, Alicia Barrow reported from the Historic Preservation Committee. They are working on upcoming purchases.

Selectboard Member, Emma Behrens reported from the Energy Commission. They are working on a statement about the impacts of energy for BIPOC people and how

the Commission can address that.

Selectboard Chair, Dan Fraser reported from the Tree Board. The December tree of the month is the Pin Oak.

VII. Consent Agenda Selectboard Clerk, Kim Souza made the motion to approve the consent agenda. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 12/26/2020
Approve Meeting Minutes of: 12/15/2020
Approve A/P Manifest of: 12/24/2020 & 12/29/2020

Selectboard Meeting Dates of:
Already Approval: 1/12/2021, 1/19/2021(warrant approval)
and 1/26/2021.

VIII. Executive Session: NONE

IX. Adjourn the Selectboard Meeting: Selectboard Clerk, Kim Souza made the motion to adjourn the meeting at 10:00PM. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than noon on the Wednesday preceding the scheduled meeting date. Requests received after that date will be addressed at the discretion of the Chair. Citizens wishing to address the board should do so during the Citizen Comments period.

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID
Town of Hartford**

Page: 1
User: florentina
Report: APINHDD_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
73-7302	Dog Park				
035002	CASELLA WASTE MANAGEMENT, INC	CASELLA WASTE SERVICES	1/08/2021		1057
9600044482Dec'20	Trash Pick up	0.00	\$71.35	0.00	71.35
	Desc: Trash Pick up	Acct: 73-511-318-7302	CONTRACTED SERVICES(DOG PARK		
	Vendor Total:		71.35	0.00	71.35
73-7302	GENERAL FUND - MASCOMA	Bank Total:			71.35
FUND 1 0	GENERAL FUND - MASCOMA				
000985	AES CORPORATION		1/08/2021		71634
00158516	RADIO BOX MAINTENANCE PLAN	0.00	\$3,500.00	0.00	3,500.00
	Desc: RADIO BOX MAINTENANCE PLAN	Acct: 10-221-318-0000	CONTRACTED SERVICES		
	Vendor Total:		3,500.00	0.00	3,500.00
001170	AIRGAS, INC.	AIRGAS USA, LLC	1/08/2021		71635
9108111947	OXYGEN	0.00	\$16.42	0.00	16.42
	Desc: MED 02	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
	Vendor Total:		16.42	0.00	16.42
002065	AMERICAN FAMILY LIFE ASSURANCE	AFLAC - AMERICAN FAMILY LIFE	1/08/2021		71636
DEC'20	AFLAC INSURANCE DEC'20	0.00	\$2,506.86	0.00	2,506.86
	Desc: AFLAC INSURANCE DEC'20	Acct: 10-012-300-0270	ACCRUED AD&D PAYABLE		
	Vendor Total:		2,506.86	0.00	2,506.86
003450	AUTOZONE		1/08/2021		71637
5120499078	PARTS	0.00	\$-19.29	0.00	-19.29
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
5120529324	TIE ROD-PD2	0.00	\$57.28	0.00	57.28
	Desc: TIE ROD-PD2	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
5120529941	DLG NEW CV AXLE-PD1	0.00	\$113.01	0.00	113.01
	Desc: DLG NEW CV AXLE-PD1	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
5120510682	PARTS	0.00	\$49.02	0.00	49.02
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
5120440566	PARTS	0.00	\$42.95	0.00	42.95
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
5120519116	PARTS	0.00	\$301.77	0.00	301.77
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
5120523026	PARTS	0.00	\$55.68	0.00	55.68
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
5120440580	RETURN PARTS	0.00	\$-40.52	0.00	-40.52
	Desc: RETURN PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
5120523029	PARTS	0.00	\$27.45	0.00	27.45
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
5120523030	PARTS	0.00	\$27.45	0.00	27.45
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
5120492453	PARTS	29.67	\$29.67	0.00	29.67
	Desc: PARTS	Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		

Report Date: 1/08/21
10:26AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 2
User: florentina

ReportAPINHDPmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
5120524528	PARTS	0.00	\$139.80	0.00	139.80
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
5120527229	PARTS	0.00	\$105.00	0.00	105.00
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			889.27	0.00	889.27
004690	BEACON ATHLETICS, LLC			1/08/2021	71638
0523478-IN	Pitching Mounds for Maxfield	0.00	\$5,210.00	0.00	5,210.00
Desc: Pitching Mounds for Maxfield		Acct: 10-527-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			5,210.00	0.00	5,210.00
005520	BIG STATE INDUSTRIAL SUPPLY			1/08/2021	71639
1416289	Gloves	355.25	\$355.25	0.00	355.25
Desc: Gloves		Acct: 60-965-417-0017	EXTRAORDINARY EXP : COVID-19		
Vendor Total:			355.25	0.00	355.25
005800	BLAKTOP INC.			1/08/2021	71640
28315	MATERIALS	0.00	\$255.36	0.00	255.36
Desc: MATERIALS		Acct: 10-312-323-0000	MATERIAL & SUPPLIES		
005800	BLAKTOP INC.			1/08/2021	71641
28310	2020 SUMMER PAVING - TIF	6,154.45	\$6,154.45	0.00	6,154.45
Desc: 2020 SUMMER PAVING - TIF		Acct: 13-921-360-0100	S. Main St Infrastructure- Construction		
Vendor Total:			6,409.81	0.00	6,409.81
005850	BLODGETT SUPPLY CO INC			1/08/2021	71642
S026423843.002	PARTS - SPRINGLER SYS STN 2	0.00	\$149.84	0.00	149.84
Desc: Sprinkler System Fire Station #2		Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			149.84	0.00	149.84
006100	BMO FINANCIAL GROUP			1/08/2021	71643
Walsh 11/28-14/20-1	Walsh Dillon - IT	0.00	\$1,507.28	0.00	1,507.28
Desc: Dell- 1 Desktop		Acct: 10-211-330-0000	OFFICE EQUIPMENT		
Desc: Udemy Online Course		Acct: 10-181-315-0000	RECRUITMENT & TRAINING		
Desc: SMTP2Go-Fee		Acct: 10-181-318-0000	CONTRACTED SERVICES		
Walsh 11/28-14/20-2	Walsh Dillon - IT	0.00	\$824.18	0.00	824.18
Desc: Dell - Laptop		Acct: 10-174-417-0017	EXTRAORDINARY EXP : COVID-19		
Walsh 11/28-14/20-3	Walsh Dillon - IT	0.00	\$824.18	0.00	824.18
Desc: Dell - Laptop		Acct: 10-622-417-0017	EXTRAORDINARY EXP : COVID-19		
Walsh 12/15-27/20	Walsh, Dillon - IT	0.00	\$262.77	0.00	262.77
Desc: Udemy&Dion-Training Courses		Acct: 10-181-315-0000	RECRUITMENT & TRAINING		
Cooney 12/15-27/20	Cooney, Scott - FD	0.00	\$1,150.78	0.00	1,150.78
Desc: Dale's Paint - CAR3 LETTERING		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Desc: Amazon - Office Supplies		Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
Desc: Amazon - Office Supplies		Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Delisle 11/28-14/20	Delisle, Jeremy - DPW	1,615.97	\$2,323.58	0.00	2,323.58
Desc: VTWM-Operating Fee		Acct: 65-963-317-0000	PERMITS & LICENSES		
Desc: Amazon-Thermostat outlets		Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
Desc: Vt DMV- Trailer Registration		Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID**

Page: 3
User: florentina

Town of Hartford

ReportAPINHDD_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Amazon-Battery Charger	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
	Desc: Amazon-First Aid Stn Supplies	Acct: 10-325-323-0000	MATERIAL & SUPPLIES		
	Desc: PSI-WW Exam Fee	Acct: 60-961-315-0000	RECRUITMENT & TRAINING		
Delisle 12/15-27/20	Delisle, Jeremy - DPW	0.00	\$751.96	0.00	751.96
	Desc: Amazon-Winter Gloves	Acct: 10-325-326-0000	UNIFORMS		
	Desc: Amazon - Ice Alert Signs	Acct: 10-315-323-0000	MATERIAL & SUPPLIES		
	Desc: KeyChevrolet-Test Valve	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Hausler 12/15-27/20	Hausler, Scott - REC	197.83	\$224.18	0.00	224.18
	Desc: USPS-Postage	Acct: 10-511-322-0000	POSTAGE		
	Desc: Siteground-Glory Days Website	Acct: 73-511-318-7303	CONTRACTED SERVICES(GLORY DA'		
Jay 12/15-27/20	McDonough, Jay - REC	70.63	\$70.63	0.00	70.63
	Desc: Petsmart&Walmart - Supplies	Acct: 25-985-511-0006	P & R Restricted - Community Events		
Perry 12/15-27/20	Perry, Diane - PD	0.00	\$323.20	0.00	323.20
	Desc: Sirchie - Nitrile Gloves	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Rowlee 11/28-14/20	Rowlee, David - FD	0.00	\$1,122.75	0.00	1,122.75
	Desc: CentralSupply - Parts for Boiler	Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
	Desc: Wallingfords-Chains for L1	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
	Desc: TractorSupply-AirCompressor Stn 2	Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Rowlee 12/15-27/20	Rowlee, David - FD	0.00	\$43.75	0.00	43.75
	Desc: Evans-Gas	Acct: 10-221-319-0000	EQUIPMENT OPERATION-GAS		
Vail 12/15-27/20	Vail, Brad - PD	0.00	\$944.96	0.00	944.96
	Desc: CED-Lights Holding Cell Area	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
	Desc: Fredpryor - Course Fee	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
	Desc: DolanConsulting-Course Fee	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
	Desc: Gulf Oil - Gas for cruisers	Acct: 10-211-319-0000	EQUIPMENT OPERATION-GAS		
Vendor Total:			10,374.20	0.00	10,374.20
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC	1/08/2021		71644
83878764	MEDICAL SUPPLIES	0.00	\$791.92	0.00	791.92
	Desc: MED SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			791.92	0.00	791.92
007760	BURLINGTON COMMUNICATIONS		1/08/2021		71645
BCS7338	RADIO & INSTAL H-6	0.00	\$2,720.00	0.00	2,720.00
	Desc: RADIO H-6	Acct: 10-321-318-0000	CONTRACTED SERVICES		
	Desc: Install new radio in H-6	Acct: 10-321-318-0000	CONTRACTED SERVICES		
BCS7401	RADIO MAINTENANCE CONTRACT	0.00	\$140.00	0.00	140.00
	Desc: RADIO MAINTENANCE CONTRACT	Acct: 10-271-318-0000	CONTRACTED SERVICES		
BCS7402	EQUIPMENT MAINTENANCE CONTRAC	0.00	\$450.00	0.00	450.00
	Desc: EQUIPMENT MAINTENANCE CONTRACT	Acct: 10-271-318-0000	CONTRACTED SERVICES		
Vendor Total:			3,310.00	0.00	3,310.00
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M	1/08/2021		71646
4071210976	UNIFORMS	50.42	\$50.42	0.00	50.42
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4071647491	Uniforms	80.20	\$80.20	0.00	80.20
	Desc: Uniforms	Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
4071647523	Uniforms	103.06	\$103.06	0.00	103.06
	Desc: Uniforms	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		

Report Date: 1/08/21
10:26AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 4
User: florentina

ReportAPINH_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
4071647614	Uniforms	0.00	\$200.97	0.00	200.97
Desc: Uniforms		Acct: 10-325-326-0000	UNIFORMS		
4071822355	Uniforms	50.42	\$50.42	0.00	50.42
Desc: Uniforms		Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
Vendor Total:			485.07	0.00	485.07
010009	CLARK'S TRUCK CENTER	CLARK'S TRUCK CENTER	1/08/2021	71647	
441465	PARTS	0.00	\$225.27	0.00	225.27
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			225.27	0.00	225.27
010832	COMCAST		1/08/2021	71648	
0042221JAN'21	INTERNET JAN'21 - LIBRARY	0.00	\$47.31	0.00	47.31
Desc: INTERNET JAN'21 - LIBRARY		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			47.31	0.00	47.31
012870	SBER PROGRAM	SBER PROGRAMS	1/08/2021	71649	
DEC'20	MEDICAL SUPPLIES	0.00	\$95.00	0.00	95.00
Desc: HEARTSAVER WALLET CARDS		Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
Vendor Total:			95.00	0.00	95.00
013000	DAVE'S STARTER & ALTERNATOR	DAVE'S STARTER & ALTERNATOR	1/08/2021	71650	
1009761	PART TEST	0.00	\$25.00	0.00	25.00
Desc: PART TEST		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			25.00	0.00	25.00
013680	GARTH BROOKS	DESORCIE EMERGENCY PRODUCTS LLC	1/08/2021	71651	
16523	LADDER 1 AND E3 PARTS	0.00	\$365.07	0.00	365.07
Desc: LADDER 1 AND E3 PARTS		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			365.07	0.00	365.07
015500	ENDYNE, INC		1/08/2021	71652	
356822	QUECHEE WW	205.00	\$205.00	0.00	205.00
Desc: QUECHEE WW		Acct: 65-963-318-0000	CONTRACTED SERVICES		
356902	WRJ MONTHLY ANALYSIS	110.00	\$110.00	0.00	110.00
Desc: WRJ MONTHLY ANALYSIS		Acct: 60-961-318-0000	CONTRACTED SERVICES		
356999	WRJ MONTHLY ANALYSIS	220.00	\$220.00	0.00	220.00
Desc: WRJ MONTHLY ANALYSIS		Acct: 60-961-318-0000	CONTRACTED SERVICES		
357547	WRJ Weekly Analysis	90.00	\$90.00	0.00	90.00
Desc: WRJ Weekly Analysis		Acct: 60-961-318-0000	CONTRACTED SERVICES		
Vendor Total:			625.00	0.00	625.00
015815	EVANS MOTOR FUELS	EVANS GROUP INC.	1/08/2021	71653	
0014215-IN	6000 G - DIESEL	0.00	\$11,343.00	0.00	11,343.00
Desc: 6000 G - DIESEL		Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
Vendor Total:			11,343.00	0.00	11,343.00

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID
Town of Hartford**

Page: 5
User: florentina

ReportAPINH_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
016080	CONSOLIDATED COMMUNICATIONS		1/08/2021	71654	
111020181918NOV'20	QUECHEE WW PLANT	52.96	\$52.96	0.00	52.96
	Desc: QUECHEE WW PLANT	Acct: 65-963-324-0000	TELEPHONE		
11546793396DEC'20	QUECHEE FD TEL	0.00	\$107.91	0.00	107.91
	Desc: QUECHEE FD TEL	Acct: 10-221-324-0000	TELEPHONE		
11833807752DEC'20	WRJ WATER TANKS	326.21	\$326.21	0.00	326.21
	Desc: WRJ WATER TANKS	Acct: 50-954-324-0000	TELEPHONE		
12615510982DEC'20	QUECHEE WATER	86.57	\$86.57	0.00	86.57
	Desc: QUECHEE WATER	Acct: 55-953-324-0000	TELEPHONE		
13444320594DEC'20	RADIO CIRCUITS	0.00	\$522.39	0.00	522.39
	Desc: RADIO CIRCUITS	Acct: 10-271-320-0100	EQUIP OPERATION-COMMUNICATION		
	Vendor Total:		1,096.04	0.00	1,096.04
016390	FASTENAL COMPANY		1/08/2021	71655	
NHWES87603	Material	0.00	\$94.77	0.00	94.77
	Desc: Material	Acct: 10-321-323-0000	MATERIAL & SUPPLIES		
NHWES87467	Multi Gas Detector SAFETY	530.00	\$530.00	0.00	530.00
	Desc: Multi Gas Detector SAFETY	Acct: 60-961-331-0000	DEPARTMENT EQUIPMENT		
NHWES87502	Quick Link	0.00	\$23.48	0.00	23.48
	Desc: Quick Link	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
NHWES87556	Material	0.00	\$29.90	0.00	29.90
	Desc: Material	Acct: 10-321-323-0000	MATERIAL & SUPPLIES		
NHWES87602	Material	0.00	\$387.86	0.00	387.86
	Desc: Material	Acct: 10-321-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		1,066.01	0.00	1,066.01
016540	FERGUSON ENTERPRISES, INC	FERGUSON WATERWORKS #591 #576	1/08/2021	71656	
0978162	Hole Lid/Erie Ext	20.54	\$20.54	0.00	20.54
	Desc: Hole Lid/Erie Ext	Acct: 50-954-323-0000	MATERIAL & SUPPLIES		
0995117	CURB KEY	0.00	\$145.36	0.00	145.36
	Desc: CURB KEY	Acct: 10-221-331-0100	FIRE SUPPRESSION EQUIPMENT		
0997401	MATERIALS	157.80	\$157.80	0.00	157.80
	Desc: MATERIALS	Acct: 65-963-321-0200	REPAIRS & MAINT - MAINS		
0999784	MATERIALS	0.00	\$212.19	0.00	212.19
	Desc: MATERIALS	Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
0999790	Round Cover	73.17	\$73.17	0.00	73.17
	Desc: Round Cover	Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
	Vendor Total:		609.06	0.00	609.06
017110	FISHER AUTO PARTS, INC		1/08/2021	71657	
301-047938	PARTS	18.81	\$18.81	0.00	18.81
	Desc: PARTS	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
301-053488	PARTS	156.00	\$156.00	0.00	156.00
	Desc: PARTS	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
301-053706	PARTS	12.47	\$12.47	0.00	12.47
	Desc: PARTS	Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
301-054742	PARTS	0.00	\$25.44	0.00	25.44
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID**

Page: 6
User: florentina

Town of Hartford

ReportAPINHDPmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
301-055827	PARTS	15.96	\$15.96	0.00	15.96
Desc: PARTS		Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
301-058653	PARTS	26.55	\$26.55	0.00	26.55
Desc: PARTS		Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
301-059971	PARTS	0.00	\$201.53	0.00	201.53
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-060045	PARTS	0.00	\$11.46	0.00	11.46
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-060067	PARTS	0.00	\$19.94	0.00	19.94
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-060103	PARTS	0.00	\$53.18	0.00	53.18
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-060135	PARTS	0.00	\$2.64	0.00	2.64
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-333395	RETURN FILTERS	0.00	\$-8.46	0.00	-8.46
Desc: RETURN FILTERS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			535.52	0.00	535.52
017300	FOGG'S HARDWARE & BUILDING			1/08/2021	71658
10813/6	Material	90.57	\$90.57	0.00	90.57
Desc: Material		Acct: 50-952-323-0000	MATERIAL & SUPPLIES		
11022/6	Material	27.44	\$27.44	0.00	27.44
Desc: Material		Acct: 30-971-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			118.01	0.00	118.01
019390	GRAINGER			1/08/2021	71659
9758925276	Valve rebuild kit	596.21	\$596.21	0.00	596.21
Desc: Valve rebuild kit		Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
Vendor Total:			596.21	0.00	596.21
019392	GREGG NALETTE	GRANDSTAND APPAREL		1/08/2021	71660
3984	Jackets for HPR staff	0.00	\$556.00	0.00	556.00
Desc: Jackets for HPR staff		Acct: 10-521-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
Vendor Total:			556.00	0.00	556.00
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP		1/08/2021	71661
82948328248Dec'20	Prospect ST Temp Service	0.00	\$125.32	0.00	125.32
Desc: Prospect ST Temp Service		Acct: 10-314-329-0000	ELECTRICITY		
84443200005Dec'20	Waterman Hill Covered Bridge	0.00	\$34.88	0.00	34.88
Desc: Waterman Hill Covered Bridge		Acct: 10-314-329-0000	ELECTRICITY		
87303200007Dec'20	Quechee Hartland RD Sec 7	105.44	\$105.44	0.00	105.44
Desc: Quechee Hartland RD Sec 7		Acct: 65-964-329-0000	ELECTRICITY		
87700100008DEC'20	CHRISTIAN ST POLE	0.00	\$28.68	0.00	28.68
Desc: CHRISTIAN ST POLE		Acct: 10-314-329-0000	ELECTRICITY		
87833000000Dec'20	Maple ST Traffic Lights	0.00	\$47.06	0.00	47.06
Desc: Maple ST Traffic Lights		Acct: 10-314-329-0000	ELECTRICITY		
89290000002DEC'20	HEMLOCK RIDGE VAULT-WATER	48.65	\$48.65	0.00	48.65
Desc: HEMLOCK RIDGE VAULT-WATER		Acct: 50-954-329-0000	ELECTRICITY		

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID**

Page: 7
User: florentina

Town of Hartford

ReportAPINHDPmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
91611000000DEC'20	FERRY RD - SEWER PUMP	200.42	\$200.42	0.00	200.42
	Desc: FERRY RD - SEWER PUMP	Acct: 60-964-329-0000	ELECTRICITY		
91624000005Dec'20	Solid Waste Admin Building	34.54	\$34.54	0.00	34.54
	Desc: Solid Waste Admin Building	Acct: 30-971-329-0000	ELECTRICITY		
92124869873Dec'20	43 Highland Ave WABA Pump	0.00	\$52.97	0.00	52.97
	Desc: 43 Highland Ave WABA Pump	Acct: 10-530-329-0000	ELECTRICITY		
97303200006Dec'20	Noyes Lane Pump Station	32.76	\$32.76	0.00	32.76
	Desc: Noyes Lane Pump Station	Acct: 65-964-329-0000	ELECTRICITY		
80082200009Dec'20	Noyes LN Kingswood Resv Pole	270.91	\$270.91	0.00	270.91
	Desc: Noyes LN Kingswood Resv Pole	Acct: 55-954-329-0000	ELECTRICITY		
98340000003DEC'20	A ST PUMP STATION - WW	31.21	\$31.21	0.00	31.21
	Desc: A ST PUMP STATION - WW	Acct: 60-964-329-0000	ELECTRICITY		
98490000001DEC'20	ELM/GILLETTE ST-PUMP W/W	108.37	\$108.37	0.00	108.37
	Desc: ELM/GILLETTE ST-PUMP W/W	Acct: 60-964-329-0000	ELECTRICITY		
01013200009Dec'20	1299 Quechee Main ST Pump	187.74	\$187.74	0.00	187.74
	Desc: 1299 Quechee Main ST Pump	Acct: 65-964-329-0000	ELECTRICITY		
74713200009Dec'20	Woodstock RD ST Lights	0.00	\$32.79	0.00	32.79
	Desc: Woodstock RD ST Lights	Acct: 10-314-329-0000	ELECTRICITY		
04013200003Dec'20	Bentley Road Pump	91.55	\$91.55	0.00	91.55
	Desc: Bentley Road Pump	Acct: 65-964-329-0000	ELECTRICITY		
08303200003Dec'20	Dewey Family RD Jay Hill RD	76.80	\$76.80	0.00	76.80
	Desc: Dewey Family RD Jay Hill RD	Acct: 65-964-329-0000	ELECTRICITY		
09732000006Dec'20	319 Latham Works Lane Treatment	10,302.98	\$10,302.98	0.00	10,302.98
	Desc: 319 Latham Works Lane Treatment	Acct: 60-961-329-0000	ELECTRICITY		
67399084366Dec'20	120 Lesle DR Pavillion B	0.00	\$193.94	0.00	193.94
	Desc: 120 Lesle DR Pavillion B	Acct: 10-527-329-0000	ELECTRICITY		
11013200008Dec'20	Hendee Way	49.75	\$49.75	0.00	49.75
	Desc: Hendee Way	Acct: 65-964-329-0000	ELECTRICITY		
13414587553Dec'20	120 Lesle DR Pavillion A	0.00	\$143.11	0.00	143.11
	Desc: 120 Lesle DR Pavillion A	Acct: 10-527-329-0000	ELECTRICITY		
13611000004DEC'20	HTFD VILLAGE	0.00	\$68.25	0.00	68.25
	Desc: HTFD VILLAGE	Acct: 10-314-329-0000	ELECTRICITY		
13833000006Dec'20	Lyman Point Park	0.00	\$19.65	0.00	19.65
	Desc: Lyman Point Park	Acct: 10-521-329-0000	ELECTRICITY		
20822960512DEC'20	1732 QUECHEE MAIN ST	0.00	\$35.40	0.00	35.40
	Desc: 1732 QUECHEE MAIN ST	Acct: 10-521-329-0000	ELECTRICITY		
23833000005Dec'20	RT 5 Highland Ave Signal Lights	0.00	\$66.13	0.00	66.13
	Desc: RT 5 Highland Ave Signal Lights	Acct: 10-314-329-0000	ELECTRICITY		
26340000004NOVDEC'20	N MAIN ST - CHRISTMAS TREE	0.00	\$534.03	0.00	534.03
	Desc: N MAIN ST - CHRISTMAS TREE	Acct: 10-521-329-0000	ELECTRICITY		
49424000005Dec'20	VA Cutoff Water Storage Tank	25.46	\$25.46	0.00	25.46
	Desc: VA Cutoff Water Storage Tank	Acct: 50-954-329-0000	ELECTRICITY		
27333200007Dec'20	Alden Partridge RD Pump	49.79	\$49.79	0.00	49.79
	Desc: Alden Partridge RD Pump	Acct: 65-964-329-0000	ELECTRICITY		
28933000003Dec'20	Maple ST Sewer Pump	173.44	\$173.44	0.00	173.44
	Desc: Maple ST Sewer Pump	Acct: 60-961-329-0000	ELECTRICITY		
33490000008DEC'20	DEPOT ST SIDEWALK LGTS-HWY	0.00	\$69.15	0.00	69.15
	Desc: DEPOT ST SIDEWALK LGTS-HWY	Acct: 10-314-329-0000	ELECTRICITY		

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID**

Page: 8
User: florentina

Town of Hartford

ReportAPINHDPmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
4439000006DEC'20	BILLINGS FARM RD	0.00	\$76.78	0.00	76.78
	Desc: BILLINGS FARM RD	Acct: 10-314-329-0000	ELECTRICITY		
3383300004Dec'20	Maxfield Pump Station	161.09	\$161.09	0.00	161.09
	Desc: Maxfield Pump Station	Acct: 60-964-329-0000	ELECTRICITY		
3634000003DEC'20	FROST PARK - A STREET	0.00	\$22.86	0.00	22.86
	Desc: FROST PARK - A STREET	Acct: 10-521-329-0000	ELECTRICITY		
3803500009Dec'20	Olcott Commerce Park	180.06	\$180.06	0.00	180.06
	Desc: Olcott Commerce Park	Acct: 60-964-329-0000	ELECTRICITY		
39135140109Dec'20	120 Lesle DR Pavillion C	0.00	\$19.65	0.00	19.65
	Desc: 120 Lesle DR Pavillion C	Acct: 10-527-329-0000	ELECTRICITY		
41082200001Dec'20	291 Sugar Hill LN Water Pump	297.05	\$297.05	0.00	297.05
	Desc: 291 Sugar Hill LN Water Pump	Acct: 55-954-329-0000	ELECTRICITY		
43382200004Dec'20	Eastman Hill Pump	283.65	\$283.65	0.00	283.65
	Desc: Eastman Hill Pump	Acct: 55-954-329-0000	ELECTRICITY		
4383300003Dec'20	Bridge ST Traffic Light	0.00	\$44.52	0.00	44.52
	Desc: Bridge ST Traffic Light	Acct: 10-314-329-0000	ELECTRICITY		
4492600009Dec'20	Street Lights	0.00	\$1,961.26	0.00	1,961.26
	Desc: Street Lights	Acct: 10-314-329-0000	ELECTRICITY		
4883200003Dec'20	Arboretum LN Sports Park	121.40	\$121.40	0.00	121.40
	Desc: Arboretum LN Sports Park	Acct: 60-964-329-0000	ELECTRICITY		
48933200007Dec'20	Village Green Balloon	0.00	\$19.22	0.00	19.22
	Desc: Village Green Balloon	Acct: 10-521-329-0000	ELECTRICITY		
49672200000Dec'20	RTE West HTFD & Quechee ST Light	0.00	\$446.94	0.00	446.94
	Desc: RTE West HTFD & Quechee ST Light	Acct: 10-314-329-0000	ELECTRICITY		
57303200000Dec'20	High ST Main ST Pump Station	63.98	\$63.98	0.00	63.98
	Desc: High ST Main ST Pump Station	Acct: 65-964-329-0000	ELECTRICITY		
59511000008DEC'20	CAMPBELL ST - PUMP STN	111.83	\$111.83	0.00	111.83
	Desc: CAMPBELL ST - PUMP STN	Acct: 50-954-329-0000	ELECTRICITY		
62592200000Dec'20	Woodstock RD Quechee Salt Shed	0.00	\$137.61	0.00	137.61
	Desc: Woodstock RD Quechee Salt Shed	Acct: 10-314-329-0000	ELECTRICITY		
62713200004Dec'20	Woodstock RD Heat Tape	19.24	\$19.24	0.00	19.24
	Desc: Woodstock RD Heat Tape	Acct: 55-954-329-0000	ELECTRICITY		
67003200002Dec'20	Willard Road Quechee Fire	0.00	\$81.19	0.00	81.19
	Desc: Willard Road Quechee Fire	Acct: 10-221-329-0000	ELECTRICITY		
67303200009Dec'20	78 Murphys RD Pump Station	186.82	\$186.82	0.00	186.82
	Desc: 78 Murphys RD Pump Station	Acct: 65-964-329-0000	ELECTRICITY		
67700100000DEC'20	RT 5 POLE 95-HWY	0.00	\$31.76	0.00	31.76
	Desc: RT 5 POLE 95-HWY	Acct: 10-314-329-0000	ELECTRICITY		
68053200009Dec'20	Route 14 W Hartford Library	0.00	\$107.13	0.00	107.13
	Desc: Route 14 W Hartford Library	Acct: 10-524-329-0000	ELECTRICITY		
71013200002Dec'20	Whitman Brook Pump Station	370.53	\$370.53	0.00	370.53
	Desc: Whitman Brook Pump Station	Acct: 65-964-329-0000	ELECTRICITY		
74972200005Dec'20	Wheelock RD Sec 2	20.77	\$20.77	0.00	20.77
	Desc: Wheelock RD Sec 2	Acct: 55-954-329-0000	ELECTRICITY		
77303200008Dec'20	Lake Pinneo Wastewater Pump Station	33.84	\$33.84	0.00	33.84
	Desc: Lake Pinneo Wastewater Pump Station	Acct: 65-964-329-0000	ELECTRICITY		
77700100009DEC'20	POLE 1 PLEASANTVIEW TERR-HWY	0.00	\$51.56	0.00	51.56
	Desc: POLE 1 PLEASANTVIEW TERR-HWY	Acct: 10-314-329-0000	ELECTRICITY		

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID**

Page: 9
User: florentina

Town of Hartford

ReportAPINHDD_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			18,091.91	0.00	18,091.91
020070	GREENER WORLD LANDSCAPE		1/08/2021	71662	
47451-1	FALL FERTILIZER	0.00	\$1,534.00	0.00	1,534.00
	Desc: FALL FERTILIZER	Acct: 10-521-318-0000	CONTRACTED SERVICES		
47451-2	FALL FERTILIZER	0.00	\$2,620.00	0.00	2,620.00
	Desc: Fall fertilization of Maxfield	Acct: 10-527-318-0000	CONTRACTED SERVICES		
Vendor Total:			4,154.00	0.00	4,154.00
021450	HARTFORD, TOWN OF	TOWN OF HARTFORD	1/08/2021	71663	
110390,346707	Water/Sewer	0.00	\$588.10	0.00	588.10
	Desc: Water/Sewer	Acct: 10-421-328-0000	WATER		
120800,346704	Water/Sewer	0.00	\$34.15	0.00	34.15
	Desc: Water/Sewer	Acct: 10-521-328-0000	WATER		
130125,346701	Water/Sewer	0.00	\$389.22	0.00	389.22
	Desc: Water/Sewer	Acct: 10-161-328-0000	WATER		
141210,346703	Water/Sewer	0.00	\$740.76	0.00	740.76
	Desc: Water/Sewer	Acct: 10-530-328-0000	WATER		
410069,343207	Water/Sewer	0.00	\$1,247.93	0.00	1,247.93
	Desc: Water/Sewer	Acct: 10-521-328-0000	WATER		
312650,342522	Water/Sewer	0.00	\$940.47	0.00	940.47
	Desc: Fire	Acct: 10-221-328-0000	WATER		
	Desc: Police	Acct: 10-211-328-0000	WATER		
	Desc: Communications	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
113640,346702	Water/Sewer	0.00	\$68.30	0.00	68.30
	Desc: Water/Sewer	Acct: 10-521-328-0000	WATER		
Vendor Total:			4,008.93	0.00	4,008.93
023473	INGRAM LIBRARY SERVICES LLC		1/08/2021	71664	
49923654	Books	0.00	\$50.78	0.00	50.78
	Desc: Books	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
50225291	Books	0.00	\$81.12	0.00	81.12
	Desc: Books	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
49681670	Books	0.00	\$20.09	0.00	20.09
	Desc: Books	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
49681668	Books	0.00	\$8.44	0.00	8.44
	Desc: Books	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
49737502	Books	0.00	\$10.39	0.00	10.39
	Desc: Books	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
49681669	Books	0.00	\$16.49	0.00	16.49
	Desc: Books	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
49737501	Books	0.00	\$102.00	0.00	102.00
	Desc: Books	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
50225292	Books	0.00	\$8.99	0.00	8.99
	Desc: Books	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
50225293	Books	0.00	\$3.65	0.00	3.65
	Desc: Books	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID
Town of Hartford**

Page: 10
User: florentina

ReportAPINHDPmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			301.95	0.00	301.95
027400	LEBANON, CITY OF	CITY OF LEBANON	1/08/2021		71665
12.30.2020	Tipping Fees - Reconciliation	7,848.44	\$7,848.44	0.00	7,848.44
	Desc: Tipping Fees - Reconciliation	Acct: 30-974-318-0000	CONTRACTED SERVICES		
Vendor Total:			7,848.44	0.00	7,848.44
027700	DE LAGE LANDEN	DE LAGE LANDEN	1/08/2021		71666
70665227	LEASE COPIER - JAN'21 - FD	0.00	\$79.78	0.00	79.78
	Desc: LEASE COPIER - JAN'21- FD	Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
70665354	LEASE-COPIER JAN'21-TM	0.00	\$200.02	0.00	200.02
	Desc: LEASE-COPIER JAN'21-TM	Acct: 10-121-320-0000	EQUIP OPERATION/MAINT-OFFICE		
70665225	LEASE COPIER - JAN'21 PD/DIS	0.00	\$67.17	0.00	67.17
	Desc: LEASE COPIER - JAN'21 PD/DIS	Acct: 10-211-318-0000	CONTRACTED SERVICES		
	Desc: LEASE COPIER - JAN'21 PD/DIS	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Vendor Total:			346.97	0.00	346.97
027750	DEAD RIVER COMPANY	DEAD RIVER COMPANY	1/08/2021		71667
4333626,89563	#2 OIL 280.3G@\$1.5063 BUGBEE	0.00	\$430.63	0.00	430.63
	Desc: #2 OIL 280.3G@\$1.5063 BUGBEE	Acct: 10-421-327-0000	BUILDING HEAT		
4333626,28133	#2 OIL 1853.8G @ \$1.5063 VA CUTOFF	0.00	\$2,848.00	0.00	2,848.00
	Desc: #2 OIL 1853.8G @ \$1.5063 VA CUTOFF	Acct: 10-221-327-0000	BUILDING HEAT		
	Desc: #2 OIL 1853.8G @ \$1.5063 VA CUTOFF	Acct: 10-211-327-0000	BUILDING HEAT		
4935943,87209	Propane 467.7G@\$1.234 WABA	0.00	\$586.49	0.00	586.49
	Desc: Propane 467.7G@\$1.234 WABA	Acct: 10-530-327-0000	BUILDING HEAT		
Vendor Total:			3,865.12	0.00	3,865.12
028850	MAGEE OFFICE EQUIPMENT INC.		1/08/2021		71668
C-01099375	COPIER LEASE 01.29.21-04.29.21	494.80	\$618.50	0.00	618.50
	Desc: COPIER LEASE 01.29.21-04.29.21	Acct: 10-325-320-0000	EQUIPMENT OPER/MAINT - OFFICE		
	Desc: COPIER LEASE 01.29.21-04.29.21	Acct: 50-955-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: COPIER LEASE 01.29.21-04.29.21	Acct: 55-955-320-0000	EQUIP OPERATION/MAINT - OFFICE		
	Desc: COPIER LEASE 01.29.21-04.29.21	Acct: 60-965-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: COPIER LEASE 01.29.21-04.29.21	Acct: 65-965-320-0000	EQUIP OPERATION/MAINT - OFFICE		
Vendor Total:			618.50	0.00	618.50
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC	1/08/2021		71669
216258518	Office Supplies	33.36	\$144.33	0.00	144.33
	Desc: Quechee W/W	Acct: 65-965-323-0000	MATERIALS & SUPPLIES		
	Desc: Highway	Acct: 10-325-323-0000	MATERIAL & SUPPLIES		
216590912	OFFICE SUPPLIES	0.00	\$2.99	0.00	2.99
	Desc: OFFICE SUPPLIES	Acct: 10-171-417-0017	EXTRAORDINARY EXP : COVID-19		
216738641	Batteries	0.00	\$15.49	0.00	15.49
	Desc: Batteries	Acct: 10-121-323-0000	MATERIAL & SUPPLIES		
216585662	OFFICE SUPPLIES	0.00	\$166.92	0.00	166.92
	Desc: OFFICE SUPPLIES	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
216731323	Calendars	0.00	\$47.97	0.00	47.97
	Desc: Calendars	Acct: 10-171-323-0000	MATERIAL & SUPPLIES		

Report Date: 1/08/21
10:26AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 11
User: florentina
ReportAPINHDD_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			377.70	0.00	377.70
030255	MCNEIL LEDDY & SHEAHAN, P.C.	MCNEIL LEDDY & SHEAHAN	1/08/2021		71670
300115NOV'20	LEGAL SERVICES	0.00	\$4,204.00	0.00	4,204.00
	Desc: LEGAL SERVICES	Acct: 10-211-318-0000	CONTRACTED SERVICES		
Vendor Total:			4,204.00	0.00	4,204.00
031660	MORE WASTE SOLUTIONS LLC	MORE WASTE SOLUTIONS LLC	1/08/2021		71671
38899	Bi-weekly Trash pick up	0.00	\$240.00	0.00	240.00
	Desc: Bi-weekly Trash pick up	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			240.00	0.00	240.00
031955	MUNICIPAL EMERGENCY SERVICES,INC	MUNICIPAL EMERGENCY SERVICES,INC	1/08/2021		71672
IN1531588	FACE RESPIRATORS	0.00	\$178.48	0.00	178.48
	Desc: FACE RESPIRATORS	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			178.48	0.00	178.48
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC	1/08/2021		71673
JAN'21	Retirees Health Insurance	3,113.74	\$10,650.88	0.00	10,650.88
	Desc: Retirees Health Insurance	Acct: 10-121-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Insurance	Acct: 10-171-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Insurance	Acct: 10-174-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Insurance	Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Insurance	Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Insurance	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Insurance	Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Insurance	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			10,650.88	0.00	10,650.88
034925	NORTHEAST RESOURCE RECOVERY ASSC		1/08/2021		71674
77003	HAULING FEES	147.54	\$147.54	0.00	147.54
	Desc: HAULING FEES	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:			147.54	0.00	147.54
035002	CASELLA WASTE MANAGEMENT, INC	CASELLA WASTE SERVICES	1/08/2021		71675
9600004155DEC'20	TRASH PICK UP	0.00	\$192.77	0.00	192.77
	Desc: TRASH PICK UP	Acct: 10-211-318-0000	CONTRACTED SERVICES		
	Desc: TRASH PICK UP	Acct: 10-221-318-0000	CONTRACTED SERVICES		
	Desc: TRASH PICK UP	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
9600291752DEC'20	Trash Pick up - WABA	0.00	\$128.13	0.00	128.13
	Desc: Trash Pick up	Acct: 10-530-318-0000	CONTRACTED SERVICES		
Vendor Total:			320.90	0.00	320.90
036005	OLDCASTLE ARCHITECTURAL	OLDCASTLE ARCHITECTURAL	1/08/2021		71676
421681781	MORTAR	0.00	\$35.80	0.00	35.80
	Desc: MORTAR	Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			35.80	0.00	35.80

Report Date: 1/08/21
10:26AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 12
User: florentina

ReportAPINHDPmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
036230	OVERHEAD DOOR OF RUTLAND, INC		1/08/2021	71677	
34867	Service Call	0.00	\$229.00	0.00	229.00
	Desc: Service Call	Acct: 10-321-318-0000	CONTRACTED SERVICES		
	Vendor Total:		229.00	0.00	229.00
036400	PALE BLUE DOT LLC		1/08/2021	71678	
1065	CLIMATE ACTION PLAN 12.22.2020	0.00	\$5,500.00	0.00	5,500.00
	Desc: CLIMATE ACTION PLAN 12.22.2020	Acct: 10-115-101-0107	CLIMATE ACTION COMMITTEE		
	Vendor Total:		5,500.00	0.00	5,500.00
037551	PITNEY BOWES INC	PURCHASE POWER	1/08/2021	71679	
DEC'20	POSTAGE DEC'20	534.65	\$1,694.10	0.00	1,694.10
	Desc: postage	Acct: 10-121-322-0000	POSTAGE		
	Desc: postage	Acct: 10-171-322-0000	POSTAGE		
	Desc: postage	Acct: 10-151-322-0000	POSTAGE		
	Desc: postage	Acct: 10-511-322-0000	POSTAGE		
	Desc: postage	Acct: 10-622-322-0000	POSTAGE		
	Desc: postage	Acct: 10-175-322-0000	POSTAGE		
	Desc: postage	Acct: 10-174-322-0000	POSTAGE		
	Desc: postage	Acct: 50-955-322-0000	POSTAGE		
	Desc: postage	Acct: 55-955-322-0000	POSTAGE		
	Desc: postage	Acct: 60-965-322-0000	POSTAGE		
	Desc: postage	Acct: 65-965-322-0000	POSTAGE		
	Desc: postage	Acct: 30-975-322-0000	POSTAGE		
	Desc: postage	Acct: 10-211-322-0000	POSTAGE		
	Desc: postage	Acct: 10-221-322-0000	POSTAGE		
	Desc: POSTAGE - DEC'20 TAX BILLS	Acct: 10-171-322-0000	POSTAGE		
	Vendor Total:		1,694.10	0.00	1,694.10
038150	POTTER CONSTRUCTION, INC		1/08/2021	71680	
1095	PLOWING - DEC'20	0.00	\$2,285.00	0.00	2,285.00
	Desc: Winter Plowing	Acct: 10-312-318-0000	CONTRACTED SERVICES		
	Desc: winter plowing- bugbee senior cente	Acct: 10-421-318-0000	CONTRACTED SERVICES		
	Vendor Total:		2,285.00	0.00	2,285.00
038188	LL POTWIN SERVICES		1/08/2021	71681	
7377	Janitorial Services	0.00	\$300.00	0.00	300.00
	Desc: Janitorial Services	Acct: 10-524-318-0000	CONTRACTED SERVICES		
7376	JANITORIAL SERVICES 12/4/20-13/31/2	0.00	\$1,168.00	0.00	1,168.00
	Desc: JANITORIAL SERVICES 12/4/20-13/31/2	Acct: 10-211-318-0000	CONTRACTED SERVICES		
	Desc: JANITORIAL SERVICES 12/4/20-13/31/2	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
7375	Town Hall cleaning services DEC'20	0.00	\$2,220.00	0.00	2,220.00
	Desc: Town Hall cleaning services DEC'20	Acct: 10-161-318-0000	CONTRACTED SERVICES		
	Vendor Total:		3,688.00	0.00	3,688.00
038495	PRIORITY EXPRESS, INC.		1/08/2021	71682	
81722050	Interlibrary Loan Program	0.00	\$20.00	0.00	20.00
	Desc: Interlibrary Loan Program	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		

Report Date: 1/08/21
10:26AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 13
User: florentina

ReportAPINHDD_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
81722051	Interlibrary Loan Program	0.00	\$20.00	0.00	20.00
Desc:	Interlibrary Loan Program	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
81722053	Interlibrary Loan Program	0.00	\$20.00	0.00	20.00
Desc:	Interlibrary Loan Program	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
81722052	Interlibrary Loan Program	0.00	\$20.00	0.00	20.00
Desc:	Interlibrary Loan Program	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			80.00	0.00	80.00
038790	QUADIENT LEASING USA, INC		1/08/2021	71683	
N8635161	LEASE POSTAGE - JAN-APR 2021	95.96	\$119.97	0.00	119.97
Desc:	LEASE POSTAGE - JAN-APR 2021	Acct: 10-325-320-0000	EQUIPMENT OPER/MAINT - OFFICE		
Desc:	LEASE POSTAGE - JAN-APR 2021	Acct: 50-955-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc:	LEASE POSTAGE - JAN-APR 2021	Acct: 55-955-320-0000	EQUIP OPERATION/MAINT - OFFICE		
Desc:	LEASE POSTAGE - JAN-APR 2021	Acct: 60-965-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc:	LEASE POSTAGE - JAN-APR 2021	Acct: 65-965-320-0000	EQUIP OPERATION/MAINT - OFFICE		
Vendor Total:			119.97	0.00	119.97
039710	REED TRUCK SERVICES INC, S G	SG REED TRUCK SERVICES INC,	1/08/2021	71684	
12328	Parts	0.00	\$315.59	0.00	315.59
Desc:	Parts	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			315.59	0.00	315.59
040075	R.H. SCALES CO, INC	R.H. SCALES CO, INC	1/08/2021	71685	
6-102365	Chains and binders - Excavator	625.35	\$625.35	0.00	625.35
Desc:	Chains and binders - Excavator	Acct: 50-954-331-0000	DEPARTMENT EQUIPMENT		
Desc:	Chains and binders - Excavator	Acct: 55-954-331-0000	DEPARTMENT EQUIPMENT		
Vendor Total:			625.35	0.00	625.35
041857	PITNEY BOWES GLOBAL FINANCIAL	PITNEY BOWES GLOBAL FINANCIAL	1/08/2021	71686	
3312720136	LEASE POSTAGE - NOV'20 - JAN'21	0.00	\$394.32	0.00	394.32
Desc:	LEASE POSTAGE - NOV'20 - JAN'21	Acct: 10-121-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Vendor Total:			394.32	0.00	394.32
043426	FIRSTLIGHT FIBER	SOVERNET COMMUNICATIONS	1/08/2021	71687	
8351285	LIFELINE MONTHLY CHARGE	0.00	\$334.52	0.00	334.52
Desc:	LIFELINE MONTHLY CHARGE	Acct: 10-271-320-0100	EQUIP OPERATION-COMMUNICATION		
Vendor Total:			334.52	0.00	334.52
044204	STEARNS SEPTIC SERVICE, LLC		1/08/2021	71688	
2020-606	Emergency pumping	801.00	\$801.00	0.00	801.00
Desc:	Emergency pumping	Acct: 60-961-318-0000	CONTRACTED SERVICES		
2020-598	Sludge Hauling	1,909.00	\$1,909.00	0.00	1,909.00
Desc:	Sludge Hauling	Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:			2,710.00	0.00	2,710.00
046000	TI-SALES INC		1/08/2021	71689	
INV0125147	METERS & HORNS	912.72	\$912.72	0.00	912.72
Desc:	METERS & HORNS	Acct: 50-954-323-0000	MATERIAL & SUPPLIES		

Report Date: 1/08/21
10:26AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 14
User: florentina

ReportAPINHDD_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			912.72	0.00	912.72
046950	TWIN STATE SAND AND GRAVEL CO		1/08/2021	71690	
97185	MATERIALS	0.00	\$470.28	0.00	470.28
	Desc: MATERIALS	Acct: 10-312-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			470.28	0.00	470.28
047075	TWO RIVERS-OTTAUQUECHEE REGION CO		1/08/2021	71691	
21-57	Energy Consulting Services 8/20 - 1	0.00	\$2,880.00	0.00	2,880.00
	Desc: Energy Consulting Services 8/20 - 1	Acct: 10-622-318-0000	CONTRACTED SERVICES		
Vendor Total:			2,880.00	0.00	2,880.00
048300	VALLEY NEWS	VALLEY NEWS	1/08/2021	71692	
125911DEC'20	VALLEY NEWS ADS	0.00	\$333.20	0.00	333.20
	Desc: AD#92130 SB AGENDA 12.29.2020	Acct: 10-111-312-0000	ADVERTISING		
	Desc: AD#91954 RFP NETWORK SWITCH	Acct: 10-161-318-0000	CONTRACTED SERVICES		
125978,88844	VALLEY NEWS ADS - DPW	229.80	\$229.80	0.00	229.80
	Desc: AD#88844 WW PLANT OP - JOB	Acct: 65-963-315-0000	RECRUITMENT & TRAINING		
125977DEC'20	VALLEY NEWS ADS - DEC'20	0.00	\$149.60	0.00	149.60
	Desc: AD#88449 - ZBA MEETING 12.30.2020	Acct: 10-621-312-0000	ADVERTISING		
125717,91301	VALLEY NEWS ADS - DEC'20	0.00	\$151.30	0.00	151.30
	Desc: AD#91301 ACT 250 NOTICE#3W0303-1	Acct: 10-221-312-0000	ADVERTISING		
Vendor Total:			863.90	0.00	863.90
050251	VERMONT LEAGUE OF CITIES AND TOWNS	VLCT PROPERTY & CASUALTY	1/08/2021	71693	
210285-Q1	INSURANCE 01.01.2020-01.01.2022	39,575.15	\$217,520.25	0.00	217,520.25
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-111-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-115-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-121-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-131-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-151-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-161-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-171-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-174-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-175-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-181-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-211-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-221-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-271-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-313-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-325-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-421-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-511-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-512-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-514-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-515-418-0000	Property Liability Insurance		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-516-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-521-418-0000	PROPERTY & LIABILITY INSURANCE		
	Desc: 1st Calendar Qtr 2021 - Property &	Acct: 10-524-418-0000	PROPERTY & LIABILITY INSURANCE		

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID**

Page: 15
User: florentina

Town of Hartford

ReportAPINH_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 10-527-418-0000	PROPERTY & LIABILITY INSURANCE		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 10-528-418-0000	PROPERTY & LIABILITY INSURANCE		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 10-530-418-0000	PROPERTY & LIABILITY INSURANCE		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 10-621-418-0000	PROPERTY & LIABILITY INSURANCE		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 10-622-418-0000	PROPERTY & LIABILITY INSURANCE		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 10-623-418-0000	Property & Liability Ins		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 30-975-418-0000	PROPERTY & LIABILITY INS		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 50-955-418-0000	PROPERTY & LIABILITY INS		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 55-955-418-0000	PROPERTY & LIABILITY INS		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 60-961-418-0000	PROPERTY & LIABILITY INSURANCE		
Desc: 1st Calendar Qtr 2021 - Property &		Acct: 65-963-418-0000	PROPERTY & LIABILITY INSURANCE		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-121-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-151-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-171-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-174-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-175-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-181-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-211-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-221-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-271-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-311-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-312-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-321-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-325-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-411-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-511-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-514-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-515-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-516-250-0000	Work Comp		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-521-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-527-250-0000	Work Comp		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-530-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-621-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 10-622-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 30-971-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 30-974-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 50-954-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 50-955-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 55-955-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 60-961-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 60-965-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 65-963-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 65-965-250-0000	WORKERS COMP		
Desc: 1st Calendar Qtr 2021 - Work Comp I		Acct: 55-954-250-0000	WORKERS COMP		
Vendor Total:			217,520.25	0.00	217,520.25
050455	VERMONT LIFE SAFETY LLC			1/08/2021	71694
40507	FIRE EXTING INSPECTION	0.00	\$140.50	0.00	140.50
Desc:	FIRE EXTING INSPECTION	Acct: 10-325-318-0000	CONTRACT SERVICES		
Vendor Total:			140.50	0.00	140.50

Report Date: 1/08/21
10:26AM

**Payment Manifest
by Vendor ID**

Page: 16
User: florentina

Town of Hartford

ReportAPINH_D_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
051400	VERMONT STATE TREASURER LICENSES	VERMONT STATE TREASURER	1/08/2021		71695
SEP-DEC 2020	30 Dog Licenses	0.00	\$150.00	0.00	150.00
Desc:	30 Dog Licenses	Acct: 10-151-316-0000	STATE PAYMENT - LICENSES		
OCT-DEC 2020	13 Marriage Licenses	0.00	\$650.00	0.00	650.00
Desc:	13 Marriage Licenses	Acct: 10-151-316-0000	STATE PAYMENT - LICENSES		
Vendor Total:			800.00	0.00	800.00
051943	VISION SERVICE PLAN	VISION SERVICE PLAN	1/08/2021		71696
JAN'21	VISION INS JAN'21	0.00	\$1,780.98	0.00	1,780.98
Desc:	VISION INS JAN'21	Acct: 10-012-300-0225	ACCRUED VISION INSURANCE PAYAI		
Vendor Total:			1,780.98	0.00	1,780.98
052370	WELD-TEK, INC		1/08/2021		71697
21460	RAILING @ WRJ-VFW	2,160.00	\$2,160.00	0.00	2,160.00
Desc:	RAILING @ WRJ-VFW	Acct: 13-921-350-0100	CURRIER ST - CONSTRUCTION		
Vendor Total:			2,160.00	0.00	2,160.00
053150	SWISH WHITE RIVER LTD		1/08/2021		71698
W414105	Janitor Supplies	0.00	\$195.56	0.00	195.56
Desc:	Janitor Supplies	Acct: 10-161-323-0000	MATERIAL & SUPPLIES		
W413214	CLEANING SUPPLIES	0.00	\$158.30	0.00	158.30
Desc:	JANITORIAL SUPPLIES	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Desc:	JANITORIAL SUPPLIES	Acct: 10-271-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			353.86	0.00	353.86
054815	WORKSAFE TCI INC		1/08/2021		71699
24701	SIGNS	0.00	\$874.40	0.00	874.40
Desc:	SIGNS	Acct: 10-315-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			874.40	0.00	874.40
059737	MUNICIPAL RESOURCES, INC.		1/08/2021		71700
21836-1	National TM Search Round#2_FINAL	0.00	\$8,290.00	0.00	8,290.00
Desc:	National TM Search Round#2_FINAL	Acct: 10-111-315-0000	RECRUITMENT & TRAINING		
21836-2	National TM Search Round#2_FINAL	1,310.00	\$1,310.00	0.00	1,310.00
Desc:	Balance on #21836 Town Manager Sear	Acct: 30-975-315-0111	Recruitment - Town Manager		
Desc:	Balance on #21836 Town Manager Sear	Acct: 50-955-315-0111	Recruitment - Town Manager		
Desc:	Balance on #21836 Town Manager Sear	Acct: 55-955-315-0111	Recruitment - Town Manager		
Desc:	Balance on #21836 Town Manager Sear	Acct: 60-965-315-0111	Recruitment - Town Manager		
Desc:	Balance on #21836 Town Manager Sear	Acct: 65-965-315-0111	Recruitment - Town Manager		
Vendor Total:			9,600.00	0.00	9,600.00
059824	RED THREAD		1/08/2021		71701
21043	OFFICE - REC 50%DEPOSIT	0.00	\$2,420.85	0.00	2,420.85
Desc:	OFFICE - REC 50%DEPOSIT	Acct: 10-511-330-0000	OFFICE EQUIPMENT		
Vendor Total:			2,420.85	0.00	2,420.85
059882	CARY, SANDRA	SANDRA CARY	1/08/2021		71702

Report Date: 1/08/21
10:26AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 17
User: florentina
ReportAPINHDPmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
2021-8	REIMBURSEMENT-AMAZON	0.00	\$208.06	0.00	208.06
Desc:	REIMBURSEMENT-AMAZON	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
2021-7	REIMBURSEMENT-AMAZON AUDIO BC	0.00	\$76.85	0.00	76.85
Desc:	REIMBURSEMENT-AMAZON AUDIO BOOKS	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
	Vendor Total:		284.91	0.00	284.91
060110	NATIONAL BUSSINESS TECHNOLOGIES LLC			1/08/2021	71703
IN399588	Staples	0.00	\$72.00	0.00	72.00
Desc:	Staples	Acct: 10-521-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		72.00	0.00	72.00
060124	GREEN MAPLE, LLC	GREEN MAPLE, LLC		1/08/2021	71704
697068	SOLAR ARRAY - DEC'20	1,399.79	\$5,956.50	0.00	5,956.50
Desc:	SOLAR ARRAY - DEC'20- 41.5%	Acct: 10-530-329-0000	ELECTRICITY		
Desc:	SOLAR ARRAY - DEC'20 16%	Acct: 10-161-329-0000	ELECTRICITY		
Desc:	SOLAR ARRAY - DEC'20	Acct: 10-221-329-0000	ELECTRICITY		
Desc:	SOLAR ARRAY - DEC'20	Acct: 10-211-329-0000	ELECTRICITY		
Desc:	SOLAR ARRAY - DEC'20	Acct: 10-271-329-0000	ELECTRICITY		
Desc:	SOLAR ARRAY - DEC'20	Acct: 55-953-329-0000	ELECTRICITY		
Desc:	SOLAR ARRAY - DEC'206%	Acct: 60-962-329-0000	ELECTRICITY		
Desc:	SOLAR ARRAY - DEC'20 - 5%	Acct: 10-421-329-0000	ELECTRICITY / GAS		
Desc:	SOLAR ARRAY - DEC'20 - 3.50%	Acct: 30-971-329-0000	ELECTRICITY		
Desc:	SOLAR ARRAY - DEC'20 - 3%	Acct: 65-964-329-0000	ELECTRICITY		
	Vendor Total:		5,956.50	0.00	5,956.50
500660	JP PEST SERVICE			1/08/2021	71705
2823861	MONTHLY CONTRACT FEE	0.00	\$81.50	0.00	81.50
Desc:	MONTHLY CONTRACT FEE	Acct: 10-161-318-0000	CONTRACTED SERVICES		
	Vendor Total:		81.50	0.00	81.50
502710	VIVEKANAND TIWARI			1/08/2021	71706
846815	REFUND - SKATE	0.00	\$75.00	0.00	75.00
Desc:	REFUND - SKATE	Acct: 10-060-518-0200	WABA - REC/PUBLIC ICE RENTAL		
	Vendor Total:		75.00	0.00	75.00
FUND 1 0			Bank Total:		371,915.76
		Holdback Total			371,987.11
Batch Totals:		0.00	86,355.53	0.00	458,342.64

Report Date: 1/08/21
10:26AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 18
User: florentina
ReportAPINHDD_PmtByDate

Check Date: 1/08/2021 - 1/08/2021

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.

_____ DANIEL FRASER
_____ SIMON DENNIS
_____ ALICIA BARROW
_____ EMMA BEHRENS
_____ JOSEPH MAJOR
_____ KIM SOUZA
_____ RACHEL EDENS
_____ JOHN MACLEAN
_____ GAIL OSTROUT
_____ JOHN J. CLERKIN