



TOWN OF MILFORD

OCD use:  
CIP project # \_\_\_\_\_

# 2022-2027 CIP Project Review & Evaluation Form

1. DEPARTMENT: Public Works Department
2. DATE REQUEST PREPARED: September 27, 2021
3. ITEM/PROJECT NAME: Truck, 36K GVW (Replace 2008 International D/S/P/W)
4. REQUEST PREPARED BY: Chris Anton, Assistant Public Works Director
5. DEPT PRIORITY: #5 OF 7 PROJECTS

Using the following

6. **ITEM / PROJECT DESCRIPTION** (Provide complete description and attach additional explanatory materials if more than space allows)

This project request is enter into a five year lease/purchase agreement for a 36K GVW (or similar) dump truck. This piece of equipment will replace a 2008 International D/S/P/W truck that will be will be 17 years old at time of replacement in 2025. The request is consistent with the Public Works Department vehicle replacement program.

7. **IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?** YES  NO  (Examples: Milford Master Plan; departmental work program (s); facilities plans; equipment/vehicle replacement plan, etc.)

Plan or document reference (attach supporting materials):

DEPARTMENT VEHICLE REPLACEMENT PROGRAM 2017 - 2031

8. **ITEM / PROJECT RATIONALE:** (check all that apply)

- |  |   |
|--|---|
| <input type="checkbox"/> Removes imminent threat to public health or safety          | <input type="checkbox"/> Provides incentive to economic development             |
| <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | <input type="checkbox"/> Eligible for matching funds available for limited time |
| <input type="checkbox"/> Responds to federal or state requirements to implement      | <input type="checkbox"/> Continuation of existing project                       |
| <input checked="" type="checkbox"/> Improves the quality of existing services        | <input type="checkbox"/> Expanded public demand                                 |
| <input checked="" type="checkbox"/> Provides added capacity to serve growth          | <input type="checkbox"/> Extends useful life of current facility or equipment   |
| <input checked="" type="checkbox"/> Reduces long-term operating costs                |   |
| <input type="checkbox"/> Other _____   |   |

\* Note *Removes imminent threat to public health or safety* can ONLY be checked if funding requested in 2022.

9. **ITEM / PROJECT JUSTIFICATION NARRATIVE**

(Explain urgency, timing, need, etc. Be brief yet complete and attach additional documentation if more than what space allows)

The current unit is 12 years old will be at the end of its productive use by 2025. The request to lease/purchase said dump truck is part of the Department's ongoing asset management program designed to control the overall cost of operating and maintaining the Town fleet of vehicles and equipment; to maintain vehicles and equipment in a manner that extends their useful life; to control the growth in size of the fleet; to standardize the composition of the fleet; and to accurately budget for maintenance and replacement costs.

10. ESTIMATED USEFUL LIFE (Years): 17 Years

11. YEAR REQUIRED: 2025

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

13. IF YES, WHAT YEAR WAS PROJECT FIRST INCLUDED IN THE CIP? 2020

14. COST ESTIMATE: \$ 220,000

15. CAPITAL COSTS (If known)

Dollar Amount (in current \$)	
	Planning/feasibility analysis
	Professional services
	Real estate acquisition
	Site preparation
	Construction
	Furnishings & equipment
\$220,000	Vehicles & capital equipment
	Capital Reserve fund
	Other
\$220,000	<b>Total Project Cost</b>

16. IMPACT ON OPERATING & MAINTENANCE:

- Costs or Personnel Needs       Add personnel       Reduce personnel  
 Increased O & M costs       Decreased O & M costs

Explain: \_\_\_\_\_

Dollar cost of annual impacts if known: (+)\$ \_\_\_\_\_ or (-)\$ \_\_\_\_\_

17. SOURCES OF FUNDING:

	Dollar Amount (in current \$)	Describe Source (for grants/loans/special assessments/other)
Grant		
Loan		
Donation/Bequest/Private		
User Fees & Charges		
Capital reserve withdrawal		
Impact fee account		
Current revenue		
General obligation bond		
Revenue bond		
Special Assessment		
Other source		
Other source		
Project cost		
Minus revenue		
<b>Total Project cost</b>	\$220,000	

**14. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2027**

(List and provide brief description and attach additional documentation if more than space allows)

- Trucks and equipment – Rotating equipment replacement
- Bridges – Upgrades, improvements and replacements
- Highways - Upgrades, improvements and replacements
- Infrastructure (Drainage system) - Upgrades, improvements and replacements. DES/Federal Requirements
- Building upgrades and improvements for energy and budget saving

CIP CITIZENS' ADVISORY NOTES: