



**Town of Sudbury
Capital Improvement Budget Request
FY2018 Form A**

Department/Committee: Facilities – Town and SPS
Item/Project Name: Carpet Replacement

Initial Year of Request: FY13	Estimated Total Project Cost: \$50,000	Estimated Future Savings:¹ If we postpone the replacement, we will incur costs to patch where the carpet has failed. We must keep the floors safe, and when the carpet starts to undo and come apart, we have to make the temporary repairs.
Estimated Incremental Costs:² There are no incremental costs, but there are savings as noted above.	Staffing Changes:³ No changes to staff	
Justification Code: B	R or NR: R	Priority: 1
Project Description: Replace selected portions of existing carpet in the Town Hall, Loring School, Nixon School and other floors in town as needed. The Facility department will examine exactly which floors need the most attention, and then bid out those floors for carpet replacement. The Nixon Library, Music Rooms, Loring Library, Loring Administration area, and Town Clerks offices are the ones we are targeting. Carpet can last anywhere from 8 to 18 years, depending on quality and maintenance. The carpet in the schools and library are approaching 19 years old and have worn out. Not unlike one's home, the carpet takes a beating with hundreds of people walking and working on the carpet, despite excellent care and maintenance, the materials don't last forever. This is part of a systematic approach to replace the most needed carpet and to tackle a small amount each year. This allows the work to be done incrementally, and stretches the limited capital dollars as far as possible.		
Justification and Need: Carpet is worn out and needs to be replaced. Three years ago, \$108,000 was appropriated and last year \$50,000 was approved in order to continue the ongoing replacement of the carpet. This year's request is for \$50,000. This has been a very successful approach to replacing the worn carpet. This systematic replacement respects our limited capital budget but does not ignore the need.		
Benefit: Protect and preserve town assets, the existing floor covering is old and needs to be replaced.		
Last time this was replaced (i.e., year roof was previously replaced or year vehicle): Loring School 1999, Nixon School 1994, Town Hall 1999, Goodnow Library 1998		Typical Replacement Cycle: 10-15 years

Alternatives Considered/Reasons for Rejecting Alternatives:

Postpone the replacement, but the carpets need to be replaced now.

Consequences of Not Implementing/Delaying Implementation:

Rooms look old and deteriorated and unkempt in appearance.

Other Pertinent Background Information (e.g., Quotes, Brochures, Pictures, etc):

We have a large inventory of buildings built between 1994 and 2000, about 383,000 square feet. This represents about half the total square feet of the towns buildings, not including LS. Fortunately, we have benefited from these new facilities for almost two decades, without significant capital needs. Unfortunately, they are all experiencing the wearing out of the components at the same time. The carpeting has lasted many years, but now is in need of replacement. Also, we have carpeting in the Library's, which is very costly due to having to move the bookcases. The annual request for funds will continue for the next few years until we catch up. This funding would be best if it were incorporated into the operating budgets, and not part of a capital budget. The Strategic Funding Committee is looking at options moving forward.



C

Curtis Library, during the carpet replacement



Nixon Music Room



Library Carpet is tearing under the desk chairs





Curtis Administration carpet replacement