

# **TOWN OF WOLFEBORO PROJECT REQUEST**

DEPT PRIORITY:

RANKING:

DEPARTMENT: TOWN MANAGER

ACTIVITY/DIVISION:

PROPOSED START (FY): 2015

ACCOUNT NUMBER:

PROJECT TITLE: **TOWN HALL FURNISHING**

PREPARED BY:

## **PURPOSE OF REQUEST:**

- ☒ Add a Project
- ☐ Delete a Project
- ☐ Modify a Project
- ☐ Consolidate Projects

## **DEPARTMENT PRIORITY:**

- ☐ Urgent
- ☐ Necessary
- ☒ Desirable

## **SUBMITTING AUTHORITY:**

SUBMITTED BY: TOWN MANAGER  
DEPARTMENT HEAD:  
DATE: JULY 24, 2014  
TOWN MANAGER:

**DESCRIPTION/LOCATION:** Furnishings for the Renovated Town Hall - First Floor Offices front and back (Annex) plus the Great Room on the second floor.

**JUSTIFICATION:** Town Hall office employees are scheduled to return to their renovated offices at Town Hall in August, 2015. As there are no funds for furnishings in the Town Hall renovation project, they will have to bring back their old desks, chairs, and other office furnishings to their newly renovated offices unless some provision is made for new office furnishings. Also, the Great Hall on the second floor will require seating to be of any use.

## **RATIONALE:**

- ☐ Urgent Need
- ☐ Removes imminent threat to public health/safety
- ☒ Alleviates substandard conditions or deficiencies
- ☐ Responds to federal or state mandatory requirement
- ☒ Improves the quality of existing services
- ☐ Provides added capacity to serve growth
- ☐ Reduces long-term operating costs
- ☐ Provides incentive to economic development
- ☐ Eligible for matching funds available for limited time
- ☐ Needed to meet ADA compliance

## **IMPACT ON OPERATING COSTS OR PERSONNEL REQUIREMENTS:**

- ☐ Add Personnel
- ☐ Increased O&M Cost
- ☐ Reduces Personnel
- ☐ Decreased O&M Cost

Dollar Cost of Impacts if Known:  
Annually

**RELATED PROJECTS:** Town Hall Renovations Project - Funded at \$4 million in 2014.

Proposed For:

## **COST ESTIMATE:**

## **AMOUNT**

Planning/Feasibility Analysis  
Architecture & Engineering  
Real Estate/Land Acquisition  
Equipment/Materials/Furnishings  
Vehicles & Capital Equipment  
Site Preparation  
Construction  
Other

\$ 100,000

**TOTAL PROJECT ESTIMATE:**

\$ 100,000

SOURCE OF ESTIMATES:

## **SOURCES OF FUNDING:**

Grants From:  
Loans From:  
Donations/Bequest/Private  
User Fees & Charges  
Capital Reserve Withdrawal  
Current Revenue \$ 100,000  
General Obligation Bond  
Special Assessment

**TOTAL PROJECT COST:**

\$ 100,000

## **COMMENTS & ADDITIONAL INFORMATION:**

## **REVIEWERS' NOTES:**