NEW MILFORD BOARD OF EDUCATION

New Milford Public Schools 50 East Street New Milford, Connecticut 06776

FACILITIES SUB-COMMITTEE MEETING NOTICE

DATE:

February 2, 2010

TIME:

6:30 P.M.

PLACE:

Lillis Administration Building—Room 2

AGENDA

- 1. Call to Order
- 2. Public Comment

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of school operations and programs that concern them. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

- 3. Discussion and Possible Action
 - A. Use of Buildings Fee Schedule Review
 - B. Five Year Capital Plan Overview
 - C. Security Plan Review
- 4. Adjourn

TOWN CLERKSME

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Sub-Committee Members: Mr. Daniel W. Nichols, Chairman

Mr. Tom McSherry Mr. Bill Wellman

Alternates:

Mrs. Alexandra Thomas

Mr. David A. Lawson



NEW MILFORD PUBLIC SCHOOLS FACILITIES DEPARTMENT

Memorandum

TO: Facilities' Committee Members

FROM: John Calhoun DATE: January 29, 2010

RE: Use of Buildings Fee Schedule Change Proposal

Please find attached the current use of buildings fee schedule. This schedule is found under policy # 1330, Use of School Facilities. As we have made changes to our fees adding such items as utilities and grounds usage fees in the past, I feel it is not necessary to adjust those fees as they are keeping with other districts fee schedules and meeting our financial. My belief is a raise in these fees would deter more local non-profit groups from using our facilities, thus making our town resources unavailable and really affecting our revenue line in a positive way.

The only increase in fees that I am recommending is that for the Custodial overtime and double time rates. This would need to be done to keep current with contractual increases. This would also include rate increases for the Audio Visual and Computer Technicians. Without these changes, we would lose money every time our staff worked an event at premium time.

Under my proposal, the Custodial overtime rate would go from \$31.00 to \$32.00, the double time rate would go from \$41.00 to \$42.00. The AV/Computer Tech. reimbursement would go from \$34.00 per hour to \$35.00 from Monday through Saturday and the double time rate would go from \$44.00 per hour to \$45.00.

NEW MILFORD PUBLIC SCHOOLS

New Milford, Connecticut

USE OF FACILITIES FEE SCHEDULE

Effective, July, 2010

Elementary and Intermediate Schools

Org. Type	Classroom	Cafetoreum	Library	Fields	Kitchen	Gym, MPR
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$0.00
3	\$15.00	\$50.00	\$25.00	\$25.00	\$50.00	\$50.00
4	\$25.00	\$75.00	\$50.00	\$50.00	\$75.00	\$75.00
5	\$50.00	\$150.00	\$100.00	\$100.00	\$150.00	\$150.00

Middle and High School

Org. Type	Classroom	Cafeteria	Library	Fields	Kitchen	Gym	Arena	MPR	Theatre
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	\$15.00	\$50.00	\$25.00	\$25.00	\$50.00	\$50.00	\$100.00	\$50.00	\$200.00
4	\$25.00	\$75.00	\$50.00	\$50.00	\$75.00	\$75.00	\$200.00	\$75.00	\$300.00
5	\$50.00	\$150.00	\$100.00	\$100.00	\$250.00	\$250.00	\$350.00	\$150.00	\$1000.00

Utility Fees:		Classroom	<u>Gym</u>	Cafeteria	Kitchen	Library	Theatre
(per event)	Org. Type 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Org. Type 2,3,4,5,6	\$4.00	\$10.00	\$10.00	\$6.00	\$4.00	\$20.00
	A/C Charges where applicable	\$20.00	\$50.00	\$50.00	\$20.00	\$50.00	\$100.00

- Custodial overtime fees will be billed at \$32.00 per hour Monday-Saturday, \$42.00 per hour on Sundays.
- A.V. or Computer Tech. fees will be billed at \$35.00 per hour Monday-Saturday, \$45.00 per hour on Sundays.
- Cafeteria employee's services will be billed separately and in addition to any fees incurred by this permit.
- There will be a one time application fee of \$10.00 for groups in category 2.
- There will be a one time application fee of \$20.00 for groups in category 3.
- There will be a one time application fee of \$30.00 for groups in categories 4,5,6.
- There will be a flat rate fee of \$50.00 per use for the school piano or sound system.
- There will be a flat rate fee of \$25.00 per use for the school copier or for any audio visual equipment.
- There will be a flat rate fee of \$5.00 per use for school computer.

1330 **Appendix 2**

PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
<u> </u>		PORTABLE GENERATOR-This unit is needed to be able to	2010/11		2012/10	2010/11	<u> </u>
		have electricity on job sites where it is not currently accessible.					
		Areas such as playing fields, parking lots and driveways often					
		need mechanical repair and a generator would aid in that					
17	D/W	process.	2750				
		CONTRACT PAINTING FOR MAIN HALLWAYS-This is to					
14	NES	repaint the entire interior hallway walls at the Northville school.	3000				
		CONTRACT PAINTING FOR MAIN HALLWAYS-This is to					
		repaint the entire interior hallway walls at the Sarah Noble school. The halls are sheet-rock and are subject to scrapes					
15	SNIS	and gouges from students and equipment.	3000				
10	Oitio	REPLACE WINDOW SCREENS- This is a safety measure to	0000				
		prevent, insects from getting into the building while the					
		windows are open. Windows are opened frequently in the					
		spring and fall when the weather is warm to keep the					
11	JPS	classrooms cool.	4500				
		REPLACE CARPETING W/ VINYL TILE-This is an on-going					
		process in which we rplace old, worn carpet with VCT (vinyl					
		composition tiles). Many of the carpeted rooms have had spills					
		and stains for many years that resist any carpet cleaning					
		measures. The installation of VCT provides for a cleaner and					
9	HPS	more environmentally friendly atmosphere.	6,250				
		REPLACE CARPETING W/ VINYL TILE-This is an on-going	-,				
		process in which we rplace old, worn carpet with VCT (vinyl					
		composition tiles). Many of the carpeted rooms have had spills					
		and stains for many years that resist any carpet cleaning					
		measures. The installation of VCT provides for a cleaner and					
40	IDC	-	6.050				
10	JPS	more environmentally friendly atmosphere.	6,250				

PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
		REPLACE CARPETING W/ VINYL TILE-This is an on-going					
		process in which we rplace old, worn carpet with VCT (vinyl					
		composition tiles). Many of the carpeted rooms have had spills					
		and stains for many years that resist any carpet cleaning					
		measures. The installation of VCT provides for a cleaner and					
6	NES	more environmentally friendly atmosphere.	6,250				
		REPLACE CARPETING W/ VINYL TILE-This is an on-going	·				
		process in which we rplace old, worn carpet with VCT (vinyl					
		composition tiles). Many of the carpeted rooms have had spills					
		and stains for many years that resist any carpet cleaning					
		measures. The installation of VCT provides for a cleaner and					
7	SMS	more environmentally friendly atmosphere.	6,250				
-		INSTALL CHAIN LINK FENCE-This is a security measure to	0,200				
		close in the south-east side of the playground to prevent					
		strangers from having access to students on the playground.					
		There is currently just a grove of pine trees that act as that					
8	NES	barrier now.	7,250				
		REPLACE CLASSROOM BLINDS-This is an aggregate of					
		classroom shades to replace the original window blinds					
19	HPS	installed when the building was first opened.	7500				
		REPLACE CLASSROOM BLINDS-This is an aggregate of					
20	JPS	classroom shades to replace the original window blinds	7500				
20	JFS	installed when the building was first opened. REPLACE CLASSROOM BLINDS-This is an aggregate of	7500				
		classroom shades to replace the original window blinds					
21	NES	installed when the building was first opened.	7500				
	1120	REPLACE CLASSROOM BLINDS-This is an aggregate of	7000				
		classroom shades to replace the original window blinds					
22	SMS	installed when the building was first opened.	7500				
		,					

PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
		REINSTALL GYM DIVIDER-This project is to uncover the old					
		closed in gym divider from when the building was the NM high					
		school. A partition wall needs to be removed and a new					
		sprinkler line need to be relocated to complete this project.					
		Currently, Sarah Noble's gym is divided by cloth curtains which					
		lead to a noisy environment when trying to instruct multiple					
12	SNIS	claases at the same time in that large space.	9,650				
		WALK BEHIND BATTERY BURNISHER-This is replace floor	0,000				
		polishing machines to be used in the custodial cleaning					
		process. These machine are the primary means for polishing					
16	D/W	large floor areas such as cafeterias, gyms and long hallways.	14350				
		LOCKER REPLACEMENTS (phase 1)-This project is to begin					
		replacing the old and broken lockers at Schaghticoke. The					
		current lockers are constantly breaking and are extremely					
		small for todays stidents. Students today all carry large pack-					
		packs that will not fit in the lockers and are often crammed into					
		those spaces or left in the halls or classrooms. Locker repairs					
4	SMS	at that building have risen exponentially in the past 5 years.	19500				
		AUTOMATIC FLOOR SCRUBBERS-This is replace floor					
		scrubbers to be used in the custodial cleaning process. These					
		machine are the primary means for cleaning large floor areas					
13	D/W	such as cafeterias, gyms and long hallways.	21700				
		4WD PICK-UP TRUCK W/ PLOW-This is to replace an older					
		truck with a new 4wd unit with a plow. Trucks are used for					
-	DAM	moving materials throughout the district as well as for plowing	20.500				
5	D/W	and sanding during the winter months.	28,500				
		MEZANINE ROOM ADDITIONS (2)-This is a project in which					
		two mezzanine additions will be put adjacent to the gymnasium in the basement at East Street (Lillis Administration Building) to					
18	LILLIS	aid in the storage and procurement of years worth of school	31,500				

DDIODITY	2011201		0040/44	0044/40	0040/40	0040/44	2044/45
PRIORITY	SCHOOL	CAPITAL ITEM	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>
		TURF REPLACEMENT ON SOCCER FIELD-In this project we					
		would remove center 60 to 70 ft of the soccer field, 300 feet					
		long, end to end, which is about 20,000 sq. ft., We would re-					
		grade and sod using a Blue grass, rye and turf type fescue.					
		The contractor would then maintain the field, with the					
		guarantee that the sod takes or he will replace it at no cost to					
		the school district. The field would be closed down from the					
		end of the athletic season in the spring, until fall sports begin in					
3	NMHS	September.	32500				
		ROOF COPING & REMEDIAL REPAIRS-This project is to add					
		and/or replace the roof coping and flashing on several sections					
		of the roof at Schaghticoke. Because of a design flaw, coping					
		was never installed in certain areas and has resulted in					
1	SMS	deterioration of the facia panels on the sides of the building.	49,500				
		WINDOW REPLACEMENTS (phase 1)-This is a project in					
		which we will begin replacing windows in the East Street					
		Administartion building. The existing windows are more than					
		70 years old and result in a tremendous loss of energy. The					
		old windows are niether functional nor efficient and are					
		beginning to show signs of rot and decay. This is a project that					
		will show high returns on it's investment in the way of fuel oil					
2	LILLIS	and electrical savings.	113,500				
TOTALS			\$396,200				

PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
		GARAGE DOOR FOR FIELD HOUSE-This is to replace a 3o					
		year old door that has been vandalized and deteriorated over					
		the years. The field house cannot be secured properly until					
10	SNIS	this replacement is complete.		2500			
		EXCEL CLASSROOM UPGRADES-This is to install 2-way					
		mirrors and handicapped accessable features to the current					
9	JPS	excel classroom at John Pettibone.		6,300			
		REPLACE CLASSROOM BLINDS-This is an aggregate of					
40	LIDO	classroom shades to replace the original window blinds		0500			
13	HPS	installed when the building was first opened.		6500			
		REPLACE CLASSROOM BLINDS-This is an aggregate of					
14	JPS	classroom shades to replace the original window blinds installed when the building was first opened.		6500			
14	JF3	REPLACE CLASSROOM BLINDS-This is an aggregate of		0300			
		classroom shades to replace the original window blinds					
15	NES	installed when the building was first opened.		6500			
	0	REPLACE CARPETING W/ VINYL TILE-This is an on-going		0000			
		process in which we rplace old, worn carpet with VCT (vinyl					
		composition tiles). Many of the carpeted rooms have had spills					
		and stains for many years that resist any carpet cleaning					
		measures. The installation of VCT provides for a cleaner and					
3	HPS	more environmentally friendly atmosphere.		6,850			
3	пгэ	REPLACE CARPETING W/ VINYL TILE-This is an on-going		0,000			
		5 6					
		process in which we rplace old, worn carpet with VCT (vinyl					
		composition tiles). Many of the carpeted rooms have had spills					
		and stains for many years that resist any carpet cleaning					
		measures. The installation of VCT provides for a cleaner and					
4	NES	more environmentally friendly atmosphere.		6,850			
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PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
		REPLACE CARPETING W/ VINYL TILE-This is an on-going					
		process in which we rplace old, worn carpet with VCT (vinyl					
		composition tiles). Many of the carpeted rooms have had spills					
		and stains for many years that resist any carpet cleaning					
		measures. The installation of VCT provides for a cleaner and					
6	SMS	more environmentally friendly atmosphere.		7,850			
		GROUNDSKEEPING EQUIPMENT-This as an aggregate of		·			
		several pieces of equipment. It would include back-pack leaf					
5	D/W	blowers, a chain saw, a blade sharpening tool for the lawn		7950			
		REPLACE CLASSROOM BLINDS-This is an aggregate of					
		classroom shades to replace the original window blinds					
12	SMS	installed when the building was first opened.		9300			
		INSTALL CHAIN LINK FENCE-This is a security measure to					
		close in the western side of the access road, thus preventing					
		cars from accessing the property from the adjacent street.					
	01110	There is currently just a grove of trees that act as that barrier		40.050			
2	SNIS	now. LOCKER REPLACEMENTS (phase 2)-This is a continuation of		19,250			
		,					
		the project to replace the old and broken lockers at					1
		Schaghticoke. The current lockers are constantly breaking					1
		and are extremely small for todays stidents. Students today all					ı
		carry large pack-packs that will not fit in the lockers and are					1
		often crammed into those spaces or left in the halls or					1
		classrooms. Locker repairs at that building have risen					ı
8	SMS	exponentially in the past 5 years.		20500			
		SPLIT SYSTEM A/C UNITS-These units will replace the					1
		window air conditioning units throughout the building, making					,
		the exterior appearance much neater while providing cooling to					1
11	LILLIS	the offices at a lower cost for electricity.		21500			

PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
		CARPET REPLACEMENT-This is needed to replace carpeting					
		that is stained and deteriorated beyond repair. Many of the					
		offices have carpeting that exceeds 20 years in age and has					
		delaminated to the point where cleaning has no affect on the					
7	LILLIS	fibers anymore.		\$36,200			
		RECONFIGURE PARKING LOT & ACCESS ROAD-This					
		project is to design and reconfigure the parking lot and islands					
		at Hill & Plain. The current parking lot configuration cannot					
1	HPS	handle the demands of the traffic flow due to more parents		125000			
TOTALS				\$289,550			

PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
		INSTALL BRADLEY STYLE SINKS-This is to replace the					
		current single basin sinks with more efficient Bradley basin					
		which will serve as the wash station for the entire rest room					
		area. The unit will have electric eyes to reduce water					
7	SMS	consumption and attached soap dispensers.			13,600		
		REPAIR ISLANDS IN PARKING LOT-The islands in the main					
		parking lot at Schaghticoke have become denuded over time					
		due to environmental and mechanical degredation. This					
		project would reconfigure the current islands using materials that will last longer and be more resistant to damages than the					
3	SMS	current islands.			\$13,650		
	Oilio	REPLACE CARPETING W/ VINYL TILE-This is an on-going			ψ10,000		
		process in which we rplace old, worn carpet with VCT (vinyl					
		composition tiles). Many of the carpeted rooms have had spills					
		and stains for many years that resist any carpet cleaning					
		measures. The installation of VCT provides for a cleaner and					
6	HPS	more environmentally friendly atmosphere.			\$15,450		
		LOCKER REPLACEMENTS (phase 3)-This is a continuation of					
		the project to replace the old and broken lockers at					
		Schaghticoke. The current lockers are constantly breaking					
		and are extremely small for todays stidents. Students today all					
		carry large pack-packs that will not fit in the lockers and are					
		often crammed into those spaces or left in the halls or					
		classrooms. Locker repairs at that building have risen					
4	SMS	exponentially in the past 5 years.			\$23,500		
		A/C EXPANSION (C-WING)-This is a project to connect					
		several of the rooms in the "c-wing" expansion of the					
		Schaghticoke Middle school to the chiller. We would need to					
5	SMS	add air handling units and duct work to connect the rooms.			\$66,510		

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		UPGRADE ELECTRICAL SYSTEM-This project is needed to				Ì
		upgrade the antiquated electrical system at the East Street				İ
		administration building. No further components can be added				İ
		to the building until this system is upgraded. Items such as				İ
		computer system components, HVAC devices and the like will				İ
1	LILLIS	need to be added to that building in the near future.			68000	İ
-		INSTALL IRREGATION SYSTEM (MULTI USE FIELDS)-This			0000	
		is a project to continue the irrigation system to all of the fields				1
		at the high school. Currently, just the stadium is serviced by				İ
2	NMHS	an irrigation system.			\$109,650	
TOTALS					\$310,360	
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PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
	<u> </u>	CUSTODIAL EQUIPMENT-This is an aggregate of several					
		pieces of equipment used in the custodial department. These					
		would be items such as back-pack vacuums, wet-dry vacuums,					
10	D/W	floor buffers and small carpet extractors.				\$6,500	
		SANDER REPLACEMENT-This is a replacement sander					
		required to maintain the 6 school's parking lots, plus the					
		administrative office and farmhouse property. The sander that					
		this will be replacing is over ten years old and completely					
11	D/W	rotted due to exposure to salt and other corrosives.				\$7,800	
		UPGRADE BUILDING CONTROL SYSTEM-This is to upgrade					
		the building automation control system with new software and					
1	NMHS	hardware.				\$12,500	
		UPGRADE BUILDING CONTROL SYSTEM-This is to upgrade					
		the building automation control system with new software and					
2	SMS	hardware.				\$12,500	
		UPGRADE BUILDING CONTROL SYSTEM-This is to upgrade					
		the building automation control system with new software and					
3	SNIS	hardware.				\$12,500	
		INSTALL BRADLEY STYLE SINKS-This is to replace the					
		current single basin sinks with more efficient Bradley basin					
		which will serve as the wash station for the entire rest room					
		area. The unit will have electric eyes to reduce water					
13	HPS	consumption and attached soap dispensers.				\$12,750	
		INSTALL BRADLEY STYLE SINKS-This is to replace the					
		current single basin sinks with more efficient Bradley basin					
		which will serve as the wash station for the entire rest room					
		area. The unit will have electric eyes to reduce water					
12	JPS	consumption and attached soap dispensers.				\$12,750	

		INICTALL PRADICTY OF CONTROL TO THE CONTROL OF CONTROL	
		INSTALL BRADLEY STYLE SINKS-This is to replace the	
		current single basin sinks with more efficient Bradley basin	
		which will serve as the wash station for the entire rest room	
14	NES	area. The unit will have electric eyes to reduce water	¢40.750
14	NES	consumption and attached soap dispensers. FRONT DECK MOWER REPLACEMENT-This is to replace	\$12,750
		the older model Kubota that is used to mow, sweep and	
4	D/W	remove snow.	\$23,100
4	D/VV	LOCKER REPLACEMENTS (phase 4)-This is a continuation of	\$23,100
		the project to replace the old and broken lockers at	
		Schaghticoke. The current lockers are constantly breaking	
		and are extremely small for todays stidents. Students today all	
		carry large pack-packs that will not fit in the lockers and are	
		often crammed into those spaces or left in the halls or	
		classrooms. Locker repairs at that building have risen	
6	SMS	exponentially in the past 5 years.	\$25,500
		4WD PICK-UP TRUCK W/ PLOW-This is to replace an older	
		truck with a new 4wd unit with a plow. Trucks are used for	
		moving materials throughout the district as well as for plowing	
5	D/W	and sanding during the winter months.	\$31,600
		A/C EXPANSION-This is to upgrade and expand the air	
		conditioning in the elementary schools. The primary focus will	
_		be in the typically hotter areas, where fans have not been able	
7	NES	to improve the comfort level.	\$32,850
		PAVE ACCESS ROAD & PLAYGROUND-This is to complete	
		the renovation process of the exterior areas at Hill & Plain.	
		The access road will be repaved and the playground will be	
8	HPS	reconfigured and paved in a new area of the property.	\$36,510
		INTERIOR DOOR REPLACEMENTS-This is to replace older	
		interior fire doors that no longer function properly and do not	
9	LILLIS	provide any security or safety measures.	\$37,500

PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
		LARSON BARN UPGRADES-This is to continue to upgrade					
		the barn, fixing such items as floors, exterior siding and					
15	FAC	shoring up braces and beams.				\$43,500	
15 TOTALS						\$320,610	

PRIORITY	SCHOOL	CAPITAL ITEM	2010/11	2011/12	2012/13	2013/14	2014/15
		DUMP TRUCK REPLACEMENT-This is to replace an older					
		truck with a new 4wd unit with a plow. Trucks are used for					
		moving materials throughout the district as well as for plowing					
3	D/W	and sanding during the winter months.					\$35,600
		CUSTODIAL EQUIPMENT-This is an aggregate of several					
		pieces of equipment used in the custodial department. These					
		would be items such as back-pack vacuums, wet-dry vacuums,					
6	D/W	floor buffers and small carpet extractors.					\$12,500
		A/C EXPANSION-This is to upgrade and expand the air					
		conditioning in the elementary schools. The primary focus will					
		be in the typically hotter areas, where fans have not been able					
4	JPS	to improve the comfort level.					\$39,500
		CONTRACT PAINTING FOR MAIN HALLWAYS-This is to					
_	IDC	repaint the entire interior hallway walls at the John Pettibone					#40.000
7	JPS	school.					\$13,200
		UPGRADE HEATING SYSTEM/BOILER-This is to replace the					
		boiler at the east street administration building. The current					
		unit is inefficient and prone to breakdowns. The steam system					0407440
1	LILLIS	would be replaced by hot water.					\$187,110
		A/C EXPANSION-This is to upgrade and expand the air					
		conditioning in the elementary schools. The primary focus will					
5	NES	be in the typically hotter areas, where fans have not been able to improve the comfort level.					\$32,700
3	NES	LOCKER REPLACEMENTS (phase 5)-This is a continuation of					φ32,700
		the project to replace the old and broken lockers at					
		· · ·					
		Schaghticoke. The current lockers are constantly breaking					
		and are extremely small for todays stidents. Students today all					
		carry large pack-packs that will not fit in the lockers and are					
		often crammed into those spaces or left in the halls or					
		classrooms. Locker repairs at that building have risen					
2	SMS	exponentially in the past 5 years.					\$19,500
TOTALS							\$340,110