

PLEASE POST - NOTICE OF PUBLIC MEETING

Essex North Shore Agricultural and Technical School District  
Finance Subcommittee

Essex Technical High School  
565 Maple Street  
Hathorne, Massachusetts 01937  
Media Center (Upper Level)

Wednesday, April 4, 2018  
5:30 p.m.

**AGENDA**

1. *Call to Order*
2. *Approval of Meeting Minutes*  
The Subcommittee will consider approval of meeting minutes for the Finance Subcommittee meeting of March 7, 2018.
3. *Fiscal Year 2018 Grant*  
Administrative Recommendation: To accept the following FY2018 Grant:

<u>Grant Description</u>	<u>Amount</u>
MassBioEd Foundation – 2017 Joshua Boger Innovative School of the Year	\$5,000
4. *Essex North Shore Agricultural and Technical School District and Danvers Police Department Memorandum of Understanding (MOU)*  
Administrative Recommendation: To accept the Essex North Shore Agricultural and Technical School District and Danvers Police Department Memorandum of Understanding (MOU) for the school resource officer.
5. *District Signage*  
Review proposed design and quote for District Signage.
6. Discussion items that were not reasonably anticipated by the Chairperson (M.G.L., Chapter 30 – Sections 18-25).
7. Adjourn

*The listing of matters are those reasonably anticipated by the Chair in accordance with M.G.L., Chapter 30A, Section 18-25, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

*Approved:*

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

**Finance Subcommittee  
Tentative Minutes – March 7, 2018**

Members Present: B. Perkins, Chair, T. St. Pierre, W. Marquis, J. O'Brien, W. Marquis, W. Nichols

Alternate: J. Delaney for G. Hathaway  
M. Amato for A. Prazar

Others Present: W. Lupini, Superintendent-Director  
K. McMahon, District Treasurer  
M. Strout, Marblehead Representative

The Chair called the meeting to order at 5:30 p.m.

Approval of Meeting Minutes

Motion made by Mr. St. Pierre seconded by Mr. St. Pierre to approve the Tentative Minutes of February 1, 2017 as presented. Motion carried unanimously.

Financial Statements

The District's financial statements of November 20, 2017 and December 31, 2017 were presented.

Mr. St. Pierre moved to approve the November 30, 2017 and December 31, 2017 Financial Statements as presented and to place on file for audit. Ms. Teixeira seconded. Motion carried unanimously.

FY 2019 School Choice

Motion made by Mr. St. Pierre, seconded by Mr. Marquis to approve the recommendation that the District not participate in School Choice for the 2018 – 2019 school year.

Mr. Nichols asked why the District would not participate in School Choice. Dr. Lupini explained that if the District were to participate in School Choice it would allow students to attend at a tuition rate less than the District currently receives for nonmember students.

Motion carried unanimously.

Donations

Motion made by Mr. St. Pierre, seconded by Mr. Marquis to accept the donation of a 2010 Ford Fusion from Mr. Clarence R. Blewett of Topsfield, Massachusetts to the Automotive Technology Program.

## FY2019 Budget

Dr. Lupini reviewed the suggested reductions to the FY2019 Budget:

- \$70,000 reduction to instructional hardware
- \$40,769 reduce increase from 5% - 3% based on GIC health insurance renewal rates
- \$48,000 lease new rack truck instead of purchase; reduced replacement of buses to 3 from 4

Dr. Lupini stated that health insurance “happened to us” – GIC rates are favorable and the District was able to reduce assumption from 5% to 3%. The unknowns are if employees will be able to switch programs and could employees choose the higher plans.

The instructional technology was reduced by half. There are no anticipated issues anticipated by this reduction.

Mr. Marquis asked if there is a replacement plan for buses. Dr. Lupini stated that the District has a replacement plan in place.

Mr. Perkins asked if the Child Care Center is current with their rental payments. Dr. Lupini answered that the Child Care is current and the Sports Center is as well.

Ms. Teixeira questioned the \$839,000 for salaries. Dr. Lupini explained that the salary increase represents a 2/3 of 4.23% total increase in employees.

Ms. Teixeira is concerned that these funds are taken from E & D. Dr. Lupini stated that the District has met the maximum of E & D each year.

Ms. Amato asked if the District budgeted for the increase of student enrollment. Dr. Lupini replied they budgeted for 1,440. Mr. Marquis stated that is a 4% increase to student enrollment.

Ms. Teixeira stated that there is a \$75,000 net increase for a School Resource Officer (SRO). Dr. Lupini stated that the \$75,000 is net cost for a resource officer less a student supervisor. Currently there are three student supervisors. The FY19 budget includes two student supervisors and the SRO.

Mr. O'Brien asked what the schedule is for the SRO. He was told 6:45 a.m. to 3:00 p.m.

Ms. Amato stated that twenty (20) communities are paying for the SRO and that officer could still work private details. Dr. Lupini confirmed the SRO could work during off hours from the school schedule.

Mr. Strout stated that the Danvers SRO is involved in many aspects of the schools. The relationships the SRO develops with students and faculty is valuable. Mr. Strout added that Danvers has been losing SRO time in their school because they are here at Essex Tech or in court due to a situation at Essex Tech.

Ms. Teixeira stated that she supports the position of a SRO but is frustrated with funding. Dr. Lupini stated that Danvers could argue that same point.

Ms. Teixeira asked who is responsible for the SRO's health insurance. Dr. Lupini stated he will ask Steve Bartha, Danvers Town Manager for a detailed cost analysis.

Mr. O'Brien asked if a separate officer would provide details at sporting events, dances, etc. Dr. Lupini stated that there would be separate details for sporting events, etc.

Mr. Marquis stated that police work a 4-2 schedule when on the force and will accrue time off when employed as a SRO.

Mr. Strout stated that the SRO is as much a part of the school as administration and receive extensive training, are professional and calm during a heated exchange.

Mr. Perkins asked about crisis management and was told this matter will be discussed at next week's School Committee meeting.

Mr. Perkins asked about retirements and was told retirements reduced line items with the budget.

Ms. Teixeira asked if the budget included negotiations and was told yes. Dr. Lupini stated that the budget includes possible step increases for the AFSCME Bus Unit. The current agreement expires June 30, 2018.

Ms. Amato asked if Athletic Fees were included as a source of revenue. Dr. Lupini stated plan includes propels to increase athletic fees from \$25 per sport to \$100 per sport.

Ms. Teixeira noticed that travel reimbursement was increased. Dr. Lupini stated it was.

Ms. Teixeira asked why the Co-Operative Coordinator salary was increased. The administration budgeted a round number, but ended up with a higher salary due to the employee's experience.

Ms. Teixeira questioned the high increase for office supplies. Dr. Lupini answered that Mr. Morgan will address this at the next School Committee meeting.

Mr. Marquis asked if the School Lunch Program is self-supporting. Dr. Lupini stated that the program has improved and funds brought in have improved.

Motion made by Mr. Marquis to recommend accepting the FY2019 Budget Proposal. Ms. Amato seconded. Mr. Marquis stated that the percentage increase of 4% could possibly be reduced.

Ms. Teixeira stated that she supports this motion but expects more conversation regarding the FY2019 Budget.

Members voted unanimously to approve the FY2019 Budget.

Funding Source for Superintendent-Director Search

Dr. Lupini reported that Mrs. Znamierowski has identified a funding source for the Superintendent-Director Search from utilities i.e. electrical, water and sewer up to \$20,000.

Discussion items that were not reasonably anticipated by the Chairperson (M.G.L., Chapter 30A – Sections 18-25)

Ms. Teixeira stated that she emailed members of the committee that MASC recommends advertising a salary range of \$170,000 - \$185,000 for the Superintendent-Director position.

Mr. Nichols stated that he expects a full accounting of items negotiated within the new Superintendent-Director's contract.

Ms. Teixeira stated that in order to advertise the Superintendent-Director position it must include a salary range. The salary is always subject to negotiations.

Motion made by Mr. Marquis to recommend a Superintendent-Director salary range of \$170,000 - \$185,000 for advertising purposes and follow through with MASC. Mr. St. Pierre seconded.

Ms. Teixeira stated that salary is always of a part of negotiations when hiring a Superintendent-Director.

Motion carried unanimously

Motion made to adjourn by Mr. St. Pierre, seconded by Ms. Amato. Motion carried unanimously.

The Chairman declared the meeting adjourned at 6:45 p.m.



**Massachusetts Biotechnology Education Foundation**  
300 Technology Square, 8<sup>th</sup> Floor  
Cambridge, MA 02139  
main: 617.674.5100 fax: 617.674.5101

March 3, 2018

Ms. Arlyssa LaPorte, Ms. Deb O'Reilly and Principal Brad Morgan  
Essex Technical High School  
565 Maple Street  
Hawthorne, MA 01937

Dear Arlyssa, Deb, and Principal Kates and Principal Morgan,

I am pleased to announce that Essex Technical High School has been selected by the MassBioEd Foundation as the 2017 Joshua Boger Innovative School of the Year. This award comes with a \$5,000 grant for lab equipment and supplies. We would like to formally make this award to you at the MassBio Annual Meeting on Thursday, March 21, at the Cambridge Royal Sonesta Hotel.

We are proud to recognize Essex Technical High School for its commitment to engaging students in hands-on biotechnology experiences. Essex Technical High School has been well represented at a variety of BioTeach workshops and trainings and has engaged students through our experiential learning opportunities. We applaud your team's continued partnership with MassBioEd. Your efforts to include biotechnology labs in regular biology classes through peer-to-peer mentoring and your proposal to introduce basic biotechnology into area middle schools through near-peer mentoring speaks to a school-wide effort to increase the number of students who are excited about biotechnology.

With small grants from BioTeach, support from Massachusetts Life Sciences Center, and your team's continued commitment to learning and implementing new biotechnology-based curricula, Essex Technical High School has grown the vocational biotechnology program to include student-driven research into the causative agent of Lyme disease, sophisticated molecular biology techniques, tissue culture, and protein assays. A clear measure of your success at engaging students in biotechnology and inspiring them to pursue life sciences courses in high school is the increased student enrollment in the biotechnology program at Essex Technical High School and the increase in student interest in pursuing careers in life sciences fields.

Essex Technical High School's commitment to bringing cutting-edge biotechnology experiences to its students is inspiring. We at MassBioEd look forward to supporting your continued success. Congratulations on a job well done.

Best Regards,

Michelle Mischke, Ph.D.,  
Director, Biotechnology Education Programs

# Essex North Shore Agricultural and Technical School District and Danvers Police Department

## Memorandum of Understanding (MOU)

This Memorandum of Understanding (MOU) is being executed on \_\_\_\_\_ by the below listed entities:

Essex North Shore Agricultural and Technical School District  
Danvers Police Department

This document will serve as the written agreement between the Essex North Shore Agricultural and Technical School District and the Danvers Police Department. This agreement establishes the needed commitment and support from both institutions. This document also provides a series of guidelines and policies relevant to the performance of the School Resource Officer, and will be the guiding document officers, school administrations, town administration, and students and their caregivers look to for structure and accountability. This document shall be reviewed, updated, and endorsed as needed. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation, which exists between the participating entities listed above and all community stakeholders.

### **I. Purpose**

This MOU establishes and delineates the mission of the School Resource Officer Program, herein referred to as the SRO Program, as a joint cooperative effort. Additionally, the MOU clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students, promote a safe and positive learning environment and decrease the number of youth formally referred to the juvenile justice system.

### **II. Mission**

The mission of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crime committed by and against youth in our community. The SRO Program accomplishes this mission by supporting safe, secure, and orderly learning environments for students, teachers and staff. SROs will establish a trusting channel of communication with students, parents, and teachers. The role of the SRO is not to enforce school discipline or punish students. SROs will serve as positive role models to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. SROs will provide information on community resources available to students and parents. Goals and objectives are designed to develop and enhance rapport between youth, families, police officers, school administrators, and the community in order to promote overall student achievement and success.

### **III. Role of SRO**

**Law Enforcement Role** - SROs are responsible for the majority of law enforcement activities occurring at the school during school hours but not general student discipline. A determination of whether an activity raises to the level of a law enforcement activity shall be made in consultation a Danvers Police Department

Supervisor. While the enforcement is the role of SROs, alternatives to arrest should be considered whenever applicable. The SROs discretion to act remains the same as that of any other police officer.

**Fostering Positive School Climate /Crime Prevention** - One of the primary roles SROs fulfill is fostering a positive school climate through relationship-building and crime prevention. Officers will engage in various activities, in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on officers getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges and need additional resources or attention to be successful in school. SROs may assist with conflict resolution and mediation. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, investigating crimes, and patrolling the parking lots. Officers may also complete security surveys analyzing the physical safety of school property and facilities.

**Education** - SROs should participate in the school community by representing the law enforcement community to build positive relationships with youth, their families, and school staff and help educate students regarding positive lifestyle choices and healthy relationships.

#### **IV. Operational Procedures**

**Chain of Command for S.R.O's:** The S.R.O. will be ultimately accountable to the Danvers Police Department PD and will report directly to the Community Services Division Sergeant. The S.R.O. is also expected to cooperate with the school officials, including administrators and faculty. The S.R.O. will abide by school policy and respond to the requests of school officials. Complaints against the SRO shall follow the normal complaint process of the Danvers Police Department and may include notice to the appropriate school administrators when deemed necessary.

The SRO's activity in the school is guided by the following procedures and supervision and evaluation shall be provided by the Community Services Division Sergeant to effectively support SROs efforts and monitor their progress:

##### **A. Duties**

The primary functions of the SRO are to help provide a safe and secure learning environment, foster a positive school climate, reduce/ prevent crime, serve as an educational resource, and serve as a liaison between the school and the police department. Specific daily assignments to accomplish this function will vary by school. The SRO and school principal or designee will meet on a regular basis to discuss plans and strategies to address specific issues or needs that may arise.

Basic responsibilities of the SRO will include but will not be limited to:

1. To enforce criminal law and protect the students, staff, and public at large against criminal activity.
2. Foster mutually respectful relationships with students and staff to support a positive school climate.
3. Provide information concerning questions about law enforcement topics to students and staff.
4. Provide classroom instruction on a variety of topics including, but not limited to, safety, public relations, occupational training, leadership, and life skills.
5. Coordinate investigative procedures between police and school administrators.
6. Handle initial police reports of violent crimes committed on campus.
7. Take enforcement action on criminal matters when appropriate.
8. Attend school special events as needed.
9. Prepare lesson plans as necessary for the instruction provided.



10. Collect data on SRO activities (arrests, citations, etc.)

**B. Uniform**

Normally, the SRO is in uniform

**C. Daily Schedule**

To be determined by the commanding officer and the school administrators consistent with the MOU.

**D. Special Events**

To be determined by the commanding officer and the school administrators consistent with this Agreement.

**E. Summer Activity**

SROs will not be regularly assigned to schools during the summer vacation period and will primarily perform functions as needed by the Danvers Police Department.

**F. Role in Responding to Criminal Activity**

One of the roles of SROs, as law enforcement officers, is to engage in traditional criminal investigation and report taking. As a police officer, SROs have the authority to issue warnings, make arrests and use alternatives to arrest at their discretion. SROs, however, perform their duties mindful of the parties' common goal of supporting student success.

**G. Role in School Policy Violations**

SROs are not school disciplinarians and violations of the student code of conduct or school rules that are not criminal matters should always be handled by school faculty and staff, not SROs. SROs should not directly intervene unless the situation directly affects an imminent threat to the health, safety, and security of the student or another person in the school and will employ de-escalation techniques as appropriate. School discipline is the responsibility of the appropriate school administrator. The SRO will report school policy violations through the proper channels to be handled by school administration. It is the responsibility of the SRO to become familiar with the Student Handbook or Student Code of Conduct, but it is not the responsibility of the SRO to enforce the rules in these documents.

**H. Data Collection**

The Community Services Division Sergeant should submit a monthly activity report to the Captain of the Administrative Services Division and the Chief of Police. The report should include descriptions of all activities engaged in by the SRO, including incidents or calls for service, names of students and/or staff involved, student searches, arrests, citations and/or summons issued, and other referrals to the juvenile justice system. All documented police interaction will be recorded in the Department's Records Management System.

**I. Sharing of Information**

Communication and information sharing is essential to the success of the SRO program.

1. Sharing of information will be governed by the existing M.O.U. between the Essex County District Attorney's Office, the Essex North Shore Agricultural and Technical School District and the Danvers Police Department, Commonwealth of Massachusetts' Public Records Law, and relevant Danvers Police Department and Essex North Shore Agricultural and Technical School District policies.
2. The sharing of arrest related information by the S.R.O. with school administration

upon request or at the direction of the S.R.O. will involve the dissemination of arrest reports and calls for service filed with the Danvers Police Department or from other Police agencies coming into contact with students from the Essex North Shore Agricultural and Technical School District.

3. Juvenile fingerprints and photos as part of the arrest record will not be shared by the S.R.O.
4. If the S.R.O. is aware of information on a student that is officially obtained by the Danvers Police Department, which reflects that the student is in violation of school policies (Student Handbook or Athletic Code), the S.R.O. may forward that information to school administration.
5. If a juvenile is an uncharged suspect in a crime, his/her information will not be released unless authorized by a supervisor.
6. Information which the S.R.O. obtains from school personnel which deals with criminal or possible criminal intelligence will be maintained by the S.R.O. as a criminal justice file. This file may be shared with other Division personnel and Criminal Justice Agencies, but will not be part of the student's school record. Such files shall be considered to be records of a law enforcement unit created for law enforcement purposes as defined by the Family Educational Rights and Privacy Act (FERPA).
7. Hearsay information or rumors will alone, not be the basis for any formal action by the Department. It can be used in an intelligence capacity or to validate the need for further investigation.
8. Any information that is obtained by the S.R.O. that pertains to criminal activity occurring outside the Danvers Police Department's jurisdictional limits shall be relayed to the police department of jurisdiction.
9. When any felony occurs or any crime that prompts a Public Information Officer response from the schools or the Town or if a school building is evacuated the S.R.O. shall contact his immediate supervisor as soon as possible.
10. The S.R.O. shall have access to any public records maintained by the school to the extent allowed by law. Law enforcement officials may need confidential information in emergency situations based on the seriousness of the threat to someone's health or safety, time sensitivity, and the direct relationship of the information to the emergency.

#### **J. Replacement or Reassignment of SRO**

1. In the event that the Superintendent-Director determines that the SRO is not effectively performing the duties outlined in this agreement, the Superintendent-Director will notify the Chief of Police, and they will jointly determine whether the concerns can be remediated. If the Superintendent deems it appropriate he/she may require that the SRO be withdrawn from the school pending resolution of the concerns. If the concerns cannot be resolved, then the Chief will establish a replacement SRO.
2. In the event of the reassignment, termination or long term absence of the officer serving as SRO, the Chief of Police shall secure a temporary replacement SRO within 30 days, pending the appointment, if necessary, of a permanent replacement SRO, except where such long term absence, loss or termination as a result of action or events within the scope of employment with Essex North Shore Agricultural and Technical School District.

### **V. School District Responsibilities**

#### **A. Equipment and Facilities**

The Essex North Shore Agricultural and Technical School District shall provide the SRO of each campus and any SRO supervisor the following materials and facilities, which are deemed necessary to the performance of the SRO's duties:

1. Access to a properly lighted and furnished private office, which shall contain a telephone, a secure computer and printer, which may be used for general business purposes.
2. A location for files and records which can be properly locked and secured.
3. The opportunity for SROs to address teachers, school administrators and student families about the SRO program, goals, and objectives.
4. The opportunity to provide input regarding criminal justice problems relating to students.
5. The opportunity to address teachers and school administrators about criminal justice problems relating to students during in-service workdays.
6. The District Emergency Operations Manual, Crisis Plan, Student Handbook/Code of Conduct and other related materials as deemed appropriate.
7. School staff designee for referrals for counseling and other school-based and/or community based supportive services for students and families.
8. Access to all surveillance systems.
9. Physical access to all buildings and facilities.

#### **B. Financial Considerations**

It is agreed and understood that the Essex North Shore Agricultural and Technical School District will allocate \$108,042 (SRO Funds) in FY2019 to salaries and wages specifically earmarked for the School Resource Officer's salary and benefits. Future increases to this allocation will be subject to the Danvers Police Department collective bargaining agreement.

The District agrees to pay the Town quarterly for services rendered by the SRO, in amounts equal to 25% of the SRO Funds, within the first two weeks of each fiscal year quarter beginning July 1, October 1, January 1, and April 1.

The parties acknowledge that the SRO is assigned pursuant to the policies and laws affecting the Danvers Police Department, and that the SRO is an employee of the Danvers Police Department and not an employee of the School District. As such, to the extent any claims cognizable under the laws of Massachusetts or the United States of America may be brought as a result of the actions or omissions of the SRO, the Town of Danvers shall indemnify, defend, and hold the District harmless of from any all liability, suits, claims, damages, and judgements resulting from such actions or omissions, except for any claims, actions, damages, suits, or judgments arising from SRO presence or performance of duties within his scope of employment with Essex North Shore Agricultural and Technical School District.

#### **VI. Reviewing the MOU and SRO Program**

The assigned parties shall review the MOU/SRO Program annually and adjust as needed. Any revisions will be reflected in an updated MOU. The provisions of this Memorandum of Understanding shall be effective as of the date of signing and will remain in full force and effect until amended or rescinded by the involved parties.

The Essex North Shore Agricultural and Technical School District agrees to a three (3) year commitment to the funding of this SRO position. If, after the three year commitment expires, the District intends to end the agreement, they shall provide the Town of Danvers with a twelve (12) month written notice.

This agreement may be terminated by either party upon a 90-day written notice based on a violation of the agreement.

SIGNATURE OF PARTIES & SIGNATURE DATE

\_\_\_\_\_  
William H. Lupini, Ed.D., Superintendent-Director  
Essex North Shore Agricultural and Technical School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Steve Bartha, Town Manager of Danvers

\_\_\_\_\_  
Date



1/2" thick White acrylic push-thru seal with plotter cut translucent vinyl graphics applied face.

Shut-off switch.

13" deep D/F fabricated aluminum cabinet. 1/8" thick, routed aluminum faces, custom painted PMS \_\_\_ (Blue).

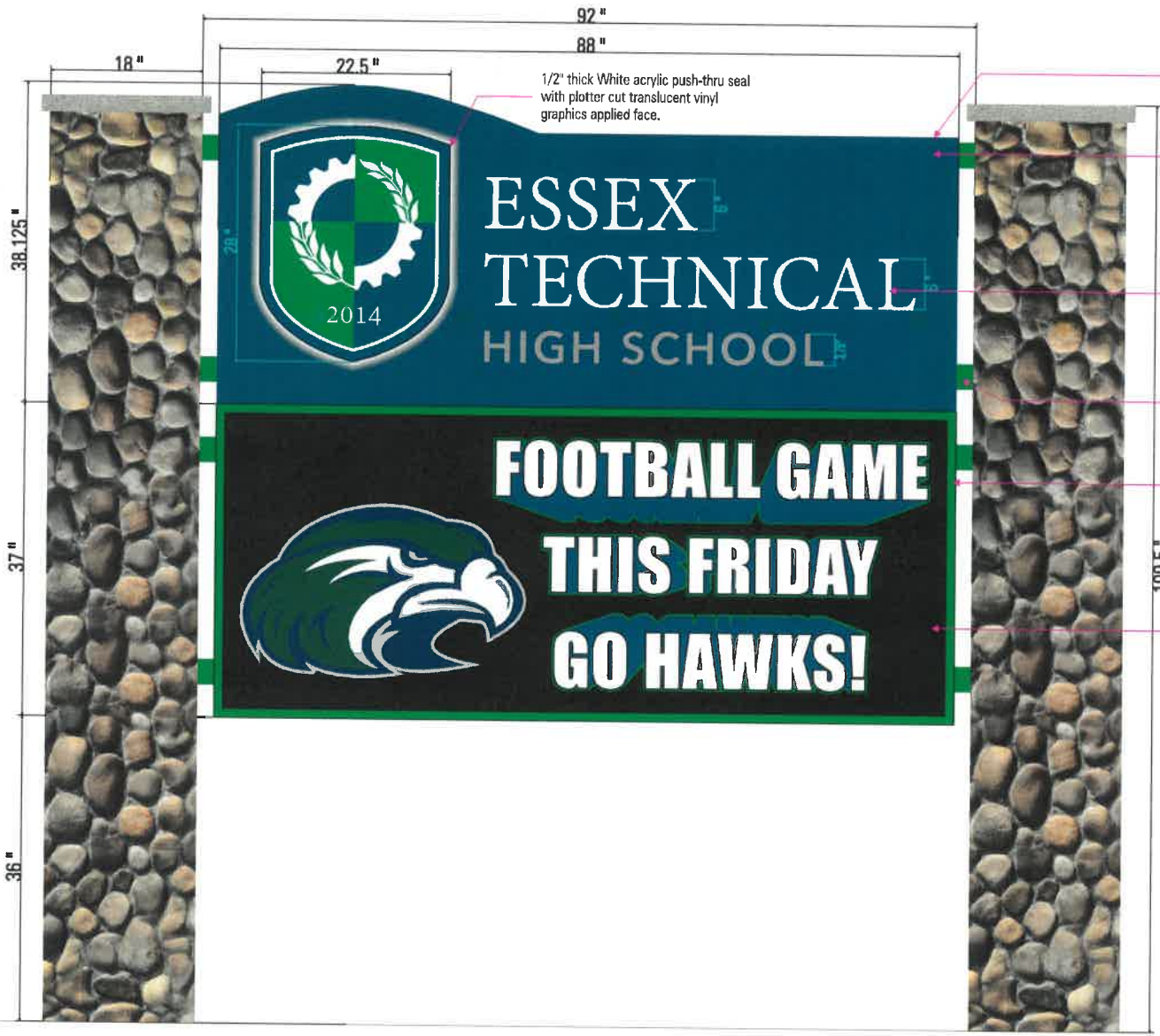
1/2" thick White acrylic push-thru copy. White and Gray trans. vinyl applied to faces.

6" square steel posts painted PMS \_\_\_ (Green).

13" deep D/F fabricated aluminum cabinet to house EMC. Custom painted PMS \_\_\_ (Blue).

**Electronic Message Center Specs:**  
 Pitch/Char: XVS 12 mm/3.0in, Cab: Double Face Twinpak  
 Size: 41" x 87" x 8" deep  
 Viewing: 36"H x 86" Matrix: 72" x 168", Volt: 120v  
 Viewing angles: 140 Horiz/70 vert.  
 Video: up to 60FPS / full animation capable.  
 Comm: RWF high speed long range.  
 Temp Sen: with 15' cable.  
 Software: phone based software training.  
 Pers Comp: standard ignite software only.  
 Cab: cross vent.

Run electrical down the post and out.  
 Provide whip.



- Shut-off switch.
- 13" deep D/F fabricated aluminum cabinet. 1/8" thick, routed aluminum faces, custom painted PMS \_\_\_\_ (Blue).
- 1/2" thick White acrylic push-thru copy. White and Gray trans. vinyl applied to faces.
- 2" x 3" steel brackets painted PMS \_\_\_\_ (Green).
- 13" deep D/F fabricated aluminum cabinet to house EMC. Custom painted PMS \_\_\_\_ (Blue).
- Electronic Message Center Specs:  
Pitch/Char: XVS 12 mm/3.0in, Cab: Double Face Twinpak  
Size: 41" x 87" x 8" deep  
Viewing: 36"H x 86" Matrix: 72" x 168", Volt: 120v  
Viewing angles: 140 Hor/70 vert.  
Video: up to 60FPS / full animation capable.  
Comm: RWF high speed long range.  
Temp Sen: with 15' cable.  
Software: phone based software training.  
Pers Comp: standard ignite software only.  
Cab: cross vent.

Run electrical down center of column and out.  
Provide whip.



Metro Sign & Awning  
 170 Lorum Street  
 Tewksbury, MA 01876 USA  
 www.metrosign.net



QUOTE Submitted To:  
 Essex Technical High School  
 565 Maple Street  
 Hathorne, MA 01923

Ship To:	
Job Name:	Essex Technical High School 565 Maple Street
	Hathorne, MA. 01923

Estimate No.	Q017562
Estimate Date.	12/27/2016
Ship Via	
Terms	50% Deposit, Net Due On Completion

Quantity	Description	Unit Price	Extended Price
1	Technical Site Survey - Walk site with customer, verify sign orientation, stake out footing location - Take location photos for shop drawings / install - Verify site conditions, including size constraints, access for vehicles, possible need for special equipment.	250.00	\$250.00
1	Monument Sign, D/F Per MSA drawing 16-17562-2r1 Header Cabinet: 38-1/8" H x 87" W x 13"D, D/F Material: Fabricated aluminum cabinet, with 1/8" routed faces, and kerf-cut top. Push-thru back-lit 1/2" thick acrylic graphics and logo Finish: Custom painted blue Graphics: Digitally printed applied translucent vinyl coat of arms, trans white and light gray vinyl for copy. Copy: "ESSEX", "TECHNICAL" @ 6" H, " HIGH SCHOOL" @ 3.75" H Posts: (2) 6" x 6" steel, welded to mounting plates. (2) 2" x 2" steel sq tubes welded between posts for EMC mounting. Plates mounted to concrete footing, with (8) 1/2" x 18" embedded galvanized steel anchor bolts.  Masonry post veneers & bluestone caps - BY OTHER. Footing: 2' x 10' x 4' deep (3 yd concrete) - BY OTHER (MSA to supply anchor bolts and embedment template) Electrical run to sign location, along with final hookup to primary power - BY OTHER	6,920.00	\$6,920.00

Quantity	Description	Unit Price	Extended Price
1	<p>Electronic Message Center, D/F  Cabinet Size: 41" H x 87" W  Viewing Area: 36" H x 84" W  All cabinets 5" deep on each side, mounted with 2"x2" steel angle brackets to horizontal steel tubing between posts.  Software: Ignite OP included  Communicatins: 4G Wireless, w/ Life-of-sign data plan  Warranty: 5 years</p> <p>Option A - Monochrome  Model: Watchfire 19mm Amber  Matrix: 48 x 112  Char Size: 6 lines / 22 char @ 5" H type  Viewing Angle: 90 degrees horiz / 40 vert  Power: 10.0 Amps @ 120 V  Price = \$18,200</p> <p>Option B - Full Color RGB  Model: Watchfire W12mm Color  Matrix: 72 x 168  Char Size: 9 lines / 34 char @ 3" H type  Viewing Angle: 140 degrees horiz / 70 vert  Power: 20.0 Amps @ 120 V  Price = \$35,300</p>	18,200.00	\$18,200.00
1	<p>Installation - Prevailing Wage  Installation of above monument sign assumes standard day time hours, rates, conditions and job site ready to accept signage.  Includes;  - Delivery of anchor bolts and install template to customer's excavation/concrete subcontractor.  - Steel posts with integral mounting plates installed to footing anchor bolts.  - Header cabinet mounted to posts  - EMC cabinets mounted to cross rails between posts  - LV power for header cabinet and power for EMC run down one post to elec. junction box located at base.</p> <p>Sign Permit - BY OTHER  Primary power to be brought to site - BY OTHER  Final Electrical hookup to primary - BY OTHER</p> <p>Date of installation (final completion) is approximately 4 -6 weeks from the date released to manufacturing. A Project Manager will provide an estimated completion date at the time the job is released, based on type of signage ordered and current work flow.</p> <p>PLEASE NOTE - the timeline starts upon the return of a SIGNED quote, SIGNED drawing, signage permit or waiver, &amp; deposit payment. Signage specification not provided at time of release such as colors or required artwork may incur delays beyond estimated completion dates.</p>	3,060.00	\$3,060.00
		Quote Total:	\$28,430.00



Quantity	Description	Unit Price	Extended Price
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Thank you for allowing us to quote on this project. We sincerely look forward to working with you.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

WIRE TRANSFER REMITTANCES TO

Bank Account: 346214, ACH Payments use Routing # 011302742, Beneficiary: Metro Sign & Awning