

Technical Program Service Catalog



Montachusett Regional Vocational Technical School District
1050 Westminster Street
Fitchburg, MA 01420
(978) 345-9200
Fax: (978) 348-1176
www.montytech.net

Serving the following communities:

Ashburnham • Ashby • Athol • Barre • Fitchburg • Gardner • Harvard • Holden • Hubbardston •
Lunenburg • Petersham • Phillipston • Princeton • Royalston • Sterling • Templeton • Westminster •
Winchendon

Mission Statement

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

Guidelines for Work Projects for Municipalities, Non-Profit Agencies, and Residents Montachusett Regional Vocational Technical School

Montachusett Regional Vocational Technical School will consider work requests from members of non-profit agencies, residents of our 18 communities, and municipalities.

Each project will be considered on its individual merits, subject to the following considerations:

- The project must align at least one of the Massachusetts Department of Elementary and Secondary Education's Chapter 74 Curriculum Frameworks.
- The project must have overall educational value and appropriately fit within the instructional schedule of the career and technical education program being asked to do the work.
- The school will give preference to municipalities and non-profit agencies within one of the 18 communities in the Monty School District.
- The school will give preference to municipalities and non-profit agencies that have not requested prior projects within a calendar year.
- The individuals or group requesting the work is responsible for paying for materials and supplies related to the project.
- The school will reject requests from individuals or groups who have previously failed to pay or who have been deemed a potential security risk to its students or faculty.
- All work will be done during the regular school day (7:45am-2:40pm) and under the supervision of licensed teaching personnel.
- No work will be done on private property.
- All work requests must be submitted, in writing, to the Director of Vocational Programs using the proper Monty Tech request form.
- Projects may be undertaken by a program out of chronological order if the scope of the project is determined to be better suited to students' learning needs at the time.

When requesting work, please remember that this is a school, where **learning** is our primary mission. Monty Tech is not a private business. For these reason, Monty Tech reserves the right to refuse or cancel any request that does not further our school's educational mission, or conflicts with our school's philosophy.

Technical Programs offering services on a regular basis:

- Auto Body/Collision Repair Technology
- Automotive Technology
- Cosmetology
- Culinary
- Graphic Communications
- Preschool Center

Technical Programs offering services based on availability:

Construction Trades

Cabinetmaking

Electrical

House Carpentry

HVAC & Property Maintenance

Masonry

Plumbing

Manufacturing & Computer Trades

CAD Drafting & Design

Information Technology

Machine Technology

Welding/Metal Fabrication

Non-Profit Agencies will need to submit a copy of their Tax-Exempt form in order to be tax-free.

You must complete a job-project application, which can be found at www.montytech.net, under the tab, "Community" and then click on "Community Forms". The completed form must be signed by the shop liaison, if the job is approved, which will then be signed by the Director of Vocational Programs.

Please note: This is a school, where learning is our primary mission. We are not a private business. We reserve the right to refuse or cancel any request that does not further our school's educational mission or conflicts with our school's philosophy. Payment is due upon receipt of product.

Auto Body: Collision Repair Technology

Repairs the shop is capable of performing:

- Detailing
- Non-structural damage and dent repair
- Structural damage and minor frame repair
- Panel replacement
- Plastic repairs
- Refinishing

The collision repair shop services vehicles for the outside public that meet the following requirements:

- Vehicles cannot be over ten years old.
- Vehicles must be properly registered and insured.
- The vehicle must have some form of collision damage.
 - Note – The repair shop will not complete simple paint jobs or jobs that simply address rust or rot.
- All jobs must have must be beneficial to the students learning.

Charges:

- Detailing - \$60.00
- Headlight restoration - \$25.00
- The cost of all collision repairs will be presented in a written estimate.
 - To determine a written estimate, the car must be dropped off for the day so the instructors/students can properly provide the customer with a detailed computerized estimate.
- Charges are based on parts, paint and material costs.
- All jobs will includes a 15% service charge added to the job total.
- The repair shop reserves the right to include a possible hazardous waste charge when appropriate. This additional cost will be included in the written estimate.

All charges will be paid in full prior to any vehicle pick up.

In order to schedule a potential job, please call (978) 345-9200 Ext: 3750. We do not take any walk-ins.

Note - All jobs are performed by the students in a learning environment. Most jobs take significantly longer than if a professional shop completed the repairs.

We are not responsible for loss or damage to cars or items left inside the car in cases of fire, theft or any other cause beyond our control. This is an educational student work experience and there are no warranties or guarantees expressed or implied by the school district.

Automotive Technology

Please note - Vehicles must be less than ten years old. Additionally, all vehicles must be properly registered and insured.

Standard Services: The following services are subject to a minimum service fee of \$5.00. Parts/materials are not included in these charges. Additionally, a hazardous waste charge may also be included in the final charge.

- Oil Changes
- Tire Rotations
- Tire Repairs
- Engine Tune-up
- Recharge A/C
- Mount & Balancing Tires (fee per tire)
- State Inspection Sticker (Required State Fee only)

Extended Service Repairs (additional service charges listed below):

- Brake repair \$10.00 per axle
- Alignment \$15.00
- Computer Diagnostics \$10.00
- Suspension Repair \$15.00 per axle

All charges will be paid in full prior to any vehicle pick up.

A written estimate on the service of the vehicle can be requested before the work is done.

Please contact (978) 345-9200 ext. 3735 for more information and to setup a scheduled day and time to complete the service. We do not take walk-ins.

We are not responsible for loss or damage to cars or items left inside the car in cases of fire, theft or any other cause beyond our control. This is an educational student work experience and there are no warranties or guarantees expressed or implied by the school district.

Cabinetmaking

Project Considerations -

- When determining whether to accept a potential project, please note that all customer and community projects must enhance the teaching of the program's Chapter 74 Vocational and Technical Education Frameworks.
- All projects will be evaluated and approved by instructional staff to determine educational value and scheduling availability. Please remember that this is a school where student learning is our primary mission. The District cannot commit to deadlines.

Potential Project Costs -

- Some projects may require payment in advance in order to purchase parts and materials. A 6.25% sales tax will be added to such projects.
- **All charges will be paid in full prior to any project picked up.** Pick-up, delivery and setup of goods is solely the responsibility of the customer.
- Customers will pay for parts, materials and sales tax as required, as well as a 20% surcharge to cover indirect costs associated with performing the work.
 - The 20% surcharge will be waived for non-profit organizations and member municipalities. Non-Profit Agencies will need to submit a copy of your Tax-Exempt form in order to be tax-free.
- Services that do not require the purchase of parts and materials for service will require a \$5.00 minimum charge.

Please call us at (978) 345-9200 ext. 3710 in order to discuss any potential project request.

CAD Drafting & Design

Services provided:

- Banners
- Posters
- Cut Vinyl Graphics
- Cut Vinyl Lettering
- Large Format Printing and Copying
- Yard Signs
- Magnetic Signs
- 3D Printing
- CAD Drafting (Note - Drafting and 3D modeling services vary in complexity and will be priced on an individual basis)

All services will be billed using our price sheet, and are subject to change. A 20% service charge will be included for all projects.

All charges will be paid in full prior to any project picked up.

Vinyl Cutter:

Materials List	Cost	Units
Cut Vinyl	\$.50	per square foot
Transfer Tape	\$.25	per square foot

Laminator:

Materials List	Cost	Units
Laminating-Small Laminator	\$.75	per square foot
Magnets-Small Laminator	\$.75	per square foot
Laminating-Signs	\$.75	per square foot

Plotter/Copier:

Materials List	Cost	Unit
Color prints/copies	\$.50	per square foot
Black & White prints/copies	\$.30	per square foot

Roland Digital Printer:

Materials List	Cost	Units
Ink-Roland	\$.75	per square foot
Printable Vinyl-Gloss	\$.35	per square foot
Printable Vinyl-Matte	\$.35	per square foot
Canvas	\$1.00	per square foot
Clear Printable Vinyl	\$.75	per square foot
Photo Paper-Gloss	\$.35	per square foot
Photo paper-Matte	\$.35	per square foot
Poster Paper-Cardstock	\$.25	per square foot
Banner-Medium weight	\$.55	per square foot
Banner-Lightweight	\$.45	per square foot
Magnet-Lightweight	\$1.25	per square foot
Magnet-Medium weight	\$1.50	per square foot
Wall Cling-Vinyl	\$2.75	per square foot
Coroplast	\$.50	per square foot
Sign Board-plastic	\$2.50	per square foot
Foam Core	\$1.00	per square foot
Matboard	\$1.00	per square foot
Photo Matting	\$6.00	each
Grommets	\$.50	each
Power Tabs	\$.50	each
DbL. Sided Banner Tape	\$.75	per linear foot
Metal "H" Sign Holders	\$1.75	each

3D Printer/Scanner:

Materials List	Cost	Units
Base/Tray	\$5.00	each
Material/Support	\$4.75	per cubic inch
3D Scanning	\$5.00	each

Please call our CAD Department at (978) 345-9200 ext 3217 for more pricing and to schedule for services.

Cosmetology

All currently offered hair, color, make-up, facial and nail services are posted on the school's web page - www.montytech.net – under the “Community” Tab. Please click on the Monty Tech Salon tab for service charges. Additionally, please note that these service offerings are completed fully by our students and the types of services are subject to change.

Please call in advance for an appointment at (978) 345-9200, ext. 3204. We do not accept walk-ins.

Culinary Arts

- The Mountain Room (Monty Tech's Public Restaurant)
Hours: 11:30 am to 1 pm Monday through Friday
- Retail Bakery
Hours: 11:30 am to 1 pm Tuesday through Friday

(Note – From time to time, the restaurant will be closed due to the school events and half-day schedules. Please check the school's web page - www.montytech.net – under the “Menus” icon for more information.)

- In addition, the Mountain Room's daily menu will be posted at 10 am daily at www.montytech.net under the “Menus” icon.
- Reservations will be taken, only, if it is a party of 10 or more people. Please call us at (978) 345-9200 ext. 3440.

Monty Tech Preschool Program

Our on-campus preschool program serves children ages 2.9 to 5. We offer a daily full time program. The center is fully staffed with a DEEC certified director, lead teacher and teacher. Students in the Early Childhood Education program rotate through the center observing, playing, and planning lessons for the children.

Benefits of enrolling your child include:

- Developmentally based curriculum
- Certified teaching staff supported by our students
- Small teacher/child ratio
- Convenient hours 7:00 am - 5:00 pm
- Daily snacks
- Indoor and outdoor play areas
- Easy drop off/pick up
- Year round program

Child Care Daily Rate Plans:

- 5 Days - \$173
- 4 Days- \$139
- 3 Days- \$104
- 2 Days- \$70

For more information on enrolling your child, please call (978) 345-9200 ext. 5129

Graphic Communications

Price Guide: (All prices are for #20 white paper)

Black and White Copies

Item	Price
8 ½ x 11	\$.05
11 x 17	\$.10
8 ½ x 11 two sided	\$.10
11 x 17 two sided	\$.20

Color Copies

Item	Price
8 ½ x 11	\$.15
11 x 17	\$.30
8 ½ x 11 two sided	\$.30
11 x 17	\$.60

Add \$.03 per copy on index/card stock (8 ½ x 11)

Add \$3.00 per 500 on colored paper

Item	Price
Business Card	\$10.00 per 500
A7	\$15.00 per 100
A2	\$15.00 per 100
#10R	\$25.00 per 100
#10W	\$30.00 per 100
#9R	\$25.00 per 100
#9W	\$25.00 per 100

Additional fees for:

Item	Price
Plate	\$15.00
Staples/Stitch	\$2.00 per 100
Laminate	\$1.00 per sheet \$1.00 soft roll
Tape Binding	\$.50 per binder
Coil or Comb	\$.10 each
Shrink	\$1.00

Boxed	\$1.00
Padding	\$1.00 per 100
Perforating	\$5.00
Folding	\$2.00 per 100
Drilling	\$5.00
Numbering	\$5.00

- **Please note - Special stock and all other offset printing and bindery operations will need a quote.**

Silk Screening - \$20.00 for screen charge

- Silk Screen printing-plain white T-Shirt short sleeves \$3.00 each
 - Silk Screen printing-colored T-shirt sleeves \$3.00 each
- Additional \$1.00 per color

A hazardous waste disposal fee may also be added to certain projects.

Non-Profit Agencies will need to submit a copy of your Tax-Exempt form in order to be tax-free.

All charges will be paid in full prior to any project picked up.

Please call us for more information at (978) 345-9200, ext. 3659.

Information Technology

List of services:

- Diagnose electronic device - \$5.00 (free, if choosing another service below)
- Clean computer/mobile phone/electronic device - \$5.00
- Virus check/defrag/backup files - \$10.00 per device
- Fix/replace mobile device screen - \$15.00
- Fix/replace computer/laptop/electronic device components- \$10.00
- Operating System restore - \$10.00

* Note: These are service charges. Customer is responsible for paying for replacement parts. If the device is non-repairable, the customer is responsible to take it back with you to dispose of it properly. Please call us at (978) 345-9200, ext. 3511 with any questions. **All charges will be paid in full prior to any project picked up.**

Machine Technology

- Projects will be considered on a case by case basis. All projects will be assigned a cost and must fit in with the current curriculum.
- Cost: Project costs will include the cost of all parts and materials as well as an additional 20% surcharge and any potential sales tax (6.25%) or a flat fee when applicable.
- Please call us at (978) 345-9200, ext. 3516, to set up a scheduled time

Welding/Metal Fabrication

Standard services provided:

- Metal Fabrication on sheet metal and other structural shapes
- Welding of various metals (carbon steel, stainless steel, and aluminum)
- Welding and Metal Fabrication repairs

Service Policy:

- The Welding/Metal Fabrication program reserves the right to refuse or cancel any request that does not further our school's educational mission or conflicts with our school's policy.
- All requested projects will be given an estimated cost before work is performed. Prices are subject to change.
- Pick-up, delivery and setup of goods are the customer's responsibility.
- Customers will pay for parts, materials, and sales tax as required, as well as a 20% surcharge to cover indirect costs associated with performing the work. Non-Profit Agencies will need to submit a copy of your Tax-Exempt form in order to be tax-free.

Services that do not require the purchase of parts or materials for service follow these guidelines:

- Fabrication Work under 1 hour: \$5.00 minimum
- Welding Work under 1 hour: \$10.00 minimum
- A hazardous waste charge may be included in final invoice.

Payment is due upon receipt of product. Any projects over \$50.00 will be paid in full prior to services performed.

Please call us at (978) 345-9200, ext. 3701, to set up a scheduled time to discuss project feasibility and estimated costs.