

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST
FY25 FALL ANNUAL TOWN MEETING**

Department: Airport	Priority #:	1
Project Title and Description: Airport F350 Truck	Total Project Cost:	90,000 airport share \$18,000

Department/Division Head: Matthew Cardillo

Check if project is: New ☒ Resubmitted ☐ **Cost estimate was developed:** Internally ☐ Externally ☒

For project re-submittals, list prior year(s):

List any funding sources and amounts already granted: MassDOT Aeronautics 80% \$72,000, Local Airport free cash 20% \$18,000

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			<i>FY26</i>		
<i>Labor and Materials</i>			<i>FY27</i>		
<i>Administration</i>			<i>FY28</i>		
<i>Land Acquisition</i>			<i>FY29</i>		
<i>Equipment</i>	\$90,000		<i>FY30</i>		
<i>Other</i>					
<i>Contingency</i>					
Total Capital					

Project Justification and Objective: This truck would replace a Ford F350 that was taken out of service last year due to the corrosion and deterioration of the truck's frame.

This F350 would be equipped with a snow plow as well as a sander. The truck would be utilized in the winter to make sure that all the paved access areas to the Airport would be cleared and salted/sanded.

For Capital Project Requests:

Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan Yes ☐ No ☒

Can this project be phased over more than one fiscal year? Yes ☐ No ☒

For Capital Equipment Requests:

☐ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

What is the expected lifespan of this new/replacement equipment: _____

Attach backup information, estimates, or justification to support this request.

MEMO



To: **Plymouth Selectboard, Advisory & Finance & Town Meeting**

From: **Matthew Cardillo, Airport Manager**

RE: **FY25 Fall Town Meeting Airport F350 Truck – Capital Article 4**

Date: **August 22, 2024**

The Plymouth Airport Commission is requesting the support with their purchase of a new F350 for the Plymouth Airport

This truck would replace a Ford F350 that was taken out of service last year due to the corrosion and deterioration of the truck's frame. This F350 would be equipped with a snowplow as well as a sander. The truck would be utilized in the winter to make sure that all the paved access areas to the Airport would be cleared and salted/sanded. If not being used in the winter it would be used by airport operations staff as well as airport management to complete duties at or around the airport. This would be purchased through an approved vendor on the VEH110: Light and Medium-Duty Vehicles State Contact.

Funding:

Like most of the airport's projects this project will be 80% funded by MassDOT Aeronautics and 20% funded by Airport Enterprise free cash. The breakdown of that funding is below:

MassDOT:	\$72,000
Airport:	\$18,000
Total	\$90,000



Quote

#QUO709

7/30/2024

McGovern MHQ Inc

401 ELM STREET
MARLBOROUGH MA 01752
United States

Bill To

Brendan Nordahl
PLYMOUTH MUNICIPAL AIRPORT
246 South Meadow Road
PLYMOUTH MA 02360
United States

Ship To

Brendan Nordahl
PLYMOUTH MUNICIPAL AIRPORT
246 South Meadow Road
PLYMOUTH MA 02360
United States

Sales Rep	PO #	Memo	Expected Ready Date
Edmund Miley Jr			

VIN	Make	Model	Color
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Quantity	Item	Description	Contract ID	Rate	Amount
1	Vehicle Group				
	Description				
	VEHICLE				
1	F3B	FORD F350 4X4 PICKUP / 8FT Bed	PCC		\$47,114.00
1	99A	Engine 6.8L V8 Gas	PCC		\$0.00
1	HX	Exterior Color - Antimatter Blue	PCC		\$0.00
1	AS	Interior Vinyl / Gray Slate / 40/20/40 Split Bench	PCC		\$0.00
1	44F	Transmission 10 Speed Automatic TorqShift	PCC		\$0.00
1	X3E	Electronic Locking Axle 3.73 Axle	PCC	\$430.00	\$421.40
1	610A	Order Code 610A	PCC		\$0.00
1	TDX	Tires LT275/70Rx18E BSW A/T	PCC	\$265.00	\$259.70
1	64F	Wheels 18" Argent Painted Steel	PCC	\$0.00	\$0.00
1	473	Snow Plow Prep Package	PCC	\$250.00	\$245.00
1	96V	XL Chrome Package	PCC	\$225.00	\$220.50
1	86M	Dual 68 AH/65 AGM Battery	PCC	\$210.00	\$205.80
1	67B	410 Dual Amp Alternators (250amp + 160amp)	PCC	\$115.00	\$112.70
1	61S	SPLASH GUARDS -FRONT	PCC	\$130.00	\$127.40
1	62S	PLASH GUARDS - REAR	PCC	\$0.00	\$0.00
1	18B	Back Platform Running Boards	PCC	\$320.00	\$313.60



Quantity	Item	Description	Contract ID	Rate	Amount
1	592	LED Roof Clearance Lights	PCC	\$95.00	\$93.10
1	66L	LED Box Lighting	PCC	\$60.00	\$58.80
1	85S	Tough Bed Spray-In Bedliner -inc: tailgate-guard, black box bed tie-down hooks and black bed attachment bolts	PCC	\$595.00	\$583.10
1	61N	Front & Rear Wheel Well Liners	PCC	\$325.00	\$318.50
1	66S	Upfitter Switches (6)	PCC	\$165.00	\$161.70
1	76C	Exterior Backup Alarm	PCC	\$175.00	\$171.50
VEHICLE SUB					\$50,406.80
CONTRACT EQUIP					
1	HD29PLOWPARTS	FISHER HD2 9' PLOW PARTS	PCC	\$10,101.60	\$10,101.60
1	NEW ITEM	Rubber Deflector	PCC	\$654.35	\$654.35
1	NEW ITEM	Fisher- 1.8CuYd Spreader / Poly / Electric	PCC	\$10,120.00	\$10,120.00
4	IONA	Amber Flasher- Front Grill	PCC	\$224.00	\$896.00
2	TLIA	ION T-SERIES LINEAR LT AMBER-Surface Mount- Front Corners	PCC	\$217.00	\$434.00
2	TLIA	ION T-SERIES LINEAR LT AMBER-Surface Mount Rear Corners	PCC	\$217.00	\$434.00
4	TLIA	ION T-SERIES LINEAR LT AMBER-Under Tailgate	PCC	\$217.00	\$868.00
1	IT9AAAAP	MINI LIBERTY II PERM MT A/A/A/A	PCC	\$1,725.00	\$1,725.00
1	8895551	DRILL FREE LIGHT BAR CAB MOUNT FOR FORD	PCC	\$550.00	\$550.00
2	NP6BB	NANO-6 PIONEER BAIL MT 12V BLK	PCC	\$172.50	\$345.00
1	NMO150450800	ANTENNA BLACK ROOF MOUNT VHF/UHF	PCC	\$113.54	\$113.54
1	NMOKUD	NMO 3/4" MOUNT NO CONNECTOR	PCC	\$35.00	\$35.00
1	HSN4031B	EXTERNAL MOTOROLA SPEAKER 7.5 WATT	PCC	\$201.27	\$201.27
1	NEW ITEM	RUN POWER LEADS FOR 2 WAY-CUSTOMER TO INSTALL	PCC	\$125.00	\$125.00
1	GRAPHICS-INHOUSE	Agency Door Seals	PCC	\$595.00	\$595.00





Quote

#QUO709

7/30/2024

Quantity	Item	Description	Contract ID	Rate	Amount
1	NEW ITEM	Weathertech Floor Mats	PCC	\$165.84	\$165.84
1	NEW ITEM	Ventshades	PCC	\$138.20	\$138.20
1	SHOP SUPPLIES	SHOP SUPPLIES		\$175.00	\$175.00
CONTRACT EQUIP SUB					\$27,676.80
NON CONTRACT EQUIP					
1	DELIVERY FEE	DELIVERY FEE To Plymouth Airport		\$200.00	\$200.00
1	NEW ITEM	Estimated Ford '24 Model Year Increase		\$5,050.00	\$5,050.00
1	NEW ITEM	Estimated Materials Increase		\$2,750.00	\$2,750.00
NON CONTRACT EQUIP SUB					\$8,000.00
TRADE IN					
TRADE IN SUB					\$0.00
					\$86,083.60





Quote

#QUO709

7/30/2024

Subtotal \$86,083.60

Tax (0%) \$0.00

Total \$86,083.60

TERMS AND CONDITIONS

Custom or Special Orders are Non-Refundable. This Quote is for Budgetary Purposes and is Not a Guarantee of Cost for Services. Quote is based on Current Information from the Client about the Project Requirements. Actual Cost may change once Project Elements are finalized. Trade value is subject to change based on time, mileage, and condition of the Vehicle at turn-in

ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from McGovern MHQ, Inc.

Print Name

Title

Signature



QUO709

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST
FY25 SPRING ANNUAL TOWN MEETING**

Department: CEMETERY DIVISION	Priority #:	ONE
Project Title and Description: ROUTE 80 CEMETERY	Total Project Cost:	\$3,472,162.00

Department/Division Head: DIANE MAGUIRE

Check if project is: New ☒ Resubmitted ☐ **Cost estimate was developed:** Internally ☐ Externally ☒

For project re-submittals, list prior year(s):

List any funding sources and amounts already granted: _____

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			FY26		
<i>Labor and Materials</i>	\$3,472,162.00		FY27		
<i>Administration</i>			FY28		
<i>Land Acquisition</i>			FY29		
<i>Equipment</i>			FY30		
<i>Other</i>					
<i>Contingency</i>					
Total Capital					

Project Justification and Objective: _____

For Capital Project Requests:

Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan

Yes ☐ No ☒

Can this project be phased over more than one fiscal year?

Yes ☐ No ☒

For Capital Equipment Requests:

☐ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

What is the expected lifespan of this new/replacement equipment: _____

Attach backup information, estimates, or justification to support this request.



TOWN OF PLYMOUTH

VINE HILLS CEMETERY & CREMATORY

102 Samoset Street
Plymouth, Massachusetts 02360

(508) 830-4078
FAX: (508) 830-4141

MEMORANDUM

TO: Lynne Barrett, Finance Director
FR: Diane Maguire, Cemetery & Crematory Superintendent
CC: William Coyle, DPW Director, Derek Brindisi, Town Manager & Silvio Genoa, Assistant Town Manager
DT: August 9, 2024
RE: Capital Request FY2025 Fall Town Meeting

The Town of Plymouth owned cemeteries are running out of burial space and currently have a moratorium during which lots may only be purchased when there has been a death. Even with this moratorium, we have an estimated 2-3 years left of burial space.

The design and permitting for the Route 80 cemetery site are ongoing and should be completed by the end of year 2024. The Cemetery Division is asking for \$3,472,162.00 for the construction and opening of phase 1 of the project. Phase 1 includes the development of 3 acres of the 40-acre parcel. It will contain approximately 3500 burial spaces which are estimated to last 15 years. A footprint for a future building has been included in the plans but is not included for construction in the first phase.





Schematic Design Estimate

Route 80 Cemetery New Site

Plymouth, MA

PM&C LLC
20 Downer Avenue, Suite 5
Hingham, MA 02043
(T) 781-740-8007

Prepared for:

Ray Dunetz Landscape Architecture Inc.

August 26, 2024
Rev4

**Route 80 Cemetery**

New Site

Plymouth, MA

26-Aug-24

Schematic Design Estimate**MAIN CONSTRUCTION COST SUMMARY**

	Construction Start	Estimated Construction Cost
PHASE 1		
SITEWORK		\$2,478,252
SUB-TOTAL	Spring 2025	\$2,478,252
ESCALATION TO START	4.6%	\$114,000
DESIGN AND PRICING CONTINGENCY	12.5%	\$309,782
SUB-TOTAL		\$2,902,034
GENERAL CONDITIONS/ GR's	10%	\$290,203
BONDS	1.00%	\$29,020
INSURANCE	1.20%	\$34,824
PERMIT		NIC
OVERHEAD AND FEE	4.00%	\$116,081
CONSTRUCTION CONTINGENCY		By Owner
Archaeology Monitoring	1	LS \$75,000
Cemetery software and laptops	1	LS \$25,000
TOTAL OF ALL CONSTRUCTION	Spring 2025	\$3,472,162



Route 80 Cemetery

New Site

Plymouth, MA

26-Aug-24

Schematic Design Estimate

This Schematic design cost estimate was produced from drawings received from Ray Dunetz Landscape Architecture Inc. and their design team dated June 21, 2024. Design and engineering changes occurring subsequent to the issue of these documents have not been incorporated in this estimate.

This estimate includes all direct construction costs, General Contractor's overhead, fee and design contingency. Cost escalation assumes start dates indicated.

Bidding conditions are expected to be public bidding under Chapter 30/39 of the Massachusetts General Laws to pre-qualified general contractors, and pre-qualified sub-contractors, open specifications for materials and manufactures.

The estimate is based on prevailing wage rates for construction in this market and represents a reasonable opinion of cost. It is not a prediction of the successful bid from a contractor as bids will vary due to fluctuating market conditions, errors and omissions, proprietary specifications, lack or surplus of bidders, perception of risk, etc. Consequently the estimate is expected to fall within the range of bids from a number of competitive contractors or subcontractors, however we do not warrant that bids or negotiated prices will not vary from the final construction cost estimate.

ITEMS NOT CONSIDERED IN THIS ESTIMATE

Items not included in this estimate are:

- Land acquisition, feasibility, and financing costs
- All professional fees and insurance
- Site or existing conditions surveys investigations costs, including to determine subsoil conditions
- Items identified in the design as Not In Contract (NIC)
- Items identified in the design as by others
- Owner supplied and/or installed items as indicated in the estimate
- Utility company back charges, including work required off-site
- Work to City streets and sidewalks, (except as noted in this estimate)
- Construction contingency



Route 80 Cemetery
Plymouth, MA

26-Aug-24

Schematic Design Estimate

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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PHASE 1 - SITEWORK

G SITEWORK

G10 SITE PREPARATION & DEMOLITION

311000 GENERAL CONDITIONS

6' high site construction fence - only along rt.80 entrances	255	lf	16.00	4,080	
6' high site construction fence double gate	2	loc	5,000.00	10,000	
Site construction entrance and removal/restoration	2	loc	10,000.00	20,000	
Site construction fence maintenance	255	lf	5.00	1,275	
Mobilization & Demobilization	1	ea	25,000.00	25,000	
Snow fence @ archaeological buffer	1	ls	5,000.00	5,000	
Temp laydown areas	1	ls	10,000.00	10,000	
Snow removal - allowance	1	ls		Excluded	
Winter conditions - allowance	1	ls		Excluded	
Police details	1	ls		Excluded	
Site security	1	ls		Excluded	
Job site construction trailer	1	ls		Excluded	
Temp utilities for job trailer	1	ls		Excluded	

311000 VEGETATION & TOPSOIL MANAGEMENT

Tree clearing	5	acre	8,000.00	40,000	
Stump removal	5	acre	4,000.00	20,000	
Tree protection allowance	1	ls	10,000.00	10,000	
Strip + stockpile	8,000	cy	11.00	88,000	

312000 EROSION & SEDIMENT CONTROL

Silt Fence; installation and removal	3,144	lf	15.00	47,160	
Silt Sacks; installation and removal - allowance	1	ls	2,500.00	2,500	
Erosion Control monitoring & maintenance	1	ls	10,000.00	10,000	

SUBTOTAL

293,015

312000 SITE EARTHWORK

Site supervision/layout	6	wk	3,000.00	18,000	
Site cut to design subgrade	5,600	cy			
Cut	5,600	cy	8.75	49,000	
Stockpile/move around site	5,600	cy	5.68	31,808	
Site fill to design subgrade	6,500	cy			
Fill onsite site soils - place/compact	5,600	cy	13.57	75,992	
Fill onsite site soils - place/compact - excess topsoil	2,000	cy	13.57	27,140	

312000 ESTABLISHING GRADE

Sub grade establishment	290,000	sf	0.15	43,500	
Fine grading throughout the site	290,000	sf	0.30	87,000	

SUBTOTAL

332,440

TOTAL - SITE PREPARATION

\$625,455

G20 SITE IMPROVEMENTS

320000 ROADWAYS AND PARKING LOTS

Asphalt Paving; parking lots and roadway	27,713	sf			
gravel base; 12" thick	1,026	cy	45.38	46,560	
Place/Compact	27,713	sf	6.14	170,238	
asphalt top; 2" thick	354	tns	175.00	61,950	
asphalt binder; 2" thick	354	tns	130.00	46,020	

320000 ROAD MARKINGS AND SIGNS

Sign allowance - 8 one-way signs	8	ea	875.00	7,000	
Entrance sign allowance	1	ls	10,000.00	10,000	
Pavement markings allowance	1	ls	10,000.00	10,000	

SUBTOTAL

351,768

320000 PEDESTRIAN PAVING

Concrete pads	56	sf			
gravel base; 12" thick	2	cy	45.38	91	
Place/Compact	2	cy	622.84	1,246	



Route 80 Cemetery
Plymouth, MA

26-Aug-24

Schematic Design Estimate

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
PHASE 1 - SITEWORK							
60	Broom finish concrete paving; 7" thick	56	sf	17.00	952		
61	Pavers at plaza and columbarium	2,549	sf				
62	gravel base; 8" thick	63	cy	50.00	3,150		
63	Place/Compact	2,549	sf	4.54	11,574		
64	Concrete slab paving; 4" thick	2,549	sf	9.00	22,941		
65	Concrete pavers	2,549	sf	28.00	71,372		
66	Geotextiles	2,549	sf	0.55	1,402		
67	Edging	284	lf	18.00	5,112		
68	Stabilized stone dust pathway	1,727	sf				
69	Gravel base; 6" thick	32	cy	45.38	1,452		
70	Stone dust 4" thick	43	tns	150.00	6,450		
71	Place/Compact	587	sf	19.72	11,574		
72	SUBTOTAL					137,316	
73							
74	320000 SITE IMPROVEMENTS						
75	320000 SITE FURNISHINGS						
76	Benches - granite	4	ea	4,200.00	16,800		
77	Excavation/backfill	4	ea	1,929.05	7,716		
78	Benches - steel with wood topper	4	ea	3,500.00	14,000		
79	Software/laptops allowance	1	ls	25,000.00	See Summary		
80	Flagpole - 30' Ht.	3	ea	7,000.00	21,000		
81	Flagpole foundation	3	ea	4,500.00	13,500		
82	Columbarium	2	ea	45,225.00	90,450		
83	Columbarium foundations	9	cy	1,250.00	11,250		
84	Excavation/backfill	2	ea	3,858.10	7,716		
85	Columbarium engineering - per memo	1	ls	3,000.00	3,000		
86	320000 FENCING						
87	6' Ht - Ameristar fencing along route 80	800	lf	182.00	145,600		
88	4' Ht - Chain link fence	500	lf	65.00	32,500		
89	Split-rail fence	1,734	lf	55.00	95,370		
90	Vehicular gate, manual	2	ea	8,500.00	17,000		
91	SUBTOTAL					475,902	
92							
93	Landscaping						
94	329900 LAWN AND SEED						
95	Screen topsoil	6,000	cy	7.50	45,000		
96	Export tailings from screening process - assume clean rock	1,800	cy	8.50	15,300		
97	Amend/Place	4,200	cy	20.00	84,000		
98	Soil and at planting areas; 6" thick	540	cy	65.00	35,100		
99	Mulch at planting areas; 2" thick	173	cy	50.00	8,650		
100	Power rake and hydroseed disturbed areas	157,675	sf	0.36	56,763		
101	Bio-retention seeding	12,036	sf	1.25	15,045		
102	329900 TREES						
103	Deciduous trees - 2-2.5" cal.	30	ea	1,800.00	54,000		
104	Ornamental trees - 7-8' Ht.	20	ea	1,500.00	30,000		
105	Evergreen trees - 5-6' Ht.	100	ea	500.00	50,000		
106	329900 SHRUBS AND GROUNDCOVERS						
107	Shrubs for Scattering Gardens	200	ea	100.00	20,000		
108	Perennials for Scattering Gardens	500	ea	35.00	17,500		
109	329900 MAINTENANCE						
110	1-yr plant maintenance	1	ls	15,000.00	15,000		
111	328400 IRRIGATION						
112	Irrigation areas - assume not required						
113	SUBTOTAL					446,358	
114							
115	TOTAL - SITE IMPROVEMENTS						\$1,411,344
116							



Route 80 Cemetery
Plymouth, MA

26-Aug-24

Schematic Design Estimate

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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PHASE 1 - SITEWORK

G30 CIVIL MECHANICAL UTILITIES

331000 WATER UTILITIES

Well and pump	1	ls	65,000.00	65,000	
3/4" copper water line	647	lf	65.00	42,055	
Water service to hose bibbs in burial areas, 6 loc - per email	6	ea	3,500.00	21,000	
SUBTOTAL					128,055

334000 STORM DRAINAGE

4' Dia. DMH - 0-5' deep	1	ea	4,200.00	4,200	
CB - 4' Dia.	1	ea	3,800.00	3,800	
FES	1	ea	2,500.00	2,500	
12" HDPE	375	lf	70.00	26,250	

334000 SURFACE DRAINAGE SYSTEMS

Biofiltration basin	12,036	sf	18.00	216,648	
SUBTOTAL					253,398

TOTAL - SITE MECHANICAL UTILITIES						\$381,453
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G40 ELECTRICAL UTILITIES

260000 ELECTRICAL UTILITIES

New electrical service	1	ls	30,000.00	30,000	
Power to pump	1	ls	10,000.00	10,000	
Power to flagpole	1	ls	10,000.00	10,000	
Well power connection service allowance	1	ls	10,000.00	10,000	
SUBTOTAL					60,000

TOTAL - ELECTRICAL UTILITIES						\$60,000
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TOTAL - SITE DEVELOPMENT						\$2,478,252
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Route 80 Cemetery – Phase One

Town of Plymouth

April 23, 2024



MASTER PLAN
ROUTE 80 CEMETERY
 PLYMOUTH, MA

N
 GRAPHIC SCALE
 0' 100' 200'
 JANUARY 2019



RAY DUNETZ
 LANDSCAPE
 ARCHITECTURE



LAND TRANSFER

PARTING WAYS CEMETERY INFORMATION

The Board of Cemetery Commissioners are opposed to this land being used for a park, at this date, because of the amount of effort and planning that has been put into it. Also, the financial consideration. This land was placed under the jurisdiction of the Cemetery Commissioners, for cemetery purposes at two different times.

The first section, consisting of thirty-five acres was voted by Article 66 of the 1968 Annual Town Meeting.

The second section, consisting of approximately forty-four acres, was unanimously voted for cemetery purposes under Article 3 of a Special Town Meeting within the regular Town Meeting in April 1971.

These two sections were approved for cemetery purposes by the Board of Health in November 1970 and in June 1971.

In January 1972 we engaged the services of Mr. Robert Bailey to conduct an aerial survey and preliminary plans for the sum of \$2,000.00

In July 1972 we hired the services of Mr. Edward J. Wiersbicki, an engineer of Cemetery Planning and Design. These plans were completed and delivered to us in October 1973, at a cost to the Town of \$4,005.00.

The land is now ready for work to be started; and in December 1973 we accepted bids for the brushing, which is the preliminary to the bull-dozing and future work. This bid for the brushing is Item 237 in Article #7.

SPECIAL TOWN MEETING WITHIN THE REGULAR TOWN MEETING

The Meeting was called to order by the Moderator, Reubin M. Winokur at 7:55 P.M.

The number of Town Meeting Members present on March 29, 1971 was 180 as reported by records of the checkers, Robert Marvelli and Carleton A. Kendrick. The Moderator declared a quorum present.

ARTICLE ONE:

To see if the Town will vote to amend the Zoning By-Law and map, to change from a Neighborhood Business Zone to Rural Residential Zone Lot 9, Plat 43 of the Assessors' Map of the Town, located on the Easterly side of State Road and known as Pilgrim Fairways.

No action taken on Article 1.

ARTICLE TWO:

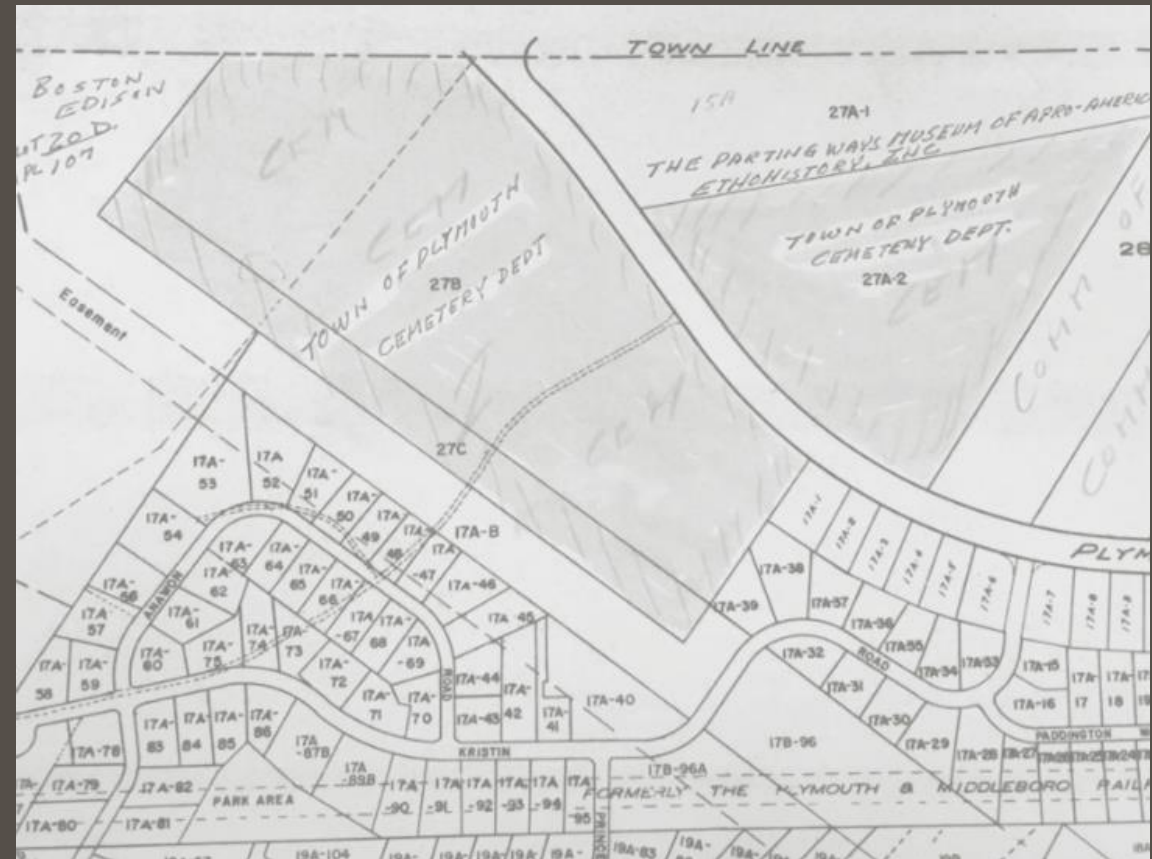
Voted: (Unanimously) That the Town accept as a gift a parcel of land from Plimoth Plantation located on the easterly side of River Street, being a portion of Lot 1C, and Lot 4 of Plat 40 of the Assessors' Plans of the Town consisting of approximately 11,160 square feet; said land to be under the jurisdiction of the Board of Cemetery Commissioners.

ARTICLE THREE:

Voted: (Unanimously) That the Town transfer to the Cemetery Department, for cemetery purposes, a parcel of Town-owned land located on the southerly side of Plympton Road (Rte. 80) containing approximately 44 acres and being Lot 27B of Plat 104 of the Assessors' Plans of the Town.

ARTICLE FOUR:

Voted: That the Town authorize the Park Commission to purchase a new 3/4 ton pick-up truck with plow for the Park Department and dispose of the 1966 International Harvester now in use and raise and appropriate \$3,485 therefor.



SPRING TOWN MEETING 1971

ARTICLE THREE:

Voted: (Unanimously) That the Town transfer to the Cemetery Department, for cemetery purposes, a parcel of Town-owned land located on the southerly side of Plympton Road (Rte. 80) containing approximately 44 acres and being Lot 27B of Plat 104 of the Assessors' Plans of the Town.



Parting Ways
Cemetery

Prince
Goodwin Site

40.5 Acres

Vernal
Pool

Parting Ways Rd

80

Plympton Rd

80

Plympton Rd

Kristin Rd

Kristin Rd

Anawon Rd

Yale Ave

PERMITTING

- MASS HISTORIC COMMISSION
 - DRAFT REPORT SUBMITTED
[NOT YET APPROVED FOR
PUBLIC INFORMATION]
- MEPA – PRELIMINARY REVIEW
 - ROAD NEEDS TO BE LESS
THAN ¼ MILE [1320 FT.]
- CONSERVATION COMMISSION
- BOARD OF HEALTH
- MASS DOT

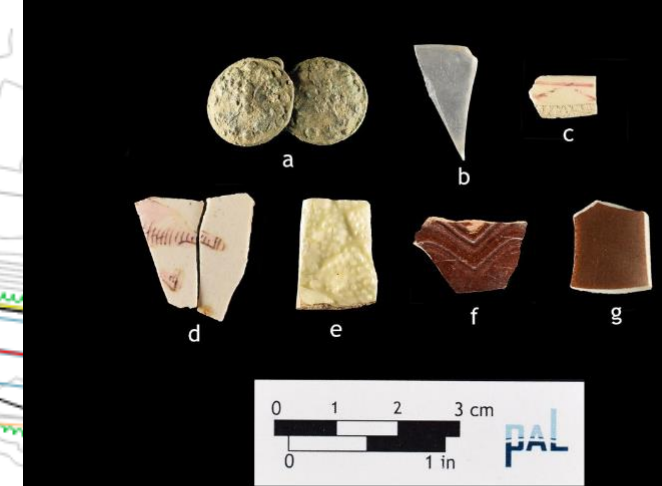
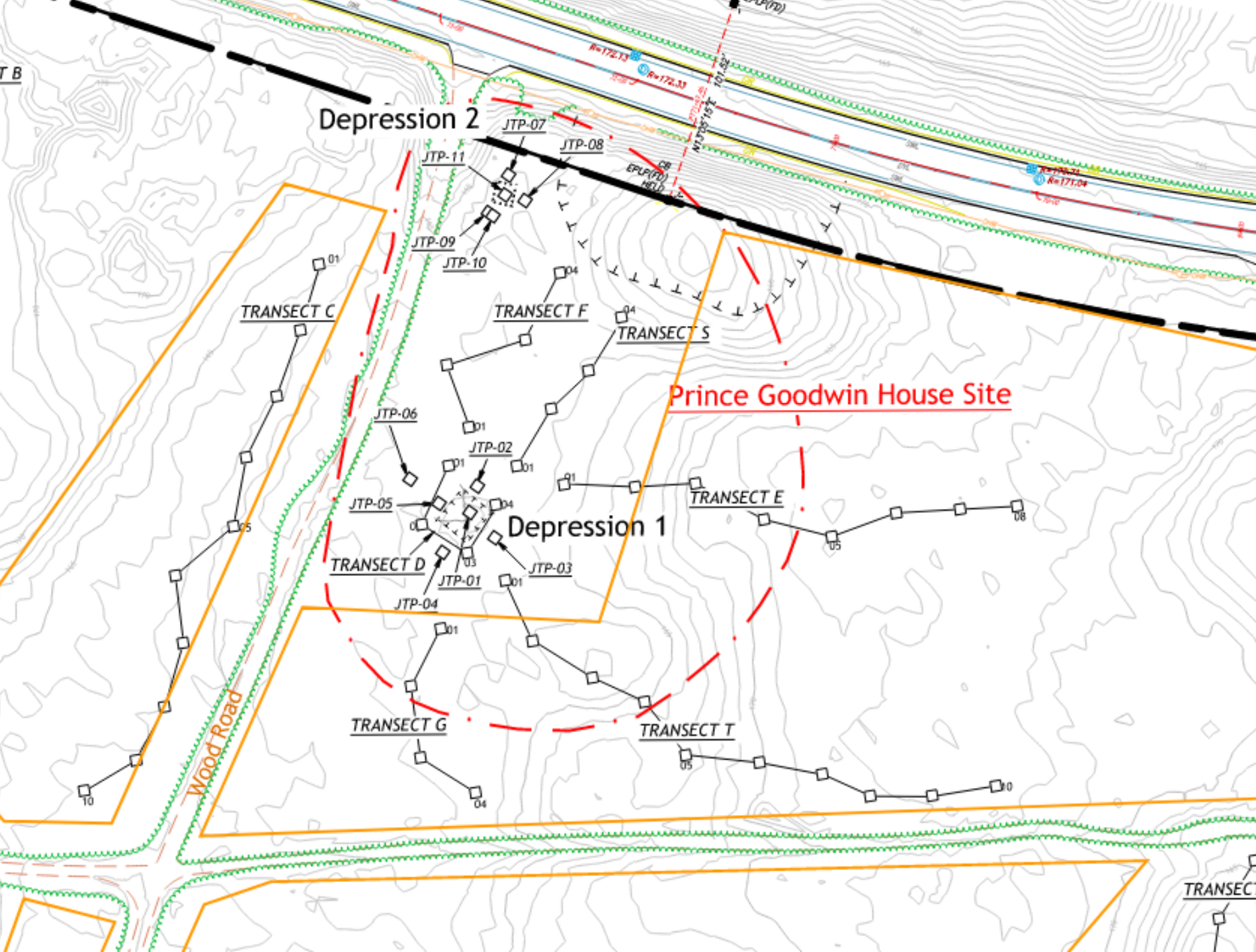


Figure 5-9. Select artifacts recovered from the Prince Goodwin House Site: a) alloy cufflink, TD-01, A₁, 0-10 cmbs; b) stemmed glassware base fragment, TD-01, A₁, 20-30 cmbs; c) overglaze hand-painted creamware rim sherd, TD-01, A₁, 20-30 cmbs; d) overglaze decorated white salt glaze stoneware sherd, JTP-04, A₁, 10-20 cmbs; e) molded creamware rim sherd, TF-04, A₁, 10-20 cmbs; f) turn of the century type sherd, TD-02, A₁, 10-20 cmbs; g) Batavia Ware porcelain sherd, TD-02, A₁, 30 cmbs.

Table 5-2. Artifacts Recovered from the Prince Goodwin House Site by Type, Material, and Stratum.

Artifact Type	Object	Material	Stratum		
			A ₁	Developing A	Fill/ Redeposited
Ceramic	Refined Earthenware	Creamware	83	1	6
		Pearlware	27		27
		Whiteware	1		
		Astbury Type	4		
		Jackfield Type	2		
	Coarse Earthenware	Unidentified	2		
		Redware	143	4	3
		Tin Enamel	4		
	Stoneware	White Salt Glaze	2		
		English Brown	1		
	Porcelain	Batavia Ware	1		
		Hard Paste Porcelain	1		
	Earthenware	Brick	8		8
Ball Clay	Smoking Pipe	1		14	
Glass	Unidentifiable Glass	Case Bottle	1		
		Bottle/Jar	9		
		Curved Glass	4		2
		Drinking Glass	2		5
		Window Glass	3		10
Metal	Ferrous	Hand Wrought Nail	5		2
		Unidentifiable Nail	1		1
		Unidentified	2		
	Copper Alloy	Cufflink	1		
	Unidentified	Unidentified	1		
Organic	Bone	Calcined Bone	4		1
Total			313	5	79

PHASE ONE CEMETERY GOALS

PHASE ONE AREA	3 ACRES
FULL BODY BURIALS	1500
CREMATIONS	1500
CAPACITY	20 YEARS

PHASE ONE OFFICE/MAINTENANCE GARAGE FEASIBILITY

Plymouth, MA

Summary

Plymouth Cemetery
Maintenance Building

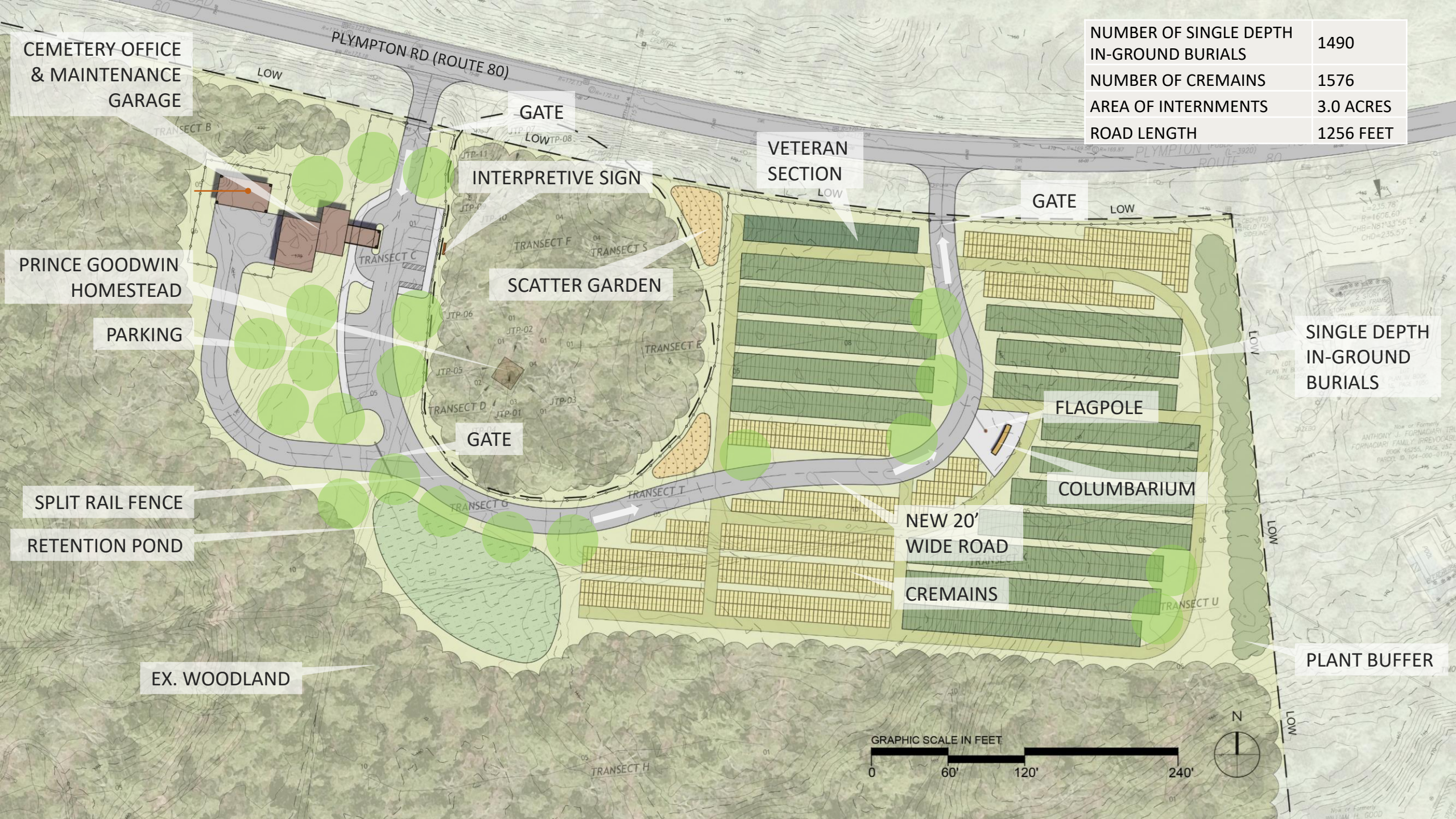
Space	Occupants	Visitors	Width	Length	Proposed SF	Total SF	Notes:
PUBLIC							
Entry Vestibule and Lobby	0	2	10	x	17	170	Secure transaction window between Shared Office and Lobby; Drinking fountain or bottle fill station
Parting Ways Conference Room	0	12	13	x	22	286	Conference table for 12 (3'x12'); Display monitor on one wall for meetings; Display space along walls for exhibits, sculpture, paintings; Assume 2'D credenza/shelf for display along one long and one short wall
Public Toilet	0	0	9	x	14	126	1 set of 2 (Male/Female)
SUBTOTAL						582	
Gross area adjustment 15%						87	
Circulation adjustment at 15%						100	
TOTAL PUBLIC						770	
ADMINISTRATION							
Cemetery Superintendent	1	2	10	x	12	120	Private office; desk with return, lateral file, guest seating for 2
Shared Office	2	0	14	x	16	224	2 cubicles, copy machine, 3 vertical file cabinets, Panic Button
Storage	0	0	8	x	8	64	Office supplies, grave markers, flat file
Kitchenette	0	0	3.5	x	6	21	Open to Shared Office; sink, undercounter refrigerator, microwave, toaster, coffee maker, wall and base cabinets
Staff Toilet	0	0	9	x	14	126	1 set of 2 (Male/Female)
SUBTOTAL						555	
Gross area adjustment 15%						83	
Circulation adjustment at 20%						128	
TOTAL ADMINISTRATION						766	
OPERATIONS							
Lunch Room	0	15	16	x	20	320	Occupancy assumes 12 laborers and 3 admin staff at same time; (4) rectangular tables/chairs for 4 people each; Kitchenette area with wall/base cabinets, sink, full-size refrigerator, microwave, toaster, coffee maker
Locker Room	0	12	8	x	8	64	(12) 12"x12"x72" lockers
Male Toilet/Shower Room	0	0	10.5	x	20	210	1 toilet, 1 urinal, 2 sinks, 1 shower - multi-occupant

Plymouth, MA

Summary

Plymouth Cemetery
Maintenance Building

Space	Occupants	Visitors	Width	Length	Proposed SF	Total SF	Notes:
Female Toilet/Shower Room	0	0	7	x	10	70	1 toilet, 1 sink, 1 shower - single occupant
SUBTOTAL						664	
Gross area adjustment 15%						100	
Circulation adjustment at 15%						115	
TOTAL OPERATIONS						878	
MAINTENANCE GARAGE							
Vehicle Storage	0	0	60	x	98	5,880	5 bays, double deep; end bays 22' wide to allow wall hanging storage space and emergency shower/eyewash; middle bays 18' wide
Tool / Small Equipment Storage	0	0		x		0	Hanging storage along one wall - included in Vehicle Storage above
SUBTOTAL						5,880	
Gross area adjustment 10%						588	
Circulation adjustment at 0%						0	
TOTAL MAINTENANCE GARAGE						6,468	
BUILDING SUPPORT							
Janitor's Closet	1	0	5	x	5	25	
IT	0	0	5	x	5	25	
Mechanical Room	0	0	12	x	16	192	
Electric Room	0	0	10	x	10	100	
SUBTOTAL						342	
Gross area adjustment 15%						51	
Circulation adjustment at 20%						79	
TOTAL BUILDING SUPPORT						472	
GRAND TOTAL						9,354	
OTHER							
Porte Cochere at Public Entrance							



CEMETERY OFFICE
& MAINTENANCE
GARAGE

PRINCE GOODWIN
HOMESTEAD

PARKING

SPLIT RAIL FENCE

RETENTION POND

EX. WOODLAND

GATE

INTERPRETIVE SIGN

SCATTER GARDEN

GATE

VETERAN
SECTION

GATE

SINGLE DEPTH
IN-GROUND
BURIALS

FLAGPOLE

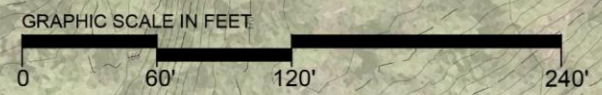
COLUMBARIUM

NEW 20'
WIDE ROAD

CREMAINS

PLANT BUFFER

NUMBER OF SINGLE DEPTH IN-GROUND BURIALS	1490
NUMBER OF CREMAINS	1576
AREA OF INTERNMENTS	3.0 ACRES
ROAD LENGTH	1256 FEET



TIMELINE

2024 Design and Permitting

2025 Town Meeting

2025-26 Construction

2027 Opening

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY25 ANNUAL FALL TOWN MEETING REQUEST FORM**

Department: WATER DIVISION	Priority:	One
Project Title and Description: West Plymouth Booster Station Design	Total Project Cost:	\$261,900.00

Department/Division Head: Peter Gordon

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>	\$261,900.00	Includes meetings and coordination, Geo-technical investigation, Preliminary and final design	FY23		
<i>Labor and Materials</i>			FY24		
<i>Administration</i>			FY25		
<i>Land Acquisition</i>			FY26	3,500,000.00 If the Town builds this booster. Estimate is conservative	
<i>Equipment</i>			FY27		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$261,900.00				

Possible sources and amounts of funding, if known: _____

Project Justification and Objective: The design and subsequent construction of the booster station will alleviate the firm capacity deficit of the water supply in the West Plymouth Pressure Zone.

For Capital Project Requests:

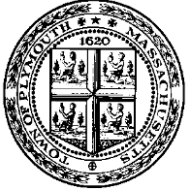
Will this project be phased over more than one fiscal year? If yes, enter it on the next 5 Year Plan Yes ☐ No ☒

Can this project be phased over more than one fiscal year? Yes ☐ No ☒

For Capital Equipment Requests:

☐ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

Attach additional information, estimates, or justification.



TOWN OF PLYMOUTH

Water Division
169 Camelot Drive
Plymouth, Massachusetts 02360

MEMO

To: Lynne Barret, Finance Director

From: Peter Gordon, Water Division Superintendent

CC: Derek Brindisi, Town Manager
Silvio Genao, Assistant Town Manager
William Coyle, Director of Public Works

Plymouth has experienced significant growth in recent years. This growth has necessitated the increase and expansion of the public water infrastructure to meet the needs of the residents as well as providing fire protection. As the West Plymouth area continues develop, a need has arisen to supplement the supply of water in the area to satisfy the demand. As the Town continues to explore options for a new source, the construction of a booster pumping station along the West Plymouth and Plymouth Center pressure zone boundaries will benefit both zones now and in the future. This station would serve to eliminate the deficit during the maximum water usage conditions in West Plymouth and augment the supply of water in two additional zones when a new source is brought online in the future. The Water Division has received a proposal to design this station for the price of \$261,900.00 and is seeking funding to move forward with this important project.

Peter Gordon
Water Division Superintendent
Plymouth MA. 02360
508-830-4162 ex. 12141

August 5, 2024

Mr. Peter Gordon, Water Superintendent
Department of Public Works, Water Division
169 Camelot Drive
Plymouth, MA 02360

**RE: West Plymouth Booster Pump Station Design
Letter Proposal for Professional Engineering Services**

Dear Peter,

Environmental Partners Group, LLC (Environmental Partners/EP) is pleased to submit this letter proposal for professional engineering services to assist the Town of Plymouth Department of Public Works – Water Division (Client) with design of the West Plymouth Booster Pump Station. Environmental Partners developed the proposed scope of services based upon our previous proposals. This proposal reflects the current status of the project and reflects changes, updates, and our knowledge of the project since the previous proposal provided to the Client in November 2022.

Project Understanding

Previous review of a proposed development in the West Plymouth Pressure Zone shed light on the limited capacity at the Deep Water Booster Station and resulting firm capacity deficit in the West Plymouth Pressure Zone. An analysis of supply capacity during high demand periods indicates that the West Plymouth Pressure Zone will experience a water shortage should the Client lose any available water supplies to West Plymouth during peak demand periods.

EP entered into a contract with Claremont Companies (Claremont) in May 2023 to provide engineering services from preliminary design through construction and project closeout. Since then, Claremont's proposed development has been on hold, which put this booster pump station project for the Client on hold. The Client is in a vulnerable situation in regard to firm capacity and greatly needs additional water supply in the West Plymouth Pressure Zone.

As such, the Client requested EP provide a revised proposal to design the new booster pumping station which will convey water from the Plymouth Center Pressure Zone to the West Plymouth Pressure Zone. The pumping station is anticipated to include a flow control valve to supply water in the reverse direction during emergency events.

The MA Plumbing Board recently shed light on the requirement that all structures larger than or equal to 200 SF require a bathroom to be installed. This requirement was not addressed as part of our previous scope of services provided in November 2022, but is now included. The Assumptions and Exclusions section of this proposal details the assumptions we made when preparing this revised proposal. The proposed scope of services and associated fee reflect our current understanding of the project, which has evolved since the original proposal provided in November 2022.

Scope of Services

Environmental Partners proposes the following scope of services to assist the Client with the design of the West Plymouth Booster Pump Station.

Task 1 - Meetings and Coordination

- EP will coordinate and participate in up to three in-person and up to three virtual meetings with the Client and other requested parties to review and discuss stages of design and other aspects of the project. EP will prepare agendas, meeting minutes, and handouts if/as needed and will coordinate and attend one public meeting with abutters and residents in the adjacent neighborhood if requested.
- This task also includes general project support including data collection, review, and coordination for the project.

Task 2 - Field Work and Geotechnical Investigations

- Subcontract with a drilling contractor to advance soil borings at the proposed project site. The geotechnical investigation will be completed in accordance with AWWA D110-13 and ACI 372R-13. Field work for the borings is estimated to take approximately 2-3 days to complete. The scope of work assumes full access to the site and no allowance for police details.
- EP will subcontract with a private utility mark-out company and map subsurface utilities in 10 foot square boxes centered on the proposed geoprobe locations within the limits of Samoset Street using ground penetrating scanning equipment.
- Prepare boring logs, collect and submit soil samples for analyses, and prepare a geotechnical report for the pump station foundation design recommendations and construction considerations in accordance with AWWA D110-13 and ACI 372R-13.

Should police details be required during any of the field work, we have assumed the Client will arrange for and pay for the cost of these services.

Task 3 - Preliminary Design

- Prepare preliminary design drawings and a preliminary design memorandum for review by the Client. The preliminary design will include:
 - a. Site layout;
 - b. Limits of disturbance;
 - c. Configuration of the water main connection to the booster station and existing distribution system;
 - d. Hydraulic design of the pump station including flow and operating head range;
 - e. Pump Station mechanical and plumbing layout; and
 - f. Electrical single-line diagram
- Coordinate design with the Water Division staff and Town officials.

- Provide a preliminary opinion of probable construction cost for a prefabricated, above-grade booster pumping station and water main.
- Evaluate options for sewer service/system design to support the bathroom to be installed at the booster pump station per plumbing code requirements.

Task 4 - Final Design

- Develop final design based on results of Task 3 – Preliminary Design.
- Perform instrumentation and controls design.
- Subcontract with a MEP engineer to provide design plans and specifications. MEP scope of work is anticipated to include mechanical (HVAC/ventilation), electrical (inclusive of an outdoor generator), and plumbing. Building-specific fire protection is not included in the scope of work.
- Prepare engineering design plans and specifications for bidding.
- Prepare an opinion of probable construction cost based on final design.
- Prepare the DEP Water Supply permit BRP WS 32 “Distribution System Modification for System serving > 3,300 people.” No additional local, state, or federal permitting is included.

Fee and Payment

Environmental Partners proposes to perform the indicated scope of services as previously described for a lump sum fee of **Two Hundred Sixty One Thousand Nine Hundred Dollars (\$261,900)**. A breakdown of the fee by task is as follows:

Task	Fee
Task 1 – Meetings and Coordination	\$29,200
Task 2 - Field Work and Geotechnical Investigations	\$45,200
Task 3 – Preliminary Design	\$77,500
Task 4 – Final Design	\$110,000
Total	\$261,900

Invoices will be issued to the Client on a monthly basis and will be based upon percentage complete per lump sum task identified above. The compensation indicated above is based on an estimate of the character and extent of work involved. Unforeseen conditions, which become evident during the course of the work, may alter or increase the effort required. The amount will not be exceeded without written amendment between the Client and Environmental Partners.

Project Schedule

Following receipt of an executed contract, EP anticipates the following approximate schedule to perform the above scope of work:

- Field Work, Geotechnical Investigations, and Preliminary Design: 5 months
- Final Design: 4 months

The proposed fee and effort are based upon Environmental Partners' best faith effort to fully understand the needs of this proposal. If the scope of the services to be rendered is changed materially or if the period of time required to render services hereunder is extended beyond the completion dates proposed, the amount of compensation provided shall be adjusted appropriately (if required), upon approval of the Client and Environmental Partners. If project delays outside of Environmental Partners' control cause the completion date to extend substantially, additional compensation may be requested through a written amendment to account for additional coordination time.

Assumptions and Exclusions

- Work under this project includes meetings and coordination, field investigations at the selected project site, preliminary design, and final design. Bidding services, construction administration, onsite resident project representative services for the construction duration, and post-construction record drawings are not included in the Scope of Services.
- Local, state, or federal permitting is not included within the provided Scope of Services, with the exception of the BRP WS 32 "Distribution System Modification for System serving > 3,300 people." Additional permitting with MassDEP and/or the Plymouth Conservation Commission is not included in the Scope of Services.
- The provided scope of work assumes full access to the site and no police details. If a police detail is required to facilitate field work, it will be paid by the Client.
- The Client will arrange for access to and make all provisions for EP and EP's subcontractors to enter upon public and private properties as required to perform the services under this Agreement.
- EP will not operate Client facilities to assist with field testing and data collection.
- EP will solicit a quote for integration services from the Client's Integrator, Woodard & Curran, which will be included as an allowance in the project specifications. Integration work by Woodard & Curran is not included in this scope of services.
- The booster pump station is currently assumed to be a precast building. As such, structural engineering and architectural services are not included in the scope of services.
- It is assumed booster pump station will require a bathroom to be installed per current plumbing code due to the size of the building.
 - Requirements and needs for sewer service/system design to support the bathroom to be installed at the BPS will be evaluated during preliminary design. A contract amendment may be required for final design pending what is found during preliminary design.
- It is assumed the Client will assist EP staff with utility location and access to utility structures in the field as needed.

- The Client previously provided a CAD file with the survey for the project area. It is assumed that the Client will update this survey file as required to reflect current field conditions. The provided base plan will be utilized for design. EP will not be responsible for the accuracy of the survey.
- The Client will prepare Division 00 of the contract specifications, with the exception of the Bid Form, which EP will prepare.

Acceptance

We look forward to working with you on this important project. We would be pleased to discuss the scope of services and proposal with you. If you find the proposed scope and fee acceptable, we can coordinate the preparation and execution of an Agreement. Environmental Partners is ready to begin work upon receipt of a notice to proceed or signed Agreement. Please feel free to contact us with any questions or concerns.

Sincerely,

Environmental Partners Group, LLC


Lauren E. Underwood, PE
Senior Project Manager
P: 617.657.0292
E: leu@envpartners.com


Ziad F. Kary, PE
Senior Principal
P: 617.657.0283
E: zfk@envpartners.com

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM
FY25 ANNUAL FALL TOWN MEETING REQUEST FORM**

Department:	WATER DIVISION		Two
Project Title and Description:	Cherry Street Water System Improvements	Total Project Cost:	\$2,664,450.00

Department/Division Head: Peter Gordon

Cost estimate was developed: Internally ☐ Externally ☒

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>	\$512,800.00	Includes 25% Contingency	FY23		
<i>Labor and Materials</i>	\$2,051,200.00	Includes construction cost and paving, full width mill and overlay	FY24		
<i>Administration</i>			FY25		
<i>Land Acquisition</i>			FY26		
<i>Equipment</i>			FY27		
<i>Other</i>	\$100,450.00	Police Details			
<i>Contingency</i>					
Total Capital	\$2,664,450.00				

Possible sources and amounts of funding, if known: _____

Project Justification and Objective: Replacement of approximately 5,200' of 1930's cast iron water main on Cherry St. from Court St. to Industrial Park Rd. This water main has reached the end of its useful life and is no longer reliable.

For Capital Project Requests:

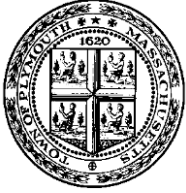
Will this project be phased over more than one fiscal year? If yes, enter it on the next 5 Year Plan Yes ☐ No ☒

Can this project be phased over more than one fiscal year? Yes ☐ No ☒

For Capital Equipment Requests:

☐ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

Attach additional information, estimates, or justification.



TOWN OF PLYMOUTH

Water Division
169 Camelot Drive
Plymouth, Massachusetts 02360

MEMO

To: Lynne Barret, Finance Director

From: Peter Gordon, Water Division Superintendent

**CC: Derek Brindisi, Town Manager
Silvio Genao, Assistant Town Manager
William Coyle, Director of Public Works**

In late July of 2023, the water main on Cherry St. near the Route 3 overpass experienced a significant failure causing the loss of thousands of gallons of water and the disruption of service for customers from South Cherry St. west to the Kingston town line. This was the first of three major breaks that would occur in less than six months. This water main is constructed of cast iron and was installed between 1930-1931. The valves used to isolate sections of the main for repair have also been buried for ninety plus years and no longer function properly. It is apparent that this section of water main is no longer reliable for continued uninterrupted service and additional issues will be anticipated until it is replaced. The Water Division is requesting funding to replace this main from Court St. to Industrial Park Rd.

**Peter Gordon
Water Division Superintendent
Plymouth MA. 02360
508-830-4162 ex. 12141**

August 5, 2024

Peter Gordon, Water Superintendent
Department of Public Works – Water Division
169 Camelot Drive
Plymouth, MA 02360

**RE: Cherry Street Water Main Replacement
Letter Proposal for Professional Engineering Services**

Dear Mr. Gordon,

Environmental Partners Group, LLC (Environmental Partners/EP) is pleased to submit this letter proposal for professional engineering services to assist the Town of Plymouth (Client) with the Cherry Street Water Main Replacement project. Environmental Partners developed the proposed scope of services based upon your email dated July 16, 2024.

Project Understanding

We understand the proposed project includes replacement of approximately 5,200 linear feet of an unreliable 8-inch cast iron water main on Cherry Street between Court Street (Route 3A) and Industrial Park Road with new 12-inch ductile iron water main. The project will also include new fire hydrants and valves, replacing service connections with new services from the new main to the curb stop, trench pavement, and full width curb to curb mill and overlay.

Based on our preliminary review and further discussions with the Plymouth Conservation Commission Agent, the project site is not located in the vicinity of any wetland resource areas and therefore, no wetland delineation or wetland permitting will be required for this project.

Upon further review, there is a portion of Cherry Street below the Pilgrims Highway (Route 3) bridge, that is in the Massachusetts Department of Transportation (MassDOT) jurisdiction. It is EP's understanding that any work performed within this jurisdiction will require a State Highway Access Permit through MassDOT.

Scope of Services

Environmental Partners proposes the following scope of services to assist the Client with the Cherry Street Water Main Replacement project.

Task 1 – Field Work, Survey, & Data Collection

Task 1A – Subsurface Investigation

Environmental Partners will subcontract a driller to complete up to two days of geoprobe drilling. The geoprobes will be advanced to a depth of ten feet below grade to confirm the presence of bedrock, depth of groundwater, pavement thickness, and other soil parameters that will assist with

the design of the pipeline and bedding material and trench backfill. Borings will include collection of soil samples for visual and manual classification, and preparation of boring logs. A maximum of 20 geoprobes will be completed under this Task. Geoprobes will not be performed within the State Highway Layout (SHLO) on Cherry Street under the Pilgrims Highways (Route 3) bridge to avoid permitting implications for this phase of the project.

EP will summarize the subsurface exploration in a memorandum. The memo will include recommendations for pipe bedding, backfill, compaction requirements, and final restoration.

Task 1B – Private Utility Markouts

EP will subcontract with a private utility mark-out company and map subsurface utilities in 10 foot square boxes centered on the proposed geoprobe locations within the limits of the proposed water main using ground penetrating scanning equipment. This service will be used to support subsurface investigations and base mapping.

Task 1C – Drone Survey & Basemapping

Environmental Partners will conduct an in-house survey of the limit of work with an unmanned aerial vehicle (UAV), or drone, and GPS field locations that will extend 15 feet from the edge of pavement along the limit of work. The scope of the aerial survey will include the following:

- An abbreviated aerial survey will be completed to record the approximate horizontal and vertical location of the surface features for design, utilizing UAV and real-time kinematics (RTK). The flight and mapping produced from the flight will be prepared in accordance with the 2014 American Society for Photogrammetry and Remote Sensing Accuracy Standards.
 - Environmental Partners will coordinate a mutually agreeable flight day with the Client, recognizing that rain, high winds, and dense fog are limiting weather factors.
- Roadway (centerline, edges of pavement, sidewalks, curbing).
- Underground utilities as marked out in the field.
- Additional ground surface points to establish topography.
- Visible surface utility features such as sewer and drain manhole covers, catch basins, gas boxes, and electrical and telephone utilities.
- Geoprobe locations will be located with GPS coordinates and integrated into the survey.
- Record invert measurements for existing located sewer and drainage infrastructure.

Environmental Partners will prepare a base plan using the aerial and GPS survey data that includes existing contours and grades to create an existing conditions surface and visible existing features within the right of way, such as utility poles, signs, and utility structures.

- The base plan will be prepared in an AutoCAD Civil 3D 2018, or later, file with one-foot contour interval mapping and an ortho-image electronic file (SID format) with approximately 1.2"/pixel ground resolution and 40-scale mapping.-

Utility information provided by the Client and the responsible utility owner will be included in the base plans, including underground pipe/conduit sizes, configurations, and materials, as available.

Task 2: Water Main Design

EP's water main engineering design services and activities shall include the following:

- Prepare 50% design plans and 50% opinion of probable construction costs to be reviewed and discussed with the Client at an in-person meeting.
- Prepare final engineering design plans and specifications for public bidding.
- Prepare an opinion of probable construction cost based on final design.

Task 3: MassDOT Permitting

EP will provide the following permitting services:

- Prepare and submit a Traffic Management Plan and Application for Permit to Access State Highway to MassDOT Highway Division, District 5, to perform water main work in Cherry Street below the Pilgrims Highway (Route 3) bridge crossing including the following:
 - Coordinate with MassDOT and revise the Traffic Management Plan and other permit materials to reflect MassDOT's comments.
 - Incorporate MassDOT comments and requirements into the final design plans and specifications.
 - Coordinate with MassDOT to submit a Work Request when the water main work is set to take place.

The Scope of Services is based on the assumption Court Street at the intersection with Cherry Street is not within MassDOT jurisdiction and working in that intersection will not require a MassDOT State Highway Access Permit.

Task 4: Bidding Assistance

EP will assist the Client with the bidding of the Cherry Street Water Main Replacement project. This task shall include:

- Obtain Massachusetts Prevailing Wage Rates.

- Assist in soliciting public bids from general contractors in accordance with Massachusetts public bid laws. Environmental Partners will provide electronic files of the contract documents including plans and specifications for reproduction.
- Coordinate the bidding process including preparation of addenda and responding to questions from prospective bidders.
- Attend the public bid opening held at Plymouth Town Hall.
- Tabulate and analyze bid results.
- Assist the Client in evaluating bids, qualifications, checking references, and in assembling and awarding the contract.
- Prepare a written recommendation to the Client for the selection of the lowest responsible and eligible bidder.
- Assist the Client with the execution of the Construction Contract documents by reviewing contract submittals for conformance with the bid requirements and forwarding the Client.

Task 5: Construction Administration

Under this task, Environmental Partners will assist the Client with the administration of the construction contract and will serve as a liaison between the Client and the Contractor throughout construction for the Cherry Street Water Main Replacement project. Environmental Partners will provide the following construction administration services for the duration of construction, estimated to total 17 weeks:

1. Assist in the coordination of the project and maintain communication with Client's Project Team and their designee(s).
2. Attend a project kick-off meeting with the selected Contractor, the Client, and other interested parties to discuss the construction of the project, as outlined in the Construction Contract Documents, including: (1) scheduling; (2) methodology for dispute resolution; (3) substitutions of materials and/or construction procedures; (4) clarifications of the Contract Documents; and (5) coordination with the Client.
3. Review and coordination of shop drawings and project submittals for materials, equipment, and other project requirements.
4. Environmental Partners will participate in the following meetings during construction:
 - a. Coordination and attendance at in-person construction progress meetings (up to 3). Environmental Partners will prepare meeting agendas, prepare meeting minutes, and distribute meeting minutes to participants.
5. The preparation of project correspondences to the Client and Contractor for execution of construction activities in accordance with the construction contract requirements. This includes preparation of up to 17 weekly email summaries to the Client.

6. Coordination with the resident project representative Task #6 on project progress, submittals, project claims, and change orders.
7. Review and take action with respect to shop drawings and samples, results of tests and inspections, and other data which the Contractor is required to submit, but only for conformance with the design concept of the project and compliance with the information given in the Contract Documents (but such review or other action shall not extend to means, methods, sequences, techniques, or procedures of construction, or to safety precautions and programs incident thereto); determine the acceptability of substitute materials and equipment proposed by Contractor(s); and receive and review (for general content, as required by the Specifications) maintenance and operating instructions, schedules, guarantees, bonds, and certificates of inspection, which are to be assembled by Contractor(s) in accordance with the Contract Documents.
8. Issue instructions of Client to Contractor(s); issue necessary interpretations and clarifications of the Contract Documents and in connection therewith prepare change orders as required; have authority, as Client's consultant, to require special inspection or testing of the work; act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work thereunder and make decisions on all claims of Client and Contractor(s) relating to the acceptability of the work or in the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work; but Environmental Partners shall not be liable for the result of any such interpretations or decisions rendered in good faith.
9. Make visits to the site at intervals to the various stages of construction to observe as an experienced and qualified design professional the progress and quality of the executed work of Contractor(s) and to determine in general if such work is proceeding in accordance with the Contract Documents. (Environmental Partners construction administrative staff shall not be required to make exhaustive or continuous on-site observations to check the quality or quantity of such work). Environmental Partners construction administrative staff shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s) or the safety precautions and programs incident to the work of Contractor(s). Environmental Partners' efforts will be directed toward providing a greater degree of confidence for the Client that the completed work of Contractor(s) will conform to the Contract Documents, but Environmental Partners shall not be responsible for the failure of Contractor(s) to perform the work in accordance with the Contract Documents. During such visits, and on the basis of on-site observations, Environmental Partners shall endeavor to keep the Client informed of the progress of the work, shall endeavor to guard the Client against defects and deficiencies in such work and may recommend the Client disapprove or reject work failing to conform to the Contract Documents. Environmental Partners anticipates up to 10 site visits during the course of construction.
10. Based on Environmental Partners' on site observations as an experienced and qualified design professional on review of applications for payment and the accompanying data and schedules, determine the amounts owing to Contractor(s) and recommend in writing to the Client payments to Contractor(s) in such amounts; such recommendations for payment will constitute a representation to the Client, based on such observations and review, that the

work has progressed to the point indicated, that, to the best of Environmental Partners' knowledge, information and belief, the quality of such work is in accordance with the Contract Documents (subject to an evaluation of such work as a functioning Project upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents, and to any qualifications stated in his recommendation), and that payment of the amount recommended is due Contractor(s); but by recommending any payment Environmental Partners will not thereby be deemed to have represented that continuous or exhaustive examinations have been made by Environmental Partners to check the quality or quantity of the work or to review the means, methods, sequences, techniques or procedures of construction or safety precautions or programs incident thereto or that Environmental Partners has made an examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, or that title to any of the work, materials or equipment has passed to the Client free and clear of any lien, claims, security interest or encumbrances, or that Contractor(s) have completed their work exactly in accordance with the Contract Documents.

11. Conduct a review to determine if the Project is substantially complete and to determine if, to the best of Environmental Partners' knowledge, the work has been completed in substantial conformance with the Contract Documents and the intent of the design and if Contractor has fulfilled their obligations thereunder so that Environmental Partners may recommend, in writing, final payment to Contractor(s) and may give written notice to Client and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed), but any such recommendations and notice shall be subject to the limitations expressed above.
12. Environmental Partners shall complete the following project closeout tasks:
 - a. Prepare preliminary punch list, prepare valued punch list, and conduct up to 2 site visits to observe punch list work completed by Contractor.
 - b. Coordinate project closeout including review of substantial completion requests and preparation of closeout documentation (certificate of substantial completion, contractor's affidavit of payment, contractor's waiver of liens, and consent to final payment).
 - c. Coordinate and assist Client with closeout activities as required by the following local and state permits:
 - i. MassDOT State Highway Access
13. Environmental Partners shall collect and store certified payrolls from the Contractor(s) or Subcontractor(s) and provide the Client with copies as requested.

Environmental Partners shall not be responsible for the acts or omissions of any Contractor, or Subcontractor, or any of the Contractor(s)' or Subcontractors' agents or employees or any other persons at the site or otherwise performing any of the Contractor(s)' work. The actual cost of this task will depend on the total construction duration and activities of the Contractor.

Task 6: Resident Project Representative

Environmental Partners will provide a resident project representative onsite whose duties, responsibilities and limitations of authority are outlined below, for duration of up to seven hundred sixty five (765) hours. The actual cost of this task will depend on the total construction duration. Construction duration is currently estimated at 17-weeks.

- A. ENVIRONMENTAL PARTNERS shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by the Contractor(s), or the safety precautions and programs incident to the work of the Contractor(s), but ENVIRONMENTAL PARTNERS shall be responsible for notifying the Contractor and Client of any work that is cause for concern with respect to consistency with the requirements of the contract plans and specifications. ENVIRONMENTAL PARTNERS' efforts will be directed toward providing a greater degree of confidence for Client that the completed work of the Contractor(s) will conform to the Contract Documents, but ENVIRONMENTAL PARTNERS shall not be responsible for the failure of the Contractor(s) to perform the work in accordance with the Contract Documents. On the basis of on-site observations, ENVIRONMENTAL PARTNERS shall keep Client informed of the progress of the work, shall guard Client against defects and deficiencies in such work, and shall recommend the Client disapprove or reject work failing to conform to the Contract Documents.
- B. The Resident Project Representative's duties, responsibilities, and limitations of authority are outlined below.

a. General:

The Resident Project Representative is ENVIRONMENTAL PARTNERS' Agent, and shall act under the supervision of the ENVIRONMENTAL PARTNERS Project Manager. He shall confer with the ENVIRONMENTAL PARTNERS Project Manager regarding his actions. His dealings in matters pertaining to on-site work will be, in general, with the ENVIRONMENTAL PARTNERS Project Manager and the Contractor, keeping the Client advised as indicated below and as necessary. His dealings with subcontractors will only be through or with the full knowledge of Contractor or his on-site representative. He shall generally communicate with Client with the knowledge of the ENVIRONMENTAL PARTNERS Project Manager.

b. Duties and Responsibilities:

Resident Project Representative shall:

1. **Schedules:** Review the progress schedule, schedule of shop drawing submissions, and schedule of values prepared by Contractor, and consult with the ENVIRONMENTAL PARTNERS Project Manager concerning their acceptability.
2. **Conferences:** Attend progress meetings and other job conferences, as required, in consultation with the ENVIRONMENTAL PARTNERS Project Manager.
3. **Liaison:**
 - i. Serve as ENVIRONMENTAL PARTNERS' liaison with the Contractor and the Client, working principally through Contractor's designated on-site representative, and assist them in understanding the intent of the Contract Documents. Assist the ENVIRONMENTAL PARTNERS Project Manager in

serving as the Client's liaison with Contractor when the Contractor's operations affect Client's on-site operations.

- ii. Assist in obtaining from the Client additional details of information required at the job site for proper execution of the work.

4. **Shop Drawings and Samples:**

- i. Receive samples from the Contractor's on-site representative and notify the ENVIRONMENTAL PARTNERS Project Manager of their availability for examination.
- ii. Immediately advise the ENVIRONMENTAL PARTNERS Project Manager and the Contractor, or his on-site representative, of the commencement of any work requiring a shop drawing or sample submission, if the submission has not been reviewed by ENVIRONMENTAL PARTNERS.

5. **Review of Work, Rejection of Defective Work, Inspections and Tests:**

- i. Conduct periodic on-site reviews of construction in progress, or as otherwise necessary, to determine, to the best of his knowledge, (1) if work is proceeding in general accordance with the Contract Documents; and (2) that completed work is in substantial conformance with the Contract Documents. During such visits, and on the basis of on-site observations, ENVIRONMENTAL PARTNERS shall keep Client informed of the progress of the work, shall guard Client against defects and deficiencies in such work, and shall recommend the Client disapprove or reject work failing to conform to the Contract Documents.
- ii. Report to the ENVIRONMENTAL PARTNERS Project Manager, who, in turn, will notify the Client whenever any work is, to the best of his knowledge and belief, unsatisfactory, faulty or defective, or is not in substantial conformance with the Contract Documents, or has been damaged, or does not meet the requirements of any inspections, tests, or approvals required to be made; and advise the ENVIRONMENTAL PARTNERS Project Manager when he believes work should be corrected or rejected or should be uncovered for observation, or requires special testing or inspection or approval. Record and advise the Contractor of work failing to meet the Contract requirements.
- iii. Verify that tests, equipment, and operating and maintenance instructions are conducted, as required by the Contract

Documents, and in the presence of the required personnel, and that the Contractor maintains adequate records thereof; observe, record, and report to the ENVIRONMENTAL PARTNERS Project Manager appropriate details relative to the test procedures and start-ups.

- iv. Obtain records of all on-site testing and site visits from the Contractor's on-site representative, and report these to the ENVIRONMENTAL PARTNERS Project Manager.
 - v. Performance of the services outlined in Section 5., parts (i.) through (iv.) is to protect Client against defects and deficiencies in the work, and to verify compliance with the Contract Documents. Nothing in Section 5 relieves the Contractor of their independent obligations under their contract with Client.
6. **Interpretation of Contract Documents:** Transmit to the Contractor clarification and interpretation of the Contract Documents, as issued by the ENVIRONMENTAL PARTNERS Project Manager.
7. **Modifications:** Consider and evaluate the Contractor's suggestions for modifications in Drawings and Specifications, and report them, with recommendations, to the ENVIRONMENTAL PARTNERS Project Manager.
8. **Records:**
- i. Maintain at the job site orderly files for correspondence; reports of job conferences and sample submissions; and reproductions of original Contract Documents, including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the Contract, ENVIRONMENTAL PARTNERS' clarifications and interpretations of the Contract, ENVIRONMENTAL PARTNERS' clarifications and interpretations of the Contract Documents, progress reports, and other project-related documents.
 - ii. Keep a diary or log book recording hours on the job site; weather conditions; data relative to questions of extras or deductions; list of principal visitors and representatives of fabricators, manufacturers, suppliers, and distributors; daily activities; decisions; and observations in general and specific observations in more detail, as in the case of observing test procedures. Send copies to the ENVIRONMENTAL PARTNERS Project Manager.

- iii. Record names, addresses, and telephone numbers of all Contractors, subcontractors, and major suppliers of equipment and materials.

9. **Reports:**

- i. Furnish periodic reports, as required, of progress of the work and of the Contractor's compliance with the progress schedule and schedule of shop drawing submissions.
- ii. Prepare field memorandum, preliminary change orders and extra work orders, obtaining all back-up material. Recommend to the ENVIRONMENTAL PARTNERS Project Manager Field Memorandum, Change Orders, Extra Work Orders, and Field Changes.

10. **Payment Requisitions:** Review applications for payment with the Contractor for compliance with the established procedure for their submission, and forward them, with recommendations, to the ENVIRONMENTAL PARTNERS Project Manager, noting particularly their relation to the schedule of values, work completed, and materials and equipment delivered at the site but not incorporated in the work.

11. **Certificates, Maintenance and Operations Manuals:** During the course of the work, verify that certificates, maintenance and operation manuals, as appropriate, and other data required to be assembled and furnished by Contract are applicable to the items actually installed, and deliver this material to the ENVIRONMENTAL PARTNERS Project Manager for his review and forwarding to Client prior to final acceptance of the work.

12. **Completion:** Conduct a review to determine if the Project is substantially complete, and to determine if, to the best of ENVIRONMENTAL PARTNERS' knowledge, the work has been completed in substantial conformance with the Contract Documents and the intent of the design, and if Contractor has fulfilled all of his obligations there-under, so that ENVIRONMENTAL PARTNERS may recommend, in writing, final payment to Contractor(s), and may give written notice to Client and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed), but any such recommendations and notice shall be subject to the limitations expressed in paragraph E above.

- i. Before ENVIRONMENTAL PARTNERS issues a Certificate of Substantial Completion, assist the ENVIRONMENTAL PARTNERS Project Manager in developing a list of observed items requiring correction or completion.

- ii. Conduct final review in the company of the ENVIRONMENTAL PARTNERS Project Manager, Client and Contractor, and assist in preparation of a final list of items to be corrected.
- iii. Verify, to the best of his knowledge, that all items on final list have been completed or corrected, and make recommendations to the ENVIRONMENTAL PARTNERS Project Manager concerning acceptance.

c. **Limitations of Authority - Resident Project Representative:**

- 1. Shall not authorize any deviation from the Contract Documents, or approve any substitute materials or equipment, unless authorized by the ENVIRONMENTAL PARTNERS Project Manager.
- 2. Shall not undertake any of the responsibilities of Contractor, subcontractors, or Contractor's superintendent.
- 3. Shall not expedite work for the Contractor.
- 4. Shall not advise on or issue directions relative to any aspect of the means, methods, techniques, sequences, or procedures of construction, unless such is specifically called for in the Contract Documents.
- 5. Shall not advise or issue directions as to safety precautions and programs in connection with the work.
- 6. Shall not authorize Client to occupy the project in whole or in part.
- 7. Shall not participate in specialized field or laboratory tests or inspections conducted by others, except as specifically authorized by ENVIRONMENTAL PARTNERS.
- 8. Shall not exceed limitations on ENVIRONMENTAL PARTNERS' authority as set forth in the Contract Documents.

Task 7: Record Drawings and UDF Program Update

Environmental Partners will locate as-built valves, fire hydrants, and water services for work on Cherry Street with a GPS unit. Environmental Partners will use collected GPS information to prepare record drawings, and will also furnish GPS information in shapefile format to the Client.

Environmental Partners shall prepare record drawings and furnish three (3) sets of prints to the Client containing those changes made during the construction process which are reflected on the marked up prints and drawings prepared by our Resident Project Representative and as furnished by the Contractor to Environmental Partners. In addition, Environmental Partners shall prepare and furnish one (1) sets of gate valve, hydrant, and service tie cards for the Client. In addition, Environmental Partners shall furnish a USB containing the AutoCAD 2018 or later Version of the record drawings and a PDF version of the tie cards. As part of this task, Environmental Partners will

also update the Client's Hydraulic Model and Uni-Directional Flushing Program to reflect the water main replacement work performed as part of this project.

Fee and Payment

Environmental Partners proposes to perform the indicated scope of services as previously described for a fee of **Three Hundred Ninety Eight Thousand Dollars (\$398,000)**. Task 1 through 4 and Task 7 are lump sum (LS) basis, and Tasks 5 and 6 are time and materials (T&M) basis. Environmental Partners' current time charge rates are attached. Billing rates shall be subject to adjustment annually every April. All expenses and consultants shall be marked-up 12%. A breakdown of the fee by task is as follows:

Task	Fee Structure	Fee
Task 1 – Field Work, Survey, & Data Collection	Lump Sum	\$70,500
Task 2 – Water Main Design	Lump Sum	\$55,600
Task 3 – MassDOT Permitting	Lump Sum	\$13,400
Task 4 – Bidding Assistance	Lump Sum	\$8,600
Task 5 – Construction Administration	Time & Materials	\$75,200
Task 6 – Resident Project Representative	Time & Materials	\$116,700
Task 7 – Record Drawings and UDF Program Update	Lump Sum	\$58,000
Total		\$398,000

Invoices will be issued to the Client on a monthly basis and will be based upon percentage complete and/or time and materials spent for tasks identified above. The compensation indicated above is based on an estimate of the character and extent of work involved. Unforeseen conditions, which become evident during the course of the work, may alter or increase the effort required. The amount indicated will not be exceeded without written amendment between the Client and Environmental Partners.

Preliminary Opinion of Probable Construction Cost

Construction Cost Estimate ¹	\$1,690,000
Full Width Mill and Overlay ²	\$361,200
Planning Level Contingency (25%)	\$512,800
Police Details ³	\$100,450
Total	\$2,664,450

Notes:

1. Assumes \$325/lf all-in cost.

2. Developed using recent projects and accounts for inflation costs.
3. Police Detail fees assume 2 officers per day at current rate of \$62/hour.

Anticipated Project Schedule

Environmental Partners proposes the following project schedule to perform the above referenced scope of services. This schedule assumes that Environmental Partners will receive a Notice to Proceed from the Client in early January 2025.

Task	Estimated Start Date	Estimated End Date
Task 1 – Field Work, Survey, & Data Collection	Early January 2025	Early March 2025
Task 2 – Water Main Design	Early March 2025	Early July 2025
Task 3 – MassDOT Permitting	Early March 2025	Early July 2025
Task 4 – Bidding Assistance	Early July 2025	Early September 2025
Task 5 – Construction Administration	Early September 2025	Late January 2026
Task 6 – Resident Project Representative	Mid August 2025	Late January 2026
Task 7 – Record Drawings and UDF Program Update	Late January 2026	Mid April 2026

Please note that the timeline of this project is contingent on MassDOT's permit review duration and could also change depending on whether MassDOT is amenable to waiving their winter construction restrictions of no work permitted in a Massachusetts State Highway from December 1st to March 15th.

The proposed fee and effort are based upon Environmental Partners' best faith effort to fully understand the needs of this proposal. If the scope of the services to be rendered is changed materially or if the period of time required to render services hereunder is extended beyond the completion dates proposed, the amount of compensation provided shall be adjusted appropriately (if required), upon approval of the Client and Environmental Partners. If project delays outside of Environmental Partners' control cause the completion date to extend substantially, additional compensation may be requested through a written amendment to account for additional coordination time.

Assumptions and Exclusions

- The Client will prepare Division 00 of the contract specifications, with the exception of the Bid Form, which EP will prepare.
- The Client will host the bid documents and host the bid opening. Electronic bid hosting and bid opening is not included in the Scope of Services.
- If a police detail is required to facilitate any field work, it will be paid directly by the Client.
- It is assumed that the Client will assist EP staff with utility location and access to utility structures in the field as needed.
- It is assumed that because all surrounding wetlands are over 300-feet away from the project area that neither wetland delineation nor wetland permitting are required for this project.
- A pre-bid meeting is not included in the Scope of Services.

- It is assumed that Court Street at the intersection of Cherry Street is not in MassDOT jurisdiction and work in the intersection will not require a MassDOT State Highway Access Permit.
- It is assumed that the Client will be responsible for paying all fees associated with MassDOT directly to MassDOT.
- It is assumed in the anticipated project schedule that MassDOT will furnish permit comments and approvals in a timely manner, and that MassDOT will waive winter construction restrictions.
- It is assumed in the anticipated project schedule that weather conditions will be favorable to perform field work and survey in late winter/early spring 2025.
- Approximate right-of-way and property line information will be shown on the base plan based on available GIS information only. Precise right-of-way and property line information adequate for easements or land acquisitions is not included. Individual parcel surveys to locate precise right-of-way or property lines are not included.
- The UAV corrects the positional accuracy of the onboard GPS in real-time (during the flight) by connecting to a virtual reference station (VRS). The RTK7VRS system is commonly used in conventional manned GPS survey equipment and typically produces up to 3cm horizontal and 5cm vertical accuracy. This Scope of Services does not include a more precise topographic field survey typically required for detailed engineered design.
- Please note that there has been Legislation introduced into the United States House of Representatives referred to as H.R. 2864-Countering CCP Drones Act, regarding the prohibition of the use of certain drones produced or provided by Shenzhen Da-Jiang Innovations Science and Technologies Company Limited (DJI). In the event that this Legislation passes and becomes law prior to or during the performance of the work that is anticipated under this proposal, and this proposal includes the use of DJI Drone, Environmental Partners reserves the right to re-negotiate our approach, scope of work, performance schedule, and/or fee.

Acceptance

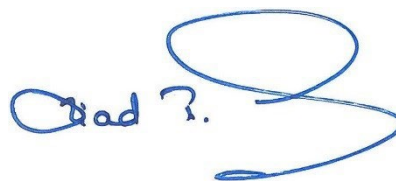
We look forward to working with you on this important project. We would be pleased to discuss the scope of services and proposal with you. If you find the proposed scope and fee acceptable, we can coordinate the preparation and execution of an Agreement. Please feel free to contact us with any questions or concerns.

Sincerely,

Environmental Partners Group, LLC



Lauren E. Underwood, PE
Senior Project Manager
P: 617.657.0292
E: leu@envpartners.com



Ziad F. Kary, PE
Senior Principal
P: 617.657.0283
E: zfk@envpartners.com

Attachment: EP Standard Billing Rates Effective 4-1-24 through 3-31-25

Environmental Partners Group, LLC Standard Billing Rates

Effective until March 31, 2025

CATEGORY	HOURLY RATE
Principal	\$265
Senior Project Manager	\$250
Project Manager	\$238
Senior Project Engineer/Scientist	\$210
Project Engineer	\$180
Project Scientist GIS Coordinator	\$178
Engineer GIS Specialist	\$160
Hydrogeologist	\$145
Scientist	\$140
GIS Technician	\$135
Technician	\$115
<u>Resident Project Representatives</u>	
Horizontal Construction	\$135
Vertical Construction	\$140
Clerical	\$99

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST
FY25 FALL ANNUAL TOWN MEETING**

Department: Fire Department	Priority #:	1
Project Title and Description: Rehabilitate 1993 Brush Breaker	Total Project Cost:	\$290,000.00

Department/Division Head: Chief Neil Foley

Check if project is: New ☒ Resubmitted ☐ **Cost estimate was developed:** Internally ☒ Externally ☐

For project re-submittals, list prior year(s):

List any funding sources and amounts already granted: _____

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			FY26		
<i>Labor and Materials</i>	\$261,000.00		FY27		
<i>Administration</i>			FY28	-\$800,000.00	
<i>Land Acquisition</i>			FY29		
<i>Equipment</i>			FY30		
<i>Other</i>					
<i>Contingency</i>	\$29,000.00	10% for unknown conditions			
Total Capital	\$290,000.00				

Project Justification and Objective: See attached memo

For Capital Project Requests:

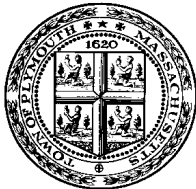
Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan Yes ☐ No ☒
Can this project be phased over more than one fiscal year? Yes ☐ No ☒

For Capital Equipment Requests:

☐ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

What is the expected lifespan of this new/replacement equipment: 10+ Years

Attach backup information, estimates, or justification to support this request.



Town of Plymouth
Fire Department
114 Sandwich Street
Plymouth, Massachusetts 02360
508-830-4213
Fax 508-830-4174

Date: August 08, 2024

To: Lynne Barrett, Finance Director
Derek Brindisi, Town Manager
Silvio Genao, Asst. Town Manager

Cc: Capital Improvement Committee
Select Board
Advisory and Finance Committee

From: Neil Foley, Chief of Department

Re: Rehabilitate 1993 Brush Breaker 176 \$290,000

The Fire Department is requesting town meeting approval for \$290,000 to replace the framersails and conduct any other necessary rehabilitation on a 1993 E.J Murphy Brush Breaker. This specialized apparatus, last refurbished in 2014, is crucial for controlling wildfires in Plymouth's unique Pine Barrens ecosystem. Given the high replacement cost of over \$800,000 for this type of vehicle, coupled with its relatively low mileage, engine hours, and overall condition, rehabilitation is the most cost-effective option.

This 1993 Brush Breaker (176), usually stationed at the Cedarville Fire Station, has been out of service since the end of last year due to an observed crack and corrosion in the framerail found during routine maintenance by our apparatus repair technicians. The decision was made to place our only spare into service following this discovery.

While our 10-year capital plan had initially projected to start replacing our fleet of Brush Breakers in FY28, we will use this project to carry out a rehabilitation-over-replacement analysis to determine the most efficient use of funding on a case-by-case basis.

Thanks to a recent grant award and lower-than-expected project costs, the department has returned over \$190,000. After speaking with Finance Director Lynne Barrett, this sum will be available as free cash to support funding for this important project.

Brush Breaker 176, an all-terrain 4x4, can carry 600 gallons of water and pump 300 gallons per minute. Moreover, during storms, it allows the department to access areas that would otherwise be impassable with conventional apparatus. With 2,547 engine hours, equivalent to 106,974 road miles, we anticipate an additional 10-years of service.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST
FY25 FALL ANNUAL TOWN MEETING**

Department: Fire Department	Priority #:	2
Project Title and Description: Purchase and Equip Utility Task Vehicle	Total Project Cost:	\$52,069.00

Department/Division Head: Chief Neil Foley

Check if project is: New ☒ Resubmitted ☐ **Cost estimate was developed:** Internally ☒ Externally ☐

For project re-submittals, list prior year(s):

List any funding sources and amounts already granted: Fire Prevention Revolving \$25,000.00 - Org. 26242206 Obj. 540000

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			<i>FY26</i>		
<i>Labor and Materials</i>			<i>FY27</i>		
<i>Administration</i>			<i>FY28</i>		
<i>Land Acquisition</i>			<i>FY29</i>		
<i>Equipment</i>	\$52,069.00		<i>FY30</i>		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$52,069.00				

Project Justification and Objective: See attached memo

For Capital Project Requests:

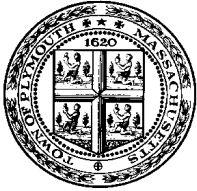
Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan Yes ☐ No ☒
Can this project be phased over more than one fiscal year? Yes ☐ No ☒

For Capital Equipment Requests:

☐ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

What is the expected lifespan of this new/replacement equipment: 10 + Years

Attach backup information, estimates, or justification to support this request.



Town of Plymouth
Fire Department
114 Sandwich Street
Plymouth, Massachusetts 02360
508-830-4213
Fax 508-830-4174

Date: July 22, 2024

To: Lynne Barrett, Finance Director
Derek Brindisi, Town Manager
Silvio Genao, Asst. Town Manager

Cc: Capital Improvement Committee
Select Board
Advisory and Finance Committee

From: Neil Foley, Chief of Department

Re: Purchase and Equip Utility Task Vehicle \$52,069.00

The Fire Department is seeking town meeting approval in the amount of **\$52,069.00** to purchase and equip a Utility Task Vehicle (UTV) to be used as an all terrain rescue vehicle. This UTV will provide access to off-road areas that are difficult to reach with traditional fire department apparatus. The UTV will be utilized for any public safety needs including, search and rescue operations, patient extrication from remote areas, and fire suppression. Additionally, it will support large special events such as the July 4th holiday and Thanksgiving parade. These vehicles are well-suited for these events, allowing for safer and less disruptive access to crowded areas in order to provide emergency services.

The Department believes this vehicle's relatively low cost will be a welcome and much needed complement to our mission.

Cost Estimate includes upfit and required equipment.

The Fire Safety and Prevention Revolving Account Org. 26242206 Obj. 540000 will provide 100% of the Funding Source for this project.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST
FY25 FALL ANNUAL TOWN MEETING**

Department: Fire Department	Priority #:	3
Project Title and Description: Community Wildfire Protection Plan	Total Project Cost:	\$96,000.00

Department/Division Head: Chief Neil Foley

Check if project is: New ☒ Resubmitted ☐ **Cost estimate was developed:** Internally ☐ Externally ☒

For project re-submittals, list prior year(s):

List any funding sources and amounts already granted: Fire Prevention Revolving \$25,000.00 - Org. 26242206 Obj. 540000
Environmental Affairs Fund \$25,000.00 Org. 26304277 Obj. 500000

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>	\$96,000.00		FY26		
<i>Labor and Materials</i>			FY27		
<i>Administration</i>			FY28		
<i>Land Acquisition</i>			FY29		
<i>Equipment</i>			FY30		
<i>Other</i>					
<i>Contingency</i>					
Total Capital	\$96,000.00				

Project Justification and Objective: See attached memo

For Capital Project Requests:

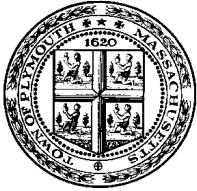
Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan Yes ☐ No ☒
Can this project be phased over more than one fiscal year? Yes ☐ No ☒

For Capital Equipment Requests:

☐ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

What is the expected lifespan of this new/replacement equipment: _____

Attach backup information, estimates, or justification to support this request.



Town of Plymouth
Fire Department
114 Sandwich Street
Plymouth, Massachusetts 02360
508-830-4213
Fax 508-830-4174

Date: August 08, 2024

To: Lynne Barrett, Finance Director
Derek Brindisi, Town Manager
Silvio Genao, Asst. Town Manager

Cc: Capital Improvement Committee
Select Board
Advisory and Finance Committee

From: Neil Foley, Chief of Department

Re: Community Wildfire Protection Plan Consultant \$96,000.00

The Town of Plymouth will request proposals from qualified consulting firms to provide a Community Wildfire Protection Plan (CWPP). The purpose of the CWPP is to serve as a framework for a comprehensive long-term resiliency plan. The CWPP will guide future wildfire hazard protection strategies in Plymouth and foster a collaborative approach with government, non-government, and community stakeholders. The plan will be produced in such a way as to serve as a basis to secure future grants to carry out mitigation strategies and reduce the risk of wildfire (including forest fuel mitigation, community engagement, and training).

While wildfire risks are not exclusive to Plymouth, our community has the highest density of Wildland-urban interface (WUI) of any other community in the state. Several factors, including urban sprawl, lifestyle choices, and climate change, drive the expansion of the WUI. As the WUI expands, it brings more structures, residents, and business close to wildfire-prone areas.

Plymouth will benefit from a comprehensive plan to prepare for, reduce the risk of, and adapt to wildland fire events by providing recommendations that are intended to reduce, but not eliminate, the extreme severity or risk of wildland fire.

We are hopeful that as we move forward with this project, we will be able to secure grant money to offset the cost of the project and have already had encouraging conversations with the Department Conservation & Recreation on possible grant opportunities.

The Fire Safety and Prevention Revolving Account will provide \$25,000.00 for this project. Additionally, the Director of Energy & Environment, David Gould, is in full support of this project and has allocated an additional \$25,000.00 from the Environmental Affairs Fund towards the development of a CWPP.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST
FY25 FALL ANNUAL TOWN MEETING**

Department: Plymouth Public Schools	Priority #:	1
Project Title and Description: MES Generator Replacement	Total Project Cost:	\$125,950.00

Department/Division Head: Adam Blaisdell / Matthew Durkee

Check if project is: New ☒ Resubmitted ☐ **Cost estimate was developed:** Internally ☐ Externally ☐

For project re-submittals, list prior year(s):

List any funding sources and amounts already granted: _____

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			FY23		
<i>Labor and Materials</i>	119,950.00		FY24		
<i>Administration</i>			FY25		
<i>Land Acquisition</i>			FY26		
<i>Equipment</i>			FY27		
<i>Other</i>					
<i>Contingency</i>	6000.00				
Total Capital	125,950.00				

Project Justification and Objective: The Manomet Elementary School generator is currently on the property of an abutter who is building a house.

This request will remove the generator from the abutter's property, install a new generator on town property, and remove the old generator. To move and repair the

the current generator which is estimated to have a life span of an additional 5-7 years, will cost \$67,200.

For Capital Project Requests:

Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan Yes ☐ No ☒
Can this project be phased over more than one fiscal year? Yes ☐ No ☒

For Capital Equipment Requests:

☒ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

What is the expected lifespan of this new/replacement equipment: _____

Attach backup information, estimates, or justification to support this request.

Product Quotation

August 8, 2024

Project Name: Manomet Point Road Plymouth

We are pleased to offer you the following quote, For the sale, delivery, and Turnkey installation of new equipment. With removal and disposal of existing equipment.

- (1) DR130 Winco Diesel Emergency Stationary Standby Generator
- (1) 150 Amp ASCO 300 Series Automatic Transfer Switch NON-SED NEMA 1
- (1) NFPA110 Commissioning Startup

Equipment Details:

- DR130, 130KW, FPT NEF 67, DIESEL, 1800 RPM, EPA STANDBY POWER
- SOUND-PAK, HOUSING ASSEMBLY DR100-DR175 TYPE
- DEEP SEA 7310 CONTROLLER
- 277/480V 3-PH
- GENERATOR END, CUMMINS, UCI274F, 12 LEAD, 311 WINDING, 125/40C RATING 145KW @ 208V/240V AND 165KW @480V AND 108KW @ 1-PH
- STANDARD MAIN LINE CIRCUIT BREAKER PROTECTION 150 AMP
- TANK, SUB-BASE FUEL, 230 GAL, UL142 DOUBLE WALL, 108x48x19 (DR100-DR175)
- NFPA 110 COMPLIANT
- BATTERY CHARGER, 12/24VDC, 10AMP
- REMOTE ANNUNCIATOR, DSE 2548 ASSEMBLY
- BATTERY 12V BCI GROUP 31
- EMERGENCY STOP, REMOTE MOUNT KIT

Total Price: \$ 119,950.00

NOTE: Fuel is not included in this proposal. FM Generator can provide you a quote for fuel delivery prior to startup.

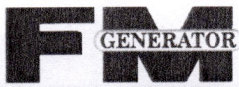
Notes:

- Standard Terms and Conditions apply
- Quote valid for 14 days
- FMGPS is not responsible for any permits, special approvals, or testing (unless otherwise specified)
- 50% Deposit, cash, or check; invoice to valid purchase order required to place order
- Applicable Taxes not included

Corporate Headquarters ♦ 35 Pequit Street ♦ P.O. Box 528 ♦ Canton, MA 02021 ♦ 1-800-253-6617

Trusted Power Solutions Provider Since 1970

www.fmgenerator.com



POWER SYSTEMS

If you have any questions, please feel free to contact me directly

Kind regards,

William Molway
Sales Coordinator



