

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST
FY26 FALL TOWN MEETING**

Department: Energy and Environment	Priority #:	1
Project Title and Description: Downtown Resiliency/Construction	Total Project Cost:	\$4,687,610

Department/Division Head: David Gould/Michael Cahill

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: \$3M in MVP grant funding has been applied for construction purposes. This would leave \$1,688,010 for the Town to appropriate to complete the project.
The remaining local match requirement, Phase 2 engineering, bid phase services and construction administration and oversight is \$

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>	115,250		FY27		
<i>Labor and Materials</i>	4,074,680		FY28		
<i>Administration</i>	484,970		FY29		
<i>Land Acquisition</i>			FY30		
<i>Equipment</i>			FY31		
<i>Other</i>	12,710				
<i>Contingency</i>					
Total Capital	\$4,687,610	\$1,687,610 Town share			

Project Justification and Objective: The project would address urban heat island issues in the downtown along with an improvement to pedestrian safety, stormwater and parks including Shirley Square and Depot Square.

The project improve crosswalks, plant trees in the downtown, treat stormwater discharged to the harbor and improve two downtown parks.

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
Department of Energy & Environment
26 Court Street, Plymouth, MA 02360



MEMO

To: Derek Brindisi, Town Manager
Lynne Barrett, Finance Director

From: Sarah McCormack, Natural Resources and Sustainability Specialist, Department of Energy and Environment

Re: Capital Request – Downtown Resiliency

Date: July 29, 2025

Plymouth's Downtown Resiliency Project is focused on a 3,000 linear-foot segment of the Route 3A corridor that runs through the community's historic downtown area, from its intersection with Samoset Street to the Main Street Extension parking lot, representing the most densely developed residential and commercial area in town.

The Downtown Resiliency Project will achieve numerous priorities outlined in various Town planning documents (Climate Action and Adaptation Plan, Municipal Vulnerability Preparedness Plan, Master Plan, Plymouth Center & North Plymouth Circulation and Mobility Study, Downtown Master Plan, Open Space & Recreation Plan, etc.). Although climate change poses a severe threat for the community, this project is a prime example of how municipalities can utilize climate change as the impetus to rebuild public spaces to maximize utility and equity for citizens. Once completed, this project will:

- Utilize native trees, vegetation, and pervious surfaces to provide ecosystem services (heat reduction, water filtration, habitat, carbon sequestration, etc.) while aiding in the beautification of the Town's historic downtown business districts
- Install green stormwater management infrastructure to address downtown flooding and improve water quality in Plymouth Harbor
- Redesign the urban streetscape to improve pedestrian safety and connectivity in the downtown district – limiting the need for vehicles and reducing greenhouse gas emissions

The Town applied for a reimbursement grant from the Municipal Vulnerability Preparedness (MVP) Action Grant Program in the amount of \$3,000,000. Additionally, \$60,400 of funding from CPC's 2019 Town Meeting Article 16D: Town Square/Leyden Street Engineering & Permitting will be applied to this project. The request of \$4,687,610. includes the cost of bid phase services, engineering and construction oversight and construction for Phase I and the completion of engineering and design for Phase II (which includes Town Square, Court House Green, and the Main Street Extension parking lot).

Attachment B: Plymouth - Downtown Resiliency Project FY26/FY27 MVP Action Grant Scope & Budget

Review the list of instructions on the "Instructions" tab to understand how to use this spreadsheet.

Project Task	Description of Task/Scope	Deliverables	Approximate Start Date	Approximate End Date	Total Grant	In-Kind Match	Cash Match	Total Match	Total Project Cost
Tasks to be Completed by June 30, 2026									
Task 1: Bid Phase Services									
Sub-task 1.1 - Bid Package Coordination	GPI will coordinate bid package assembly with town procurement staff including advertisement dates and bid opening.	Bid package coordination.	9/4/2025	9/12/2025	\$ -	\$ -	\$ 1,670.00	\$ 1,670.00	\$1,670.00
Sub-task 1.2 - Pre-Bid Meeting	Attend pre-bid conference to present overall complexities of project and complete questions for inclusion in a follow up addendum.	Attendance at pre-bid conference.	9/22/2025	9/23/2025	\$ -	\$ -	\$ 3,620.00	\$ 3,620.00	\$3,620.00
Sub-task 1.3 - RFI/Addendum	Respond to Contractor's Request for Information (RFI) and prepare Addenda as appropriate to clarify and correct or change the Bidding Documents. Distribute to all bidding parties to ensure a fair and equitable process.	Address contractor's request for information (RFI) and prepare addendum.	9/24/2025	10/14/2025	\$ -	\$ -	\$ 3,770.00	\$ 3,770.00	
Sub-task 1.4 - Bid Tabulation & Analysis	Prepare bid tabulations sheets and assist town staff in evaluating bids or proposals and in assembling and awarding contracts for work. Provide information or assistance needed in the course of any negotiations with prospective contractors; and consult with Project Team as to the acceptability of subcontractors, suppliers, and other individuals and entities proposed by prospective contractors for those portions of the work as to which such acceptability is required by the Bid Documents.								
Total Task 1 Cost		Provide input on bid reviews.	10/28/2025	11/3/2025	\$ -	\$ -	\$ 3,150.00	\$ 3,150.00	\$12,210.00
Task 2: Construction Phase Services									
Sub-task 2.1 - Pre-Construction Meeting	Attend pre-construction meeting to review distribution protocols, list of subcontractors, list of products, schedules of values, and progress schedule; designation of personnel representing the parties, procedures and processing of field decisions, submittals, substitutions, applications for payment, proposal request, change orders, contract closeout procedures, and Scheduling.	Attendance at pre-construction meeting.	11/25/2025	12/2/2025	\$ -	\$ -	\$ 9,100.00	\$ 9,100.00	
Sub-task 2.2 - RFI & Design Clarifications	Work with town staff to answer questions from general contractor and update changes to the construction drawings and specifications as needed. The GPI Team will also prepare clarifications and construction sketches as necessary. All change orders and clarification sketches will be numbered and organized for tracking and reference.	Response to RFI, clarifications and sketches.	11/25/2025	5/25/2026	\$ -	\$ -	\$ 2,631.20	\$ 2,631.20	
Sub-task 2.3 - Shop Drawing & Submittals	GPI will review product submittals, samples, shop drawings and other contractor submittals for approval. We will act promptly and systematically on checking shop drawings, and we will indicate any changes to ensure conformance and/or consistency to contract drawings and specifications. Submittals shall be reviewed, stamped, and returned typically within 14 days of receipt. We will maintain a logbook of contractor's submittals to record the submittal, current status, and date of approval.	Shop drawing reviews and submittal log.	11/25/2025	5/25/2026	\$ -	\$ -	\$ 15,024.00	\$ 15,024.00	
Sub-task 2.4 - Pay Requisitions & Change Orders	GPI will provide review and input to pay requisitions to ensure that they are accurate and equitably adjusted to the actual work performed. The GPI Team will also provide assistance in negotiating such changes with the contractor, and we will prepare clarifications and construction sketches as necessary. All change orders and clarification sketches will be numbered and organized for tracking and reference.	Pay requisition review/approvals.	11/25/2025	5/25/2026	\$ -	\$ -	\$ 2,846.80	\$ 2,846.80	
Sub-task 2.5 - Progress Meetings	GPI will provide virtual attendance at bi-weekly progress meetings over the course of construction from December 2025 to June 2027.	Attendance at an estimated (40) bi-weekly progress meeting	11/25/2025	5/25/2026	\$ -	\$ -	\$ 12,210.00	\$ 12,210.00	
Sub-task 2.6 - Site Visits	GPI will provide coordination to the town, general contractor and subcontractors during the construction period including review of work progress, craftsmanship, and review of grading and layout. We have included time in this proposal to provide periodic site visits during active periods of construction and to for the duration of construction, inclusive of travel and on-site review. Provide periodic site visits and provide written updates with site photographs in a PDF format (an electronic file of all photos taken should be supplied upon project completion).	Site visits and field reports.	11/25/2025	5/25/2026	\$ -	\$ -	\$ 10,929.60	\$ 10,929.60	
Sub-task 2.7 - Full-Time Resident Inspector	GPI will provide coordination and oversight of the construction phase. This task will fund a full-time construction inspector to oversee the on-the-ground implementation.	Construction phase oversight.	11/25/2025	5/25/2026	\$ -	\$ -	\$ 166,936.00	\$ 166,936.00	
Total Task 2 Cost					\$ -	\$ -	\$ 219,677.60	\$ 219,677.60	\$219,677.60
Task 3: Court Street/Main Street Corridor									
Sub-task 3.1 - General Conditions	Integrate 1) soil cells, and 2) rainwater capture features that benefit street trees.Integrate North Plymouth Circulation Study recommendations that provide intersection improvements that 1) offer wider sidewalks, 2) shorter crosswalks, 3) improved pedestrian safety, and 4) small rain garden areas.	Community enhancement, pedestrian safety, urban heat island reduction, and stormwater improvements.	11/25/2025	5/25/2026	\$ 69,500.00	\$ -	\$ -	\$ -	\$69,500.00
Sub-task 3.2 - Site Prep & Demo			11/25/2025	5/25/2026	\$ 58,000.00	\$ -	\$ -	\$ -	\$58,000.00
Sub-task 3.3 - Infrastructure Modification/Improvements			11/25/2025	5/25/2026	\$ 1,301,000.00	\$ -	\$ -	\$ -	\$1,301,000.00
Total Task 3 Cost					\$ 1,428,500.00	\$ -	\$ -	\$ -	\$1,428,500.00
Task 4: Community Engagement Activities									
Sub-task 4.6 - Project Fence Wrap	Interpretive signage will be wrapped around fences at project sites during construction. Signs will include renderings and explain the resiliency benefits of upgrades at specific sites.	Informational construction fence wrapping.	9/4/2025	11/25/2025	\$ 15,000.00	\$ -	\$ -	\$ -	\$15,000.00
Total Task 4 Cost					\$ 15,000.00	\$ -	\$ -	\$ -	\$15,000.00
Contingency FY26 (may add for construction projects only)									
TOTAL PROJECT COST FY26					\$ 1,443,500.00	\$ -	\$ 231,887.60	\$ 231,887.60	\$ 1,675,387.60
Tasks to be Completed by June 30, 2027									
Task 5: Construction Phase Services (Continued)									
Sub-task 5.1 - RFI & Design Clarifications	Work with town staff to answer questions from general contractor and update changes to the construction drawings and specifications as needed. The GPI Team will also prepare clarifications and construction sketches as necessary. All change orders and clarification sketches will be numbered and organized for tracking and reference.	Response to RFI, clarifications and sketches.	9/7/2026	6/11/2027	\$ -	\$ -	\$ 3,348.80	\$ 3,348.80	
Sub-task 5.2 - Shop Drawing & Submittals	GPI will review product submittals, samples, shop drawings and other contractor submittals for approval. We will act promptly and systematically on checking shop drawings, and we will indicate any changes to ensure conformance and/or consistency to contract drawings and specifications. Submittals shall be reviewed, stamped, and returned typically within 14 days of receipt. We will maintain a logbook of contractor's submittals to record the submittal, current status, and date of approval.	Shop drawing reviews and submittal log.	9/7/2026	6/11/2027	\$ -	\$ -	\$ 10,016.00	\$ 10,016.00	
Sub-task 5.3 - Pay Requisitions & Change Orders	GPI will provide review and input to pay requisitions to ensure that they are accurate and equitably adjusted to the actual work performed. The GPI Team will also provide assistance in negotiating such changes with the contractor, and we will prepare clarifications and construction sketches as necessary. All change orders and clarification sketches will be numbered and organized for tracking and reference.	Pay requisition review/approvals.	9/7/2026	6/11/2027	\$ -	\$ -	\$ 3,623.20	\$ 3,623.20	
Sub-task 5.4 - Progress Meetings	GPI will provide virtual attendance at bi-weekly progress meetings over the course of construction from December 2025 to June 2027.	Attendance at an estimated (40) bi-weekly progress meeting	9/7/2026	6/11/2027	\$ -	\$ -	\$ 15,540.00	\$ 15,540.00	
Sub-task 5.5 - Site Visits	GPI will provide coordination to the town, general contractor and subcontractors during the construction period including review of work progress, craftsmanship, and review of grading and layout. We have included time in this proposal to provide periodic site visits during active periods of construction and to for the duration of construction, inclusive of travel and on-site review. Provide periodic site visits and provide written updates with site photographs in a PDF format (an electronic file of all photos taken should be supplied upon project completion).	Site visits and field reports.	9/7/2026	6/11/2027	\$ -	\$ -	\$ 13,910.40	\$ 13,910.40	
Sub-task 5.6 - Full-Time Resident Inspector	GPI will provide coordination and oversight of the construction phase. This task will fund a full-time construction inspector to oversee the on-the-ground implementation.	Construction phase oversight.	9/7/2026	6/11/2027	\$ -	\$ -	\$ 212,464.00	\$ 212,464.00	
Sub-task 5.7 - Project Closeout	GPI will provide coordination to the town, general contractor and subcontractors during the construction period including review of work progress, craftsmanship, and review of grading and layout. We have included time in this proposal to provide periodic site visits during active periods of construction and to for the duration of construction, inclusive of travel and on-site review. Provide periodic site visits and provide written updates with site photographs in a PDF format (an electronic file of all photos taken should be supplied upon project completion).	Final punch list and warranties.	6/14/2027	6/25/2027	\$ -	\$ -	\$ 6,890.00	\$ 6,890.00	
Total Task 5 Cost					\$ -	\$ -	\$ 265,792.40	\$ 265,792.40	\$265,792.40
Task 6: Court Street/Main Street Corridor (Continued)									
Sub-task 6.1 - General Conditions	Integrate 1) soil cells, and 2) rainwater capture features that benefit street trees.Integrate North Plymouth Circulation Study recommendations that provide intersection improvements that 1) offer wider sidewalks, 2) shorter crosswalks, 3) improved pedestrian safety, and 4) small rain garden areas.	Community enhancement, pedestrian safety, urban heat island reduction, and stormwater improvements.	9/7/2026	6/7/2027	\$ 69,500.00	\$ -	\$ -	\$ 69,500.00	\$139,000.00
Sub-task 6.2 - Site Prep & Demo			9/7/2026	6/7/2027	\$ 58,000.00	\$ -	\$ -	\$ 58,000.00	\$116,000.00
Sub-task 6.3 - Hardscape Improvements			9/7/2026	6/7/2027	\$ 1,156,000.00	\$ -	\$ -	\$ 1,156,000.00	\$2,312,000.00
Sub-task 6.4 - Streetscape Improvements			9/7/2026	6/7/2027	\$ 199,000.00	\$ -	\$ -	\$ 199,000.00	\$398,000.00
Total Task 6 Cost					\$ 1,482,500.00	\$ -	\$ -	\$ -	\$1,482,500.00
Task 7: Community Engagement Activities (Continued)									
Sub-task 7.1 - Climate Resiliency Walking Trail (Virtual Tour)	Installation of a virtual, self-guided climate resiliency walking tour at key locations through the project area. The walking tour will include eight physical markers with QR codes to highlight the vulnerabilities of the Downtown area and to feature the adaptation solutions that were employed to help protect the site from climate-related impacts.	Online platform housing a virtual walking tour of the project site explaining resiliency benefits and the need to adapt to physical risks.	7/1/2026	6/11/2027	\$ 8,000.00	\$ -	\$ -	\$ -	\$8,000.00
Total Task 7 Cost					\$ 8,000.00	\$ -	\$ -	\$ -	\$8,000.00
Task 8: Depot Square									
Sub-task 8.1 - General Conditions		Community enhancement, urban heat island reduction, and stormwater improvements.	9/7/2026	6/7/2027	\$ 31,000.00	\$ -	\$ -	\$ -	\$31,000.00
Sub-task 8.2 - Site Prep & Demo	Integrate 1) additional shade trees, 2) shade structure, and 3) passive tree watering.		9/7/2026	6/7/2027	\$ 4,000.00	\$ -	\$ -	\$ -	\$4,000.00
Sub-task 8.3 - Hardscape Improvements			9/7/2026	6/7/2027	\$ 31,000.00	\$ -	\$ 206,000.00	\$ 206,000.00	\$237,000.00
Sub-task 8.4 - Streetscape Improvements			9/7/2026	6/7/2027	\$ -	\$ -	\$ 371,000.00	\$ 371,000.00	\$371,000.00
Total Task 8 Cost					\$ 66,000.00	\$ -	\$ 577,000.00	\$ 577,000.00	\$643,000.00
Contingency FY27 (may add for construction projects only)									
TOTAL PROJECT COST FY27					\$ 1,556,500.00	\$ -	\$ 842,792.40	\$ 842,792.40	\$ 2,399,292.40
TOTAL PROJECT COST OVERALL					\$ 3,000,000.00	\$ -	\$ 1,074,680.00	\$ 1,074,680.00	\$ 4,074,680.00

Match 26.37%

SUMMARY COSTS

Plymouth Downtown Resiliency Project

GPI 8/1/2025

Bidding	\$12,710
Construction Admin/Oversight - Full time	\$484,970
Final Desin for Phase 11	\$115,250
Construction	\$4,074,680
Total:	\$4,687,610